



Douglas A. Ducey
Governor

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY



Misael Cabrera
Director

October 6, 2015

Reading file: SWGP15-0217

Michael Todnem, P.E.
Town of Oro Valley
11000 North La Canada Drive
Oro Valley, AZ 85737

Re: Review of Town of Oro Valley 2014-2015 Phase II Municipal Separate Storm Sewer System (MS4) Annual Report and Revised Stormwater Management Plan (SWMP)

Dear Mr. Todnem,

The Arizona Department of Environmental Quality (ADEQ) received the Town of Oro Valley ("Town") Small MS4 Annual Report on September 30, 2015. The report was submitted in accordance with Part V.G of the Small Municipal Separate Storm Sewer Systems (MS4) Permit No. AZG2002-002.

ADEQ has reviewed the report and determined the Town is in substantial compliance with its permit and stormwater management plan (SWMP). As such, no additional information is necessary at this time. In the event conditions change or additional information becomes available, ADEQ may request the Town provide documentation necessary to assess compliance, pursuant to permit Part VI.I.

Additionally ADEQ reviewed the Revised Stormwater Management Plan (SWMP) dated September 30, 2015. No additional information regarding the Revised SWMP is requested at this time. Please be advised, that once the new small MS4 permit is issued (anticipated to be issued in early 2016) existing permittees will be required to update the SWMP to meet the terms and conditions of the new permit.

Recommendations

The suggestions below are not required by State law and there are no legal consequences should you choose to disregard them; however, ADEQ appreciates your cooperation and asks you to consider the following:

- None at this time.

Thank you for your efforts to comply with Arizona's environmental requirements. Please contact me if you have any questions regarding the Phase II MS4 Program either by phone to (602) 771-2256, or by email at jlw@azdeq.gov.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Widlowski". The signature is written in a cursive style with a large, prominent initial "J".

Jennifer Widlowski
Stormwater and General Permits Unit
Water Quality Division, ADEQ



*Town of Oro Valley
Development and Infrastructure Services*

September 30, 2015

Arizona Department of Environmental Quality
Chris Henninger
Surface Water Section/Stormwater & General Permits Unit (5415A-I)
1110 West Washington Street
Phoenix, AZ 85007

Dear Mr. Henninger,

As required by the Arizona Department of Environmental Quality's Small MS4 General Permit, attached is a copy of the Town of Oro Valley's annual report for the period July 1, 2014 to June 30, 2015. This includes our updated Stormwater Management Plan.

If you have any questions, please contact me at either (520) 229-5044 or by email at mtodnem@orovalleyaz.gov.

Sincerely,

Michael Todnem, P.E.
Stormwater Engineer/
Utility Manager

Attachment

Oro Valley, it's in our nature.

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2015

Town of Oro Valley

Stormwater Management Plan

*Annual Report 2014-2015
Attachment E*

TOWN OF ORO VALLEY | 11000 N La Canada Drive, Oro Valley, AZ 85737
ADOPTED: OCTOBER 14, 2007
REVISED: SEPTEMBER 30, 2015



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- Attachment H Storm Water Checklist for Plan Review
- Attachment I Construction and Post-Construction Site SOP and Inspection Tracking Form
- Attachment J Authorized Signer Signature Form

ABBREVIATIONS / ACRONYMS

AAC	Arizona Administrative Code
ABOP	Antifreeze, Batteries, Oil & Paint
ADEQ	Arizona Department of Environmental Quality's
ATD	Authorization to Discharge
AZPDES	Arizona Pollutant Discharge Elimination System
BMP	Best management practice
CFR	Code of Federal Regulations
CGP	AZPDES Construction General Permit
CWA	Clean Water Act
DCIA	Directly Connected Imperious Areas
EPA	Environmental Protection Agency
ERP	Enforcement Response Plan
GIS	Geographic Information System
HHW	Household Hazardous Waste
IDDE	Illicit Discharge Detection and Elimination
IC	Illicit Connection
ID	Illicit Discharge
LID	Low Impact Development
MCM	Minimum Control Measure
MEP	maximum extent practicable
MIS	Management Information System
MS4	municipal separate storm sewer system
NOI	Notice of Intent
NOT	Notice of Termination
NPDES	National Pollutant Discharge Elimination System
O&M	operation and maintenance
P2	Pollution Prevention
PHF	Pesticides, Herbicides and Fertilizers
PCFCD	Pima County Flood Control District
SIC	Standard Industrial Classification
SOP	Standard Operating Procedure
SWMP	Storm Water Management Plan /Storm Water Management Program
SWPPP	Storm Water Pollution Prevention Plan

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Part 1 – STORMWATER MANAGEMENT PLAN

EXECUTIVE SUMMARY

This Storm Water Management Plan (SWMP), also referred to as a Storm Water Management Program, has been prepared by the Town of Oro Valley (Town) as required by the Arizona Department of Environmental Quality's (ADEQ) Arizona Pollutant Discharge Elimination System (AZPDES) General Permit Number AZG2002-002 (Permit). The Permit was issued by ADEQ effective on December 19, 2002 and has been administratively continued since the Permit expired on December 19, 2007. This report has been revised to meet the newly drafted ADEQ small municipal separate storm sewer system (MS4) General Permit Number AZG2015-00X (Draft Permit).

The SWMP describes the policies and procedures the Town implements to reduce, to the maximum extent practicable (MEP), pollutant discharges to and from its small municipal separate storm sewer system (MS4). The overall goal of the program is to ensure to the MEP that discharges from the MS4 do not cause or contribute to exceedances of surface water quality standards. As required by the Permit, this SWMP addresses the six minimum control measures (MCMs): Public Education and Outreach, Public Involvement /Participation, Illicit Discharge Detection and Elimination, Construction Site Storm Water Runoff Control, Post-Construction Storm Water Management in New Development and Redevelopment, and Pollution Prevention/Good Housekeeping for Municipal Operations. The SWMP is designed to be a comprehensive program document outlining how the storm water program is implemented and maintained, therefore, sections have been added to describe other Permit-required support activities, including Training, SWMP Evaluation and Revision, Reporting, and Signatory Requirements.

The SWMP describes the Town's best management practices (BMPs) and the overall approach to storm water pollution prevention planned by the Town.

The SWMP complies with the requirements specified in Code of Federal Regulations (CFR) Chapter 40 Part 122.32, incorporated by reference in Arizona Administrative Code (AAC) R18-9-A902 and A905. The SWMP has been prepared to meet the requirements identified in the Permit and is certified according to Permit Section VI.L.

I. CERTIFICATION/SIGNATURE REQUIREMENTS

Permittee Name: Town of Oro Valley

Permit Number: AZG2002-002

Stormwater Management Program Manager:
Michael Todnem P.E.
Stormwater Engineer/Utility Manager

Certifying Official:
Paul Keesler P.E.
Town Engineer/Stormwater Administrator

Contact Information:
680 W Calle Concordia
Oro Valley, AZ 85704
(520) 229-5044 - office
Mtodnem@orovalleyaz.gov

Contact Information:
11000 N La Cañada Dr
Oro Valley, AZ 85737
(520) 229-4811 - office
Pkeesler@orovalleyaz.gov

As described in permit section 9.0.12. documentation required by the permit must comply with signatory requirements. As a municipality, Notices of Intent (NOI) and Notices of Termination (NOT) must be signed by a principal executive officer or ranking elected official.

All required reports, including this SWMP, must be signed by the principal executive officer or ranking elected official or by their duly authorized representative. A person is duly authorized if:

- The authorization is made in writing by a principal executive office or ranking elected official.
- The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of manager, operator, superintendent, or position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the Town.

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 on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



Paul Keesler P.E.,
Town Engineer/Stormwater Administrator

9-29-15
Date

II. STORMWATER PROGRAM BACKGROUND

1. Regulatory Program Information

Phase I of the U.S. Environmental Protection Agency's (EPA) municipal stormwater program was promulgated in 1990 under the authority of the 1972 Clean Water Act (CWA). Phase I relied on the National Pollutant Discharge Elimination System (NPDES) permit coverage to address stormwater runoff from medium and large municipal separate storm sewer systems (MS4s), serving populations above 100,000, construction activities disturbing 5 acres of land or more, and 10 categories of industrial activities.

The Stormwater Phase II Final Rule, published in CFR40 promulgated December 8, 1999, was the next step in the EPA's efforts to preserve, protect, and improve the nation's water resources from polluted stormwater runoff. The Phase II program requires additional operators (small MS4s in urbanized areas per the US Census Bureau) to implement programs and practices to control polluted stormwater runoff, through the NPDES permit program. The State of Arizona has primacy for the federal NPDES program and is charged with implementing the program, now called AZPDES. The program requires Phase II municipalities to develop a Stormwater Management Program/Plan (SWMP) in accordance with the AZPDES General Permit for Discharge from Small MS4s to Waters of the US # AZG2002-002. The permit became effective on December 19, 2002 and currently expires on December 19, 2010.

2. Town Information/Geographic Information

Oro Valley is located in northern Pima County approximately three miles north of the Tucson city limits. Nestled between the Catalina and Tortolita mountain ranges, the town sits at an elevation of 2,620 feet and covers more than 36 square miles.

Incorporated in April 1974 and home to more than 41,000, the Town of Oro Valley employs the council-manager form of municipal government. Oro Valley is administered by a seven-member Town Council.

ACCOLADES

- One of America's 10 Safest Suburbs - Movoto Real Estate, 2014
- Best Place in Arizona to Raise Kids - Bloomberg Businessweek, 2013
- Playful City Community USA, 2011, 2012, 2013 and 2014
- 10 Best Towns for Families - Family Circle Magazine, August 2008
- 100 Best Places in America to Live and Launch a Small Business - Fortune Small Business Magazine, April 2008

CLIMATE

When it comes to climate, Oro Valley is one of the sunniest, most comfortable places in the country. Our climate delivers average high temperatures of 83.4 degrees and average lows of 53.8 degrees.

Find adventure with fantastic destinations for nearby daytrips. Go boating, water skiing and fishing at one of several lakes, each within a two-hour drive. In the winter, Mount

Lemmon—only 60 minutes away in the Santa Catalina Mountains—offers a great downhill skiing challenge for all ages and skill levels.

DEMOGRAPHICS

Residents in Oro Valley enjoy an upscale lifestyle. Our population of 41,011 is balanced across all age segments. Projections indicate continued, healthy growth. Per capita income is among the highest of any community in Arizona with a median household income of \$71,628. In 2010,

1. Median age is 49.8
2. 96.8% have high school diplomas or higher
3. 51.5% have a bachelor's degree or higher
- 4.

Town of Oro Valley

Source: 2010 Census data and 2011 American Community Survey data

- Population: **41,011**
- Number of households: **17,804**
- Median home value: **\$292,000**
- Median household income: **\$71,628**
- Per capita income: **\$39,249**
- Land area in square miles: **36 square miles**
- Person per square mile: **1,025 persons/sq mi**

Oro Valley's philosophy has been to strike a proper balance between population growth and environmental preservation with its reputation as a family oriented, business friendly, environmentally safe community as it has a status as being storm ready. It has attracted a number of golf courses, parks and resorts, thereby helping to solidify its reputation as one of the Southwest's most affluent communities, with one of the highest median household incomes in the region.

The Local Town Government staff includes over 352 personnel to include award winning police, public works, finance and planning departments.

3. Hydrology

The Town is composed of three major watersheds. All three discharge into the Santa Cruz River flowing to the Gila River. These washes are considered ephemeral, meaning that they only flow at times when there is sufficient runoff from stormwater or from snowmelt. Perennial flow is flow that is present in a stream year round. The nearest perennial stream is the effluent dependent reach of the Santa Cruz River. The effluent perennial flow in the River is comprised primarily of year-around discharge from the Agua Nuevo water reclamation facility (WRF) about one-mile south of Camino Del Cerro, and the Tres Rios WRF just south of Ina Road. Together, based on 2013 and 2014 water-year data, the two WRFs contributed about 72-92 percent of the flow in the river in a 23 mile reach from the Agua Nueva WRF to Trico Road and stormwater contribution was 8-28 percent of the flow. Currently, the effluent dependent perennial flow segment of the river generally flows only in response to large seasonal precipitation events. (Sonoran Institute and Pima County, 2015, A Living River – Charting Wetland Conditions of the Lower Santa Cruz River, 2014 Water Year)

The largest of the three Town watersheds is the Canada Del Oro Wash herein referred to as the CDO. The CDO extends from the southeast corner of Pinal County and the northeast corner of Pima County in Arizona. The 35-mile long wash has a watershed with a contributing area of approximately 261 square miles. The CDO originates in the Santa Catalina Mountains at an elevation of about 8,000 feet and flows north into Pinal County, where it bends southward upon leaving the mountains and flows south through the towns of Catalina, Oro Valley, and Marana before joining with the Santa Cruz River near the Interstate 10 bridge about 1.2 miles south of Ina Road. The Town of Marana and Pinal County are the only Phase II MS4 jurisdictions that adjoin Oro Valley. Other jurisdictional areas that abut Oro Valley are Pima County and the City of Tucson which are Phase I MS4 areas. Big Wash and the Sutherland Wash are the two largest tributaries to the CDO, and flow south from Pinal County and from the western slopes of the Santa Catalina Mountains respectively. The confluences of these two tributaries with the main stem of the CDO are located near the North Oracle Road Bridge on the east side of Oro Valley. (Figure 1 Map of principal drainages in Oro Valley MS4 jurisdictional area) The CDO has a 100-year peak discharge of 22,354 cfs at its confluence with the Santa Cruz River. From the flood management perspective, the Pima County Flood Control District has the responsibility for any washes in which the 100-year flood exceeds 3,000 cfs (cubic feet per second).

The two other watersheds are smaller contributing tributaries each of about 1 square mile in area. On the extreme south side of town one area contributes to Pegler Wash a tributary to Rillito Creek and on the northwest side of town one small sub-basin contributes to Canada Aqua 1 which is a small contributing tributary directly to the Santa Cruz River in Marana. Washes in the Town of Oro Valley generally have sand channels with high infiltration potential. Thus, only storm events that have characteristics of long duration, large areal coverage, and high rainfall amounts and/or intensity produce storm runoff that reaches the Santa Cruz River or Rillito Creek.

4. Surface Water Quality Standards

Surface water quality standards (SWQS) are established and enforced by the Arizona Department of Environmental Quality (ADEQ) under Arizona Revised Statute 49-222 of the Arizona Administrative Code and provides for enforceable standards according to the designated use of the respective water body. Within the Town are currently two washes that have designated uses and the subsequent water quality criteria that go with the designated use under the Department of Environmental Quality numeric water quality standards. The two washes are the Canada Del Oro and Big Wash. All ephemeral washes that are tributaries to the CDO and Big Wash also follow under the aquatic and wildlife (ephemeral) and partial-body contact standards per the ADEQ water quality standards for surface waters. All other regulated surface waters within the Town fall under the narrative water quality standards within 18 AAC Article 1. The Town operates under the Phase II MS4 permit so if the Town adheres to that permit and the maximum extent practicable (MEP) tasks of that permit they meet both the permit requirements and the SWQS requirements of the regulated washes.

5. Stormwater Management History

In July 2001 the Oro Valley Town Council created the Stormwater Utility (SWU) and the Stormwater Utility Commission (SWUC). In October 2001, the initial 5 Commission members were appointed. The impetus for the Town's creation of the SWU and the

SWUC was the federal government’s finalization of Stormwater management regulations for smaller communities nationwide. The federal regulations, known as the National Pollution Discharge Elimination System (NPDES) Phase II rule, ensure compliance with sections of the Clean Water Act within communities of 100,000 or fewer residents. In March 2003 the Town submitted its first Stormwater Management Plan to the ADEQ. This plan remains in effect and this document updates the SWMP progress and provides directional plans for the current, continuing program.

6. Stormwater Mission

The mission statement of the Stormwater Utility is to promote and protect life and safety, water quality, and the Town’s working and natural environments before, during, and after the occurrence of storm events in accordance with all applicable codes, standards and policies.

7. Stormwater Organization

The organization is structured to accomplish this mission. Both the organization chart and responsibilities of the stormwater staff members are listed in the Attachment D.

8. MS4 Infrastructure

A copy of the Stormwater Utility Map is located in the Attachment C, Figure 2. The current inventory of the Town of Oro Valley Stormwater utility shows that its infrastructure includes approximately:

Assets Listing	2015
Miles of FEMA designated floodplains/levees,	18
Square Miles of FEMA designated floodplains/levees,	35
Square miles of mapped local regulatory floodplains	1.285
Miles of underground storm pipe,	6.485
Miles of public drainage easements,	5
Street catch basins/inlets,	560
Culverts,	209
Detention basins,	127
First flush devices, and	66
Outfalls, and	261
Lineal miles of mapped washes.	195

The utility map was created using GIS and asset management software modified by the Town allowing all information on the stormwater facility to be accurately located within the Town boundaries and have all asset details located and able to be assessed from one computer program location. Updating of this map with features that can influence the quality of stormwater runoff is a part of the ongoing SWMP program activities.

9. Funding

The Stormwater Utility receives both direct and indirect sources of revenue. The Utility does have a dedicated source of revenue from the Stormwater Utility Fee that was approved by the Town of Oro Valley Town Council in November 2007 and implemented in January 2008. This fee is assessed against every residential unit and every commercial business within the Town. The utility also receives direct funds from Local, State and Federal agencies for specific projects or requirements supporting improvements to the management of both quality and quantity of Stormwater within the Town.

The Town also receives indirect funding through both volunteer groups and from the Pima County Regional Flood Control District for services, studies, and repair and maintenance of District infrastructure within the Town.

The Town's budget for operations of the Stormwater Utility is available on the Town's website and is updated annually.

10. Performance Measures

The following performance measures are tracked each fiscal year through the Town's budgetary process and through the record keeping process maintained by the Stormwater Utility staff.

- Number of outfall structures inspected,
- Cost per capita street sweeping,
- Number of public education sessions held,
- Number of mosquito traps set,
- Number of town-owned pollutant sources reported,
- Number of town-owned pollutant sources mitigated,
- Number of problem drainage areas reduced/mitigated.
- Number of illicit discharges/spills investigated and now resolved
- Summary of public participation events and results
- Inspection results at construction sites, and
- Summary of post construction sites reported and mitigated

The annual report submitted to ADEQ depicts the accomplishments achieved each years in regard to these performance measures and are reported in Part II of the Management Report.

II. STORMWATER CONTROL MEASURES

There are the six MCMs specified in 6.4. of the Draft General Permit for permit requirements. The Town has selected BMPs for each MCM to accomplish the goal of minimizing pollution from storm water runoff to the MEP. Each BMP is then broken down into measurable goals.

The Town has identified dates by which implementation of each BMP will begin, frequency for each BMP, measurable goals and responsible persons for each action. A table summarizing the BMPs for each MCM is provided in Attachment E.

1. PUBLIC EDUCATION AND OUTREACH (MCM-1)

This section describes how the Town disseminates information on the importance of preventing stormwater pollution to the general public and targeted sectors. The requirements for this section are outlined in Draft Permit Section 6.4.1.

The Permit requires the Town to implement a public education program or conduct equivalent outreach activities to inform the public about stormwater pollution issues. The target audience for the Town's public education and outreach campaign consists of residents, businesses, churches, schools and Town employees. These audiences have been selected since they possess the largest potential for reducing stormwater pollution.

The target pollutants for the public education and outreach campaign consist of: sediment from construction; oil, grease and toxic chemicals from motor vehicles; pesticides and nutrients from lawns and gardens; viruses, bacteria, and nutrients from pet waste.

The Town believes that education in the SWMP is a cost-effective and proactive means reduce storm water pollutants. If we can prevent pollutants from entering the storm water system we no longer have to implement reactive methods to remove storm water pollutants. The following BMP's have been selected to meet the Town's Public Education and Outreach MCM.

- 1.1 Collect brochures, fact sheets, and other educational materials
- 1.2. Distribute information to the general public
- 1.3. Establish a web page for the Storm Water Management Program.
- 1.4. Establish a library of educational materials on relevant storm water matters.
- 1.5. Respond to public inquiries

These are discussed in more detail in the remainder of this section.

BMP 1.1 Collect brochures, fact sheets, and other educational materials

A public service brochure/flyer will be mailed with monthly utility bills once during the first year and/or information packets may be bundled and dropped off to targeted audiences. The Town utilizes both regional and develop materials for inclusion to educate the public on storm water related issues. Topics may include pet wastes, culvert maintenance, storm drain identification, household pollutants, etc.

The Town participates with various public and private organizations including: the Pima Association of Governments (PAG) Environmental Planning Advisory Committee, Stormwater working group and Watershed Planning subcommittee, Pima County Regional Flood Control District Advisory Committee, Southern Arizona Home Builders Association stormwater working group, and the Southern Arizona Buffel Grass Coordination Center. Agency and Web sites are reviewed to ensure accuracy. The measurable goal for this BMP is to report the number of events attended each reporting period.

As measureable goals for this BMP, the City reports the number of storm water related inserts distributed with utility bills during each reporting period.

BMP 1.2 Brochures for the General Public

The Town will develop a Storm Water Pollution Prevention Brochure and business cards for distribution to the general public. The Town has also established a library of educational materials on relevant storm water matters. These collected materials will be distributed to schools and/or placed in public access areas, i.e. libraries, Town Hall, etc. as needed. The library materials will be reviewed and relevant new information made available annually.

The measureable goals for this BMP are to develop the brochure, update the brochure as needed, and document the number of brochures distributed each reporting period.

BMP 1.3 Storm Water Webpage

The Town has a storm water webpage to disseminate information about the storm water pollution prevention program to the public. The website provides access to previous storm water articles published in the newsletter as well as other relevant information such as:

- Storm water informational fact sheets and brochures for businesses and the general public
- Most recent SWMP
- Information pertaining to the Town's AZPDES permit requirements
- Links to applicable ADEQ and EPA websites
- Annual report

The Town's website can be found at the following address.

<http://www.orovalleyaz.gov/town/departments/development-and-infrastructure-services/operations-division/stormwater>

The measurable goals for this BMP are to report significant content changes to the website and the number of web page hits in the annual report.

BMP 1.4 Establish a Library

The Town will develop fact sheets for business owners for the following types of businesses: home repair and general contractors, automotive repair shops, vehicle body repair and washing, nurseries and landscapers, retail and food service; and residential and

office cleaners. The fact sheets will also provide educational information on illegal discharges and improper disposal of waste.

The measurable goals for this BMP are to develop fact sheets and document the number of fact sheets distributed at meetings and events.

BMP 1.5 Respond to public inquiries

These BMP's are discussed further in Attachment E - SWMP Implementation Schedule

2. PUBLIC PARTICIPATION/INVOLVEMENT (MCM-2)

The requirements for this MCM are outlined in Draft Permit Section 6.4.2. This section describes the Town's ongoing and planned approaches to involve the public in the fundamental support of the Town's SWMP.

The Town actively seeks and builds public participation and involvement to support our stormwater vision through the following BMPs. Involvement in the program is also encouraged through our Adopt-A-Wash program. The four BMPs selected by the Town to provide the greatest benefit in meeting the Public Involvement and Participation MCM are as follows.

- 2.1. Public access to the Stormwater Management Plan (SWMP).
- 2.2. Notify the public of Storm Water Utility Commission meetings.
- 2.3. Make the Storm Water Management Plan and Notice of Intent available to the general public.
- 2.4. Encourage public participation - Solicit Public Involvement in the Adopt-A-Street/Wash Program
- 2.5 Respond to public inquiries

These are discussed in more detail in the remainder of this section and Attachment E – SWMP Implementation Schedule.

BMP 2.1 Provide Access to SWMP

The Town will provide residents and businesses the opportunity to comment on the SWMP. The SWMP will be made available on the storm water website and upon request at the public library. In addition, the Town of Oro Valley created the Storm Water Utility Commission (SWUC,) which is representative of the general population, in October, 2001. The SWUC has met at least monthly since 10/01 and is responsible for developing the SWMP, BMPs, measurable goals, and advising TOV staff on NPDES issues. The SWUC also provides input on hydraulic and erosion problem areas in the Town.

Specifically the SWUC and the public may deal with various issues and make specific actions request on items listed below:

- Review and prioritize drainage and erosion problem areas for remediation.
- Review and approval of Stormwater Utility Fee credit applications
- Review and approval of Utility Commission Agendas and Minutes
- Provide guidance and input on Stormwater Operations and Maintenance projects

- Provide guidance and input on budget and Stormwater Utility Rate that is forwarded to the Town Council for approval.
- Review and approval of the Town's SWMP Annual Report to ADEQ.

Notice of public meetings are posted at the Town Hall and/or published in local newspapers according to established Town of Oro Valley (TOV) procedures.

The measurable goal associated with this BMP is to record the number of comments received during each reporting period.

BMP 2.2 Notify the public of Storm Water Utility Commission meetings.

Notice of public meetings are posted at the Town Hall and/or published in local newspapers according to established Town of Oro Valley (TOV) procedures.

BMP 2.3 Make the Storm Water Management Plan and Notice of Intent available to the general public.

The Town will provide the public with an opportunity to review and comment on the SWMP and new ordinances. As stormwater related ordinances are finalized, the Town will send out a press release. The Storm Water Management Plan and Notice of Intent will be made available to the public at the Town of Oro Valley Town Hall upon completion.

In addition, our stormwater fee has a credit program that provides economic incentives to businesses and non-profit organizations that perform stormwater education or initiatives included in the SWMP. Additional personnel were added to assist with written and public inquires, comments or concerns are sent to the appropriate Stormwater Utility personnel.

The measurable goal for this BMP is to document the number of public comments received concerning storm water topics.

BMP 2.4 Encourage public participation through volunteer groups for defined activities such as an Adopt-a Wash program and/or a town-wide rain gauge network.

The Town will solicit public involvement through our Adopt-A-Roadway Program (AAR) which was established in January 2000. It is modeled after the State of Arizona and Pima County Department of Transportation's very successful programs. The Town of Oro Valley's program is designed to help beautify Oro Valley by facilitating trash removal on our roadways. The program provides volunteers with the opportunity to directly participate in the reduction of pollutants that may impact storm water quality.

The Town of Oro Valley has established the Adopt-A- Wash program to help to keep our washes running freely and cleanly throughout the year.

The goals of the program are:

- To improve the flow of water by removing debris
- To reduce or eliminate harmful contaminants that may seep into our groundwater supply

- To provide educational opportunities for schools and civic organizations to learn more about the desert environment
- To maintain civic pride by taking responsibility as well as credit for keep our washes clean

The measurable goals for this BMP are to track and report the number of clean-up events, number of participants, and the number of man-hours logged during the reporting period.

The Town will develop an email account that will allow reporting via the internet provide reporting 24 hours a day for residents.

BMP 2.5 Respond to verbal or written public inquiries, comments, or concerns about the Town's SWMP and its elements such as illicit discharge of wastes, etc., and/or requests for information.

Town of Oro Valley will identify a principal contact and devise the best method for handling public inquiries. Best methods for receipt of information may include emails, telephone calls, or letters from the general populace. A procedure to deal with these reports will be established which will include location of the incident, the type of incident, contact information, and any additional relevant information.

The measurable goal for this BMP is to document the number of reports received each year through the hotline and e-mail address.

3. ILLICIT DISCHARGE DETECTION AND ELIMINATION (MCM-3)

The Town is responsible for implementing an illicit Discharge Detection and Elimination (IDDE) program designed to eliminate illicit discharges (IDs), illicit connections (ICs), and improper disposal (dumping) to the MS4. An ID is any discharge to a MS4 that is not composed entirely stormwater except discharges pursuant to an AZPDES permit and certain allowable non-stormwater discharges as below the SWMP. ICs are any man-made conveyance connecting an ID directly to an MS4. This section outlines the Town's methods for detecting and eliminating non-stormwater discharges. The requirements for this section are outlined in DRAFT Permit Section 6.4.3.

The Permit allows for the following non-stormwater discharges in accordance with 40 CFR 122.26(d)(2)(iv)(B)(1):

- Dust control
- Emergency firefighting activities
- Flows from riparian habitats and wetlands
- Flows from natural seeps and springs
- Individual residential or not-for-profit vehicle washing, consisting of water without the additional of any pollutant and where the operation components of the vehicle are not cleaned.
- Street washing activities consisting of water without the addition of any pollutant.

Allowable Non-Stormwater Discharge

The following non-stormwater discharges to the Town's MS4 are prohibited if they are identified as significant contributors of pollutants. (Draft Permit Section 1.3.2)

- Water line flushing
- Landscape irrigation
- Diverted stream flows
- Uncontaminated ground water infiltration
- Uncontaminated pumped groundwater
- Discharges from potable water sources
- Foundation drains
- Air conditioning condensate
- Irrigation water
- Springs
- Water from crawl space pumps
- Footing drains
- Lawn watering
- Individual residential car washing
- Discharges from riparian habitats and wetlands
- De-chlorinated swimming pool discharges
- Street wash water
- Discharge or flows from emergency firefighting activities

All other non-stormwater discharges to the MS4 are prohibited.

The Town actively seeks to detect and eliminate any illicit discharge that violates the Town's Stormwater through the following BMPs.

- 3.1. Review and development of ordinances
- 3.2. Map the storm drain system
- 3.3. Use programs and staff to detect sources of illicit discharge, including dumping.
- 3.4. Notification of hazards and costs of illicit discharges and improper disposal of waste.
- 3.5. Encourage cleaning of commercial parking

These are discussed in more detail in the remainder of this section and Attachment E – SWMP Implementation Schedule.

BMP 3.1. Review, and if necessary, revise current ordinances, or develop new ordinances for prohibiting illicit discharges.

The Town will review all current applicable ordinances as needed and revised. If necessary, based on state, federal or local regulation or planning requirement, new ordinances will be developed for public review and formal approval.

BMP 3.2. Map the storm drain system and identify, to the extent practicable, locations where illicit discharges have occurred and seek remediation.

The Town of Oro Valley will update its stormwater system map that includes major outfall locations and municipal stormwater structures on a geographic information system (GIS) map server. The map will be updated as new development and re-development creates new municipally-owned stormwater infrastructure.

In addition, the Town will map washes and other Stormwater related assets. Examples of these maps are available within Attachment C figures 1-3.

BMP 3.3. Use programs such as Adopt-a-Wash and/or appropriate Town of Oro Valley staff to detect sources of illicit discharge, including dumping. If offenders can be identified, notify offenders and hold offenders responsible for clean-up.

The Town will develop a plan for systematic review, to the extent practicable, of washes utilizing volunteers in programs such as Adopt-a-Wash and/or appropriate TOV staff. The plan will identify who will do various tasks, how these tasks will be done, what washes to inspect and how often.

BMP 3.4. Notify Town of Oro Valley employees, businesses, and individuals of the hazards and costs of illicit discharges and improper disposal of waste.

Through seminars and/or published and distributed information educate TOV employees, businesses, other targeted groups, and the general public on potential long term environmental damage and costs from illicit discharges.

BMP 3.5. Encourage cleaning of commercial parking areas by those without first flush cleaning technology.

The Town prior to onset of the summer monsoon, to the extent practicable, will encourage commercial property owners and developers without first flush cleaning capabilities to clean impervious areas for the purpose of reducing contaminated wash-off.

4. CONSTRUCTION SITE STORMWATER RUN-OFF CONTROL

This section describes the Town's procedures for plan review, site inspection, and stormwater enforcement at construction sites. The requirements for this section are outlined in Draft Permit Section 6.4.4.

Target construction sites are those that result in the disturbance of one (1) or more acres, as well as those disturbing less than one acre if those activities are part of a larger common plan of development or sale with an overall planned area of disturbance equal or greater than one acre. Targeted construction sites will also include those less than one (1) but where the property includes a wash that may be disturbed or impacted during development.

Target pollutants from construction sites include but are not limited to: sediment, paint, oil and grease, debris, and chemicals (as from concrete wash-out water).

The Town actively manages stormwater run-off control through the enacted Stormwater Utility Ordinance, Article 15-24, the Town of Oro Valley, Department of Public Works Drainage Criteria Manual (2002 and revised 2010), site specific drainage reports and SWPPP management program. Additionally, the Town's Drainage Criterial Manual, because it contains specifics on erosion control, serves as the Town's sediment and erosion control ordinance. The Town's Stormwater Utility Ordinance 15.24.14 gives the town authority to manage and impose penalties on any new construction that does not adhere to the ADEQ Construction General Permit requirements. The BMP's selected as primary methods and means employed by the Town are listed below.

- 4.1. Require construction site developers/contractors to prepare and submit a SWPPP
- 4.2. Establish an ordinance(s) to require erosion and sediment control, and controls for other construction site waste, and applicable penalties.
- 4.3. Establish procedures for receipt and consideration of information submitted by the public.

BMP 4.1 Require construction site developers/operators to prepare a Storm Water Pollution Prevention Plan (SWPPP) and submit plan for review and approval for any construction site equal to or greater than one acre or disturbing less than one acre (if that construction activity is part of a larger common plan of development that would disturb one acre or more) and to obtain a Construction General Permit (CGP).

During pre-construction meetings with developers/general contractors, Stormwater representatives will explain BMPs. Developers/contractors will be made aware that a SWPPP will be required and that on-site inspections will occur. Attachment H, item 5 depicts the agenda items that are accomplished during a pre-construction meeting. The Town of Oro Valley uses a checklist to assess the developer's/contractor's plans. Upon proof that the applicant submitted their NOI to the EPA and/or ADEQ, a grading permit will be issued by Town.

The Town utilizes a Plan Review Distribution, a Type 1 Grading Permit Checklist and a Type 2 Grading Permit Checklist to ensure all review processes are accomplished. These checklists are provided in Attachment H, items 3-5

BMP 4.2 Establish an ordinance(s) to require erosion and sediment control, and controls for other construction site waste, and applicable penalties.

Stormwater staff will review existing ordinances, and if necessary, revised, or develop new ordinances. These ordinance will go through a public review process and require mayor and council approval. Ordinances will include applicable penalties for non-compliance. Construction site plans will be reviewed by Town to ensure compliance with ordinances prior to start of construction.

In addition to ordinances the Town's general plan will have applicable methods to address requirements and vision of the Town in the area of erosion control.

BMP 4.3. Establish procedures for receipt and consideration of information submitted by the public.

Town of Oro Valley solicits public information through both the Stormwater Utility office and the Towns Constituent Services Coordinator (CSC). The Stormwater Engineer and CSC are the principal contact and coordinate both the method and message to keep the public informed and handle public inquiries. Best methods for receipt of information may include emails, telephone calls, or letters from the general populace.

The Town is working on upgrading its current Stormwater database. Over the next few years, the Town is developing a customer service interface that will improve reporting, communications and tracking of all public inquires and or concerns.

These are discussed in more detail in the remainder of this section and Attachment E – SWMP Implementation Schedule.

5. POST CONSTRUCTION RUN-OFF CONTROL (MCM-5)

The requirements for this minimum control measure are defined in detail in the Permit, section 6.4.5. A permittees regulatory mechanism must require that owners/operators of new development and re-development sites that discharge to the MS4 design, install, and maintain post-construction controls that reduce or eliminate the site’s pollutant discharge after construction activities are completed.

Target development projects are new development and re-development sites that results in the disturbance of one (1) or more acres, as well as those disturbing less than one acre if those activities are part of a larger common plan of development or sale with an overall planned area of disturbance equal to or greater than one acre. Some post-construction BMPs may also include existing development as a target development.

Example target pollutants from post-construction sites include typical urban stormwater pollutants such as: sediment; automotive fluids; pesitcides and herbicides; viruses, bacteria, nutrients; and heavy metals.

The Town’s Stormwater Utility Ordinance, Article 15-24 and the Town’s Drainage Criteria Manual, 2010 edition, provide the basis for enacting post-construction runoff control measures to meet requirements of the Arizona Pollutant Discharge Elimination System (AZPDES) General Permit for stormwater discharges for small MS4’s. Approaches/BMPs used by the Town to fulfill the post-construction MCM include review and update of enacted ordinances and guidance documents, review and refine post construction inspection/enforcement program, and develop/distribute technical guidance information as seems relevant. The BMP’s selected as primary methods and means employed by the Town are listed below.

- 5.1. Review and revise or adopt new storm water ordinances regarding storm water quality and quantity with consideration to adjacent city and county ordinances and to the impact downstream.

- 5.2. Develop or modify the inspection process to be able to inspect the development and enforce the ordinances.

BMP 5.1. Review and revise or adopt new storm water ordinances regarding storm water quality and quantity giving consideration to adjacent city and county ordinances and to the impact downstream. Include a maintenance requirement for structural or non-structural BMPs, i.e., detention basins, sediment run-off controls, first flush devices, landscaping or vegetation restoration, etc.

Existing ordinances will be reviewed and, if necessary, revised, or new ordinances will, if necessary, be developed and implemented. These ordinances will include immediate and long-term Town of Oro Valley maintenance activities and will include penalties that are necessary to enforce the program.

BMP 5.2 .Develop or modify the inspection process to be able to inspect development and enforce ordinances.

The Town inspection process will be reviewed, and if necessary, revised. This will include processes of the Development and Infrastructure Services Department which includes building and zoning inspections. A draft standard operating procedure has been provided within Attachment I.

During pre-construction meetings with Construction Company Stormwater representatives will explain BMPs. Developers/operators

These are discussed in more detail in the remainder of this section and Attachment E – SWMP Implementation Schedule.

6. POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS (MCM-6)

The Requirements for this minimum control measure are defined in detail in the Draft Permit, section 6.4.6. The permittee is required to implement an operations and maintenance program that includes a training component and has the goal of preventing or reducing pollutant runoff and protecting water quality discharge from municipal operations that are not subject to industrial stormwater permitting under Arizona's Multi-Sector General Permit (MSGP). Target pollutants for municipal operations generally consist of fuels/oil/grease, sediment, floatables, and debris. In cases where the permittee has responsibility for park/open space maintenance, storage and proper application of fertilizers and pesticides should also be considered.

