

CITY OF FLAT ROCK

STORM WATER MANAGEMENT PROGRAM (SWMP)

&

PERMIT NO. MI0060017

**STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENT,
GREAT LAKES, AND ENERGY**



AUTHORIZATION TO DISCHARGE UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM

In compliance with the provisions of the Federal Water Pollution Control Act (33 U.S.C. 1251 *et seq.*, as amended; the "Federal Act"); Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); Part 41, Sewerage Systems, of the NREPA; and Michigan Executive Order 2019-06,

City of Flat Rock
25500 Gibraltar Road
Flat Rock, MI 48134

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National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Application Form (Reissuance)

version 1.8

(Submission #: 2PN-DQDE-MFWV, version 3)

Details

Submission ID 2PN-DQDE-MFWV
Submission Reason Renewal
Status Revised

Form Input

Existing Permit Details

Existing Permit ID (Read Only)
598126921830048628

Existing Permit Number (Read Only)
MIG610360

Section 1. Applicant Information

Applicant Information

Prefix <i>Mr.</i>		
First Name James	Last Name <i>Lancaster</i>	
Title <i>Director of Public Services</i>		
Organization Name <i>City of Flat Rock</i>		
Phone Type Business	Number 7347822470	Extension
Email dps@flatrockmi.com		
Fax NONE PROVIDED		
Address 25500 Gibraltar Road Flat Rock, MI 48134 US		

Section 2. MS4 Location Information

Municipal Entity Name (e.g., City of Lansing)

Flat Rock MS4-Wayne

Identify the Primary Municipal Facility or the Mailing Address Location

A site needs to be identified as part of the application. Identify the physical address for the municipal entity, such as the primary municipal facility (e.g., City Hall).

Facility Location

42.09523,-83.280236

Section 3. MS4 Contacts (1 of 1)

CONTACTS

A contact must be provided for each of the roles listed below. You may assign more than one role to a single contact by holding down the 'Ctrl' key while selecting each role. Use the "+" (repeat section) button to add an additional contact.

Contact

Storm Water Program Manager

Application Contact

Contact**Prefix***Mr.***First Name**

James

Last Name*Lancaster***Title***Director of Public Services***Organization Name***Flat Rock***Phone Type**

Business

Number

7347822470

Extension**Email**

dps@flatrockmi.org

Fax

NONE PROVIDED

Address

25500 Gibraltar Road

Flat Rock, MI 48134

US

Section 4: Regulated Area, Outfalls/Points of Discharge, and Nested Jurisdictions (1 of 1)

Regulated Area

Identify the urbanized area within the applicant's jurisdictional boundary as defined by the 2010 Census. The regulated MS4 means an MS4 owned or operated by a city, village, township, county, district, association, or other public body created by or pursuant to state law and the nested MS4 identified below that is located in an urbanized area and discharges storm water into surface waters of the state. The 2010 Census maps are located at the Urbanized Area Link below.

[Urbanized Area Link](#)**Select an Urbanized Area**

Detroit

Outfall and Point of Discharge Information

Provide the following information for each of the applicant's MS4 outfalls and points of discharge within the regulated area:

identification number, description of whether the discharge is from an outfall or point of discharge, and the surface water of the state that receives the discharge.

An outfall means a discharge point from an MS4 directly to surface waters of the state.

A point of discharge means a discharge from an MS4 to an MS4 owned or operated by another public body. In the case of a point of discharge, the surface water of the state is the ultimate receiving water from the final outfall.

Please note that an MS4 is not a surface water of the state. For example, an open county drain that is a surface water of the state is not an MS4.

An example table is available at the link below.

[Outfall and Point of Discharge example table link](#)

OUTFALL AND POINT OF DISCHARGE INFORMATION

[Appendix A Outfall Table_ 1 of 2 FR 2.0.xls - 08/28/2019 01:51 PM](#)

[Appendix A Outfall Map_ 2 of 2 FR.pdf - 08/28/2019 01:51 PM](#)

Comment

See Appendix A Outfall Table and Outfall Map

CORRECTION REQUEST (APPROVED)

Indicate whether an outfall or point of discharge

The outfall table and map look really great! However, the table is missing one piece of information. Each outfall needs to be designated as either an outfall or a point of discharge. Please read above for the description of each.

Created on 7/18/2019 11:50 AM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/28/2019 1:52 PM)

Added column to table to indicate outfall or point of discharge

Nested Jurisdictions

Submit the name and general description of each nested MS4 for which a cooperative agreement has been reached to carry out the terms and conditions of the permit for the nested jurisdiction. The applicant shall be responsible for assuring compliance with the permit for those nested jurisdictions with which they have entered into an agreement and listed as part of the Application. If the primary jurisdiction and the nested jurisdiction agree to cooperate so that the terms and conditions of the permit are met for the nested MS4, the nested jurisdiction does not need to apply for a separate permit. A city, village, or township shall not be a nested jurisdiction.

Use the "+" (repeat section) button to add an additional Jurisdiction contact.

Nested Jurisdiction

Prefix

NONE PROVIDED

First Name

NONE PROVIDED

Last Name

NONE PROVIDED

Title

NONE PROVIDED

Organization Name

NONE PROVIDED

Phone Type**Number****Extension**

NONE PROVIDED

Email

NONE PROVIDED

Fax

NONE PROVIDED

Address

[NO STREET ADDRESS SPECIFIED]

[NO CITY SPECIFIED], MI [NO ZIP CODE SPECIFIED]

USA

Section 5: General SWMP, Enforcement Response Procedure, and Public Participation/Involvement Program

STORM WATER MANAGEMENT PROGRAM (SWMP)

This Application requires a description of the Best Management Practices (BMPs) the applicant will implement for each minimum control measure and the applicable water quality requirements during this permit cycle. The applicant shall incorporate the BMPs to develop a SWMP as part of the Application. The SWMP shall be developed, implemented, and enforced to reduce the discharge of pollutants from the MS4 to the Maximum Extent Practicable and protect water quality in accordance with the appropriate water quality requirements of the NREPA 451, Public Acts of 1994, Part 31, and the Federal Water Pollution Control Act, as amended, (33 U.S.C. 1251 et seq.). The Maximum Extent Practicable may be met by implementing the BMPs identified in the SWMP and demonstrating the effectiveness of the BMPs. The applicant shall attach any appropriate and necessary documentation to demonstrate compliance with the six minimum control measures and applicable water quality requirements as part of the Application.

The applicant shall complete this Application to the best of its knowledge and ensure that it is true, accurate, and meets the minimum requirements for a SWMP to the Maximum Extent Practicable.

Several minimum control measures include a statement requesting the applicant to indicate in the response if you are, or will be, working collaboratively with watershed or regional partners on any or all activities to meet the minimum control measure requirements. If the applicant chooses to work collaboratively with watershed or regional partners to implement parts of the SWMP, each applicant will be responsible for complying with the minimum permit requirements.

For purposes of this Application, a procedure means a written process, policy or other mechanism describing how the applicant will implement minimum requirements.

When answering the questions in this section of the Application, the applicant's MS4 encompasses what the applicant identified in Sections 4. The applicant shall include a measurable goal for each BMP. Each measurable goal shall include, as appropriate, a schedule for BMP implementation (months and years), including interim milestones and the frequency of the action. Each measurable goal shall have a measure of assessment to measure progress towards achieving the measurable goal. A United States Environmental Protection Agency (USEPA) guidance document on measurable goals is available at the link below.

[USEPA measurable goals guidance document link](#)

Enforcement Response Procedure (ERP)

The applicant shall describe the current and proposed enforcement responses to address violations of the applicant's ordinances and regulatory mechanisms identified in the SWMP. The following question represents the minimum requirement for

the ERP. Please complete the question below.

ERP

[APPENDIX B ERP_1of2 FR v2.0.pdf - 08/20/2019 09:13 AM](#)

[APPENDIX B ERP_2of2 FR.pdf - 08/20/2019 09:14 AM](#)

Comment

See APPENDIX B for Enforcement Response Procedures (ERP)

CORRECTION REQUEST (APPROVED)

Where will enforcement tracking be stored?

Please state in the ERP where enforcement tracking will be store. Indicate whether it will be in electronic or hard copy form.

Created on 7/18/2019 12:03 PM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/20/2019 9:16 AM)

Section C- Enforcement Tracking revised to include "stored in hard copy form at the Flat Rock Building Department"

Public Participation/Involvement Program (PPP)

The applicant shall describe the current and proposed BMPs to meet the minimum control measure requirements for the PPP to the maximum extent practicable, which shall be incorporated into the SWMP. Please indicate in your response if you are, or will be, working collaboratively with watershed or regional partners on any or all activities in the PPP during the permit cycle (i.e., identify collaborative efforts in the procedures). The following questions represent the minimum control measure requirements for the PPP. Please complete all the questions below. A measurable goal with a measure of assessment shall be included for each BMP, and, as appropriate, a schedule for implementation (months and years), including interim milestones and the frequency of the BMP. The responses shall reflect the nested MS4s identified in Section 4.

Proposing to work collaboratively on any or all activities in the PPP during the permit cycle?

Yes

PPP Procedures

[APPENDIX C Public Participation Program FR.pdf - 03/09/2017 08:47 AM](#)

Comment

See Appendix C for the Collaborative PPP

2. Provide the reference to the procedure submitted above for making the SWMP available for public inspection and comment. The procedure shall include a process for notifying the public when and where the SWMP is available and of opportunities to provide comment. The procedure shall also include a process for complying with local public notice requirements, as appropriate. (page and paragraph of attachments): e.g., Attachment A, Page 3, Section b.
APPENDIX C, Page 2, II Communication Durring the SWMP Development Process, 1. & 2.

APPENDIX C, Page 2-3, III Procedures for Public Inspection, Comment and Participation in Implementation and Review, BMP 1.1 - BMP 1.4

3. Provide the reference to the procedure submitted above for inviting public involvement and participation in the implementation and periodic review of the SWMP. (page and paragraph of attachments):

APPENDIX C, Page 2-3, III Procedures for Public Inspection, Comment and Participation in Implementation and Review, BMP 1.1 - BMP 1.4

Section 6. Public Education Program

Proposing to work collaboratively on any or all activities in the PEP during the permit cycle?

Yes

PEP Procedures

[Appendix D-ADW_PEP_04192019_approved\(1\).pdf - 08/20/2019 12:41 PM](#)

Comment

See Appendix D: COLLABORATIVE PUBLIC EDUCATION PLAN

CORRECTION REQUEST (APPROVED)

Please upload most recent ADW PEP

The ADW's PEP document was approved in April 2019. Please upload the final approved document. Be sure to update any appropriate references in applicable questions!

Created on 7/18/2019 12:13 PM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/20/2019 12:42 PM)

Uploaded April 2019 approved ADW PEP Document

4. PEP activities may be prioritized based on the assessment of high priority, community-wide issues and targeted issues to reduce pollutants in storm water runoff. If prioritizing PEP activities, provide the reference to the procedure submitted above with the assessment and list of the priority issues (e.g., Attachment A, Section 1).

See Appendix D, Pg 6-7 Section III. PROCEDURE FOR IDENTIFYING AND PRIORITIZING APPLICABLE PEP TOPICS

5. Provide the reference to the procedure submitted above identifying applicable PEP topics and the activities to be implemented during the permit cycle. If prioritizing, prioritize each applicable PEP topics as high, medium, or low based on the assessment in Question 4.

For each applicable PEP topic below, identify in the procedure the target audience; key message; delivery mechanism; year and frequency the BMP will be implemented; and the responsible party. If a PEP topic is determined to be not applicable or a priority issue, provide an explanation.

An example PEP table is available at the link below.

[PEP table example link](#)

A. Promote public responsibility and stewardship in the applicant's watershed(s). Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3,

B. Inform and educate the public about the connection of the MS4 to area waterbodies and the potential impacts discharges could have on surface waters of the state. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3,

C. Educate the public on illicit discharges and promote public reporting of illicit discharges and improper disposal of materials into the MS4. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3, Activity 8

D. Promote preferred cleaning materials and procedures for car, pavement, and power washing. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3,

E. Inform and educate the public on proper application and disposal of pesticides, herbicides, and fertilizers. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3,

F. Promote proper disposal practices for grass clippings, leaf litter, and animal wastes that may enter into the MS4. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3,

G. Identify and promote the availability, location, and requirement of facilities for collection or disposal of household hazardous wastes, travel trailer sanitary wastes, chemicals, and motor vehicle fluids. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #10: Promote county household hazardous waste reduction program

H. Inform and educate the public on proper septic system care and maintenance, and how to recognize system failure. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3,

I. Educate the public on, and promote the benefits of, green infrastructure and low impact development. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3, Activity #9: Promote water resource protection workshops

J. Identify and educate commercial, industrial, and institutional entities likely to contribute pollutants to storm water runoff. Provide the reference to the procedure submitted above or explanation as to why the topic is not applicable.

See Appendix D: Collaborative Public Education Plan Table and Section IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs- Activity #1, Activity #2, Activity #3, Activity #4: Support green schools program with incentives to qualifying ADW schools

6. Provide the reference to the procedure submitted above for evaluating and determining the effectiveness of the overall PEP. The procedure shall include a method for assessing changes in public awareness and behavior resulting from the implementation of the PEP and the process for modifying the PEP to address ineffective implementation. e.g., Attachment A, Page 3, Section b.

See Appendix D: pg 15, Section VII. EVALUATION OF EFFECTIVENESS

Section 7. Illicit Discharge Elimination Program

[>>Click here to access the MDEQ IDEP Compliance Assistance Document](#)

[>>Click here to access the Center for Watershed Protection guide](#)

Proposing to work collaboratively on any or all BMPs in the IDEP during the permit cycle?

Yes

Illicit Discharge Elimination Program Procedures

[Appendix E -ADW_Collaborative_IDEP_approved Feb 2019.pdf - 08/20/2019 09:29 AM](#)

Comment

See Appendix E- Collaborative Illicit Discharge Elimination Plan

CORRECTION REQUEST (APPROVED)

Please upload final ADW IDEP document

The ADW's IDEP document was approved in February 2019. Please upload the final approved document. Be sure to update any appropriate references in applicable questions!

Created on 7/18/2019 12:15 PM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/20/2019 9:30 AM)

Final Approved IDEP uploaded

Storm Sewer System Map

7. Provide the location where an up-to-date storm sewer system map(s) is available. The map(s) shall identify the following: the storm sewer system, the location of all outfalls and points of discharge, and the names and location of the surface waters of the state that receive discharges from the permittee's MS4 (for both outfalls and points of discharge). A separate storm sewer system includes: roads, catch basins, curbs, gutters, parking lots, ditches, conduits, pumping devices, and man-made channels. A storm sewer system map(s) may include available diagrams, such as certification maps, road maps showing rights-of-way, as-built drawings, or other hard copy or digital representation of the storm sewer system. (e.g., The Department of Public Works office)

25500 Gibraltar Road, Flat Rock, MI 48134 & 17700 Fort Street, Riverview, MI, 48193.

Illicit Discharge Identification and Investigation

8. The MS4 may be prioritized for detecting non-storm water discharges during the permit cycle. The goal of the prioritization process is to target areas with high illicit discharge potential. If prioritizing, provide the reference to the procedure submitted above with the process for selecting each priority area using the list below. (e.g., Attachment A, page 3, Section b.)

- Areas with older infrastructure
- Industrial, commercial, or mixed use areas
- Areas with a history of past illicit discharges
- Areas with a history of illegal dumping
- Areas with septic systems
- Areas with older sewer lines or with a history of sewer overflows or cross-connections
- Areas with sewer conversions or historic combined sewer systems
- Areas with poor dry-weather water quality
- Areas with water quality impacts, including waterbodies identified in a Total Maximum Daily Load
- Priority areas applicable to the applicant not identified above

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix E: Pages 1-3, II. Priority Areas

9. If prioritizing dry-weather screening, provide the reference to the document submitted above with the geographical location of each prioritized area using either a narrative description or map and identify the prioritized areas that will be targeted during the permit cycle.

See Appendix E: Pages 5-6 IDEP #3 & Pg 9-10 IDEP #7

The City also visited all Outfalls with in the City of Flat Rock for assessment Summer of 2016. This assessment was performed in the field using a data collector and will be added to the City of Flat Rock GIS.

10. Provide the procedure for performing field observations at all outfalls and points of discharge in the priority areas as identified in the procedure above or for the entire MS4 during dry-weather at least once during the permit cycle. The procedure shall include a schedule for completing the field observations during the permit cycle or more expeditiously if the applicant becomes aware of a non-storm water discharge.

As part of the procedure, the applicant may submit an interagency agreement with the owner or operator of the downstream MS4 identifying responsibilities for ensuring an illicit discharge is eliminated if originating from the applicant's point(s) of discharge. The interagency agreement would eliminate the requirement for performing a field observation at that point(s) of discharge. Areas not covered by the interagency agreement shall be identified with a schedule for performing field observations included in the procedure.

The focus of the field observation shall be to observe the following:

- Presence/absence of flow
- Water clarity
- Deposits/stains on the discharge structure or bank
- Color
- Vegetation condition
- Odor
- Structural condition
- Floatable materials
- Biology, such as bacterial sheens, algae, and slimes

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix E: Pages 5-6, II. IDEP #3: Priority Area IDEP Advanced Investigations & pages 18-21, Attachment Field Screening Procedure For Identifying Potential Illicit Discharges

11. Provide the reference to the procedure submitted above for performing field screening if flow is observed at an outfall or point of discharge and the source of an illicit discharge is not identified during the field observation. Field screening shall include analyzing the discharge for indicator parameters (e.g., ammonia, fluoride, detergents, and pH). The procedure shall include a schedule for performing field screening.

See Appendix E: Pages 5-6, II. IDEP #3: Priority Area IDEP Advanced Investigations; page 17, Advanced Investigation Flow Chart; pages 18-21, Attachment Field Screening Procedure For Identifying Potential Illicit Discharges

12. Provide the reference to the procedure submitted above for performing a source investigation if the source of an illicit discharge is not identified by field screening. The procedure shall include a schedule for performing a source investigation.

See Appendix E: page 8 IDEP #6: Visual Inspection during Routine Field Operations; page 17, Advanced Investigation Flow Chart

13. Provide the reference to the procedure submitted above for responding to illegal dumping/spills. The procedure shall include a schedule for responding to complaints, performing field observations, and follow-up field screening and source investigations as appropriate.

See Appendix E: Page 5, IDEP #2: Environmental Hotline and Coordinated Complaint Response, page 15-16 Pollution Complaint Tracking Form

14. If prioritizing, provide the reference to the procedure submitted above for responding to illicit discharges upon becoming aware of such a discharge outside of the priority areas. The procedure shall include a schedule for performing field observations, and follow-up field screening and source investigation as appropriate. If not prioritizing, enter ☒ Not Applicable.

See Appendix E: Page 5-6, IDEP #3: Priority Area IDEP Advanced Investigations

15. Provide the reference to the procedure submitted above which includes a requirement to immediately report any release of any polluting materials from the MS4 to the surface waters or groundwaters of the state, unless a determination is made that the release is not in excess of the threshold reporting quantities in the Part 5 Rules, by calling the appropriate MDEQ District Office, or if the notice is provided after regular working hours call the MDEQ's 24-Hour Pollution Emergency Alerting System telephone number: 800-292-4706. (Example threshold reporting quantities: a release of 50 pounds of salt in solid form or 50 gallons in liquid form to waters of the state unless authorized by the MDEQ for deicing or dust suppressant.)

See Appendix E: Page 5, IDEP #2: Environmental Hotline and Coordinated Complaint Response, Pages 11-14 IV. Legal Authority & Pages 23-32 State and Federal Regulatory Mechanisms

16. If the procedures requested in Questions 8 through 14 do not accurately reflect the applicant's procedure(s), provide the reference to the procedure(s) submitted above describing the alternative approach to meet the minimum requirements.

8-14 reflect procedures

17. Provide the reference to the procedure submitted above for responding to illicit discharges once the source is identified. The procedure shall include a schedule to eliminate the illicit discharge and pursue enforcement actions. The procedure shall also address illegal spills/dumping.

See Appendix E: Page 5, IDEP #2: Environmental Hotline and Coordinated Complaint Response; Pages 11-14 IV Legal Authority; page 17, Advanced Investigation Flow Chart

IDEP Training and Evaluation

18. Provide the reference to the program submitted above to train staff employed by the applicant, who, as part of their normal job responsibilities, may come into contact with or otherwise observe an illicit discharge to the regulated MS4, on the following topics. The program shall include a training schedule for this permit cycle. It is recommended that staff be trained more than once per permit cycle.

- Techniques for identifying an illicit discharge or connection, including field observation, field screening, and source investigation.
- Procedures for reporting, responding to, and eliminating an illicit discharge or connection and the proper enforcement response.
- The schedule and requirement for training at least once during the term of this permit cycle for existing staff and within the first year of hire for new staff.

Provide the reference to the program submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix E: Page 6-7, IDEP #4: Staff Training & Page 10, IDEP #9: Volunteer Training

19. Provide the reference to the procedure submitted above for evaluating and determining the overall effectiveness of the IDEP. The procedure shall include a schedule for implementation. Examples of evaluating overall effectiveness include, but are not limited to, the following: evaluate the prioritization process to determine if efforts are being maximized in areas with high illicit discharge potential; evaluate the effectiveness of using different detection methods; evaluate the number of discharges and/or quantity of discharges eliminated using different enforcement methods; and evaluate program efficiency and staff training frequency.

See Appendix E: Page 11, IDEP #10: Method to Evaluate IDEP Effectiveness

Illicit Discharge Ordinance or Other Regulatory Mechanism

20. Provide the reference to the in effect ordinance or regulatory mechanism submitted above that prohibits non-storm water discharges into the applicant's MS4 (except the non-storm water discharges addressed in Questions 21 and 22).

See Attached: Appendix B ERP_2of2 Article VII- Illicit Discharge and Connection Ordinance

21. Provide the reference to the ordinance or other regulatory mechanism submitted above that excludes prohibiting the discharges or flows from firefighting activities to the applicant's MS4 and requires that these discharges or flows only be addressed if they are identified as significant sources of pollutants to waters of the State. The ordinance shall not authorize illicit discharges; however, the applicant may choose to exclude prohibiting the discharges and flows from firefighting activities if they are identified as not being significant sources of pollutants to waters of the state.

See Attached: Appendix B ERP_2of2 Article VII- Illicit Discharge and Connection Ordinance

22. Provide the reference to the ordinance or other regulatory mechanism submitted above that excludes prohibiting the following categories of non-storm water discharges or flows if identified as significant contributors to violations of Water Quality Standards. The ordinance shall not authorize illicit discharges; however, the applicant may choose to exclude prohibiting the following discharges or flows if they are identified as not being a significant contributor to violations of Water Quality Standards.

