ARR040000 Checklist

ARR04 0049 New ☐ Renewal ☒ Modification ☐

Urbanized Area: 18 miles^2

Discharges to Brush Creek

HUC 11110103 Planning Segment 3J

Ecologically Sensitive Waterbody (ESW):	No	☒	Yes	☐
Extraordinary Resource Water (ERW):	No	☒	Yes	☐
Natural and Scenic Waterway (NSW):	No	☒	Yes	☐
Losing Stream Area:	No	☒	Yes	☐
303(d) list:	No	☒	Yes	☐

Pollutant: ☐ Cat 4a ☐ Cat 5

Is there an applicable TMDL? No ☒ Yes ☐

Link to TMDL:

Pollitant:

Sampling Plan included? No ☐ Yes ☐

Permit Fee ☒

Complete SWMP ☒

Information entered into Access ☒

Other Comments:

Recertification Notice of Intent (NOI)
Regulated Small Municipal Separate Storm Sewer Systems (MS4's) General Permit ARR040000

You must **complete, certify, and sign this Recertification Notice of Intent (NOI) form** and return it along with the **updated Stormwater Management Program (SWMP)** to the Department in order to continue permit coverage under the General Permit ARR040000. You must submit this form **no later than July 1, 2019.** Please keep a copy of this form for your records once completed and signed.

Permittee Name	Permit Tracking Number	AFIN
City of Tontitown	ARR040049	72-02164

If any changes or additions need to be made to the information shown below, please update the new information in the corrections section below and/or attach documentation.

	Current Information in ADEQ's database	Corrections/Additions, If Needed
Small MS4 Physical Address	235 E. Henri De Tonti Blvd	
County	Washington	
Urbanized/Core Areas	Fayetteville-Springdale-Rogers	
Receiving Stream	BRUSH CREEK / CLEAR CREEK	
Ultimate Receiving Stream	ILLINOIS RIVER	
Contact Person & Title	Paul Colvin, Mayor	
Telephone Number	(479) 361-2996	
Cognizant Official & Title	James Clark, Public Works Director	
Responsible Official & Title	Paul Colvin, Mayor	

Are the mailing and invoice addresses the same?
(Yes) or No* *If "No," please provide invoice address: _____

Additional Comments: _____

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

I certify that I have read and will comply with all the requirements of the Regulated Small Municipal Separate Storm Sewer Systems (MS4's) General Permit ARR040000.

Responsible Official Name: PAUL COLVIN
Responsible Official Title: MAYOR
Responsible Official Signature: _____
Date: 6/7/2019

Return the NOI form to the address below or send it electronically to: water.permit.application@adeq.state.ar.us or via ePortal at the following web address: https://eportal.adeq.state.ar.us/

NPDES Permits Section, Office of Water Quality
Arkansas Department of Environmental Quality
5301 Northshore Drive
North Little Rock, AR 72118-5317

Jain, Anmol

From: Harbin, Danielle
Sent: Monday, April 27, 2020 2:49 PM
To: Allen-Daniel, Leslie; Jain, Anmol
Cc: Gray, Gavin
Subject: RE: Enforcement Review

Anmol,

There are no enforcement issues at this time that would prevent renewal.

Thanks,

Danielle Harbin | Enforcement Analyst
Division of Environmental Quality | Office of Water Quality
5301 Northshore Drive | North Little Rock, AR 72118
t: 501.682.0056 | e: danielle.harbin@adeq.state.ar.us

From: Allen-Daniel, Leslie
Sent: Monday, April 27, 2020 12:58 PM
To: Jain, Anmol
Cc: Gray, Gavin; Harbin, Danielle
Subject: RE: Enforcement Review

Anmol,

This would actually go to Danielle, which I have copied on this email.

Danielle, please assist Anmol with his request.

Thanks,

Leslie Alllen-Daniel | Enforcement Analyst
Division of Environmental Quality | Office of Water Quality
Enforcement Branch
5301 Northshore Drive | North Little Rock, AR 72118
T : 501.682.0630 | E : allen-daniel@adeq.state.ar.us

From: Jain, Anmol
Sent: Monday, April 27, 2020 12:55 PM
To: Gray, Gavin
Cc: Allen-Daniel, Leslie
Subject: Enforcement Review

Gavin,

Requesting a review for upcoming renewal of ARR040049 – City of Tontitown.

Thanks,

Anmol Jain | Engineer
Division of Environmental Quality | Office of Water Quality
5301 Northshore Drive | North Little Rock, AR 72118
t: 501.682.0626 | e: anmol.jain@adeq.state.ar.us

Stormwater Management Program (SWMP) Review Checklist

City if Tontitown – ARR040049

NOTE: All items that are marked NO or bolded need to be addressed. Please note that the provided notes are meant as recommendation.

The permittee shall develop, implement, and enforce a SWMP designed to reduce the discharge of pollutants from the small MS4, to protect water quality, and to satisfy the appropriate water quality requirements and the Clean Water Act. The SWMP should include management practices; control techniques and system, design, and engineering methods; and shall be modified to include provisions as the Department determines appropriate after its review of the program for the control of such pollutants. The SWMP shall include the following information for each of the six minimum control measures:

1. The best management practices (BMPs) that the MS4 or another entity will or already does implement for each of the stormwater minimum control measures;

2. The measurable goals for each of the BMPs, that the MS4 has the authority to implement, including, as appropriate, the months and years in which the MS4 will undertake required actions, including interim milestones and the frequency of the action. At a minimum, measurable goals shall be implemented to satisfy this general permit's performance standards;

3. The person or persons, including position title or titles and contact information, responsible for implementing or coordinating the BMPs for the SWMP. The SWMP shall include a Table of Organization, including a primary point of contact, which identifies how implementation across multiple positions, agencies and departments will occur, and;

4. In addition to the requirements listed above, the permittee shall provide a rationale for how and why the permittee selected each of the BMPs and measurable goals for the SWMP. The MS4 shall develop and implement the program within five years of initially being granted Small MS4 general permit coverage. If an MS4 initially had coverage under a previous version of this permit, then the MS4 shall revise the program and its implementation to satisfy this general permit's performance standards within two years of when the MS4 coverage under this general permit was granted.

5. BMPs shall be reevaluated in situations where an MS4 discharges to impaired waters or waters with an approved TMDL where the evaluation of the impairment has determined the MS4 is a contributor to the impairment, or waters designated as ERW, ESW, or NSW. The enhanced BMPs shall be specifically addressed within the SWMP.

Public Education and Outreach on Stormwater Impacts

1. The permittee shall implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff. In the case of non-traditional MS4s (e.g., ARDOT, universities, hospitals, prisons, military bases, and other government complexes), the permittee is only required to provide educational materials and outreach to the MS4 employees, on-site contractors, and individuals using the MS4's facilities.

2. *Decision process.* The permittee shall document the decision process for the development of a stormwater public education and outreach program. The rationale statement shall address both the overall public education

program and the individual BMPs, measurable goals and responsible persons for the program. The rationale statement shall include the following information, at a minimum:

2.1. How the MS4 plans to inform individuals and households about the steps they can take to reduce stormwater pollution. ☒ Yes ☐ No
Notes:

2.2. How the MS4 plans to inform individuals and groups on how to become involved in the stormwater program (with activities such as local stream and beach restoration activities);
☒ Yes ☐ No
Notes:

2.3. The target audiences for the MS4's education program who are likely to have significant stormwater impacts (including commercial, industrial, and institutional entities) and why those target audiences were selected; ☒ Yes ☐ No
Notes:

2.4. The target pollutant sources the MS4 public education program is designed to address; ☒ Yes ☐ No
Notes:

2.5. The outreach strategy, including the mechanisms (e.g., printed brochures, newspapers, media, social media, workshops, etc.) the MS4 will use to reach the target audiences, and how many people the MS4 expects to reach by the outreach strategy over the permit term; ☒ Yes ☐ No
Notes:

2.6. Who (person or department) is responsible for overall management and implementation of the stormwater public education and outreach program and, if different, who is responsible for each of the BMPs identified for this program; ☒ Yes ☐ No
Notes

2.7. How will the MS4 evaluate the success of this minimum measure, including how the measurable goals were selected for each BMP. ☒ Yes ☐ No
Notes:

3. *Performance Standards*. The stormwater public education and outreach program shall include more than one mechanism and target at least five different stormwater themes or messages over the permit term. At a minimum, at least one theme or message shall be targeted to the land development community. For non-traditional MS4s, the land development community refers to landscaping and construction contractors working within its boundaries. The stormwater public education and outreach program shall reach at least 50 percent of the population over the permit term.

Public Involvement/Participation

1. The permittee shall at a minimum, comply with State and local public notice requirements when implementing a public involvement/participation program. In the case of non-traditional MS4s (e.g., ARDOT, universities, hospitals, prisons, military bases, and other government complexes), the MS4 is required to involve employees, on-site contractors, and individuals using the MS4 facilities.

2. *Decision process.* The permittee shall document the decision process for the development of a stormwater public involvement/participation program. The rationale statement shall address the overall public involvement/participation program and the individual BMPs, measurable goals, and responsible persons for the program. The rationale statement shall include the following information, at a minimum:

   2.1. Has the permittee involved the public in the development and submittal of the NOI and SWMP description; ☒ Yes ☐ No
   Notes:

   2.2. The MS4's plan to actively involve the public in the development and implementation of the program; ☒ Yes ☐ No
   Notes:

   2.3. The target audiences for the public involvement program, including a description of the types of ethnic and economic groups engaged. The MS4 is encouraged to actively involve all potentially affected stakeholder groups, including commercial and industrial businesses, trade associations, environmental groups, homeowners associations, and educational organizations, among others; ☒ Yes ☐ No
   Notes:

   2.4. The types of public involvement activities included in the program. Where appropriate, consider the following types of public involvement activities: citizen representatives on a stormwater management panel, public hearings, working with citizen volunteers willing to educate others about the program, volunteer monitoring or stream/beach clean-up activities; ☒ Yes ☐ No
   Notes:

   2.5. Who (person or department) is responsible for the overall management and implementation of the stormwater public involvement/participation program and, if different, who is responsible for each of the BMPs identified for this program, ☒ Yes ☐ No
   Notes:

   2.6. How the MS4 will evaluate the success of this minimum measure, including how the MS4 selected the measurable goals for each of the BMPs**.** ☒ Yes ☐ No
   Notes:

   3. *Performance Standards*. The stormwater public involvement/participation program shall include at least five public involvement activities over the permit term.

Illicit Discharge Detection and Elimination

1. The permittee shall develop, implement and enforce a program to detect and eliminate illicit discharges, as defined in Part 6 of this permit, into the small MS4 (for illicit discharges to the MS4 via an adjacent, outside of the MS4's jurisdiction, interconnected MS4, the MS4 are only required to inform the neighboring MS4 and the Department in the annual report submission, of their existence);

2. A new permittee shall develop a storm sewer system map, showing the location of all outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls. Within five years of when the coverage under this general permit was granted, the storm sewer system map shall also include the entire MS4 system, including catch basins, pipes, ditches, and public and private stormwater facilities. MS4s with coverage area increases resulting from the 2020 census must update their storm sewer maps by the expiration of this permit. MS4s that are required to update storm sewer system maps due to Part 1.2.1.3 of the permit must update their storm sewer system maps within three years of the effective date of this permit;

3. The permittee shall to the extent allowable under State or local law, effectively prohibit, through ordinance or other regulatory mechanism, illicit discharges into the storm sewer system and implement appropriate enforcement procedures and actions;

3.1. The permittee shall develop and implement a plan to detect and eliminate non-stormwater discharges, including illegal dumping, to the system.