Activities to be implemented as a part of this minimum control measure include the selected BMP's as primary methods and means employed by the Town are listed below.

- 6.1. Develop a pollution prevention plan
- 6.2. Establish an employee training program
- 6.3. Develop procedures and methods for detection of floatable materials and waste materials from the washes.

BMP 6.1. Develop a pollution prevention plan that includes review and revision, if needed, of current municipal maintenance activities, schedules, and inspection procedures for structural and nonstructural controls to reduce floatable and other pollutants dumped into washes, etc.

A pollution control plan will be developed and implemented. Elements of the program will include such items such as street cleaning programs and the use of structural or non-structural controls to prevent pollution at municipal sites. These include the Town Hall complex, Public Works maintenance facility, and may include some parks and some water utility facilities.

BMP 6.2. Establish an employee training program using training materials obtained from EPA, the State, and/or other organizations.

Employee training materials will be gathered and an employee training program will be developed. All applicable employees in Development and Infrastructure Service, Parks and Recreation, and Water Utility Departments will be trained.

BMP 6.3. Develop procedures and methods for detection of floatable materials and waste materials from the washes. Develop a program to educate volunteers and TOV employees on the proper disposal methods of such debris.

The Town will develop a plan for systematic inspection of washes utilizing programs such as Adopt-a-Wash and/or Town staff. Volunteers and staff will be trained to inspect, detect and report problem areas. These persons will be educated in proper methods for disposal of floatable and other waste materials.

These are discussed in more detail in the remainder of this section and Attachment E – SWMP Implementation Schedule.

III. MONITORING

Permit Section 7.0 describes analytical monitoring requirements under the existing permit. This Section requires monitoring by small MS4s that discharge to impaired waters with established Total Maximum Daily Loads (TMDLS) or where the waterbody is impaired by suspended solids/sediment for more than 48 hours after the storm event. At this time, Town washes do not fit this criteria and the Town's SWMP does not include provision for stormwater monitoring and laboratory analyses.

IV. SWMP EVALUATION AND REVISION

The Town reviews the SWMP in June of each year to evaluate the implementation status of the SWMP components as well as the effectiveness of each component or combination of components. During the annual review, the Town determines if the SWMP needs to be revised. If SWMP revisions are needed, the Town notifies ADEQ of any revisions/additions. If components of the SWMP need to be replaced, the Town will submit the proposed revisions to ADEQ with an explanation of why the original practice was ineffective and how the replacement will better address the goals of the management practice.

All changes made to the SWMP under this section will be discussed in the Annual Report and documented in the SWMP Modification Log in Attachment F.

V. SWMP REPORTING AND PROGRAM ASSESSMENT

1. Annual Report

To comply with Permit Section 8.3, the Town submits annual reports by September 30th of each year for the preceding period of July 1 through June 30. The annual report summarizes the following:

- The status of self-evaluated compliance with permit conditions, as assessment of the appropriateness of the identified BMPs, progress towards achieving the goal of reducing the discharge of pollutants to the MEP and protecting water quality, and the measurable goals for each of the minimum CMs.
- Results of information collected and analyzed (if any).
- Changes made to the SWMP since the last annual report and a summary of stormwater activities the Town plans to undertake during the next reporting period.
- Proposed changes to the SWMP.
- A description of BMPs to be implemented within new areas annexed over the past year that are located within the regulated boundaries of the MS4.
- A description and schedule for implementation of additional BMPs that may be necessary.
- Notice that the Town is relying on another government entity to satisfy some for the permit obligations (if applicable).

The annual report is submitted to:

Arizona Department of Environmental Quality
Compliance Data Unit
1110 W. Washington St
Phoenix, Arizona 85007

2. Other Reporting

In compliance with Permit Section 9.0, the Town also provides reports to ADEQ for the following events:

- Anticipated Noncompliance. The Town will give advance notice to ADEQ of any planned changes that may result in noncompliance with permit requirements.
- Transfers. The Town may not transfer the Permit to any person except after notice to the ADEQ Director. Additional modification or revocation may be needed to change the name of the permittee and incorporate other requirements that may be necessary to comply with the permit.

- Other information: the Town will promptly notify ADEQ after becoming aware of a failure to submit any relevant facts or submitting incorrect information in the NOI or in any other report to ADEQ.

Reports made under the section are submitted to address provided in Attachment E.

VI. STAFFING

Position	Name	Contact
Director / Town Engineer Stormwater Administrator	Paul Keesler, P.E.	520-229-4811 (o)
Assistant Director	Aimee Ramsey	520-229-4874 (o) 520-309-7515 (c)
Engineering Manager	Jose Rodriguez, P.E.	520-229-4872 (o) 520-940-1937 (c)
Permitting Manager	David Laws, P.E.	520-229-4808 (o) 520-370-4506 (c)
Operations Manager	Phil Trenary	520-229-4868 (o) 520-940-7594 (c)
Inspection/Compliance Building Official	Chuck King	520-229-4805 (o) 520-235-0412 (c)
Stormwater Engineer/ Utility Manager	Michael Todnem, P.E.	520-229-5044 (o) 520-940-0023 (c)
Stormwater Civil Engineer	Fernando Laos	520-229-4818 (o)
Stormwater Technician	Robert Wilson	520-229-4879 (o)
Main Office – DIS Building Permitting Planning Inspections & Compliance Engineering	11000 N La Canada Dr	520-229-4800
Operations Division Stormwater Street Maintenance Transit Division	680 Calle Concordia	520-229-5070

The Public Works Department was consolidated and made part of the Development and Infrastructure Service Department.

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VII. ATTACHMENTS

- Attachment A - AZPDES Phase II MS4 Current and Draft Permit
- Attachment B - Revised Notice of Intent (NOI)
- Attachment C - Town of Oro Valley Maps
- Attachment D - Stormwater Organizational Chart and SWMP Implementation Responsibilities
- Attachment E - SWMP Implementation Schedule
- Attachment F - SWMP Modification Log
- Attachment G - Illicit Discharge Detention and Elimination Standard Operating Procedure and IDDE Investigation Tracking Form
- Attachment H - Stormwater Checklist for Plan Review
- Attachment I - Construction and Post-Construction Site SOP and Inspection Tracking Form
- Attachment J - Authorized Representative Signature Form

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Attachment A - AZPDES Phase II MS4

- Current AZG2002-002
- Draft AZG2015-00X

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Current

Permit No. AZG2002-002



STATE OF ARIZONA
DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER QUALITY DIVISION
PHOENIX, ARIZONA 85012-2809

ARIZONA POLLUTANT DISCHARGE ELIMINATION SYSTEM
GENERAL PERMIT FOR DISCHARGE FROM
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)
TO WATERS OF THE UNITED STATES

In compliance with the provisions of the Arizona Pollutant Discharge Elimination System program, (Arizona Revised Statutes, Title 49, Chapter 2, Article 3.1 and Arizona Administrative Code, Title 18, Chapter 9, Articles 9 and 10), this general permit authorizes discharges certified under this general permit from those locations specified throughout the state of Arizona to waters of the United States. These discharges shall be in accordance with the conditions of this general permit.

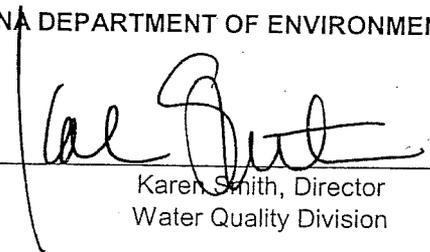
This permit only authorizes discharges from those operators of small municipal separate storm sewer systems in Arizona who submit a complete Notice of Intent in accordance with Parts III and V of this general permit and who comply with the permit requirements and conditions of Parts IV and VI. All discharges authorized by this general permit shall be consistent with the terms and conditions of this general permit.

This general permit becomes effective on December 19, 2002.

This general permit and the authorization to discharge expire at midnight, December 19, 2007.

Issued this 19th day of DEC. 2002.

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY



Karen Smith, Director
Water Quality Division

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PART I. COVERAGE UNDER THIS GENERAL PERMIT

- A. Permit Area. This permit covers the state of Arizona, except for Indian Country.
- B. Eligibility.
 - 1. This permit authorizes the discharge of stormwater from small municipal separate storm sewer systems (MS4s) provided that the permittee complies with all the requirements of this general permit and the MS4:
 - a. Is located fully or partially within an urbanized area as determined by the latest Decennial Census by the Bureau of Census, or
 - b. Is designated for permit authorization by the Department under R-18-9-A902(D)(1), R18-9-A902(D)(2), R-18-9-A902(E), and R18-9-A905(A)(1)(f) which incorporates 40 CFR 122.32.
- C. Non-Stormwater Discharges.
 - 1. The permittee shall prohibit all types of non-stormwater discharges into its MS4 unless the discharges are authorized by a separate NPDES or AZPDES permit or not prohibited under Part I, Section C.2 or are identified by the permittee as occasional incidental non-stormwater discharges under Part V, Section B.3.a.ii.
 - 2. The following categories of non-stormwater discharges (occurring within the jurisdiction of the permittee) are only prohibited if the discharges are identified as significant contributors of pollutants to or from the MS4. If any of the following categories of discharges are identified as a significant contributor, the permittee must address the category as an illicit discharge as specified in Part V, Section B.3:
 - a. Water line flushing,
 - b. Landscape irrigation,
 - c. Diverted stream flows,
 - d. Rising ground waters,
 - e. Uncontaminated ground water infiltration,
 - f. Uncontaminated pumped groundwater,
 - g. Discharges from potable water sources,
 - h. Foundation drains,
 - i. Air conditioning condensate,
 - j. Irrigation water,
 - k. Springs,
 - l. Water from crawl space pumps,
 - m. Footing drains,
 - n. Lawn watering,

- o. Individual residential car washing,
 - p. Discharges from riparian habitats and wetlands,
 - q. Dechlorinated swimming pool discharges,
 - r. Street wash water, and
 - s. Discharges or flows from emergency fire fighting activities.
- D. Limitations of Coverage. This general permit does not authorize:
1. Discharges mixed with sources of non-stormwater unless the non-stormwater discharges:
 - a. Comply with a separate NPDES or AZPDES permit, or
 - b. Are determined not to be a significant contributor of pollutants to waters of the United States;
 2. Stormwater discharges associated with industrial activity as defined in 40 CFR 122.26(b)(14)(i)-(ix) and (xi);
 3. Stormwater discharges associated with construction activity as defined in 40 CFR 122.26(b)(14)(x) or 40 CFR 122.26(b)(15);
 4. Stormwater discharges currently covered under another permit;
 5. Discharges to impaired waterbodies listed under section 303(d) of the Clean Water Act (CWA) if discharges from the MS4 contain, or may contain, pollutant(s) for which the waterbody is listed except:
 - a. If a TMDL has been established, and the stormwater management program (SWMP) is consistent with the requirements of the TMDL, including any wasteload allocation or load allocation in the TMDL. The SWMP must also identify BMPs the permittee will use to meet wasteload allocations or load allocations and include monitoring for associated pollutant(s); and
 - b. If a TMDL has not been established, and the SWMP includes a section describing how the program will control the discharge of 303(d) listed pollutants and ensure to the maximum extent practicable that discharges from the MS4 will not cause or contribute to exceedances of surface water quality standards. The SWMP must also identify BMPs the permittee will use to control discharges and include monitoring of their effectiveness;
 6. Discharges that do not comply with Arizona's anti-degradation rule (R18-11-107). The anti-degradation rule may be obtained from the Department's Phoenix office or from the Department's Web site.

PART II. AUTHORIZATION UNDER THIS GENERAL PERMIT

- A. Application for Coverage.
1. An applicant seeking authorization to discharge under this general permit shall submit to the Department a complete notice of intent (NOI), in accordance with the deadlines in Part III, Section A. The NOI must include the information and attachments required by Part III,

Section B.

If the Department notifies an applicant (either directly, by public notice, or by making information available on the Internet) of other NOI options that become available at a later date, such as electronic submission of forms or information, the applicant may take advantage of those options to satisfy the NOI submittal requirements.

2. If an operator changes or a new operator is added after an NOI has been submitted, the permittee shall submit a new or revised NOI to the Department.
3. A discharger who submits a complete NOI and meets the eligibility requirements in Part I may discharge stormwater from a small MS4 under the terms and conditions of this general permit 30 days after the date the NOI is received by the Department. For the purposes of this permit, receipt is the day the fax was sent, the day the NOI was hand-delivered to the Department, or the day the Department signed certified mail containing the NOI. Submission of the NOI demonstrates the discharger's intent to be covered by this permit; it is not a determination by the Department that the discharger has met the eligibility requirements for the permit.
4. If the Department notifies the applicant of deficiencies or inadequacies in any portion of the NOI (including the stormwater management program), the applicant must correct the deficient or inadequate portions and submit a written statement to the Department certifying that appropriate changes have been made. The certification must be submitted within the time-frame specified by the Department and must specify how the NOI has been amended to address the identified concerns.

B. Terminating Coverage.

1. A permittee may terminate coverage under this general permit by submitting a notice of termination (NOT). Authorization to discharge terminates at midnight on the day the NOT is signed.
2. A permittee shall submit an NOT to the Department within 30 days after the permittee:
 - a. Ceases discharging stormwater from the MS4,
 - b. Ceases operations at the MS4, or
 - c. Transfers ownership of or responsibility for the facility to another operator.
3. The NOT form can be obtained from the Department and must include the following information:
 - a. Name, mailing address, and location of the MS4 for which the notification is submitted;
 - b. The name, address and telephone number of the operator addressed by the NOT;
 - c. The NPDES or AZPDES permit number for the MS4;
 - d. An indication of whether another operator has assumed responsibility for the MS4, the discharger has ceased operations at the MS4, or the stormwater discharges have been eliminated; and
 - e. The following certification:

I certify under penalty of law that all stormwater discharges from the identified MS4 that are authorized by an AZPDES general permit have been eliminated, or that I am no longer the operator of the MS4, or that I have ceased operations at the MS4. I understand that by submitting this Notice of Termination I am no longer authorized to discharge stormwater under this general permit, and that discharging pollutants in stormwater to waters of the United States is unlawful under the Clean Water Act where the discharge is not authorized by an AZPDES permit. I also understand that the submission of this Notice of Termination does not release an operator from liability for any violations of this permit or the Clean Water Act.

- f. NOTs, signed in accordance with Part VI, Section L, must be sent to the Department at the following address:

Small MS4 NOT
Surface Water Permits Unit (5415 B)
Arizona Department of Environmental Quality
1110 West Washington
Phoenix, AZ 85007

PART III. NOTICE OF INTENT REQUIREMENTS

A. Deadlines for Notification.

1. MS4s automatically designated under R18-9-A905(A)(1)(f) are required to submit an NOI and a stormwater management program or apply for an individual permit by March 10, 2003.
2. MS4s designated under R18-9-A902(D)(1), R18-9-A902(D)(2), or R18-9-A902(E) are required to submit an NOI and a stormwater management program within 180 days of notice (unless the Department provides additional time in the designation notice).
3. New MS4s and New Operators
 - a. For new MS4s within urbanized areas which commence discharges subsequent to March 10, 2003, the NOI must be submitted not later than 30 days prior to commencing discharges.
 - b. For new operators of an existing MS4, the NOI must be submitted not later than two days prior to taking operational control of the MS4.
4. If a late NOI is submitted, the authorization is only for discharges that occur after permit coverage is granted. The Department reserves the right to take appropriate enforcement actions for any unpermitted discharges.

B. Contents of Notice of Intent. An applicant eligible for coverage under this general permit shall submit an NOI to discharge under this general permit. The NOI shall contain the following information:

1. The name, mailing address, and telephone number of the municipal entity applying;
2. An indication of whether the applicant is a federal, state, or other public entity;
3. The urbanized area or core municipality (if not located in an urbanized area) where the small MS4 is located; the county(ies) where the small MS4 is located, and the latitude and longitude of the approximate center of the small MS4;
4. The name of the major receiving water(s) and an indication of whether any of the receiving

waters are on the latest CWA section 303(d) list of impaired waters. If the small MS4 discharges to any 303(d) listed waters, include a certification that the SWMP meets the requirements of Part I, Section D.5;

5. An indication of whether all or a portion of the small MS4 is located in Indian country;
6. If the applicant is relying on another governmental entity to satisfy one or more permit obligations (see Part V, Section D), the identity of that entity(ies) and the element(s) the entity(ies) will be implementing;
7. The name and work position or title of the contact person;
8. The signature of the certifying official, signed in accordance with the signatory requirements of Part VI, Section L; and
9. A stormwater management program (SWMP), including best management practices (BMPs) that will be implemented and the measurable goals for each of the stormwater minimum control measures specified in Part V, Section B., the month and year in which the applicant will start and fully implement each of the minimum control measures or the frequency of the action, and the name of the person(s) responsible for implementing or coordinating the SWMP.
10. The following certification:

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 on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. In addition I certify that the permittee will comply with all terms and conditions stipulated in General Permit No. AZG2002-002 issued by the Director.

- C. Where to Submit. The applicant shall submit the signed NOI to the Department at the following address:

Small MS4 NOI
Surface Water Permits Unit, 5415B
Arizona Department of Environmental Quality
1110 West Washington
Phoenix, AZ 85007

- D. Co-Permittees Under a Single NOI.

Any small MS4 that meets the requirements of Part I of this general permit may choose to partner with another regulated MS4 to develop and implement a SWMP. The MS4s may also jointly submit one NOI. If responsibilities are being shared as provided in Part V, Section D, the SWMP must describe which permittees are responsible for implementing each of the minimum measures. All small MS4 permittees are subject to the provisions in Part V, Section E.

PART IV. SPECIAL CONDITIONS

Total Daily Maximum Loads (TMDLs) Allocations Established after Permit Issuance. If a TMDL is established for any waterbody into which the permittee discharges prior to the date that the permittee or applicant submits an NOI, and if that TMDL includes a wasteload allocation or load allocation for a parameter likely to be

discharged by the MS4, the permittee must meet the requirements of the TMDL and/or its associated implementation plan. If a TMDL is approved for any waterbody into which the permittee discharges after the date that the permittee or applicant submits an NOI, the Department may require revisions to the SWMP to ensure that the wasteload allocation, load allocation and/or the TMDL's associated implementation plan will be met. Monitoring of the discharges may also be required, as appropriate, to ensure compliance with the TMDL.

PART V. STORMWATER MANAGEMENT PROGRAM (SWMP)

- A. General Requirements. An applicant shall develop, and a permittee shall implement, and enforce a SWMP designed to reduce the discharge of pollutants from a small MS4 to the maximum extent practicable (MEP) to protect water quality. The SWMP shall include management practices; control techniques; system, design, and engineering methods; and other provisions the Department determines appropriate for the control of pollutants.
1. A permittee must fully implement the SWMP, including its measurable goals, no later than December 19, 2007 (except as provided under Part V, Section A.2).
 2. If a permittee is required to obtain permit coverage after March 10, 2003, the permittee shall implement the SWMP, including its measurable goals, for the period between the date of authorization to discharge and the expiration date of this permit. For example, if the permittee was authorized to discharge under this permit on March 10, 2006 the measurable goals established in the SWMP for the period between 2006 and the expiration date of this general permit must be met.
 3. The SWMP shall address each of the minimum control measures of Part V, Section B and must include measurable goals, including interim milestones, for each BMP, including as appropriate, the months and years in which the MS4 will undertake the required actions and the frequency of the action. The name and title of the person or persons responsible for implementing the SWMP shall also be included.
 4. The permittee shall protect water quality by ensuring, to the maximum extent practicable, that no discharge shall cause or contribute to an exceedance of applicable water quality standard. To do so, the permittee shall fully implement all SWMP and permit requirements in accordance with the established time frames.
- B. Minimum control measures.
1. Public Education and Outreach on Stormwater Impacts. The permittee or applicant, as applicable, shall:
 - a. Implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impact of stormwater discharges on waterbodies and the steps that the public can take to reduce pollutants in stormwater runoff.;
 - b. Include the following information in the SWMP:
 - i. A description of the education program and outreach activities;
 - ii. A description of the methods for disseminating information;
 - iii. The target audiences and target pollutants and sources that the applicant will address in the program, and how they were selected;
 - iv. An estimation of the number of people with whom the applicant intends to communicate;

- v. A list of measurable goals for the public education and outreach program;
 - vi. Dates, in terms of months and years, by which the permittee will achieve specific measurable goals
 - vii. The name(s) and title(s) of the person(s) responsible for implementing and coordinating the education activities.
2. Public Involvement/Participation. The permittee or applicant, as applicable, shall:
- a. Develop and implement a plan to encourage public involvement and participation in the development and implementation of the SWMP;
 - b. Comply with state and local public notice requirements when implementing the public involvement/participation program.
 - c. Include the following information in the SWMP:
 - i. A description of the general plan for informing the public of involvement and participation opportunities;
 - ii. The types of activities for public involvement that the program will include and the target audiences;
 - iii. A description of the procedure for receiving and reviewing public comments;
 - iv. An explanation of how interested parties may access the SWMP and NOI;
 - v. A list of measurable goals for the public involvement/participation program;
 - vi. Dates, in terms of months and years, by which the permittee will achieve specific measurable goals and;
 - vii. The name(s) and title(s) of the person(s) responsible for implementing and coordinating the public involvement/participation activities.
3. Illicit Discharge Detection and Elimination. The permittee or applicant, as applicable, shall:
- a. Develop, implement, and enforce a program to detect and eliminate illicit discharges into the small MS4, except those discharges listed below:
 - i. Non-stormwater discharges as listed in Part I, Section C.2 ; This exception does not apply to those categories of discharge which the permittee or applicant has determined to be a significant contributor of pollutants to the small MS4; or
 - ii. Occasional incidental non-stormwater discharges (e.g. non-commercial or charity car washes, etc.) that the permittee does not expect (based on information available to the permittee) to be a significant contributor of pollutants to the small MS4 because of either the nature of the discharges or conditions the permittee has established for allowing these discharges to the small MS4 (e.g., a charity car wash with appropriate controls on frequency, proximity to sensitive waterbodies, BMPs on the wash water, etc.).
 - b. Develop, if not already completed, a storm sewer system map, showing the location of all outfalls and the names and location of all waters of the United States that receive discharges from those outfalls;

- c. To the extent allowable under state or local law, effectively prohibit through ordinance or other regulatory mechanism, non-stormwater discharges into the storm sewer system and implement appropriate enforcement procedures and actions;
 - d. Develop and implement a plan to detect, identify the source of, and address non-stormwater discharges, including illegal dumping, to the system;
 - e. Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste;
 - f. Conduct dry weather field screening for non-stormwater flows. The screening must include qualitative field tests based on color, odor, or visually observed characteristics as indicators of discharge sources. If the qualitative field tests do not provide enough information for the permittee to determine the source of the discharge, the permittee must test the discharge, while in the field, for selected chemical parameters. The permittee must investigate the illicit discharge within 15 days of its detection, and must follow up investigation with an action to further study the source of the discharge or eliminate it.
 - g. Include the following information in the SWMP:
 - i. A description of detection methods;
 - ii. A description or citation of the established ordinance or other regulatory mechanism used to prohibit illicit discharges. If the permittee needs to develop this mechanism, describe the plan and a schedule to do so.
 - iii. A description of enforcement policy and jurisdiction;
 - iv. A description of the non-stormwater discharges allowed in the small MS4 pursuant to Part V, Section B.3.a.i;
 - v. A description of the non-stormwater discharges allowed in the small MS4 pursuant to Part V, Section B.3.a.ii;
 - vi. The methods for informing/training employees about illicit discharges;
 - vii. The methods for informing the public of hazards associated with illegal discharges and improper disposal of waste;
 - viii. A list of measurable goals for the illicit detection and elimination program;
 - ix. Dates, in terms of months and years, by which the permittee will achieve specific measurable goals; and
 - x. The name(s) and title(s) of the person(s) responsible for implementing and coordinating illicit discharge detection and elimination activities.
4. Construction Site Stormwater Runoff Control. The permittee or applicant, as applicable, shall:
- a. Develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to the small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of stormwater discharges from construction activity disturbing less than one acre must be included in the program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. If the Department waives requirements for

stormwater discharges associated with small construction activity, defined under 40 CFR 122.26(b)(15)(i), the permittee is not required to develop, implement, and/or enforce a program to reduce pollutant discharges from these sites;

- b. Using an ordinance or other regulatory mechanism available under the legal authorities of the small MS4, require construction site operators to practice erosion and sediment control and require construction site operators to control waste and properly dispose of wastes, such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality. This ordinance must apply, at a minimum, to those sites described in Part V, Section B.4.a.
 - c. Review all site plans for those sites described in Part V, Section B.4.a. for potential water quality impacts, including erosion and sediment control, control of other wastes, and any other impacts that must be examined according to the requirements of the law or ordinance of Part V, Section B.4.b. Before ground is broken at the construction site, the small MS4 operator shall review the plans and, verify (in written communication with the construction site operator) that the BMPs for the site are appropriate;
 - d. Develop and implement procedures for site inspection and enforcement of control measures for those sites described in Part V, Section B.4.a.;
 - e. Include the following information in the SWMP:
 - i. A description or citation of the established ordinance or other regulatory mechanism used to prohibit erosion and ensure proper management of wastes on construction sites per Part V, Section 4.b. If the permittee needs to develop the required regulatory mechanism, describe the plan and a schedule to do so;
 - ii. A description of the sanctions and enforcement mechanism(s) to ensure compliance;
 - iii. A description of the procedures for site inspection and enforcement of control measures, and procedures for site plan reviews;
 - iv. Procedures for receipt, acknowledgment and consideration of information submitted by the public,
 - v. A list of measurable goals for the construction site runoff control program;
 - vi. Dates, in terms of months and years, by which the permittee will achieve specific measurable goals; and
 - vii. The name(s) and title(s) of the person(s) responsible for overseeing construction site runoff control activities.
5. Post-Construction Stormwater Management in New Development and Redevelopment. The permittee or applicant, as applicable, shall:
- a. Develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, and discharge into the small MS4. The program must ensure that controls are in place that would prevent or minimize water quality impacts;

- b. Develop and implement strategies that include a combination of structural and/or non-structural BMPs appropriate for the community;
 - c. Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under the legal authorities of the small MS4;
 - d. Ensure adequate long-term operation and maintenance of BMPs; and
 - e. Include the following information in the SWMP:
 - i. A description of the management practices to reduce post-construction runoff from new development and redevelopment projects within the MS4; address any specific priority areas and tailor to the local community;
 - ii. A description or citation of the established ordinance or other regulatory mechanism used to address post-construction runoff control. If the permittee needs to develop the required regulatory mechanism, describe the plan and a schedule to do so;
 - iii. A description of the procedure to ensure compliance with local requirements;
 - iv. A description of the education program for developers, architects and the public about project designs that minimize water quality impacts;
 - v. An identification of the measurable goals for the post-construction runoff control program;
 - vi. Dates, in terms of months and years, by which the permittee will achieve specific measurable goals; and
 - vii. The name(s) and title(s) of the person(s) responsible for the development, implementation, and enforcement of post-construction stormwater management.
6. Pollution Prevention/Good Housekeeping for Municipal Operations. The permittee or applicant, as applicable, shall:
- a. Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations due to activities, including but not limited to, park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance. The permittee shall address the following topics in the program:
 - i. Maintenance activities, maintenance schedules, and long-term inspection procedures for controls to reduce floatables and other pollutants to the small MS4;
 - ii. Controls to reduce or eliminate the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, waste transfer stations, fleet or maintenance shops with outdoor storage areas, and salt and sand storage locations and snow disposal areas; and
 - iii. Procedures to properly dispose of waste removed from the small MS4 and municipal operations, including dredge spoil, accumulated sediments, floatables, and other debris.

- b. Include the following information in the SWMP:
 - i. A list of the municipal operations impacted by this operation and maintenance program;
 - ii. A description of the training program for municipal employees
 - iii. A list of measurable goals for the municipal pollution prevention program;
 - iv. Dates, in terms of months and years, by which the permittee will achieve specific measurable goals; and
 - v. The name(s) and title(s) of the person(s) responsible for implementing and coordinating employee training and pollution prevention activities.

- C. Qualifying State or Local Program. The permittee may substitute the BMPs and measurable goals of an existing stormwater pollution control program to qualify for compliance with one or more of the minimum control measures if the existing measure meets the requirements of the minimum control measure as established in Part V, Section B.

- D. Sharing Responsibility. Implementation of one or more of the minimum measures may be shared with another entity, or the entity may fully take over the measure. A permittee may rely on another entity only if:
 - 1 The other entity, in fact, implements the control measure;
 - 2. The control measure, or component of that measure, is at least as stringent as the corresponding permit requirement;
 - 3. The other entity agrees to implement the control measure on the permittee's behalf. Written acceptance of this obligation is expected. The permittee shall maintain this obligation as part of the SWMP description. If the other entity agrees to report on the minimum measure, the permittee shall supply the other entity with the reporting requirements in Part V, Section G of this general permit. The permittee remains responsible for compliance with the permit obligations if the other entity fails to implement the control measure component.

- E. Reviewing and Updating SWMPs.
 - 1. The permittee shall annually review the SWMP in conjunction with preparation of the annual report required under Part V, Section G.
 - 2. The permittee may change the SWMP during the life of the permit according to the following procedures:
 - a. Changes adding (but not subtracting) components, controls, or requirements to the SWMP may be made at any time upon written notification to the Department;
 - b. Changes replacing an ineffective or infeasible management practice specifically identified in the SWMP with an alternate management practice may be made at any time, as long as the permittee submits a written analysis to the Department explaining why the management practice is ineffective or infeasible (including cost prohibitive), and why the replacement management practice is expected to achieve the goals of the management practice to be replaced;
 - c. Change notifications must be signed in accordance with Part VI, Section L;

3. The Department may notify a permittee that changes to the SWMP are necessary:
 - a. To address impacts on receiving water quality caused, or contributed to, by discharges from the MS4;
 - b. To include more stringent requirements necessary to comply with new federal or state statutory or regulatory requirements; and
 - c. If, at any time, the Department determines that the SWMP does not meet permit requirements.
4. The notification described above in Part V, Section E.3 will need to be addressed by the permittee in one of the following manners:
 - a. If the Department specifies changes that are to be made to the SWMP (including changes in implementation schedules), the permittee shall, within 60 days (or a later date if provided by the Department) certify that it has made changes as required by the Department. Changes must go into effect 30 days from the date the permittee certifies that changes have been made to the SWMP.
 - b. If the permittee proposes an alternative to the Department's required change (including changes in implementation schedule), the proposed alternative must be received by the Department within 60 days of notification of the required change. If the Department approves the proposed alternative, the changes to the SWMP must go into effect 30 days from the date the Department approved the proposal. If the Department does not approve the proposed alternative, the permittee must make changes to the SWMP as specified by the Department. Certification that changes have been made to the SWMP must be received within 60 days of the date the permittee received notification that the proposal had been rejected. Changes must go into effect 30 days from the date the permittee certifies that changes have been made to the SWMP.
5. Transfer of Ownership, Operational Authority, or Responsibility for SWMP Implementation. The permittee must implement the SWMP in all new areas added to the permittee's portion of the MS4 (or for which the permittee becomes responsible for implementation of stormwater quality controls) as expeditiously as practicable, but not later than one year from addition of the new areas. Implementation may be accomplished in a phased manner to allow additional time for controls that cannot be implemented immediately.
 - a. Within 90 days of a transfer of ownership, operational authority, or responsibility for SWMP implementation, the permittee must have a plan for implementing the SWMP in all affected areas. The plan may include schedules for implementation. Information on all new annexed areas and any resulting updates required to the SWMP must be included in the annual report.
 - b. Only those portions of the SWMP specifically required as permit conditions shall be subject to the modification requirements of 40 CFR 124.5. Addition of components, controls, or requirements by the permittee(s) and replacement of an ineffective or infeasible BMP implementing a required component of the SWMP with an alternate BMP expected to achieve the goals of the original BMP shall be considered minor changes to the SWMP and not modifications to the permit.

F. Monitoring.

1. The permittee must evaluate program compliance, the appropriateness of identified BMPs, and progress toward achieving identified measurable goals. If the permittee discharges to a water for which a TMDL has been established, the permittee must monitor to determine if the stormwater controls are adequate to maintain compliance with the MS4's

wasteload allocation or load allocation. If the permittee discharges to a 303(d) listed water that contains, or may contain, pollutant(s) for which the waterbody is listed, the permittee must monitor to determine if BMPs are effective to control discharges of pollutants of concern.

2. If the permittee conducts analytical monitoring at the permitted small MS4, the permittee must comply with the following:
 - a. *Representative monitoring.* Samples and measurements taken for the purpose of monitoring shall be representative of the monitored activity.
 - b. *Test Procedures.* Monitoring results shall be conducted according to test procedures approved in R18-9-A905(B) or other test procedures mutually agreed upon by the Director and the permittee or applicant.
 - c. *Discharge Monitoring Report.* Monitoring results must be reported on a Discharge Monitoring Report (DMR) when monitoring is performed in accordance with a TMDL requirement.
3. Records of analytical monitoring information shall include:
 - a. The date, exact place, and time of sampling or measurements;
 - b. The names(s) of the individual(s) who performed the sampling or measurements;
 - c. The date(s) analyses were performed;
 - d. The name(s) of the individual(s) who performed the analyses;
 - e. The analytical techniques or methods used; and
 - f. The results of such analyses.
4. Any person who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required to be maintained under this permit is subject to the enforcement actions established under A.R.S. Title 49, Chapter 2, Article 4, which may include the possibility of fines and/or imprisonment.

G. Annual Reports.

1. The permittee must submit annual reports to the Department for each year of the permit term. The first report is due September 30, 2004, covering the activities of the permittee during the period beginning on the effective date of the permit for the permittee and ending June 30, 2004. Subsequent annual reports are due on September 30 of each year following 2004 during the remainder of the term of the permit and must cover the activities of the permittee for the previous year up to and including June 30. The report must include:
 - a. The status of compliance with permit conditions, an assessment of the appropriateness of the identified best management practices, progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP and protecting water quality, and the measurable goals for each of the minimum control measures,
 - b. Results of information collected and analyzed, if any, during the reporting period, including monitoring data used to assess the success of the program at reducing the discharge of pollutants to the MEP;
 - c. Any changes made to the SWMP since the last annual report and a summary of the

stormwater activities the permittee plans to undertake during the next reporting cycle (including an implementation schedule);

- d. Proposed changes to the stormwater management program, including changes to any BMPs or any identified measurable goals that apply to the program elements;
 - e. A description of BMPs to be implemented within new areas annexed over the past year that are located within the regulated boundaries of the MS4;
 - f. A description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs; and
 - g. Notice that the permittee is relying on another government entity to satisfy some of the permit obligations (if applicable).
2. Where to Submit. Annual reports shall be signed in accordance with Part VI, Section L.2 and sent to the Department at the following address:

Arizona Department of Environmental Quality
Compliance Data Unit
1110 West Washington
Phoenix, AZ 85007

PART VI. STANDARD PERMIT CONDITIONS

A. Duty to Comply.

1. Failure to comply with any applicable term or condition of this permit shall be a violation of this permit and shall be grounds to enforcement action, permit termination, revocation and reissuance, or modification, or denial of a permit renewal application.
2. The issuance of this general permit does not waive any federal, state, county, or local regulations or permit requirements with which a permittee discharging under this general permit is required to comply.

B. Duty to Reapply. If a permittee wishes to continue an activity regulated by this permit after the expiration date of this permit, the permittee shall apply for and obtain a new permit.

C. Continuation of an Expired General Permit.

1. If the Director does not reissue this general permit before the expiration date, the current general permit will be administratively continued and remain in force and effect until the general permit is reissued.
2. Any permittee granted general permit coverage before the expiration date automatically remains covered by the continued general permit until the earlier of:
 - a. Reissuance or replacement of the general permit, at which time the permittee shall comply with the NOI conditions of the new general permit to maintain authorization to discharge; or
 - b. The date the permittee has submitted a Notice of Termination; or
 - c. The date the Director has issued an individual permit for the discharge; or
 - d. The date the Director has issued a formal permit decision not to reissue the general permit, at which time the permittee shall seek coverage under an alternative general permit or an individual permit.

3. Upon reissuance of a new general permit, the permittee shall file an NOI, within 60 days of the effective date of the new general permit.
- D. Need to Halt or Reduce an Activity Is Not a Defense. It is not a defense for a permittee in an enforcement action to plead that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this general permit.
- E. Duty to Mitigate. The permittee shall take all reasonable steps to minimize or prevent any discharge in violation of this general permit that has a reasonable likelihood of adversely affecting human health or the environment.
- F. Proper operation and maintenance. The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the permittee to achieve compliance with the conditions of this permit and with the conditions of the permittee's SWMP. Proper operation and maintenance also includes adequate laboratory controls and appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems which are installed by a permittee only when the operation is necessary to achieve compliance with the conditions of the permit.
- G. Permit actions.
1. This general permit may be reopened (in accordance with A.A.C. R18-9-A905(3)(a) which incorporates 40 CFR 122.41(f)) to address any changes in state or federal plans, policies, or regulations that would affect the quality requirements for the discharge.
 2. This general permit may be modified by the Director before the expiration date to include discharge or receiving water limitations for toxic constituents determined to be present in significant amounts in the discharge.
 3. This general permit may be modified, revoked and reissued, or terminated for cause.
 4. The filing of a request by the permittee for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition.
- H. Property Rights. The issuance of this general permit does not convey any property rights or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of federal, state, Indian tribe, or local laws or regulations.
- I. Duty to Provide Information. The permittee must promptly furnish the Department with the following information:
1. Upon request, any information that the Director may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this general permit, or to determine compliance with this general permit.
 2. Upon request, copies of records required by this general permit.
 3. In the event that the permittee becomes aware that the permittee failed to submit any relevant facts in the NOI or submitted incorrect information in the NOI or in any other report to the Department, such facts or information.
- J. Inspection and Entry. The permittee shall allow the Director or the Director's designee, upon presentation of credentials and other documents as required by law, to:
1. Enter the permittee's premises where a regulated facility or activity is located or conducted, or where records are kept under the conditions of this general permit;

2. Have access to and copy, at reasonable times, any records required by this general permit;
3. Inspect, at reasonable times, any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this general permit; and
4. Sample or monitor, at reasonable times, to assure permit compliance or as otherwise authorized under A.R.S. Title 49, Chapter 2, Article 3.1, and A.A.C. Title 18, Chapter 9, Articles 9 and 10, any substances or parameters at any location.