- a. Water line flushing and discharges from potable water sources
- b. Landscape irrigation runoff, lawn watering runoff, and irrigation waters
- c. Diverted stream flows and flows from riparian habitats and wetlands
- d. Rising groundwaters and springs
- e. Uncontaminated groundwater infiltration and seepage
- f. Uncontaminated pumped groundwater, except for groundwater cleanups specifically authorized by NPDES permits
- g. Foundation drains, water from crawl space pumps, footing drains, and basement sump pumps
- h. Air conditioning condensation
- i. Waters from noncommercial car washing
- j. Street wash water
- k. Dechlorinated swimming pool water from single, two, or three family residences. (A swimming pool operated by the permittee shall not be discharged to a separate storm sewer or to surface waters of the state without NPDES permit authorization from the MDEQ.)

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Attached: Appendix B ERP_2of2 Article VII- Illicit Discharge and Connection Ordinance pg 5 of 10

23. Provide the reference to the ordinance or regulatory mechanism submitted above that regulates the contribution of pollutants to the applicant's MS4 in the attachment above.

See Attached: Appendix B ERP_2of2 Article VII- Illicit Discharge and Connection Ordinance

24. Provide the reference to the ordinance or regulatory mechanism submitted above that prohibits illicit discharges, including illicit connections and the direct dumping or disposal of materials into the applicant's MS4 in the attachment above.

See Attached: Appendix B ERP_2of2 Article VII- Illicit Discharge and Connection Ordinance

25. Provide the reference to the ordinance or regulatory mechanism submitted above with the authority established to inspect, investigate, and monitor suspected illicit discharges into the applicant's MS4 in the attachment above.

See Attached: Appendix B ERP_2of2 Article VII- Illicit Discharge and Connection Ordinance

26. Provide the reference to the ordinance or regulatory mechanism submitted above that requires and enforces elimination of illicit discharges into the applicant's MS4, including providing the applicant the authority to eliminate the illicit discharge in the attachment above.

See Attached: Appendix B ERP_2of2 Article VII- Illicit Discharge and Connection Ordinance

Section 8. Construction Storm Water Runoff Control Program

Proposing to work collaboratively on any or all requirements of the Construction Storm Water Runoff Control Program during the permit cycle?

No

Qualifying Local Soil Erosion and Sedimentation Control Programs

[Click here to access the list of approved Part 91 Agencies](#)

27. Is the applicant a Part 91 Agency?

No

If yes, choose type

NONE PROVIDED

No the applicant relies on the following Qualifying Local Soil Erosion and Sedimentation Control Program (Part 91 Agency)

Wayne County Land Resources Management Division (LRMD)

Construction Storm Water Runoff Control

Construction Storm Water Runoff Control Program Procedure Attachment

Appendix F_Part91-FR.pdf - 03/14/2017 02:11 PM

Comment

See Appendix F STANDARD OPERATING PROCEDURE CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

28. Provide the reference to the procedure submitted above with the process for notifying the Part 91 Agency or appropriate staff when soil or sediment is discharged to the applicant's MS4 from a construction activity, including the notification timeframe. The procedure shall allow for the receipt and consideration of complaints or other information submitted by the public or identified internally as it relates to construction storm water runoff control. For non-Part 91 agencies, consideration of complaints may include referring the complaint to the qualifying local Soil Erosion and Sedimentation Control Program as appropriate. Construction activity is defined pursuant to Part 21, Wastewater Discharge Permits, Rule 323.2102 (K). The applicant may consider as part of their procedure when and under what circumstances the Part 91 Agency or appropriate staff will be contacted.

See Appendix F, Page 2, Section B

29. Provide the reference to the procedure submitted above with the requirement to notify the MDEQ when soil, sediment, or other pollutants are discharged to the applicant's MS4 from a construction activity, including the notification timeframe. Other pollutants include pesticides, petroleum derivatives, construction chemicals, and solid wastes that may become mobilized when land surfaces are disturbed. The applicant may consider as part of their procedure when and under what circumstances the MDEQ will be contacted.

See Appendix F, Page 3, Section D

30. Provide the reference to the procedure submitted above for ensuring that construction activity one acre or greater in total earth disturbance with the potential to discharge to the applicant's MS4 obtains a Part 91 permit, or is conducted by an approved Authorized Public Agency as appropriate. Note: For applicants that conduct site plan review, the procedure must be triggered at the site plan review stage.

See Appendix F, Page 2, Section B

31. Provide the reference to the procedure submitted above to advise the landowner or recorded easement holder of the property where the construction activity will occur of the State of Michigan Permit by Rule (Rule 323.2190).

See Appendix F, Page 3, Section E

Section 9. Post-Construction Storm Water Runoff Program

>>[Click here to access the Low Impact Development Manual for Michigan. Chapter 9 of the manual provides a methodology for addressing post-construction storm water runoff.](#)

The MDEQ has the following resources available to assist with development of a Post-Construction Storm Water Runoff Program.

>>[Click here to access the Post-Construction Storm Water Runoff Program Compliance Assistance Document](#)

Post-Construction Storm Water Runoff Program Procedures, Ordinances, and Regulatory Mechanisms

Appendix G_POSTCONSTRUCTION_FR.pdf - 03/14/2017 03:36 PM

Comment

See Appendix G

Ordinance or Other Regulatory Mechanism

32. Provide the reference to the in-effect ordinance or regulatory mechanism submitted above to address post-construction storm water runoff from new development and redevelopment projects, including preventing or minimizing water quality impacts. The ordinance or other regulatory mechanism shall apply to private, commercial, and public projects, including projects where the applicant is the developer. This requirement may be met using a single ordinance or regulatory mechanism or a combination of ordinances and regulatory mechanisms. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

33. Provide the reference to the ordinance or other regulatory mechanism submitted above that applies to projects that disturb at least one or more acres, including projects less than an acre that are part of a larger common plan of development or sale and discharge into the applicant's MS4. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Federal Facilities

Federal facilities are subject to the Energy Independence and Security Act of 2007. Section 438 of this legislation establishes post-construction storm water runoff requirements for federal development and redevelopment projects.

34. Is the applicant the owner or operator of a federal facility with a storm water discharge

No, skip to Question 36

35. Provide the reference to the regulatory mechanism submitted above with the requirement to implement the post-construction storm water runoff control requirements in Section 438 of the Energy Independence and Security Act. If not available at this time, provide the date the regulatory mechanism will be available.

The United States Environmental Protection Agency (USEPA) has a technical guidance available at the following link.
[USEPA Technical Guidance on Implementing the Stormwater Runoff Requirements](#)

Provide the reference to the regulatory mechanism submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Water Quality Treatment Performance Standard

36. Does the ordinance or other regulatory mechanism include one or more of the following water quality treatment standards?

Treat the first one inch of runoff from the entire project site. Provide the ordinance or regulatory mechanism reference in the attachment above (page and paragraph of attachments): e.g., Attachment A, Pages 1-15

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Treat the runoff generated from 90 percent of all runoff-producing storms for the project site. Provide the ordinance or regulatory mechanism reference in the attachment above (page and paragraph of attachments): e.g., Attachment A, Pages 1-15

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

If no, provide the date the ordinance or regulatory mechanism will be submitted.

NONE PROVIDED

37. If the applicant has chosen the water quality treatment standard of requiring treatment of the runoff generated from 90 percent of all runoff-producing storms, what is the source of the rainfall data?

The MDEQ memo included in the sources below is available at the following link.
[March 24, 2006 MDEQ memo providing the 90 percent annual non-exceedance storm statistics](#)

Sources

NONE PROVIDED

Other rainfall data source (page and paragraph of attachments)

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

38. Provide the reference to the ordinance or regulatory mechanism submitted above with the requirement that BMPs be designed on a site-specific basis to reduce post-development total suspended solids loadings by 80 percent or achieve a discharge concentration of total suspended solids not to exceed 80 milligrams per liter. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Channel Protection Performance Standard

39. Provide the reference to the ordinance or regulatory mechanism submitted above with the requirement that the post-construction runoff rate and volume of discharges not exceed the pre-development rate and volume for all storms up to the two-year, 24-hour storm at the project site. At a minimum, pre-development is the last land use prior to the planned new development or redevelopment. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

A MDEQ spreadsheet is available to assist with these calculations at the following link.

[Calculations for Storm Water Runoff Volume Control Spreadsheet](#)

Provide the reference to the ordinance or regulatory mechanism submitted above.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

If pursuing an alternative approach, provide the reference to the ordinance or other regulatory mechanism submitted above describing the alternative to meet the minimum requirements, including an explanation as to how the channel protection standard will prevent or minimize water quality impacts.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

40. The channel protection performance standard is not required for the following waterbodies: the Great Lakes or connecting channels of the Great Lakes; Rouge River downstream of the Turning Basin; Saginaw River; Mona Lake and Muskegon Lake (Muskegon County); and Lake Macatawa and Spring Lake (Ottawa County). If applicable, provide the reference to the ordinance or regulatory mechanism submitted above that excludes any waterbodies from the channel protection performance standard. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Site-Specific Requirements

41. Provide the reference to the procedure submitted above for reviewing the use of infiltration BMPs to meet the water quality treatment and channel protection standards for new development or redevelopment projects in areas of soil or groundwater contamination in a manner that does not exacerbate existing conditions. The procedure shall include the process for coordinating with MDEQ staff as appropriate.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

42. Provide the reference to the ordinance or regulatory mechanism submitted above that requires BMPs to address the associated pollutants in potential hot spots as part of meeting the water quality treatment and channel protection standards for new development or redevelopment projects. Hot spots include areas with the potential for significant pollutant loading such as gas stations, commercial vehicle maintenance and repair, auto recyclers, recycling centers, and scrap yards. Hot spots also include areas with the potential for contaminating public water supply intakes. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Off-Site Mitigation and Payment in Lieu Programs

43. An applicant may choose to allow for the approval of off-site mitigation for redevelopment projects that cannot meet 100 percent of the performance standards on-site after maximizing storm water retention. Off-site mitigation refers to BMPs implemented at another location within the same jurisdiction and watershed/sewershed as the original project. A watershed is the geographic area included in a 10-digit Hydrologic Unit Code and a sewershed is the area where storm water is conveyed by the applicant's MS4 to a common outfall or point of discharge. If proposing to allow for off-site mitigation, provide the reference to the ordinance or regulatory mechanism submitted above with the off-site mitigation requirements. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

44. An applicant may choose to allow for the approval of payment in lieu for projects that cannot meet 100 percent of the performance standards on-site after maximizing storm water retention. A payment in lieu program refers to a developer paying a fee to the applicant that is applied to a public storm water management project within the same jurisdiction and watershed/sewershed as the original project in lieu of installing the required BMPs onsite. The storm water management project may be either a new BMP or a retrofit to an existing BMP and shall be developed in accordance with the applicant's performance standards. A watershed is the geographic area included in a 10-digit Hydrologic Unit Code and a sewershed is the area where storm water is conveyed by the applicant's MS4 to a common outfall or point of discharge. If proposing to allow for payment in lieu, provide the reference to the ordinance or regulatory mechanism submitted above with the payment in lieu requirements. If not available at this time, provide the date the ordinance or regulatory mechanism will be available. If not pursuing the options available in Questions 43 and 44, skip to Question 52.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

45. Provide the reference to the ordinance or regulatory mechanism submitted above that establishes criteria for determining the conditions under which off-site mitigation and/or payment in lieu are available and require technical justification as to the infeasibility of on-site management. The determination that performance standards cannot be met on-site shall not be based solely on the difficulty or cost of implementing, but shall be based on multiple criteria related to the physical constraints of the project site, such as: too small of a lot outside of the building footprint to create the necessary infiltrative capacity even with amended soils; soil instability as documented by a thorough geotechnical analysis; a site use that is inconsistent with the capture and reuse of storm water; too much shade or other physical conditions that preclude adequate use of plants. The criteria shall also include consideration of the stream order and location within the watershed/sewershed as it relates to the water quality impacts from the original project site (e.g., the water quality impact from a project site with a discharge to a small-sized stream would be greater than a project site on a large river and an offset downstream of the project site may provide less water quality benefit.) The highest preference for off-site mitigation and in lieu projects shall be given to locations that yield benefits to the same receiving water that received runoff from the original project site. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

46. Provide the reference to the ordinance or regulatory mechanism submitted above that establishes a minimum amount of storm water to be managed on-site as a first tier for off-site mitigation or payment in lieu. A higher offset ratio is required if off-site mitigation or payment in lieu is requested for the amount of storm water identified as the first tier. For example, a minimum of 0.4 inches of storm water runoff shall be managed on-site as a first tier. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

47. Provide the reference to the ordinance or regulatory mechanism submitted above that requires an offset ratio of 1:1.5 for the amount of storm water above the first tier (identified in Question 46) not managed on-site to the amount of storm water required to be mitigated at another site or for which in-lieu payments shall be made. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

48. Provide the reference to the ordinance or regulatory mechanism submitted above requiring that if demonstrated by the developer to the applicant that it is completely infeasible to manage the first tier of storm water identified in Question 47 on-site, the offset ratio for the unmanaged portion is 1:2. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

49. Provide the reference to the ordinance or regulatory mechanism submitted above that requires a schedule for completing off-site mitigation and in-lieu projects. Off-site mitigation and in-lieu projects should be completed within 24 months after the start of the original project site construction. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

50. Provide the reference to the ordinance or regulatory mechanism submitted above that requires that offsets and in-lieu projects be preserved and maintained in perpetuity, such as deed restrictions and long-term operation and maintenance. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

51. Describe the tracking system implemented, or to be implemented, to track off-site mitigation and/or in-lieu projects.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

52. If there are any other exceptions to the performance standards (other than off-site mitigation and payment in lieu) being implemented or to be implemented during the permit cycle, provide the reference to the document submitted above describing the exception(s). The applicant shall demonstrate how the exception provides an equivalent or greater level of protection as the performance standards.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Site Plan Review

53. Provide the reference to the ordinance or regulatory mechanism submitted above that includes a requirement to submit a site plan for review and approval of post-construction storm water runoff BMPs. If not available at this time, provide the date the ordinance or regulatory mechanism will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

54. Provide the reference to the procedure submitted above for site plan review and approval. If not available at this time, provide the date the procedure will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

55. Provide the reference to the site plan review and approval procedure submitted above describing the process for determining how the developer meets the performance standards and ensures long-term operation and maintenance of BMPs in the attachment above. If not available at this time, provide the date the procedure will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Long-Term Operation and Maintenance of BMPs

56. Provide the reference to the ordinance or regulatory mechanism submitted above that requires the long-term operation and maintenance of all structural and vegetative BMPs installed and implemented to meet the performance standards in perpetuity. If not available at this time, provide the date the procedure will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

57. Provide the reference to the ordinance or regulatory mechanism submitted above that requires a maintenance agreement between the applicant and owners or operators responsible for the long-term operation and maintenance of structural and vegetative BMPs installed and implemented to meet the performance standards. If not available at this time, provide the date the procedure will be available.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

**58. Does the maintenance agreement or other legal mechanism allow the applicant to complete the following?
(Check if yes)**

NONE PROVIDED

If any of the boxes above were not checked, provide a response explaining how the maintenance agreement or other legal mechanism allows the applicant to verify and ensure maintenance of the BMP.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

59. Provide the reference to the procedure submitted above for tracking compliance with a maintenance agreement or other legal mechanism to ensure the performance standards are met in perpetuity in the attachment above.

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available within 6 months of being finalized.

Section 10. Pollution Prevention and Good Housekeeping Program

Pollution Prevention and Good Housekeeping Program Procedures

[Appendix H P2GH_2of2 FR v2.0.pdf - 08/29/2019 03:26 PM](#)

[FR SWPPP Final 8-29-19 v2.pdf - 08/30/2019 09:36 AM](#)

[Appendix H P2GH_1of2 FR v2.1.pdf - 10/03/2019 01:50 PM](#)

Comment

See Appendix H

Municipal Facility and Structural Storm Water Control Inventory

60. Provide the reference to the up-to-date inventory submitted above identifying applicant-owned or operated facilities and storm water structural controls with a discharge of storm water to surface waters of the state. The inventory shall include the location of each facility. Provide an estimate of the number of structural storm water controls throughout the entire MS4 for each applicable category below (e.g., 100 catch basins and 7 detention basins). For example, Attachment A, Page 3, Section B.

See Appendix H, Attachment 1

Facilities that may have the high potential to discharge pollutants:

Equipment storage and maintenance facilities

Fleet maintenance facilities

Materials storage and Public Works yards

Salt storage facilities

Check all applicant-owned or operated facilities with a discharge of storm water to surface waters of the state:

Administration buildings and libraries

Fire Stations

Parks

Police Stations

Public parking lots

Check all applicant-owned or operated structural storm water controls with a discharge of storm water to surface waters of the state:

Catch basins

Detention basins

Oil/water separators

Pump Stations

Secondary containment

Other structural storm water controls ♦ Provide a description below:

61. Provide the location where an up-to-date map (or maps) is available with the location of the facilities and structural storm water controls identified in Question 60. The location of the facilities and structural storm water controls may be included on the storm sewer system map maintained for the IDEP. The map (or maps) is available at the following location: (e.g., The Department of Public Works office)

25500 Gibraltar Rd, Flat Rock, MI 48134; 27999 Arsenal Rd, Flat Rock, MI 48134; 17700 Fort St, Riverview, MI 48193

62. Provide the reference to the procedure submitted above for updating and revising the inventory in Question 60 and map (or maps) identified in Question 61 as facilities and structural storm water controls are added, removed, or no longer owned or operated by the applicant in the attachment above. A suggested timeframe for updating/revising the inventory and map(s) is 30 days following adding/removing a facility or structural storm water control.

See Appendix H: Section C

Facility-Specific Storm Water Management

63. Provide the reference to the procedure submitted above for assessing each facility identified in Question 60 for the potential to discharge pollutants to surface waters of the state. The procedure shall include a process for updating and revising the assessment. A recommended timeframe for updating/revising the assessment is 30 days prior to discharging storm water from a new facility and within 30 days of determining a need to update/revise the facility assessment.

The applicant should consider the following factors when assessing each facility:

- Amount of urban pollutants stored at the site (e.g., sediment, nutrients, metals, hydrocarbons, pesticides, fertilizers, herbicides, chlorides, trash, bacteria, or other site-specific pollutants)
- Identification of improperly stored materials
- The potential for polluting activities to be conducted outside (e.g., vehicle washing)
- Proximity to waterbodies
- Poor housekeeping practices
- Discharge of pollutants of concern to impaired waters

If the applicant does not own a facility that discharges storm water to surface waters of the state in the urbanized area, skip to Question 71.

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix H: Section B

If not applicable

NONE PROVIDED

64. Provide the reference to the list of prioritized facilities submitted above using the assessment in Question 63. Each facility shall be prioritized based on having the high, medium, or low potential to discharge pollutants to surface waters of the state. Facilities with the high potential for pollutant runoff shall include, but are not limited to, the applicant's fleet maintenance and storage yards. The applicant may choose to demonstrate how a fleet maintenance/storage yard has the low potential to discharge pollutants to surface waters of the state. If demonstrating a low potential, provide the reference to the demonstration submitted above for the fleet maintenance and/or storage yard.

See Appendix H: Section D

CORRECTION REQUEST (APPROVED)

Priority level for each facility missing.

Section D states that in Attachment 1 each site listed will include the priority level of the site. This appears to be missing. I understand that the DPW Yard is high priority but which sites are medium and low priority? Please clarify.

Created on 7/23/2019 11:35 AM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/27/2019 10:05 AM)

Revised Attachment 1

65. Is a site-specific standard operating procedure (SOP) available identifying the structural and non-structural storm water controls implemented and maintained to prevent or reduce pollutant runoff at each facility with the high potential for pollutant runoff? The SOP shall be available at each facility with the high potential for pollutant runoff and upon request from the MDEQ. The SOP shall identify the person responsible for oversight of the facility. The MDEQ may request the submission of the SOP during the application review process.

Yes, a site-specific SOP is available at each facility with the high potential for pollutant runoff

CORRECTION REQUEST (APPROVED)

SWPPP at Mechanics Garage?

The Mechanics Garage was not listed as a high priority site but is referenced in the SWPPP. Does the City intend to store the SWPPP at the mechanics garage? Will the garage be treated as a high priority site? If so then routine inspections of structural stormwater controls must occur.

Created on 7/26/2019 2:15 PM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/27/2019 10:00 AM)

Mechanics Garage Pollution Prevention Activities and Inspections Listed in FR DPS SWPPP . City Designated Garage as Medium Priority as all significant materials are stored inside building / only 1 CB on site.

66. Provide the reference in the SOP, for each facility with the high potential for pollutant runoff, to the following: the list of significant materials stored on-site that could pollute storm water; the description of the handling and storage requirements for each significant material; and the potential to discharge the significant material. (SOP Reference Example: DPW Yard SOP ♦ Section 2)

Appendix H, Section E

67. Provide the reference in the SOP, for each facility with the high potential for pollutant runoff, identifying the good housekeeping practices implemented at the site. Good housekeeping practices include keeping the facility neat and orderly, properly storing and covering materials, and minimizing pollutant sources to prevent or reduce pollutant runoff. (SOP Reference Example: DPW Yard SOP ♦ Section 2)

See Appendix H, Sections J through N

68. Provide the reference in the SOP, for each facility with the high potential for pollutant runoff, to the description and schedule for conducting routine maintenance and inspections of storm water management and control devices to ensure materials and equipment are clean and orderly and to prevent or reduce pollutant runoff. A biweekly schedule is recommended for routine inspections. (SOP Reference Example: DPW Yard SOP ♦ Section 2)

See Appendix H, Section O

CORRECTION REQUEST (APPROVED)

Clarify routine inspection schedule.

Table 3 in the SWPPP has acceptable routine inspection schedules. Please correct Appendix H Section O to match this or refer to this table.

Created on 7/24/2019 5:09 PM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/27/2019 10:04 AM)

Revised

69. Provide the reference in the SOP, for each facility with the high potential for pollutant runoff, to the description and schedule for conducting a comprehensive site inspection at least once every six months. The comprehensive inspection shall include an inspection of all structural storm water controls and a review of non-structural storm water controls to prevent or reduce pollutant runoff. (SOP Reference Example: DPW Yard SOP ♦ Section 2)

See Appendix H, Section O

CORRECTION REQUEST (APPROVED)

Clarify comprehensive inspection schedule.

Appendix H, Section O states that comprehensive site inspections will occur every 6 months but the SWPPP states that they will occur quarterly. Please clarify.

Created on 7/24/2019 5:29 PM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/27/2019 10:10 AM)

Revised to SWPPP schedule / every 3 months (quarterly)

70. Provide the reference to the procedure submitted above identifying the BMPs currently implemented or to be implemented during the permit cycle to prevent or reduce pollutant runoff at each facility with the medium and lower potential for the discharge of pollutants to surface waters of the state using the assessment and prioritized list in Questions 63 and 64.