3.2. The permittee shall inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste; and

3.3. The permittee shall address the following categories of non-stormwater discharges or flows (i.e., illicit discharges) only if the MS4 identifies them as significant contributors of pollutants to the small MS4: uncontaminated water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20)), uncontaminated pumped ground water, discharges from potable water sources, uncontaminated foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, uncontaminated footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, uncontaminated street wash water, and discharges or flows from emergency fire fighting activities (by definition, not an illicit discharge), and splash pads. Needs to be addressed if this is an issue or not.

3.4. The permittee may also develop a list of other similar occasional incidental non-stormwater discharges (e.g., non-commercial or charity car washes, etc.) that will not be addressed as illicit discharges. These non-stormwater discharges must not be reasonably expected (based on information available to the permittees) to be significant sources of pollutants to the MS4, because of either the nature of the discharges or conditions the MS4 have established for allowing these discharges to the MS4 (e.g., a charity car wash with appropriate controls on frequency, proximity to waters such as impaired waters, waters with an applicable TMDL, ERWs, ESWs, or NSWs, BMPs on the wash water, etc.). The MS4 must document in the SWMP any local controls or conditions placed on the discharges. The MS4 must include a provision prohibiting any individual non-stormwater discharge that is determined to be contributing significant amounts of pollutants to the MS4. Needs to be addressed if this is an issue or not.

3.5. *Decision process.* The permittee shall document the decision process for the development of a stormwater illicit discharge detection and elimination program. The rationale statement shall address both the overall illicit discharge detection and elimination program and the individual BMPs, measurable goals, and responsible persons for the program. The rationale statement shall include the following information, at a minimum:

3.5.1. How the MS4 will develop a storm sewer map showing the location of all outfalls and the names and location of all receiving waters. Describe the sources of information used for the storm sewer maps and the

plan to verify the outfall locations with field surveys. If already completed, describe how the map was developed. Also, describe how the map will be regularly updated;☒ Yes ☐ No
Notes:

3.5.2. The mechanism (ordinance or other regulatory mechanism) the MS4 will use to effectively prohibit illicit discharges into the MS4 and why the MS4 chose that mechanism. If this mechanism needs to be developed, then describe in the plan and a schedule to do so. If an ordinance or regulatory mechanism is already developed, include a copy of the relevant sections with the program; ☒ Yes ☐ No
Notes:

3.5.3. The plan to ensure through appropriate enforcement procedures and actions that the illicit discharge ordinance (or other regulatory mechanism) is implemented; ☒ Yes ☐ No
Notes:

3.5.4. The plan to detect and address illicit discharges to the MS4 system, including discharges from illegal dumping and spills. The plan shall include dry weather field screening for non-stormwater flows, and ADEQ recommends field tests of selected chemical parameters as indicators of discharge sources. The description shall address the following, at a minimum:

3.5.4.1. Procedures for locating priority areas which include areas with higher likelihood of illicit connections (e.g., areas with older sanitary sewer lines) or ambient sampling to locate impacted reaches; ☒ Yes ☐ No
3.5.4.2. Procedures for tracing the source of an illicit discharge, including the specific techniques that will be used to detect the location of the source; ☒ Yes ☐ No
3.5.4.3. Procedures for removing the source of the illicit discharge; and☒ Yes ☐ No
3.5.4.4. Procedures for program evaluation and assessment. ☒ Yes ☐ No

3.5.5. How the MS4 plans to inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste. Include in the description how this plan will coordinate with the public education minimum measure and the pollution prevention/good housekeeping minimum measure programs; ☒ Yes ☐ No
Notes:

3.5.6. Who is responsible for overall management and implementation of the stormwater illicit discharge detection and elimination program and, if different, who is responsible for each of the BMPs identified for this program, and; ☒ Yes ☐ No
Notes:

3.5.7. How the MS4 will evaluate the success of this minimum measure, including how the MS4 selected the measurable goals for each of the BMPs. ☒ Yes ☐ No
Notes:

3.2.3.10. *Performance Standards*. The stormwater illicit discharge detection and elimination program shall include dry-weather screening of all stormwater outfalls located in the MS4's coverage area at the time of this permit coverage over the permit term. Only those outfalls draining undeveloped watersheds do not need to be screened for illicit discharges. The storm sewer system map shall be updated annually as needed for changes occurring in the urbanized area boundaries at the time of permit coverage.

Construction Site Stormwater Runoff Control

1. The permittee shall 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 pollutants in stormwater discharges from construction activity disturbing less than one acre shall 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 from a specific site(s), the permittee is not required to enforce the program to reduce pollutant discharges from such site(s). The program shall include the development and implementation of, at a minimum:

   1.1. An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State or local law. The ordinance or other regulatory mechanism shall be at least as stringent and not conflicting with the criteria set forth in the current ADEQ NPDES General Stormwater Permit for Construction Activities applicable for the permit area. If the ADEQ NPDES General Stormwater Permit for Construction Activities is renewed during the duration of this permit, the permittee shall update ordinances or other regulatory mechanisms as needed within two years of the renewal of the ADEQ NPDES General Stormwater Permit for Construction Activities. If initial coverage for this permit was under a previous version of this permit, then the ordinance or other regulatory mechanism, if needed, shall be revised within two years of coverage under this general permit was granted;
   1.2. Requirements for construction site operators to implement appropriate erosion and sediment control BMPs;
   1.3. Requirements for construction site operators to control waste 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;
   1.4. Procedures for site plan review which incorporate consideration of potential water quality impacts;
   1.5. Procedures for receipt and consideration of information submitted by the public; and
   1.6. Procedures for site inspection and enforcement of control measures.

2. *Decision process.* The permittee shall document the decision process for the development of a construction site stormwater control program. The rationale statement shall address both the overall construction site stormwater control program and the individual BMPs, measurable goals, and responsible persons for the program. The rationale statement shall include the following information, at a minimum:

   2.1. The mechanism (ordinance or other regulatory mechanism) that will be used to require erosion and sediment controls at construction sites and why the MS4 chose that mechanism. If it is needed to develop this mechanism, describe the plan and a schedule to do so. If the ordinance or regulatory mechanism is already developed, include a copy of the relevant sections with the SWMP description; ☒ Yes ☐ No
   Notes:

   2.2. The plan to ensure compliance with the erosion and sediment control regulatory mechanism, including the sanctions and enforcement mechanisms that will be used to ensure compliance. Describe the procedures for when certain sanctions will be used. Possible sanctions include non-monetary penalties (such as a stop work orders), fines, bonding requirements, and/or permit denials for non-compliance; ☒ Yes ☐ No
   Notes:

   2.3. The requirements for construction site operators to implement appropriate erosion and sediment control BMPs and control waste at construction sites that may cause adverse impacts to water quality. Such waste includes discarded building materials, concrete truck washouts, chemicals, litter, and sanitary waste; ☒ Yes ☐ No
   Notes:

2.4. The procedures for site plan review, including the review of pre-construction site plans, which incorporate consideration of potential water quality impacts. Describe the procedures and the rationale for how certain sites will be identified for site plan review, if not all plans are reviewed. Describe the estimated number and percentage of sites that will have pre-construction site plans reviewed; ☒ Yes ☐ No
Notes:

2.5. The procedures for receipt and consideration of information submitted by the public. Consider coordinating this requirement with the public education program; ☒ Yes ☐ No
Notes:

2.6. The procedures for site inspection and enforcement of control measures, including how sites are prioritized for inspection; ☒ Yes ☐ No
Notes:

2.7. Who is responsible for overall management and implementation of the construction site stormwater control program and, if different, who is responsible for each of the BMPs identified for this program; and ☒ Yes ☐ No
Notes:

2.8. Describe how the MS4 will evaluate the success of this minimum measure, including how the measurable goals were selected for each of the BMPs. ☒ Yes ☐ No
Notes:

3. *Performance Standards*. The construction site stormwater control program shall include pre-construction site plan reviews (reviews of construction site Stormwater Pollution Prevention Plans) of 100 percent of projects from construction activities that result in a land disturbance of greater than or equal to one acre. These applicable sites shall be inspected at least on a monthly basis to ensure compliance.

Post-Construction Stormwater Management in New Development and Redevelopment

1. The permittee shall 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, that discharge into a small MS4. The program shall ensure that controls are in place that will prevent or minimize water quality impacts;

2. The permittee shall develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for the community;

3. The permittee shall use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State or local law. The ordinance or other regulatory mechanism shall be at least as stringent as the criteria set forth in the current, at time of issuance of this permit, ADEQ NPDES General Stormwater Permit for Construction Activities applicable for a permitted area. Of specific note is that a goal of at least 80% removal of total suspended solids from these flows which exceed predevelopment levels should be used in designing and installing stormwater management controls. If initial coverage was under a previous version of this permit, then the ordinance or other regulatory mechanism, if needed, shall be revised within two years of when coverage under this general permit was granted; and

4. The permittee shall ensure adequate long-term operation and maintenance of BMPs.

5. *Decision process.* The permittee shall document the decision process for the development of a post-construction SWMP. The rationale statement shall address both the overall post-construction SWMP and the individual BMPs, measurable goals, and responsible persons for the program. The rationale statement shall include the following information, at a minimum:

   5.1. The program to address stormwater runoff from new development and redevelopment projects. Include in this description any specific priority areas for this program. ☒ Yes ☐ No
   Notes:

   5.2. How the program will be specifically tailored for a local community, minimize water quality impacts, and attempt to maintain pre-development runoff conditions. ☒ Yes ☐ No
   Notes:

   5.3. Any non-structural BMPs in the program, including, as appropriate: policies and ordinances that provide requirements and standards to direct growth to identified areas, protect sensitive areas such as wetlands and riparian areas, maintain and/or increase open space (including a dedicated funding source for open space acquisition), provide buffers along sensitive water bodies and waters with applicable TMDLs, ERWs, ESWs, and NSWs, minimize impervious surfaces, and minimize disturbance of soils and vegetation; policies or ordinances that encourage infill development in higher density urban areas, and areas with existing storm sewer infrastructure; education programs for developers and the public about project designs that minimize water quality impacts; and other measures such as minimization of the percentage of impervious area after development, use of measures to minimize directly connected impervious areas, and source control measures often thought of as good housekeeping, preventive maintenance and spill prevention. ☒ Yes ☐ No
   Notes:

   5.4. Any structural BMPs in the program, including, as appropriate: storage practices such as wet ponds and extended-detention outlet structures; filtration practices such as grassed swales, bio-retention cells, sand

filters and filter strips; and infiltration practices such as infiltration basins and infiltration trenches. ☒ Yes ☐ No
Notes:

5.5. The mechanisms (ordinance or other regulatory mechanisms) used to address post-construction runoff from new developments and redevelopments and why they were chosen. If a mechanism needs to be developed, then describe a plan and a schedule to do so. If an ordinance or regulatory mechanism is already developed, include a copy of the relevant sections with the program. ☒ Yes ☐ No
Notes:

5.6. How the permittee will ensure the long-term operation and maintenance (O&M) of the selected BMPs. Options to help ensure that future O&M responsibilities are clearly identified include an agreement between the permittee and another party such as the post-development landowners or regional authorities. ☒ Yes ☐ No
Notes:

5.7. Who is responsible for overall management and implementation of the post-construction SWMP and, if different, who is responsible for each of the BMPs identified for this program. ☒ Yes ☐ No
Notes:

5.8. How the MS4 will evaluate the success of this minimum measure, including how the MS4 selected the measurable goals for each of the BMPs. ☒ Yes ☐ No
Notes:

6. *Performance Standards*. The post-construction SWMP shall include pre-construction site plan review (for compliance with local requirements for post-construction management of stormwater) of 100 percent of projects from construction activities that result in a land disturbance of greater than or equal to one acre to ensure that required controls are designed per requirements. These applicable sites shall be inspected to ensure that controls are installed per requirements. The program shall also ensure that long-term operation and maintenance (O&M) plans are developed and agreements in place for all applicable sites.