K. Recordkeeping.

1. The permittee shall retain records of all monitoring information, including, all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this permit, copies of Discharge Monitoring Reports (DMRs), a copy of the NPDES or AZPDES permit, and records of all data used to complete the application (NOI) for this permit, for a period of at least three years from the date of the sample, measurement, report or application, or for the term of this permit, whichever is longer. This period may be extended at the request of the Department at any time.
2. The permittee shall submit its records to the Department only when specifically asked to do so. The permittee must retain the SWMP required by this permit (including a copy of the permit language) at a location accessible to the Department. The permittee must make its records, including the notice of intent (NOI) and the SWMP, available to the public.

L. Signatory Requirements. All NOIs, NOTs, reports required by the general permit, and other information requested by the Director shall be signed as follows:

1. NOIs and NOTs:
 - a. For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official.
2. Reports and other information.
 - a. All reports required by this general permit and other information requested by the Department or authorized representative of the Department shall be signed by a person described in Part VI, Section L.1 or by a duly authorized representative of that person.
 - b. A person is a duly authorized representative only if the authorization is made in writing by a person described in Part VI, Section L.1. The authorization shall specify either an individual or a position having responsibility for the overall operation of the regulated facility or activity, such as the position of manager, operator, superintendent, or position of equivalent responsibility or an individual or position having overall responsibility for environmental matters for the permittee.
3. Changes to Authorization. If the information on the NOI filed for general permit coverage is no longer accurate because a different operator has responsibility for the overall operation of the facility, a new authorization satisfying the requirement of Part VI, Section L.2.b. above must be submitted to the Department prior to or together with any reports, information, or notices of intent to be signed by an authorized representative.
4. Certification. Any person (as defined above in Part VI, Sections L.2.a and L.2.b) signing documents under this Section shall make the following certification:

"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 on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

M. Reporting.

1. Anticipated noncompliance. The permittee shall give advance notice to the Director of any planned changes in the permitted facility or activity that may result in noncompliance with permit requirements.
2. Transfers. This permit is not transferable to any person except after notice to the Director. The Director may require modification or revocation and reissuance of the permit to change the name of the permittee and incorporate other requirements that may be necessary to comply with the permit. (In some cases, modification or revocation and reissuance is mandatory.)
3. Other information. When the permittee becomes aware that he or she failed to submit any relevant facts or submitted incorrect information in the NOI or in any other report to the Director, the permittee shall promptly submit the facts or information.

N. Severability. The provisions of this general permit are severable, and if any provision of this general permit, or the application of any provision of this general permit to any circumstance, is held invalid, the application of the provision to other circumstances, and the remainder of this general permit shall not be affected.

O. Requiring Coverage Under an Individual Permit.

1. The Director may require a person authorized by a general permit to apply for and obtain an individual permit for any of the following cases:
 - a. A change occurs in the availability of demonstrated technology or practices for the control or abatement of pollutants applicable to the point source;
 - b. Effluent limitation guidelines are promulgated for point sources covered by the general permit;
 - c. An Arizona Water Quality Management Plan containing requirements applicable to the point sources is approved;
 - d. Circumstances change after the time of the request to be covered so that the discharger is no longer appropriately controlled under the general permit, or either a temporary or permanent reduction or elimination of the authorized discharge is necessary;
 - e. If the Director determines that the discharge is a significant contributor of pollutants. When making this determination, the Director shall consider:
 - i. The location of the discharge with respect to waters of the United States,
 - ii. The size of the discharge,
 - iii. The quantity and nature of the pollutants discharged to waters of the United States, and
 - iv. Any other relevant factor.

2. If an individual permit is required, the Director shall notify the discharger in writing of the decision. The notice shall include:
 - a. A brief statement of the reasons for the decision,
 - b. An application form,
 - c. A statement setting a deadline to file the application,
 - d. A statement that on the effective date of issuance or denial of the individual permit, coverage under the general permit will automatically terminate,
 - e. The applicant's right to appeal the individual permit requirement with the Water Quality Appeals Board under A.R.S. § 49-323, the number of days the applicant has to file a protest challenging the individual permit requirement, and the name and telephone number of the Department contact person who can answer questions regarding the appeals process; and
 - f. The applicant's right to request an informal settlement conference under A.R.S. §§ 41-1092.03(A) and 41-1092.06.
 3. The discharger shall apply for an individual permit within 90 days of receipt of the notice, unless the Director grants a later date. In no case shall the deadline be more than 180 days after the date of the notice.
 4. If the permittee fails to submit the individual permit application within the time period established in Part V, Section Q.3, the applicability of the general permit to the permittee is automatically terminated at the end of the day specified by the Director for application submittal.
 5. Coverage under the general permit shall continue until an individual permit is issued unless the general permit coverage is terminated under Part V, Section Q.4.
- P. Request For an Individual Permit.
1. An owner or operator authorized by a general permit may request an exclusion from coverage of a general permit by applying for an individual permit.
 - a. The owner or operator shall submit an individual permit application under R18-9-B901(B) and include the reasons supporting the request no later than March 10, 2003.
 - b. The Director shall grant the request if the reasons cited by the owner or operator are adequate to support the request.
 2. If an individual permit is issued to an owner or operator otherwise subject to a general permit, the applicability of the general permit to the discharge is automatically terminated on the effective date of the individual permit.
- Q. Other Environmental Laws. No condition of this general permit releases the permittee from any responsibility or requirements under other environmental statutes or regulations. For example, this permit does not authorize the "take" of endangered or threatened species as prohibited by section 9 of the Endangered Species Act, 16 U.S.C. 1538. Information regarding the location of endangered and threatened species and guidance on what activities constitute a "take" are available from the U.S. Fish and Wildlife Service.

PART VII. PENALTIES FOR VIOLATIONS OF PERMIT CONDITIONS

Any permit noncompliance constitutes a violation and is grounds for an enforcement action, permit termination, revocation and reissuance, modification, or denial of a permit renewal application.

- A. Civil Penalties. A.R.S. § 49-262(C) provides that any person who violates any provision of A.R.S. Title 49, Chapter 2, Article 2, 3 or 3.1 or a rule, permit, discharge limitation or order issued or adopted under A.R.S. Title 49, Chapter 2, Article 3.1 is subject to a civil penalty not to exceed \$25,000 per day per violation.
- B. Criminal Penalties. Any a person who violates a condition of this general permit, or violates a provision under A.R.S. Title 49, Chapter 2, Article 3.1, or A.A.C. Title 18, Chapter 2, Articles 9 and 10 is subject to the enforcement actions established under A.R.S. Title 49, Chapter 2, Article 4, which may include the possibility of fines and/or imprisonment.

PART VIII. DEFINITIONS

In addition to the definitions contained in A.R.S. 49-255 and A.A.C. R18-9-A901, all definitions contained in section 502 of the Act and 40 CFR 122 shall apply to this permit and are incorporated herein by reference. For convenience, simplified explanations of some regulatory/statutory definitions have been provided, but in the event of a conflict, the definition found in the statute or regulation takes precedence.

Best Management Practices (BMPs) means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants to waters of the United States. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

Control Measure as used in this permit, refers to any Best Management Practice or other method used to prevent or reduce the discharge of pollutants to waters of the United States.

CWA means the Clean Water Act or the Federal Water Pollution Control Act, 33 U.S.C. 1251 et seq.

Department as used in this permit, means the Arizona Department of Environmental Quality.

Discharge when used without qualification means the discharge of a pollutant,

Discharge of a Pollutant means

1. Any addition of any "pollutant" or combination of pollutants to "waters of the United States" from any "point source," or
2. Any addition of any pollutant or combination of pollutants to the waters of the "contiguous zone" or the ocean from any point source other than a vessel or other floating craft which is being used as a means of transportation. This definition includes additions of pollutants into waters of the United States from: surface runoff which is collected or channeled by man; discharges through pipes, sewers, or other conveyances owned by a state, municipality, or other person which do not lead to a treatment works; and discharges through pipes, sewers, or other conveyances, leading into privately owned treatment works. This term does not include an addition of pollutants by any "indirect discharger."

Discharge-related activities include: activities which cause, contribute to, or result in stormwater point source pollutant discharges; and measures to control stormwater discharges, including the siting, construction and operation of best management practices (BMPs) to control, reduce or prevent stormwater pollution.

Facility means any NPDES or AZPDES point source or any other facility or activity (including land or appurtenances thereto) that is subject to regulation under the NPDES or AZPDES program.

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

Illicit discharge means any discharge to a municipal separate storm sewer that is not composed entirely of stormwater except discharges pursuant to a NPDES or AZPDES permit (other than the NPDES or AZPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from fire fighting activities,

Indian country means:

1. All land within the limits of any Indian reservation under the jurisdiction of the United States Government, notwithstanding the issuance of any patent, and, including rights-of-way running through the reservation;
2. All dependent Indian communities within the borders of the United States whether within the originally or subsequently acquired territory thereof, and whether within or without the limits of a state; and
3. All Indian allotments, the Indian titles to which have not been extinguished, including rights-of-way running through the same. This definition includes all land held in trust for an Indian tribe.

Large or Medium Municipal Separate Storm Sewer System means all municipal separate storm sewers as defined at 40 CFR 122.26(b)(4) or (7)

MEP means maximum extent practicable, the technology-based discharge standard for municipal separate storm sewer systems to reduce pollutants in stormwater discharges. A discussion of MEP as it applies to small MS4s is found at 40 CFR 122.34. CWA section 402(p)(3)(B)(iii) requires that a municipal permit shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques and system design, and engineering methods, and other provisions that the state determines appropriate for the control of such pollutants.

Measurable goal means a quantitative measure of progress in implementing a component of a stormwater management program.

MS4 means municipal separate storm sewer system.

Municipal separate storm sewer means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, and storm drains):

1. Owned or operated by a state, city, town, county, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or a designated and approved management agency under section 208 of the Clean Water Act (33 U.S.C. 1288) that discharges to waters of the United States;
2. Designed or used for collecting or conveying stormwater;
3. That is not a combined sewer; and
4. That is not part of a publicly owned treatment works.

NOI means Notice of Intent to be covered by this permit (see Part II).

NOT means Notice of Termination.

Outfall means a point source as defined by 40 CFR 122.2 at the point where a municipal separate storm sewer discharges to waters of the United States and does not include open conveyances connecting two municipal separate storm sewers, or pipes, tunnels or other conveyances which connect segments of the same stream or other waters of the United States and are used to convey waters of the United States,

Owner or operator means the owner or operator of any facility or activity subject to regulation under the NPDES program.

Point source means any discernible, confined, and discrete conveyance, including but not limited to,

any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, vessel or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agricultural stormwater runoff.

Pollutant is defined at R18-9-A901(22). A partial listing from this definition includes: dredged spoil, solid waste, sewage, garbage, sewage sludge, chemical wastes, biological materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial or municipal waste.

Significant contributors of pollutants means any discharge that causes or could cause or contribute to a violation of surface water quality standards.

Small Municipal Separate Storm Sewer System all separate storm sewers that are:

- 1 Owned or operated by the United States, a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States;
- 2 Not defined as large or medium municipal separate storm sewer systems in accordance with this permit;
- 3 This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.

Stormwater means stormwater runoff, snow melt runoff, and surface runoff and drainage.

Stormwater Management Program (SWMP) means a comprehensive program to manage the quality of stormwater discharged from the municipal separate storm sewer system.

Waters of the United States which is interchangeable with the term "navigable waters" means:

1. All waters which are currently used, were used in the past, or may be susceptible to use in interstate or foreign commerce, including all waters which are subject to the ebb and flow of the tide;
2. All interstate waters, including interstate wetlands;
3. All other waters such as interstate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce including any such waters:
 - a. Which are or could be used by interstate or foreign travelers for recreational or other purposes;
 - b. From which fish or shellfish are or could be taken and sold in interstate or foreign commerce; or
 - c. Which are used or could be used for industrial purposes by industries in interstate commerce;
4. All impoundments of waters otherwise defined as waters of the United States under this definition;
5. Tributaries of waters identified in paragraphs (1) through (4) of this definition;
6. The territorial sea; and
7. Wetlands adjacent to waters (other than waters that are themselves wetlands) identified in paragraphs 1. through 6. of this definition.

Waste treatment systems, including treatment ponds or lagoons designed to meet the requirements of the CWA (other than cooling ponds for steam electric generation stations per 40 CFR 423, which also meet the criteria of this definition) are not waters of the United States. Waters of the United States do not include prior converted cropland. Notwithstanding the determination of an area's status as prior converted cropland by any other federal agency, for the

purposes of the Clean Water Act, the final authority regarding Clean Water Act jurisdiction remains with EPA.

Draft

**STATE OF ARIZONA
DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER QUALITY DIVISION
PHOENIX, ARIZONA 85007**

**ARIZONA POLLUTANT DISCHARGE ELIMINATION SYSTEM
GENERAL PERMIT FOR STORMWATER DISCHARGES
FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
TO WATERS OF THE UNITED STATES**

This permit provides authorization to discharge under the Arizona Pollutant Discharge Elimination System (AZPDES) program, in compliance with the provisions of the Arizona Revised Statutes (A.R.S) and, Title 49, Chapter 2, Article 3.1, the Arizona Administrative Code (A.C.C.), and Title 18, Chapter 9, Article 9.

This general permit specifically authorizes stormwater discharges from small municipal separate storm sewer systems (MS4s) in Arizona to Waters of the United States, pursuant to 40 CFR § 122.34. All discharges authorized by this general permit shall be consistent with the terms and conditions of this general permit.

This general permit becomes effective on XXXXXXXX, 2015.

This general permit and the authorization to discharge expires at midnight, XXXXXXXXXXXX, 2020.

Signed this _____ day of _____, 2015.

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY

Trevor Baggione , Director
Water Quality Division

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1.0 COVERAGE UNDER THIS GENERAL PERMIT

1.1 Permit Area

This general permit (or permit) is applicable only in the state of Arizona, and excludes Indian Country in Arizona.

This permit covers and applies to the following MS4 areas:

- a. City or Town – Municipal boundary, including areas annexed during the permit term;
- b. County – Un-incorporated urbanized area determined by the latest Decennial Census by the Bureau of Census;
- c. State University – All areas of the main university campus and satellite campuses, including those that have student housing;
- d. Military Base – All areas of the main military installation as well as satellite installations, including those that have personnel housing;
- e. Veteran Affairs Hospital – All areas of the main VA campus, as well as satellite installations, including those that have personnel or patient housing.

1.2 Eligibility

This permit authorizes the discharge of stormwater from small municipal separate storm sewer systems (MS4s) provided the permittee complies with all the requirements of this general permit, and the MS4:

- a. Is located fully or partially within an urbanized area as determined by the latest Decennial Census by the Bureau of Census; or
- b. Is designated for permit authorization by the department under the A.A.C. R-18-9-A902(D)(1), R18-9-A902(D)(2), R-18-9-A902(E), and R18-9-A905(A)(1)(f) which incorporates 40 CFR §122.32.

1.3 Non-Stormwater Discharges

1.3.1 Except as provided in Part 1.3.2, the permittee shall prohibit non-stormwater discharges into its MS4 unless the discharges are authorized by a separate NPDES or AZPDES permit.

1.3.2 The following categories of non-stormwater discharges (occurring within the jurisdiction of the permittee) are prohibited if the discharges are identified by the permittee, ADEQ, or U.S. EPA, as significant contributors of pollutants to or from the MS4. If any of the following categories of discharges are identified as a significant contributor, the permittee must address the category as an illicit discharge as specified in Part 6.4.3.1:

- a. Water line flushing
- b. Landscape irrigation
- c. Diverted stream flows
- d. Rising ground waters
- e. Uncontaminated ground water infiltration
- f. Uncontaminated pumped groundwater
- g. Discharges from potable water sources
- h. Foundation drains
- i. Air conditioning condensate
- j. Irrigation water
- k. Springs
- l. Water from crawl space pumps

- m. Footing drains
- n. Lawn watering
- o. Individual residential car washing
- p. Discharges from riparian habitats and wetlands
- q. Dechlorinated swimming pool discharges
- r. Street wash water, and
- s. Discharges or flows from emergency firefighting activities

1.4 Limitations of Coverage

Except as provided in Part 1.3.2, this general permit does not authorize:

- 1.4.1 Discharges mixed with sources of non-stormwater unless the non-stormwater discharges comply with an applicable NPDES or AZPDES permit, are addressed in Part 1.3.2
- 1.4.2 Stormwater discharges associated with industrial activity as defined in 40 CFR §122.26(b)(14)(i)-(ix) and (xi);
- 1.4.3 Stormwater discharges associated with construction activity as defined in 40 CFR §122.26(b)(14)(x) or 40 CFR §122.26(b)(15);
- 1.4.4 Stormwater discharges currently covered under another permit;
- 1.4.5 Discharges to impaired waterbodies listed under section 303(d) of the Clean Water Act (CWA) if discharges from the MS4 contain, or may contain, pollutant(s) for which the waterbody is listed except:
 - a. If a TMDL has been established and the stormwater management program (SWMP) is consistent with the requirements of the TMDL, including any wasteload allocation or load allocation in the TMDL. The SWMP must also identify Best Management Practices (BMPs) the permittee will use to meet wasteload allocations or load allocations and include monitoring for associated pollutant(s); and
 - b. If a TMDL has not been established and the SWMP includes a section describing how the program will control the discharge of 303(d) listed pollutants and ensure to the maximum extent practicable that discharges from the MS4 will not cause or contribute to exceedances of surface water quality standards. The SWMP must also identify BMPs the permittee will use to control discharges and include monitoring of their effectiveness.
- 1.4.6 Discharges that do not comply with Arizona's anti-degradation rule R18-11-107;
- 1.4.7 Stormwater discharges prohibited under 40 CFR §122.4.

1.5 Permit Compliance

Non-compliance with any requirement of this permit constitutes a violation of the permit and may result in an enforcement action, including injunctive relief and/or penalties under state and federal laws.

2.0 AUTHORIZATION UNDER THIS GENERAL PERMIT

2.1 Obtaining Permit Coverage

- 2.1.1** A person seeking authorization to discharge under this general permit shall submit to the department a complete and accurate Notice of Intent (NOI) on a form provided by the department and includes, at a minimum, the following information:
- a. Name of MS4
 - b. Operator name and title
 - c. Mailing address
 - d. Contact person
 - e. Contact information
 - f. Estimated population (based on most recent Decennial Census by the Bureau of Census)
 - g. Estimated area (in acres)
 - h. Primary receiving water
 - i. Impaired water information
 - j. An indication of inter-governmental agreements, including attachments;
 - k. Outstanding Arizona Water information
 - l. Additional information, as necessary, included on the department's Phase II MS4 NOI.
- 2.1.2** Existing MS4s who wish to obtain coverage under this permit must submit a new NOI to the department within 45 days after the effective date of this permit. Persons failing to submit a new NOI within this timeframe will be considered discharging without a permit.
- 2.1.3** New MS4s who wish to obtain coverage under this permit must submit a NOI to the department within 90 days after the effective date of this permit. Persons failing to submit a NOI within this timeframe will be considered discharging without a permit.
- 2.1.4** If the department notifies the applicant of deficiencies or inadequacies in any portion of the NOI, or requests additional information, the applicant must correct the deficient or inadequate portions and submit a revised NOI that addresses the deficiencies within seven (7) days of receiving notification.
- 2.1.5** The permittee must submit a revised NOI to the department within fifteen (15) days whenever there is a change of information (certifying official, mailing address, contact information, etc.).
- 2.1.6** Notice of Intent forms submitted to ADEQ will be posted on the ADEQ website and made available for public comment. ADEQ may request additional information from the application based on public comments (see Part 2.1.4)

2.2 Permit Fees

Permittees are subject to fees established in A.A.C. R18-14-109. The department will issue an invoice annually to the permittee at the address identified on the NOI.

New permittees will be billed by the department and are not required to submit a fee with their NOI.

Existing permittees are not required to include the annual fee when submitting an NOI to obtain coverage under this permit.

2.3 Terminating Coverage

A permittee may terminate coverage under this general permit by submitting a notice of termination (NOT) on a form provided by the department. Authorization to discharge terminates at midnight on the day the NOT is received by the department.

If the operator does not obtain coverage under an alternate AZPDES permit that authorizes the discharge of stormwater prior to submitting the NOT, the operator will be considered discharging without a permit.

NOTs signed in accordance with Part 9.9, must be sent to the department at the following address:

Arizona Department of Environmental Quality
Surface Water Section (5415A-1)
1110 West Washington
Phoenix, AZ 85007

2.4 Coverage under an Individual Permit

Pursuant to A.A.C. R18-9-C902, a person may request, or be required by the director, to obtain coverage under an individual permit.

2.5 Continuation of this General Permit

If this permit is not reissued prior to the expiration date, it will be administratively continued in accordance with A.A.C. R18-9-C903 and remain in force and effect for discharges that were authorized prior to expiration.

If the MS4 operator does not submit a timely, complete, and accurate NOI requesting authorization to discharge under a reissued permit or a timely request for authorization under an individual or alternative general permit, authorization under this permit will terminate on the due date for the NOI under the reissued permit unless otherwise specified in the reissued permit.

3.0 LEGAL AUTHORITY

3.1 Establish Legal Authority

Within six (6) months from permit issuance, existing permittees must review and establish a schedule for revising (as necessary) relevant ordinances or other regulatory mechanisms, or adopt any new ordinances or other regulatory mechanisms that provide it with adequate legal authority to control pollutant discharges into and from its MS4, and to meet the requirements of this permit.

Within eighteen (18) months from permit issuance, new permittees must review and revise its relevant ordinances or other regulatory mechanisms, or adopt any new ordinances or other regulatory mechanisms that provide it with adequate legal authority to control pollutant discharges into and from its MS4, and to meet the requirements of this permit.

3.2 Legal Authority Requirements

If not already developed, the permittee must establish and exercise legal authority to comply with this permit. To be considered adequate, this legal authority must, at a minimum, address the following:

- a. Authority to Prohibit Illicit Discharges – Prohibit and eliminate illicit connections and discharges to the MS4;
- b. Authority to Prohibit Spills or Other Releases – Control the discharge of spills, and prohibit dumping or disposal of materials other than stormwater into the MS4;
- c. Authority to Require Compliance – Require compliance with conditions in the permittee's ordinances, permits, contracts, or orders;
- d. Authority to Require Installation, Implementation, and Maintenance of Control Measures – Require owners/operators of construction sites, new or redeveloped land, and industrial and commercial facilities to minimize the discharge of pollutants to the MS4 through the installation, implementation, and maintenance of stormwater control measures;
- e. Authority to Receive and Collect Information – The permittee must have the authority to request from operators of construction sites, new or redeveloped land, and industrial and commercial facilities, information such as stormwater plans, inspection reports, monitoring results, and other information deemed necessary to assess compliance with this permit. The permittee must also have the authority to review designs and proposals for new development and redevelopment to determine whether adequate stormwater control measures will be installed, implemented, and maintained;
- f. Authority to Inspect – To the extent allowed under State and local law, the permittee must have the authority to enter private property for the purpose of inspecting at reasonable times any facilities, equipment, practices, or operations related to stormwater discharges to determine whether there is compliance with local stormwater control ordinances/standards or requirements in this Permit;
- g. Response to Violations – The permittee must have the ability to promptly require violators cease and desist illicit discharges or discharges of stormwater in violation of any ordinance or standard and/or cleanup and abate such discharges;
- h. Monetary Penalties – To the extent allowable under State and local law, the permittee must have the ability to levy administrative penalties;
- i. Civil/Criminal Penalties – To the extent allowable under State and local law, the permittee must have the ability to impose civil or criminal sanctions (including referral to a city or district attorney) and escalate corrective response, consistent with its enforcement response;
- j. Injunctive Relief – To the extent allowable under State and local law, the permittee must have the ability to levy administrative penalties;
- k. Identify departments within the permittee's jurisdiction that conduct stormwater-related activities and their roles and responsibilities under this permit. Include an up-to-date

- organizational chart specifying these departments and key personnel positions;
- l. Identification of the local administrative and legal procedures and ordinances available to mandate compliance with stormwater-related ordinances and therefore with the conditions of this permit; and
- m. A description of how stormwater related-ordinances are implemented and appealed;

3.3 Enforcement Response Plan(s)

The permittee shall develop an enforcement response plan(s) (ERPs) that specifies how it will exercise its legal authority to comply with this permit. The ERP shall include a prioritization schedule that establishes escalated enforcement for non-compliance of illicit discharges and construction sites. In developing the ERP, the permittee shall include the following factors in prioritizing escalated enforcement: severity of non-compliance, repeated non-compliance, proximity to a receiving water or storm sewer system, and other appropriate factors.

4.0 STORM SEWER SYSTEM MAPPING

The permittee must prepare and maintain an up-to-date map of the municipal separate storm sewer system. At a minimum, the map system must be sufficient in scope and detail to identify and isolate illicit discharges. The permittee is not required to submit storm sewer system mapping infrastructure to ADEQ unless specifically requested, and shall make mapping information available to ADEQ or EPA to assess permit compliance.

- 4.1** The permittee shall develop a storm sewer system map or series of maps for its regulated area. The map(s), at a minimum, shall contain the following:
 - a. Locations of outfalls that discharge to waters of the United States;
 - b. Jurisdictional MS4 boundaries and any new land annexations during the permit term;
 - c. Interconnections with other MS4s;
 - d. Linear drainage structures (ex: streets used for stormwater conveyance, channels, floodways, drain pipes);
 - e. Storm drain inlets and catch basins;
 - f. Outfalls, field screening points and monitoring locations. Each outfall must include the following minimum information: unique identifier, receiving water, date of most recent inspection, dimensions, shape, spatial location (latitude and longitude in degrees, minutes, and seconds), physical condition and indicators of potential non-stormwater discharges (including presence or evidence of suspect flow and sensory observations such as odor, color, turbidity, floatables, or oil sheen) as of the most recent inspection; and
 - g. Detention/Retention basins that are part of the MS4.
- 4.2** Existing permittees shall update existing storm sewer system map(s) within six (6) months of permit issuance and annually thereafter. Updates shall include but not be limited to all areas identified in Section 4.1 above. Existing permittees who have expanded permit areas due to census updates (urbanized area) or annexed land must map a minimum of 25% of the new or expanded areas each year of the permit term.
- 4.3** New permittees must include a mapping schedule in the first SWMP required by this permit. The schedule must include how the permittee will conduct the mapping process, a timeline for conducting the investigations, measurable goals and estimated completion dates. The permittee shall have its storm system mapped by the end of the fourth year of permit coverage.
- 4.4** The permittee must include a narrative description of the status of storm sewer system mapping, outfall mapping, and waters of the U.S. that receive discharges from the outfalls (including percent complete) in each annual report (see Part 8.3)

5.0 STORMWATER MANAGEMENT PROGRAM

The permittee shall develop, implement, and enforce a written SWMP. The SWMP shall be signed in accordance with Part 9.9. A signature and date is required for initial program preparation and for any significant revision to the program.

The SWMP is the document used by the permittee to describe the activities, control measures, and measurable goals to be implemented to meet the terms and conditions of the permit. The SWMP shall accurately describe the permittee's plans and activities.

Existing permittees shall modify or update their existing SWMP to meet the terms and conditions of this permit and submit it to ADEQ within six (6) months of the effective date of this permit. These modifications and updates shall be reflected in the written SWMP and shall continue to implement their existing SWMP until the program has been updated.

New permittees shall develop and submit their SWMP to ADEQ within one (1) year of the effective date of this permit.

At a minimum, all permittees must annually assess, evaluate, and update the BMPs in the SWMP and incorporate any revisions necessary to maintain permit compliance. The annual SWMP review must occur in connection with preparing the annual report (see Parts 8.1 and 8.3).

5.1 Contents of the Stormwater Management Program

At a minimum, the SWMP shall contain the following:

- a. Listing of all receiving waters, their classification under the applicable state water quality standards, any impairment(s) and associated pollutant(s) of concern, applicable TMDLs and WLAs, and number of outfalls from the MS4 that discharge to each waterbody;
- b. Listing of all interconnected MS4s;
- c. Schedule and status of storm sewer system mapping;
- d. Listing of all discharges that cause or contribute to the exceedance of an applicable surface water quality standard;
- e. Description of any other practices to achieve compliance with Part 6.1 and 6.2;
- f. Description of practices to achieve compliance with Parts 6.3 and 6.4 (MEP and MCM requirements). For each permit condition identify:
 1. The personnel position or department responsible for the measure;
 2. The BMPs for each control measure or permit requirement;
 3. The measurable goal(s) for each BMP. Each measurable goal shall include milestones and timeframes for its implementation and have a quantity and/or quality associated with its endpoint. Each goal shall have a measure of assessment associated with it.
- g. Description of practices to achieve compliance with applicable TMDLs or waste load allocation, including measurable goal(s) for each BMP and corresponding milestones and timeframes. Each goal must have an associated measure of assessment;

- h. Analytical monitoring requirements for impaired waters, Outstanding Arizona Waters, monitoring for illicit discharges, and additional monitoring required by ADEQ, including the following:
 - 1. The personnel position or department responsible for the measure;
 - 2. The BMPs for the control measure or permit requirement;
 - 3. The measurable goal(s) for each BMP. Each measurable goal shall include milestones and timeframes for its implementation and have a quantitative and/or qualitative unit of assessment.
- i. Protocol for annual program evaluation (Part 8.1). Update annually and maintain copies;
- j. Identification of personnel (department, position, etc.) responsible for program implementation

5.2 Stormwater Management Plan Availability

The permittee shall retain a copy of the current SWMP required by this permit at the office or facility identified on the NOI and shall be available upon request by ADEQ or U.S. EPA, or their authorized representatives.

A copy of the most up-to-date SWMP shall be made available to the public during normal business hours and posted on the permittee's website.

5.3 Stormwater Management Plan Review and Approval

Upon receipt of new and revised SWMPs, the department will post the documents on the ADEQ website for a minimum of 30 days to allow for public review and comment. ADEQ will evaluate comments and may request additional information from the permittee prior to approving the SWMP.

6.0 EFFLUENT LIMITATIONS

The permittee shall develop, implement and enforce a program to reduce the discharge of pollutants from the MS4 to the maximum extent practicable, to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act and the Arizona Surface Water Quality Standards.

6.1 Water Quality Based Effluent Limitations

Pursuant to Clean Water Act 402(p)(3)(B)(iii), this permit includes provisions to ensure that discharges from the permittee's small MS4 do not cause or contribute to an exceedance of surface water quality standards, in addition to requirements to reduce the discharge of pollutants to the Maximum Extent Practicable.

6.2 Surface Water Quality Standards

The permittee shall implement the six minimum control measures specified in Part 6.4 to the Maximum Extent Practicable to protect water quality, and to satisfy water quality requirements of the Clean Water Act, including attainment of surface water quality standards.

If the permittee discovers, or is otherwise notified by ADEQ or U.S. EPA, that a discharge from the MS4 is causing or contributing to an exceedance of an applicable surface water quality standard, the permittee shall expand or better tailor its BMPs within the scope of the six Minimum Control Measures in Part 6.4 to achieve progress toward attainment of surface water quality standards.

6.3 Requirements to Reduce Pollutants to the Maximum Extent Practicable (MEP)

The permittee shall implement management practices, control techniques and systems, design and engineering methods, such other provisions as necessary to reduce the discharge of pollutants from the MS4 to the maximum extent practicable (MEP), as set forth in Parts 6.4.1 through 6.4.6.

6.4 Minimum Control Measures

- a. Existing permittees shall continue to implement their existing SWMPs while making updates pursuant to this permit. This permit does not extend the compliance deadlines set forth in Permit AZG2002-002.
- b. Implementation of one or more of the minimum control measures described in Parts 6.4.1 - 6.4.6 or other permit requirements may be shared with another entity (including another interconnected MS4) or the other entity may fully implement the measure or requirement, if the following requirements are satisfied:
 - The other entity implements the control measure as specified in the SWMP;
 - The particular control measure or component thereof undertaken by the other entity is at least as stringent as the corresponding permit requirement;
 - The other entity agrees to implement the control measure on the permittee's behalf. The annual report must specify that the permittee is relying on another entity to satisfy some of its permit obligations and specify what those obligations are;
 - The permittee remains responsible for compliance with all permit obligations if the other entity fails to implement the control measures (or component thereof). The permittee may enter into a legally binding agreement with the other entity regarding the other entity's

performance of control measures, but the permittee remains ultimately responsible for permit compliance.

6.4.1 Public Education and Outreach

Objective: The permittee shall implement an education program that includes educational goals based on stormwater issues of significance within the MS4 area. The program shall include a focus on pollutants of concern for impaired and TMDL waters, and priority waters that receive a discharge from the MS4. The ultimate objective of a public education program is to increase knowledge and change behavior of the public so that pollutants in stormwater are reduced.

6.4.1.1 The permittee shall implement the public education program required by 40CFR §122.34(b)(2) by distributing educational material to the MS4 community. The educational program shall define goals, express specific messages, define the targeted audience for each message, and identify responsible parties for program implementation. At a minimum, the program shall provide information concerning the impact of stormwater discharges on water bodies within the community, especially waters that are impaired or identified as Outstanding Arizona Waters. The program shall identify steps and/or activities the public can take to reduce the pollutants in stormwater runoff and their impacts to the environment.

- a. The permittee shall inventory local demographics and develop and implement programs that include education and outreach efforts. Example audiences include: (1) residents, (2) commercial facilities and businesses (automobile repair, restaurants, shopping centers, malls, etc.), (3) institutions (colleges, schools, hospitals, churches, etc.), (4) developers (construction), and (5) industrial facilities.
- b. Beginning the first year of the permit, the permittee shall distribute a minimum of two educational messages to at least two different audiences each year of the permit term.

Educational messages may include printed materials such as brochures or newsletters; electronic materials such as websites; outreach to classroom students (elementary and/or high school); mass media such as newspaper articles or public service announcements (radio or cable); or displays in a public area such as the town/city hall. The permittee may use existing materials if they are appropriate for the message the permittee chooses to deliver or the permittee may develop its own educational materials. The permittee may partner with other MS4s, community groups or watershed associations to implement the education program, but the programs must have direct, local impact.

6.4.1.2 The program shall focus on messages for specific audiences as well as show progress toward the defined educational goals of the program. The permittee shall identify methods that it will use to evaluate the effectiveness of the educational messages and the overall education program. Any methods used to evaluate the effectiveness of the program shall be tied to the defined goals of the program and the overall objective of changes in behavior and knowledge.

6.4.1.3 The permittee shall modify any ineffective messages or distribution techniques for an audience prior to the next scheduled message delivery.

6.4.1.4 The permittee shall document in each annual report: the messages for each audience; the method of distribution; the measures/methods used to assess the effectiveness of the messages, and the method/measures used to assess the overall effectiveness of the education program.

6.4.2 Public Involvement and Participation

Objective: The permittee shall provide opportunities to engage the public to participate in the review and implementation of the permittee's SWMP.

6.4.2.1 All public involvement activities shall comply with state and local public notice requirements. The SWMP and all annual reports shall be available to the public. The permittee is encouraged to satisfy this requirement by posting records online.

6.4.2.2 The permittee shall annually provide the public an opportunity to participate in the review and implementation of the SWMP.

6.4.2.3 The permittee shall report on the activities undertaken to provide public participation opportunities including compliance with Part 6.4.2.1. Public participation opportunities pursuant to Part 6.4.2.2 may include, but are not limited to, websites, hotlines, clean-up teams, monitoring teams, or an advisory committee.

6.4.3 Illicit Discharge Detection and Elimination (IDDE) Program

The permittee shall implement an IDDE program to systematically find and eliminate sources of non-stormwater to and from its municipal separate storm sewer system and to implement procedures to prevent illicit connections and discharges.

The IDDE program shall be recorded in a written document. The IDDE program shall include each of the elements described in Part 6.4.3.8 (a - f), unless the permittee provides a written explanation within the IDDE program as to why a particular element is not applicable to the permittee. For existing permittees, the written IDDE program shall be completed within six (6) months of the effective date of this permit. For new permittees, the written IDDE program shall be completed within one (1) year of the effective date of the permit. The permittee shall implement the IDDE program in accordance with the goals and milestones set forth in Parts 5.0 and 6.4.3.

6.4.3.1. Definitions and Prohibitions

The permittee shall prohibit illicit discharges (including sanitary sewer overflows) to and from its MS4 and require removal of such discharges consistent with Part 6.4.3.5 of this permit. An illicit discharge is any discharge to a municipal separate storm sewer that is not composed entirely of stormwater *except*:

- a. Discharges authorized under a separate NPDES permit that authorize a discharge to the MS4;
- b. Non-stormwater discharges allowed by Part 1.3.2.