See Appendix H, Sections G and I

Structural Storm Water Control Operation and Maintenance Activities

71. Provide the reference to the procedure submitted above for prioritizing each catch basin for routine inspection, maintenance, and cleaning based on preventing or reducing pollutant runoff. The procedure shall include assigning a priority level for each catch basin and the associated inspection, maintenance and cleaning schedule based on preventing or reducing pollutant runoff. The procedure shall include a process for updating/revising the priority level for a catch basin giving consideration to inspection findings and citizen complaints. A recommended timeframe for updating/revising the procedure is 30 days following the construction of a catch basin or a change in priority level. If the applicant does not own or operate catch basins skip to Question 75.

See Appendix H, Section F

CORRECTION REQUEST (APPROVED)

Schedule for cleaning needed on medium and high priority catch basins. Update timeframe too long.

In the event the City identifies a medium or high priority catch basin(s), the City will need a schedule for how often they will be inspected. Please provide those schedules. Also, the timeframe for updating/revising the procedure is too long. EGLE recommends a timeframe of 30 days. Please correct.

Created on 7/24/2019 5:35 PM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/27/2019 10:25 AM)

Goal of Inspection of 20% of City owned CB added and revision time frame changed to 30days

72. Provide the reference to the narrative description or map submitted above with the geographic location of the catch basins in each priority level.

See Appendix H, Section F

73. Provide the reference to the procedure submitted above for inspecting, cleaning, and maintaining catch basins to ensure proper performance. Proper cleaning methods include ensuring accumulated pollutants are not discharged during cleaning and are removed prior to discharging to surface waters of the state. An MDEQ Catch Basin Cleaning Activities guidance document is available at the following link.

[Catch Basin Cleaning Activities Guidance Document](#)

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix H, Section G

CORRECTION REQUEST (APPROVED)

Correct catch basin cleaning criteria.

Catch basins should be cleaned out when they are determined to be 50% full. Please include this in appendix H Section G.

Created on 7/24/2019 5:39 PM by **Erica Volansky**

74. Provide the reference to the procedure submitted above for dewatering, storage, and disposal of materials extracted from catch basins. An MDEQ Catch Basin Cleaning Activities guidance document is available at the following link.

[Catch Basin Cleaning Activities Guidance Document](#)

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix H, Section H

75. If the applicant owns or operates structural storm water controls identified in Question 60, excluding the structural storm water controls included in an SOP as part of Question 65 and catch basins, provide the reference to the procedure submitted above for inspecting and maintaining the structural storm water controls. The procedure shall include a description and schedule for inspecting and maintaining each structural storm water control and the process for disposing of maintenance waste materials. The procedure shall require that controls be maintained to reduce to the maximum extent practicable the contribution of pollutants to storm water. The procedure shall include a process for updating/revising the procedure to ensure a maintenance and inspection program for each structural storm water control. A recommended timeframe for updating/revising the procedure is 30 days following the implementation of a new structural storm water control.

See Appendix H, Section N

CORRECTION REQUEST (APPROVED)

Update inventory timeframe is too long.

The timeframe for updating/revising the inventory is too long. EGLE recommends a timeframe of 30 days. Please correct.
Created on 7/26/2019 11:56 AM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/27/2019 10:37 AM)

Revised to 30 day timeframe

CORRECTION REQUEST (APPROVED)

Please address other structural stormwater controls.

In Q. 60 other structural controls are listed such as detention basins, oil/water separators, and pump stations. Please include a description and schedule for inspecting and maintaining these structural controls. Include the process for disposing of maintenance waste materials.

Created on 7/24/2019 5:42 PM by **Erica Volansky**

1 COMMENT

Erica Volansky (VolanskyE@michigan.gov) (9/6/2019 5:21 PM)

I do not see these procedures. Are they still being developed?

76. Provide the reference to the procedure submitted above requiring new applicant-owned or operated facilities or new structural storm water controls for water quantity be designed and implemented in accordance with the post-construction storm water runoff control performance standards and long-term operation and maintenance requirements.

See Appendix H, Section P

Municipal Operations and Maintenance Activities

77. Provide the reference to the procedure(s) submitted above with the assessment of the following operation and maintenance activities, if applicable, for the potential to discharge pollutants to surface waters of the state. The assessment shall identify all pollutants that could be discharged from each applicable operation and maintenance activity and the BMPs being implemented or to be implemented to prevent or reduce pollutant runoff. The procedure shall include a process for updating and revising the assessment. A suggested timeframe for updating/revising the assessment is 30 days following adding/removing BMPs to address new and existing operation and maintenance activities.

At a minimum, the procedure shall include assessing the following municipal operation and maintenance activities if applicable (check all that apply):

Road, parking lot, and sidewalk maintenance (e.g., pothole, sidewalk, and curb and gutter repair)

Unpaved road maintenance

Cold weather operations (e.g., plowing, sanding, application of deicing agents, and snow pile disposal)

Vehicle washing and maintenance of applicant-owned vehicles (e.g., police, fire, school bus, public works)

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix H, Sections J, L and M

78. Provide the reference to the procedure submitted above for prioritizing applicant-owned or operated streets, parking lots, and other impervious infrastructure for street sweeping based on the potential to discharge pollutants to surface waters of the state. The procedure shall include assigning a priority level for each parking lot and street and the associated cleaning schedule (i.e., sweeping frequency and timing) based on preventing or reducing pollutant runoff. The procedure shall include a process for updating/revising the priority level giving consideration to street sweeping findings and citizen complaints. A recommended timeframe for updating/revising the prioritization is 30 days following the construction of a new street, parking lot, or other applicant-owned or operated impervious surface or within 30 days of identifying a need to revise a priority level. If the applicant does not own or operate any streets, parking lots, or other impervious infrastructure, skip to Question 82.

See Appendix H, Section I

CORRECTION REQUEST (APPROVED)

Update priority level timeframe is too long.

The timeframe for updating/revising the priority level of streets and roads is too long. EGLE recommends a timeframe of 30 days. Please correct.

Created on 7/26/2019 11:55 AM by **Erica Volansky**

1 COMMENT

Brent Florek (bflorek@charlesraines.com) (8/27/2019 10:47 AM)

Revised to 30 day timeframe

79. Provide the reference to the narrative description or map submitted above with the geographic location of the streets, parking lots, and other impervious surfaces in each priority level.

See Appendix H, Section I

80. Provide the reference to the procedure submitted above identifying the sweeping methods based on the applicant's sweeping equipment and use of additional resources in sweeping seasonal leaves or pick-up of other materials. Proper sweeping methods include operating sweeping equipment according to the manufacturers' operating instructions and to protect water quality.

See Appendix H, Section I

81. Provide the reference to the procedure submitted above for dewatering, storage, and disposal of street sweeper waste material. An MDEQ Catch Basin Cleaning Activities guidance document is available at the following link and includes information on street sweeping requirements.

[Catch Basin Cleaning Activities Guidance Document](#)

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix H, Section H

Managing Vegetated Properties

82. If the applicant's pesticide applicator does not exclusively use ready-to-use products from the original container, provide the reference to the procedure submitted above requiring the applicant's pesticide applicator to be certified by the State of Michigan as an applicator in the applicable category, to prevent or reduce pollutant runoff from vegetated land. A description of the certified applicator categories is available at the following link. If the applicant only applies ready-to-use products from the original container, enter **Not Applicable**.

[Commercial Pesticide Application Certification Categories](#)

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

See Appendix H, Section Q

Contractor Requirements and Oversight

83. Provide the reference to the procedure submitted above requiring contractors hired by the applicant to perform municipal operation and maintenance activities comply with all pollution prevention and good housekeeping BMPs as appropriate. The procedure shall include the process implemented for providing oversight of contractor activities to ensure compliance.

See Appendix H, Section S

84. Provide the reference to the employee training program submitted above to train employees involved in implementing or overseeing the pollution prevention and good housekeeping program. The program shall include the training schedule. At a minimum, existing staff shall be trained once during the permit cycle and within the first year of hire for new staff.

See Appendix H, Section R

Section 11. Total Maximum Daily Load Implementation Plan

The USEPA has a document to assist with developing a TMDL Implementation Plan available at the following link.

[Understanding Impaired Waters and Total Maximum Daily Load \(TMDL\) Requirements for Municipal Stormwater Programs](#)

Total Maximum Daily Load Implementation Plan

[Appendix I ADW-TMDL-MS4-Plan-Priority-Action-Table 2.0.pdf - 08/27/2019 11:07 AM](#)

[Appendix I-adw_tmdl_plan_2019_final egle.pdf - 10/02/2019 10:29 AM](#)

Comment

See Appendix I- Total Maximum Daily Load (TMDL) Implementation Plan for the Alliance of Downriver Watersheds MS4s in Wayne County

CORRECTION REQUEST (APPROVED)

Upload Approved May 2019 TMDL

Created on 7/19/2019 5:02 PM by **Erica Volansky**

2 COMMENTS

Erica Volansky (VolanskyE@michigan.gov) (9/6/2019 5:19 PM)

I'm sorry but the ADW had to make an edit on this TMDL and uploaded an even recent one. That plan needs to be uploaded here.

Brent Florek (bflorek@charlesraines.com) (8/20/2019 1:14 PM)

Uploaded 2019 Approved TMDL Plan

Proposing to work collaboratively on any or all activities in the TMDL Implementation Plan during the permit cycle.

Yes

85. If a TMDL(s) was included in the applicant's application notice, provide the name(s) below. If no TMDL was identified, skip to the next section.

See Appendix I: Pg 1, I. TMDL AND MS4 COVERAGE- Habitat and Flow Alterations in Smith and Silver Creeks

86. Provide the reference to the procedure submitted above describing the process for identifying and prioritizing BMPs currently being implemented or to be implemented during the permit cycle to make progress toward achieving the pollutant load reduction requirement in each TMDL identified in Question 85. The procedure shall include a process for reviewing, updating, and revising BMPs implemented or to be implemented to ensure progress in achieving the TMDL pollutant load reduction.

See Appendix I: pg. 2, II. PRIORITIZING AND IMPLEMENTATION BMPS

87. Provide the reference to the TMDL BMP Priority List submitted above with prioritized BMPs currently being implemented or to be implemented during the permit cycle to make progress toward achieving the pollutant load reduction requirement in each TMDL identified in Question 85. Each BMP shall include a reference to the targeted TMDL pollutant.

See Appendix I: Pg 1a-2a, SWMP Priority Actions for TMDL Progress

CORRECTION REQUEST (APPROVED)

Missing priority level for IDEP Time of Sale & Field Inspections

On Page 1a, for the IDEP BMP of Time of Sale & Field Inspections there is no indication of priority level. Please correct.

Created on 7/26/2019 2:10 PM by **Erica Volansky**

88. Provide the reference to the TMDL Monitoring Plan submitted above for assessing the effectiveness of the BMPs currently being implemented, or to be implemented, in making progress toward achieving the TMDL pollutant load reduction requirement, including a schedule for completing the monitoring. Monitoring shall be specifically for the pollutant identified in the TMDL. Monitoring may include, but is not limited to, outfall monitoring, in-stream monitoring, or modeling. At a minimum, monitoring shall be conducted two times during the permit cycle or at a frequency sufficient to determine if the BMPs are adequate in making progress toward achieving the TMDL pollutant load reduction. Existing monitoring data may be submitted for review as part of the plan to meet part of the monitoring requirement.

See Appendix I: Pg 2-3, III Monitoring Plan

Section 12. Phase I only ♦ Industrial Facility Inspection Program

Industrial Facility Inspection Program Procedures

NONE PROVIDED

Comment

NONE PROVIDED

89. Provide the reference to the procedure submitted above describing the process for identifying existing industrial facilities, as defined below, within the applicant's jurisdiction that discharge stormwater to the applicant's MS4.

Industrial facilities include, but are not limited to, the following:

- Industrial facilities that the applicant determines are contributing a substantial pollutant loading to the MS4
- Industrial facilities subject to the Superfund Amendments and Reauthorization Act (SARA)
- Hazardous waste treatment, disposal, storage, and recovery facilities

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

NONE PROVIDED

90. Provide the reference to the inventory of industrial facilities submitted above using the procedure in Question No. 89.

NONE PROVIDED

91. Provide the reference to the procedure submitted above for prioritizing the industrial facilities identified in Question No. 90 for inspection. Each industrial facility shall be evaluated and prioritized based on having a high, medium or low potential to discharge pollutants to the applicant's MS4. The procedure shall include a process for updating and revising the prioritization, including modifying the priority level based on contribution of significant pollutant loading to the MS4, inspection findings, and the potential to discharge pollutants.

The applicant should consider the following factors when prioritizing an industrial facility:

- Pollutant sources stored on site
- Pollutants of concern
- Proximity to impaired surface waters of the state
- The applicant's violation or complaint history with the facility

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

NONE PROVIDED

92. Provide the reference to the list of the prioritized industrial facilities for inspection submitted above.

NONE PROVIDED

93. Provide the reference to the procedure submitted above for inspecting industrial facilities based on the prioritized list in Question No. 92 to evaluate pollutant source controls. The number or percentage of facilities to be inspected (e.g., 20% annually) or the inspection frequency for the different priority levels (e.g., high priority facilities inspected annually) shall be identified with the highest priority facilities receiving more frequent inspections. The procedure shall include a process for inspecting facilities based on complaints concerning pollutants discharged to the applicant's MS4.

At a minimum, inspections shall include an evaluation of BMPs implemented and maintained to control pollutant sources at the industrial facility and for evidence of unauthorized discharges, illicit connections, and potential discharges of pollutants to the applicant's MS4.

The procedure shall include notifying the applicable Water Resources Division District Office if an industrial facility appears to be in violation of the NPDES industrial stormwater program.

Provide the reference to the procedure submitted above (page and paragraph of attachments): e.g., Attachment A, Section b.

NONE PROVIDED

94. Provide the reference to the employee training program submitted above to train employees whose primary job duties are to implement the industrial facility inspection program. The program shall include the training schedule. At a minimum, existing staff shall be trained once during the permit cycle and new hires within the first year of their hire date. The training shall cover facility inspection procedures.

[Click here to access the State of Michigan Industrial Stormwater program page](#)

Provide the reference to the program submitted above (page and paragraph of attachments): e.g., Attachment A, Page 3, Section b.

NONE PROVIDED

Section 13. Certify and Submit

Comments (As needed)

NONE PROVIDED

Additional Documents (As needed)

NONE PROVIDED

Comment

NONE PROVIDED

Attachments

Date	Attachment Name	Context	User
10/3/2019 1:50 PM	Appendix H P2GH_1of2 FR v2.1.pdf	Attachment	Brent Florek
10/2/2019 10:29 AM	Appendix I -adw_tmdl_plan_2019_final egle.pdf	Attachment	Brent Florek
8/30/2019 9:36 AM	FR SWPPP Final 8-29-19 v2.pdf	Attachment	Brent Florek
8/29/2019 3:26 PM	Appendix H P2GH_2of2 FR v2.0.pdf	Attachment	Brent Florek
8/28/2019 1:51 PM	Appendix A Outfall Map_ 2 of 2 FR.pdf	Attachment	Brent Florek
8/28/2019 1:51 PM	Appendix A Outfall Table_ 1 of 2 FR 2.0.xls	Attachment	Brent Florek
8/27/2019 11:07 AM	Appendix I ADW-TMDL-MS4-Plan-Priority-Action-Table 2.0.pdf	Attachment	Brent Florek
8/20/2019 12:41 PM	Appendix D-ADW_PEP_04192019_approved(1).pdf	Attachment	Brent Florek
8/20/2019 9:29 AM	Appendix E -ADW_Collaborative_IDEP_approved Feb 2019.pdf	Attachment	Brent Florek
8/20/2019 9:14 AM	APPENDIX B ERP_2of2 FR.pdf	Attachment	Brent Florek
8/20/2019 9:13 AM	APPENDIX B ERP_1of2 FR v2.0.pdf	Attachment	Brent Florek
3/14/2017 3:36 PM	Appendix G _POSTCONSTRUCTION_ FR.pdf	Attachment	Brent Florek
3/14/2017 2:11 PM	Appendix F_Part91-FR.pdf	Attachment	Brent Florek
3/9/2017 8:47 AM	APPENDIX C Public Participation Program FR.pdf	Attachment	Brent Florek

Status History

	User	Processing Status
10/2/2019 10:26:54 AM	Brent Florek	Draft
10/3/2019 1:55:06 PM	James Lancaster	Submitted
11/18/2019 9:18:59 AM	Brent Florek	Revised
5/28/2020 4:38:43 PM	Erica Volansky	Submitted

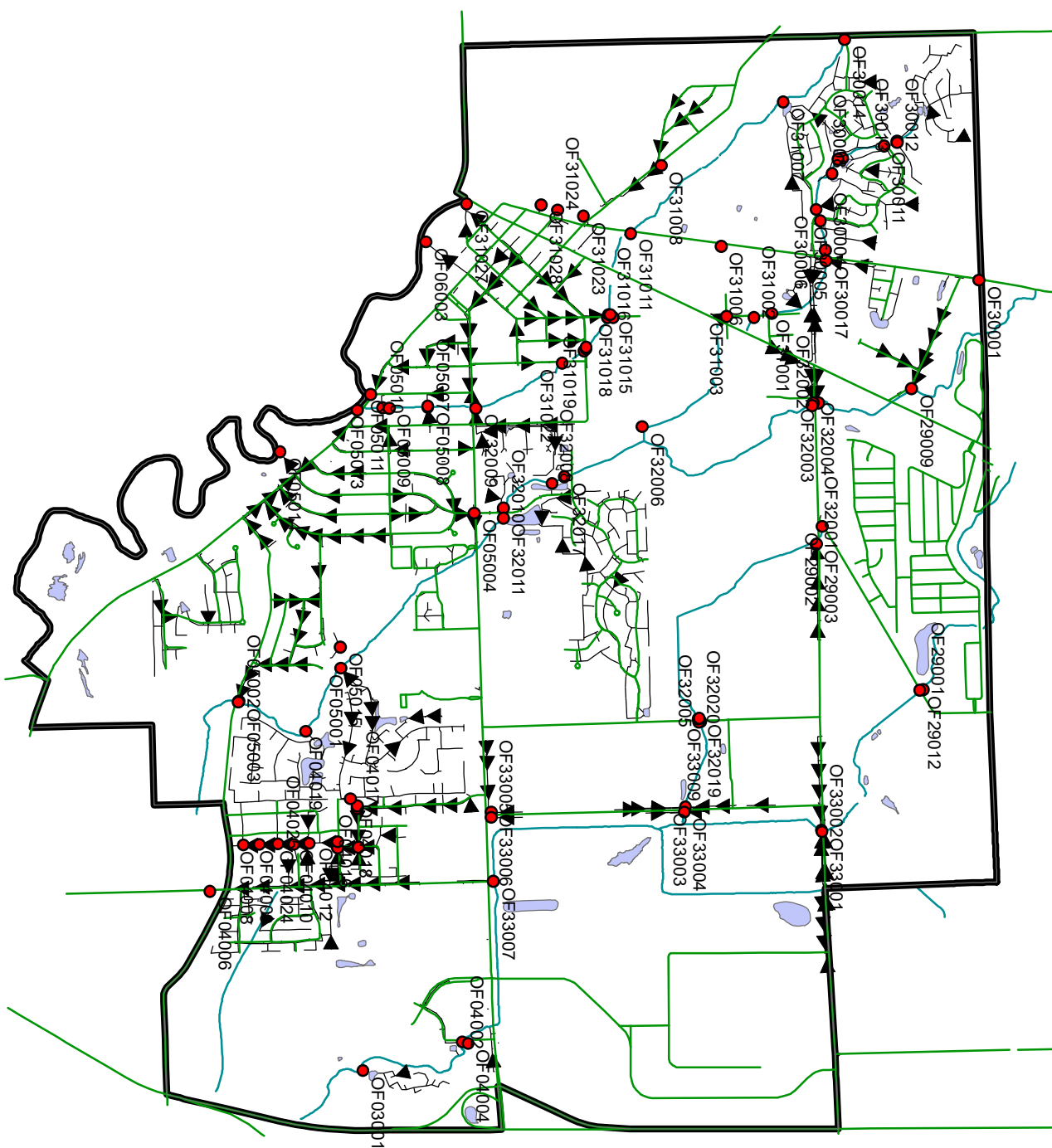
Audit

Event	Event Description	Event By	Event Date
Submission Locked	Submission Locked	Erica Volansky	7/18/2019 11:50 AM
Submission Unlocked	Submission Unlocked	Erica Volansky	7/26/2019 2:25 PM
Submission Locked	Submission Locked	Erica Volansky	7/26/2019 4:18 PM
Submission Unlocked	Submission Unlocked	Erica Volansky	7/26/2019 4:18 PM
Submission Locked	Submission Locked	Erica Volansky	9/6/2019 5:18 PM
Submission Unlocked	Submission Unlocked	Erica Volansky	9/6/2019 5:21 PM
Submission Unlocked	Submission Unlocked	Erica Volansky	10/10/2019 4:09 PM

Revisions

Revision	Revision Date	Revision By
Revision 1	3/20/2017 11:53 AM	Matthew Sype
Revision 2	8/20/2019 8:53 AM	Brent Florek
Revision 3	10/2/2019 10:26 AM	Brent Florek
Revision 4	11/18/2019 9:18 AM	Brent Florek

Appendix A



Appendix B

STANDARD OPERATING PROCEDURE ENFORCEMENT RESPONSE

PREPARED FOR:

THE CITY OF Flat Rock
25500 Gibraltar Road, Flat Rock, MICHIGAN 48134



APRIL 2017

V2.0

SECTION A – PURPOSE

The Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer (MS4) Phase II Stormwater Discharge Permit Application requires a procedure for Enforcement Response to address violations of the ordinances or regulatory mechanisms identified in the Stormwater Management Plan.

SECTION B –PENALTY

City of Flat Rock Code of Ordinances 404 Article VII- Illicit Discharge and Connection Ordinance Section 38-362 – Violations, enforcement, and penalties thru Section 38-366 – Remedies not exclusive and City of Flat Rock, Code Of Ordinances Chapter 1- General Provisions Section 1-16 – General penalty, define the procedural rules and penalties levied by the City for ordinance violations. The sections specifically define penalties for misdemeanors or civil infractions and continuing violations.

B.1 Sec. 1-16. - General penalty.

(a) “Unless another penalty is expressly provided by this Code for any particular provision or section, every person convicted of a violation of any provision of this Code, or any rule, regulation or order adopted or issued in pursuance thereof, shall be punished by a fine of not more than \$500.00 and costs of prosecution or by imprisonment for not more than 90 days, or both such fine, costs and imprisonment in the discretion of the court; however, unless otherwise provided by law, a violation of an ordinance in this Code shall be punishable by imprisonment for not more than 93 days or a fine of not more than \$500.00, or both, if the violation substantially corresponds to a violation of state law that is a misdemeanor for which the maximum period of imprisonment is 93 days. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense.

(b)The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any section of this Code whether or not such penalty is reenacted in the amendatory ordinance.

(c)The penalty shall be in addition to the abatement of the violating condition, any injunctive relief, or revocation of any permit or license.”