7. *Low Impact Development*. The Department recommends MS4s evaluate their existing codes and planning procedures to remove impediments to low impact development and green infrastructure. The Department also encourages municipalities to evaluate proposed developments using green infrastructure for waivers from local requirements in their community planning process. The operator must include information on efforts to identify and remove impediments to LID in the post-construction program element of the Annual Report covering the 4th year of this renewal permit term.

Pollution Prevention/Good Housekeeping for Municipal Operations

1. The permittee shall develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations; and

2. Using training materials that are available from EPA, ADEQ, other organizations, or developed in-house, the program shall include employee training to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance; and

   The permittee shall include a list of industrial facilities owned or operated by the MS4 that are subject to ADEQ's Industrial Stormwater General Permit or individual NPDES permits for discharges of stormwater associated with industrial activity that ultimately discharge to the MS4. Include the ADEQ permit number or a copy of the NOC for each facility. For the municipal facilities that conduct activities described in 40 CFR 122.26(b)(14) that are not required to obtain Industrial Stormwater General Permit coverage, a Stormwater Pollution Prevention Plan (SWPPP) shall be developed and implemented within twelve months of coverage being granted under this permit. The SWPPP shall conform to the requirements of ADEQ's Industrial Stormwater General Permit in effect at the time of this permit coverage.

3. *Decision process.* The permittee shall document the decision process for the development of a pollution prevention/good housekeeping program for municipal operations. The rationale statement shall address both the overall pollution prevention/good housekeeping program and the individual BMPs, measurable goals, and responsible persons for the program. The rationale statement shall include the following information, at a minimum:

   3.1. The operation and maintenance program to prevent or reduce pollutant runoff from the municipal operations. The program shall specifically list the municipal operations that are impacted by this operation and maintenance program. ☒ Yes ☐ No
   Notes:

   3.2. Any government employee training program that will be used to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance. Describe any existing, available materials planned for use. Describe how this training program will be coordinated with the outreach programs developed for the public information minimum measure and the illicit discharge minimum measure. ☒ Yes ☐ No
   Notes:

   3.3. The program description shall specifically address the following areas:

      3.3.1. Maintenance activities, maintenance schedules, and long-term inspection procedures for controls to reduce floatables and other pollutants to the MS4. ☒ Yes ☐ No
      3.3.2. Controls for reducing or eliminating 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/sand storage locations and snow disposal areas the permittee operates. ☒ Yes ☐ No
      3.3.3. Procedures for the proper disposal of waste removed from the MS4 and the municipal operations, including dredge spoil, accumulated sediments, floatables, and other debris. ☒ Yes ☐ No
      3.3.4. Procedures to ensure that new flood management projects are assessed for impacts on water quality and existing projects are assessed for incorporation of additional water quality protection devices or practices. ☒ Yes ☐ No

3.4. Who is responsible for overall management and implementation of the pollution prevention/good housekeeping program and, if different, who is responsible for each of the BMPs identified for this program. ☒ Yes ☐ No
Notes:

3.5. How will the MS4 evaluate the success of this minimum measure, including how the MS4 selected the measurable goals for each of the BMPs. ☒ Yes ☐ No
Notes:

4. *Performance Standards*. The pollution prevention/good housekeeping program shall include, at a minimum, an annual employee training for all eligible employees. An eligible employee is a new or veteran employee whose day-to-day work activities have the potential to impact stormwater quality. MS4s shall evaluate all current municipal-owned facilities to ensure that industrial general stormwater permit coverage (ARR000000), if needed, is obtained. This evaluation shall be included in the first annual report. Annual inspections for all municipal facilities not requiring industrial stormwater permit coverage are required for municipal facilities performing maintenance activities on mechanical equipment, facilities with fueling stations, facilities involved in waste storage, transfer or recycling, facilities with material stockpiles, and facilities storing fertilizers or pesticides. The operation and maintenance program shall include appropriate procedures, controls, maintenance schedules and recordkeeping to address Part 3.2.6.3.3 of this permit.

Monitoring

1. Discharges into waters identified on the 303(d) list or waters with an approved TMDL. The permittee must evaluate program compliance, the appropriateness of identified best management practices, and progress toward achieving identified measurable goals.

   1.1 If the permittee discharges to waters for which a TMDL and implementation plan has been established

      1.1.1 The permittee must monitor to determine if the stormwater controls are adequate to maintain compliance with the MS4's wasteload allocation. ☐ Yes ☐ No
      Notes:

      1.1.2 The monitoring program should be designed to assess the effectiveness of the permittee's stormwater management program, assess the impacts to receiving waters resulting from stormwater discharges, identify sources of elevated pollutant loads and specific pollutants, and detect and eliminate illicit discharges and illegal connections to the MS4. ☐ Yes ☐ No
      Notes:

      1.1.3 This monitoring must include quarterly grab samples for the pollutant(s) listed in the TMDL.
      ☐ Yes ☐ No
      Notes:

   1.2 For MS4s discharging into 303(d) listed streams with an impairment identified as caused by stormwater

      1.2.1 The MS4 must develop a sampling plan which, over time, will help to identify those outfalls responsible for the discharge of the pollutant(s). ☐ Yes ☐ No
      Notes:

      1.2.2 The initial outfall(s) to be sampled shall be representative of the varying land uses of the MS4. Based upon initial results of sampling, the MS4 may revise its sampling plan as appropriate. The initial sampling plan must be submitted to the Department for review. ☒ Yes ☐ No
      Notes:

      1.2.3 Monitoring must include quarterly grab samples for the pollutant(s) listed in the 303(d) listing. All sampling results must be submitted with the MS4's annual report. ☐ Yes ☐ No
      Notes:

2. When additional information is required in the determination of the cause or status of a stream impairment, in the development or implementation of a TMDL, or in the development or implementation of a comprehensive watershed management plan, the Department may require an MS4 to develop and submit a sampling plan development timeline for review. The Department will notify the MS4 of the decision in writing regarding the proposed action items and schedule for deliverables. Upon notification, the MS4 will be required to develop a monitoring plan and submit it to the Department according to an agreed schedule, generally within ninety (90) days. Upon Departmental approval of a monitoring plan, the MS4 must take samples for the pollutant(s) in accordance with the approved plan. Based upon initial results of sampling, the MS4 may submit a revised sampling plan to the Department for approval. The monitoring plan and schedule shall be followed to maintain compliance as it is considered an integral part of the SWMP upon approval. All sampling results must be submitted with the MS4's annual report.

3. Analytical Methods. Analysis and collection of samples should be done in accordance with the methods specified at 40 CFR §136. Where an approved 40 CFR §136 method does not exist, any available method may be used unless a particular method or criteria for method selection (such as sensitivity) has been specified in the permit. Screening level tests may utilize less expensive “field test kits” using test methods not approved by EPA under 40 CFR 136, provided the manufacturers published detection ranges are adequate for the illicit discharge detection purposes.

4. The addition of a new sampling plan, as required by Parts 3.5.1, 3.5.2, or 3.5.3, will be considered a major modification to the SWMP and will be required to follow the public notice procedures laid out in Part 2.4 of the permit. Changes to an existing sampling plan may constitute a major modification to the SWMP. If, in the Department review, it is determined that the changes to the sampling plan are considered a major modification, the changes will have to undergo the public notice procedures laid out in Part 2.4 of this permit.

City of Tontitown

STORMWATER MANAGEMENT PLAN

Permit ARR040049

Written: May 23, 2019

TABLE OF CONTENTS

CITY OF TONTITOWN
STORMWATER MANAGEMENT PLAN

1. Background and Context:

The Tontitown Stormwater Management Program (SWMP) has been developed to provide policy and management guidance for activities affecting stormwater throughout the City of Tontitown. The SWMP shall cover the term of the permit, reviewed annually, and updated as necessary, or as required. The City shall retain the SWMP development in accordance with Parts II and III for at least three (3) years after coverage under this permit terminates. It is intended to help the City fulfill certain State and Federal water quality requirements, and to meet local water resources management objectives. Through the implementation of the policies and management practices embodied in the Stormwater Program over time, Tontitown hopes to preserve urban stormwater quality that negatively impacts local rivers and streams, and to develop and preserve the urban drainage infrastructure in a manner that meets the community's needs for years to come. Implementation of the revised and updated SWMP may be achieved through participation with other permittees, public agencies or private entities in corporate efforts to satisfy the requirement of Part III of the permit. In implementing this SWMP, the City shall provide adequate finances, staff, equipment, and support capabilities to implement their activities under the SWMP to the maximum extent practicable (MEP).

While the State and Federal regulatory programs place significant emphasis on improving water quality and the health of Arkansas's watersheds, Tontitown, as part of the Illinois River Watershed further emphasizes the need for local management of urban stormwater and waterways. It becomes even more important that management of these resources occur in a manner that minimizes destructive long-term impacts to drainage infrastructure and the natural features that help protect water quality and control flooding.

Areas of focus:

1. Pollution incidents and unlawful (illicit) discharges to the City's stormwater drainage system.
2. On-site management of stormwater to reduce the quantity of stormwater and pollution entering the drainage system.
3. Reduction and prevention of pollution at City facilities and resulting from City activities and business practices.
4. Public education geared toward broad community stewardship of water resources.
5. Public education geared toward broad community stewardship of water resources.
6. Public awareness and involvement in the City's Stormwater management program.
7. ADEQ-required Municipal Separate Storm Sewer System (MS4) Program elements.

2. Goals:

The goals of the City of Tontitown's SWMP are to reduce discharge pollutants from the MS4 area to the maximum extent practicable (MEP). This includes no discharge of toxics in toxic amounts; pollutants in

quantities that would cause a violation of the Arkansas Water Quality Standards; floatable debris; oils, scum, foam, and/or grease in other than trace amounts; any non-stormwater discharges from the MS4 (except as provided in Permit); nor any sediment from construction activities into the MS4.

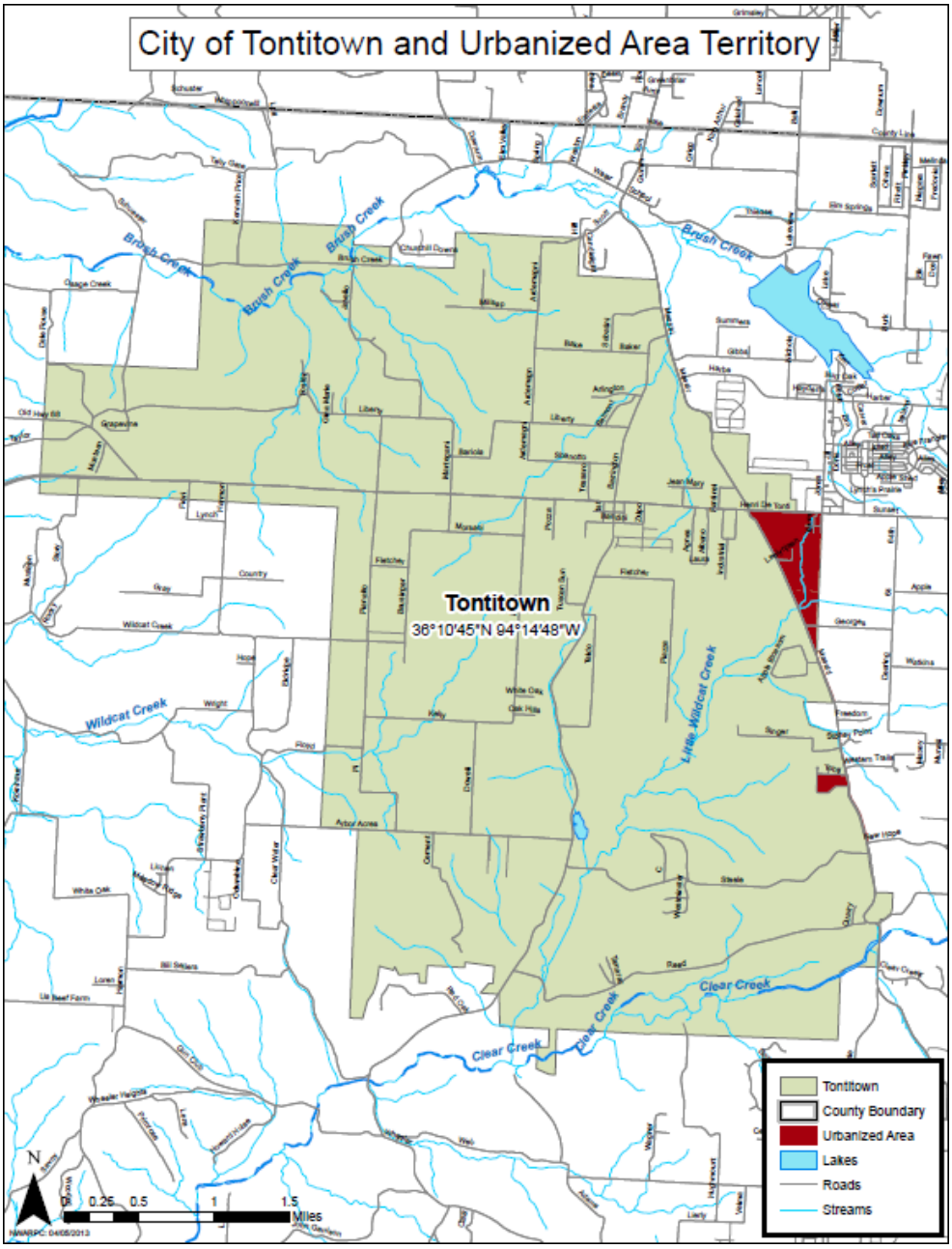
Additional goals include:

1. Protect citizens and property from flooding.
2. Improve surface and sub-surface waters for aquatic life and other beneficial uses.
3. Preserve and maintain surface waters, wetlands, and riparian areas.
4. Citizens, businesses, and industries understand the need to protect water quality.
5. Urban drainage ways become community amenities.

3. Description of the Permit Area:

The City of Tontitown (The City) serves a population of 2,460 people (2010) within the city limits. The City of Tontitown has 18 square miles of territory (11,595.6 acres). The municipality is located directly west of the City of Springdale and south of City of Elm Springs in northern Washington County in northwestern Arkansas. The City has complete authority and responsibility for the stormwater drainage system within the city limits. Therefore, the NPDES permit for which this MS4 program is submitted covers only the area within the limits of the municipality. The City is within the Illinois River Watershed. The drainage areas include Brush Creek, Clear Creek, Wildcat Creek, Little Wildcat Creek and the tributary streams of these streams. The City's stormwater management practices have evolved to include efficient and cost-effective approaches that reduce or eliminate stormwater pollution and protect the riparian (streambank) areas of open waterways. These approaches provide natural pollutant removal and stormwater management capacity.

City of Tontitown Map:



Overview of Tontitown's Stormwater Drainage Systems:

The City is responsible for implementing surface water management activities within its boundaries, including the planning, design, construction, operation, and maintenance of the stormwater drainage system. City staff performs all operations and maintenance on the drainage system that is designed and constructed to City standards and located within public easements or rights-of-way, or that is located on real property that has been conveyed or dedicated to the City. The City also maintains open channels throughout the city, and the public outfalls to natural streams within the City's jurisdiction. Connected to the public stormwater drainage system are some private stormwater management facilities that help moderate and reduce the volume and pollutant content of stormwater leaving private property.

Stormwater Drainage Basin Characterization:

The City's stormwater drainage system has three major drainage basins which are Brush Creek, and Clear Creek, Wildcat Creek. The City is further broken down into several separate tributaries to these streams. A drainage basin can be described as a geographic area within which stormwater drains from many small systems converging on a larger drainage way, ultimately culminating in outfalls to the aforementioned creeks. The character and condition of the drainage ways varies significantly throughout the basins within Tontitown because of the surrounding land uses and contributing drainages.

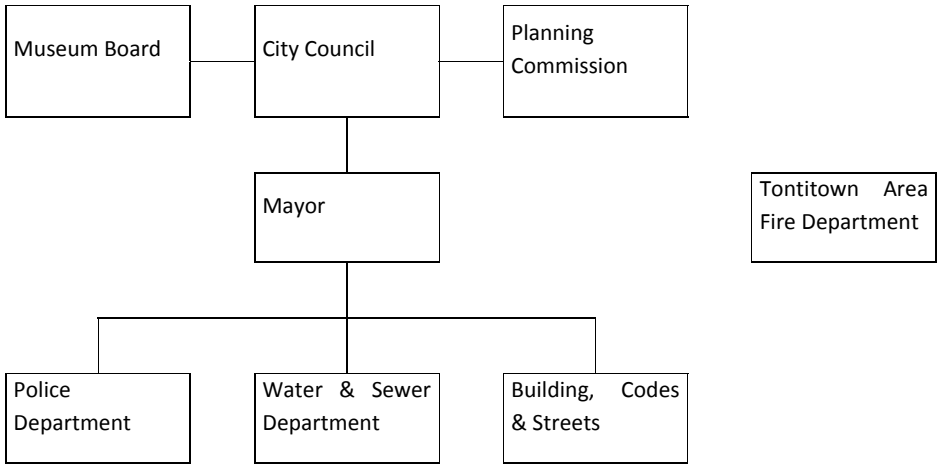
4. City Stormwater Management Program - Responsible Parties:

The City is responsible for implementing surface water management activities within its boundaries, including the planning, design, construction, operation, and maintenance of the stormwater drainage system. In response to the NPDES Phase II stormwater requirements, the City has developed a MS4 program addressing each of the six required Minimum Control Measures, as specified in the Federal-NPDES Phase II rules. The City's stormwater management program is the responsibility of the City Administration. The implementation of the City's MS4 program will extend throughout the City organization. Each Department's tasks will include (at a minimum) recognizing stormwater issues of their facility and the field work they do and logging data for any event that is stormwater-related. Public Education and Involvement would be encouraged with their fellow crew members, families and neighbors. The Northwest Arkansas Regional Planning Commission and the University of Arkansas Cooperative Extension Service has contracted with the City to be responsible for the development and implementation of the public education efforts even though the City recognizes their services are only partial coverage and the City is ultimately responsible for these control measures.

MS4 Primary Points of Contact:

Mayor	**Public Works Director**
P.O. Box 305 Tontitown, AR 72770 Phone: 479-361-2700	P.O. Box 305 Tontitown, AR 72770 Phone: 479-361-2700

City Organization Chart



Departments & City Administration:

Tontitown Area Fire Department (TAFD) - Tontitown is provided fire protection through an inter-local agreement with the Tontitown Area Volunteer Fire Department. Spill prevention and response is a requirement of the City's MS4 permit. The Tontitown Area Fire Department in conjunction with the Northwest Arkansas Regional Haz-Mat Team works to prevent, contain and respond to spills that have a potential to pollute the County's MS4. The spill response program includes a combination of spill response by each permittee and legal requirements for private entities within permittees municipal jurisdiction.

Mayor and City Council - The Mayor and the City Council of the City of Tontitown approve ordinances, changes to ordinances, contracts, fees and annual budgets.

Water and Sewer Department - The Water and Sewer Department manages the sewer and water distribution systems for the City. The water distribution system covers a 10.9 square-mile area of the city with 48.6 miles of water main line (2008 data) for proving water services for 880 customers in 2013. The sanitary sewer collection system includes 16 miles of sanitary sewer for providing services to 125 customers in 2013. Wastewater from the sewer collection system is treated by the Northwest Arkansas Conservation Authority (NACA)'s regional wastewater plant.

Planning Commission - The Tontitown Planning Commission places a high priority on implementing new and innovative environmentally friendly development techniques to protect sensitive public and private water supplies.

Building, Codes & Streets Department - The Building, Codes & Streets Department maintains the streets, cleans and maintains roadside ditches, and clean inlets. The department also carries out inspections and ensures compliance to applicable regulations in the City.

5. NPDES Phase II BMP Requirements:

Specific BMPs are proposed for each Minimum Control Measure, which are intended to support the reduction of discharges of pollutants in stormwater runoff to the maximum extent practicable (MEP) as required by the Federal-NPDES Phase II rules. BMPs shall be re-evaluated in situations where an MS4 discharges to an impaired water body where the evaluation of the impairment has determined the MS4 is a contributor to the impairment. The enhanced BMPs shall be specifically addressed within the BMP. In this section, a summary sheet is provided for each Minimum Control Measure, which includes a list of the selected BMPs, the rationale for their development and selection, and a summary of the measurable goals and implementation schedule. The summary sheet is followed by a fact sheet for each of the selected BMPs. Together, the summary sheets and the BMP fact sheets provide the following information in accordance with the Federal rules:

- A list of the responsible parties for the BMP implementation;
- A brief description of the BMP;
- A description of existing conditions
- The proposed MS4 plan activities;
- Measurable goals; and
- An implementation schedule.

The BMP development/implementation schedule shows when certain activities will be completed on a calendar year basis.

A. Minimum Control Measure #1: Public Education and Outreach on Stormwater Impacts

Decision Process

The NWA Stormwater Compliance Group meets to discuss stormwater pollution prevention and provide input on education activities. The NWA Stormwater Education Steering committee (public membership comprised of diverse backgrounds/interests) convenes at least once each year to review and evaluate program accomplishments and plan next steps. Both groups provide the localized input used to identify critical stormwater pollutants, education needs, target audiences, program methods, and public relations strategies.

Public Education/Outreach BMPs

Develop and distribute educational materials

Input from both the MS4 Stormwater Compliance Group and Education Steering Committee guides the emphases of electronic and printed educational materials. Once topics are identified, materials will be developed, adapted, and/or gathered for distribution at public meetings, in support of presentations, and with educational displays. Examples may include fact sheets, videos, social media content, website content, newsletters, press releases, and PSAs.

Measureable Goals:

- Mechanism types and numbers of educational materials will be documented.
- Develop 5 educational materials across the permit term.
- Attendance of MS4 Stormwater Compliance Group and Education Steering Committee meetings will be documented.

Conduct stormwater education activities

Educational presentations will be given to illustrate stormwater dynamics, identify potential pollutants and pathways, describe techniques to reduce stormwater pollution and encourage voluntary BMP implementation according to the annual topic/audience emphases outlined in the following table.

Measureable Goal:

- Stormwater education programs will be conducted and documented.

Responsible Party

The Northwest Arkansas Regional Planning Commission and the University of Arkansas Cooperative Extension Service have contracted with the municipality to be responsible for the development and implementation of the public education efforts. A copy of that agreement is included in this plan.

Performance Standard:

Urban stormwater outreach/education programs will reach at least 50% of the urbanized area population.

Minimum Control Measure #1:
5 Year Implementation Schedule

2020	2021	2022	2023	2024
Topic Emphases: Storm drain awareness/dumping	*Topic Emphasis:* Litter	*Topic Emphasis:* Sediment control	*Topic Emphasis:* Yard waste	*Topic Emphasis:* Automotive maintenance and Household Hazardous Waste (HHW)
Target Audience: General public	*Target Audience:* General public	*Target Audience:* Land development community	*Target Audience:* General public and green industry	*Target Audience:* General public and vehicle owners
Rationale: Pollutants entering the storm drain system degrade water quality	*Rationale:* Improper handling and disposal of litter can allow it to enter the storm drain system and degrade water quality	*Rationale:* Sediment leaving construction sites can enter the storm drain system and degrade water quality	*Rationale:* Improper yard waste disposal can clog drainage ways and excess fertilizer and pesticide applications can enter the storm drain system and degrade water quality	*Rationale:* Improper vehicle maintenance and HHW disposal can allow pollutants to enter the storm drain system and degrade water quality

B. Minimum Control Measure #2: Public Involvement/Participation

Decision Process

The NWA Stormwater Compliance Group meets to discuss stormwater pollution prevention and provide input on education activities. The NWA Stormwater Education Steering committee (public membership comprised of diverse backgrounds/interests) convenes at least once each year to review and evaluate program accomplishments and plan next steps. Both groups provide the localized input used to identify critical stormwater pollutants, education needs, target audiences, program methods, and public relations strategies.