6.4.3.2 Legal Authority

The IDDE program must ensure the permittee has adequate legal authority to accomplish the following tasks: prohibit illicit discharges; investigate suspected illicit discharges; eliminate illicit discharges, including discharges from properties

not owned or operated by the MS4 that discharge into the MS4 system; and implement appropriate enforcement procedures and actions. Adequate legal authority consists of a current effective ordinance, by-law, or other regulatory mechanism. For existing permittees, the ordinance, by-law, or other regulatory mechanism was a requirement of AZG2002-002 and is required to be effective under that permit. The written IDDE program shall include a reference or citation of the authority the permittee will use to implement all aspects of the IDDE program as specified in Part 3.0.

6.4.3.3 Statement of IDDE Program Responsibilities

The permittee shall establish a written statement that clearly identifies responsibilities with regard to eliminating illicit discharges. The statement shall identify the lead municipal agency or department responsible for implementing the IDDE Program as well as any other agencies or departments that may have responsibilities for aspects of the program. Where multiple departments and agencies have responsibilities to the IDDE program, specific areas of responsibility shall be defined and processes for coordination and data sharing shall be established and documented.

6.4.3.4 Illicit Discharge Prevention and Reporting

The permittee shall develop and implement process(es) and procedures designed to prevent, identify, report, and mitigate illicit discharges to and from the MS4 (this may be a part of the education program required by Part 6.4.1; reporting (hotlines), and training of public employees involved in the IDDE program).

6.4.3.5 Eliminating Illicit Discharges

Illicit discharges to and from the MS4 are prohibited and constitutes a violation of this permit when the permittee is not fully implementing permit requirements and the SWMP,

Upon detection of an illicit discharge, the permittee shall eliminate it as expeditiously as possible. The permittee shall identify and notify all responsible parties for any such discharge and require immediate cessation in accordance with its legal authorities. Where elimination of an illicit discharge is not immediately possible, the permittee shall establish an expeditious schedule for its elimination and report the dates of identification and schedules for removal in the permittee's annual reports. The permittee shall immediately commence actions necessary for elimination.. In the interim, the permittee shall take all reasonable and prudent measures to minimize the discharge of pollutants to its MS4.

6.4.3.6 Non-Stormwater Discharges

The non-stormwater discharges identified in Part 1.3.2 do not need to be addressed as an illicit discharge unless it is determined by the permittee, ADEQ, or U.S. EPA that any of these sources is a significant contributor of pollutants.

6.4.3.7 Existing Permittees IDDE Programs

During the development of the new components of the IDDE program required by this permit, existing permittees must continue to implement their current IDDE

program required by the AZG2002-002 to detect and eliminate illicit discharges to its MS4.

6.4.3.8 Outfall Assessment and Monitoring

The permittee must develop, implement, and maintain an outfall assessment and monitoring program to identify, monitor, and eliminate illicit discharges from the MS4:

- a. **Outfall Prioritization:** The permittee shall assess and prioritize outfalls based on their potential to have illicit discharges. This following outfall ranking must be used to determine the priority order for screening:
 1. Problem Outfalls: Outfalls with known or suspected contributions of illicit discharges based on existing information;
 2. High Priority Outfalls: Outfalls that discharge to impaired waters or Outstanding Arizona Waters;
 3. Low Priority Outfalls: Outfalls that do not meet the criteria for problem or high priority outfalls;
 4. Large Outfall: Those municipal outfalls that are 36-inches in diameter or equivalent (e.g., open channel).

The permittee shall review and update the outfall inventory and prioritization at least annually throughout the permit duration and include this information in the SWMP and the annual program evaluation.

- b. **Visual Outfall Screening:** The IDDE program shall include written procedures for conducting visual screening of outfalls from the MS4. The outfall screening procedures shall include provisions for dry and wet weather screening for evidence of illicit discharges. The permittee shall conduct outfall screening frequency based on the following minimum criteria*:

Outfall Screening Schedule	
Number of Outfalls or Screening Points	Minimum Inspection Frequency
Large Outfalls	20% per year
Outfalls and Screening Points	10% per year
High Priority Outfalls	25% per year, per receiving water
Problem Outfalls	As necessary, minimum of 2 times per year

* Permittees with greater than 300 outfalls may submit an alternate inspection frequency to ADEQ for approval. If approved, the permittee must comply with the alternate inspection frequency.

Routine screening for dry and wet weather flows must include the following information/observations: outfall identification; personnel; time; date; weather conditions at time of inspection; presence of flow and estimated volume;

apparent odor, color, clarity, debris, foam; and other necessary information to characterize the discharge.

- c. **Analytical Monitoring:** The permittee shall develop an analytical monitoring program to assist with identifying, characterizing, and eliminating illicit discharges, as well as those discharges that cause or contribute to an exceedance of a surface water quality standard. The program shall specify when analytical monitoring will be implemented and the protocol for determining analytical parameters.

The analytical monitoring program shall include a Sampling and Analyses Plan (SAP) that includes the following minimum components: sample collection (equipment and containers, decontamination, calibration procedures, sample frequency (based on illicit discharge characteristics), document site conditions, and field notes); sample preservation; tracking (chain-of-custody); and handling.

The analytical monitoring program and associated SAP shall be documented in the SWMP.

- d. **Illicit Discharge Removal and Confirmation:** When the source of an illicit discharge is identified, the permittee shall exercise its authority to require its removal (clean up/remediation).

For each confirmed source, the permittee shall include in the annual report the following information: the location of the discharge and its source(s); a description of the discharge; estimated illicit discharge duration; the method of discovery; date of discovery; date of elimination; mitigation or enforcement action; responsible person (if known); and estimated volume.

- e. **Follow-up Screening:** The permittee shall establish a follow-up screening schedule for identified or suspected illicit discharges to ensure they do not recur.

6.4.3.9 Indicators of IDDE Program Progress

The permittee shall define or describe indicators for tracking program success. At a minimum, indicators shall include measures that demonstrate efforts to locate illicit discharges identified and removed. Such measures may include response time to inspection, public awareness, time from discovery to elimination, and other appropriate factors.

The permittee shall evaluate and report the overall effectiveness of the program based on the tracking measures outlined in Part 6.4.3.8 in the annual program evaluation and in the annual report.

6.4.3.10 Staff Training

The permittee shall, at a minimum, provide annual training to employees involved in the IDDE program (e.g., street workers, inspectors, solid waste personnel, etc.). The training must include the IDDE program components and how to recognize illicit discharges. The permittee shall report on the frequency and type of employee training in the annual report.

6.4.3.11 Unpermitted (Illicit) Discharges to the MS4

The permittee shall develop, implement, and maintain a program to proactively identify facilities and activities (e.g., industrial facilities, construction sites, etc.) that discharge to the MS4 without a permit (illicit discharges),

At a minimum, the permittee shall notify ADEQ at least annually (see Part 8.3) of facilities and activities that discharge to the permittees MS4 without a Clean Water Act permit.

A description of the permittee's illicit discharge program shall be included in the SWMP.

6.4.4 Construction Site Stormwater Runoff Control

The objective of the construction stormwater runoff control program is to minimize or eliminate pollutant discharges from construction sites to the MS4s. The primary pollutant is most often sediment which is mobilized by removal of vegetation, digging, grading, excavating, wind, and runoff. The sediment can also be a transport mechanism for other pollutants such as oils, fertilizers, and other materials that are often found or used at construction sites.

The program components and measurable goals related to meeting the requirements of this Part must be included in the permittee's SWMP.

6.4.4.1 Construction Site Stormwater Runoff Implementation

Permittees shall develop, implement, maintain, and enforce a program to reduce pollutants in any stormwater runoff discharged to the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. The permittee's program shall include disturbances less than one acre if that disturbance is part of a larger common plan of development or sale that will ultimately disturb one acre or more, regardless if the construction activities occur at different times.

Existing permittees shall assess their construction site stormwater runoff program to ensure compliance with this permit. Any updates or revisions shall be completed within six (6) months of permit issuance. When changes to existing enforcement authority (e.g., codes and ordinances) must be adopted, the updates or revisions must be implemented within one (1) year of permit issuance.

New permittees shall establish and implement a construction stormwater runoff program within one (1) year of permit issuance. Necessary codes, ordinances, and enforcement authority must be adopted and implemented within eighteen (18) months of permit issuance.

6.4.4.2 Construction Site Stormwater Runoff Program Components

The construction site stormwater runoff control program shall include, at a minimum, the elements in Paragraphs a. through h. of this part:

- a. An ordinance or other regulatory mechanism that requires the use of sediment and erosion control practices.

- b. An inventory of all construction activities that disturb or will disturb one or more acres within the permitted area, including those that are less than one acre but are part of a larger common plan of development.
- c. Written procedures for site inspections and enforcement of sediment and erosion control measures. If not already existing, these procedures shall be completed within one (1) year from the effective date of the permit. The procedures shall clearly define who is responsible for site inspections as well as who has authority to implement enforcement procedures. The program must allow the permittee, to the extent authorized by law, to impose sanctions ensuring compliance with the local program. These procedures and regulatory authorities shall be documented in the SWMP.
- d. Inspection frequency based on construction site prioritization, including the following:
 - 1. Phase of construction;
 - 2. Proximity to an impaired water or Outstanding Arizona Water;
 - 3. Size of the construction site (acreage disturbed); and
 - 4. History of non-compliance (site or operator).
- e. Based on inspection construction site prioritization and findings, the permittee must take all necessary follow-up actions (i.e., re-inspection, enforcement) to ensure compliance in accordance with the permittee's enforcement response plan required under Part 3.3.
- f. Requirements for construction operators to implement sediment and erosion control BMPs appropriate for the conditions at the construction site. Examples of appropriate sediment and erosion control measures for construction sites include local requirements to:
 - 1. Minimize the amount of disturbed area and protect natural resources;
 - 2. Stabilize sites when projects are complete or operations have temporarily ceased;
 - 3. Protect slopes on the construction site;
 - 4. Protect storm drain inlets and armor all newly constructed outlets;
 - 5. Use perimeter controls at the site;
 - 6. Stabilize construction site entrances and exits to prevent off-site tracking; and
 - 7. Inspect stormwater controls at consistent intervals.
- g. Requirements to control wastes, including but not limited to: discarded building materials; paints; fertilizers; concrete wash out; chemicals; litter; and sanitary wastes.
- h. Written procedures for site plan review. If not already existing, the procedures for site plan review shall be completed within one (1) year from the effective date of the permit. Site plan review shall include: a review by the permittee of the site design; the planned operations at the construction site; planned stormwater controls during the construction phase; and the planned controls to be used to manage runoff created after development.

6.4.4.3 Staff Training

The permittee must ensure all staff who conduct activities related to implementing the construction stormwater program (permitting, plan review, construction site inspections, enforcement) are trained to conduct these activities. The training can be conducted by the permittee or outside persons, however, this training must include at a minimum, information about erosion and sediment control practices and permit conditions. Training must be conducted according to the following minimum frequency:

- a. Initial training – The permittee must ensure all new employees whose job duties include any of the activities specified in this part receive adequate training within the first twelve (12) months of assuming the job duties. The training must include at a minimum: proper control measure selection; installation; implementation; maintenance; and administrative requirements such as inspection reporting/tracking and use of the permittee's enforcement responses;
- b. The permittee shall establish refresher training for inspection staff. Training options may include computer based training, attending workshops, training conducted in house, and other relevant opportunities. Ongoing training shall include information on control measures, regulation changes, permit updates, and policy or standards updates.

6.4.4.4 Construction Site Operator Education and Public Involvement

The permittee must develop and implement a program to provide education to construction site operators on stormwater requirements and provide the public with an opportunity to participate and provide feedback on construction within the MS4 (see Part 6.4.2). At a minimum, the permittee must:

- a. Provide information on existing training opportunities or develop new training for construction operators on control measure selection, installation, implementation, and maintenance;
- b. Develop or utilize existing outreach tools (i.e. brochures, posters, website, manuals, etc.) aimed at educating construction operators on appropriate selection, installation, implementation, and maintenance of stormwater controls;
- c. Make available appropriate outreach materials to all construction operators who will be disturbing land within the MS4 boundary.

6.4.4.5 Tracking and Recordkeeping

The permittee must track the number of inspections and re-inspections of construction sites to verify the sites are inspected at the frequency established under Part 6.4.4.2 (d) and (e) and include this information in the annual report.

6.4.5 Post-Construction Stormwater Management in New Development and Redevelopment

Permittees shall implement and enforce a program to address post construction stormwater runoff from new development and redevelopment projects that disturb one or more acres of land that discharge into the permittee's MS4.

The new development/redevelopment program shall include projects less than one acre if the project is part of a larger common plan of development or redevelopment which disturbs one or more acres.

6.4.5.1 Regulatory Mechanism for Post-Construction Stormwater Controls

The new development/redevelopment program shall include an ordinance or regulatory mechanism that regulates runoff from new development and redevelopment projects.

The regulatory mechanism must specify that owners or operators of new development and redevelopment sites discharging to the MS4, design, install, and maintain post-construction stormwater controls that reduce or eliminate the discharge of pollutants from the site after construction activities are completed.

For existing permittees, the ordinance or other regulatory mechanism shall be evaluated within six (6) months of the effective date of this permit. If it is determined existing ordinances or other regulatory mechanism must be modified, the permittee must develop, adopt and implement a revised ordinance or other mechanism within eighteen (18) months of permit issuance.

For new permittees, the ordinance or other regulatory mechanism shall be developed, adopted, and implemented within two (2) years of the effective date of the permit.

The permittee's new development/redevelopment program shall have procedures to ensure any stormwater controls or management practices for new development and redevelopment will prevent or minimize impacts to water quality.

6.4.5.2 Site Plan Review

The permittee shall design, implement, and maintain a site plan review process that includes inter-departmental consultation (as needed) to evaluate and approve post-construction stormwater controls.

Upon completion, the construction site owner or operator must submit 'as-built' drawings of post-construction structural stormwater controls.

6.4.5.3 Inspection and Recordkeeping

To ensure stormwater control measures are operating correctly and are being maintained, the permittee must develop, implement, and maintain an inspection program of post-construction stormwater controls within the permit area. A description of inspection procedures (including frequency) must be included in the SWMP.

The permittee must document its inspection findings in an inspection report. Each inspection report must include:

- a. Inspection date;
- b. Name and signature of inspector;
- c. Project location (street address, latitude/longitude, etc.) and inventory reference number (from inventory established in Part 6.4.5.4);

- d. Current ownership information (i.e. name, address, phone number, fax, and email);
- e. A description of the condition of the structural stormwater control measures in accordance with approved site plans; and
- f. Specific maintenance issues or violations found that need to be corrected by the property owner or operator along with deadlines and reinspection dates.

The permittee must document and maintain records of inspection findings and enforcement actions and make them available for review by the permitting authority.

6.4.5.4 Post-Construction Stormwater Control Inventory

Within the first year of permit issuance, the permittee shall implement and maintain an inventory system of all post-construction structural stormwater control measures installed and implemented at new development and redeveloped sites, including both public and private sector sites located within the permit area. The inventory must be searchable by property location (either on paper or electronic).

Each entry to the inventory must include basic information such as project or site name, owner's name and contact information, location, start/end date, etc. In addition, inventory entries must include the following for each project:

- a. Description of stormwater control measure (type, number, design or performance specifications);
- b. Latitude and longitude coordinates of each stormwater control measure;
- c. Short description of maintenance requirements (frequency of required maintenance and inspections); and
- d. Inspection information (date, findings, follow up activities, prioritization of follow-up activities, compliance status).

Based on inspections conducted under Part 6.4.5.3, the permittee must update the inventory as appropriate where changes to the control have occurred.

6.4.5.5 Post-Construction Stormwater Runoff Control Assessment

Within four (4) years from the effective date of the permit, the permittee shall complete an assessment of existing local regulations and impacts on stormwater runoff quality, quantity, and velocity. The assessment must include controls and BMPs that would prevent or minimize water quality impacts. The permittee shall include this information in the fourth year annual report.

6.4.6 Pollution Prevention and Good Housekeeping for Municipal Operations

The permittee shall implement an operations and maintenance program that includes a training component and has a goal of preventing or reducing pollutant runoff and protecting water quality from municipal operations that are not subject to industrial stormwater permitting under Arizona's Multi-Sector General Permit (MSGP).

6.4.6.1 Operations and Maintenance (O & M) Programs

Within one (1) year from the effective date of the permit, the permittee shall develop and implement, if not already done so, written operations and maintenance procedures for the municipal facilities and discharge activities listed

in this Part. These written O & M procedures shall be included as part of the SWMP.

The permittee must develop an inventory of all such facilities within six (6) months of the effective date of this permit. The permittee shall review this inventory annually and update as necessary.

- a. Parks and open space: Establish procedures to address the proper use, storage, and disposal of pesticides, herbicides, and fertilizers (PHF) including minimizing the use of these products. Evaluate lawn maintenance and landscaping activities to ensure practices are protective of water quality. Establish procedures for management of trash containers at parks (scheduled cleanings, sufficient number), and for placing signage in areas concerning the proper disposal of pet wastes.
- b. Buildings and facilities where pollutants are exposed to stormwater runoff: This includes schools (to the extent they are permittee-owned or operated), town offices, police and fire stations, municipal pools, parking garages, and other permittee-owned or operated buildings or facilities.
- c. Vehicles and Equipment: Establish procedures for the storage of municipal vehicles and equipment to minimize pollutants from leaks, spills, and other pollutant sources. Evaluate fueling areas owned or used by the permittee for municipal vehicles and equipment. Establish procedures to ensure vehicle wash water is not discharged to the municipal storm sewer system or to surface waters.
- d. Separate Storm Sewer System Infrastructure Operations and Maintenance:
 1. The permittee shall establish within one (1) year of the effective date of the permit, a written program detailing the activities and procedures the permittee will implement so the MS4 infrastructure is maintained in a timely manner to reduce the discharge of pollutants from the MS4. If the permittee has an existing program that includes these requirements, the permittee shall document the program in the SWMP.
 2. The permittee shall optimize routine inspections, cleaning and maintenance of the storm sewer system owned or operated by the permittee.
 3. The permittee shall establish and implement procedures for sweeping and/or cleaning streets, and permittee-owned parking lots. The procedures shall also include more frequent sweeping of targeted areas determined by the permittee. The street sweeping program, including target areas, rationale of prioritization, and frequency shall be documented in the SWMP.
 4. The permittee shall establish and implement procedures for winter road maintenance including the use and storage of salt, sand and cinders; minimize the use of sodium chloride and other salts, and evaluate opportunities for use of alternative materials.
 5. The permittee shall establish and implement inspection and maintenance frequencies and procedures for the storm sewer system components owned or operated by the permittee (including treatment structures such as water quality swales, retention/detention basins, and similar structures. The permittee shall describe the inspection schedule in the SWMP.

- e. Other municipal facilities or discharge activities that have the potential to discharge pollutants and are not otherwise required to obtain permit coverage.
- f. Develop, implement, and maintain an operation and maintenance program for municipal employees, including annual refresher training.
- g. The permittee shall report in the annual report on the status of the inventory required by this part and any subsequent updates; the status of the O&M programs for the permittee-owned facilities and activities in a. – f. of this section; and the maintenance activities associated with each.
- h. The permittee shall keep a written record of all required activities including but not limited to maintenance activities, inspections, and training. The permittee shall maintain all records associated with maintenance and inspection activities required by Part 6.4.6.

6.4.6.2 Stormwater Pollution Prevention Plan (SWPPP)

The permittee shall develop and fully implement a SWPPP for each of the following permittee-owned or operated facilities: maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater. If facilities are located at the same property, the permittee may develop one SWPPP for the entire property. The SWPPP is a separate and different document from the SWMP.

- a. No later than two (2) years from the effective date of the permit, the permittee shall develop and implement a written SWPPP for the facilities described above. The SWPPP shall be signed in accordance with the signatory requirements of Part 9.9.
- b. The SWPPP shall contain the following elements:
 - 1. Identify the staff (role, title, etc.) on the pollution prevention team. The role of the team is to develop, implement, maintain, and revise, as necessary, the SWPPP for each facility.
 - 2. Description of the facility and identification of potential pollutant sources. The SWPPP shall include a map of the facility and a description of the activities that occur at the facility. The map shall show the location of the stormwater outfalls, receiving waters, and any structural controls. Identify all activities that occur at the facility and the potential pollutants associated with each activity including the location of any floor drains.
 - 3. Identification of stormwater controls to prevent or reduce the discharge of pollutants from the permittee owned facility. The permittee shall also take all reasonable steps to control or address the quality of discharges from the site that may not originate at the facility.

If the discharge from the facility is to an impaired water and the facility has the potential to discharge the pollutant identified as causing the impairment, the permittee shall identify the control measures that will be used to address this pollutant so the discharge does not cause or contribute to a violation of a water quality standard.

4. The SWPPP shall include the following management practices:
- i. Minimize or Prevent Pollutant Exposure: The permittee shall, to the extent practicable, either locate materials and activities inside or protect them with storm-resistant coverings in order to prevent exposure to rain, snow, snowmelt and runoff.
 - ii. Preventative Maintenance: The permittee shall regularly inspect, test, maintain, and repair all equipment and systems to avoid situations that may result in leaks, spills, and other releases of pollutants in stormwater to receiving waters.
 - iii. Spill Prevention and Response: The permittee shall minimize the potential for leaks, spills, and other releases that may be exposed to stormwater and develop plans for effective response to such spills if or when they occur.
 - iv. Erosion and Sediment Control: The permittee shall use structural and non-structural control measures at the municipal site to stabilize and contain runoff from exposed areas and to minimize or eliminate erosion and sedimentation.
 - v. Salt Storage Piles or Piles Containing Salt: For storage piles of salt or piles containing salt used for deicing or other purposes (including maintenance of paved surfaces), the permittee shall prevent exposure of the storage piles to precipitation by enclosing or covering the storage piles. The permittee shall implement appropriate measures (e.g., good housekeeping, diversions, containment) to minimize exposure resulting from adding to or removing materials from the piles.
 - vi. Employee Training: The permittee shall regularly train employees who work in areas where materials or activities are exposed to stormwater, or who are responsible for implementing activities identified in the PPP (e.g., inspectors, maintenance personnel), including all members of the Pollution Prevention Team. Training shall cover both the specific components and scope of the PPP and the control measures required under this Part, including spill response, good housekeeping, material management practices, any best management practice operation and maintenance, etc. The employee training schedule shall be included in the SWMP.

The permittee shall document the following information for each training session:

- The training date, title and training duration;
 - List of attendees;
 - Subjects covered during training.
- vii. Maintenance of Control Measures: The permittee shall maintain all control measures required by this permit in effective operating condition. The permittee shall keep documentation onsite that describes procedures and a regular schedule for preventative maintenance of all control measures.

- viii. Inspection frequency and procedures for all areas that are exposed to stormwater and all stormwater control measures. More frequent inspections may be required if significant activities are exposed to stormwater. The permittee shall include dry and wet weather inspections.

The permittee shall document the following information for each facility inspection:

- The inspection date and time;
- The name of the inspector;
- Weather information and a description of any discharge occurring at the time of the inspection;
- Identification of any previously unidentified discharges from the site;
- Any control measures needing maintenance or repair;
- Any failed control measures that need replacement;
- Any PPP changes required as a result of the inspection.

If during the inspections, or any other time, the permittee identifies control measures that need repair or are not operating effectively, the permittee shall repair or replace them before the next anticipated storm event if possible or as soon as practicable following that storm event. In the interim, the permittee shall have back-up measures in place.

The permittee shall report the findings or summary of findings from the site inspections in the annual report.

5. The permittee must keep a record of all required activities, including but not limited to, BMP maintenance, inspections, and training. The permittee shall maintain all records associated with the development and implementation of the PPP required by this section.

7.0 ANALYTICAL MONITORING

ADEQ may notify the permittee in writing of additional discharge monitoring requirements to ensure protection of receiving water quality. Additional monitoring will be required if there is evidence that a pollutant is being discharged by the permittee that may be causing or contributing to exceedances of a water quality standard. Any such notice will provide an explanation of the reasons for the monitoring, locations, and parameters to be monitored, frequency and period of monitoring, sample types, and reporting requirements.

7.1 General Monitoring Requirements

The monitoring provisions of this Part apply to permittees that must conduct analytical monitoring. The permittee shall collect and analyze stormwater samples and document monitoring activities consistent with the procedures described in Part 6.4.3.8 and Part 9.

- a. The purpose of the monitoring section of this permit is to:
 1. Assess the impacts to impaired or Outstanding Arizona Waters (OAWs) resulting from stormwater discharges from Phase II MS4 outfalls;
 2. Characterize stormwater discharges;
 3. Identify sources of elevated pollutant loads and specific pollutants; and
 4. Assess the overall health and evaluate long-term trends in water quality of impaired or OAWs.
- b. The permittee shall identify in the SWMP and annual reports discharges that:
 1. Discharge to impaired waters listed on the Arizona's 303(d) list (Category 5) and those listed as not attaining (Category 4a) on Arizona's Water Quality Assessment report;
 2. Discharges to OAWs listed in A.A.C. R18-11-112; and
 3. Additional monitoring required by ADEQ.
- c. Annual reporting requirements for outfall monitoring are included in Part 8.3.
- d. Analytical Monitoring Schedule:
 1. Existing Permittees – Impaired and OAW monitoring must be fully implemented no later than the beginning of the first full wet season after permit issuance.
 2. New Permittees - Impaired and OAW monitoring must be fully implemented no later than the beginning of the second full wet season after permit issuance.

7.1.1 Outfall Monitoring

The permittee is required to monitor stormwater discharges from the MS4 to an impaired or OAW. The permittee may identify substantially identical outfalls and group them for representative sample collection. The permittee shall conduct a minimum of two (2) sampling events per wet season (see Part 7.1.3), unless otherwise specified in an approved TMDL.

7.1.2 Substantially Identical Outfalls

If the Phase II MS4 has three (3) or more outfalls that discharge substantially identical stormwater and/or allowable non-stormwater, the permittee may reduce the number of outfalls it monitors for each event. Outfalls may be classified as substantially identical if

they have similarities such as drainage area, types of pollutants, land use, and other applicable similarities.

Each monitoring event shall include a minimum of two (2) outfalls or monitoring points and shall be conducted on a rotating basis. Each monitoring event shall include at least one outfall or monitoring point from the preceding event.

All substantially identical outfalls shall be documented in the SWMP, including rationale or justification for determining why an outfalls or groups of outfalls are substantially identical.

If analytical monitoring performed on a sample collected at a substantially identical outfall demonstrates that control measures are not functioning as intended, the permittee shall assess and modify the control measures as appropriate for that outfall and, if necessary, other outfalls represented by the monitored outfall and conduct follow up monitoring during the next storm event that results in a discharge from that location.

7.1.3 Alternative Monitoring Program

Instead of sampling all outfalls, monitoring locations, or substantially identical outfall (Part 7.1.2), the permittee may propose an alternate monitoring program that specifies representative discharges. The proposed monitoring program must be included approved by ADEQ and included in the SWMP.

7.1.4 Monitoring Periods

Monitoring requirements in this permit begin within 90 calendar days of receiving the Department's authorization to discharge. The required monitoring events may be distributed during seasons when precipitation occurs, or when snowmelt results in a measurable discharge from the site.

Wet seasons, for the purposes of analytical monitoring, apply statewide and are defined as follows:

Summer wet season: June 1 – October 31
Winter wet season: November 1 – May 31

The term 'wet season' includes areas of the state where freezing conditions exist that prevent runoff from occurring for extended periods. In areas where freezing conditions exist, the required monitoring and sample collection may be distributed during seasons when precipitation runoff, either as melting snow or rain mixed with melting snow, occurs.

7.2 Discharges to Impaired Waters

If an outfall discharges to an impaired water, the permittee shall develop and implement a monitoring program for all pollutants for which the waterbody is impaired.

If the waterbody is impaired for suspended solids, turbidity or sediment/sedimentation and the discharge occurs for more than 48 hours after the storm event, the permittee shall monitor for suspended sediment concentration (SSC). If the pollutant for which the waterbody is impaired is expressed in the form of an indicator or surrogate pollutant, the permittee shall monitor for that indicator or surrogate pollutant.

The permittee shall comply with all applicable waste load allocations established in approved TMDLs. In the event monitoring requirements (frequency, analytical parameters, etc.) are

established in an approved TMDL, the permittee shall comply with the specifications in the approved TMDL.

7.3 Discharges to Outstanding Arizona Waters

Analytical monitoring of outfalls that discharge to an OAW must be conducted twice per wet season for the entire permit term to assure discharges from the MS4 do not degrade existing water quality, or cause or contribute to an exceedance of an Arizona surface water quality standard. The permittee may rely on substantially identical outfalls or alternative program when sampling (see Parts 7.1.2 and 7.1.3). The permittee shall establish a list of analytical parameters to be included in the monitoring program and shall identify the analytical parameter and justification/rationale for selecting the key parameters in the SWMP.

7.4 Tracking

Permittees with outfalls that discharge to impaired waters or OAWs shall develop a system to track the information required in the permit and the information required to be reported in the annual report (see Part 8.3). The tracking system shall be developed and implemented within twelve (12) months of the effective date of this permit.

The permittee must implement, and revise as necessary, a comprehensive monitoring and assessment program. A description of this program must be included in the SWMP. The monitoring and assessment program must be designed to meet the following objectives:

- a. Assess compliance with this permit;
- b. Measure the effectiveness of the permittee's stormwater management program;
- c. Assess the chemical, physical, and biological impacts to receiving waters resulting from stormwater discharges;
- d. Characterize stormwater discharges;
- e. Identify sources of specific pollutants;
- f. Detect and eliminate illicit discharges and illegal connections to the MS4; and
- g. Assess the overall health and evaluate long-term trends in receiving water quality.

8.0 PROGRAM ASSESSMENT, RECORDKEEPING, AND REPORTING

8.1 Program Evaluation

8.1.1 The permittee shall annually self-evaluate its compliance with the terms and conditions of this permit. The permittee shall maintain the annual evaluation documentation as part of the SWMP. The permittee shall include this information in the annual report.

8.1.2 The permittee shall evaluate the appropriateness of the selected BMPs in achieving the objectives of each control measure and the defined measurable goals. The permittee may change BMPs in accordance with the following provisions:

- a. Adding (but not subtracting or replacing) components or controls may be made at any time;
- b. Changes replacing an ineffective or infeasible BMP specifically identified in the SWMP with an alternative BMP may be made if the proposed changes meet the criteria of this Part.

The permittee shall include this information in the annual report.

8.1.3 BMP modification documentation shall include the following information and all documentation shall be kept in the SWMP:

- a. An analysis of why the BMP is ineffective or infeasible;
- b. Expectations on the effectiveness of the replacement BMP; and
- c. An analysis of why the replacement BMP is expected to achieve the defined goals of the BMP to be replaced.

The permittee shall indicate BMP modifications along with a brief explanation of the modification in the annual report.

8.1.4 ADEQ may require the permittee to add, modify, repair, replace or change BMPs or other measures described in the annual reports to address the following:

- a. Impacts to receiving water quality caused or contributed to by discharges from the MS4;
- b. To satisfy conditions of this permit;
- c. To include more stringent requirements necessary to comply with new state or federal legal requirements; or
- d. Attainment of surface water quality standards.

Any changes requested by ADEQ will be in writing and will require the permittee to develop a schedule to implement the changes and will offer the permittee the opportunity to propose alternative program changes to meet the objective of the requested modification.

8.2 Recordkeeping

8.2.1 The permittee shall keep all records required by this permit for a period of at least three (3) years. Records include information used in the development of any written program required by this permit, any monitoring results, copies of reports, records of screening, follow-up and elimination of illicit discharges; maintenance records; inspection records; and data used in the development of the notice of intent, SWMP, PPP, and annual

reports. This list provides examples of records that should be maintained, but is not all inclusive.

8.2.2 Records other than those required to be included in the annual report (Part 8.3), shall be submitted upon request by ADEQ, or U.S. EPA.

8.2.3 The permittee shall make the records relating to this permit, including the written stormwater management program, available to the public. The public may view the records during normal business hours. The permittee may charge a reasonable fee for copying requests. The permittee is encouraged to satisfy this requirement by posting records online.

8.3 Annual Report

The permittee shall submit an annual report each year of the permit term to ADEQ. The reporting period is from July 1 through June 30 each year. The annual report is due to ADEQ on or before September 30 each year for the reporting period. The annual reports shall contain the following information:

- a. The status of compliance with the permit terms and conditions;
- b. Updates regarding mapping requirements (see Part 4.1), including percent complete;
- c. An evaluation of the appropriateness and efficacy of the selected BMPs;
- d. An assessment of the progress towards achieving the measurable goals and objectives of each control measure in Part 6.4 including description of the targeted messages for each audience; method of distribution and dates of distribution; methods used to evaluate the program; and any changes to the program;
- e. Description of the activities used to promote public participation;
- f. Description of the activities related to implementation of the IDDE program including: status and results of the illicit discharge potential protocols described in Parts 6.4.3.4 (program responsibilities and systematic procedure); number and identifier of assets inspected or evaluated; number and identifier of outfalls screened; number of illicit discharges located; number of illicit discharges removed; and employee training;
- g. All outfall screening and monitoring data collected by or on behalf of the permittee during the reporting period and cumulative for the permit term, including but not limited to all data collected pursuant to Parts 6.4.3 and 7.0;
- h. The status of the any plans or activities required by Part 6.4.3 and/or Part 7.1 (impaired water), including:
 1. Identification of all discharges determined to be causing or contributing to an exceedance of water quality standards and description of response;
 2. For discharges subject to TMDLs, identification of specific BMPs used to address the pollutant identified as the cause of the impairment and assessment of the BMPs effectiveness at controlling the pollutant;
- i. Status of the construction runoff management including number of project plans reviewed, number of inspections, and number of enforcement actions;
- j. Status of stormwater management for new development and redevelopment including status of ordinance development and review;
- k. Status of the operation and maintenance programs required by Part 6.4.6.1;
- l. Description of any changes in identified BMPs or measurable goals;
- m. Status of SWPPP implementation;
- n. Any additional reporting requirements specified in Parts 1-7.
- o. Description of activities to be conducted during the next reporting cycle.

Reports must be submitted to ADEQ at the following address:

Arizona Department of Environmental Quality
1110 West Washington Street, Mail Code 5451A-1
Phoenix, Arizona 85007

8.4 Fourth Year Annual Report

In addition to reporting requirements specified in Part 8.3, the fourth (4th) year annual report must also include the permittee's assessment of incorporating post construction stormwater controls into building code, land use, and other considerations (see Part 6.4.5.5)

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9.0 STANDARD PERMIT CONDITIONS

Standard permit conditions in Part 9 are consistent with the general permit provisions required under 40 CFR 122.41 and A.A.C. R-18-9-A905(A)(3).

1. **Duty to Comply:** [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(a)(1) and A.R.S. §§ 49-261, 262, 263.01, and 263.02.]
 - a. The operator shall comply with all conditions of this permit. Any permit noncompliance constitutes a violation of the Clean Water Act; A.R.S. Title 49, Chapter 2, Article 3.1; and A.A.C. Title 18, Chapter 9, Article 9, and is grounds for enforcement action, permit termination, revocation and reissuance, or modification, or denial of a permit renewal application.
 - b. The issuance of this permit does not waive any federal, state, county, or local regulations or permit requirements with which a person discharging under this permit is required to comply.
 - c. The operator shall comply with any effluent standards or prohibitions established under section 307(a) of the Clean Water Act for toxic pollutants within the time provided in the regulations that establish these standards or prohibitions, even if this permit has not yet been modified to incorporate the requirement.

2. **Duty to Reapply / Continuation of the Expired General Permit:** [A.A.C. R18-9-A905, which incorporates 40 CFR 122.41(b) and A.A.C. R18-9-C903]
 - a. Upon reissuance of the general permit, the permittee shall file an NOI, within the timeframe specified in the new general permit, and shall obtain new written authorization to discharge from the Director.
 - b. If the Director does not reissue the general permit before the expiration date, the current general permit will be administratively continued and remain in force and effect until the general permit is reissued.
 - c. Any operator granted authorization to discharge under the general permit before the expiration date automatically remains covered by the continued general permit until the earlier of:
 - i. Reissuance or replacement of the general permit, at which time the operator shall comply with the NOI conditions of the new general permit to maintain authorization to discharge; or
 - ii. The date the operator has submitted a Notice of Termination; or
 - iii. The date the Director has issued an individual permit for the discharge; or
 - iv. The date the Director has issued a formal permit decision not to reissue the general permit, at which time the operator shall seek coverage under an alternative general permit or an individual permit, or cease discharge.

3. **Need To Halt or Reduce Activity Not a Defense:** [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(c)]

It shall not be a defense for an operator in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

4. **Duty to Mitigate:** [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(d)]

The operator shall take all reasonable steps to minimize or prevent any discharge in violation of this permit that has a reasonable likelihood of adversely affecting human health or the environment per A.R.S. § 49-255.01(E)(1)(d).

5. Proper Operation and Maintenance: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(e)]

The operator shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the operator to achieve compliance with the conditions of this permit. Proper operation and maintenance also includes adequate laboratory controls and appropriate quality assurance procedures.

6. Permit Actions: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(f)]

This permit may be modified, revoked and reissued, or terminated for cause. Filing a request by the operator for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition.

7. Property Rights: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(g)]

This permit does not convey any property rights of any sort, or any exclusive privileges, nor does it authorize any injury to private property or invasion of personal rights, nor any infringement of federal, state, Indian tribe, or local laws or regulations.

8. Duty to Provide Information: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(h)]

The operator shall furnish to ADEQ, within a reasonable time, any information which the Director may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this permit or to determine compliance with this permit. The operator shall also furnish to ADEQ upon request, copies of records required to be kept by this permit.