(Ord. No. 381, § I, 7-16-01)

B.2 Sec. 38-362. - Violations, enforcement, and penalties.

(a) “Violations. It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this article. Any person who has violated or continues to violate the provisions of this article, may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise abated in a manner provided by law.

In the event the violation constitutes an immediate danger to public health or public safety, the City of Flat Rock is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the property. The City of Flat Rock is authorized to seek costs of the abatement as outlined in section 38-364.

(b)Warning notice. When the City of Flat Rock finds that any person has violated, or continues to violate, any provision of this article, or any order issued hereunder, the City of Flat Rock may serve upon that person a written warning notice, specifying the particular violation believed to have occurred and requesting the discharger to immediately investigate the matter and to seek a resolution whereby any offending

discharge will cease. Investigation and/or resolution of the matter in response to the warning notice in no way relieves the alleged violator of liability for any violations occurring before or after receipt of the warning notice. Nothing in this subsection shall limit the authority of the City of Flat Rock to take any action, including emergency action or any other enforcement action, without first issuing a warning notice.

(c) Notice of violation. Whenever the City of Flat Rock finds that a person has violated a prohibition or failed to meet a requirement of this article, the City of Flat Rock may order compliance by written notice of violation to the responsible person. The notice of violation shall contain:

(1) The name and address of the alleged violator;

(2) The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;

(3) A statement specifying the nature of the violation;

(4) A description of the remedial measures necessary to restore compliance with this article and a time schedule for the completion of such remedial action;

(5) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed;

(6) A statement that the determination of violation may be appealed to the director of public services by filing a written notice of appeal within five days of service of notice of violation; and

(7) A statement specifying that, should the violator fail to restore compliance within the established time schedule, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

(d) [Possible additional requirements.] Such notice may require without limitation:

(1) The performance of monitoring, analyses, and reporting;

(2) The elimination of illicit connections or discharges;

(3) That violating discharges, practices, or operations shall cease and desist;

(4) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;

(5) Payment of a fine to cover administrative and remediation costs; and

(6) The implementation of source control or treatment BMPs."

(Ord. No. 404-A, § I(38-212), 6-6-11)

B.3 Sec. 38-363. - Suspension of MS4 access.

(a) "Emergency cease and desist orders. When the City of Flat Rock finds that any person has violated, or continues to violate, any provision of this article, or any order issued hereunder, or that the person's past violations are likely to recur, and that the person's violation(s) has (have) caused or contributed to an actual or threatened discharge to the MS4 or waters of the United States which reasonably appears to present an imminent or substantial endangerment to the health or welfare of persons or to the environment, the director of public services may issue an order to the violator directing it immediately to cease and desist all such violations and directing the violator to:

(1) Immediately comply with all ordinance requirements; and

(2) Take such appropriate preventive action as may be needed to properly address a continuing or threatened violation, including immediately halting operations and/or terminating the discharge.

Any person notified of an emergency order directed to it under this subsection shall

immediately comply and stop or eliminate its endangering discharge. In the event of a discharger's failure to immediately comply voluntarily with the emergency order, the director of public services may take such steps as deemed necessary to prevent or minimize harm to the MS4 or waters of the United States, and/or endangerment to persons or to the environment, including immediate termination of a facility's water supply, sewer connection, or other municipal utility services. The director of public services may allow the person to recommence its discharge when it has demonstrated to the satisfaction of the director of public services that the period of endangerment has passed, unless further termination proceedings are initiated against the discharger under this article. A person that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful discharge and the measures taken to prevent any future occurrence, to the director of public services within three days of receipt of the emergency order. Issuance of an emergency cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the violator.

(b)Suspension due to illicit discharges in emergency situations. The director of public services may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the director of public services may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.

(c)Suspension due to the detection of illicit discharge. Any person discharging to the MS4 in violation of this article may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The director of public services will notify a violator of the proposed termination of its MS4 access. The violator may petition the director of public services for a reconsideration and hearing.

A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this section, without the prior approval of the director of public services.

(d)Penalty. Any person who shall violate any of the provisions of this article shall be punished as described in section 1-16 of this Code."

(Ord. No. 404-A, § I(38-213), 6-6-11)

SECTION C – ENFORCEMENT TRACKING

The City will track all violations and issued permits. The following information will be collected, stored in hard copy form at the Flat Rock Building Department, and used for tracking records for each violation that is imposed by the City.

1. Name
2. Date
3. Location of the Violation (address, cross streets, etc.)
4. Business, Agency, Organization as applicable
5. Description of the Violation
6. Applicable Correspondence
7. Follow-up Actions
8. Key Dates
9. Descriptions of the City's Enforcement Response
10. Schedules for Achieving Compliance
11. Date the Violation was Resolved

SECTION D – PROCESS FOR REVISION

Any questions on this policy and procedure should be directed to the Stormwater Manager or the Director of Public Services. This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.

ARTICLE VII. - ILLICIT DISCHARGE AND CONNECTION ORDINANCE^[4]

Footnotes:

--- (4) ---

Editor's note— Ord. No. 404-A, adopted June 6, 2011, enacted provisions to be designated as art. VI, §§ 38-200—38-216. Inasmuch as there already exists an art. VI, §§ 38-200—38-216, said new provisions have been redesignated as art. VII, §§ 38-350—38-366. Original section numbers have been maintained in the history notes following each section.

Sec. 38-350. - Purpose/intent.

The purpose of this article is to provide for the health, safety, and general welfare of the citizens of the City of Flat Rock through the regulation of non-stormwater discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This article establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this article are:

- (1) To regulate the contribution of pollutants to the MS4 by stormwater discharges by any user.
- (2) To prohibit illicit connections and discharges to the MS4.
- (3) To establish legal authority to carry out inspection, surveillance, monitoring, and enforcement procedures necessary for this article.

(Ord. No. 404-A, § I(38-200), 6-6-11)

Sec. 38-351. - Definitions.

For the purposes of this article, the following shall mean:

Authorized enforcement agencies, City of Flat Rock. Employees or designees of the director of public services designated to enforce this ordinance or the regulations herein.

Best management practices (BMPs). Schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

Clean Water Act. The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

Hazardous materials. Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

Illegal discharge. Any direct or indirect non-stormwater discharge to the storm drain system, except as exempted in section 38-537 of this article.

Illicit connections. An illicit connection is defined as either of the following:

- Any drain or conveyance, whether on the surface or subsurface that allows an illegal discharge to enter the storm drain system including, but not limited to, any conveyances that allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency or,
- Any drain or conveyance connected from a commercial or industrial land use to the storm drain system that has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

Industrial activity. Activities subject to NPDES Industrial Stormwater Permits as defined in 40 CFR, Section 122.26(b)(14).

Municipal separate storm sewer system (MS4). The system of conveyances (including sidewalks, roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) owned and operated by the City of Flat Rock and designed or used for collecting or conveying stormwater, and that is not used for collecting or conveying sewage.

National pollutant discharge elimination system (NPDES) stormwater discharge permit. Means a permit issued by EPA (or by a state under authority delegated pursuant to 33 USC § 1342(b)) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

Non-stormwater discharge.

- (a) Any discharge to the storm drain system that is not composed entirely of stormwater and exceeds the established state or federal limits for such discharge.
- (b) Any discharge which materially affects the permit granted to the City of Flat Rock by the NPDES MS4 permit, or as may be amended from time to time.

Person. Any individual, association, organization, partnership, firm, corporation or other entity

recognized by law and acting as either the owner or as the owner's agent.

Pollutant. Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: Paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

Premises. Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

Storm drainage system. Publicly owned facilities by which stormwater is collected and/or conveyed, including, but not limited to, any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

Stormwater. Any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

Stormwater management plan. A document which describes the best management practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

Wastewater. Any water or other liquid, other than uncontaminated stormwater, discharged from a facility.

(Ord. No. 404-A, § I(38-201), 6-6-11)

Sec. 38-352. - Applicability.

This article shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by the City of Flat Rock.

(Ord. No. 404-A, § I(38-202), 6-6-11)

Sec. 38-353. - Responsibility for administration.

The City of Flat through its director of public services shall administer, implement, and enforce the

provisions of this article. Any powers granted or duties imposed upon the City of Flat Rock may be delegated in writing by the director of public services to persons or entities acting in the beneficial interest of or in the employ of the city.

(Ord. No. 404-A, § I(38-203), 6-6-11)

Sec. 38-354. - Compatibility with other regulations.

This article is not intended to modify or repeal any other ordinance, rule, regulation, or other provision of law. The requirements of this article are in addition to the requirements of any other ordinance, rule, regulation, or other provision of law, and where any provision of this article imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

(Ord. No. 404-A, § I(38-204), 6-6-11)

Sec. 38-355. - Severability.

The provisions of this article are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this article or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this article.

(Ord. No. 404-A, § I(38-205), 6-6-11)

Sec. 38-356. - Ultimate responsibility.

The standards set forth herein and promulgated pursuant to this article are minimum standards; therefore this article does not intend or imply that compliance by any person will ensure that there will be no contamination, pollution, or unauthorized discharge of pollutants.

(Ord. No. 404-A, § I(38-206), 6-6-11)

Sec. 38-357. - Discharge prohibitions.

- (a) Prohibition of illegal discharges. No person shall throw, drain, or otherwise discharge, cause, or allow others under its control to throw, drain, or otherwise discharge into the MS4 any pollutants or waters containing any pollutants, other than stormwater.

The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:

- (1) The following discharges are exempt from discharge prohibitions established by this article:
Water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration, 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, flows from riparian habitats and wetlands, and street wash water.
 - (2) Discharges or flow from firefighting, and other discharges specified in writing by the City of Flat Rock as being necessary to protect public health and safety.
 - (3) Discharges associated with dye testing, however this activity requires a verbal notification to the City of Flat Rock prior to the time of the test.
 - (4) The prohibition shall not apply to any non-stormwater discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the United States Environmental Protection Agency (EPA), provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.
- (b) Prohibition of illegal connections.
- (1) The construction, use, maintenance or continued existence of illicit connections to the storm drain is prohibited.
 - (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of the connection.
 - (3) A person is considered to be in violation of this article if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.
 - (4) Improper connections in violation of this article must be disconnected and redirected, if necessary, to an approved onsite wastewater management system or sanitary sewer system upon approval of the City of Flat Rock.
 - (5) Any drain or conveyance that has not been documented in plans, maps or equivalent, and which may be connected to the storm sewer system, shall be located by the owner or occupant of that property upon receipt of written notice of violation from the City of Flat Rock requiring that such locating be completed. Such notice will specify a reasonable time period within which the location of the drain or conveyance is to be determined, that the drain or conveyance be identified as storm sewer, sanitary sewer, or other, and that the outfall location or point of connection to the storm sewer system, sanitary sewer system or other discharge point be identified. Results of these investigations are to be documented and provided to the City of Flat

Rock.

(Ord. No. 404-A, § I(38-207), 6-6-11)

Sec. 38-358. - Watercourse protection.

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

(Ord. No. 404-A, § I(38-208), 6-6-11)

Sec. 38-359. - Search warrants.

If the City of Flat Rock has been refused access to any part of the premises from which stormwater is discharged, and there is probable cause to believe that there may be a violation of this article, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this article or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the City of Flat Rock may seek issuance of a search warrant from any court of competent jurisdiction.

(Ord. No. 404-A, § I(38-209), 6-6-11)

Sec. 38-360. - Requirement to prevent, control, and reduce stormwater pollutants by the use of best management practices.

Any person responsible for a property or premise that is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the MS4. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section.

(Ord. No. 404-A, § I(38-210), 6-6-11)

Sec. 38-361. - Notification of spills.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any

known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into stormwater, the storm drain system, or waters of the United States, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the City of Flat Rock in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the City of Flat Rock within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least seven years.

Failure to provide notification of a release as provided above is a violation of this article.

(Ord. No. 404-A, § I(38-211), § 6-6-11)

Sec. 38-362. - Violations, enforcement, and penalties.

- (a) Violations. It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this article. Any person who has violated or continues to violate the provisions of this article, may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise abated in a manner provided by law.

In the event the violation constitutes an immediate danger to public health or public safety, the City of Flat Rock is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the property. The City of Flat Rock is authorized to seek costs of the abatement as outlined in section 38-364.

- (b) Warning notice. When the City of Flat Rock finds that any person has violated, or continues to violate, any provision of this article, or any order issued hereunder, the City of Flat Rock may serve upon that person a written warning notice, specifying the particular violation believed to have occurred and requesting the discharger to immediately investigate the matter and to seek a resolution whereby any offending discharge will cease. Investigation and/or resolution of the matter in response to the warning notice in no way relieves the alleged violator of liability for any violations occurring before or after receipt of the warning notice. Nothing in this subsection shall limit the authority of the City of Flat Rock to take any action, including emergency action or any other enforcement action, without first issuing a warning notice.
- (c) Notice of violation. Whenever the City of Flat Rock finds that a person has violated a prohibition or failed to meet a requirement of this article, the City of Flat Rock may order compliance by written

notice of violation to the responsible person. The notice of violation shall contain:

- (1) The name and address of the alleged violator;
 - (2) The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;
 - (3) A statement specifying the nature of the violation;
 - (4) A description of the remedial measures necessary to restore compliance with this article and a time schedule for the completion of such remedial action;
 - (5) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed;
 - (6) A statement that the determination of violation may be appealed to the director of public services by filing a written notice of appeal within five days of service of notice of violation; and
 - (7) A statement specifying that, should the violator fail to restore compliance within the established time schedule, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.
- (d) [Possible additional requirements.] Such notice may require without limitation:
- (1) The performance of monitoring, analyses, and reporting;
 - (2) The elimination of illicit connections or discharges;
 - (3) That violating discharges, practices, or operations shall cease and desist;
 - (4) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
 - (5) Payment of a fine to cover administrative and remediation costs; and
 - (6) The implementation of source control or treatment BMPs.

(Ord. No. 404-A, § I(38-212), 6-6-11)

Sec. 38-363. - Suspension of MS4 access.

- (a) Emergency cease and desist orders. When the City of Flat Rock finds that any person has violated, or continues to violate, any provision of this article, or any order issued hereunder, or that the person's past violations are likely to recur, and that the person's violation(s) has (have) caused or contributed to an actual or threatened discharge to the MS4 or waters of the United States which reasonably appears to present an imminent or substantial endangerment to the health or welfare of persons or to the environment, the director of public services may issue an order to the violator directing it immediately to cease and desist all such violations and directing the violator to:
- (1) Immediately comply with all ordinance requirements; and
 - (2) Take such appropriate preventive action as may be needed to properly address a continuing or

threatened violation, including immediately halting operations and/or terminating the discharge.

Any person notified of an emergency order directed to it under this subsection shall immediately comply and stop or eliminate its endangering discharge. In the event of a discharger's failure to immediately comply voluntarily with the emergency order, the director of public services may take such steps as deemed necessary to prevent or minimize harm to the MS4 or waters of the United States, and/or endangerment to persons or to the environment, including immediate termination of a facility's water supply, sewer connection, or other municipal utility services. The director of public services may allow the person to recommence its discharge when it has demonstrated to the satisfaction of the director of public services that the period of endangerment has passed, unless further termination proceedings are initiated against the discharger under this article. A person that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful discharge and the measures taken to prevent any future occurrence, to the director of public services within three days of receipt of the emergency order. Issuance of an emergency cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the violator.

- (b) Suspension due to illicit discharges in emergency situations. The director of public services may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the director of public services may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.
- (c) Suspension due to the detection of illicit discharge. Any person discharging to the MS4 in violation of this article may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The director of public services will notify a violator of the proposed termination of its MS4 access. The violator may petition the director of public services for a reconsideration and hearing.

A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this section, without the prior approval of the director of public services.

- (d) Penalty. Any person who shall violate any of the provisions of this article shall be punished as described in section 1-16 of this Code.

(Ord. No. 404-A, § I(38-213), 6-6-11)

Sec. 38-364. - Cost of abatement of the violation.

Within 30 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to

the amount of the assessment within five days. If the amount due is not paid within a timely manner as determined by the decision of the municipal authority or by the expiration of the time in which to file an appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment.

Any person violating any of the provisions of this article shall become liable to the City of Flat Rock by reason of such violation.

(Ord. No. 404-A, § I(38-214), 6-6-11)

Sec. 38-365. - Violations deemed a public nuisance.

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this article is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

(Ord. No. 404-A, § I(38-215), 6-6-11)

Sec. 38-366. - Remedies not exclusive.

The remedies listed in this article are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the City of Flat Rock to seek cumulative remedies.

The City of Flat Rock may recover all attorneys' fees court costs and other expenses associated with enforcement of this article, including sampling and monitoring expenses.

(Ord. No. 404-A, § I(38-216), 6-6-11)

Appendix C

Public Participation Program for the Alliance of Downriver Watersheds MS4s



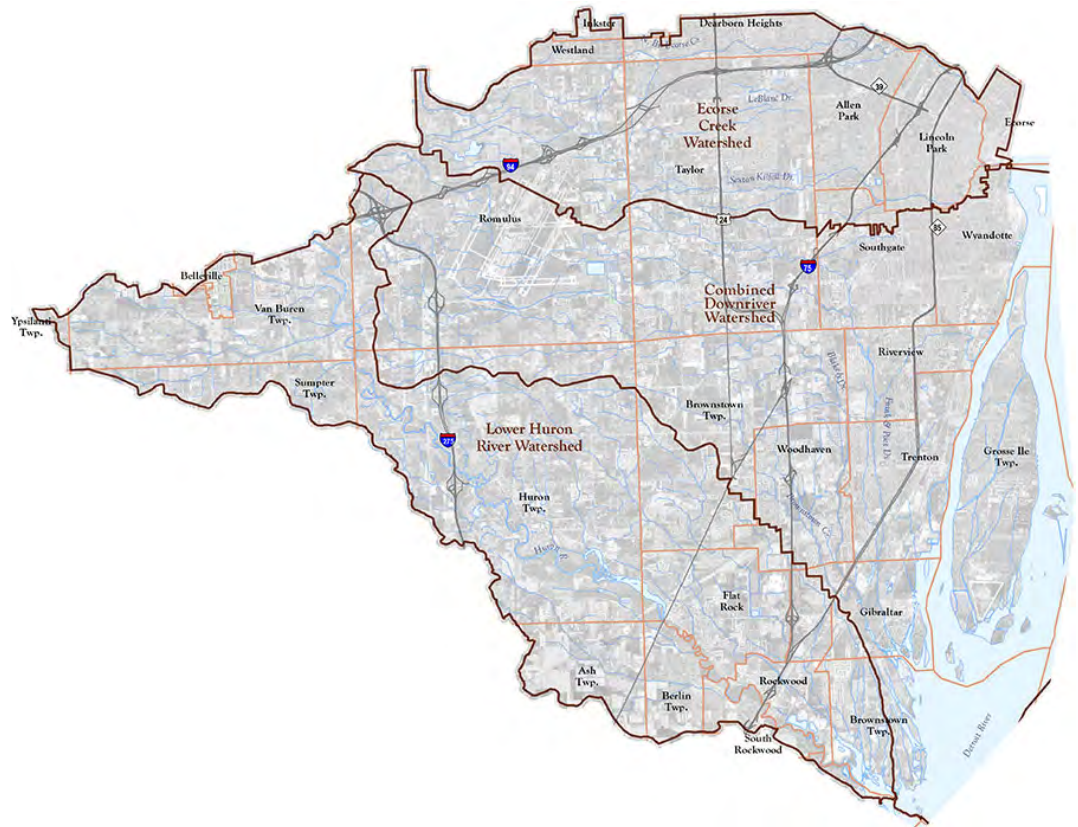
The Public Participation/Involvement Program (PPP) is required by the State of Michigan National Pollutant Discharge Elimination System (NPDES) Permit Application for Discharge of Stormwater to Surface Waters of the State from a Municipal Separate Storm Sewer System (MS4).

The purpose of this PPP is to facilitate the involvement of MS4s in the watershed, and the general public in the revision of MS4 Stormwater Management Plans (SWMPs). This PPP is designed to involve all entities in the watersheds identified below with the authority, ability, and desire to carry out the implementation of SWMPs in seeking comment on and implementing those plans.

I. GENERAL INFORMATION

The Alliance of Downriver Watersheds (ADW) is a permanent watershed organization in southeast Michigan and formed under Public Act 517 of the Public Laws of 2004. The ADW was formally established in 2007 but its members have been working together for many years to manage the area's water resources. The ADW consists of 23 public agencies in the Ecorse Creek, Combined Downriver and Lower Huron River Watersheds within Wayne and Monroe Counties. ADW collaborative efforts include long-term water quality monitoring, stormwater permit compliance and reporting to the State, submittal of grant applications for water quality improvements, and public education.

The ADW is urban in nature consisting of 203.3 square miles and more than 450,000 people (2010 census). Major watercourses within the ADW that drain to the Detroit River and Lake Erie include the Ecorse Creek, Sexton Kilfoil Drain, Frank and Poet Drain, Blakely Drain, Brownstown Creek, Huron River, Smith Creek, Silver Creek and Woods Creek. There are three Watershed Management Plans



for the ADW area, approved by the Michigan Department of Environmental Quality in 2012—Ecorse Creek, Combined Downriver and Lower Huron.

This PPP is submitted by the ADW on behalf of the following Phase I and II MS4s within the Ecorse Creek, Combined Downriver and Lower Huron watersheds. Activities will be implemented collaboratively during the permit cycle by the ADW its cooperating partners and these MS4 permittees:

Allen Park	Rockwood
Belleville	Romulus
Brownstown Township	Southgate
Dearborn Heights	Sumpter Township
Ecorse	Taylor
Flat Rock	Van Buren Township
Gibraltar	Wayne County
Grosse Ile Township	Westland
Inkster	Woodhaven
Lincoln Park	Woodhaven-Brownstown School
Melvindale	District
Riverview	Wyandotte

II. COMMUNICATION DURING THE SWMP DEVELOPMENT PROCESS

The practices listed in this section will be used to solicit public participation during the SWMP development process for each MS4. Public input shall be encouraged in all aspects of the stormwater management program. The following minimum actions shall be taken to encourage public input:

1. Each individual MS4 shall follow local public notice requirements, as appropriate, when informing the public that a stormwater management program must be implemented. Copies of the SWMP shall be available for public inspection, and the public shall be notified of when and where it is available.
2. Each individual MS4 shall participate in and cooperate with the ADW by informing it of activities under their SWMPs, providing copies of the SWMPs and pursuing public input on them, and seeking ways to meet general permit requirements through ongoing programs for water resource protection and enhancement, including water quality monitoring.