Target Audience

The audience for public involvement programs and activities will be the general public and may include businesses, trade associations, environmental groups, homeowners, and civic organizations.

Public Involvement/Participation BMPs

Engage Residents in Public Participation/Involvement Activities
Input from both the MS4 Stormwater Compliance Group and Education Steering Committee guides the emphases of educational materials, educational programs, and public involvement efforts. Residents will participate in public involvement activities. Examples may include stormwater compliance meetings, stormwater steering meetings, clean ups, etc.

Measureable Goal:

- Public participation activities will be documented.

Responsible Party

The Northwest Arkansas Regional Planning Commission and the University of Arkansas Cooperative Extension Service have contracted with the municipality to be responsible for the development and implementation of the public involvement efforts. A copy of that agreement is included in this plan.

Performance Standard

At least 5 public participation and involvement activities will be coordinated over the permit term.

C. Minimum Control Measure #3: Illicit Discharges Detection and Elimination

Permit Requirements:

The permittee must:

- Develop, implement and enforce a program to detect and eliminate illicit discharges [as defined in 40 CFR §122.26(b)(2)] into the permittee's small MS4;
- Continue developing a storm sewer system map, showing the location of all outfalls and the names and location of all waters that receive discharges from those outfalls;
- Develop and implement a plan to locate, address and inspect all home sewage treatment systems at least once per year and implement appropriate enforcement procedures and actions.
- To the extent allowable under State or local law, effectively prohibit, through ordinance, or other regulatory mechanism, non-stormwater discharges into the permittee's storm sewer system and implement appropriate enforcement procedures and actions. Possible sanctions include non-monetary penalties (such as stop work orders), fines, bonding requirements, and/or permit denials for non-compliance.
- Develop and implement a plan to detect and address non-stormwater discharges, including illegal dumping, to the permittee's system; include procedures for locating and prioritizing areas likely to have illicit discharges; procedures for tracing and removing the source; and procedures for program evaluation and assessment.
- Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste; and
- Address the following categories of non-stormwater discharges or flows (illicit discharges) if the permittee identifies them as significant contributors of pollutants to the permittee's small MS4: water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR §35.2005(20)), uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, commercial on-the-lot car washing, commercial mobile car washing units, flows from riparian habitats and wetlands, de-chlorinated swimming pool discharges, and street wash water and discharges or flows from fire fighting activities are excluded from the effective prohibition.
- The permittee must also develop a list of other similar occasional incidental non-stormwater discharges (e.g. non-commercial or charity car washes) that will not be addressed as illicit discharges. These non-stormwater discharges must not be reasonably expected (based on

information available to the permittees) to be significant sources of pollutants to the MS4, either because of the nature of the discharges or conditions the permittee have established for allowing these discharges to the permittee's MS4 (e.g., a charity car wash with appropriate controls on frequency, proximity to sensitive water bodies, BMPs on the wash water). The permittee must document in the permittee's stormwater management program plan any local controls or conditions placed on the discharges. The permittee must include a provision prohibiting any individual non-stormwater discharge that is determined to be contributing substantial amounts of pollutants to the permittee's MS4.

- The permittee must develop a process to respond to and document complaints relating to illicit discharges.

Applicable City of Tontitown BMPs: Illicit Discharge Detection and Elimination (IDDE):

IDDE1 - *Illicit Discharges Reporting and Tracking System*

- Review City Ordinance 2015-11-233 and municipal code and modify as necessary to strengthen mechanisms that prohibit illicit discharges. This is the regulatory mechanism for illicit discharge.

Comment [SCP1]: Be sure to update/amend existing ordinance/drainage manual to include coverage of illicit discharge topics.

- City Staff to report any concerns observed while completing their daily responsibilities.
- Public Reports or complaints phoned in to City.
- All reports are documented and a file created for investigation and resolution.

Measureable Goals:

- Compile ordinance for review to provide a strengthened mechanisms to prohibit illicit discharges.

IDDE2 – *Storm Sewer & Outfall Inventory*

- Continual inventory collection of stormwater outfall will be done so that it is easier to track back to locate the source of discharges when they occur.
- Outfalls will be inspected and inspection results recorded.

Comment [SCP2]: This has been added.

Measureable Goals:

- Document number of outfalls dry-weather screened, number of dry-weather flows, all illicit discharges referencing departments locating the illicit discharge.

IDDE3 – *Storm Sewer & Outfall Mapping and Database*

- Map all existing outfalls and, when complete, any new outfalls that have been added.
- Inventory mapping of street, inlets, piping and tie-ins is scheduled.

Measureable Goals:

- Complete mapping of the storm sewer system, and update on an annual basis.

IDDE4 - *Citywide Illicit Discharge Detection and Elimination Plan*

o Detection

- Dry-weather screening of all stormwater outfalls for illicit discharges will occur for all outfalls located in the MS4's urbanized area.
- City Staff to report any concerns observed while completing their daily responsibilities.
- City Staff to review Sanitary Overflow reports from Elm Springs and Springdale Water and Sewer Utilities.
- City Staff will implement procedures based on the 'Illicit Discharge Detection and Elimination – A Guidance Manual for Program Development and Technical Assessment' by the Center for Water Shed Protection and Robert Pitt.
- Public reports or complaints received by the City will be documented.
- All reports are documented and a file created for investigation and resolution.
- Investigation of all reports is implemented based on priority.
- Investigation includes notification to responsible party and plan of resolution.

o Elimination

- Implemented through Public education BMPs such as Clean Water In to Storm Curb Drain and Door Hangers.
- Education of City staff and area businesses.
- City Staff to enforce applicable city ordinances that exist and are developed. City Ordinance 2005-11-233 specifically addresses illicit discharges (dumping, spills, etc.).

Comment [SCP3]: This has been added.

Comment [SCP4]: Be sure to update/amend existing ordinance/drainage manual to include coverage of illicit discharge topics.

- Report and investigative responses are filed.
- Severe incidents will be reported to the appropriate state or federal agency.

Measureable Goals:

- Document the number of complaints received, location, type of illicit discharge, response required and any enforcement administered.
- Review policies and procedures, and implement new protocols for finding and responding to illicit discharges. Create tracking mechanism for documents and files.

IDDE5 - *Non-Stormwater Discharge Assessment*

- Non-stormwater discharge that is not prohibited, that is allowable, can enter the City's MS4 as long as it does not pose a risk to water quality
- City to determine if discharge is detrimental to stormwater system. This is the identification of allowable non-stormwater discharges
- Appropriate ordinances and management will be created to regulate the impacts.
- If a discharge is found to be a significant source of pollutants to waters of the United States, it must be prohibited or the City must develop and required the implementation of appropriate BMPs to reduce the discharge of pollutants to the MEP.

Measureable Goals:

- Develop procedures to assess non-stormwater discharge.

<u>Rationale</u>

The City selected the above five BMPs to address the permit requirements. The successful implementation of a tracking and elimination program that includes complete mapping of the storm sewer system, standard forms and procedures, and the ability to track progress of events such as screenings, inspections, and enforcement is important for the City of Tontitown. The BMPs were chosen based on existing partnerships and the resources available to the City.

The City shall assess illicit discharges, and determine if they adversely impact the stormwater system. If they are found to cause an adverse impact, appropriate management practices or regulations will be used. Dry weather screening, located by maintenance activities, citizens reporting or other means shall be tracked to their source if possible, sampled if the substance is not

obvious and assessed for elimination requirements. Tracking may include associating the type of illicit discharge to certain facilities upstream. Based on the appropriate number of known facts, enforcement will follow. Citizen hotline requirements are covered by public knowledge of phone numbers of City Hall, Police Dispatch, and several other City numbers. Complaints and tips phoned in regarding an incident are forwarded to the appropriate City personnel that handle the particular type situation. MS4 employees, businesses, industries and general public will be informed of the hazards associated with illicit discharges and improper disposal of wastes, which may be by telephone, e-mail, or a post on tontitown.com.

BMP IDDE1 (Reporting and Monitoring) has several methods of reporting presumed illicit spills, sightings, and discharges. Most of the City's personnel - while doing their daily jobs - will report potential illicit problem areas to the Building, Codes & Streets Manager who will work with other departments to assess, enforce, and/or deal with clean-up issues. Reported problems will be investigated immediately or as soon as practically possible, depending on the situation. Minor infractions will be brought to the property owner's attention; followed up on; and an investigation report will be placed in the City's Illicit Discharge files - complete with pictures and the investigation results. Major infractions will be brought to the property owner's attention; followed up on; an investigation report filed; and enforcement protocols (that will be developed during this permit cycle) will be followed. Other incidents with involving waterbodies; fish kills; and other unknown circumstances will be reported to State Fish and Wildlife and/or ADEQ for their expertise and water quality measurement capabilities. Both IDDE1 and IDDE4 will include publishing phone numbers of City Hall, Police Dispatch, and other City numbers for the public to provide tips, complaints, and grievances for the most efficient and effective follow-up actions in response to calls.

IDDE2 and IDDE3 will work together to develop a database of the stormwater inventory and map of the City's Stormwater System. The map will be updated as needed by the Planning Department, who will coordinate dry-weather screenings with locating previously unmarked outfall locations by GPS-locating outfalls and recording all pertinent information for the outfall. The condition of streambeds will be observed during the outfall and dry-weather searches for evidence of past illicit discharges. Additionally, as a part of BMP IDDE3, it is proposed to electronically overlay a copy of the sanitary sewer system map with the storm sewer system map. The electronic overlay will show the storm sewer system, sanitary sewer system, and other public infrastructure to show areas within the City limits that has no sanitary system and likely on septic systems. These areas would be prioritized first for site investigations and dry stream observations for potential illicit discharges. Each system investigated will be logged by GPS and include a condition report, and the next scheduled time for inspection. Findings of illicit discharges would be brought to the attention of the owner of the responsible property or the person overseeing the site so the problem(s) can be corrected. Uncorrected or resolved issues will result in regulatory and enforcement action(s) defined in city codes. Commercial and industrial sectors (such as manufacturing facilities, mechanic shops, junk car sites, and restaurants) would also be prioritized for review to help those businesses recognize that improperly handled waste products from these facilities have the potential of illicit discharges.

Outfall Inventory and Mapping of the storm draining system will commence and updates will be made as needed. Non-Stormwater Discharge Assessments will occur in conjunction with the mapping schedule and includes dry weather screenings activities.

BMP IDDE4 includes the monitoring program conducted by the City to identify and track the sources of illicit discharges. In regards to Illicit Discharges response and enforcement, any pollution complaints and spills in the City of Tontitown are handled by the Tontitown Area Fire Department and/or the Northwest Arkansas Regional Haz-Mat Team.

In regards to solid waste, the City of Tontitown realizes there are other forms of waste that will need to be disposed. We have a contractual agreement with Waste Management of Northwest Arkansas to allow residents of Tontitown to recycle/dispose of non-biodegradable items. There is also a process in place to dispose of yard waste at curbside as well. The City of Tontitown also partners with Washington County and Boston Mountain Solid Waste, each of which operates an enforcement program on illegal dumps, solid waste, and junkyards. When necessary, city staff will work with the Boston Mountain Solid Waste District's Environmental Enforcement Officers when illegal dumping occurs since they are commissioned by the State of Arkansas as Illegal Dump Control Officers.