9. Signatory Requirements: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(k) and (l); A.A.C. R18-9-A905(A)(1)(c), which incorporates 40 CFR 122.22]

All Notices of Intent (NOI) and Notices of Termination (NOT) must be signed as follows:

a. NOIs:

- i. For a corporation: By a responsible corporate officer. For the purpose of this section, a responsible corporate officer means: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or the manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
- ii. For a partnership or sole proprietorship: By a general partner or the proprietor, respectively; or
- iii. For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official. For purposes of this section, a principal executive officer of a federal (or state) agency includes: (1) The chief executive officer (or director) of the agency, or (2) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

- b. All NOTs, reports, including SWPPPs, inspection reports, monitoring reports, and other information required by this permit must be signed by a person described in Part 9.9(a),

above or by a duly authorized representative of that person. A person is a duly authorized representative only if:

- i. The authorization is made in writing by a person described in Subsection 9(a) above;
 - ii. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of manager, operator, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company. (A duly authorized representative may be either a named individual or any individual occupying a named position); and
 - iii. The signed and dated written authorization is included in the SWPPP. A copy must be submitted to ADEQ, upon request.
- c. Certification. Any person signing documents under the terms of this permit shall make the following certification:

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 on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering 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.

10. Inspection and Entry: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(i)]

The operator shall allow the Director or an authorized representative upon the presentation of credentials and such other documents as may be required by law to:

- a. Enter upon the operator's premises where a regulated facility or activity is located or conducted or where records must be kept under the conditions of this permit;
- b. Have access to and copy at reasonable times, any records that must be kept under the conditions of this general permit;
- c. Inspect at reasonable times any facility or equipment (including monitoring and control equipment), practices or operations regulated or required under this permit;
- d. Sample or monitor at reasonable times any substances or parameters at any location, for the purposes of assuring permit compliance or as otherwise authorized by A.R.S. Title 49, Chapter 2, Article 3.1, and 18 A.A.C. 9, Articles 9.

11. Monitoring and Records: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(j)]

- a. Representative Samples/Measurements: Samples and measurements taken for the purpose of monitoring must be representative of the volume and nature of the monitored activity.
- b. Retention of Records: The operator shall retain records of all monitoring information, including all calibration and maintenance records, copies of all reports required by this permit, and records of all data used to complete the application for this permit, for a period of at least three (3) years from the date permit coverage ends. Operators shall submit any such records to the Director upon request. The operator shall retain the SWPPP developed in accordance with Part 6 of this permit, for at least three (3) years after the last modification or amendment is made to the plan. The Director may extend this retention period upon request by notifying the operator in writing at any time prior to the end of the standard three year retention period.
- c. Records Contents: Records of monitoring information must include:
 - i. The date, exact location, and time of sampling or measurements;
 - ii. The initials or name(s) of the individual(s) who performed the sampling or measurements;

- iii. The date(s) analyses were performed;
 - iv. The time(s) analyses were initiated;
 - v. The initials or name(s) of the individual(s) who performed the analyses;
 - vi. References and written procedures, when available, for the analytical techniques or methods used;
 - vii. The analytical techniques or methods used; and
 - viii. The results of such analyses.
- d. Any person who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required to be maintained in this permit is subject to the enforcement actions established under A.R.S. Title 49, Chapter 2, Article 4, which includes the possibility of fines and/or imprisonment.

12. Reporting Requirements: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(l)]

- a. Planned changes: The operator shall give notice to the Director as soon as possible of any planned physical alterations or additions to the permitted facility. Notice is required only when:
- i. The alteration or addition to a permitted facility may meet one of the criteria for determining whether a facility is a new source in 40 CFR 122.29(b) (incorporated by reference at A.A.C. R18-9-A905(A)(1)(e)); or
 - ii. The alteration or addition could significantly change the nature or increase the quantity of pollutants discharged. This notification applies to pollutants which are subject neither to effluent limitations in the permit, nor to notification requirements under 40 CFR 122.42(a)(1) (incorporated by reference at A.A.C. R18-9-A905(A)(3)(b)).
- b. Monitoring reports: Monitoring results must be reported at the intervals specified elsewhere in this permit.
- i. Monitoring results must be reported on a Discharge Monitoring Report (DMR) or forms (paper or electronic) provided or specified by ADEQ. Pursuant to Part 8.2(2), all monitoring data collected pursuant to Part 7 must be submitted to the Department using the Discharge Monitoring Report (DMR) form, available at:
<http://www.azdeq.gov/environ/water/permits/cgp.html>
 - ii. If the operator monitors any pollutant more frequently than required by the permit using test procedures approved under 40 CFR Part 136 unless otherwise specified in 40 CFR Part 503, or as specified in the permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the DMR.
 - iii. Calculations for all limitations which require averaging of measurements must use an arithmetic mean and non-detected results must be incorporated in calculations as the limit of quantitation for the analysis.
- c. Anticipated noncompliance: The operator shall give advance notice to the Director of any planned changes in the permitted facility or activity that may result in noncompliance with permit requirements.
- d. Twenty-four hour reporting:
- i. The operator shall report to ADEQ any noncompliance with this permit which may endanger human health or the environment. The operator shall orally notify the office listed below within 24 hours:
Arizona Department of Environmental Quality – Water Quality Compliance
1110 W. Washington Street, Mail Code 5515 B-1
Phoenix, AZ 85007
Office: 602-771 – 2330; Fax 602-771 – 4505

- ii. A written submission shall also be provided to the office identified above within five (5) days of the time the operator becomes aware of the circumstances. The written submission shall contain a description of the noncompliance and its cause; the period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
- iii. The following shall be included as information which must be reported within 24 hours under this paragraph.
 - 1) Any upset which exceeds any effluent limitation in the permit.
 - 2) Violation of a maximum daily discharge limitation for any of the pollutants listed by the Director in the permit to be reported within 24 hours. (See 40 CFR 122.44(g) which is incorporated by reference at A.A.C. R18-9-A905(A)(3)(d)).
- iv. ADEQ may waive the written report on a case-by-case basis for reports under this subsection if the oral report has been received within 24 hours.
- e. Other noncompliance: The operator shall report all instances of noncompliance not otherwise required to be reported under this subsection, at the time monitoring reports are submitted. The reports shall contain the information listed in subsection 12(d).
- f. Other information: When the operator becomes aware that it failed to submit any relevant facts or submitted incorrect information in the Notice of Intent or in any other report to the Department, the operator shall promptly submit the facts or information to ADEQ at the address listed in Part 8.2.

13. Reopener Clause: [A.A.C. R18-9-A905(A)(3)(d), which incorporates 40 CFR 122.44(c)]

The Department may elect to modify the permit prior to its expiration (rather than waiting for the new permit cycle) to comply with any new statutory or regulatory requirements, such as for effluent limitation guidelines, which may be promulgated in the course of the current permit cycle.

14. Other Environmental Laws:

No condition of this general permit releases the operator from any responsibility or requirements under other environmental statutes or regulations. For example, this permit does not authorize the “taking” of endangered or threatened species as prohibited by Section 9 of the Endangered Species Act, 16 U.S.C. 1538. Information regarding the location of endangered and threatened species and guidance on what activities constitute a “taking” are available from the U.S. Fish and Wildlife Service. The operator shall also comply with applicable State and Federal laws, including Spill Prevention Control and Countermeasures (SPCC).

15. State or Tribal Law: [Pursuant to A.A.C. R18-9-A904(C)]

Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the operator from any responsibilities, liabilities, or penalties established pursuant to any applicable State or Tribal law or regulation under authority preserved by Section 510 of the Clean Water Act.

16. Severability:

The provisions of this general permit are severable, and if any provision of this general permit, or the application of any provision of this general permit to any circumstance, is held invalid, the application of the provision to other circumstances, and the remainder of this general permit shall not be affected.

17. Requiring Coverage under an Individual Permit or an Alternative General Permit: [Pursuant to A.A.C. R18-9-C902 and R18-9-A909]

- a. The Director may require a person authorized by this permit to apply for and/or obtain either an individual AZPDES permit or an alternative AZPDES general permit. Any interested person may petition the Department to take action under this section. The Department may require an operator authorized to discharge under this permit to apply for an individual permit in any of the following cases:
 - i. A change occurs in the availability of demonstrated technology or practices for the control or abatement of pollutants applicable to the point source;
 - ii. Effluent limitation guidelines are promulgated for point sources covered by the general permit;
 - iii. An Arizona Water Quality Management Plan containing requirements applicable to the point sources is approved;
 - iv. Circumstances change after the time of the request to be covered so that the discharger is no longer appropriately controlled under the general permit, or either a temporary or permanent reduction or elimination of the authorized discharge is necessary;
 - v. If the Director determines that the discharge is a significant contributor of pollutants. When making this determination, the Director shall consider:
 - 1) The location of the discharge with respect to waters of the United States,
 - 2) The size of the discharge,
 - 3) The quantity and nature of the pollutants discharged to waters of the U.S., and
 - 4) Any other relevant factor.
- b. If an individual permit is required, the Director shall notify the discharger in writing of the decision. The notice shall include:
 - i. A brief statement of the reasons for the decision;
 - ii. An application form;
 - iii. A statement setting a deadline to file the application;
 - iv. A statement that on the effective date of issuance or denial of the individual permit, coverage under the general permit will automatically terminate;
 - v. The applicant's right to appeal the individual permit requirement with the Water Quality Appeals Board under A.R.S. § 49-323, the number of days the applicant has to file a protest challenging the individual permit requirement, and the name and telephone number of the Department contact person who can answer questions regarding the appeals process; and
 - vi. The applicant's right to request an informal settlement conference under A.R.S. 41-1092.03(A) and 41-1092.06.
- c. The discharger shall apply for an individual permit within 90 days of receipt of the notice, unless the Director grants a later date. In no case shall the deadline be more than 180 days after the date of the notice.
- d. If the discharger fails to submit the individual permit application within the time period established in Part 9.17(c) the applicability of the general permit to the discharger is automatically terminated at the end of the day specified by the Director for application submittal.
- e. Coverage under the general permit shall continue until an individual permit is issued or denied unless the general permit coverage is terminated under Part 9.17(d).

18. Request for an Individual Permit: [Pursuant to A.A.C. R18-9-C902]

- a. An operator may request an exclusion from coverage of a general permit by applying for an individual permit.
 - i. The operator shall submit an individual permit application under R18-9-B901(B) and include the reasons supporting the request no later than 90 days after publication of the general permit.
 - ii. The Director shall grant the request if the reasons cited by the operator are adequate to support the request.
- b. If an individual permit is issued to a person otherwise subject to a general permit, the applicability of the general permit to the discharge is automatically terminated on the effective date of the individual permit.

19. Change of Operator: [A.A.C. R18-9-C904]

If a change of ownership or operator occurs for a facility operating under a general permit:

- a. Permitted owner or operator: The operator shall provide the Department with a Notice of Termination by certified mail within 30 days after the new owner or operator assumes responsibility for the facility.
 - i. The Notice of Termination shall include all requirements for termination specified in the general permit for which the Notice of Termination is submitted.
 - ii. An operator shall comply with the permit conditions specified in the general permit for which the Notice of Termination is submitted until the Notice of Termination is received by the Department.
- b. New owner or operator:
 - i. The new owner or operator shall complete and file a Notice of Intent with the Department within the time period specified in the general permit before taking over operational control of, or initiation of activities at, the facility.
 - ii. If the previous operator was required to implement a stormwater pollution prevention plan, the new owner shall develop a new stormwater pollution prevention plan, or may modify, certify, and implement the old stormwater pollution prevention plan if the old stormwater pollution prevention plan complies with the requirements of the current general permit.
 - iii. The operator shall provide the Department with a Notice of Termination if a permitted facility ceases operation, ceases to discharge, or changes operator status. In the case of a construction site, the operator shall submit a Notice of Termination to the Department when:
 - 1) The facility ceases construction operations and the discharge is no longer associated with construction or construction-related activities,
 - 2) The construction is complete and final site stabilization is achieved, or
 - 3) The operator's status changes.

20. Bypass: [A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(m)]

- a. Definitions:
 - i. Bypass means the intentional diversion of waste streams from any portion of a treatment facility
 - ii. Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and

permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

- b. Bypass not exceeding limitations: The operator may allow any bypass to occur that does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provisions Part 9.20(c) and 20(d).
- c. Notice:
 - i. Anticipated bypass. If the operator knows in advance of the need for a bypass, if possible prior notice shall be submitted at least ten days before the date of the bypass.
 - ii. Unanticipated bypass. The operator shall submit notice of an unanticipated bypass as required in Part 9.12(d).
- d. Prohibition of bypass:
 - i. Bypass is prohibited, and ADEQ may take enforcement action against the operator for bypass, unless:
 - 1) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
 - 2) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
 - 3) The operator submitted notices as required under Part 9.20(c).
 - ii. ADEQ may approve an anticipated bypass, after considering its adverse effects, if the Department determines that it will meet the three conditions listed above in this Part 9.20(d).

21. Upset: [A.R.S. §§ 49-255(8) and 255.01(E), A.A.C. R18-9-A905(A)(3)(a), which incorporates 40 CFR 122.41(n)]

- a. Definition: Upset means an exceptional incident in which there is unintentional and temporary noncompliance with technology based permit effluent limitations because of factors beyond the reasonable control of the operator. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.
- b. Effect of an upset: An upset constitutes an affirmative defense to an action brought for noncompliance with such technology based permit effluent limitations if the requirements of Part 9.21(c) are met. No determination made during administrative review of claims that noncompliance was caused by upset, and before an action for noncompliance, is final administrative action subject to judicial review.
- c. Conditions necessary for a demonstration of upset: An operator who wishes to establish the affirmative defense of upset must demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - i. An upset occurred and that the operator can identify the cause(s) of the upset;
 - ii. The permitted facility was at the time being properly operated;
 - iii. The operator submitted notice of the upset as required in Part 9.12(d)(iii); and
 - iv. The operator complied with any remedial measures required under Part 9.4.

- d. Burden of proof: In any enforcement proceeding, the operator, who is seeking to establish the occurrence of an upset, has the burden of proof.

22. Penalties for Violations of Permit Conditions

Any permit noncompliance constitutes a violation and is grounds for an enforcement action, permit termination, revocation and reissuance, modification, or denial of a permit renewal application.

- a. Civil Penalties: A.R.S. § 49-262 provides that any person who violates any provision of A.R.S. Title 49, Chapter 2, Article 2, 3 or 3.1 or a rule, permit, discharge limitation or order issued or adopted under A.R.S. Title 49, Chapter 2, Article 3.1 is subject to a civil penalty not to exceed \$25,000 per day per violation.
- b. Criminal Penalties: Any person who violates a condition of this general permit, or violates a provision under A.R.S. Title 49, Chapter 2, Article 3.1, or A.A.C. Title 18, Chapter 2, Article 9 is subject to the enforcement actions established under A.R.S. Title 49, Chapter 2, Article 4, which may include the possibility of fines and/or imprisonment.

DRAFT

10.0 DEFINITIONS

1. **Best management practices (BMPs)** – those methods, measures or practices to prevent or reduce discharges and includes structural and nonstructural BMPs and operation and maintenance procedures. Best management practices may be applied before, during and after discharges to reduce or eliminate the introduction of pollutants into receiving waters. In addition, the term shall include erosion and sediment control BMPs, stormwater conveyance, stormwater diversion, and treatment structures, and any procedure or facility used to minimize the exposure of pollutants to stormwater or to remove pollutants from stormwater.
2. **Common plan of development** – a contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one plan. A ‘plan’ is broadly defined to include design, permit application, advertisement or physical demarcation indicating that land-disturbing activities may occur.
3. **Construction activity** – means earth-disturbing activities such as, clearing, grading, excavating, stockpiling of fill material and other similar activities. This definition encompasses both large construction activities defined in 40 CFR 122.26 (b)(14)(x) and small construction activities in 40 CFR 122.26 (b)(15)(i) and includes construction support activities.
4. **Controls or Control Measures or Measures** – means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or control the pollution of waters of the United States. Controls also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.
5. **(CWA or The Act)** means Clean Water Act (formerly referred to as the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972) Pub.L. 92-500, as amended Pub. L. 95 217, Pub. L. 95-576, Pub. L. 96-483 and Pub. L. 97-117, 33 U.S.C. 1251 et.seq.
6. **Department** – the Arizona Department of Environmental Quality.
7. **Discharge** – any addition of any pollutant to waters of the United States or to a MS4 from any point source.
8. **Discharge of a pollutant** – any addition of any “pollutant” or combination of pollutants to “waters of the United States” from any “point source,” or any addition of any pollutant or combination of pollutants to the waters of the “contiguous zone” or the ocean from any point source other than a vessel or other floating craft which is being used as a means of transportation. This includes additions of pollutants into waters of the United States from surface runoff which is collected or channeled by man. See 40 CFR 122.2.
9. **Discharge point** – the location where stormwater flows exit the construction site.
10. **Effluent limitations** – means any limitation or condition on quantities, discharge rates, or concentration of pollutants which are discharged from a point source.
11. **Effluent Limitations Guideline (ELG)** – defined in 40 CFR § 122.2 as a regulation published by the Administrator under section 304(b) of CWA to adopt or revise effluent limitations.
12. **Ephemeral water** – a surface water that has a channel that is at all times above the water table, and that flows only in direct response to precipitation. [A.A.C. R18-11-101(22)]

13. **Facility** means any "point source" or any other facility (including land or appurtenances thereto) that is subject to regulation under the AZPDES/NPDES program.
14. **Illicit connection** means any man-made conveyance connecting an illicit discharge directly to a municipal separate storm sewer.
15. **Illicit discharge** means any discharge to a municipal separate storm sewer that is not composed entirely of stormwater except discharges pursuant to a AZPDES/NPDES permit (other than the AZPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from firefighting activities.
16. **Impaired water** – waters that have been assessed by ADEQ, under the Clean Water Act, as not attaining a water quality standard for at least one designated use, and are listed in Arizona's current 303(d) List or on the 305(b) Category 4 list.
17. **Intermittent water** or **Intermittent stream** – a stream or reach that flows continuously only at certain times of the year, as when it receives water from a spring or from another surface source, such as melting snow. [A.A.C. R18-11-101(25)]
18. **Maximum Extent Practicable (MEP)** – means maximum extent practicable, the technology-based discharge standard for municipal separate storm sewer systems to reduce pollutants in storm water discharges. A discussion of MEP as it applies to small MS4s is found at 40 CFR 122.34. CWA section 402(p)(3)(B)(iii) requires that a municipal permit "shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques and system design, and engineering methods, and other provisions such as the Administrator or the State determines appropriate for the control of such pollutants.
19. **Measurable Goal** means a quantitative measure of progress in implementing a component of storm water management program.
20. **Minimize** – to reduce and/or eliminate to the extent achievable using control measures that are technologically available and economically practicable and achievable in light of best industry practices
21. **Municipal separate storm sewer** – a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):
 - a. Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or a designated and approved management agency under section 208 of the Clean Water Act (33 U.S.C. 1288) that discharges to waters of the United States;
 - b. Designed or used for collecting or conveying stormwater;
 - c. Which is not a combined sewer; and
 - d. Which is not part of a Publicly Owned Treatment Works.
22. **Municipal separate storm sewer system (MS4)** – all separate storm sewers defined as "large," "medium," or "small" municipal separate storm sewer systems or any municipal separate storm sewers on a system-wide or jurisdiction-wide basis as determined by the Director under A.A.C. R18-9-C902(A)(1)(g)(i) through (iv). [A.A.C. R18-9-A901(23)]. This also includes similar systems owned or operated by separate storm sewer municipal jurisdictions not required to obtain stormwater discharge authorization.

23. **Non-traditional MS4** means systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings. 40 CFR 122.26(a)(16)(iii).
24. **Notice of Intent (NOI)** – the application to operate under this general permit.
25. **Notice of Termination (NOT)** – the application to terminate coverage under this general permit.
26. **Outfall** – means a *point source* as defined by 40 CFR 122.2 at the point where a municipal separate storm sewer discharges to waters of the United States and does not include open conveyances connecting two municipal separate storm sewers, or pipes, tunnels or other conveyances which connect segments of the same stream or other waters of the United States and are used to convey waters of the United States.
27. **Outstanding Arizona Water (OAW)** – a surface water that has been designated by ADEQ as an outstanding state resource under A.A.C. R18-11-112.
28. **Owner or operator** means the owner or operator of any “facility or activity” subject to regulation under the NPDES program.
29. **Perennial water** – a surface water that flows continuously throughout the year (A.A.C. R18-11-101(30)).
30. **Permittee** – refers to any person (defined below) authorized by this NPDES permit to discharge to Waters of the United States.
31. **Person** – an individual, employee, officer, managing body, trust, firm, joint stock company, consortium, public or private corporation, including a government corporation, partnership, association or state, a political subdivision of this state, a commission, the United States government or any federal facility, interstate body, or other entity.
32. **Point source** – any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agricultural stormwater runoff.
33. **Pollutant** – sediment, fluids, contaminants, toxic wastes, toxic pollutants, dredged spoil, solid waste, substances and chemicals, pesticides, herbicides, fertilizers and other agricultural chemicals, incinerator residue, sewage, garbage, sewage sludge, munitions, petroleum products, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt (e.g., overburden material), and mining, industrial, municipal and agricultural wastes or any other liquid, solid, gaseous or hazardous substances. [A.R.S. § 49-201(29)]
34. **Receiving water** – a “Water of the United States” as defined in 40 CFR §122.2 into which the regulated stormwater discharges.
35. **Stormwater** – stormwater runoff, snow melt runoff, and surface runoff and drainage. See 40 CFR 122.26(b)(13).
36. **Stormwater discharges associated with construction activity** – a discharge of pollutants in stormwater runoff from areas where soil disturbing activities (e.g., clearing, grading, or excavating), construction materials, or equipment storage or maintenance (e.g., fill piles, borrow

areas, concrete truck washout, fueling), or other industrial stormwater directly related to the construction process (e.g., concrete or asphalt batch plants) are located. See 40 CFR 122.26(b)(14)(x) and 40 CFR 122.26(b)(15).

- 37. Stormwater Discharge Associated with Industrial Activity** means the discharge from any conveyance which is used for collecting and conveying stormwater and which is directly related to manufacturing, processing, or raw materials storage areas at an industrial plant (See 40 CFR §122.26(b)(14) for specifics of this definition).
- 38. Stormwater Pollution Prevention Plan (SWPPP)** – a site-specific, written document that, among other things: (1) identifies potential sources of stormwater pollution at the construction site; (2) describes control measures to reduce or eliminate pollutants in stormwater discharges from the construction site; and (3) identifies procedures the operator will implement to comply with the terms and conditions of this general permit.
- 39. Surface Water** – a “Water of the United States” as defined in 40 CFR §122.2.
- 40. Stormwater Management Program (SWMP)** means a comprehensive program to manage the quality of stormwater discharged from the municipal separate storm sewer system. For the purposes of this permit, the Stormwater Management Program is considered a single document, but may actually consist of separate programs (e.g. "chapters") for each permittee.
- 41. Total Maximum Daily Load (TMDL)** – an estimation of the total amount of a pollutant from all sources that may be added to a water while still allowing the water to achieve and maintain applicable surface water quality standards. Each total maximum daily load shall include allocations for sources that contribute the pollutant to the water, as required by section 303(d) of the clean water act (33 United States Code, Section 1313(d)) and regulations implementing that statute to achieve applicable surface water quality standards. [A.R.S. § 49-231(4)]
- 42. Turbidity** – a condition of water quality characterized by the presence of suspended solids and/or organic material; expressed as nephelometric turbidity units (NTU).
- 43. Waters of the United States (U.S.)** – defined in 40 CFR 122.2.
- 44. Waste Load Allocation (WLA)** – The maximum load of pollutants each discharger of waste is allowed to release into a particular waterway. Discharge limits are usually required for each specific water quality criterion being, or expected to be, violated. WLAs constitute a type of water quality-based effluent limitation. (See 40 C.F.R. § 130.2(h))
- 45. Wetland** – an area that is inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances does support, a prevalence of vegetation typically adapted for life in saturated soil conditions. A wetland includes a swamp, marsh, bog, cienega, tinaja, and similar areas. [A.A.C. R18-11-101(49)]

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ALL REQUESTED
INFORMATION MUST
BE PROVIDED ON
THIS FORM



Arizona Department of Environmental Quality
Surface Water Section / Permits Unit
1110 W. Washington, 5415A-1, Phoenix, Arizona 85007
NOTICE OF INTENT (NOI) FOR COVERAGE
under AZPDES Permit No. AZG2002-002 for
Discharges from Small MS4s to Waters of the United States

CHECK AS APPLICABLE: NEW NOI _____ REVISED NOI
IF A REVISION, PROVIDE PRIOR AUTHORIZATION NO.
MS4 2002-26 _____

Applicant is:
_____ Federal _____ State
 Other _____ Municipality _____

PERMITTEE (Agency Responsible for the Discharge)

Applicant's Name: Town of Oro Valley, Arizona Phone: (520) 229-4811
Applicant's Mailing Address: 11000 N. La Canada Dr.
City: Oro Valley, Az. Zip Code: 85737

CONTACT PERSON

Name: Michael D. Todnem Phone: (520) 229-5044
E-mail Address: mtodnem@orovalleyaz.gov Fax: (520) 229-5075
Contact Person's Agency and Title: Storm Water Utility Manager

LOCATION INFORMATION

Name of Urbanized Area where the MS4 is located: City of Tucson
Name of county(ies) where the MS4 is located: Pima
Provide the following information on the approximate center of the MS4:
Latitude: 32 ° 43 ' 679 " Longitude: 110 ° 95 ' 463 "
Township: 12 South Range: 13 East Section: 01
Is any portion of the MS4 located in Indian Country? No Yes _____ If yes, name _____
Does any portion of the MS4 service a population within Indian Country? No Yes _____
If yes, how many people within the Indian Country are served by your MS4? _____
Name(s) of neighboring Tribes/Counties/Cities/Towns (places that share borders with the permittee):

WATERSHED INFORMATION

Name of Watershed: Santa Cruz River

Name of Receiving Water(s):

Is the Receiving Water a 303(d) Impaired Water?

Canada del Oro Wash

Yes

No

Rillito Wash

Yes

No

Yes

No

If any of the receiving waters are 303 (d)-listed Impaired Waters, you must complete the Impaired Water Information portion of this form.

IMPAIRED WATERS INFORMATION

If you indicated that any of the receiving waters to which you discharge are listed as a 303 (d) Impaired Water, please answer the following questions.

Is there a Total Maximum Daily Load (TMDL) for the 303(d) Impaired Water?

Yes Proceed to Part A

No Proceed to Part B

Part A. Does the TMDL prescribe a wasteload allocation to stormwater discharge from your MS4?

Yes Check the box below

No Proceed to Part B

I certify that the SWMP identifies specific BMPs that will be used to meet wasteload allocations. I also certify that I will monitor for pollutants for which my MS4 is assigned a wasteload allocation.

Part B. Check the box below if the MS4 has the potential to discharge the pollutants identified on the 303(d) list.

I certify that the description of the SWMP addresses specific BMPs for reducing the discharge of 303(d)-listed pollutants.

ADDITIONAL INFORMATION

This NOI must include the following attachments prepared as specified in Part III of the general permit.

A description of your Stormwater Management Program.

Has another governmental entity agreed to satisfy any of your permit obligations?

Yes If yes, check the boxes below

No

The agreement is explained in the description of your Stormwater Management Program.

Written documentation of your agreement is included as an attachment.

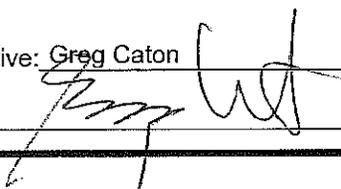
CERTIFICATION

This certification must be signed by the appropriate party as specified in this general permit Part VI.L.

"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 on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. In addition I certify that the permittee will comply with all terms and conditions stipulated in General Permit No. AZG2002-002 issued by the Director."

Printed Name of Applicant's Representative: Greg Caton

Title: Town Manager

Signature of Applicant's Representative: 

Date: 2/24/2014

Attachment C - Town of Oro Valley Maps

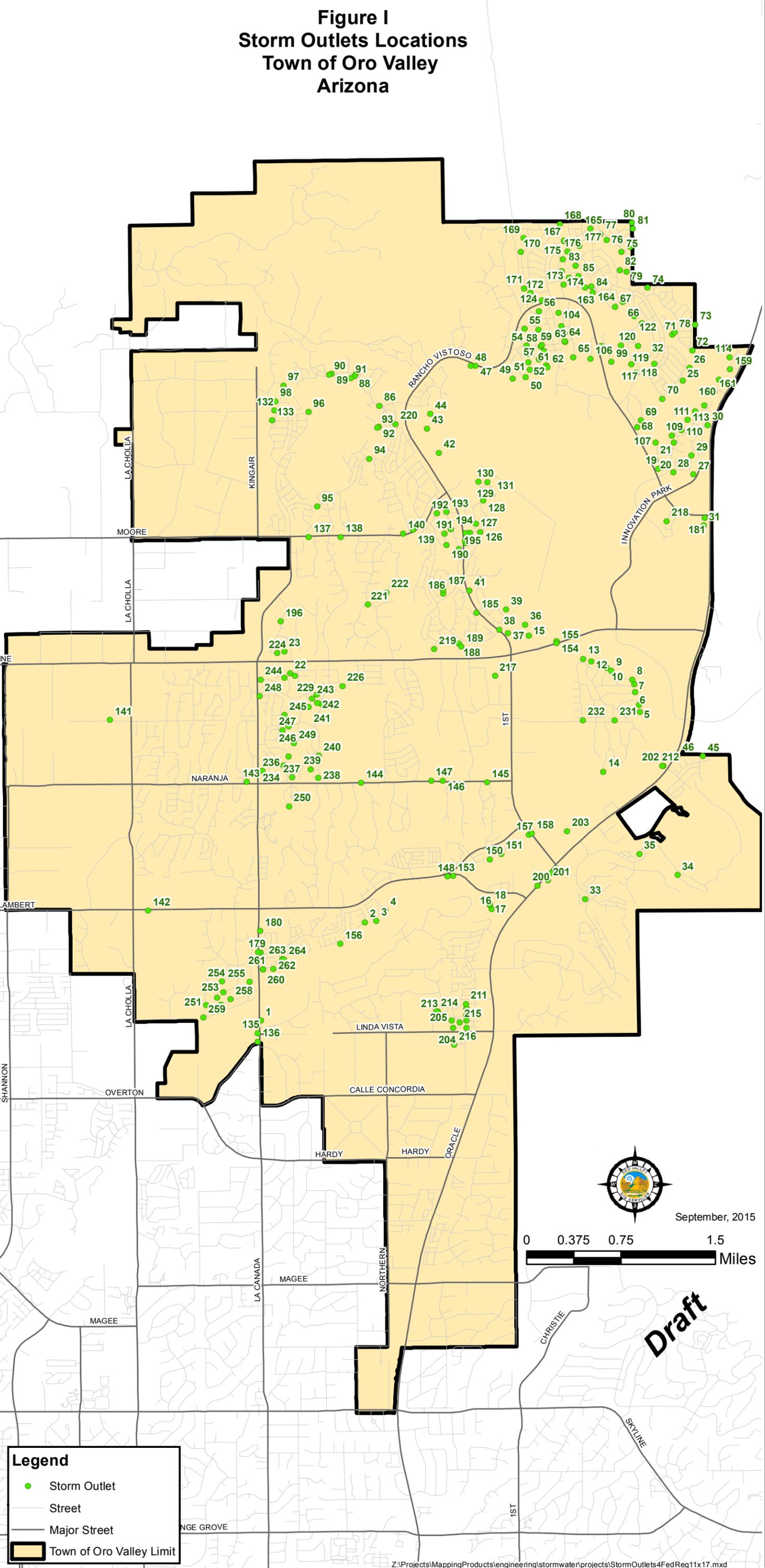
- Figure 1 – Stormwater Outlet Locations with Lat/Long
- Figure 2 – Stormwater Utility Assets
- Figure 3 – Town of Oro Valley Washes
- Figure 4 – Catchments Comprising the Oro Valley Drainage System
- Figure 5 - Major Receiving & Contributing Drainage Systems
- Figure 6 – Distribution of Customer Calls – September 8, 2014 Storm
- Figure 7 – Private and Public Wash Maintenance Responsibility
- Figure 8 – Stormwater Assets Breakdown

All maps are depictive of know assets as of 8/31/15. Maps are subject to change as updates are occur.