III. PROCEDURES FOR PUBLIC INSPECTION, COMMENT AND PARTICIPATION IN IMPLEMENTATION AND REVIEW

The following Best Management Practices (BMPs) will be carried out to meet public participation requirements:

BMP 1.1. Public Notice

Description: Each individual MS4 will provide electronic copies of draft SWMPs to the ADW to share with the general public. The ADW will notify the public that SWMPs were developed and encourage public input in the revision process. This will be done primarily through posting SWMPs on the ADW website and sending out an electronic notice to ADW public contact lists and individual MS4s posting

SWMPs at their individual MS4 websites. Additionally, other means of communication will be used for announcing progress on SWMP elements and soliciting input. These may include publication in local news media outlets, announcements to local boards, associations, other interested groups, at public meetings or major public events, articles in local newsletters, or posts on web sites and social networking sites. Each MS4 will follow any public notice requirements specific to their local jurisdiction. The same public notice procedure will be used following any major SWMP revision.

Timeline: Notice will be provided upon release of a draft permit.

Evaluation: Publication of notice in news media, impressions on ADW website.

Responsible Parties: Listed MS4s will provide SWMPs and the ADW will notify the public within the ADW area via email distribution and posting to the ADW website. Each MS4 will notify the public in their local jurisdictions.

BMP 1.2 Public Access to SWMPs

Description: The ADW and the MS4s will publish and make available copies of the SWMPs on the ADW website and at each MS4 office.

Timeline: Following review by MDEQ and revision by MS4s, SWMPs will be made available when the draft permit becomes available for public review.

Evaluation: Number of views each of the plans get at website.

Responsible Parties: The ADW and individual MS4s.

BMP 1.3 SWMP Implementation

Description: The ADW is a watershed implementation group that is open to and encourages public participation. This group meets three times a year (on average). Meeting schedules are posted to the ADW web site and via e-mail distribution lists. Meetings of this group will be the primary point of public input into SWMP implementation and for providing feedback to MS4 representatives.

Timeline: On-going; start in year one of permit.

Evaluation: Document MS4 representative and citizen participation in meetings.

Responsible Parties: MS4 representatives, ADW.

BMP 1.4 SWMP Review

Description: Following public notice of the SWMPs, the ADW and MS4s will accept and consider comments from the public and MDEQ. After revising SWMPs, the ADW and MS4s will post revised drafts and accept public comments before each MS4 finalizes their SWMP.

Timeline: Review completed following initial application and prior to permit issuance.

Evaluation: Comments from the general public.

Responsible Parties: ADW and MS4s.

Appendix D

STORMWATER DISCHARGE PERMIT APPLICATION COLLABORATIVE PUBLIC EDUCATION PLAN



For the Alliance of Downriver Watersheds MS4s

Effective upon NPDES Permit issuance for a period of five (5) years.

Allen Park	Inkster	Taylor
Belleville	Lincoln Park	Van Buren Township
	Melvindale	Wayne County
Dearborn Heights	Riverview	Westland
Ecorse	Rockwood	Woodhaven
Flat Rock	Romulus	Woodhaven-Brownstown
Gibraltar	Southgate	School District Wyandotte
Grosse Ile Township	Sumpter Township	

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Exhibit A – Table of PEP Tasks by Topic and Activity

I. INTRODUCTION

Purpose of Public Education Plan

In accordance with the permit requirements for Federal Phase II Storm Water Regulations, this Public Education Plan (PEP) was prepared to instill within the residents, businesses, and officials of the communities in regulated watersheds a heightened level of awareness of the connection between individual actions and the health of their watershed and water resources. The objective of this plan is to promote, publicize, and facilitate watershed education for the purpose of encouraging the public to reduce the discharge of pollutants in storm water.

Federal Phase II Storm Water Regulations

A 1987 amendment to the Federal Clean Water Act required the U.S. Environmental Protection Agency (EPA) to develop regulations setting forth National Pollutant Discharge Elimination System (NPDES) permit application requirements for storm water discharges from municipal separate storm sewer systems (MS4s). An MS4 is a drainage system that discharges to waters of the State and is owned or operated by a federal, state, county, city, village, township, district, association or other public body of government. Such drainage systems may include roads, catch basins, curbs, gutters, parking lots, ditches, conduits, pumping devices, or man-made channels.

Phase I of the NPDES regulations went into effect in 1990, which regulated discharges from communities with populations greater than 100,000. The rules for Phase II of the NPDES regulations were issued in 1999, requiring storm water discharge permits for communities with populations under 100,000 that have MS4s in “urbanized areas” as defined by the U.S. Bureau of the Census.

In Michigan the Michigan Department of Environmental Quality (MDEQ) is administering the federal Phase II permitting process.

Required Public Education Plan Elements

The PEP program is designed to promote, publicize, and facilitate education for the purpose of encouraging the public to reduce the discharge of pollutants in stormwater to the maximum extent practicable. The plan describes current and proposed best management practices (BMPs) to meet the minimum control measure requirements in a Public Education Plan (PEP).

The PEP may involve watershed or regional partners collaborating to combine or coordinate existing programs for public stewardship of water resources. Permittees shall indicate if they are or will be working collaboratively with watershed or regional partners on any or all activities in the PEP during the permit cycle, ([Stormwater Discharge Permit Application, Public Education Program \(PEP\) p. 3](#)).

The PEP is designed to implement a sufficient amount of educational activities to ensure that the targeted audiences are reached with the appropriate messages to the maximum extent practicable. The permittee shall identify applicable topics from the topics listed below, ([Stormwater Discharge Permit Application, Public Education Program \(PEP\) p. 3](#)).

Each applicable topic shall be prioritized based on a procedure for assessing high-priority community-wide issues and targeted issues to reduce pollutants in stormwater runoff, (Stormwater Discharge Permit Application, Public Education Program (PEP) p. 3).

- A. Promote public responsibility and stewardship in the applicant(s) watershed.
- B. Inform and educate the public about the connection of the MS4 to area waterbodies and the potential impacts discharges could have on surface waters of the state.
- C. Educate the public on illicit discharges and promote public reporting of illicit discharges and improper disposal of materials into the MS4.
- D. Promote preferred cleaning materials and procedures for car, pavement, and power washing.
- E. Inform and educate the public on proper application and disposal of pesticides, herbicides, and fertilizers.
- F. Promote proper disposal practices for grass clippings, leaf litter, and animal wastes that may enter into the MS4.
- G. Identify and promote the availability, location, and requirements of facilities for collection or disposal of household hazardous wastes, travel trailer sanitary wastes, chemicals, yard wastes, and motor vehicle fluids.
- H. Inform and educate the public on proper septic system care and maintenance, and how to recognize system failure.
- I. Educate the public on and promote the benefits of green infrastructure and Low Impact Development.
- J. Promote methods for managing riparian lands to protect water quality.
- K. Identify and educate commercial, industrial and institutional entities likely to contribute pollutants to stormwater runoff.

For all applicable topics, the PEP shall identify:

- 1. Target audience.
- 2. Key message.
- 3. Delivery mechanism.
- 4. Year and frequency the BMP will be implemented.
- 5. Responsible party.

A **measurable goal with a measure of assessment shall be included for each BMP** and as appropriate, a schedule for implementation (months and years), including interim milestones and the frequency of the BMP, (Stormwater Discharge Permit Application, Public Education Program (PEP) p. 3).

The PEP shall provide the procedure for evaluating and determining the effectiveness of the overall PEP. The procedure shall include a method for assessing changes in public awareness and behavior resulting

from the implementation of the PEP and the process for modifying the PEP to address ineffective implementation, (Stormwater Discharge Permit Application, Public Education Program (PEP) p. 3).

II. COLLABORATION OF WATERSHED PARTNERS

The permittees identified below have elected to meet the PEP requirements by working with each other and other watershed and regional partners to develop, submit, and implement a PEP that includes both collaborative and individual BMPs:

Allen Park	Rockwood
Belleville	Romulus
Dearborn Heights	Southgate
Ecorse	Sumpter Township
Flat Rock	Taylor
Gibraltar	Van Buren Township
Grosse Ile Township	Wayne County
Inkster	Westland
Lincoln Park	Woodhaven
Melvindale	Woodhaven-Brownstown School District
Riverview	Wyandotte

These permittees are members of the Alliance of Downriver Watersheds (ADW). The ADW is a permanent watershed organization in Southeast Michigan, formed under Public Act 517 of the Public Laws of 2004. Its membership consists of 22 public agencies in the Ecorse Creek, Combined Downriver, and Lower Huron River Watersheds within Wayne and Monroe Counties.

The ADW was formed in 2007 to build on its members' ongoing efforts to work together in managing the area's water resources. The ADW is relatively urban in nature consisting of 203.3 square miles and more than 450,000 people (2010 census). Major watercourses within the ADW that drain to the Detroit River and Lake Erie include Ecorse Creek, Sexton Kilfoil Drain, Frank and Poet Drain, Blakely Drain, Brownstown Creek, Huron River, Silver Creek and Woods Creek.

The consortium of agencies that make up the ADW meet on a regular basis and work together to cooperatively manage the rivers, lakes and streams within the watershed. Examples of ADW efforts include long-term water quality monitoring, stormwater permit compliance and reporting to the State of Michigan, submittal of grant applications for water quality improvements, and public education on items such as rain barrel use, phosphorus fertilizer, and proper pet waste management.

The consortium is governed by adopted bylaws that set forth its composition, duties and responsibilities. The member agencies assess themselves annually or bi-annually based on population and land areas within the watershed to establish an operating budget that they use to work toward water quality improvements.

Member agencies designate a person to represent them and vote at ADW meetings. Members can be a township, city, village, county, public school district, public college or university, or any other local or regional public agency that meets the following criteria:

- Has been issued a state permit for a water discharge into waterways within the three ADW watersheds
- Whose legal jurisdiction incorporates areas wholly or partially within the watershed boundaries
- Whose governing body by resolution, voluntarily adopts the ADW Bylaws

The ADW also includes Cooperating Partners, who are non-profit organizations, businesses, residents, etc., who provide their time, services, expertise and resources toward the common goal of protecting and restoring the watershed. Cooperating Partners are recognized as non-voting members.

III. PROCEDURE FOR IDENTIFYING AND PRIORITIZING APPLICABLE PEP TOPICS

The public education topics A-K listed above in Section II were identified in the permit application. These topics are referred to by their corresponding letter in the Public Education BMPs below as well as on the PEP table.

Watershed-Wide Priority Topics

The procedure for identifying high-priority watershed-wide or targeted issues suited for collaborative public education efforts includes:

- A review of Watershed Management Plans for the Ecorse Creek, Combined Downriver and Lower Huron River watersheds including any established Total Maximum Daily Loads for waterbodies in each area.
- A review of data from on-going Wayne County, Huron River Watershed Council and ADW Stream Monitoring and Water Quality Monitoring Programs.
- A review of public opinion surveys on watershed issues and water quality concerns conducted by the Southeast Michigan Council of Governments (SEMCOG) in 2004 and the ADW in 2016.
- Topics identified by permittees at quarterly group meetings, in periodic subcommittee meetings and in permittee opinion surveys prior to and throughout the permit cycle.
- Discussion and input from the permitted entities regarding individual jurisdictional versus watershed-wide needs, potential public outreach opportunities, and existing and future programs.

Any additional procedural steps for identifying high-priority or targeted issues by individual permittees include:

The ADW's high priority community-wide issues and targeted issues for collaborative efforts are:

- High yet stable levels of phosphorus in stormwater runoff from most monitored streams indicating broad sources;
- High and increasing *E. coli* counts in most monitored streams;
- High conductivity levels (indicating potential dissolved contaminants) in most monitored streams;
- Moderate to high flashy flows in monitored streams indicating the need for infiltration and storage across the watersheds;

- A need for greater protection of riparian areas to reduce erosion and slow and treat stormwater runoff; and
- Target audience research and public survey results indicating a need for continued education about stormwater pollution and specific residential responsibilities.

The high priority community-wide issues and targeted issues were used to **prioritize** topics A-K for **collaborative efforts**. Existing and Proposed Collaborative Public Education BMPs include in some way all topics, but the emphasis will be on Collaborative High Priority Topics. Individual permittees may have additional or other priorities for individual education efforts as shown below and may address these in Existing and Proposed Individual Public Education BMPs (Section V.):

Collaborative Priority Level	Permittee Priority	Topic Letter	Topic Description
High	High	A	Public responsibility and stewardship in the watershed.
High	High	B	The connection of the MS4 to area waterbodies and the potential impacts of discharges.
High	High	C	Illicit discharges and public reporting of illicit discharges and improper disposal of materials.
Med	Med	D	Promote preferred cleaning materials and procedures for car, pavement, and power washing.
High	High	E	Inform and educate the public on proper application and disposal of pesticides, herbicides, and fertilizers.
High	High	F	Promote proper disposal practices for grass clippings, leaf litter, and animal wastes that may enter into the MS4
High	High	G	Identify and promote the availability, location, and requirements of facilities for collection or disposal of household hazardous wastes, travel trailer sanitary wastes, chemicals, yard wastes, and motor vehicle fluids.
Low	Low	H	Proper septic system care and maintenance, and how to recognize system failure.
Med	Med	I	Benefits of green infrastructure and Low Impact Development.
Med	Med	J	Promote methods for managing riparian lands to protect water quality.
Low	Low	K	Identify and educate commercial, industrial and institutional entities likely to contribute pollutants to stormwater runoff.

IV. EXISTING AND PROPOSED COLLABORATIVE PUBLIC EDUCATION BMPs

To address each of the PEP requirements, the permittee will, individually or collaboratively, implement the following specific activities, which include a description, timeline, evaluation component, and the required topic that the activity meets. Activities will be completed with the involvement of responsible parties as noted in each activity description, and/or in cooperation with identified permitted communities.

Time lines for implementation of proposed activities extend from permit issuance (year 1) when implementation of the PEP begins for a period of five (5) years.

Activity #1: Produce and distribute a printed watershed community calendar and social media-driven photo contest

Delivery Mechanism:	Coordinated by the ADW, permittees will participate in the bulk printing and distribution of a Watershed Community Calendar to residents. The calendar will include a social media-driven photo contest where residents will be encouraged to post and tag photos related to stormwater pollution-reducing behaviors on social media.
Key Messages:	Calendars typically feature a different tip each month for increasing public awareness of watershed issues and improving personal actions affecting the health of their watershed. Topics/messages are likely to include key messages associated with A-J of the PEP topics that are suited for homeowners, such as general watershed stewardship; household hazardous waste disposal; proper lawn care; car washing; storm drain pollutants; pet waste; riparian land management; green infrastructure and LID; and illegal dumping in storm drains.
Target Audience:	Residents.
Year/Frequency:	Biannually (even calendar years).
Goal:	During the permit cycle, the ADW will collaboratively produce a biannual print calendar in even calendar years that permittees will distribute to residents. To promote a calendar-related public photo contest during even calendar years, the ADW will also produce and permittees will distribute monthly social media posts/digital ads/content. The calendar and photo contest will be posted to the ADW website and permittees will provide links from their websites to the ADW website.
Assessment:	Number of calendars distributed by the ADW and permittees; Number of posts/views on ADW social media sites and on the ADW website; Number of photo contest participants.

Responsible Parties: Permittees produce calendars and coordinate and run the photo contest collaboratively through the ADW. Permittees distribute calendars individually and help promote the photo contest within their communities.

Topics Addressed: A-J

Activity #2: Organize and run focused-topic pollution prevention campaigns

Delivery Mechanism: The ADW will organize and run print or digital pollution prevention pledge campaigns that are focused on a single message or topic and that seek commitment from residents for positive action.

Key Messages: Campaigns will feature a different topic each year for increasing public awareness of watershed issues and improving personal actions affecting the health of their watershed. Topics/messages are likely to include key messages associated with A-J of the PEP topics that are suited for homeowners, such as general watershed stewardship; household hazardous waste disposal; proper lawn care; car washing; storm drain pollutants; pet waste; riparian land management; green infrastructure and LID; and illegal dumping in storm drains.

Target Audience: Residents.

Year/Frequency: Biannually (odd calendar years).

Goal: Biannually, the ADW will collaboratively host one print or digital single-topic pledge campaign. The ADW and permittees will distribute print and digital campaign materials that include a flyer, an ad graphic, and at least eight social media posts through local venues and customer service locations, newsletters and/or other publications, social media and websites.

Assessment: Number of print campaign materials distributed by the ADW and permittees; Number of posts/views on ADW social media sites and on the ADW website; Number of pledges collected.

Responsible Parties: ADW to coordinate and run the campaign as a collaborative effort. Permittees to help promote the campaign individually within their communities.

Topics Addressed: A-J

Activity #3: Provide displays for community venues and outreach activities at events

Delivery Mechanism: The ADW will produce and make available a shared pop-up display and educational posters for use at community venues, regional fairs and events, and community meetings and events. The ADW will host the pop-up display at regional fairs/events with a water, green living or a sustainability focus. Individually, permittees will promote and support stormwater education by displaying posters or the pop-up display at their locations and other key public venues in their community such as municipal libraries, city/township halls, or schools or at community meetings, fairs and/or events.

Key Messages: Public awareness of watershed issues and improving personal actions affecting the health of the watershed also including key messages associated with A-K of the PEP topics, such as general watershed stewardship; household hazardous waste disposal; proper lawn care; car washing; storm drain pollutants; pet waste; riparian land management; benefits of native plants; and illegal dumping in storm drains.

Target Audience: Residents, visitors, community leaders.

Year/Frequency:	2-3 events annually for the ADW collaboratively. Permittee placement of ADW educational posters or pop-up display in at least 1 permittee location or public venue or meeting or event in the permittee's community per year.
Goal:	The ADW will produce/provide a pop-up display for ADW and permittee use and a set of educational posters for each permittee during the permit cycle. The ADW will collaboratively host the pop-up display at two regional events annually. Permittees will display posters or host the pop-up display in at least one location or at one community event annually.
Assessment:	Name, date and location of event where the ADW hosted the pop-up display; Permittees will also report the location, date and name of meeting/event (if applicable) where they placed posters or hosted the pop-up display in their permittee locations, public venues, meetings/events.
Responsible Parties:	ADW and permittees.
Topics Addressed:	A-J

Activity #4: Support green schools program with incentives to qualifying ADW schools

Delivery Mechanism:	The ADW supports the Michigan Green Schools Program by providing incentives and recognition to participating schools in the ADW area who strive to earn and maintain Green School status. Past incentives have included trees for planting at school locations and educational materials featuring their stormwater benefits. More recently the ADW provided professionally run, curriculum-based in-school watershed workshops and educational signage for five schools earning the Green School designation. The ADW will continue to offer these incentives and educational opportunities to Green Schools annually throughout the permit cycle.
Key Message:	Watershed awareness and stewardship.
Target Audience:	Wayne county elementary, middle and high school students and teachers
Year/Frequency:	Annually.
Goal:	The ADW will engage at least three Green Schools in the ADW area each year during the permit cycle in incentives and educational opportunities.
Assessment:	ADW will report a list of schools with number of students participating in tree plantings, watershed workshops or other ADW incentives and educational opportunities; List of schools displaying ADW-provided educational signage or distributing ADW materials; Number of schools including water-related activities in their Green Schools applications.
Responsible Parties:	Wayne County (Green Schools program coordinator) and ADW
Topics Addressed:	A, B, I

Activity #5: Support and promote volunteer stream and water quality monitoring

Delivery Mechanism:	Permittees will support and assist in promoting the volunteer stream and water quality monitoring programs coordinated by the Huron River Watershed Council (HRWC) and others to their residents. The ADW will produce publicity materials including flyers and press releases, seek earned media placement and run digital or print advertising in watershed media outlets. The ADW will also seek help
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	from regional cooperating partners to distribute these materials. Permittees will help promote these programs by distributing materials individually within their communities, providing literature and posting volunteer event opportunities at customer service locations, on web sites, on social media outlets and in newsletters. The ADW will collect and provide information ongoing to permittees on volunteer opportunities prior to events.
Key Messages:	Volunteer monitoring for water quality is conducted spring through fall at stream sites in the ADW waterbodies. Additionally, watershed volunteers and students assess habitat, water quality, and aquatic life via benthic macroinvertebrate monitoring. These programs strive to educate participating watershed residents about their connection to the river and the current conditions. A central goal of the programs is to inspire people to take actions that lead to better river protection at home and in their communities.
Target Audience:	Residents, teachers, students.
Year/Frequency:	Stream monitoring occurs annually at unique events in winter, spring, fall. Water quality monitoring is ongoing spring through fall, with a training in the spring.
Goal:	The ADW and permittees will promote three one-day volunteer macro-invertebrate monitoring events in the Huron River watershed and a seasonal volunteer chemistry and flow monitoring program in the Huron River and ADW area that are coordinated by the Huron River Watershed Council.
Assessment:	Compilation of all promotional efforts by the ADW; Number of people participating in events as recorded by HRWC; Resulting stewardship actions taken as reported by participants through event surveys conducted by HRWC; Permittees will also report individual efforts to distribute promotional event materials.
Responsible Parties:	Permittees, ADW, HRWC.
Topics Addressed:	A in particular, but also B-J

Activity #6: Stream and river crossing road signs

Description:	Through an ADW program, permittees have previously installed 80 stream crossing and watershed signs along roads where creeks or streams cross as well as at locations near watershed boundaries. Permittees will maintain these existing signs and the ADW will review and promote the placement of additional signs in areas where a need for signage has been identified and not met, coordinating or facilitating sign production for members.
Target Audience:	Visitors, residents.
Year/Frequency:	Ongoing.
Goal:	The ADW has recently completed a baseline survey and map inventory of existing stream crossing and watershed signs documenting location, type and condition. Based on survey results the ADW will advise permittees regarding maintenance and replacement needs and will recommend additional sign locations to increase visibility and public recognition. The ADW will facilitate the production of replacement signs and at least 5 new signs during the permit cycle. Permittees will install and maintain signage.
Assessment:	Survey results, map inventory and recommendations;

Number of new and replacement signs produced by the ADW;
Permittees will report installation and maintenance activities.

Responsible Parties: ADW and local community officials, permittees.

Topics Addressed: A

Activity #7: Participate in regional partnership activities

Delivery Mechanism: The ADW and permittees will seek to participate and collaborate with regional partners such as SEMCOG, the Alliance of Rouge Communities, Great Lakes Commission, Friends of the Detroit River, Detroit International Wildlife Refuge and others in activities that further public education on watershed awareness and stormwater issues. The ADW will attend regional partner meetings and report potential opportunities to ADW members.

Key Messages: Collaborative efforts are effective at reaching a greater number of target audiences with persuasive messaging that works.

Target Audience: Stakeholders of partner organizations.

Year/Frequency: 3-4 meetings annually.

Goal: The ADW collaboratively will identify opportunities to build upon and improve collaborative public education efforts by seeking out and attending at least three meetings annually with regional groups working on watershed awareness and stormwater issues.

Assessment: ADW provided list of meetings with date, location, meeting topic and participating groups and any resulting opportunities identified and reported to permittees.

Responsible Parties: ADW and individual permittees.