Responsible Parties

- The City of Tontitown Building, Codes & Streets Department
- The Tontitown Area Fire Department
- Northwest Arkansas Regional Haz-Mat Team

The City of Tontitown shall oversee these efforts and will ensure that all permit requirements are met.

Summary of Measurable Goals for each calendar year

- Number of outfalls dry-weather screened
- Number of dry-weather flows identified
- Number of illicit discharges identified
- Number of illicit discharges eliminated
- Number of complaints received, location, type of illicit discharge, response required and any enforcement administered.
- Schedules of elimination of illicit connections that have been identified, but have yet to be eliminated.
- Summary of any stormwater sewer mapping progress.
- Summary of code review
- Summary of review of policies and procedures, and implement new protocols for finding and responding to illicit discharges assessing non-stormwater discharge.

Development/Implementation Schedule

BMP#	PERMIT YR 1	PERMIT YR 2	PERMIT YR 3	PERMIT YR 4	PERMIT YR 5
IDDE1	Document number of calls received each year. Review existing Municipal Code and modify as necessary.	Document number of calls received each year. Implement program improvements as warranted. Monitor and draft any revisions needed due to permit requirements. Adopt and enforce any revised ordinance requirements.	Document number of calls received each year. Monitor and revise as necessary. Monitor and draft any revisions needed due to permit requirements. Adopt and enforce any revised ordinance requirements.	Document number of calls received each year. Monitor and revise as necessary. Monitor and draft any revisions needed due to permit requirements. Adopt and enforce any revised ordinance requirements.	Document number of calls received each year. Monitor and revise as necessary. Monitor and draft any revisions needed due to permit requirements. Adopt and enforce any revised ordinance requirements.
IDDE2	Conduct dry inspections of existing outfalls, covering 20% of the total number.	Conduct dry inspections of existing outfalls, covering an additional 20% each year until all are inspected by the end of the permit. Identify and inspect new outfalls as they are constructed or found.	Conduct dry inspections of existing outfalls, covering an additional 20% each year until all are inspected by the end of the permit. Identify and inspect new outfalls as they are constructed or found	Conduct dry inspections of existing outfalls, covering an additional 20% each year until all are inspected by the end of the permit. Identify and inspect new outfalls as they are constructed or found	Conduct dry inspections of existing outfalls, covering an additional 20% each year until all are inspected by the end of the permit. Identify and inspect new outfalls as they are constructed or found
IDDE3	Conduct inspections of existing outfalls, in conjunction with IDDE3, develop data to develop a municipal storm sewer map.	Implement the municipal storm sewer map utilizing GIS, and update as necessary.	Monitor, update and revise as necessary	Monitor, update and revise as necessary	Monitor, update and revise as necessary

BMP#	PERMIT YR 1	PERMIT YR 2	PERMIT YR 3	PERMIT YR 4	PERMIT YR 5
IDDE4	Develop protocols for maintaining data, finding and responding to **illicit discharges** and **complaints.** Maintain a data base of discharge locations reported.	Adopt and implement protocols for maintaining data, finding and responding to **illicit discharges** and **complaints.**	Review protocols, reports, etc. to improve the reporting and detecting processes.	Review protocols, reports, etc. to improve the reporting and detecting processes.	Review protocols, reports, etc. to improve the reporting and detecting processes.
IDDE5	Create & implement Non-Stormwater Discharge Assessment program	Monitor and revise as necessary	Monitor and revise as necessary	Monitor and revise as necessary	Monitor and revise as necessary

D. Minimum Control Measure #4: Construction Site Stormwater Runoff Control

Permit Requirements:

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

- An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State or local law;
- Requirements for construction site operators to implement appropriate erosion and sediment control Best Management Practices;
- Requirements for construction site operators to prevent or control waste that may cause

adverse impacts to water quality such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site;

- Procedures for site plan review and land division that incorporate measures to prevent or control potential water quality impacts;
- Procedures for receipt and consideration of information submitted by the public; and
- Procedures for site inspection and enforcement of control measures.

Applicable City of Tontitown BMPs Construction Site Waste (CSW):

CSW1 - *Erosion and Sediment Control Regulations*

- Ordinance No. 2005-11-233 details the city's mechanism used to require erosion and sediment controls at construction sites.
- Ordinances concerning stormwater runoff are in place to require new developments to follow good engineering practices with regard to stormwater and drainage.

Comment [SCP5]: This ordinance number was revised to now reference the drainage criteria manual (as opposed to the city street ordinance).

Measureable Goals:

- Separately document changes made to all stormwater regulation Ordinances to improve construction site requirements.
- Review Ordinances for compliance with this permit

CSW2 - *Sediment and Erosion Control Requirements*

- Drainage Manual. Adopt and implement a new drainage manual with updated stormwater design and runoff prevention requirements.
- Prior to construction, all projects are reviewed by City staff for compliance with Ordinances, BMPs are to be installed and a preconstruction meeting is held to discuss maintenance of BMP's during construction. Additionally, the site plan review shall incorporate consideration of potential water quality impacts.
- Specific requirements for construction site operators will be addressed in Ordinances and are shown on the erosion control plan which is required by Ordinance. Erosion and sediment control are shown on the erosion control plan as well as measure to control waste. Such waste includes discarded building materials, concrete truck washouts, chemicals, litter, and sanitary waste.

- The Building, Codes & Streets Department shall manage and ensure implementation of the Ordinances.

Measureable Goals:

- Number of applicable sites in the MS4 jurisdiction.
- Number of pre-construction site plan reviews preformed.
- Review Ordinances for compliance with this permit

CSW3 - *Complaint Reporting and Response System*

- A system for citizens to report suspect discharges will be created so city personnel can respond, review, and see that clean-up takes place in a timely manner specified and documented by the responding city personnel. Enforcement may need to also follow-up on reports. Sites receiving complaints are given priority for next-available inspection time over regular site visits and/or inspections.
- The system will annually be monitored, reviewed, evaluated and assessed.
- Any reports of non-compliance of BMPs on any construction site within the City received by the Building, Codes & Streets Department will be inspected within 72 hours. The reports and subsequent inspection reports will be tracked using the same tracking system as illicit discharges.

Measureable Goals:

- Number of complaints received and number followed up.

CSW4 - *Site Plan Reviews*

- Plans for large-scale developments, subdivisions, large-scale waivers are to be reviewed to see how well they adhere to the City's development requirements.
- Grading permits must be applied for and those requirements also met before ground can be broken on any site.

Measureable Goals:

- Number of preconstruction site plan review performed

CSW5 - *Site Inspections*

- Ordinance No. 2005-11-233 is the city's mechanism used to enforce compliance with erosion and sediment control.
- At least one monthly documented inspection of construction and other development sites to answer questions, resolve potential problems, and prevent failures of stormwater preventative measures as well as structural items will be performed. Results of monthly inspections of construction sites will be recorded.
- Enforcement requirements will be documented at construction sites. These inspections will address any potential problems from trash, track-out, wash-out areas, sedimentation, dust, and other issues that might and/or will need to be addressed by the contractor.
- Monthly inspections will result in paperwork of which the contractor will receive a copy. If a site-BMP or issue needs to be addressed, the city's inspector will at least mention to the contractor verbally, but may also include in his written report. Both the verbal and written "results" will be shared with the contractor with deadlines - when the inspector will be back to follow-up on those items that need to be addressed.
- Sites receiving complaints will be given priority for next-available inspection time over regular site visits and/or inspections. Sites with problems and/or public complaints will be inspected weekly until the problem is resolved.

Measureable Goals:

- Number of applicable sites in the MS4's jurisdiction
- Number and frequency of site inspections

CSW6 - *Enforcement*

- Ordinance No. 2005-11-233 is the city's mechanism to sanction non-compliance of the erosion and sediment control provisions.
- Although prevention of large problems begins with education of owner/operators, enforcement shall be used to help stop the reoccurrence of events.

Measureable Goals:

- Number of enforcement actions taken
- Number of violation letters issued

Comment [SCP6]: This ordinance number was revised to now reference the drainage criteria manual (as opposed to the city street ordinance).

Comment [SCP7]: This has been added.

Comment [SCP8]: This ordinance number was revised to now reference the drainage criteria manual (as opposed to the city street ordinance).

Rationale

The City selected the above BMPs to address each component of the construction site runoff control requirements based on available city resources. Erosion and Sediment Control Regulations (Stormwater Management Manual) will be made available at the Tontitown city hall or will be made available online. The Building, Codes & Streets Department Manager is responsible for overall implementation of the program. Construction site operators will be required to implement appropriate erosion and sediment control BMPs and control waste at construction sites that may cause adverse impacts to water quality. Such wastes include discarded building materials, concrete truck washouts, chemicals, litter, and sanitary waste. Inspections and enforcement will include pre-construction site plan reviews of 100 percent of projects within the City of Tontitown which incorporate consideration of potential water quality impacts. Policies dealing with non-monetary penalties (such as stop work orders), fines, bonding requirements, and/or permit denials for noncompliance are in place and will be further developed as need requires. Site Inspections will include a monthly inspection at active construction sites within the City of Tontitown with Stormwater Permits. Sites that have a history of not being in compliance will be inspected on a weekly basis. Sites are prioritized based on potential hazards. On an ongoing basis, the City will investigate and refer solid waste and stormwater complaints received. The Planning Commission will evaluate each project that is submitted to the City of Tontitown's Planning Commission and Conditional Use Permit, Subdivision, Lot Split, or Large Scale Development is reviewed by the city engineer for compliance with Draining Criteria Manual and Stormwater Management Manual. The city will evaluate the success on an on-going basis and the measurable goals were determined because they are essential in developing and maintaining an optimal program.

Responsible Parties

The City's Planning Department maintains the City Code of Ordinances related to construction and coordinates the Site Plan and Drainage Review process. The department staff is also responsible for implementation and inspection of approved land alteration and development projects for overall development criteria as well as erosion and sediment control and construction site runoff controls. The Building, Codes & Streets Department will aid in monitoring control of new housing sites. Enforcement of these areas of the City's Codes is conducted in coordination with the Office of the City Attorney, if necessary.

- The City of Tontitown staff, including City Engineer
- The City of Tontitown's Planning Commission

Summary of Measurable Goals

Staff shall review the Municipal Code and Development Code provisions related to erosion control and construction site runoff during the permit period and revise as necessary. The measurement of success of the program will be based on monitoring of compliance and avoidance of impacts to

water quality from land alteration and construction. The effects of land alteration and construction will be minimized with well-positioned BMPs, systematic monitoring, maintenance, and continued education of site construction personnel as well as City employees.

Reported items on the annual report for the municipality include:

- Number of applicable sites in the MS4's jurisdiction
- Number of preconstruction site plan review performed
- Number and frequency of site inspections
- Number of violation letters issued
- Number of enforcement actions taken
- Number of complaints received and number followed up.

Development/Implementation Schedule

BMP#	PERMIT YR 1	PERMIT YR 2	PERMIT YR 3	PERMIT YR 4	PERMIT YR 5
CSW1	Review existing Municipal Code for erosion and construction site runoff control effectiveness.	Review and modify provisions as necessary.	Review and modify provisions as necessary.	Review and modify provisions as necessary.	Review and modify provisions as necessary.
CSW2	Implement existing Code authority on an ongoing basis. Review and develop a new drainage manual with updated stormwater design and runoff prevention requirements.	Implement existing Code authority on an ongoing basis. Review and adopt a new drainage manual with updated stormwater design and runoff prevention requirements.	Implement existing Code authority on an ongoing basis. Review and amend the Code as appropriate.	Implement existing Code authority on an ongoing basis. Review and amend the Code as appropriate.	Implement existing Code authority on an ongoing basis. Review and amend the Code as appropriate.
CSW3	Develop complaint reporting and response system.	Implement complaint reporting and response system.	Revise system as necessary. Document number of complaints and those followed up.	Revise system as necessary. Document number of complaints and those followed up.	Revise system as necessary. Document number of complaints and those followed up.
CSW4	Review plans and enforce applicable rules regulations.				