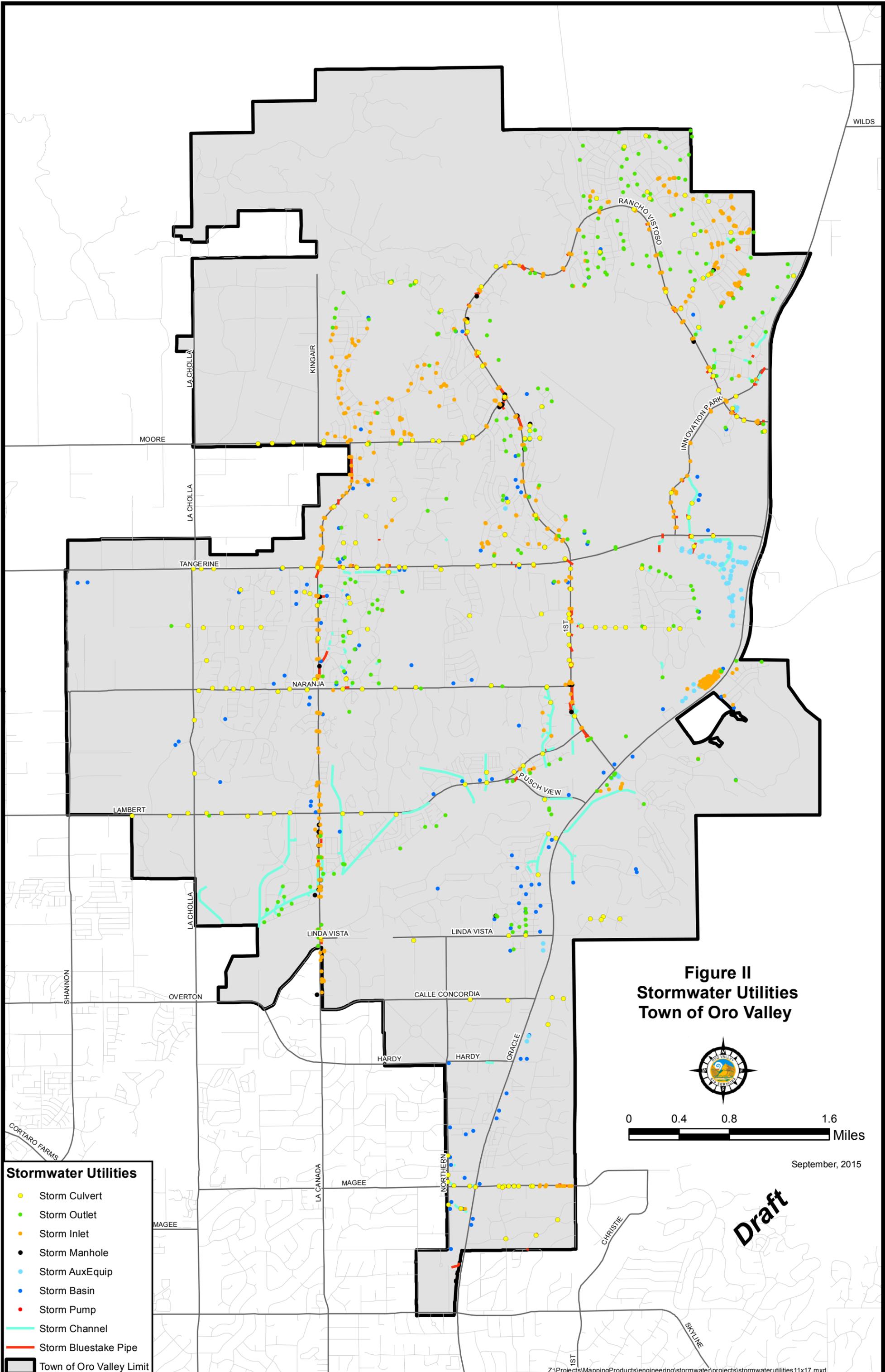
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Figure I Storm Outlets Locations Town of Oro Valley Arizona

Map ID	Long	Lat
1	-110.995574	32.382369
2	-110.981300	32.393608
3	-110.979744	32.393767
4	-110.978514	32.394992
5	-110.943794	32.418411
6	-110.944317	32.419933
7	-110.944444	32.420861
8	-110.944711	32.421364
9	-110.947503	32.422431
10	-110.948142	32.422753
11	-110.949069	32.423078
12	-110.950244	32.423558
13	-110.951331	32.423831
14	-110.948728	32.410800
15	-110.958711	32.426578
16	-110.964089	32.394989
17	-110.964333	32.395469
18	-110.964311	32.395642
19	-110.940951	32.445725
20	-110.941306	32.446672
21	-110.941301	32.446889
22	-110.991220	32.422461
23	-110.991978	32.425012
24	-110.938521	32.454755
25	-110.937462	32.455904
26	-110.936549	32.457400
27	-110.936124	32.445088
28	-110.938883	32.445343
29	-110.936352	32.447231
30	-110.934141	32.450752
31	-110.934762	32.439194
32	-110.942266	32.458743
33	-110.951388	32.396081
34	-110.938791	32.398758
35	-110.943945	32.401238
36	-110.959203	32.427844
37	-110.961514	32.426881
38	-110.962722	32.427339
39	-110.961764	32.429603
40	-110.965283	32.433142
41	-110.966722	32.431833
42	-110.970708	32.447836
43	-110.972283	32.450647
44	-110.971836	32.452333
45	-110.935175	32.412464
46	-110.938608	32.412561
47	-110.965603	32.457845
48	-110.966300	32.457839
49	-110.960561	32.456336
50	-110.958836	32.456492
51	-110.958247	32.457343
52	-110.958404	32.458194
53	-110.958469	32.459181
54	-110.958658	32.460147
55	-110.958908	32.462067
56	-110.956906	32.464125
57	-110.956967	32.458478
58	-110.956736	32.460019
59	-110.956583	32.460178
60	-110.956258	32.459458
61	-110.956058	32.457828
62	-110.955814	32.457603
63	-110.953433	32.460499
64	-110.953483	32.460622
65	-110.952294	32.458761
66	-110.945509	32.465059
67	-110.946533	32.464503
68	-110.943733	32.450569
69	-110.943216	32.451342
70	-110.940239	32.453809
71	-110.938841	32.461252
72	-110.936122	32.459387
73	-110.935689	32.462361
74	-110.942094	32.466672
75	-110.945644	32.470833
76	-110.947622	32.472250
77	-110.948469	32.472967
78	-110.938498	32.461520
79	-110.944986	32.468548
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81	-110.944039	32.473517
82	-110.945869	32.468747
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85	-110.951536	32.468053
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88	-110.982125	32.456750
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90	-110.985508	32.456978
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92	-110.978886	32.450900
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96	-110.988375	32.452661
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99	-110.947120	32.458138
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105	-110.950342	32.459778
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182	-110.967208	32.438519
183	-110.967188	32.437370
184	-110.967259	32.437576
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188	-110.968257	32.425688
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190	-110.969809	32.437171
191	-110.970033	32.438504
192	-110.971073	32.440809
193	-110.969727	32.441000
194	-110.969158	32.438976
195	-110.968118	32.436694
196	-110.992406	32.428455
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218	-110.939804	32.439677
219	-110.971577	32.425109
220	-110.976565	32.451195
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224	-110.992952	32.424832
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235	-110.991493	32.412880
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237	-110.991045	32.410414
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256	-111.001419	32.383592
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258	-110.999655	32.384879
259	-111.003397	32.382744
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261	-110.995275	32.388283
262	-110.993816	32.388284
263	-110.992585	32.389455
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WILDS

**Figure II
Stormwater Utilities
Town of Oro Valley**

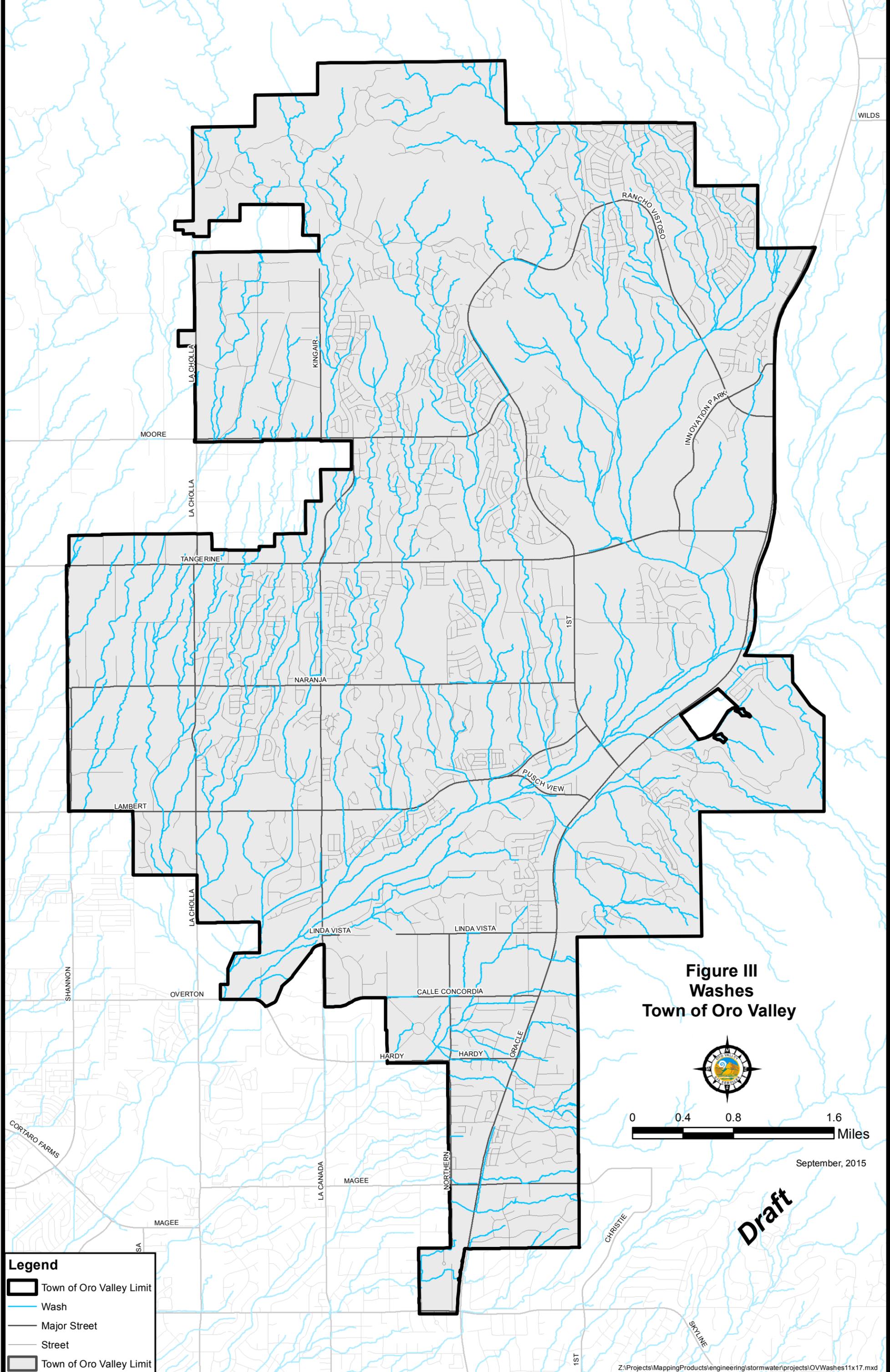


0 0.4 0.8 1.6 Miles

September, 2015

Draft

- Stormwater Utilities**
- Storm Culvert
 - Storm Outlet
 - Storm Inlet
 - Storm Manhole
 - Storm AuxEquip
 - Storm Basin
 - Storm Pump
 - Storm Channel
 - Storm Bluestake Pipe
 - Town of Oro Valley Limit



WILDS

**Figure III
Washes
Town of Oro Valley**



September, 2015

Draft

Legend

- Town of Oro Valley Limit
- Wash
- Major Street
- Street
- Town of Oro Valley Limit

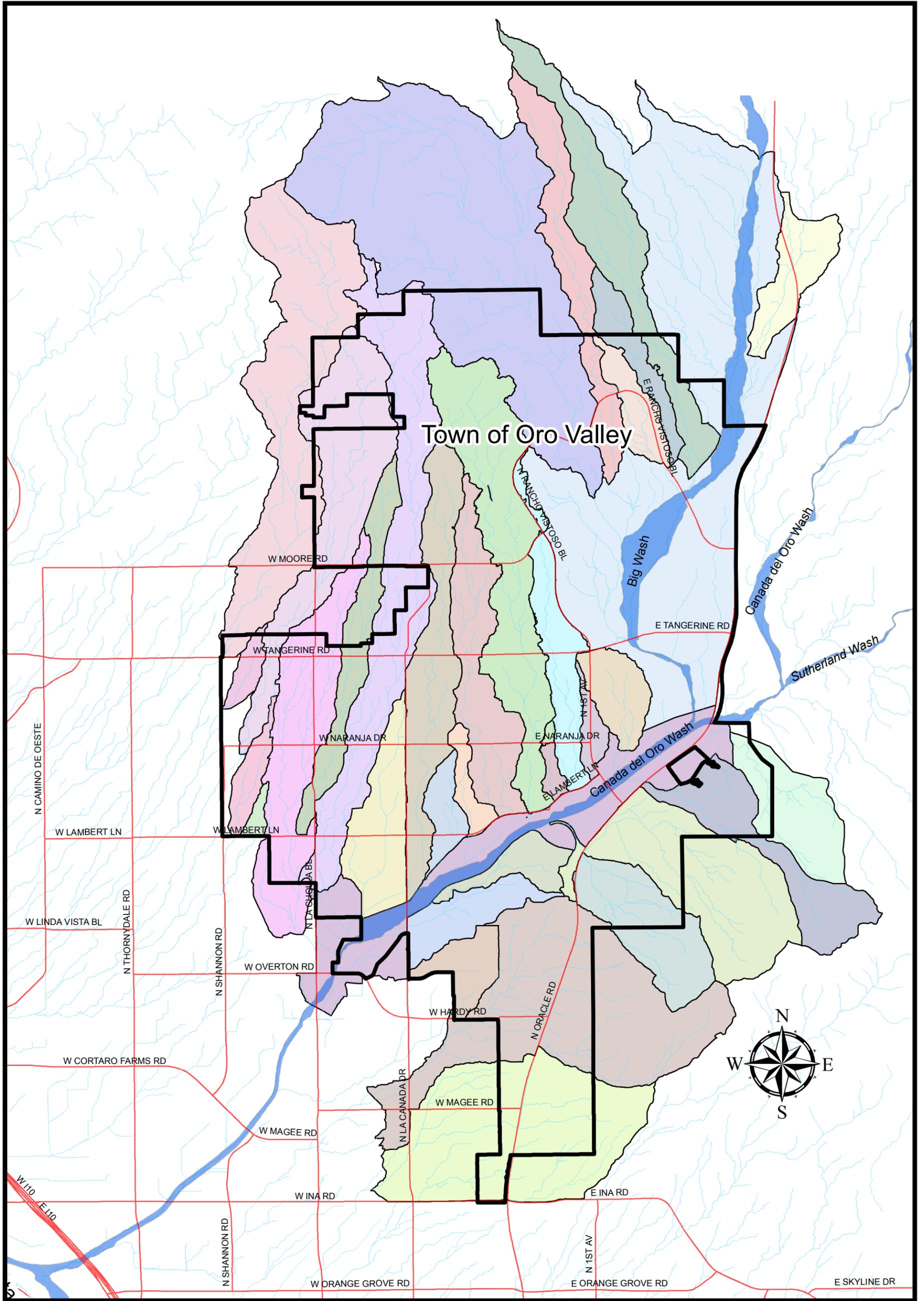
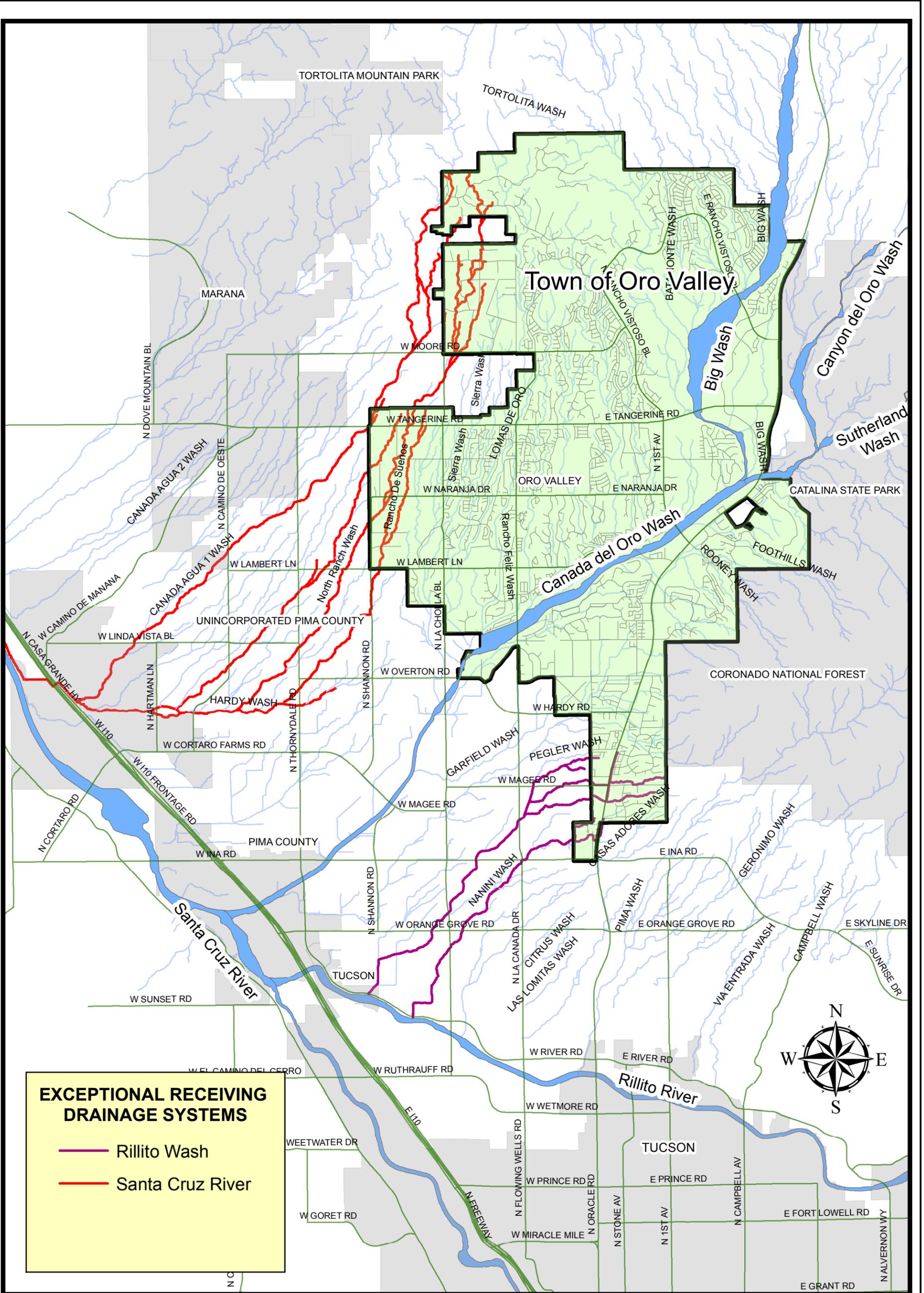


Figure IV
CATCHMENTS COMPRISING THE
ORO VALLEY DRAINAGE SYSTEM

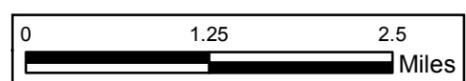


1 inch = 1 miles

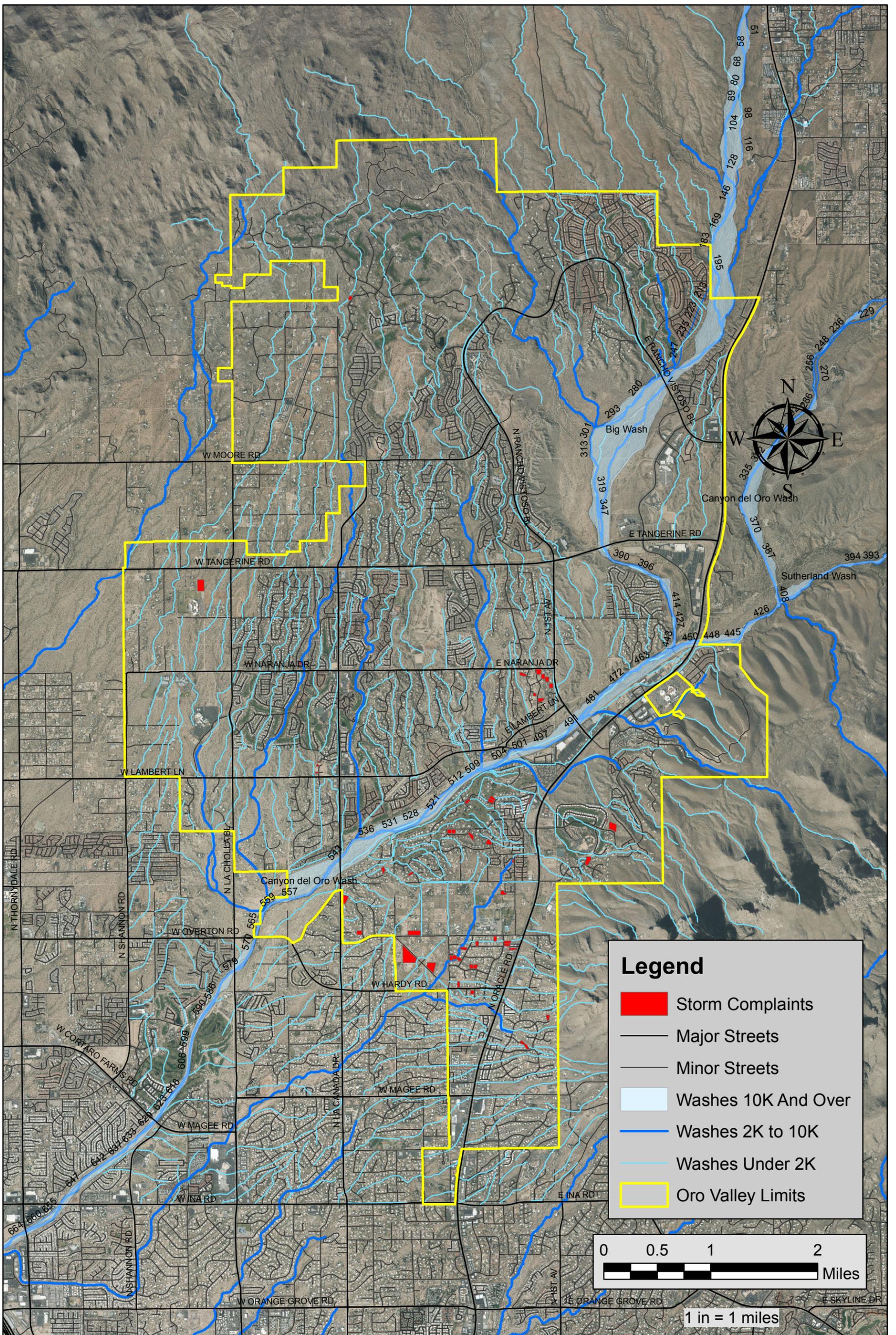


MAJOR RECEIVING AND CONTRIBUTING DRAINAGE SYSTEMS IN THE VICINITY OF ORO VALLEY -and- Exceptional Receiving Drainage Systems

Figure V



1 inch = 1.25 miles



DISTRIBUTION OF STORM RELATED CALLS - SEPT 8, 2014

Figure VI

STRUCTURAL STORMWATER ASSETS

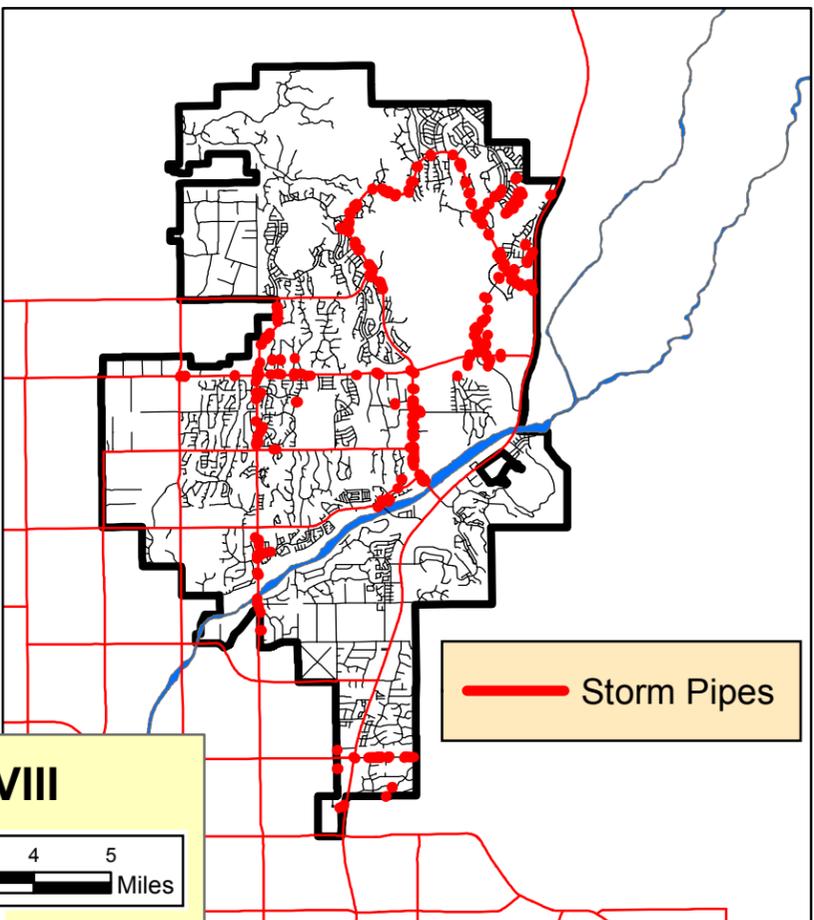
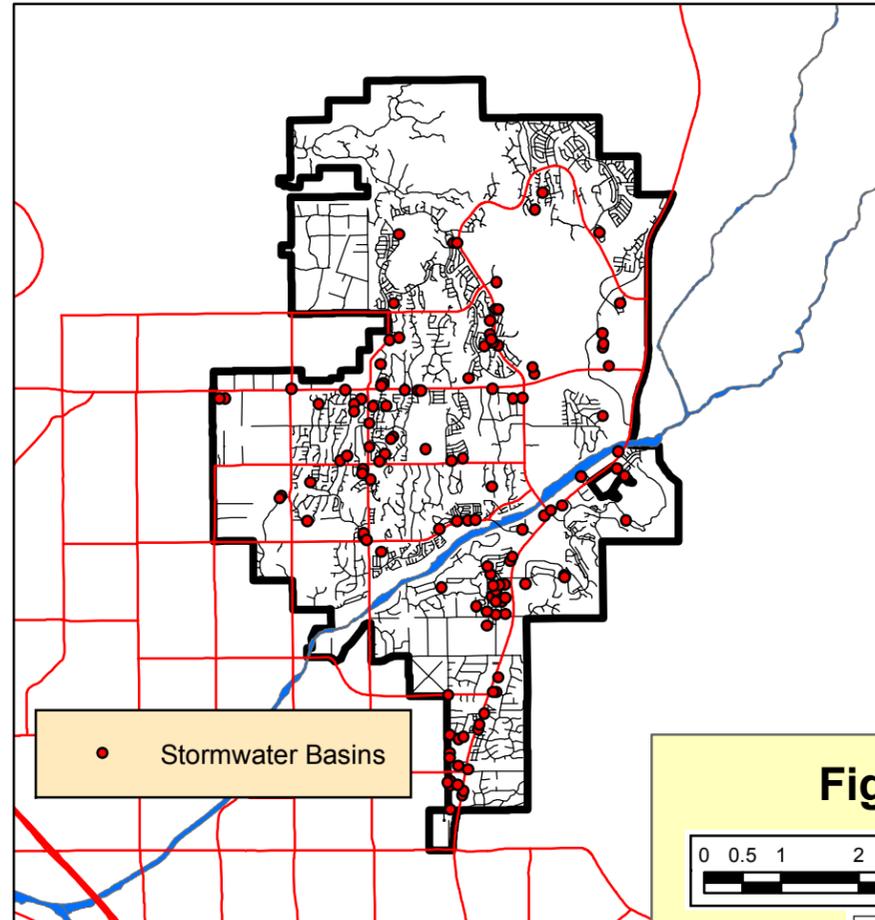
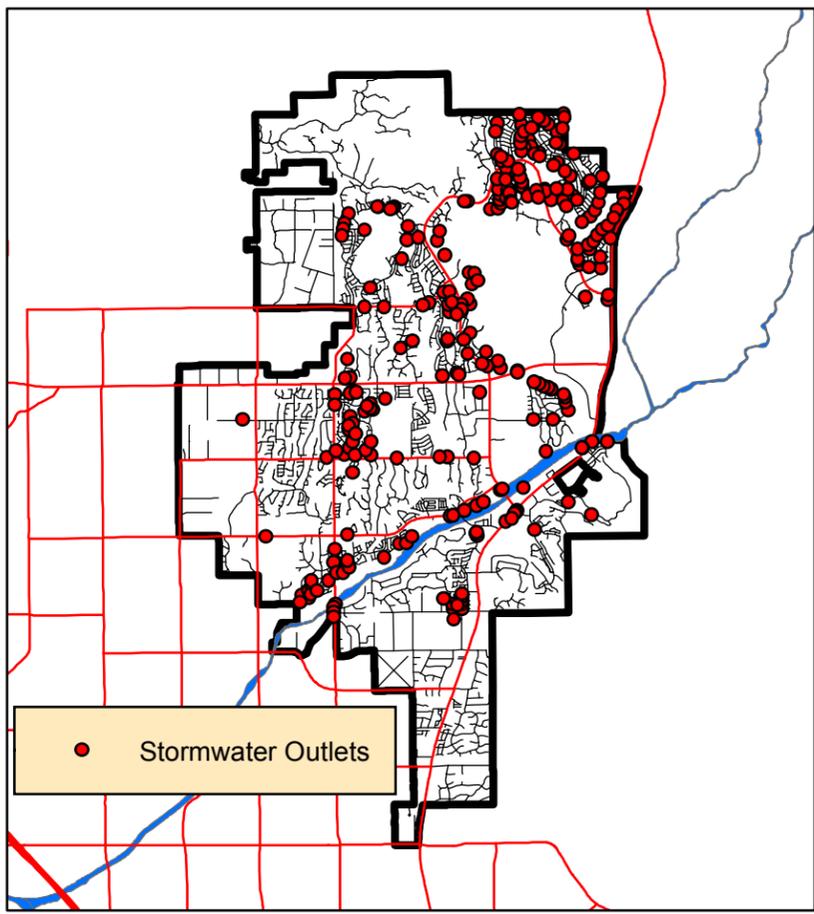
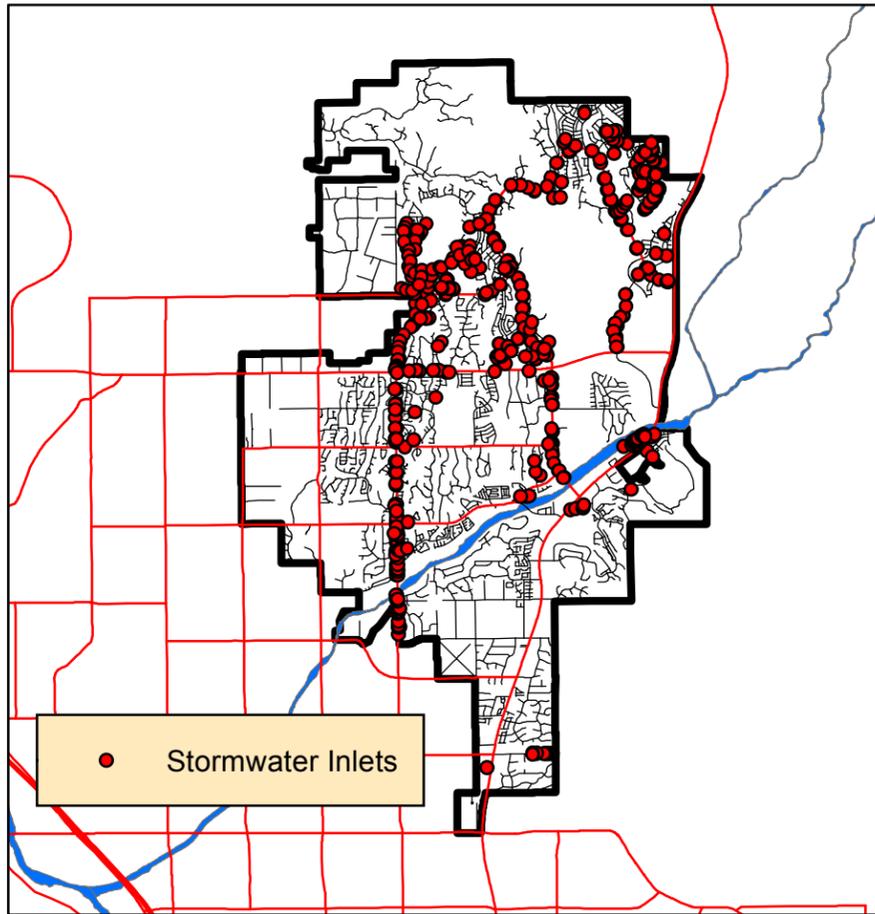
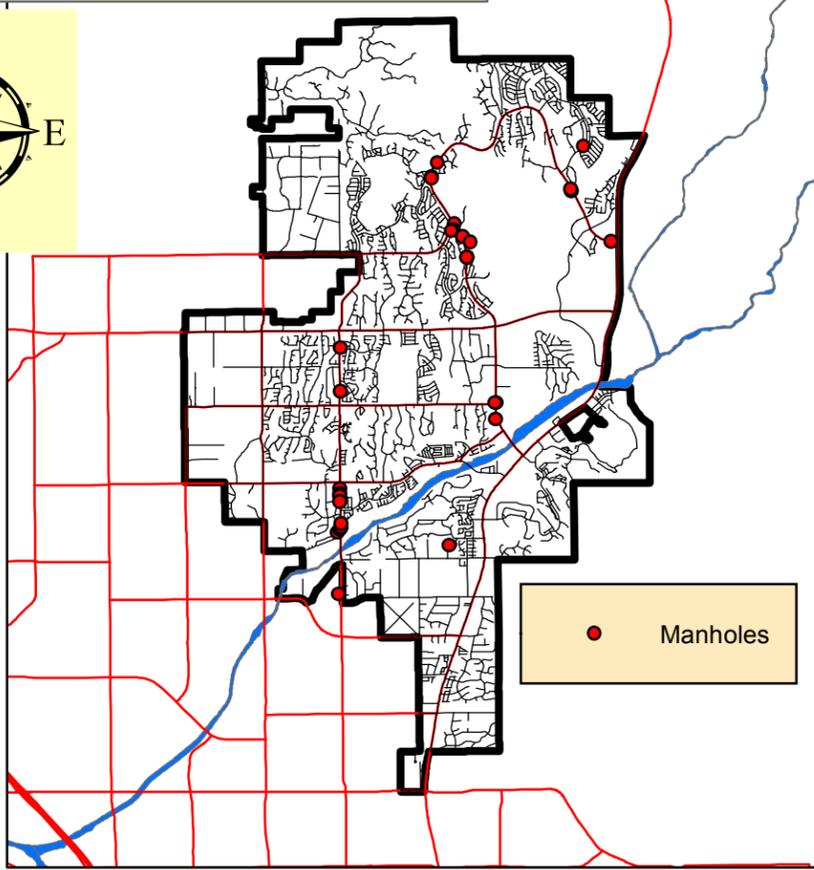
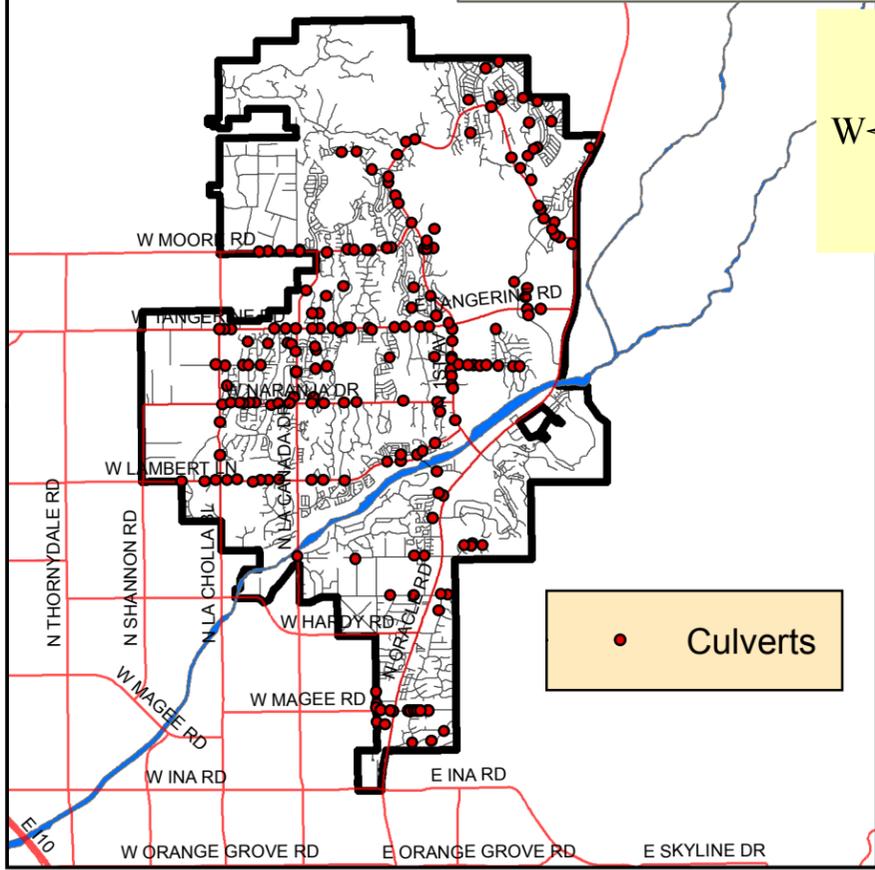


Figure VIII



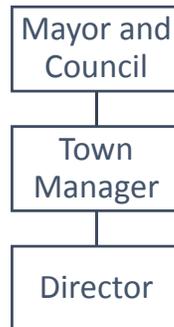
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Attachment D - Stormwater Organizational Chart and SWMP Implementation Responsibilities

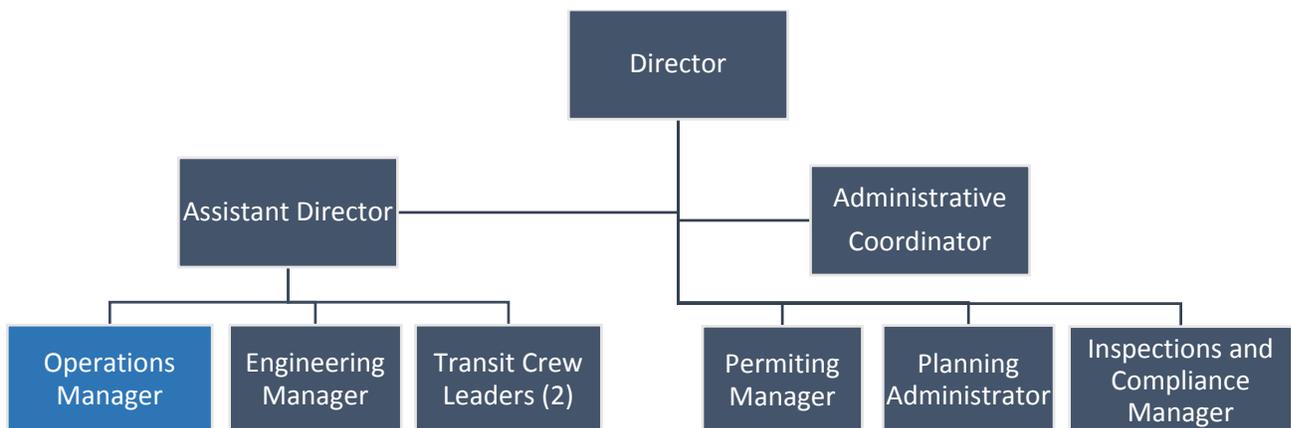
- Organization Charts
 - Governance
 - Management
 - Operations Staff / Stormwater Utility
- Responsibility by MCM

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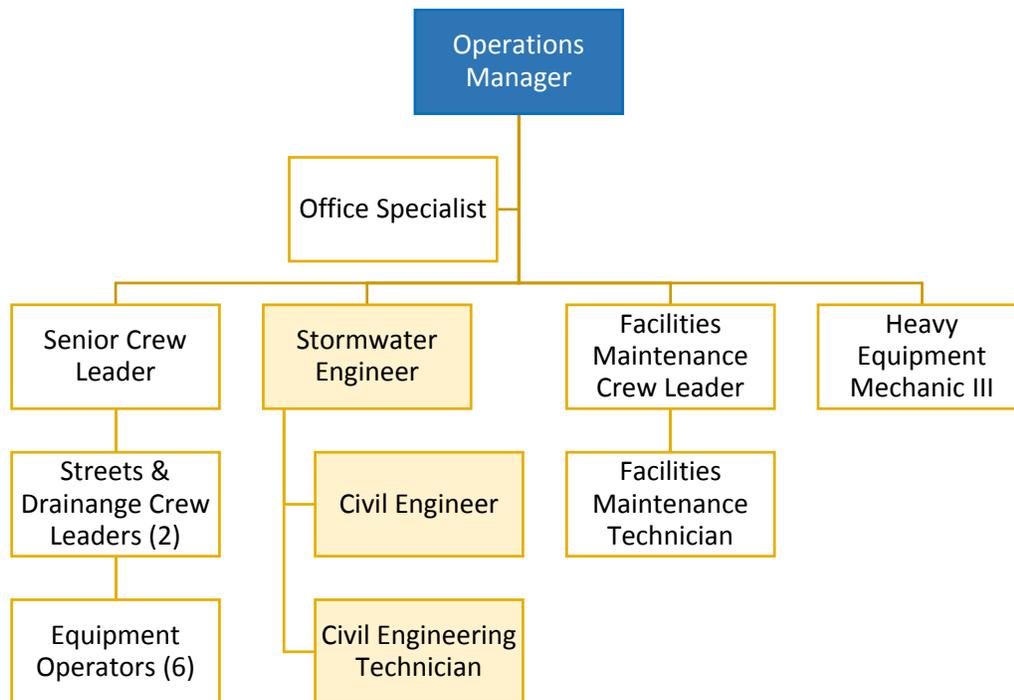
Governance



Management – Development and Infrastructure Services



Operation Division



Staff Responsibility

MCM-1 DESCRIPTION	METHOD	PERSON RESPONSIBLE
Flyers in Water Bills	Mailed to Service Address	Stormwater Technician
Articles in Town Magazine	On Town Web Site	Communication Department
Elementary School Presentations	Classroom Presentations	Stormwater Technician
Professional Presentations	PAG Construction Seminar	Stormwater Engineer/Utility Manager
Organizational Presentations	HOAs/Boards	Stormwater Engineer/Utility Manager
Community Outreach	Bi-Annual Information Booth at Farmers Market	Stormwater Division
Stormwater Web Site	Internet	Office Specialist
TV Public Service Announcements	PAG Stormwater Working Group	PAG Senior Watershed Planner
Bus Stop Billboard	PAG Stormwater Working Group	PAG Senior Watershed Planner
Movie Theater Trailers	PAG Stormwater Working Group	PAG Senior Watershed Planner
MCM-2 DESCRIPTION	METHOD	PERSON RESPONSIBLE
Stormwater Utility Commissioners	5 volunteer residents appointed by the Town Council	Stormwater Engineer/Utility Manager
Public Stormwater Utility Commission Meetings	Monthly meetings open to the public	Stormwater Engineer/Utility Manager
Adopt –A-Wash	Individuals or Organizations volunteer to maintain washes	Stormwater Technician
BuffelBusters	Individuals or Organizations volunteer to remove from washes	Water Conservation Specialist
Stormwater Utility Credit	Utility Fee Credit Provided to Commercial or Non Profit Organizations that implement SW programs.	Stormwater Engineer/Utility Manager
MCM-3 DESCRIPTION	METHOD	PERSON RESPONSIBLE
Dry Weather Outfall Inspections	Visit Each Location twice per year	Stormwater Engineer/Utility Manager
Stormwater Utility Map	Monthly meetings open to the public	Stormwater Engineer/Utility Manager
Stormwater Facilities Inspection Program	Visit Each Location once per year or as time permits	Stormwater/Civil Engineer
Spill Incident Inspections	All notifications of spills or illicit discharges have site inspections accomplished to ensure adequate response and cleanup	Stormwater Engineer/Utility Manager & Pima County Regional Wastewater Reclamation Department

MCM-4 DESCRIPTION	METHOD	PERSON RESPONSIBLE
SWPPP Reviews	All SWPPPs are reviewed and approved by the Stormwater Utility and discussed at the Pre construction Meetings	Stormwater/Civil Engineer
Drainage Report Reviews	All Drainage reports are reviewed and approved by the Stormwater Utility.	Stormwater/Civil Engineer
SWPPP Inspections	All SWPPP measures are inspected at least three times on site during a construction project.	Stormwater/Civil Technician
SWPPP Template	SWPPP are developed in accordance with a Town of Oro Valley template	Stormwater/Civil Engineer
SWPPP Focal Point	Identified in various fashions	Stormwater Division
MCM-5 DESCRIPTION	METHOD	PERSON RESPONSIBLE
Stormwater Facilities Inspections	Inspect annually or as time permits all Stormwater facilities for proper operations and maintenance	Stormwater Staff
Development Guidelines, Manuals, and Ordinances	Ensure that appropriate Stormwater management tools and controls are incorporated into all Town requirements and procedures	Stormwater Engineer/Utility Manager
Vegetation Maintenance	Inspect and Maintain all Town drainage ways to ensure that they can carry the required Stormwater flows while protecting the native vegetation.	Stormwater Engineer/Utility Manager
MCM-6 DESCRIPTION	METHOD	PERSON RESPONSIBLE
Street Sweeping	In-House Operations	Senior Crew Leader
Vehicle Washing	In-House Operations	Civil Engineer
Adopt a Wash Program	In addition to public participation this program is a good pollution prevention program aimed at removing debris and identifying any pollution sources in the washes adopted.	Stormwater/Civil Technician
Licensure and Certifications	Ensure personnel have appropriate certifications and license for job.	Stormwater Engineer/Utility Manager
Training Program	Ensure all Town Employees are aware of how their positions can impact the Stormwater Program	Stormwater Engineer/Utility Manager

Attachment E - SWMP Implementation Schedule - Report

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A. General Information

Name of MS4: Town of Oro Valley

Contact Name: Michael Todnem, P.E. Stormwater Engineer/Utility Manager

Telephone Number: 520-229-5044 Email Address: mtodnem@orovalleyaz.gov

Annual Report Period: July 1, 2014 through June 30, 2015

B. SWMP Modifications and Additional Information. Attach a brief explanation if you check “yes” to any of the following statements.