Topics Addressed: A-K

Activity #8: Promote county-wide complaint tracking and response system

Delivery Mechanism: Permittees will educate the public on illicit discharges and work with Wayne County to publicize county-wide public reporting and response system for illicit discharges or improper disposal of materials into local storm drain systems. A 24-Hour Environmental Hotline is in place and administered by the Wayne County Department of Public Services. The County promotes the use of the 24-Hour Environmental Hotline on County web sites. Permittee efforts will include providing public information and promoting the Hotline at their customer service locations, on web sites and social media outlets and in newsletters.

Key Messages: Prevention and reporting of illicit discharges and/or improper disposal of materials into MS4s.

Target Audience: Residents, visitors, commercial and industrial businesses, local government officials and employees.

Year/Frequency: Ongoing promotional efforts.

Goal: The ADW and permittees will annually distribute materials with the hotline number referenced and will promote the hotline on the ADW and permittee websites and social media outlets or newsletters.

Assessment: Number of materials distributed annually with hotline number referenced reported by ADW for collaborative efforts and reported by permittees for permittee efforts.

Responsible Parties: -Number of views on ADW website and social media reported by ADW
ADW, Wayne County, permittees.
Topics Addressed: B, C, K

Activity #9: Promote water resource protection workshops

Delivery Mechanism: The permittees will promote regional educational workshops and programs for residential, business and municipal target audiences that are organized through agencies such as Wayne County, MSU Extension, SEMCOG, the Michigan Water & Environment Association, the Natural Shorelines Partnership, the Friends of the Detroit River, the Alliance of Rouge Communities, Friends of the Rouge and others. Permittee efforts will include providing public information and promoting workshops at their customer service locations, on web sites and social media outlets and in newsletters.

Key Messages: Programs may include the following: Watershed Management Short Course, Master Rain Gardener and Master Composter program, the Michigan Water Stewards program, watershed-friendly golf course management workshop, illicit discharge and connections elimination workshop, road salt BMP/de-icing alternatives workshop, land use/storm water planning workshops, and riparian land management workshops.

Target Audience: Residents, government officials and employees, construction contractors, and developers.

Year/Frequency: Throughout the permit cycle as workshop dates are established and need for promotional assistance are identified by others.

Goal: The ADW and permittees will annually distribute information and promotional materials for at least one regional educational workshop/program through customer service locations websites, social media outlets and newsletters.

Assessment: Number of materials distributed annually reported by ADW for collaborative efforts and reported by permittees for permittee efforts;
Number of views on ADW website and social media reported by ADW.

Responsible Parties: Permittees will promote workshop events as developed by outside agencies.
Topics Addressed: K in particular, but also A-J

Activity #10: Promote county household hazardous waste reduction program

Delivery Mechanism: Permittees will work with Wayne County to publicize residential disposal options for flammable, poisonous, toxic and corrosive materials through community collection events, and informational materials for the public that promote the collection events and proper disposal of household hazardous waste and recycling. Permittee efforts will include providing public information and promoting collection events and information at their customer service locations, on web sites and social media outlets and in newsletters.

Key Messages: The program seeks to address the environmental (including water quality) and public health effects resulting from improper handling and disposal of household hazardous waste, and is committed to reducing the use of home toxics and keeping citizens informed about the choices and responsibilities associated with purchasing, handling and disposing of toxic substances.

Target Audience:	Wayne County residents.
Year/Frequency:	Annually. HHW collections are typically held by the Wayne County Department of Public Services 4 times each year in different communities.
Goal:	The ADW and permittees will annually distribute information and promotional materials for all HHW collections scheduled by Wayne County through customer service locations websites, social media outlets and newsletters.
Assessment:	Number of materials distributed annually reported by ADW for collaborative efforts and reported by permittees for permittee efforts; Number of views on ADW website and social media reported by ADW.
Responsible Parties:	Resource Recovery Guide is produced by Wayne County. Events and informational materials are promoted by Wayne County and permittees.
Topics Addressed:	G

V. EXISTING AND PROPOSED INDIVIDUAL PUBLIC EDUCATION BMPs

Reported above and as follows:

Activity #1: Promote and Provide General Environmental Information to Public

Delivery Mechanism:	Permittee efforts will include providing public information and promoting general environmental events and information at the City's customer service locations and on the City of Flat Rock web site.
Key Messages:	The program seeks to address the environmental (including water quality) and public health effects resulting from a wide range of topics of concern.
Target Audience:	Flat Rock Residents.
Year/Frequency:	Annually.
Goal:	The City will provide/have available information and materials for environmental (including water quality) at customer service locations and the City of Flat Rock website
Assessment:	Approximate number of materials distributed annually reported by the City; Number of views on the City website reported by the City.
Responsible Parties:	City of Flat Rock.
Topics Addressed:	C-G

VI. OTHER INVOLVED ORGANIZATIONS

In implementing this Public Education Plan, the permittees will pursue cooperative partnerships plus information and resource sharing with several organizations, including but not limited to:

Organization	Program	Contact If Known
Alliance of Downriver Watersheds	Chairperson Facilitation Team Leader	Jim Gorris, City of Gibraltar Vicki Putala, OHM
Huron-Clinton Metropark Authority, Pointe Mouillée State Game Area (Michigan Department of Natural Resources), Detroit River International Wildlife Refuge, Friends of the Detroit River, Detroit Riverkeeper	Environmental Education and Interpretive Programs	Jennifer Hollenbeck, HCMA; Zach Cooley, Pointe Mouillée State Game Area; Susan White, DRIWR; Robert Burns, Detroit Riverkeeper
Huron River Watershed Council	Water Quality Monitoring Program, Facilitation of Collaborative Permittee Activities, Information and Education Campaign	Ric Lawson Andrea Paine Pam Labadie
Wayne County Department of Public Services, Water Quality Management Division	Workshops, Illicit Discharge & Dumping Response System, water quality monitoring; watershed signs and informational displays; Green Schools program	Noel Mullett Mike Flowers Nancy Gregor
Wayne County Department of Public Services, Land Resource Management Division	Household Hazardous Waste Collection Sites, composting, waste disposal and recycling	John Demerjian
MSU Extension – Wayne County	Horticulture & Natural Resources, Watershed Management, and other programs	Gary Williams, Extension Educator, Natural Resources-Outdoor Education; Mary Bohling, Extension Educator, Sea Grant; Kristine Hahn, Extension Educator, Consumer Horticulture
Michigan Department of Environmental Quality	Water Resources Division, Field Operations Section, MS4 Staff	Lishba Varughese Erica Stevenson
Michigan Water Environment Association	The Michigan Water Network (MWN) information conduit and repository for important news, data, facts, etc. pertaining to the water- related issues of Michigan and the Great Lakes	Allison Wood, Executive Director
Southeast Michigan Council of Governments	Workshops, educational events, and public education materials, SEMCOG Partners for Clean Water	Katherine Grantham

VII. EVALUATION OF EFFECTIVENESS

Evaluation of the overall effectiveness of the PEP will consist of a combination of both the accumulated measures of the effectiveness of the PEP's individual activities and a measure of the effectiveness of the sum of all the activities.

Evaluation of accumulated measures of the effectiveness of the PEP's individual activities success can be categorized in terms of output (i.e., effort or activity) that measures short-term goals and milestones. Examples of output measurements include tracking web site hits or the number of literature pieces distributed to a target audience.

When practicable, measurements of outcome (i.e., results that indicate actual behavior change) will be incorporated into BMP activity evaluations. Such measures are expected to include public comment and feedback, level of participation in programs and activities, and tools that measure behavior change. When applicable, these measures will be reasonably coordinated with other communities and organizations and will be designed to supplement or provide comparison to the ADW's 2016 Resident Survey on Water Quality. Results will serve to provide a basis for evaluating PEP activities going forward and will provide an opportunity to benchmark social indicators for subsequent permit cycles.

VIII. PERIODIC PROGRESS REPORT

Permittees will provide documentation of PEP efforts, a summary of the evaluation of its effectiveness when appropriate, and any proposed revisions or amendments to the PEP program in the periodic stormwater reports to the MDEQ. Reporting on PEP efforts will reflect data gathered on a calendar year basis.

**STORMWATER DISCHARGE PERMIT APPLICATION
COLLABORATIVE PUBLIC EDUCATION PLAN TABLE
For the Alliance of Downriver Watersheds MS4s**

Public Education Topic	BMP Activity #	BMP Activity Description	Partner Collaboration	Target Audience	Key Message	Delivery Mechanism	Year	Frequency	Responsible Party	Goal	Assessment
A-J	1	Watershed community calendar and social media photo contest	Yes	Residents	A-J	Distributed print calendar and photo contest on social media	Even calendar years	Biannually	ADW/Permittees	During the permit cycle, the ADW will collaboratively produce a biannual print calendar in even calendar years that permittees will distribute to residents. To promote a calendar-related public photo contest during even calendar years, the ADW will also produce and permittees will distribute monthly social media posts/digital ads/content. The calendar and photo contest will be posted to the ADW website and permittees will provide links from their websites to the ADW website.	Number of calendars distributed by the ADW and permittees; Number of posts/views on ADW social media sites and on the ADW website; Number of photo contest participants.
A-J	2	Focused topic pollution prevention pledge campaigns	Yes	Residents	A-J	Digital pollution prevention pledge campaign seeking resident commitment toward a positive action	Odd calendar years	Biannually	ADW/Permittees	Biannually, the ADW will collaboratively host one print or digital single-topic pledge campaign. The ADW and permittees will distribute print and digital campaign materials that include a flyer, an ad graphic, and at least eight social media posts through local venues and customer service locations, newsletters and/or other publications, social media and websites.	Number of print campaign materials distributed by the ADW and permittees; Number of posts/views on ADW social media sites and on the ADW website; Number of pledges collected.
A-J	3	Displays at community venues and outreach activities at events	Yes	Residents, visitors, community leaders	A-J	Pop-up display and educational posters at regional fairs and events and community venues, meetings or events	1-5	2-3 regional fairs and events annually; On-going at community venues	ADW/Permittees	The ADW will produce/provide a pop-up display for ADW and permittee use and a set of educational posters for each permittee during the permit cycle. The ADW will collaboratively host the pop-up display at two regional events annually. Permittees will display posters or host the pop-up display in at least one location or at one community event annually.	Name, date and location of event where the ADW hosted the pop-up display; Permittees will also report the location, date and name of meeting/event (if applicable) where they placed posters or hosted the pop-up display in their permittee locations, public venues, meetings/events.
A, B, I	4	Support county green schools program	Yes	Students, teachers	A, B, I	Incentives, educational opportunities and activities (water-related) for green schools and watershed educational signage	1-5	Annually	Wayne County/ADW	The ADW will engage at least three Green Schools in the ADW area each year during the permit cycle in incentives and educational opportunities.	ADW will report a list of schools with number of students participating in tree plantings, watershed workshops or other ADW incentives and educational opportunities; List of schools displaying ADW-provided educational signage or distributing ADW materials; Number of schools including water-related activities in their Green Schools applications.
A primary, B-K secondary	5	Support/promote volunteer stream and water quality monitoring	Yes	Residents, students, teachers	A, B-K	Permittees promote HRWC volunteer water quality monitoring; and volunteer and student benthic macroinvertebrate monitoring	1-5	Annually spring-fall; annually at unique events winter, spring, fall	HRWC/ADW/Permittees	The ADW and permittees will promote three one-day volunteer macro-invertebrate monitoring events in the Huron River watershed and a seasonal volunteer chemistry and flow monitoring program in the Huron River and ADW area that are coordinated by the Huron River Watershed Council.	Compilation of all promotional efforts by the ADW; Number of people participating in events as recorded by HRWC; Resulting stewardship actions taken as reported by participants through event surveys conducted by HRWC; Permittees will also report individual efforts to distribute promotional event materials.

**STORMWATER DISCHARGE PERMIT APPLICATION
COLLABORATIVE PUBLIC EDUCATION PLAN TABLE
For the Alliance of Downriver Watersheds MS4s**

Public Education Topic	BMP Activity #	BMP Activity Description	Partner Collaboration	Target Audience	Key Message	Delivery Mechanism	Year	Frequency	Responsible Party	Goal	Assessment
A, B, C	6	Stream and river crossing road signs	Yes (to install and/or maintain)	Residents, visitors	A	Roadside Signage	1-5	On-going	ADW/local community officials/Permittees	The ADW has recently completed a baseline survey and map inventory of existing stream crossing and watershed signs documenting location, type and condition. Based on survey results the ADW will advise permittees regarding maintenance and replacement needs and will recommend additional sign locations to increase visibility and public recognition. The ADW will facilitate the production of replacement signs and at least 5 new signs during the permit cycle. Permittees will install and maintain signage.	Survey results, map inventory and recommendations; Number of new and replacement signs produced by the ADW; Permittees will report installation and maintenance activities.
J, K	7	Participate in regional partnership activities	Yes	Stakeholders of partner organizations; residents	A-K	Participate with regional partners in activities that further public education of watershed and stormwater issues	1-5	On-going; identify and attend 3-4 partner meetings annually	ADW/Permittees	The ADW collaboratively will identify opportunities to build upon and improve collaborative public education efforts by seeking out and attending at least three meetings annually with regional groups working on watershed awareness and stormwater issues.	ADW provided list of meetings with date, location, meeting topic and participating groups and any resulting opportunities identified and reported to permittees.
A-K	8	Promote county-wide complaint tracking and response systems	Yes (to promote)	Residents; visitors; commercial and industrial businesses; local govt officials and employees	B, C, K	Permittees will publicize and promote regional reporting lines with print and digital promotional information	1-5	On-going	Wayne County/ADW/Permittees	The ADW and permittees will annually distribute materials with the hotline number referenced and will promote the hotline on the ADW and permittee websites and social media outlets or newsletters.	Number of materials distributed annually with hotline number referenced reported by ADW for collaborative efforts and reported by permittees for permittee efforts.
B, C	9	Promote water resource protection workshops	Yes (to promote)	Residents, local govt officials and employees; construction contractors and developers	A-J	Permittees will publicize and promote regional educational workshops at customer service locations, on websites, social media outlets and/or newsletters	1-5	On-going as workshops are organized	ADW/Permittees	The ADW and permittees will annually distribute information and promotional materials for at least one regional educational workshop/program through customer service locations websites, social media outlets and newsletters.	Number of materials distributed annually reported by ADW for collaborative efforts and reported by permittees for permittee efforts; Number of views on ADW website and social media reported by ADW.
A, G	10	Promote county household hazardous waste reduction program	Yes (to promote)	Residents	G	Permittees will publicize and promote county collection events and proper disposal of household hazardous waste and recycling with print and digital promotional information	1-5	Annually	Wayne County/ADW/Permittees	The ADW and permittees will annually distribute information and promotional materials for all HHW collections scheduled by Wayne County through customer service locations websites, social media outlets and newsletters.	Number of materials distributed annually reported by ADW for collaborative efforts and reported by permittees for permittee efforts; Number of views on ADW website and social media reported by ADW.

Permittees in the Alliance of Downriver Watersheds:

Allen Park

Belleville

Dearborn Heights

Ecorse

Flat Rock

Gibraltar

Grosse Ile Township

Inkster

Lincoln Park

Melvindale

Riverview

Rockwood

Romulus

Southgate

Sumpter Township

Taylor

Van Buren Township

Wayne County

Westland

Woodhaven

Woodhaven-Brownstown School District

Wyandotte

STORMWATER DISCHARGE PERMIT APPLICATION
COLLABORATIVE PUBLIC EDUCATION PLAN TABLE

Public Education Topic	Key Message
A. Promote public responsibility and stewardship in the applicant(s) watershed.	Watershed definition, location, purpose for protecting, ways to affect, also including recreational and economic benefits of local water resources.
B. Inform and educate the public about the connection of the MS4 to area waterbodies and the potential impacts discharges could have on surface waters of the state.	Recognition of and how to locate. Lack of treatment and flow impacts to water quality and water body to which MS4 is connected.
C. Educate the public on illicit discharges and promote public reporting of illicit discharges and improper disposal of materials into the MS4.	What it is, promotion of reporting system and how to use, water quality impacts, identification of on-site sewage disposal and symptoms of failure, consequences to water quality.
D. Promote preferred cleaning materials and procedures for car, pavement, and power washing.	Preferred cleaning materials and procedures.
E. Inform and educate the public on proper application and disposal of pesticides, herbicides, and fertilizers.	Proper application and disposal.
F. Promote proper disposal practices for grass clippings, leaf litter, and animal wastes that may enter into the MS4.	Proper disposal.
G. Identify and promote the availability, location, and requirements of facilities for collection or disposal of household hazardous wastes, travel trailer sanitary wastes, chemicals, yard wastes, and motor vehicle fluids.	Identification of household hazardous wastes and proper disposal.
H. Inform and educate the public on proper septic system care and maintenance, and how to recognize system failure.	Proper care and maintenance, recognition of failure, water quality impacts.
I. Educate the public on and promote the benefits of green infrastructure and Low Impact Development.	Benefits of green infrastructure and low impact development and implementing landscaping for water quality in residential applications.
J. Promote methods for managing riparian lands to protect water quality.	Benefits of riparian buffers of native plants, shrubs and trees for preventing erosion and runoff into waterbodies.
K. Identify and educate commercial, industrial and institutional entities likely to contribute pollutants to stormwater runoff.	Storage of chemicals to prevent exposure to stormwater runoff, proper disposal of grease and waste from food preparation, best practices for kitchen maintenance and recycling to prevent improper disposal.

STORMWATER DISCHARGE PERMIT APPLICATION COLLABORATIVE ILLICIT DISCHARGE ELIMINATION PLAN



For the Alliance of Downriver Watersheds MS4s

Effective upon NPDES Permit issuance for a period of five (5) years.

Allen Park
Belleville
Dearborn Heights
Ecorse
Flat Rock
Gibraltar
Grosse Ile Township

Inkster
Lincoln Park
Melvindale
Riverview
Rockwood
Romulus
Southgate
Sumpter Township

Taylor
Van Buren Township
Wayne County
Westland
Woodhaven
Woodhaven-Brownstown
School District
Wyandotte

May 31, 2019

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- ATTACHMENT A: Complaint Track Form & Routine Field Work Log
- ATTACHMENT B: Advanced Investigation Procedure for Locating the Source of Suspicious Discharges
- ATTACHMENT C: Regional IDEP Training Program
- ATTACHMENT D: ADW Member Facilities to be Dye-Tested
- ATTACHMENT E: Outfall Screening Procedure for Identifying Potential Illicit Discharges
- ATTACHMENT F: Corrective Action Notification Letter
- ATTACHMENT G: State and Federal Regulatory Mechanisms

I. INTRODUCTION

This Collaborative Illicit Discharge Elimination Plan (IDEP) presents **the watershed-wide priority action plan that is being pursued to effectively and efficiently identify and eliminate illicit discharges within the Alliance of Downriver Watersheds (ADW)**. This Plan consists of existing and planned activities and strategies, anticipated through the duration of the permit, that ADW members are individually and collectively implementing to identify and eliminate illicit discharges and reduce pathogen levels in Ecorse Creek, Combined Downriver, and Lower Huron River watersheds. This collaborative plan builds on the collective knowledge of the ADW members and implementation team. Specifically, the plan starts by evaluating the status and trends of surface waters in the ADW to identify priorities, followed by investigation and remediation of problem areas. Such a strategy focuses resources on the most likely sources of pollution or illicit discharge, rather than on areas with low likelihoods of problems.

The Alliance of Downriver Watersheds (ADW) is a permanent watershed organization in southeast Michigan and formed under Public Act 517 of the Public Laws of 2004. The ADW formally established themselves in 2007, but members have been working together for many more years to manage the area's water resources. The ADW consists of 23 public agencies in the Ecorse Creek, Combined Downriver, and Lower Huron River Watersheds within Wayne County. The ADW is relatively urban in nature consisting of 203.3 square miles of land mass and more than 450,000 people (2010 census). Major watercourses within the ADW that flow into the Detroit River and Lake Erie include Ecorse Creek, Sexton Kilfoil Drain, Frank and Poet Drain, Blakely Drain, Brownstown Creek, Huron River, Silver Creek, and Woods Creek.

The consortium of agencies that make up the ADW meet on a regular basis and work together to cooperatively manage the rivers, lakes, and streams within the watershed. Examples of ADW efforts include long-term water quality monitoring, stormwater permit compliance and reporting to the State, submittal of grant applications for water quality improvements, public education, and illicit discharge identification and elimination. Collaborative IDEP efforts began in 2007 when the ADW budgeted \$101,094 for Wayne County Department of Public Services to provide staff training and to perform problem area identification across the watershed area over a two-year period. Since 2010, the ADW has budgeted over \$840,000 for collaborative IDEP activities. Over 150 ADW member staff have received IDEP training and Wayne County alone has performed IDEP advance investigation (specifically facility dye-testing) at over 280 commercial and municipal facilities throughout the ADW watersheds.

II. PRIORITY AREAS

There is evidence of elevated levels of *E.coli* throughout portions of the ADW. An *E.coli* total maximum daily load (TMDL) allocation plan was developed for the Ecorse Creek watershed by the MDEQ in 2008. ADW member municipalities support a robust program to monitor surface waters for chemistry, biology and stream flow. Monitoring conducted by citizen volunteers, Huron River Watershed Council (HRWC), Wayne County, and MDEQ staff have established baseline conditions, current status and trends over the last six years in the ADW. Analysis of the monitoring data has allowed the ADW Technical committee to prioritize IDEP work areas. The data used includes: MDEQ Bacterial Source Tracking (BST) studies conducted in 2007 within the Ecorse Creek watershed; monitoring conducted by Wayne County across the ADW through the MDEQ grant in 2007-2008; monitoring conducted by Wayne County in 2015 through a SAW grant; and, annual volunteer and staff monitoring funded by the ADW beginning in 2012 that continues through the present. Priority areas may change during the course of the permit based on new data and/or elimination of certain areas based on investigation.

To identify priority IDEP work areas, the ADW Technical Committee uses the following process and criteria. At the end of each sampling season (usually in February or March), the committee evaluates the past year's surface water monitoring results. The monitoring includes a number of long-term sampling stations and 3-5 one-season investigative stations. Investigative stations are used to subdivide watersheds in an attempt to narrow in on potential pollutant sources. New or unusual results are flagged and discussed. The team evaluates the biological and chemical status at each monitoring site and summarizes results for subdrainages across the three watersheds. The direction and amplitude of trends are also evaluated. Drainages with the worst current conditions and trends are listed for prioritization according to the below criteria. Observations by the monitoring team and volunteer collectors about short-term conditions, climatic variables and other influences are also discussed. The criteria are regularly evaluated for revision.