BMP#	PERMIT YR 1	PERMIT YR 2	PERMIT YR 3	PERMIT YR 4	PERMIT YR 5
CSW5	Performing inspections as allowed by city ordinances, review and develop additional applicable inspection procedures	Perform inspections as necessary, and document applicable sites and the number and frequency of site inspections. Review and revise procedures as necessary.			
CSW6	Continue enforcement as allowed by city ordinances, review and develop additional applicable enforcement procedures	Continue enforcement of the rules and regulations as they pertain to stormwater management. Document actions taken and letters issued.			

E. Minimum Control Measure #5: Post-Construction Stormwater Management for New Development and Redevelopment

Permit Requirements:

The permittee must:

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

Applicable City of Tontitown BMPs Development Standards (DS):

DS1 - *City Code of Ordinances, Engineering Drainage Criteria Manual and BMP Manual*

- The City will conduct a review of ordinances and propose changes to address post-construction runoff from new developments and redevelopments such that pollutants from stormwater runoff are reduced to the maximum extent practicable, in partial compliance with the requirements of this Minimum Control Measure.
- Non-structural BMP's in the program will be included in a future ordinance.
- Structural BMP's for post construction runoff have not been incorporated into the city code. A code review will be conducted.

Measureable Goals:

- Code review to include post construction runoff control and review and revise as necessary, a new drainage manual and begin to use in plan reviews

DS2 - *Post Construction Requirements*

- Review and revise stormwater, grading, erosion control, and tree ordinance as needed for post-construction requirements

Measureable Goals:

- Review city ordinances and revise if necessary, in regards to structural and non-structural standards.

DS3 - *Post Construction Site Plan Review*

- Plans for large-scale developments, subdivisions, large-scale waivers are to be reviewed to see how well they adhere to City development requirements.

Measureable Goals:

- Review, comment, and/or approve a plan review for each set of documents submitted and document number of applicable sites requiring post-construction BMPs and the number of plans reviewed

DS4 - *Post Construction Site Inspection*

- Regular maintenance and inspections of post-construction stormwater controls are done to answer questions, resolve potential purpose and usage problems, and prevent failures.

Measureable Goals:

- Number and frequency of site inspections

DS5 - *Post Construction Enforcement*

- Although prevention of large problems begins with education of owner/operators, enforcement shall be used to help stop the reoccurrence of events.

Measureable Goals:

- Number of violation letters and enforcement actions taken

DS6 - *Long-Term Operations and Management Plans*

- Agreements that private property owners, property- or home-owner associations, and/or developers have with the City of Tontitown stating that the maintenance and operation of post-construction BMPs will be paid for and overseen by the non-government party.
- Agreements give the City of Tontitown the right to periodically inspect the BMP and to enforce maintenance, repairs, replacement, upgrades, improvements, and/or other actions to preserve the purpose and function of the BMP.

Measureable Goals:

- Document number of sites requiring plans/agreements and the number of plans developed/agreements in place.

DS7 - *Low Impact Development (LID)*

- City will conduct a review of Ordinances

Measureable Goals:

- Code review to include possible LID ordinances

Rationale

The City selected the above BMPs to meet the post-construction Minimum Control Measure requirements. The Erosion Control Regulation, available at http://www.tontitown.com, lists city regulations as it pertains to stormwater. Stormwater Management Manual/Draining Criteria Manual will be utilized for additional BMPs. The University of Arkansas also wrote the BMP Manual for the Northwest Arkansas MS4's, and was chosen because the BMP's are specific to the conditions and needs that are in the NWA area, and addresses many important controls and BMP's. Additionally, the city will put in place more stringent regulations that require new developments in the post construction phase to incorporate stormwater management BMPs to reduce the impacts associated with stormwater runoff generated at the site.

BMP DS1 provides for maintenance and revisions of the selected Code of Ordinances requirements and the more specific design requirements included in the Engineering Drainage Criteria Manual and BMP Manual, such that pollutants from stormwater runoff from new development are reduced to the maximum extent practicable, in partial compliance with the requirements of this Minimum Control Measure. Additionally BMP DS1 was selected to improve linkage and cross reference between the Ordinances and create better detail to ensure all areas disturbed by construction or other means have been properly stabilized.

BMP DS2 provides for the development of a long-term inspection and enforcement program, which is still needed to fulfill all the requirements, will be an ongoing process during the permit period. Construction Site Inspection is authorized by city ordinance and is carried out per the Stormwater Management Manual/Drainage Criteria Manual. The city engineer reviews all plans for development of retention/detention ponds for compliance. Sites with a history of noncompliance will be prioritized.

BMP DS3 was selected to address opportunities for implementing water quality improvement projects associated with Low Impact Development. This BMP will require the development of a long-term outreach to homeowners, neighborhood POAs, developers and Engineering Design groups.

Responsible Parties

- The City of Tontitown Planning Commission
- The City of Tontitown Building, Codes & Streets Department

Summary of Measurable Goals

The regulatory framework for control of post-construction stormwater runoff contained in Tontitown's Code of Ordinances and will be reviewed on an on-going basis. This framework will seek out refinements and be expanded as needed to improve the City's capability to achieve reductions in stormwater pollution from new developments through periodic evaluations and updates to the Codes.

- Technical Plat Review and Land Division approvals will be monitored for adequacy of stormwater quality management to ensure that compliance for post construction is being met. All new stormwater drainage infrastructures on new developments will be reviewed for incorporation of stormwater quality improvement facilities in place at the final inspection. Projects will be disapproved until these projects have met all the requirements. The decreasing number of project disapprovals during the year would partially reflect measures of success.

- Stormwater Pollution Plans will be monitored for adequacy of stormwater quality management, and all inspection practices will be monitored and additional training will be provided as needed to the City departments. An annual review/survey will begin of new development to ascertain what was constructed in Year One (2013) is functioning properly without evidence of pollution criteria exists in Year Two (2014) and beyond.

- In addition, compliance achieved in public and private maintenance of stormwater management systems, as required in the development approval process, will be monitored.

- Efforts to identify and remove impediments for LID will also be included. Recommendations for LID at Technical Plat Review and Land Division approvals will be monitored with cost comparisons between traditional development and LID.

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

- Number of applicable sites in the jurisdiction requiring post-construction controls
- Number of pre-construction sites plan reviews performed
- Number of inspections performed to ensure as built per requirements
- Compliance rates with MS4 requirements
- Number of long-term operation and maintenance (O&M) plans developed and agreements in place

Development/Implementation Schedule

BMP#	PERMIT YR 1	PERMIT YR 2	PERMIT YR 3	PERMIT YR 4	PERMIT YR 5
DS1	Review Codes and propose ordinances as appropriate.	Seek City Council approval & adoption of ordinances. Review Engineering Drainage Criteria Standards and BMP Manual and amend as needed to reflect Best Management Practices.	Continue enforcing existing Codes/ Drainage Manual and monitor/analyze effectiveness at achieving BMPs that comply with pollutant reduction MEP requirement and update as needed.	Continue enforcing existing Codes/ Drainage Manual and monitor/analyze effectiveness at achieving BMPs that comply with pollutant reduction MEP requirement and update as needed.	Continue enforcing existing Codes/ Drainage Manual and monitor/analyze effectiveness at achieving BMPs that comply with pollutant reduction MEP requirement and update as needed.
DS2	Review existing Municipal Code for effectiveness.	Review and modify provisions as necessary.			
DS3	Review plans and enforce applicable rules regulations.				
DS4	Review, develop, and implement applicable inspection procedures	Maintain inspection and compliance activities and monitor/analyze program effectiveness and success/failure of BMPs observed over time.			
DS5	Review and develop additional applicable enforcement procedures	Continue enforcement of the rules and regulations as they pertain to stormwater management. Document actions taken and letters issued.			
DS6	Develop procedures for handling long-term operations and management plans	Maintain and review as necessary			
DS7	Begin reviewing for LID impediments	Continue to review development codes for LID impediments.	Continue to review development codes for LID impediments.	Include efforts to identify and remove impediments for LID on report	Monitor and revise as necessary

F. Minimum Control Measure #6: Pollution Prevention / Good Housekeeping for Municipal Operations

Permit Requirements:

The permittee must:

- Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations; and
- Using training materials that are available from the ADEQ, EPA, or other organizations, the permittee's program must include employee training to prevent and reduce stormwater pollution from activities including, but not limited to, park and open space maintenance, fleet and building maintenance, new municipal facility construction and related land disturbances, design and construction of street and storm drain systems, and stormwater system maintenance.

Applicable City of Tontitown BMPs Operation and Maintenance (OM):

OM1 Operation & Maintenance Program

- The City of Tontitown's Building, Codes & Streets Department manages the cleaning out of curb inlets to remove sediment and debris that could potentially clog storm drains, and continually cleans and reshapes the ditches to maintain positive drainage.
- Updates to the SWMP will be made to include any roadway operation, facility, and management changes.
- An Operation and Maintenance Procedures for Municipal Operations Manual has been drafted and will be implemented by the City. The program includes a survey of facilities owned and operated by the City. Stormwater BMPs will be incorporated into these facilities as needed.
- Procedures for the proper disposal of wastes removed from the MS4 and municipal operations.
- Flood management projects will be assessed in conjunction with the approval of Flood Plain Development.
- Annual inspections of the city maintenance shop, two city hall buildings, park facilities, and the fire department building will be conducted and recorded.

Comment [SCP9]: This statement has been modified to clarify that the Manual is now implemented.

Comment [SCP10]: This statement has been added.

Measureable Goals:

- List of Municipal Facilities

- Development of BMP's for Facilities as needed
- Procedures written for operations and procedures

OM2 Training Program

- As part of the contract with Northwest Arkansas Regional Planning and the University of Arkansas Cooperative Extension Service, Cooperative Extension service employees will provide training at least once a year to MS4s. The training will use materials provided by ExCal Visuals and others that include information on construction sites, park & open space maintenance, and fleet & building maintenance.
- Jurisdictional-specific ordinances, policies, and mandates will also be addressed during these trainings and specific system maintenance as departmentally appropriate. Training will stress how the employees are the "eye and ears" of the city and that they should learn to recognize signs of illicit discharge and how to properly report these instances. Recommendations from the employees are also addressed during the regional stormwater compliance committee's monthly meetings, and these recommendations help to shape the educational outreach messages.

Measureable Goals:

- Summary of employee training program(s) implemented with the number of employees that attended.

Rationale

The city will develop and implement an operation and maintenance program. The Program will include a survey of facilities owned and operated by the city. These facilities include the city maintenance shop, two city hall buildings, park facilities, and the fire department building. Stormwater BMPs will be incorporated into these facilities if needed. The program will also include written procedures for municipal operations and procedures. Maintenance schedules shall be developed that have control procedures in place to reduce pollutants to the MS4. These procedures will address controls to reduce floatables and other pollutants. Also procedures to reduce or eliminate the discharges of pollutants from streets, roads, municipal parking lots, maintenance and storage yards, outdoor storage areas, and salt/sand storage locations and snow disposal areas. And procedures for the proper disposal of wastes removed from the MS4 and municipal operations, including dredge spoil, accumulated sediments, floatables, and other debris. Flood management projects will be assessed in conjunction with the approval of Flood Plain Development as required through the National Flood Insurance Program. Procedures will be developed so that these new projects will be adequately assessed for impacts on water quality and existing projects are assessed for incorporation of additional water quality protection devices or practices.