- | | | |
|---|---|--|
| 1. Changes have been made or are proposed to the SWMP since the last annual report, including changes in response to ADEQ’s review. | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| 2. The MS4 has annexed lands. | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| 3a. The MS4 discharges directly to an impaired water. | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| 3b. A water within 10 miles of the MS4’s jurisdiction has been identified as impaired. | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| 4a. The MS4 discharges directly to water for which a TMDL has been established. | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| 4b. A TMDL has been established for a water within 10 miles of the MS4’s jurisdiction. | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| 5. The MS4 has conducted analytical monitoring of stormwater quality. | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| 6. The MS4 is relying on another government entity to satisfy some permit obligations. | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |

The Town of Oro Valley participates in collaborative efforts coordinated by the Pima Association of Governments (PAG) which involves all Phase I and Phase II AZPDES jurisdictions in Pima County to develop Stormwater Pollution Prevention brochures, public notification techniques, and training. This approach brings efficiencies as well as consistency to the SWMP in Pima County.

Public Information & Outreach (MCM-1)

BMP	Description	Measurable Goal / Date
<p>1.1 Collect brochures, fact sheets, and other educational materials from federal, state and local agencies or other MS4 web sites</p>	<p>Town contact with agencies and web page reviews will be conducted on a quarterly basis to ensure that the most current information is available.</p>	<p>2014/2015 Update - On Going</p> <p>Participates on various public and private organizations including: the Pima Association of Governments (PAG) Environmental Planning Advisory Committee, Stormwater working group and Watershed Planning subcommittee, Pima County Regional Flood Control District Advisory Committee, Southern Arizona Home Builders Association stormwater working group, and the Southern Arizona Buffel Grass Coordination Center. Agency and Web sites are reviewed to ensure accuracy.</p>
<p>1.2. Distribute information to the general public and to specific targeted audiences such as restaurants, service stations, developers/operators, homeowners associations, etc.</p>	<p>The Town will distribute public service brochure/flyer will be mailed with monthly utility bills once during the first year and/or information packets may be bundled and dropped off to targeted audiences.</p>	<p>2014/2015 Update - bi-annually</p> <p>During the year, numerous Stormwater articles were advertised in the Oro Valley Vista a publication posted monthly on the Town's website. In addition, flyers on various aspects of the Town's Stormwater program were inserted into the Town's water utility bills and sent to over 12,000 businesses and households during the year. Copies of recently distributed flyers are provided at the back of this report.</p> <p>Worked with Pima Association of Government (Storm Water Working Group) on the FY2014-2015 Stormwater Outreach program.</p> <p>We also sent out small flyers in the Town of Oro Valley's Water Bill envelope. Flyers were sent in the July 2014 and April 2015 bills. We reached over 12,000 households of 40,000 each time.</p> <p>In September 2014, we also conducted a Water harvesting tour in collaboration with the Tucson Native Plant Society. The groups visited homes in Oro Valley and Oracle with water harvesting procedures in place to view the sites and discuss their effectiveness in utilizing precipitation to reduce demand for publically supplied water as well as reducing potential for sediment and other contaminants to enter washes through a reduction in storm water runoff.</p> <p>In October 2014, Stormwater program staff in conjunction with Bill Wilkening and Watershed Management Group staff conducted a Low Impact Design water harvesting class and tour. About 75 participants took part in the session which described the low impact design techniques could be employed to conserve water and how such techniques could also assist in reducing contaminants in stormwater runoff. Following the classroom session a field trip was taken to view existing sites.</p>

<p>1.3. Establish a web page for the Storm Water Management Program.</p>	<p>A storm water web page will be developed and brought on-line.</p> <p>The webpage will be updated with new information as necessary. The page will be updated as needed</p>	<p>2014/2015 Update - On-going</p> <p>http://www.orovalleyaz.gov/town/departments/development-and-infrastructure-services/operations-division/stormwater</p> <p>During this year the Stormwater website was expanded to include new forms supporting the “Adopt a Wash” program and a floodplain management section was added. The entire Town web site received a facelift to make it more user friendly and modern.</p>
<p>1.4. Establish a library of educational materials on relevant storm water matters.</p>	<p>Town collects materials to be distributed to schools and/or placed in public access areas, i.e. libraries, Town Hall, etc. as needed.</p>	<p>2014/2015 Update - On-going</p> <p>Stormwater Utility personnel distribute educational materials to libraries, homeowners associations and businesses dealing with pollution prevention as needed. Additionally, the Stormwater Utility purchased from Excal Visual: Rain Check (Employee Training) Stormwater Pollution Prevention for MS4s that includes Good Housekeeping, spill control and response, vehicle fueling, vehicle and equipment maintenance and equipment washing, materials management, waste management, municipal facility maintenance, parking lots and streets, storm drain system cleaning, landscaping and grounds maintenance and working over or near surface waters. Video has been used by Town staff training in pollution prevention.</p> <p>Also purchased from Excal Visual: IDDE Illicit Discharge Detection and Elimination (employee training) and IDDE Illicit Discharge Detection and Elimination (Public outreach). IDDE discusses spotting illicit discharges at the source/at outfalls, evidence of past illicit discharges and reporting illicit discharges. The Public outreach videos can be customized for our community by varying program options for internet, local public media and audience presentations in English and Spanish. Video was put on the Town website for information regarding pollution prevention and IDDE training for Town staff and the public.</p>
<p>1.5. Respond to verbal or written public inquiries, comments, or concerns, about illicit disposal of wastes, etc., and/or requests for information.</p>	<p>Town of Oro Valley will identify a principal contact and devise the best method for handling public inquiries. Best methods for receipt of information may include emails, telephone calls, or letters from the general populace.</p>	<p>2014/2015 Update</p> <p>A new Stormwater Hydrology Position was created, filled and the contact information and duties/responsibilities for the Stormwater personnel are identified so that written and public inquires, comments or concerns are sent to the appropriate Stormwater Utility personnel. We received around 300 calls from residents regarding water quality or drainage issues. Calls generally involved questions regarding handling disposal of waste material such as swimming pool water, carpet cleaning wastewater, old fertilizers and pesticide material, engine cleaning waste solutions, and how to control runoff to minimize erosion. About 900 hours were spent by Stormwater staff in working with residents to answer questions, provide information, or assist in correcting problem areas in an effort to maintain the quality of discharge waters.</p>

		<p>On April 9, 2014, Town Stormwater staff participated in a Low Impact Design Conference hosted by Pima Association of Governments (PAG). About 200 people representing local and regional governments, construction, and landscape industry attended. Town staff presented an overview of LID usage in Oro Valley and thoughts on water conservation and quality improvement. LID techniques have been shown to aid in erosion control as well as the removal of heavy metals and hydrocarbons through the use of infiltration basins with organic mulch.</p>
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Public Involvement/ Participation (MCM-2)

BMP	Description	Measurable Goal / Date
<p>2.1. Develop a plan to involve the public in the development of the Storm Water Management Plan (SWMP).</p>	<p>The Town of Oro Valley created the Storm Water Utility Commission (SWUC,) which is representative of the general population, in October, 2001. The SWUC has met at least monthly since 10/01 and is responsible for developing the SWMP, BMPs, measurable goals, and advising TOV staff on NPDES issues.</p>	<p>2014/2015 Update - Monthly</p> <p>The Stormwater Utility Commission (SWUC) continues to meet monthly to review the status of the program and provide guidance on the SWMP, BMPs and all initiatives.</p> <p>Some of the specific actions by the Stormwater Utility Commission during the last year include the following:</p> <ul style="list-style-type: none"> - Review and prioritize drainage and erosion problem areas for remediation. - Review and approval of Stormwater Utility Fee credit applications - Review and approval of Utility Commission Agendas and Minutes - Review and approval of Stormwater Operations and Maintenance projects - Review of the 2015 budget and Stormwater Utility Rate was reviewed and analyzed for additional review and potential increase. - Review and approval of the Town's SWMP Annual Report to ADEQ.
<p>2.2. Notify the public of Storm Water Utility Commission meetings.</p>	<p>Notice of public meetings are posted at the Town Hall and/or published in local newspapers according to established Town of Oro Valley (TOV) procedures.</p>	<p>2014/2015 Update - Monthly</p> <p>SWUC meeting dates, agendas, minutes and live recordings of the meetings continue to be posted to the internet on the Town's web site.</p>
<p>2.3. Make the Storm Water Management Plan and Notice of Intent available to the general public.</p>	<p>The Storm Water Management Plan and Notice of Intent will be made available to the public at the Town of Oro Valley Town Hall upon completion.</p>	<p>2014/2015 Update</p> <p>The most current SWMP and NOI are reviewed annually and updated on the stormwater section of the Town's web site as needed to provide current status and contact information and to enhance availability to the public. Also, ADEQ will be kept informed of any changes/modifications to Town's SWMP thru the SWMP modification log procedure described herein.</p>

<p>2.4. Encourage public participation through volunteer groups for defined activities such as an Adopt-a Wash program and/or a town-wide rain gauge network.</p>	<p>Volunteer groups will be identified and encouraged to participate in activities such as Adopt-a-Wash programs. Volunteer resources to consider may include, but are not limited to, schools, civic groups, Scouts, etc. Once established, programs will continue through this permit period.</p>	<p>2014/2015 Update - On-going</p> <p>For 2014/2015, the Adopt-a-Wash program had the following participation: Number of Groups in program: 13 Number of Groups active: 13 Number of Total Workers who worked: 98</p> <p>Number of total volunteer hours worked: 199 Number of Trash bags filled and taken to the landfill: 40 Estimated weight of debris disposed: 40 x 25lb bags = 1,000 lbs Labor expense saved from town budget: \$3,980 (\$20.00 x 199 hours)</p> <p>A copy of the adopt-a-wash brochure is in the appendices.</p> <p>During 2014 Buffel grass removal work groups held 3 field sessions with about 30 people each remove growth thus reducing wildfire hazard and its negative impact on quality of surface runoff.</p> <p>In addition, our stormwater fee has a credit program that provides economic incentives to businesses and non-profit organizations that perform stormwater education or initiatives including "Adopt-a-Wash". Two non-profit organizations continue to participate in this program by providing stormwater education for their memberships.</p>
<p>2.5 Respond to verbal or written public inquiries, comments, or concerns about the Town's SWMP and its elements such as illicit discharge of wastes, etc., and/or requests for information.</p>	<p>Town of Oro Valley will identify a principal contact and devise the best method for handling public inquiries. Best methods for receipt of information may include emails, telephone calls, or letters from the general populace.</p>	<p>2014/2015 Update</p> <p>The Town of Oro Valley has a strong customer service program that involves all aspects of the Town Management Staff. The Stormwater Utility Manager position is the position to respond to any stormwater or floodplain violations and issue any notice to correct or violation letters. One stormwater notice to correct letter was issued during the year and over 300 resident stormwater or drainage issues were addressed by stormwater or streets personnel.</p>

Illicit Discharge Detection and Elimination (MCM-3)

BMP	Description	Measurable Goal / Date
<p>3.1. Review, and if necessary, revise current ordinances, or develop new ordinances for prohibiting illicit discharges.</p>	<p>All current applicable ordinances will be reviewed and revised as needed. New ordinances, if needed, will be written, approved, and implemented.</p>	<p>2014/2015 Update</p> <p>Town's ordinances continue to be reviewed and updated to incorporate or revised stormwater quality and quantity criteria as needed. The stormwater quality criteria for new developments and improvements were submitted for the Town's Drainage Criteria Manual (DCM) update which was published in February 2010. The DCM also serves as the Town's erosion control document.</p> <p>To ensure that consideration is given to environmental issues such as riparian corridors, critical resource areas, wildlife linkage, and land stability in the Town's planning and zoning process, the Environmentally Sensitive Lands Ordinance was adopted on February 16, 2011. Through guidelines and requirements for developments on sloped hillsides, setbacks, and riparian corridors, the ordinance also benefits quality of stormwater runoff by establishing buffer zones and limits building highly erodible slopes.</p> <p>A watercourse vegetation maintenance plan has been developed and will be used for all public drainage ways in Town to provide the balance between quality and quantity stormwater issues in all natural and constructed watercourses. During 2014/2015, 4 wash segments totaling approximately 4.4 miles received some level of vegetation management.</p>
<p>3.2. Map the storm drain system and identify, to the extent practicable, locations where illicit discharges have occurred and seek remediation.</p> <p>Attachment C – Figures 1-8 Map of Stormwater Assets</p>	<p>The Town of Oro Valley (TOV) will utilize TOV resources to map the storm drain system and identify discharge points and, where possible, identify violators.</p>	<p>2014/2015 Update</p> <p>The Town's Utility Map continues to expand and the number of uses continues to grow. A Global Positioning System (GPS) camera was procured. The Geographic Information System (GIS) map and personal geodatabase to support the storm utility map has been developed and outfall locations and stormwater components have been loaded into the map. Additionally the map features are linked to the Town's asset management system and all inspections and work orders are documented and monitored through the storm utility map.</p> <p>During this year we added to the inventory of outfalls, culverts and storm catch basins; detention basins, first flush devices and storm drain pipes. Additional uses for the map will continue to grow but all current Stormwater facilities are shown on the map. See map of Stormwater Infrastructure as well as a list of outfalls in Attachment C.</p>

		During 2014-2015 three accidental releases of sanitary sewage occurred and were cleaned and reported to the State by the Pima County Regional Wastewater Reclamation Department. No illicit discharges were identified by the Town and no notices to correct were sent to the property owners. Discharge locations and history were documented for incorporation into the Stormwater Utility infrastructure map, Attachment C.
3.3. Use programs such as Adopt-a-Wash and/or appropriate Town of Oro Valley staff to detect sources of illicit discharge, including dumping. If offenders can be identified, notify offenders and hold offenders responsible for clean-up.	The TOV will develop a plan for systematic review, to the extent practicable, of washes utilizing volunteers in programs such as Adopt-a-Wash and/or appropriate TOV staff. The plan will identify who will do various tasks, how these tasks will be done, what washes to inspect and how often	2014/2015 Update All outfalls were inspected in the Spring. Pictures and inspection results were documented both in hard copy and in the Utility Map. A copy of the Town's dry weather inspection procedures and report form is depicted in Attachment G.
3.4. Notify Town of Oro Valley employees, businesses, and individuals of the hazards and costs of illicit discharges and improper disposal of waste.	Through seminars and/or published and distributed information educate TOV employees, businesses, other targeted groups, and the general public on potential long term environmental damage and costs from illicit discharges.	2014/2015 Update Brochures and posters regarding stormwater pollution prevention are distributed to high commuter traffic locations on a monthly basis, i.e., library, town hall, community clubhouses, etc. To further inform the public, the stormwater utility also sets up booths at all large Town public events, i.e., Earth Day, Farmers Markets, etc. where we notify employees, businesses and individuals about proper management of hazardous wastes and our stormwater system. Last, the Town did include in the Stormwater Management Ordinance the provision that businesses and non-profit organizations can reduce their Stormwater Utility Fee through the installation of stormwater management controls through structural and non-structural stormwater management improvements. Three businesses/organizations have taken advantage of this program during the year.
3.5. Encourage cleaning of commercial parking areas by those without first flush cleaning technology.	Prior to onset of the summer monsoon, to the extent practicable, commercial property owners and developers without first flush cleaning capabilities will be encouraged to clean impervious areas for the purpose of reducing contaminated wash-off.	2014/2015 Update The Towns Drainage Criteria Manual requires first-flush BMP technology for all new commercial and multi-family development with large parking areas. The present requirement is to remove oils and grease, sediment, and debris from runoff associated with the first one-half inch of rainfall. In addition, stormwater pollution prevention brochures were distributed to businesses stressing the importance of cleaning parking areas to minimize contaminants in the runoff.

Construction Site Storm Water Run-off Control (MCM-4)

BMP	Description	Measurable Goal / Date
<p>4.1. Require construction site developers/operators to prepare a Storm Water Pollution Prevention Plan (SWPPP) and submit plan for review and approval for any construction site equal to or greater than one acre or disturbing less than one acre (if that construction activity is part of a larger common plan of development that would disturb one acre or more) and to obtain a Construction General Permit (CGP).</p>	<p>During pre-construction meetings with construction company representatives to explain BMPs, developers/operators will be made aware that a SWPPP will be required and that on-site inspections will occur. Town of Oro Valley uses a checklist to assess the developer's/contractor's plans. Upon proof that the applicant submitted their NOI to EPA and/or ADEQ a grading permit will be issued by TOV.</p>	<p>2014/2015 Update</p> <p>Stormwater runoff control is addresses at all pre-construction meetings. SWPPPs are reviewed and commented on by stormwater personnel prior to a grading permit being approved and Stormwater Utility personnel inspect the BMPs once installed to ensure they are adequate prior to any construction occurring on site. The Town currently uses the State checklists for inspections and plan reviews. On-site inspections to insure compliance with SWPPP procedures are conducted on a project progress basis, pre, during and post construction. During the reporting period, site operators were found to be 80-90 percent compliant in following their SWPPP procedures. Any problem areas were discussed and operators made necessary corrections.</p> <p>During this fiscal year the Town had 10 active ADEQ NOIs and SWPPPs that routine inspection were performed on by the Town.</p> <p>In October 2014, Stormwater program staff in conjunction with Bill Wilkening and Watershed Management Group staff conducted a Low Impact Design water harvesting class and tour. About 75 participants took part in the session which described the low impact design techniques could be employed to conserve water and how such techniques could also assist in reducing contaminants in stormwater runoff. Following the classroom session a field trip was taken to view existing sites.</p>

		<p>On April 9, 2014, Town Stormwater staff participated in a Low Impact Design Conference hosted by Pima Association of Governments (PAG). About 200 people representing local and regional governments, construction, and landscape industry attended. Town staff presented an overview of LID usage in Oro Valley and thoughts on water conservation and quality improvement. LID techniques have been shown to aid in erosion control as well as the removal of heavy metals and hydrocarbons through the use of infiltration basins with organic mulch.</p>
<p>4.2. Establish an ordinance(s) to require erosion and sediment control, and controls for other construction site waste, and applicable penalties.</p>	<p>Existing ordinances will be reviewed, and if necessary, revised, or new ordinances will be developed and implemented. Ordinances will include applicable penalties for non-compliance. Construction site plans will be reviewed by TOV to ensure compliance with ordinances prior to start of construction.</p>	<p>2014/2015 Update</p> <p>The Town's Stormwater Ordinance had an update revision developed and coordinated during the year. The revision was approved at a Public Hearing on 4/7/10. A copy of the revisions to section 15.24.14, Stormwater Discharge Control and Monitoring can be viewed on the Town's web site. The revision was primarily to address the collection process of the fees and a copy of the revision is included in the appendices. Additionally, the Town's Drainage Criteria Manual that serves also as an erosion control ordinance was updated and adopted in February 2010. Construction site plan reviews continue as required. The Town development services have incorporated a new electronic on-line permitting review process and the Stormwater Utility has been incorporated into the process for review and approval of all construction project.</p>
<p>4.3. Establish procedures for receipt and consideration of information submitted by the public.</p>	<p>Town of Oro Valley will identify a principal contact and devise the best method for handling public inquiries. Best methods for receipt of information may include emails, telephone calls, or letters from the general populace.</p>	<p>2014/2015 Update</p> <p>The Utility has created a Stormwater email address which is identified on the Town's web site. In addition every Stormwater bill includes contact information.</p> <p>The Town also has a Constituent Services Coordinator Position who handles all public for businesses and residents from the Town inquires and forwards them to the appropriate area of responsibility to gather information for the response. During the prior year the Town received and responded to 300 resident inquiries into Stormwater or drainage issues. Due to unusually active monsoonal season, the stormwater staff spent many hours assisting residents and businesses in the evaluation of erosion problems and in assisting in the development and implementation of corrective actions.</p>

Post Construction Storm Water Management in New Development and Redevelopment (MCM-5)

BMP	Description	Measurable Goal / Date
<p>5.1. Review and revise or adopt new storm water ordinances regarding storm water quality and quantity giving consideration to adjacent city and county ordinances and to the impact downstream. Include a maintenance requirement for structural or non-structural BMPs, i.e., detention basins, sediment run-off controls, first flush devices, landscaping or vegetation restoration, etc.</p>	<p>Existing ordinances will be reviewed and, if necessary, revised, or new ordinances will, if necessary, be developed and implemented. These ordinances will include immediate and long-term Town of Oro Valley maintenance activities and will include penalties that are necessary to enforce the program.</p>	
<p>5.2 .Develop or modify the inspection process to be able to inspect the development and enforce the ordinances.</p>	<p>The Town will inspection process reviewed, and if necessary, revised. This will include processes of the Public Works Department and the Development Services Department which includes building and zoning inspections.</p>	<p>2014/2015 Update Post Construction inspections to include stormwater management devices on private property along with enforcement mechanisms were included in the Town Ordinance 15:24 approved by the Town Council on 9/3/08. Stormwater Utility Personnel are the responsible agents to perform these inspections and document any deficiencies to be corrected. During the reporting year inspections were conducted at 127 retention/detention basins and 25 first flush basins with filter devices. Less than 10 operational/maintenance issues were documented during inspections of BMPs being employed. Corrective actions were discussed with responsible parties and changes implemented. Corrective actions included sediment removal from retention and first flush basin filter maintenance.</p>

Pollution Prevention/Good Housekeeping for Municipal Operations (MCM-6)

BMP	Description	Measurable Goal / Date
<p>6.1. Develop a pollution prevention plan that includes review and revision, if needed, of current municipal maintenance activities, schedules, and inspection procedures for structural and nonstructural controls to reduce floatable and other pollutants dumped into washes, etc.</p>	<p>A pollution control plan will be developed and implemented. Elements of the program will include such items such as street cleaning programs and the use of structural or non-structural controls to prevent pollution at municipal sites. These include the Town Hall complex, Public Works maintenance facility, and may include some parks and some water utility facilities.</p>	<p>2014/2015 Update</p> <p>Town road and multi-use paths are sweep monthly. Street sweeping activities yielded 3,500 tons of debris and sediment disposed to the local landfill.</p> <p>The Town has developed a watercourse vegetation management plan to address quality and quantity issues of vegetation in public natural and constructed storm channels. This guide is used to determine vegetation requirements for Town drainage ways.</p> <p>The Town continues to utilize the improved vehicle washing program established in 2008/2009 by ensuring that all vehicles washed in-house are accomplished at the Town's current vehicle wash rack, are sent to a commercial vehicle wash or are accomplished by an on-site contract operation in which all wash water is collected. The Town's new vehicle washing facility was approved and funded in the 2010/2011 Town of Oro Valley Capital Improvement Budget and was constructed during the fiscal year to accommodate the entire town fleet to include heavy equipment.</p>
<p>6.2. Establish an employee training program using training materials obtained from EPA, the State, and/or other organizations.</p>	<p>Employee training materials will be gathered and an employee training program will be developed. All applicable employees in Public Works, Parks and Recreation, and Water Utility Departments will be trained.</p>	<p>2014/2015 Update - On-going</p> <p>During this year the Town continued to aggressively train its staff to be able to manage our SWMP in an exemplary manner. Additionally, the Stormwater Utility purchased from Excal Visual: Rain Check (Employee Training) Stormwater Pollution Prevention for MS4s that includes Good Housekeeping, spill control and response, vehicle fueling, vehicle and equipment maintenance and equipment washing, materials management, waste management, municipal facility maintenance, parking lots and streets, storm drain system cleaning, landscaping and grounds maintenance and working over or near surface waters. Video has been used by Town staff training in pollution prevention.</p> <p>Also purchased from Excal Visual: IDDE Illicit Discharge Detection and Elimination (employee training) and IDDE Illicit Discharge Detection and Elimination (Public outreach). IDDE discusses spotting illicit discharges at the source/at outfalls, evidence of past illicit discharges and reporting illicit discharges. The Public outreach videos can be customized for our community by varying program options for internet, local public media and audience presentations in English and Spanish. Video was put on the Town website for information regarding</p>

		<p>pollution prevention and IDDE training for Town staff and the public.</p> <p>During the year staff has attended NAFSMA, ASFMA, AZFMA, PCRFC and PAG conferences and training sessions. In addition the Town has Stormwater employees who have renewed all their certifications and licenses to include pesticide applications, CFMs, and PE. Last, the Town has created a matrixed work environment to foster cross training of personnel between differing organizational areas.</p>
<p>6.3. Develop procedures and methods for detection of floatable materials and waste materials from the washes. Develop a program to educate volunteers and TOV employees on the proper disposal methods of such debris.</p>	<p>The Town will develop a plan for systematic inspection of washes utilizing programs such as Adopt-a-Wash and/or TOV staff. Volunteers and staff will be trained to inspect, detect and report problem areas. These persons will be educated in proper methods for disposal of floatable and other waste materials.</p>	<p>2014/2015 Update</p> <p>Through the AAW program as well as Town field staff, and adopt-a-roadway participants, materials that are in washes or could easily be transported to a wash are identified and removed either by the volunteers or by Town staff upon being informed of the waste material problem.</p> <p>Additionally, Stormwater Utility personnel during their semi-annual inspections of outfalls also inspect all public watercourses in Town and identify any maintenance activities required on the watercourse to include debris, vegetation or sediment removal. Vegetation maintenance and debris removal in outfall areas was done to eliminate sedimentation and debris accumulation in washes. Also ponding areas were eliminated thereby reducing mosquito breeding areas.</p>

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Attachment F - SWMP Modification Log

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**Town of Oro Valley
SWMP Modification Log**

Modification Made By:

Mike Todnem Stormwater Engineer / Aimee Ramsey DIS Asst. Director

Purpose for Modification:

To update the SWMP as required by the ADEQ audit in Feb 2014 and Inspection

Report recommendations of June 2014 and also to reflect changes within the ADEQ

2015 Draft MS4 Permit.

Description of Modification:

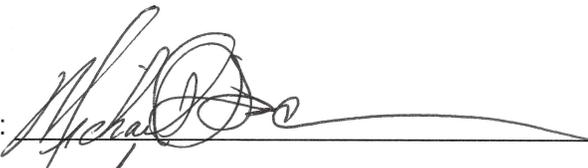
Update of the plan to reflect current program components and activities. To emphasize

changes in the pre and post Construction inspections process and program changes

to require construction sites less than an acre/part of a larger common plan to obtain

SWPPP prior to activity.

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 on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signed:  Date: 29 SEPT 15

Printed: Michael D. Todnem

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Attachment G - Illicit Discharge Detention and Elimination Standard Operating Procedure and IDDE Investigation Tracking Form

1. Drainage criteria manual 2011
 - <https://www.orovalleyaz.gov/sites/default/files/media/files/permitting-division/docs/2015/drainage-criteria-manual-2010.pdf>
2. Town of Oro Valley Stormwater Utility Ordinance
 - <http://www.codepublishing.com/az/orovalley/html/orovalley15/orovalley1524.html#15-24>
3. Dry-Weather Field Screening of Outfalls
 - First Flush Inspection Form
 - Basin Inspection Form
 - Outfall Inspection Form

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DEVELOPMENT AND INFRASTRUCTURE STANDARD OPERATING POLICY AND PROCEDURES

NUMBER XX-XXX SUBJECT Dry-Weather Field Screening of Outfalls	DEPARTMENT / DIVISION Stormwater	PAGE 1 of 4
ISSUE DATE:		

PURPOSE

I. DISTRIBUTION

- A. Public, Special Inspectors, Building Safety personnel

II. REVISION HISTORY

None

III. CODE REFERENCE

- A. Town Code Stormwater Article 15-24
- B. Town Code Floodplain and Erosion Hazard Management Chapter 17

IV. PROCEDURE

Inspection of outfalls is accomplished to ensure that the quality of storm water within Oro Valley is maintained at the highest practiced levels. The Town inspection program consists of semi-annual inspections using the inspection checklist as attached, unless we are notified of a specific discharge incident within the town. There are over 300 outfalls, comprised of storm water outlets, detention basin outlets, tributary confluences, parking lot discharges, first flush devices, and others.

A. Screening Inspection Schedule

Outfall inspection will progress in a logical sequence beginning downstream and progressing upstream within channel reaches. The Storm Water Utility goal is to inspect every outfall twice per year. Documentation of our Dry Weather Field screening program is utilizing the carte graph asset management software program with Arcmap enterprise GIS geodatabase.

B. Citizen Complaints

Illicit discharge and dumping complaints will be recorded and investigated within 2 business days. Corresponding outfalls will be identified and the dry weather field screening of outfalls procedures will be followed. If required, proper notifications will be made under the State Emergency Response Program. Customers will receive a response and be kept updated of

progress on resolving the complaint. These responses and customer interactions will be properly documented in the incident file.

Outfall Inspection Procedures

I. Prior to Inspections

- a. Inspections should not be conducted within 72 hours of a measurable rainfall to avoid confusing accumulated storm water from rain events with true dry-weather discharges.
- b. Past inspection sheets and photographs for each site should be reviewed in the cartegraph program so the inspector can be aware of the previously noted conditions.
- c. Blank inspection sheets should be prepared for the upcoming activities (see attached).
- d. The "Storm water Test Kit" should be checked to ensure that the instructions, required glassware, and a full stock of reagents are present. Any missing elements should be ordered well in advance of the scheduled time for performing the inspections. Test and calibrate the pH meter to be used. Review all MSDS for the reagents and to ensure proper PPE is available and used.
- e. Organize the outfall locations to be inspected on a given day into a logical sequence to minimize travel time between sites and backtracking across town.
- f. Bring the following equipment, at a minimum, to the field when performing the field screening activities:
 - i. Outfall notebook(s)
 - ii. Storm water Test Kit/pH Meter
 - iii. Inspection sheets
 - iv. Camera
 - v. Outreach/Guidance Material
 - vi. GPS Unit
 - vii. Safety Equipment
 - viii. Pens/Pencils
 - ix. Cell phone, flashlight
 - x. Clean Glass Beaker or Bottle

II. Inspections

- a. Travel to and locate the outfall to be inspected.
- b. Safely access the outfall location. Bear in mind that access to certain sites may be hazardous and require the use of safety equipment or a less direct route.

- c. If the outfall is located in a densely vegetated wash, extra care should be taken during entry - note that itinerant people often live in such locations in addition to dangerous wildlife.
- d. Fill out the general information part of the inspection sheet (date, time, inspector, outfall identifier, etc.).
- e. If a particular outfall has been changed from its original condition, the description of the outfall should be updated on the inspection report. This might include areas where development has occurred and a former dirt channel has been replaced by a drainpipe or riprap channel. If a particular outfall has been completely destroyed or removed, this should be noted on the inspection report and the Inspection Supervisor and the Environmental Project Coordinator notified. An alternate outfall location may need to be established.
- f. Once at the outfall, the inspector should look for any indication of dry-weather flow or illicit discharges. Such indications include, but are not limited to:
 - i. Flowing water
 - ii. Ponding water or dampness
 - iii. Lush vegetation not characteristic of the surrounding area
 - iv. Unusual Staining
 - v. Deposits of evaporative products (salts)
 - vi. Oil sheen or residual
- g. Observe and record the condition of the outfall and note any indications that maintenance is needed, such as the presence of significant garbage/refuse, flow obstructions, structural or erosion damage, overgrowth of vegetation, etc.
- h. Take at least one photograph at each outfall.
- i. If flowing water is present, the inspector should estimate the flow rate and record observations with brief descriptions of color, odor, turbidity of the water; oil sheen or surface scum. If there is enough flow to collect a discrete sample, field tests should be conducted and results recorded for: pH; copper, chlorine, detergents, and phenols. If any of the field tests indicate the presence of contamination, a grab sample should be obtained and submitted to an analytical lab under contract to the Town. The parameters to be tested at the lab will be determined by the Storm Water Manager. The inspector should collect another grab sample within a 24-hour period, with a minimum period of four hours between samples.
- j. If flowing or ponded water is present, investigate to determine the source of the water. This may include searching up gradient in the drainage (inlet grates, catch basins, etc.) for inflows and/or illicit connections, reviewing

storm drain maps and records of the area, and interviewing persons who work at possible sources of inflow.

- k. If the source of the discharge can be established, the inspector should determine if the discharge is allowable under the Town Storm Water Discharge Control Ordinance. Some more common qualifying discharges include:
 - i. Discharges associated with operation and maintenance of the potable or reclaimed water systems, well development, or well monitoring,
 - ii. Residential dechlorinated swimming pool discharges,
 - iii. Discharges from residential coolers and air conditioning condensate,
 - iv. Discharges from residential or charity exterior car washing where only water or biodegradable soaps are used,
 - v. Building or street-wash water where only water or biodegradable soaps are used.
- l. If the source of the discharge is allowable under the Town's Storm Water Discharge Control Ordinance, and if the results of the field tests are negative, then the discharge is not considered to be a significant source of pollutants. If the source qualifies for the Town's Code and field test results indicate the presence of pollutants, ADEQ should be notified.
- m. If the source is determined to be irrigation overflow, or a potable or reclaimed line leak, Oro Valley Water should be notified.
- n. If the source is determined to be residential gray water, notify the discharger that under ADEQ rules, gray water must remain on the discharger's property. Advise the discharger that if the discharge off their property continues, they could be cited under Town of Oro Valley Code and reported to ADEQ for possible further enforcement.
- o. If the source can be determined and has the potential to be a source of pollutants, as evidenced by field or laboratory testing, it should be considered illicit, and the following steps should be taken to cease the discharge to the storm drain system: discussion with responsible parties, distribution of guidance materials, issuance of a compliance status letter, notice of violation, enforcement action, and notification of regulatory authorities.
- p. If the source of a dry weather flow cannot be determined, and test results indicate the presence of a pollutant, the inspector should report their findings to the Storm Water Manager for further investigation. Further investigation may include: researching storm drain maps and contributing drainage areas, conducting more extensive field surveys performing a confined space entry into the storm drain, or performing dye tests and other tests to be determined on a case by case basis.