The criteria used to identify them as a priority included:

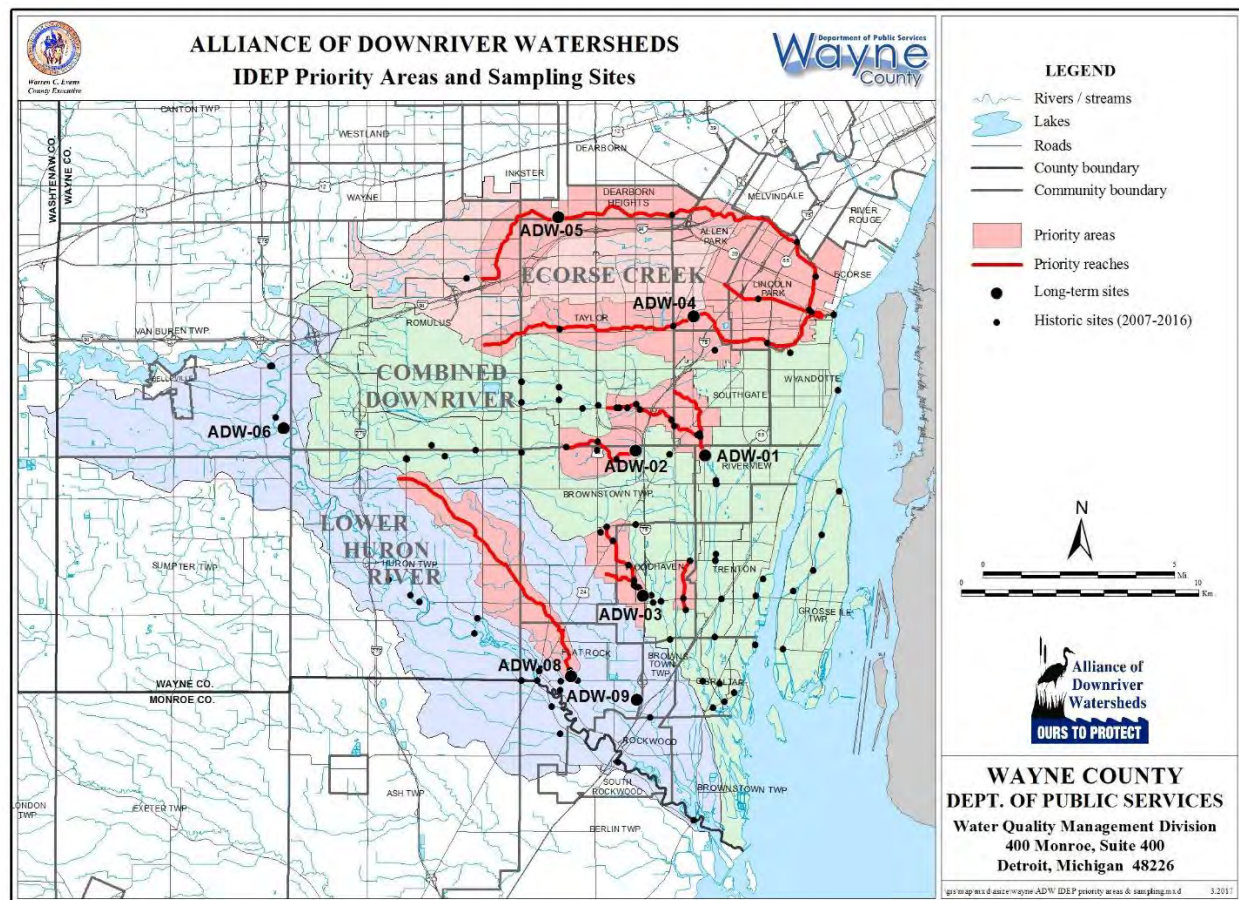
- Multiple events with *E. coli* concentrations in excess of 1,000 cfu/100 mL of water during dry weather
- Dry weather Human *E. coli* (based on MDEQ 2007 BST studies)
- Upstream of known CSO areas
- High mean *E. coli* concentrations from sampling
- Elevated mean total phosphorus levels from sampling
- Wayne County's 2007 IDEP Monitoring found 3 or more monitoring events with one or more elevated IDEP monitoring parameters
- Areas upstream of sites with unexplained, declining macroinvertebrate populations

Priority IDEP Work Areas

Eight stream segments were identified by the ADW Technical Committee as Priority IDEP Work Areas (Figure 1) for the [permit period]. Three of the 8 areas are within the Ecorse Creek watershed (*North Branch Ecorse Creek, LeBlanc Drain, S. Branch Ecorse Creek*); 4 areas are within the Combined Downriver watershed (*Blakely Drain, Frank & Poet Drain and Brownstown Creek*); and 1 of the 8 areas are within the Lower Huron River watershed (*Silver Creek*). The areas that drain to these eight stream segments constitute approximately 28% of the total ADW area. These areas are shown in Figure 1.

Within the Priority Areas, ADW members will implement all of the Collaborative IDEP Activities described below. The ADW will also dedicate the majority of their annual ADW IDEP budget, during the term of the permit, to perform IDEP Advanced Investigations (IDEP#2) and Inspection of ADW Member Facilities (IDEP#6) to aggressively identify and eliminate sources of human sewage and elevated bacteria in these Priority Areas.

Figure 1: IDEP Priority Work Areas and Monitoring Sites



Routine IDEP Areas

All other areas of the ADW are being classified as Routine IDEP Areas. Within these Routine Areas, ADW members will implement the Collaborative IDEP Activities as described below, but little of the annual ADW IDEP budget will be utilized to implement these activities. Collaborative IDEP activities in these routine areas will focus on (IDEP #3: Staff Training) and (IDEP #10: Volunteer Training) to identify and report suspicious discharges including sanitary sewer discharges to storm sewers or surface waters. In addition, the Inspection of ADW Member Facilities (IDEP#6) will also be performed in the Routine IDEP Areas to identify and eliminate sources of human sewage and elevated bacteria.

III. COLLABORATIVE IDEP ACTIVITIES

IDEP# 1: IDEP Investigative & Progress Evaluation Monitoring

Funding: ADW

Activity Description: Consistent with the ADW's 5-year monitoring strategy, the ADW will utilize HRWC, Wayne County, and volunteers to perform instream water quality monitoring to identify problem areas, prioritize advanced investigation activities, and track water quality data trends to assess IDEP progress. Eight (8) long-term sites have been established and will be monitored annually along with four (4) additional annual rotating investigative sites to attempt to identify new problems and/or refine priority action areas and advance investigation activities (see Figure 1).

Schedule: Annually, April – September

ADW Member Responsibilities:

- ADW
 - Review and approve annual budgets and work plans to ensure resources are directed to the appropriate areas
 - Conduct annual monitoring at 8 long-term sites and 4 investigative sites as outlined in the ADW monitoring plan (see TMDL Implementation Plan)

Measure of Assessment:

- Number/portion of sites sampled

BMP Goal:

- 100% of long-term and investigative sites sampled, as outlined in the ADW monitoring plan

IDEP #2: Environmental Hotline and Coordinated Complaint Response

Funding: Wayne County, ADW Members

Activity Description: Wayne County operates an environmental hotline to field and respond to environmental complaints including illegal dumping and suspicious discharges. Local communities also receive pollution complaints directly from residents. Local communities will promote the use of the County hotline number by their residents (as discussed in the ADW Collaborative Public Education Plan) and assist with and/or perform follow up complaint response as appropriate. Community staff may also identify a potential pollution issue during their day-to-day activities. These issues will be handled just like a pollution complaint from a resident.

Investigative responses will range from a site visit that fails to confirm a problem to full scale advanced investigation to identify the source and eliminate the illicit discharge.

Schedule: Continuous

ADW Member Responsibilities:

- ADW
 - Develop and distribute a log sheet that ADW member's field staff will use to document that illicit discharges were looked for during routine maintenance activities. See Attachment A.
 - Develop and distribute a complaint response form to be utilized by ADW members. See Attachment A.
 - Maintain a list of community contacts and update annually via annual ADW membership General Facilitation survey.
- Communities and nested school districts
 - Provide the county with a contact person for addressing pollution complaints.
 - Track status of complaints handled internally or those referred to them.
 - Track and record follow up communication from resident complaints as appropriate.
 - Investigate and resolve complaints within their MS4.

- Wayne County
 - Provide technical guidance as requested by local communities.
 - Track the status of any pollution complaints that they investigate.
 - Track and record follow up communication regarding complaints as appropriate.
 - Investigate and resolve complaints within their MS4.

Measures of Assessment:

- Number of complaints received, referred, and investigated
- Number of issues identified
- Number of issues resolved

BMP Goal:

- 100% of complaints addressed and plan for resolution identified

IDEP #3: Priority Area IDEP Advanced Investigations

Funding: ADW

Activity Description: Using water quality data, system data/knowledge, and/or pollution complaints, the ADW Technical Committee will continue to prioritize areas for advanced investigations to identify and eliminate the source of illicit discharge/poor water quality. Priority areas may change during the course of the permit based on new data and/or elimination of certain areas based on investigation. The Wayne County Water Quality Management Division will lead investigation efforts in the priority areas, as identified in Section II of this plan, with assistance from the local communities. Advanced investigations may include outfall/stream surveys, instream water quality investigative monitoring, manhole inspection or sampling, dye-testing, smoke testing, or televising. Procedures for these investigative methods can be found in Attachment B. When a potential IDEP issue is suspected outside the participating members/ jurisdictions, it will be referred to the appropriate jurisdiction for their follow-up. The referral will occur in writing and include the rationale for the referral.

Schedule: Years 1-5 of permit for IDEP Priority Work Areas

ADW Member Responsibilities:

- ADW
 - Review and approve annual budgets and work plans to ensure resources are directed to the appropriate areas.
 - Hold ADW Technical Committee discussions to review ongoing investigations. The Technical Committee will also provide its recommendations for priority areas to Members. Members will provide feedback on the appropriateness of the selected priority areas and can also nominate areas for priority investigations. Nominations will be taken once every 5 years or more frequently if deemed necessary by the Technical Committee. Nominations will be reviewed by the Technical Committee to determine if they should be included for priority investigation.
 - Facilitate between Wayne County and MS4s on strategies to locate sources.

- Communities and Nested School Districts
 - Assist the County in conducting advanced investigations to locate sources. This may include providing maps and staff, tracking suspicious discharges up their MS4s, and supplying staff/equipment/contractor as the situation requires (e.g. closed circuit televising equipment).
 - Work with property owners to eliminate identified sources and track correction measures.
 - Lead enforcement measures as appropriate.
- Wayne County
 - Lead investigations in priority areas to identify illicit discharge sources.
 - Track investigation efforts and provide reports.

Measures of Assessment:

- Number of outfalls inspected/dry weather screened
- Length of streams surveyed
- Amount of instream water quality investigative monitoring performed
- Number of manhole inspections
- Amount of dye testing performed
- Amount of smoke testing performed
- Amount of televising performed
- Number of illicit connections/discharges found and resolved

BMP Goals:

- Follow the advanced investigation protocol for Priority Area IDEP Advanced Investigations (Attachment B).
- 100% of known illicit connections resolved or plan in place for resolution

IDEP #4: Staff Training

Funding: ADW

Activity Description: There are several mechanisms available for IDEP training for various competencies as described below. Each permittee will have at least one person trained at the Investigator Level and 50% of field staff at the Alert Observer Level. Field staff is defined as those working at least 50% of their day out-of-the-office and includes Department of Public Works/Services staff and community building/plumbing inspectors.

Investigator Level

The Wayne County Illicit Discharge Investigator Training (a half day training workshop) where attendees are taught how to identify and investigate the sources of illicit discharges including failing septic systems, seepage from sanitary sewers, illegal dumping, and suspicious discharges from outfalls. A competency exam is also administered at the end of the workshop.

Alert Observer Level

Training at this level can consist of one of the following:

- The Alert Observer IDEP Training (a 30 minute to 1 hour workshop) which provides the goals of the IDEP program, how to recognize illicit discharges and conduct field screenings, and the mechanisms to report suspicious discharges.
- The Working for Clean Water municipal staff training (a 15-minute video) where attendees are provided a general overview of the IDEP program, how to recognize illicit discharges, encouraged to report suspicious discharges, and provides pollution prevention and good housekeeping best management practices.

In addition, an IDEP Tip Card for Municipal Staff, which was developed by the Southeast Michigan IDEP Work Group, will be provided to field staff for both training programs. The Tip Card provides photographic examples of illicit discharges and phone numbers to report complaints.

Each community and county should have at least one person who is trained at the Investigator Level. If not currently, this will be obtained in Year 1 of the permit. This level of training will be maintained. Wayne County and the ADW will continue to offer the Investigator Training Workshop to ADW membership every other year according to the Southeast Michigan Regional IDEP Training Plan (See Attachment C). ADW staff will look to extend the training plan another 5 years or offer an alternate training program if one is not available.

The Working for Clean Water video will be made available on the ADW's website or by searching "IDEP Municipal Training" on www.YouTube.com. The Alert Observer Training Workshop will be included in the municipal pollution prevention training every other year according to the IDEP Training Plan (See Attachment C). Additional training opportunities can be arranged if demand warrants. The Tip Card will be distributed at the Investigator and Alert Observer trainings and can be obtained on the ADW's website.

Schedule: One person trained at the Investigator Level, confirmed annually
50% of field staff will be trained at the Alert Observer Level by Year 3 of the permit

ADW Member Responsibilities:

- ADW
 - Provide funding for the Investigator Training and Alert Observer Training Workshops
 - Provide Working for Clean Water video on ADW website
 - Provide Tip Card on ADW website
- Communities, Wayne County
 - Provide IDEP training to field staff
 - Provide field staff the IDEP Tip Card for Municipal Staff in conjunction with the training sessions
 - Document and track staff training

Measures of Assessment:

- Number of staff trained

BMP Goals:

- 1 person per MS4 trained at Investigator Level
- 50% of field staff trained at the Alert Observer Level

IDEP #5: Inspection of ADW Member Owned Facilities

Funding: ADW

Activity Description: Dye-testing will be conducted on ADW member-owned or operated facilities by County IDEP staff for the purpose of identifying any illicit connections or illicit discharges. Any identified issues will be corrected by owner. Many of the ADW member-owned facilities have already been dye-tested. A list of facilities that have not yet been dye-tested is included as Attachment D. Any changes to this list during the course of the permit will be submitted to the DEQ.

Schedule: Years 1-2 of permit for Priority IDEP Work Areas
 Years 3-5 of permit for Routine IDEP Areas

ADW Member Responsibilities:

- ADW
 - Provide funding for facility dye-testing
- Wayne County
 - Provide staff to conduct facility inspections
- Communities and School Districts:
 - Provide the ADW a list of facilities needing to be dye tested.
 - Provide access to facilities and plans, if available, and storm/ sanitary sewer maps for the immediate area.
 - Repair/correct illicit connections/discharges that were revealed during the site inspection. If the discharge is significant, take immediate steps to stop the illicit discharge

Measures of Assessment:

- Number of facilities dye tested
- Number of issues identified
- Number of issues resolved

BMP Goals:

- Develop a completed list of ADW member-owned facilities
- 100% of ADW member-owned facilities dye tested in priority areas
- 50% of ADW member-owned facilities dye tested in routine areas
- 100% of issues addressed, or a plan in place to address

IDEP #6: Visual Inspection during Routine Field Operations

Funding: ADW, Wayne County, and Communities

Activity Description: Consistent with IDEP#4 & IDEP#9, field staff involved in various work programs have been trained to identify and report suspicious discharges during routine field operations. Routine field operations may include:

- Catch basin cleaning/repairs
- Mosquito treatment of catch basins for West Nile Virus
- Street and parking lot sweeping
- Re-ditching and open ditch maintenance, and
- Sanitary sewer maintenance (cleaning, CCTV, lining)

In order to aid in this activity, the ADW will develop and distribute a consistent procedure and forms for ADW members to appropriately document their response to potential illicit discharge complaints and corrective actions taken to eliminate illicit discharges. A log form will also be developed that ADW member's field staff will use to document that illicit discharges were looked for during routine maintenance activities (form to include Wayne County hotline number).

Community field staff will be reminded to be alert for illicit or suspicious discharges, especially those in Priority Areas. This reminder will include key points in identifying and reporting suspected illicit discharges.

Schedule:

- Routine Maintenance Field Work - Continuous
- Training – see IDEP #4 and IDEP #9
- Develop consistent template for IDEP procedures and recommended responses for use by field staff
- Develop checklist for ADW field staff to document that illicit discharges were looked for during routine maintenance activities
- Reminder to Priority Area Members– two times per year

ADW Member Responsibilities:

- ADW
 - Develop and distribute a consistent procedure and forms for ADW members to appropriately document their response to potential illicit discharge complaints and corrective actions taken to eliminate illicit discharges. See Attachment A.
 - Develop and distribute a log sheet that ADW member's field staff will use to document that illicit discharges were looked for during routine maintenance activities (log to include Wayne County hotline number). See Attachment A.
- Communities, Wayne County and nested school districts
 - Train appropriate field staff to identify signs of illicit discharges and respond accordingly.
 - Require field staff to use the ADW's illicit discharge checklist to document that illicit discharges were looked for during routine MS4 maintenance activities.
 - Require field staff to utilize the ADW procedure and forms for documenting responses to potential illicit discharge complaints/reports and corrective actions taken to eliminate illicit discharges.
 - For Priority IDEP Work Areas, notify field staff that there is an *E. coli* issue and instruct them to be especially observant and report any suspicious areas to ADW or county staff.

Measures of Assessment:

- Number of IDEP issues referred and investigations completed
- Number of illicit connections/discharges found and resolved

BMP Goals:

- Track all known illicit connections/discharges
- 100% of known illicit connections/discharges resolved, or plan in place to resolve

IDEP #7: Point of Storm Water Discharge – Dry Weather Screening

Funding: Communities and nested school districts

Activity Description: Dry weather screening of points of storm water discharge will occur in Priority IDEP Work Areas when identified as the appropriate IDEP advanced investigation technique. Dry weather screening may also occur in response to suspicious discharge complaints. Any new outfalls identified by permittees will also be screened once. A procedure for performing outfall screening was developed for use by the ADW members as part of the development of this Collaborative IDEP.

Schedule: Years 1-5 of permit for Priority IDEP Work Areas, as part of Priority Area IDEP Advanced Investigations
As needed based on complaints

ADW Member Responsibilities:

- ADW
 - Develop and distribute a consistent procedure and forms for ADW members to appropriately document dry weather screening activities (Attachment E).
 - Maintain a list of community contacts and update annually.
 - Review of reported issues at quarterly ADW Technical Committee meetings.
- Communities and nested school districts
 - Document dry weather screening inspections
 - Track status of complaints handled internally or those referred to them.
 - Track and record follow up communication from resident complaints as appropriate.
 - Investigate and resolve complaints within their MS4.
 - Require field staff to utilize the ADW procedure and forms for documenting responses to potential illicit discharge complaints/reports and corrective actions taken to eliminate illicit discharges.
 - Perform dry weather screening of new outfalls within 6 months of construction or taking ownership.
- Wayne County
 - Provide technical guidance as requested by local communities.
 - Track the status of any pollution complaints that they investigate.
 - Track and record follow up communication regarding complaints as appropriate.
 - Investigate and resolve complaints within their MS4.
 - Perform dry weather screening of 10% of County/stream crossings using ARC/ADW dry weather screening procedures.

Measures of Assessment:

- Number of inspections
- Number of illicit discharges found/corrected

BMP Goals:

- 100% of known illicit connections/discharges resolved, or plan in place to resolve

IDEP #8: Mapping of Storm Water Outfalls to Waters of the State

Funding: ADW with Wayne County providing GIS data management

Activity Description: A watershed-wide GIS database and map of known outfalls to waters of the State is being compiled and will be maintained. A clearinghouse for ADW digital storm sewer maps will also be established. These maps will be compiled based on available GIS data from ADW members. In addition, field surveys will be performed to fill in data gaps in priority reaches, as shown in Figure 1. This activity to centralize data will be an ongoing effort that will facilitate source-tracking and ease reporting to the MDEQ overtime.

Schedule: Initial mapping completed by December 2019
Annual survey and map/database update

ADW Member Responsibilities:

- ADW/Wayne County
 - Initiate map development of centralized datasets of stormwater outfalls, discharge points and MS4 system assets based on available GIS data from ADW members. A map of outfalls to waters of the State within the ADW will be prepared.
 - Perform field surveys to GPS and fill in data gaps in outfalls to waters of the state, stormwater discharge points and MS4 system assets within IDEP priority reaches. Update centralized database and maps.
 - Update the watershed's outfall/discharge point map on an annual basis.
- Communities and Wayne County
 - Provide existing GIS datasets of storm sewer systems and points of discharge to initiate development of centralized datasets of stormwater outfalls, discharge points and MS4 system assets.
 - Update maps of outfalls/discharge points on an annual basis and provide to the ADW.

Measures of assessment:

- Portion of watershed area with known outfalls mapped in GIS

BMP Goal:

- 100% of available data from ADW members incorporated into centralized dataset

IDEP #9: Volunteer Training

Funding: ADW via Public Education and Progress Evaluation budgets

Activity Description: Participants in the various volunteer monitoring activities being implemented in the ADW have been and will be instructed and given informational materials as part of their training on how to identify and report illegal dumping and suspicious discharges. This will be carried out by Wayne County and/or HRWC staff during training for the various volunteer monitoring programs.

Schedule: Annually as volunteer monitoring training occurs.

ADW Member Responsibilities:

- ADW
 - Financially support volunteer monitoring activities
 - Provide annual volunteer training
- Communities, Wayne County and nested school districts
 - Promote citizen involvement in Volunteer monitoring efforts at which volunteers will receive training on the identification and reporting of suspicious discharges

Measures of Assessment:

- Number of volunteers trained

BMP Goal:

- Training held annually during each year of the permit cycle

IDEP #10: Method to Evaluate IDEP Effectiveness

Funding: ADW, Wayne County, communities, nested school districts

Activity Description: Records for each of the above IDEP activities will be kept and a biennial summary report submitted documenting the output of each activity and the summary number of illicit discharges identified and eliminated. Overall effectiveness will be based on the long-term natural resource response as determined through the progress evaluation monitoring described below (see Progress Evaluation Monitoring below).

Schedule: Continuous with summary report submitted biennially.

ADW Member Responsibilities:

- ADW
 - Conduct instream monitoring for select indicators to determine the effectiveness of IDEP efforts. The monitoring information will be evaluated and assessed during future priority area discussions.
 - Continue watershed-wide monitoring for select parameters to assess the general health of the river.
- Communities, Wayne County and nested school districts
 - Keep records of their activities with respect to the above IDEP activities and provide such information to ADW staff annually to assist with the collaborative reporting and IDEP effectiveness evaluation.

IV. CORRECTIVE ACTION NOTIFICATION

The procedure for responding to illicit discharges will vary depending on the nature of the discharge (ex: illicit connection to a storm sewer, failing septic system, illegal dumping, etc.) and jurisdiction of the discharge. Similarly, the timeline for eliminating a discharge will vary depending on the geographic extent of the issue, the complexity of the corrective action, responsible party's financial constraints, etc. Deviations to the procedures below may be made on a case-by-case basis and will be documented in the Permit Progress Report. In all cases, corrective action measures will be implemented to the maximum extent practicable and as soon as practicable. The status of corrective actions will be included in the Permit Progress Report to the MDEQ.