Staff training will be as part of the contract with the Northwest Arkansas Regional Planning

Commission and University of Arkansas Cooperative Extension Service. This regional approach is the most efficient method of delivering staff training. Cooperative Extension service employees will provide training at least once a year to MS4 municipalities. Training will use materials that include information on construction sites, open space maintenance, and fleet and building maintenance. Training will stress how the employees are the "Eyes and ears" of the city and that they should learn to recognize signs of illicit discharge and how to properly report these instances. Recommendations from city employees are also addressed during the regional stormwater compliance committee' monthly meetings and these recommendations help shape the educational outreach messages.

Responsible Parties

The Northwest Arkansas Regional Planning and the University of Arkansas' Cooperative Extension Service have contracted with the municipality to be responsible for the development and implementation of the public education efforts. The City of Tontitown shall oversee these efforts and will address any and all short-falls of the contract product to ensure that all permit requirements are met. The City's various departments will coordinate with various community and watershed groups for other educational and outreach activities beyond the scope of the Cooperative Extension Service's educational contract.

Summary of Measurable Goals

The City will develop a list of municipal facilities and develop BMPs for the facilities as needed. Operations and maintenance procedures will be written for applicable facilities, and activities for the operations and maintenance program will be summarized and reported. In addition, The Northwest Arkansas Regional Planning commission and University of Arkansas Cooperative Extension service will provide stormwater related training to employees. This program will be summarized and employee attendance will be recorded.

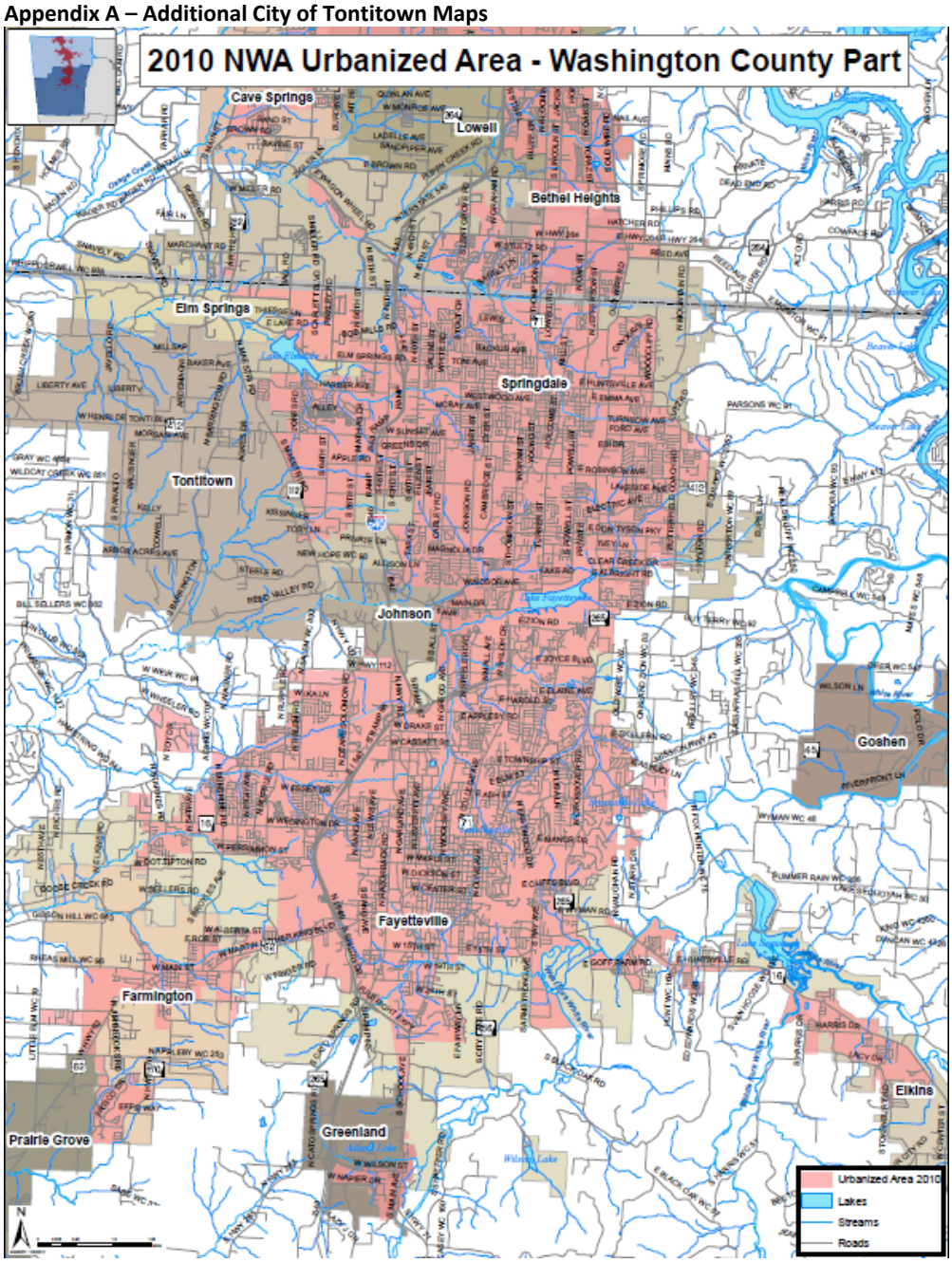
Development/Implementation Schedule

BMP#	PERMIT YR 1	PERMIT YR 2	PERMIT YR 3	PERMIT YR 4	PERMIT YR 5
OM1	Compile list of facilities and develop BMP's as needed.	Revise and update operations and maintenance (O&M) program and Manual as needed.	Monitor and revise as necessary	Monitor and revise as necessary	Monitor and revise as necessary
OM2	Conduct annual training for employees.	Conduct training as necessary for new hires.	Conduct annual training for employees.	Conduct training as necessary for new hires.	Conduct annual training for employees.

Comment [SCP11]: Wording was revised to reflect that O&M Manual is already developed and implemented.

APPENDIXES

Appendix A – Additional City of Tontitown Maps



Appendix B - Relevant City of Tontitown Municipal Ordinances

By clicking on the codified Code of Ordinances at http://tontitown.com/ordinances.html, you can view all ordinances pertaining to stormwater. The entire Municipal Code is over 300 pages long. Sections can be printed, without shipping costs, at the city administrative offices for $0.17 per sheet). Chapter 155 in the codified Code of Ordinances refers to additional fees.

Appendix C - Educational Contract

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

WHEREAS, 21 cities in Benton and Washington Counties, the counties themselves, and the University of Arkansas meet the U.S. Environmental Protection Agency's "small" urbanized area municipal separate storm sewer (MS4) criteria, and must comply with national Phase II Stormwater Regulations; and

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

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

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

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

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

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

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

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

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

SECTION 1. To participate in a 1-Year Regional Stormwater Education and Coordination Program (January 1, 2019 – December 31, 2019), to be carried out by the University of Arkansas Cooperative Extension Service through an engagement with the Northwest Arkansas Regional Planning Commission, with costs based on a Base cost and each jurisdiction's pro-rated share of the region's 2010 urbanized area population; it being understood that said services to be provided shall satisfy requirements for the federally-mandated minimum control measures referenced herein. Commitments for participation in said program in future years will require governing body approval on a year-to-year basis.

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

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

Dated this 20TH **day of** NOVEMBER **, 2018.**

Mayor Paul Colvin Jr. TONTITOWN

Jeff Hawkins NWARPC

Jeff Hawkins

Appendix D - Educational Contract's 5-year Task Plan and Targeted Quantities

Urban Stormwater Education Program

University of Arkansas' Division of Agriculture' Cooperative Extension Service

Introduction

As the public education branch of the University of Arkansas' Division of Agriculture, the mission of the Cooperative Extension Service (CES) is to provide research-based information through non-formal education to help Arkansans improve their economic well-being and the quality of their lives. The City of Tontitown is jointly-contracting with CES through the Northwest Arkansas Regional Planning Commission as a successful and cost-effective means of implementing the following minimum control measures required in our Phase II permits:

#1) Public Education and Outreach

#2) Public Involvement and Participation

#6) Pollution Prevention & Good Housekeeping – municipal employee training component

Program Planning and Evaluation

The City of Tontitown participates in monthly meetings of the NWA Stormwater Compliance Group and has representation on the NWA Regional Stormwater Education Steering Committee. We also have representation on the Stormwater Education Steering committee (public membership comprised of diverse backgrounds/interests) convenes at least once each year to review and evaluate program accomplishments and plan next steps. Both groups provide the localized input used to identify critical stormwater issues and target audiences and program methods and public relations strategies.

BMPs and Measurable Goals

Minimum Control Measure #1 - Public Outreach and Education

Develop and distribute electronic and printed educational materials

Input from both the MS4 Stormwater Compliance Group and Education Steering Committee guides the emphases of electronic and printed educational materials. Once topics have been identified, fact sheets, podcasts, e-learning modules, website content, newsletters, press releases,

and PSAs will be developed, adapted, and/or gathered for distribution at public meetings, in support of presentations, and with educational displays. Stormwater management and pollution prevention messages will be provided to participating MS4s for inclusion in municipal utility bill mailings to their residents.

Create displays and staff educational booths

Displays highlighting the annual topics of emphasis will be created and set up/staffed at libraries, banks, schools, local festivals, county fairs, etc.

Conduct hand-on youth stormwater/water quality education programs

Educational programs for school youth will focus on the water cycle, watersheds, stormwater dynamics, water quality and pollution prevention using the EnviroScape surface runoff model, groundwater simulator, hands-on exercises from Project WET, Project WILD, and Project Learning Tree and creekside classrooms. Programs conducted will support the Arkansas State Frameworks required curriculum.

Conduct stormwater programs for adult audiences

Educational presentations will be given to illustrate stormwater dynamics, identify potential pollutants and pathways, describe techniques to reduce stormwater pollution and encourage voluntary BMP implementation according to the annual topic/audience emphases outlined in the SWMP.

Measureable Goals:

- A minimum of 20 electronic and printed educational materials will be developed
- The # of educational materials distributed will be documented
- Stormwater displays will be created and used at a minimum of 3 events/locales
- At least 5 stormwater education programs will be conducted for youth audiences
- At least 5 stormwater education programs will be conducted for adult audiences

Performance Standard:

Urban stormwater outreach/education programs will reach at least 34 residents (50% of the urbanized area population).

Minimum Control Measure #2 - Public Participation and Involvement

Train and Utilize Volunteer Educators

"Train-the-trainer" processes will be used to engage public volunteers and educators in teaching stormwater and pollution prevention (e.g. Benton and Washington County Master Gardeners, Master Naturalists, LakeSmart Leaders, etc.)

C***onduct Public Participation/Involvement Events***

Citizen and youth groups will participate in public involvement events (litter pick up, establishing demonstration rain gardens, planting riparian vegetation, stenciling storm drain inlets, etc.).

Engage Residents in Stormwater Policy Development

Information will be included through multiple outlets (website, newsletters, press releases, etc.) to encourage public input/involvement as MS4 stormwater management policy evolves.

Measureable Goals:

- At least 1 train-the-trainer program will be conducted.
- At least 1 public participation event will be coordinated.

Performance Standard:

At least 5 public participation and involvement activities will be conducted.

Minimum Control Measure #6 – MS4 Employee Training

Train MS4 employees

MS4 employees will be equipped with a knowledge and understanding of how to reduce the potential impact of their municipal operations activities on stormwater quality.

Measureable Goal:

- A minimum of 5 training programs will be conducted for MS4 employees.

Performance Standard:

Training will be conducted for eligible employees annually.

Appendix E - Annual Reports to ADEQ with attached yearly total reports

This is the section is where Tontitown's annual reports will be kept. After each annual report is completed, it will be inserted in this section.