- q. Any outfall that exhibited flowing or standing water during an inspection should be revisited within at least two weeks from the original inspection date to see if the discharge is continuing or if corrective actions have been effective. Follow-up monitoring of the outfall should be continued on an as needed basis until the dry weather discharge has been eliminated, or until further investigations conclude that the discharge is not a significant source of pollutants.

III. After Inspections

- a. Enter the results of each inspection into ArcGIS/Cartegraph database for the current fiscal year, and file hard copies of photos and inspection sheets in the outfall inspection notebooks.
- b. Create a work order for the appropriate Department/Division on any field screening location requiring maintenance including areas with significant garbage/refuse, flow obstructions, structural or erosion damage, overgrowth of vegetation, etc.
- c. Prepare a brief report for any illicit discharges detected, provide flow observations, test results, identify the source (if it can be determined), and list actions taken to stop the discharge. This report will be used to notify appropriate authorities if the discharge continues, or will be summarized in the Annual Report.
- d. Prepare a table of findings and a summary of field screen outfall activities for inclusion in the annual report. Identify outfalls that have been eliminated.

AUTHORIZED

Paul Keesler, Director

First Flush Filter Inspection Form



I.D.: AUX _____ Date: _____

Model : _____ Inspected by: _____

Manufacturer : _____

Serial #: _____ Picture (s) Taken: Yes No Qty.____

Main Cross Streets: _____

Address : _____

Location on Site :

Number of Filters on site: _____

Owner : _____

Last Date when Filters were replaced : ____ / ____ / ____

Suggested Maintenance : _____

Maintenance to be performed by: _____

Expected Date of Maintenance: ____ / ____ / ____

Notes : _____

Date of Next Inspection: ____ / ____ / ____

Owner / Operator: _____ Print Name: _____ Date: ____ / ____ / 2015

Sign Name: _____

Outfall Inspection Report						
Outfall Information						
Inspector:					Date:	
Location of Outfall:					Time: AM/PM	
					Public / Private Property	
Cartograph ID #: OUT					Subdivision:	
Weather:	Sunny	Overcast	Thick Clouds			
Today's High +/- °F		Today's Low +/- °F				
Upstream Land use:		Residential	Commercial	Industrial	Recreational	Undeveloped
Outfall Details						
Outfall Type:	Spillway	Channel	Weir	Curb Opening	Bridge Scupper	Edge of Pavement
Pipe/ Material:	ABS Plastic	Concrete/ RCP	PVC	Ductile Iron	Asbestos	HDPE(High Density Polyethylene)
Pipe Size:	54"	48"	36"	24"	12"	Other:
Pipe Shape:	Circular	Oval/ Elliptical	Square	Other:		
Material:	Native Dirt	Riprap: (Hand placed, Dumped, or Grouted)				
	Shot Crete	Soil cement	Reinforced Concrete		Other:	
Visual Observations						
Flowing water present:	No	Yes	Estimate Flow Velocity:	Light (Suspended silt, clay & small sand size)	Medium (sand size particle movement in suspended load)	Heavy (bed load movement- including rocks & gravel)
Ponded Water	No	Yes				
If Yes to either of the previous questions, answer the following:						
Odor of Discharge:		None	Sewage	Sulfide	Rancid or Sour	Oil or Gas
				Other:		
Color of Discharge:		None	Sewage	Sulfide	Rancid or Sour	Oil or Gas
				Other:		
Turbidity:		None	Cloudy	Opaque		
Floatables:		None	Oil Sheen	Sewage	Trash	Other:
Deposits or Staining:		None	Sediment	Oily	Other:	
Vegetation:		Normal	Excessive	Deficient	Deformed	
Vegetative Type:		Native	Non-Native	Other:		
Inspection Information						
Structural Damage		Yes	No			
Description of Damage:						
Maintenance Required:		Yes	No			
Description of Maintenance:						
Comments/ Notes:						
						
Picture Taken:	Yes	No				

Basin Inspection Report					
Basin Information					
Inspector:					Date:
Location of Basin:				Time:	AM/PM
				Public / Private Basin / Commercial	
Cartograph ID #: BAS					Subdivision:
Weather:	Sunny	Overcast	Thick Clouds		
Today's High +/- °F		Today's Low +/- °F			
Basin Top Width: Feet		Basin Bottom Width: Feet			
Basin Height: Feet		Channel Length: Feet			
Channel Details					
Sides of the Channel Lining Material:	Riprap:	Dumped	Hand placed	Grouted	
	Concrete:	Shotcrete	Reinforced	Soil Cement	
	Soil Cement:	Native Dirt		Other:	
Bottom of Channel Lining Material	Same				
	Different:(please Specify):				
Differing Segments					
Segment 1:	Length:		Side Material:		
			Bottom Material:		
Segment 2:	Length:		Side Material:		
			Bottom Material:		
Segment 3:	Length:		Side Material:		
			Bottom Material:		
Inspection Information					
Structural Damage	Yes	No			
Description of Damage:					
Maintenance Required:	Yes	No			
Description of Maintenance:					
Comments/ Notes:					
					
Picture Taken:	Yes	No			

Attachment H - Stormwater Checklist for Plan Review

1. Plan Review Distribution
2. Type 1 Grading Permit Checklist
3. Type 2 Grading Permit Checklist
4. Pre-construction Meeting Agenda
5. Oro Valley Subdivision Street Standards and Policy Manual
6. Improvement Plan Checklist – found in the
 - Oro Valley Subdivision Street Standards and Policy Manual

<https://www.orovalleyaz.gov/sites/default/files/media/files/permitting-division/docs/2015/subdivision-street-standards-and-policy-manual.pdf>

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PLAN REVIEW DISTRIBUTION CHART

SUBMITTAL TYPE	FILE	PLANNING	PERMITTING - ENGINEERING	RIGHT-OF-WAY	TOWN ENGINEER	STORMWATER UTILITY	WATER UTILITY	PERMITTING - BUILDING	GOLDER RANCH FIRE	POLICE	PARKS, RECREATION	TRANSIT	ECONOMIC DEVELOPMENT
PRE-APPLICATION (OV1)													
DESIGN REVIEW COMMITTEE SUBMITTAL	•	•	•	•			•	•	•	•	•	•	
CONCEPTUAL DESIGN (OV12)													
CONCEPTUAL SITE AND LANDSCAPE PLAN	•	•	•	•			•	•	•	•	•	•	
CONCEPTUAL ARCHITECTURAL DESIGN	•	•						•					•
CONCEPTUAL PUBLIC ART	•	•	•										•
TRAFFIC IMPACT ANALYSIS	•	•	•		•								
NATIVE PLANT PRESERVATION PLAN	•	•											
SITE RESOURCE INVENTORY PLAN	•	•											
FINAL DESIGN (OV12)													
FINAL SITE PLAN	•	•	•	•		•	•		•		•		
FINAL ARCHITECTURAL DESIGN (OV13)	•	•											•
FINAL PUBLIC ART (OV5)	•	•	•					•					•
FINAL LANDSCAPE AND IRRIGATION PLAN	•	•	•						•		•		
RAINWATER HARVESTING PLAN	•	•	•										
DRAINAGE REPORT			•			•							
GEOTECHNICAL REPORT	•		•										
TITLE REPORT	•		•										
ALTERNATIVE PARKING ANALYSIS	•	•											
ARCHEOLOGICAL CLEARANCE	•	•	•										
CLOSURE CALCS	•		•										
FINAL PLAT	•	•	•				•				•		
CIVIL IMPROVEMENT PLANS FOR PERMIT													
ON-SITE CIVIL IMPROVEMENT PLANS (G)		•	•				•		•				
OFF-SITE CIVIL IMPROVEMENT PLANS (G)		•	•	•			•		•				
STORMWATER POLLUTION PREVENTION PLAN (G)			•			•							
OV WATER UTILITY PLANS (OV20-OV24)		•	•	•					•				
MINOR PLAT AMENDMENT (OV12)													
LOT LINE ADJUSTMENT	•	•	•				•		•				
NO BUILD AREA TRADE	•	•	•				•						
TEXT AMENDMENT	•	•	•										
SCRIVENERS ERROR	•	•	•										
GENERAL PLAN AMENDMENTS (OV11)													
MINOR MAP AMENDMENT	•	•	•				•		•	•			
MAJOR MAP AMENDMENT	•	•	•				•		•	•			
TEXT AMENDMENT	•	•	•				•		•				
PLANNED AREA DEVELOPMENTS [PAD] (OV9)													
NEW PAD	•	•	•				•		•	•	•	•	
PAD MAP AMENDMENT	•	•	•				•		•		•		
PAD TEXT AMENDMENT	•	•	•				•		•		•		
PAD EXEMPTION	•	•	•				•				•		
SIGNS (OV3)													
MASTER SIGN PROGRAM	•	•	•										
SIGN CRITERIA	•	•	•										
SIGN PAD EXEMPTION	•	•											
MISCELLANEOUS SUBMITTALS													
REZONING (OV9)	•	•	•	•			•		•	•	•	•	
MINOR LAND DIVISION (OV12)	•	•	•				•		•				
DEVELOPMENT PLAN EXTENSION (OV12)	•	•	•				•						
CONDITIONAL USE PERMIT (OV8)	•	•	•				•		•	•	○		•

SUBMITTAL TYPE	FILE	PLANNING	PERMITTING - ENGINEERING	RIGHT-OF-WAY	TOWN ENGINEER	STORMWATER UTILITY	WATER UTILITY	PERMITTING - BUILDING	GOLDER RANCH FIRE	POLICE	PARKS, RECREATION	TRANSIT	ECONOMIC DEVELOPMENT
GRADING EXEMPTION (OV12)	●	●	●				●						

SUBMITTAL TYPE	FILE	PLANNING	PERMITTING - ENGINEERING	RIGHT-OF-WAY	TOWN ENGINEER	STORMWATER UTILITY	WATER UTILITY	PERMITTING - BUILDING	GOLDER RANCH FIRE	POLICE	PARKS, RECREATION	TRANSIT	ECONOMIC DEVELOPMENT
HOME OCCUPATION [TYPE I OR II] (OV4)	•	•	•					•	•				
ZONING VERIFICATION (OV4)	•	•											
ZONING INTERPRETATION (OV4)	•	•											
COMMUNICATION FACILITIES (OV6)													
TIER 1	•	•	•	•			•						
TIER 2	•	•	•	•			•						
MAJOR	•	•	•	•			•						
BOARD OF ADJUSTMENT (OV10)													
VARIANCE REQUEST	•	•	•				•		•				•
APPEAL OF ADMINISTRATIVE DECISION	•	•	•										

○ - MAY REQUIRE REVIEW ON A CASE BY CASE BASIS



Development and Infrastructure Services Department

Permitting Division

11000 N La Cañada Drive, Oro Valley, Arizona 85737 • 520-229-4815 • 520-742-1022 (Fax)

TYPE 1 GRADING PERMIT CHECKLIST

Notice to Permit Holder - It is the applicant/owner's responsibility to ensure all private rules and regulations of the subdivision are adhered to. Contact your HOA or property management to determine applicable requirements. **Initial Here** _____

1.0 General Information

- 1.1 Fill out the Grading Statement on page 2 of the Building Permit Application.
- 1.2 Provide a Grading/Site Plan with the application. See below for Grading /Site Plan requirements.
- 1.3 A Town of Oro Valley Floodplain Use Permit is required for grading or other improvements within a 100-year floodplain.
- 1.4 A Town of Oro Valley Right-Of-Way Permit is required for all construction related activity in Town right-of-way. This includes driveway connections and utility trenching.
- 1.5 Detailed review and permitting of septic systems is by the Pima County Department of Environmental Quality. It is the applicant's responsibility to coordinate directly with PCDEQ.
- 1.6 A drainage report is required for structures and grading that may affect or be affected by a 100-year floodplain or erosion hazard setback. Other drainage related situations may require a drainage analysis with supporting calculations as needed on a case by case basis.

2.0 Grading /Site Plan Requirements

- 2.1 Grading/Site Plan Format:
 - Plan is to measure 24"x36". Other sizes are acceptable on a case by case basis.
 - Label plan "Grading/Site Plan".
 - Utilize a standard engineering scale, typically 1"=10' or 1"=20'.
 - Provide a north arrow and bar scale.
 - Grading/Site Plan to be tied to a benchmark of known elevation and location. Include this information on the plan.
 - Grading/Site Plan to be prepared by an Arizona Registrant for the following conditions:
 - Average cross-slope of building pad region is greater than 6%.
 - Average cross-slope of parcel is 15% or greater.
 - Parcel has sloped areas greater than 25%.
- 2.2 Grading/Site Plan Content – Existing Conditions:
 - Show exterior boundaries of parcel in a heavy solid line type. Provide metes and bounds per recorded final plat or other recorded instrument.
 - Show and label existing topography at 1 or 2 foot contour intervals.
 - Show and label adjacent existing roadways and indicate as either public or private.
 - Show and label all existing recorded parcel restrictions such as floodplain limit lines, erosion hazard setback lines, conservation areas, easements, etc.
 - Show and label existing utilities.
 - Maintain existing drainage patterns for flows entering and exiting the site.
- 2.3 Grading Site/Plan Content – Proposed Conditions:
 - Show and label proposed topography at 1 or 2 foot contour intervals. Ensure that proposed contour lines tie back into existing contour lines.
 - Show the locations of toe and top of new slopes.
 - Show and label all proposed structures to be constructed.
 - Indicate the finished floor elevation (FFE) and finished pad elevation of any proposed residential building. For proposed attached garages, only an FFE is required.

- Show proposed finished grades at the following locations:
 - Building and patio slab corners.
 - At periodic intervals along channel or swale inverts.
 - Inlet and outlet invert elevations of pipes and area drains.
 - Grade breaks, high points, and low points.
 - Along proposed driveways to verify finished slope.
 - As needed to verify positive drainage. A minimum slope of 5% for a distance of 10' away from a foundation is generally required per International Residential Code Requirements (R401.3). For other locations, a minimum 0.5% slope is generally required for paved surfaces and minimum of 1% slope is generally required for unpaved areas.
- Show locations of all proposed retaining walls. Provide elevations for the top of retaining walls and at the bottom along finished grade. Supporting structural calculations and details prepared by an Arizona registrant is required for the following:
 - Retaining walls greater than 4-feet when measured from bottom of footing.
 - Retaining walls with site walls when the combined height is greater than 6-feet, measured from bottom of footing.
 - Any retaining walls with an applied surcharge load.
 - Site walls greater than 6-feet when measured from the top of footing.
- Indicate the locations of wall openings for surface drainage and label permanent erosion control devices to be used (e.g. riprap apron).
- Provide a limits of grading line to indicate all areas to be disturbed.
- Indicate the location of construction access to the site if other than an existing driveway or wall opening.
- Provide construction layout dimensions as needed.
- For proposed driveways, indicate the surfacing to be used such as asphalt, concrete, brick or aggregate. Per the Town Zoning Code, driveways are required to maintain a dust free condition.
- Show all proposed utilities from point of connection to proposed structures.
- House Connection Sewer (HCS) are to meet International Plumbing Code requirements. Indicate size, minimum slope, and location of HCS lines and cleanouts.
- Provide the rim elevation of the nearest upstream manhole to verify whether a backwater valve will be required on the HCS line. If a backwater valve is required, indicate as such on plan.
- Indicate the locations of permanent erosion control devices (e.g. splash blocks, riprap aprons, etc) at the base of down spouts, scuppers, canales, etc.
- Indicate the locations of interim erosion control devices (BMP) to be in place during construction (e.g. silt fence, waddle, etc). Provide a typical detail with installation information for the proposed device. All BMP's are to be placed within the limits of grading line.
- Provide a typical cross section(s) at critical areas where additional clarity may be required.
- Provide erosion control measures (e.g. riprap aprons) at runoff discharge locations where required.

2.4 Additional Grading Information:

- Finished slopes must conform to the following Town Zoning Code restrictions:
 - 3:1 (horizontal: vertical) or flatter shall be revegetated.
 - Slopes 2:1 or flatter but steeper than 3:1 shall be stabilized with rock riprap over filter fabric.
 - Slopes steeper than 2:1 shall be stabilized with grouted riprap or retaining walls as appropriate. Slopes shall not exceed 1:1.
 - Alternative methods of stabilization may be allowed when supported by a geotechnical report prepared by an Arizona registrant.

- Cut, fill and slope setbacks must conform to the following Town Zoning Code restrictions:
 - The maximum depth of cut and fill shall not exceed six feet (6-feet) measured vertically from existing grade to finished grade. If terraced retaining walls are utilized, the maximum depth may be increased to eight feet (8-feet).
 - The top of a cut slope is to be set back from a property line a minimum of one-fifth (1/5) of the vertical height of the slope, with a minimum of two-feet (2-feet),

Please be aware that if the project is within a Planned Area Development (PAD), such as Rancho Vistoso, the PAD design standards shall govern if there is a conflict with the Town Zoning Code.

- The requirements of the Environmentally Sensitive Lands (ESL) or the Hillside Development Zone ordinances shall apply if applicable to the subject property.

3.0 Standard Grading Notes

The following standard Grading Notes are to be included on the Site/Grading Plan:

1. Unimproved disturbed areas resulting from operations on this lot shall be restored to their natural state by utilizing drought-resistant vegetation as stated by the Town of Oro Valley Zoning Code. All utility trenches and/or leach fields are to be restored to their original natural conditions.
2. Excess soil generated from earthwork operations shall be removed from the site and lawfully disposed of, or, if allowed and approved by the Town Engineer, site material may be placed so as to become an integral part of the site development, all in accordance with hillside development regulations.
3. Cut and fill slopes and slope treatment to be in compliance with the requirements of the accepted geotechnical engineering investigation or the Town of Oro Valley Revegetation Requirements.
4. Excess soil material generated from the earthwork operations shall not be disposed of by pushing or placing said material into areas designated as 100-year floodplain areas.
5. The contractor is responsible for assuring proper and adequate drainage.
6. Elevation of finish pad shall be certified by a registered land surveyor prior to pouring foundations. A copy of certification must be approved by the Town of Oro Valley Inspection and Compliance Division prior to calling for building inspections.
7. Prior to any building finals, a final grading inspection must be obtained from the Town of Oro Valley. Call the Town of Oro Valley Inspection and Compliance Division at (520) 229-4898 for a final grading inspection at least 24 (twenty-four) hours in advance.



Development and Infrastructure Services Department
Permitting Division

11000 N La Cañada Drive, Oro Valley, Arizona 85737 • 520-229-4815 • 520-742-1022 (Fax)

TYPE 2 GRADING PERMIT CHECKLIST

Notice to Permit Holder - It is the applicant/owner's responsibility to ensure all private rules and regulations of the subdivision are adhered to. Contact your HOA or property management to determine applicable requirements. **Initial Here** _____

All items listed below must be completed prior to scheduling a pre-grading conference.

Items with lines through them are completed. Open items are to be submitted by the applicant or agent.

OWNER/DEVELOPER: _____ **GRADING PERMIT #:** _____

PROJECT NAME: _____ **OV #:** _____

ENGINEER/AGENT: _____ **PHONE:** _____ **DATE:** _____

- Proof of review fee payment, date paid: _____
 - Archeological Clearance Letter
 - Soils report
 - Pavement design report
 - Final Hydrology Report (2 copies)
 - Stormwater Pollution Prevention Plan & ADEQ NOI (EPA compliant)
 - Approved Improvement Plans: 5 (subdivision) or 7 (commercial) blue-line sets of civil plans including SWPPP sheets and a Mylar set of the plans
 - Completed Grading Permit Application
 - Construction/Restoration Bond Estimate: (amount: \$ _____) *
 - Construction/Restoration Bond, date received: _____ *
 - Water Bond Estimate: (amount: \$ _____) *
 - Water Bond, date received: _____ *
 - Landscape Bond Estimate: (amount: \$ _____) *
 - Landscape Plan/Landscape Bond, date received: _____ *
- * Note: Bond Estimates shall be submitted & approved by OV Staff prior to bond submission
- Approved Public Water Plans (Oro Valley Water Utility)
 - Copies of Recorded Easements/Letters of Agreement
 - Executed Assurances
 - Floodplain Use Permit, if required for project
 - Salvage per Approved Salvage Plan
 - Grading Limits staking accepted by Zoning Inspector
 - Grading Permit fee (amount: \$ _____)

* Grading Permit fee – amount to equal ½% of site construction cost or \$500, whichever is greater. Submit contractor's bid information on letterhead or sealed estimates from the Civil Engineer.



TOWN OF ORO VALLEY DEVELOPMENT & INFRASTRUCTURE SERVICES

PRE-CONSTRUCTION MEETING AGENDA

Project: _____

Grading Permit #: _____

Date: _____

Water Utility Conference Room

Time: 3:00 PM

1. Attendees Sign-In
2. Introductions by Attendees
3. Project overview by Permitting Division
4. **Project Superintendent:** _____ **Phone(s):** _____
Expected Project Completion Date: _____ (Submit Project Schedule to Town)
Engineer of Record: _____ **Phone(s):** _____
5. Review of Erosion Control Requirements by Storm Water Utility
Town Contact - Rob Wilson, Phone 229-4879 (Office) or 940-1938 (Mobile)
Expected completion date for Interim Erosion Control Device (BMP) installation: _____
6. Review of Zoning Code Requirements
 - a. Plant Salvage
 - b. Landscaping
 - c. Irrigation Audit
 - d. Public Art
 - e. Addressing per PC standards
 - f. Lighting
 - g. Signs
7. Review of Building Codes by Building Official
 - a. Building Permits
 - b. Construction Trailer
 - c. Sewer and Water Hookup
8. Review of Fire Codes by Golder Ranch Fire
 - a. Hydrant Locations
 - b. Fire Lines
9. Review of Water Requirements by Oro Valley Water Utility
 - a. Temporary Water Service
 - b. Hydrant Meters:
Contact OV Water Utility (229-5018)
 - c. PCDEQ
 - d. Water Pre-Construction Meeting:
Contact Mark Moore (229-5017)
10. Review of Site Construction Standards
Inspection & Code Compliance Division – Chuck King, Phone 229-4805
 - a. Construction Zone Fencing
 - b. Pad Certification
 - c. Monthly Inspection/Testing Reports
 - d. Materials Testing
 - e. ADA Requirements
 - f. Acceptance of Private and Public Improvements
11. Review of Right-of-Way Requirements
Engineering Division – Mike Valencic, Phone 229-4869 or 907-1841 (Mobile)
 - a. Traffic Control Plan
 - b. Acceptance of Public Improvements
 - c. Maintenance responsibility of Public Streets
 - d. Right-of-Way Permit
12. Review of Type 2 Grading Permit
 - a. Grading Permit Standard Conditions
 - b. Special Conditions
 - c. Permit Closeout and Bond Release
13. Sewer Plans and Permitting
14. Open Meeting up for Questions
15. Submit Fees and Issue Type 2 Grading Permit
16. Adjourn

Notes: _____

GENERAL ITEMS

- 1. A legible P.E. stamp and registered engineer's signature must be provided on each sheet.
- 2. All sheets must be numbered.
- 3. All necessary details must be included on the plans.
- 4. The lettering must be appropriately sized (minimum 0.125 except for reference data at 0.10 min.)
- 5. The plans must adhere to the Oro Valley Subdivision Street Standards.
- 6. The plans must be in compliance with the Town of Oro Valley Grading Ordinance.
- 7. Each sheet must include the scale, contour interval and north arrow, where applicable. Every effort should be made to have north oriented to the top of the sheet; however, if the north arrow shall point downward, prior staff approval will be necessary. In the case of multiple sheets, the north orientation shall be the same on all sheets.
- 8. All items not to scale must be labeled "NTS".
- 9. All off-site easements must be recorded prior to improvement plan approval.
- 10. A copy of the Arizona Department of Environmental Quality's (ADEQ) N.O.I. for projects 1 acre or greater, and Stormwater Pollution Prevention Plan for projects of any size, must be provided prior to the issuance of a grading permit.
- 11. The following documents must be approved and on file with the Town of Oro Valley:
 - a. Archeological Clearance
 - b. Hydrology Report (Rip-rap sizing calculations will be provided.)
 - c. Salvage Plan and Landscape Plan
 - d. Geotechnical Report (including pavement design report). If the pavement design is revised during construction, an as-built pavement section shall be provided to be included with the approved plans.

DETAIL SHEETS

- 12. All necessary cross-sections must be shown (roadway and drainage).
 - a. Roadway cross-sections must correspond to the preliminary plat.
 - b. Drainage cross-sections must correspond to the approved Hydrology Report. Hydraulic data shall be provided with each section. (Q100, Depth, Slope and Velocity.)
- 13. All details must be correctly referenced.
 - a. From sheet to sheet.
 - b. From accepted/adopted standard literature.
- 14. The pavement design and slope treatment must correspond to the soils report. If these items were not included in the approved soils report, they must be submitted at this time. A note shall be provided stating slope stabilization and slope treatment requirements.
- 15. Typical lot drainage plan or spot elevations and flow arrows indicating lot drainage on each lot will be provided except in the case of custom lot grading.

COVER SHEET

- 16. Project Title must be centered at the top and contain:
 - a. Project name
 - b. Number of lots (if applicable)
 - c. Phasing (if applicable)
 - d. Public or Private streets
 - e. Oro Valley case number
 - f. Type of Plan(s) (ie. Grading, paving, sewer, etc.)
- 17. Symbol Legend must be provided.
- 18. Sheet Index which lists each sheet content must be provided; for example:

Sheet Index

Cover Sheet1
Grading Plan2
Water Plan3

- 19. Location Map must be provided in the upper right-hand corner and must include:
 - a. Area showing, "This Project"
 - b. Scale (3"=1 mile) and north arrow
 - c. Brief legal description
- 20. Engineer Identification must include:
 - a. Company Name
 - b. Address
 - c. Telephone Number
- 21. Developer/Owner Identification must include:
 - a. Name
 - b. Address
 - c. Telephone Number
- 22. General Notes must be provided when necessary.
- 23. Oro Valley Grading Notes and Paving Notes (attached) must be provided. Any deviation from these notes shall require the approval of the Oro Valley Public Works Department.
- 24. Project Overview Plan shall be provided and must contain:
 - a. Scale (no smaller than 1"=400')
 - b. Street names
 - c. Phase lines
 - d. Lot numbers
 - e. Sheet index
- 25. Vertical and horizontal bench datum must be provided.
- 26. Acceptance block/date must be provided for:
 - a. Town of Oro Valley
 - b. P.C.W.W.M.
 - c. Others as needed
- 27. Design Certification Statement, if Design Certification, must be shown and executed.

- 28. List of all PC/COT Details being referenced must be provided (include modification notes where applicable).
- 29. Excavation quantities must be provided. (May be noted as approximate.)

PLAN AND PROFILE SHEETS (PAVING OR GRADING)

PAVING PLANS

- 30. All uncurbed returns must have concrete headers.
- 31. Uncurbed returns must have a minimum 40-foot radius. Curbed returns must have a minimum 25-foot radius. Radii shall be noted at all locations.
- 32. Cul-de-sacs must meet or exceed minimum radius requirements per the Oro Valley Subdivision Street Standards.
- 33. The maximum grade break allowed without a vertical curve shall be 1.00%.
- 34. The turning radius must meet the minimum requirements for the design vehicle as approved on the preliminary plat or development plan.
- 35. "Trim, tack and join to existing pavement" shall be provided where applicable.
- 36. Centerline bearings, distances and curve data must be provided.
- 37. Survey monuments must be provided:
 - a. At all P.C.'s and P.T.'s
 - b. Cul-de-sac radius points (R.P. of eyebrow, if a non-conforming design)
 - c. Intersections of all public streets
- 38. Handrails must be shown for all necessary areas.
- 39. All centerline grades must be shown in profile.
- 40. All vertical curve data must be shown.
- 41. Existing ground shall be shown in profile.
- 42. All points of change must be shown by station and elevation in plan and profile.
- 43. Vertical curves must meet Town standards.
- 44. "Tick marks" must be provided at 100-foot stations for road centerlines.
- 45. Warp sections shall be shown in profile.
- 46. Superelevation sections shall be shown in profile with elevations at gutter (left or right) given at all transition points, high points, low points and points relative to a centerline vertical curve, when applicable.

GRADING PLANS

- 47. Detention/retention information must be addressed:
 - a. Volume
 - b. WSEL
- 48. Detention/retention barrier must be provided per PCDOT/FCD Stormwater Detention/Retention Manual requirements.
- 49. Filter fabric should be placed under all hand placed and dumped rip-rap.
- 50. Plans must conform with the Grading Ordinance and/or HDZ
 - a. Cut and fill slopes and heights must conform.
 - 1. Slope ratio (for proper mitigation)
 - b. All grading limits must be shown.

- c. Finish grades on all pads must be shown.
- d. F.F.E. of all buildings on flood prone lots must be provided.
- e. For all sites greater than five acres, 100 feet of additional topography outside the grading limits will be provided.
- 51. Sight visibility triangles will be shown and the area within the sight visibility triangle shall be free of obstructions.
- 52. All culverts must show:
 - a. Invert elevations
 - b. Size and type
 - c. Length and skew
- 53. Profiles of culvert crossings when being constructed with the grading, shall be provided.
- 54. Culvert crossings shall be shown on road profiles (relative to street centerline).
- 55. Post-development 100-year floodplain limits must be provided. Developed WSEL sections shall be shown.
- 56. Post-development concentration points shall be shown and developed Q100 drainage data shall be provided for each point.
- 57. Existing contours, and proposed contours when applicable, shall be identified at frequent intervals. Topography shall be accurate and legible.
- 58. A table of minimum F.F.E. for flood prone lots shall be provided. Minimum F.F.E. shall be WSE + 1 foot.

BOTH PAVING AND GRADING PLANS

- 59. All adjacent offsite parcels must be referenced.
 - a. Show proposed lot lines, subdivision name and current zoning or,
 - b. Identify as unsubdivided and provide current zoning.
- 60. If flow is other than continuous at left and right gutter, flow arrows shall be shown and water must flow as directed by plan.
- 61. 100-year Q's must be noted at:
 - a. All dip crossings
 - b. All culverts
- 62. Longitudinal grades and cross slopes must be verified:
 - a. They must be correctly plotted.
 - b. They must be calculated correctly.
 - c. Grade break points, high points, low points, and the corresponding elevations will be shown.
- 63. The minimum centerline and flowline at gutter longitudinal slopes shall be 0.5%, or as approved by Town Engineer.
- 64. "Begin" and "End Project" shall be noted where necessary.
- 65. Lot access locations as approved or designated on the preliminary plat or development plan must be shown.

Attachment I - Construction and Post-Construction Site SOP and Inspection Tracking Form

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DEVELOPMENT AND INFRASTRUCTURE STANDARD OPERATING POLICY AND PROCEDURES

NUMBER XX-XXX SUBJECT Construction General Permit (CGP) Compliance	DEPARTMENT / DIVISION Stormwater	PAGE 1 of 4
ISSUE DATE:		

I. PURPOSE

To meet Arizona Department of Environmental Quality requirements for grading under Stormwater Management Best Practices as outlined in the Arizona Pollutant Discharge Elimination System General Permit for Stormwater Discharge Associated with Construction Activity to Waters of the US.

II. DISTRIBUTION

A. Public, Special Inspectors, Building Safety personnel

III. REVISION HISTORY

None

IV. CODE OR STATE PERMIT REFERENCE

- A. Town Code Stormwater Article 15-24
- B. Town Code Floodplain and Erosion Hazard Management Chapter 17
- C. ADEQ Permit No. AZG2013-001
- D. ADEQ Permit No. AZG2002-002

V. PROCEDURE

A. COMPLIANCE INSPECTIONS

1. Stormwater Inspection added to the Permit (Green) Card with the appropriate stormwater inspector and phone number.
 - a. Pre-Grading Inspection: Initial inspection by appointment - to be completed prior to start of grading
 - b. Intermediate inspection to be completed at Inspectors choice and upon completion, called in by inspector for input into MUNIS and added as noted item only
 - c. Final Inspection by appointment – to be completed prior to C. of O. and N.O.T. submittal
 - d. The final inspection will be completed under line item 9191 Final Grading Engineering Pre N.O.T.
Note: The storm water inspection to the permit card will not occur in 3 places on the inspection card. Only the initial inspection will be added although no less than 3 should occur thereby filled in by the inspector as they occur.

2. Stormwater BMP and CGP requirements will be reinforced at the grading pre-con and the contractor will be asked to schedule the first inspection when BMP's are in place.
 - a. No other Building/Grading Inspections will be initialized prior to the SWPPP inspection approval as noted in Permits Plus/Permit (Green) Card
3. Building Code Inspector training on acceptable BMPs
 - a. Ride along training for Stormwater Inspector with Building Codes Inspectors
 - b. In-House training will be completed on a bi-annual basis whereby Building Code Inspectors may be used on an as-needed basis as workload increases and as additional eyes in the field
4. Notice of non-compliance placard/checklist
 - a. Permit issuance is an agreement between the Property Owner and the Town of Oro Valley that the site will be in compliance with all codes during the construction process.
 - b. GCP Violations will impact project continuation and/or completion.
 - i. Stormwater Inspector – issues 1st notice of violation signed by owner or site representative – **3 days** to bring into compliance/notice of violation sent to Town Engineer. **Note: Track out Issues must be in immediate compliance**
 - ii. Stormwater Manager - 2nd notice of violation signed by owner or site representative - **24 hours** to bring into compliance/Immediate Suspension of on-site construction imminent, sent to Town Engineer
 - iii. Town Engineer – 3rd notice of violation – notification of Owner/Builder of **immediate suspension of on-site construction** until violation compliance is met

B. COMPLIANCE PLAN REVIEW

Plan reviewer training on Stormwater Best Management Practices (BMP) and Construction General Permit (CGP) for plan review consistency (SFR SWPPP) will be In-house on a Bi-annual basis and documented

For single parcels or groups of parcels that pose a non-point-source pollution stormwater discharge threat – Status determination

A “larger common plan of development or sale” is a contiguous area where multiple separate and distinct construction activities may be taking place at different times on different schedules under one plan. If the land is parceled off or sold, and construction occurs on plots that are less than one acre by separate, independent builders, this activity still would be subject to storm water permitting requirements if the smaller plots were included on the original site plan.

1. The subject areas shall be researched for “larger common plan of development or sale” criteria.
 - a. Primary check of property status involves an online check of a GIS database including: Pima County Map Guide or Town of Oro Valley, GIS database.

This should provide identification of the original “common plan of development” along with other key information such a

- b. The Pima County Map Guide URL Link is provided below. By selecting the “Go to button” located near the top left of the screen (Icon of a magnifying glass with an arrow pointing to the right) various search keys can be accessed from the “Category:” drop down menu.

- i. <http://gis.pima.gov/maps/mapguide/mgmap.cfm?path=/gis/maps/mapguide/dotmap65.mwf&scriptpath=mgmapinitnullAPI.inc>

- c. A search for common plans of development can be conducted through

Development Infrastructure Services - Permitting Division
11000 North La Canada
Contact: Permitting Manager

2. Once the single parcels or groups of parcels have been identified, NPDES permitting status can be investigated as follows:

- a. Online search for active NOI using ADEQ AZURITE database - The URL link below will allow you to query the ADEQ AZURITE database to obtain status information on NOI Construction Stormwater General Permits

- i. <http://www.azdeq.gov/databases/azpdessearch.html>
(Key search criteria and instructions can be found on the search page)

- b. A search for NPDES permitting status can be conducted through
Development Infrastructure Services - Permitting Division,
11000 North La Canada
Contact: Permitting Manager

-or-

Stormwater Utility
680 Calle Concordia
Contact: Stormwater Civil Engineering Technician

(Additional information can be found in the 2013 CGP fact Sheet: http://www.azdeq.gov/environ/water/permits/download/cgp_final_fs-6-3-13.pdf) and CAD BMPs can be found here <http://www.fcd.maricopa.gov/Waterq/bmpDraw.aspx>

3. Once the status has been determined:
 - a. If the single Parcel or group of parcels are not permitted under NPDES,
 - i. The Town shall require submittal of a completed SWPPP and an NOI.
 - ii. The SWPPP shall be completed by an engineer with proven experience/expertise with GCP/Stormwater BMPs and must show phased BMP implementation as required throughout the project

4. If the single Parcel or group of parcels are permitted under NPDES and have an active SWPPP and an NOI
 - a. The Town shall require continued monitoring and inspection of the sediment and erosion control BMPs as required throughout the project

AUTHORIZED

Paul Keesler, Director

Personnel Listing

Title	Name	Phone	Email
Permitting Manager	David Laws	229-4808 (o)	DLaws@orovalleyaz.gov
Stormwater Civil Engineering Technician	Rob Wilson	229-4879 (o) 940-1938 (c)	Rwilson@orovalleyaz.gov

Attachment J - Authorized Representative Signature Form

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Town of Oro Valley Authorized Representative

In accordance with the Arizona Pollutant Discharge Elimination System General Permit for Discharge from Small Municipal Separate Storm Sewer Systems (MS4s) to Waters of the United States (Permit No AZG2002-002) Part VI.6.L.1, the person occupying the **Storm Water Administrator** position is a duly authorized representative of the Town of Oro Valley.



Paul Keesler, P.E.
Town Engineer/Stormwater Administrator

9-29-15

Date