Discharges from Private Sources to MS4s

If the source of an illicit discharge has been determined to be privately owned, discharging to an MS4 and regulated by the MS4, the MS4 owner (city, village, county) will use the procedure below to notify and correct the illicit discharge.

It should be noted that discharges to drains within townships are typically under the jurisdiction of the county road agency, who is ultimately responsible for elimination. However, corrective action and enforcement for discharges to their MS4 is handled under the local jurisdiction's codes and ordinances, the county health department's sanitary code or other appropriate regulatory authority. In these situations, corrective action notification and enforcement will be led by the township, who will coordinate with the health department or other agencies, as needed.

First Notice: Notification of Problem and Correction Needed Once the source(s) of an illicit discharge has been identified, the MS4 owner will provide the first written notice to the responsible party of the illicit discharge by registered mail within 7 days. The first written notice will notify the responsible party of the illicit discharge, the MS4 owner's regulatory authority to require correction, and the potential enforcement actions if the discharge is not addressed. The responsible party will be required to contact the MS4 owner regarding plans for correction within 14 days. Tracking of all notifications and documentation of registered mail receipts shall be retained by the MS4 owner. A sample letter is included in Attachment F.

Final Notice: If 14 days have passed from the date of the 1st written notice and no response has been received from the responsible party, a second written notice will be sent. The second written notice will remind the responsible party of the illicit discharge, the prior notice, the regulatory authority to require correction, and the potential enforcement actions that will occur if the discharge is not addressed. The responsible party will be given an additional 14 days to contact the MS4 owner regarding plans for correction.

Enforcement: If 30 days have passed from the date of the first written notice, a citation will be issued. The MS4 owner will issue civil infractions as described in the Enforcement Response Procedure (ERP) for the violation of the applicable IDEP-related ordinances as listed in individual permittee stormwater management plans. A citation shall include fines and may require a court appearance.

Corrections/Repairs:

In the event that the owner does not contact the MS4 owner within 14 days of the Final Notice and/or the discharge is not addressed by the owner 30 days after civil infractions have been issued, the MS4 owner will pursue other enforcement actions such as: discontinue water service to the property and designate the property uninhabitable, place a lien on the property, and initiate efforts to complete the necessary repairs, as authorized by law.

Discharges from Public Properties to MS4s

If the discharge is emanating from a public property (other than the permittee's property), the MS4 owner will request correction or a written corrective action plan be submitted within 60 days of notification. If the discharge cannot be corrected within 60 days of notification, interim measures shall be implemented, as practical, to reduce the impact of the discharge on the receiving water. The corrective action plan will include a schedule for completion with a goal of completion within 18 months of plan approval. The plan will be reviewed by the MS4 owner within 60 days and approved or denied with explanation. Approval of the plan will not waive any local permitting requirements of the community.

Discharges from Permittee's Properties

For discharges emanating from the permittee's own property, a corrective action plan will be developed within 60 days of discovery of the discharge. The plan will include a schedule for completion with a goal of completion within 18 months of plan completion. If the discharge cannot be corrected within 60 days of discovery, interim measures shall be implemented, as practical, to reduce the impact of the discharge on the receiving water.

Discharges from Septic Systems

For illicit discharges from failed septic systems, the corrective action procedures of the Wayne County Health Department will be followed. This procedure is documented in the County's stormwater management plan.

V. LEGAL AUTHORITY

The legal authority that allows permittees to prohibit, investigate and/or enforce the correction of illicit discharges is established on an individual permittee basis. For most communities, legal authority is granted via the Plumbing Code, Sewer Use Ordinance, Nuisances Ordinance, and Municipal Civil Infraction Ordinance as indicated in the table below. Permittees will review their existing codes/ordinances/rules and provide a table that cross references the regulatory mechanism (chapter and section) with the items included in the table below. Table 1 provides the list of regulatory mechanisms by type of illicit discharge that are available to local, school and county agencies to investigate and eliminate illicit discharges. In some cases, permittees can seek the assistance of state and federal agencies to investigate and eliminate illicit discharges. Examples include sewage discharges from mobile home parks, discharges from non-municipal facilities that have a NPDES permit and agricultural properties as shown in Table 2.

Table 1. IDEP Regulatory Mechanisms Available to Permittees

Discharge Type or Source	Lead Enforcement Agency	Regulatory Authority
Discharges to city and village MS4s (except as noted below)	Local DPWs and Building Depts.	Varies by community. See individual stormwater management plans.
Discharges to school or township MS4s	School or Township	See individual stormwater management plans
Sanitary sewage and waste matter into County Drains	County Drain or Water Resource Commissions	<p>Section 280.423 of the Michigan Drain Code of 1956, as amended. Under the Michigan Drain Code, pollution of a county drain is a criminal misdemeanor and punishable by a fine of \$25,000 or imprisonment.</p> <p>See Items 1-10 of Chapter 18, Section 280.423 of the Michigan Drain Code at: http://legislature.mi.gov/doc.aspx?mcl-280-423</p> <p>See also Section 280.421: Obstructions; removal; expenses, notice; livestock; criminal complaint of Chapter 18 of the Drain Code at: http://www.legislature.mi.gov/%28S%28fpcedzixcmfe3wvtvqmyto3x%29%29/mileg.aspx?page=getObject&objectName=mcl-280-421</p>
Discharges to County Road Drains	Road Agencies	Public Highways and Private Roads Act 283, 1909 Sect. 224.19b
Soil Erosion from Construction Sites	Part 91 Authority	Part 91, Soil Erosion and Sedimentation Control (SESC), of NREPA, Public Act 451 of 1994
Discharges from Onsite Sewage Disposal Systems (OSDS)	Wayne County Dept. of Health	<p>http://www.waynecounty.com/hhs/onsite_sewage.htm</p> <p><i>Specifications Governing On-Site Disposal of Sanitary Sewage and Human Excreta as follows:</i></p> <ul style="list-style-type: none"> -Prohibit discharges: Article III, Sec. 3.13.2 -Right to inspect: Article IV, Sec. 4.3 -Corrective action: Article IV, Sec. 4.5-4.7 -Penalties: Article XVI, Sec. 16.1 <p><i>Wayne County On-Site Sewage Disposal Operation and Maintenance Ordinance as follows:</i></p> <ul style="list-style-type: none"> -Right to inspect: Sec. 803 -Corrective action: Sec. 802 -Penalties: Sec. 804-815

Source: Modified from a table included in the Alliance of Rouge Communities Collaborative IDEP

Table 2 – IDEP Regulatory Mechanisms Available to State and Federal Agencies to Assist Permittees

Discharge Type or Source	State or Federal Enforcement Agency	Regulatory Authority
Discharges from Mobile Home Parks	MDLEG	Mobile Home Commission Act Public Act 96 of 1987 http://www.legislature.mi.gov/documents/mcl/pdf/mcl-Act-96of-1987.pdf
Discharges from Part 5 facilities and industrial NPDES regulated facilities	MDEQ-WRD	Part 31, NREPA, PA 451 of 1994
Discharges from agricultural properties and livestock facilities	MDARD	Michigan Right to Farm Act, Public Act 93 of 1981
Releases of Oil and Polluting Materials, Sewage, Flammable and Combustible Liquids, Hazardous Materials, Hazardous Substances, Infectious Substances, Hazardous Wastes, Leaking Above Ground and Underground Storage Tanks, Bulk Commercial Fertilizers and Pesticides, and Liquid Industrial Wastes	MDEQ - WRD & RRD, USEPA, USCG, NRCS, USDOT, MSP, Local Police & Fire Depts., LEPC, LARA, MDARD, Local Health Dept., and CDC	See Attachment G for appropriate regulatory authority

Notes: CDC = Center for Disease Control, LARA= Michigan Dept. of Licensing and Regulatory Affairs, LEPC=Local Emergency Planning Commission, MDA=Michigan Dept. of Agriculture & Rural Development, MDEQ WRD=Michigan Dept. of Environmental Quality Water Resources Division, MDEQ RRD= MDEQ Remediation and Redevelopment Division, MDLEG=Michigan Dept. of Labor and Economic Growth, MSP=Michigan State Police, NRCS=Natural Resources Conservation Service, USCG=US Coast Guard, USDOT=US Dept. of Transportation, USEPA=US Environmental Protection Agency.

Source: Oakland County Water Resources Commissioner's Office

STORMWATER DISCHARGE PERMIT APPLICATION



Complaint Tracking Form & Routine Field Work Log

For the Alliance of Downriver Watersheds MS4s

Pollution Complaint Tracking Form Illicit Discharge Elimination Program

Community Name: _____

Complaint made by: _____ Phone #: _____

Date: _____ Time: _____

Location of Problem: _____

Offending Party (if known) _____

Nature of Problem (i.e. paper waste, odor, color, etc.):

Is this an Emergency? ☐ No ☐ Yes (then call 911)

Nature of Emergency: _____

Initial contact made to: ☐ 911 ☐ City Dept _____

☐ Wayne County 888-223-2363 ☐ PEAS Hotline (State) 800-292-4706

☐ Other _____

Pollution Complaint Tracking Form Illicit Discharge Elimination Program

Investigation Summary ☐ Initial Investigation ☐ Follow-up Investigation

Date of Investigation: _____ Investigating Agency: _____

Crew Members _____

Location of Discharge: _____

Investigation Location: _____

Observations (odor, color, volume, etc.): _____

Actions Taken (dye testing, notification letter, etc.): _____

Were photos taken? ☐ No ☐ Yes

Agency Referred to: _____ Agency Contact: _____

Method of Communication: ☐ E-mail* ☐ Letter/memo* ☐ Phone

*Attached copies

Content of Communication: _____

Date Corrected or Resolved: _____

Routine Fieldwork Log – Illicit Discharge Elimination Program
Wayne County 24 hr Environmental Hotline 1-888-223-2363

Date:	Crew:	Suspicious Discharge Observed? <input type="checkbox"/> No <input type="checkbox"/> Yes*
Location of Field Work:		
Date:	Crew:	Suspicious Discharge Observed? <input type="checkbox"/> No <input type="checkbox"/> Yes*
Location of Field Work:		
Date:	Crew:	Suspicious Discharge Observed? <input type="checkbox"/> No <input type="checkbox"/> Yes*
Location of Field Work:		
Date:	Crew:	Suspicious Discharge Observed? <input type="checkbox"/> No <input type="checkbox"/> Yes*
Location of Field Work:		
Date:	Crew:	Suspicious Discharge Observed? <input type="checkbox"/> No <input type="checkbox"/> Yes*
Location of Field Work:		
Date:	Crew:	Suspicious Discharge Observed? <input type="checkbox"/> No <input type="checkbox"/> Yes*
Location of Field Work:		
Date:	Crew:	Suspicious Discharge Observed? <input type="checkbox"/> No <input type="checkbox"/> Yes*
Location of Field Work:		

* If "Yes" is checked, the Pollution Complaint Tracking Form must be completed

STORMWATER DISCHARGE PERMIT APPLICATION



Advanced Investigation Procedure for Locating the Source of Suspicious Discharges

For the Alliance of Downriver Watersheds MS4s

Attachment B

I. Purpose

The purpose of this procedure is to describe the protocols to conduct advanced investigations in storm sewer systems to identify the source of a suspicious discharge. These investigations would be performed based on the priority area designation, results of field screening procedures or based on a pollution complaint. The Michigan Department of Environmental Quality (MDEQ) requires this procedure for stormwater discharges from municipal separate storm sewer systems (MS4) as part of an entity's National Pollutant Discharge Elimination System (NPDES) permit application.

II. Performing Source Investigations

The investigation parameters will be selected based on the nature of the complaint or initial field screening results according to the parameters and threshold values indicated in the Field Screening Procedure for Identifying Potential Illicit Discharges Standard Operating Procedure. If working within a river/stream/open drain, then samples or observations will be taken at the origin of the suspicious discharge and at upstream locations. This will continue until the source is found or an enclosed storm sewer is located.

Determining Ownership

For complaint-based investigations, the owner/operator of the enclosed storm sewer will be determined. If it is suspected that a discharge originates from another jurisdiction, the other jurisdiction will be notified in writing of the suspicious discharge and any pertinent information about the discharge. This will occur within 10 working days of the discovery of the discharge from the other jurisdiction.

For investigations based on outfall screening results, the ownership step is not required because it is assumed that outfall screening was completed by the owner/operator.

For investigations based on instream sampling results and the owner/operator is participating in the ADW Collaborative IDEP Plan, the owner/operator will be notified of the suspicious discharge and storm and sanitary sewer maps will be obtained. Investigations will continue with the assistance of the owner/operator. If the owner/operator is not participating in the ADW Collaborative IDEP Plan, then they will be notified in writing of the suspicious discharge and any pertinent information about the discharge. This will occur within a timeframe ranging from immediately/within 24 hours (for sources posing an imminent threat) or for non-emergency issues up to 5 working days of the discovery of the discharge from the other jurisdiction.

Source Investigations

Enclosed drain investigations will proceed, following discovery of a suspicious discharge. The site of the discharge will be resampled during dry conditions for the appropriate indicator parameter. The sample parameters will be the same as those used during the initial field screening. If no flow is present, a second site visit will be conducted within 4 weeks of discovery, weather permitting. If no flow is present during the second site, a third site visit will be conducted within 2 months of the date of the second visit, weather permitting.

Additional sampling/observations will be conducted upstream within the drainage system to narrow down the section of pipe from which the suspicious discharge is emanating. Sampling will be conducted as outlined in the Field Screening Procedure for Identifying Potential Illicit Discharges SOP.

Attachment B

Ideally, the sampling data or observations will allow staff to isolate a section of storm sewer to employ advanced investigation techniques. These techniques include televising the storm sewer, smoke testing, and conducting dye testing of homes, facilities, or sewers to verify a suspected illicit connection or discharge. The lead investigator will determine which of these techniques (or other technique) will be employed.

III. Closed Circuit Televising (CCTV)

CCTV inspections may be performed to determine if illicit connections are present in a storm drain. This allows for inspectors to identify suspicious taps to the drain. This work will be performed by a qualified staff or contractor. If possible, a video recording of the inspection will be performed. If possible, the lead investigator will be present during the CCTV inspection in order to direct additional efforts.

IV. Smoke Testing

Smoke testing may be performed to determine if a residence or facility is illicitly connected to the storm drain. This work will be performed by a qualified staff or contractor. This testing requires homeowner notification to ensure all plumbing traps are filled with water and to make them aware of the potential intrusion of smoke into their homes. The local fire department should also be notified prior to testing. Non-toxic smoke is used. The drain may be plugged at various locations to ensure the testing is limited to the area of interest. Smoke found exiting a building plumbing vent indicates that the home is illicitly connected to the storm sewer. Care must be taken to perform this testing during the appropriate weather conditions in order not to mistaken steam from a heating system or fog as smoke. This testing may also identify improper connections between the storm and sanitary system.

V. Dye Testing

Dye testing may be performed on plumbing fixtures (i.e. sinks, toilets, floor drains, etc.) within facilities/structures that are suspected of illicitly discharging non-stormwater flows into the MS4 to determine if they are properly connected to the appropriate sewer. Prior to administering a tracer dye, the lead investigator will submit a Notice of Intent to the MDEQ under General Rule 97 Certification of Approval Authorizing Tracer Dyes in Surface Waters. In addition, the following agencies shall be notified 48 hours prior to the application:

- Local Municipality
- Local Health Department
- Downstream Municipalities and Health Departments potentially affected
- Local Fire Department

Once approved, tracer dye will be applied to the appropriate plumbing fixture(s) per the manufacturer's recommendations and in a manner that will minimize potential effects to surface water. The following information will be documented when conducting a dye test:

- Facility or Building Name
- Date
- Location where dye is applied (i.e. second floor men's restroom)
- Time the dye is applied
- Time dye is observed in the field

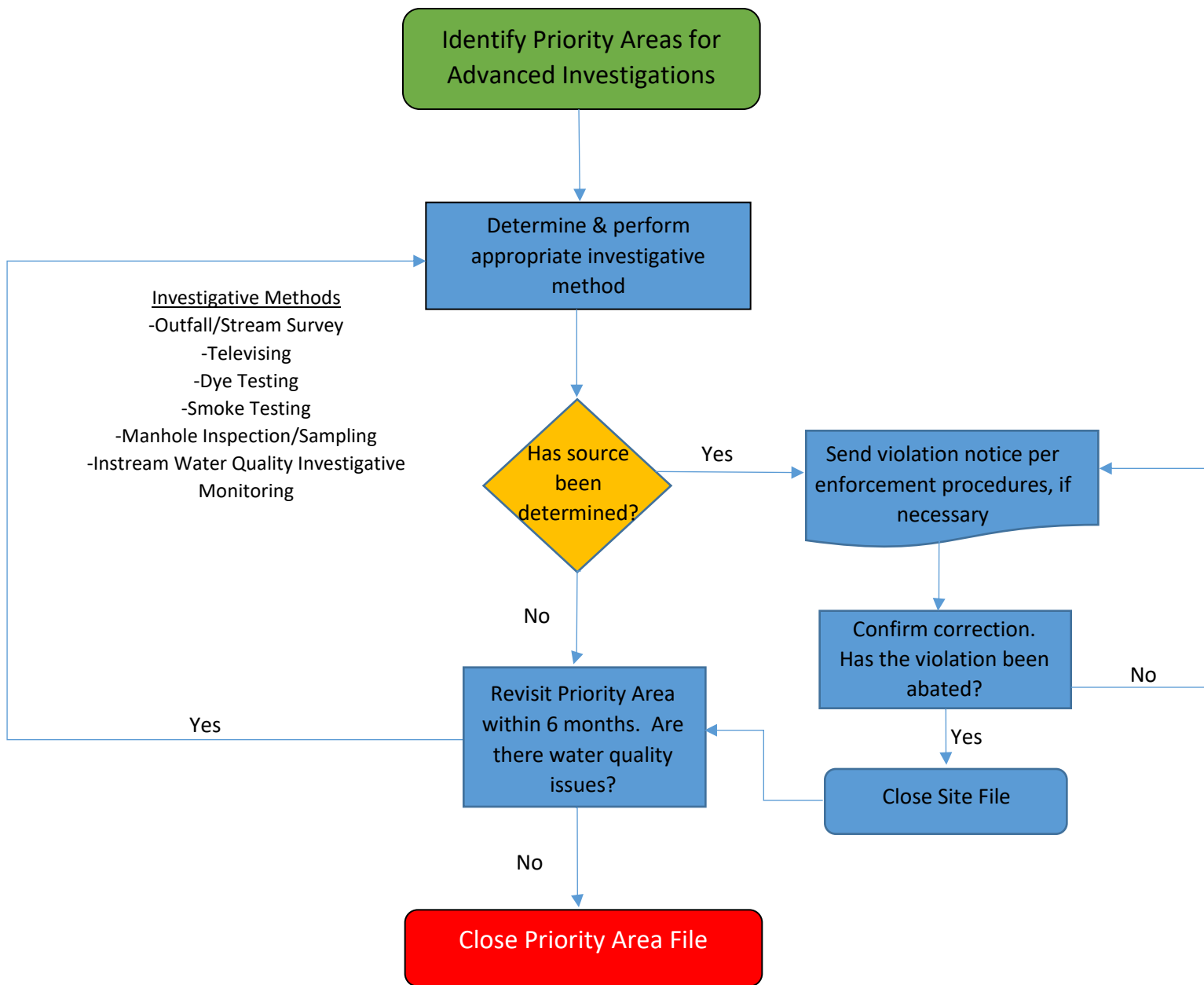
Attachment B

- Location where dye is observed (i.e. sanitary manhole, northeast of building)
- Time of Travel
- Follow up action, if needed

Sample dye test forms are included with this Attachment.

VI. Process for Revision

Any questions on this procedure should be directed to the entity's Stormwater Manager or the ADW Technical Committee. This procedure shall be reviewed once per permit cycle by the ADW Technical Committee for any updates.





Alliance of Downriver Watersheds

*Dye Testing Form adapted from
Wayne County Department of Public Services (Environment)
Water Quality Management Division*

Facility Information Sheet

☐ Field Inspection ☐ Survey ☐ WMD Complaint, # _____

Date: _____

Address: _____ Community: _____

Name of Facility: _____

Type of Business: _____

Contact Person: _____ Phone Number: _____

Title: _____

SIC Code: _____ Priority: _____

Watershed: _____ Subwatershed: _____ Subarea: _____

Field Representative(s): _____

River Friendly Partners Program Information Requested: _____



Alliance of Downriver Watersheds

*Dye Testing Form adapted from
Wayne County Department of Public Services (Environment)
Water Quality Management Division*

Field Inspection Results

Date: _____

Address: _____ Community: _____

Name of Facility: _____

- ☐ Proper Connection - The Fixtures "dye tested" in this establishment have been found to be properly connected to the sanitary sewer system. No problems were noticed at time of inspection.
- ☐ Incomplete: _____
reason
- ☐ No Show - Unsuccessful attempt, unable to detect "dye" in the sanitary sewer.
- ☐ Violation/Illicit Connection/Improper discharge - Situation resulting in pollution of surface waters.
 - ☐ Illicit Connection
 - ☐ Improper Discharge
 - ☐ House Keeping

LIST ALL FIXTURES DYE TESTED:

Field Inspection Results

Date _____

Facility: _____

Information to Document:

- Location where dye is applied (i.e. second floor men's restroom)
- Time the dye is applied
- Time dye is observed in the field
- Location where dye is observed (i.e. sanitary manhole, northeast of building)
- Time of Travel
- Follow up action, if needed

[illegible]

STORMWATER DISCHARGE PERMIT APPLICATION



Regional IDEP Training Program

For the Alliance of Downriver Watersheds MS4s

**Southeast Michigan Regional
Illicit Discharge Elimination Program Training Plan
February 19, 2013**

Introduction

Southeast Michigan is a seven county region with a population exceeding 4.7 million and comprising 16 watersheds. Five of the counties (Wayne, Washtenaw, St. Clair, Macomb and Oakland), comprising 11 watersheds, have a stormwater discharge permit. The permit requires training in various aspects of illicit discharge elimination. Recent audits of permittees by the Michigan Department of Environmental Quality have requested documentation of such training. This document lays out a plan for training municipal staff that is consistent with the language in the forth coming stormwater permit. The plan provides background information, objectives, details, and a cost-share arrangement to provide stormwater-related training to the permitted communities.

Background

The Alliance of Rouge Communities (ARC) has sponsored the Basic/Advanced IDEP Training for the last few years. This training was made available to ARC members without charge. The participation in the training has decreased over the years. Wayne County has provided training to non-ARC members in southeast Michigan on a cost recovery basis, e.g. contracts with Eastern Michigan University, Washtenaw County.

In 2011, SEMCOG sponsored five municipal training sessions across Southeast Michigan that targeted pollution prevention actions at municipal facilities. These ½ day sessions also included an illicit discharge identification component designed to educate a broad audience on basic recognition and reporting techniques. Staff from Washtenaw, Livingston, St. Clair, Oakland, Macomb and Wayne counties helped to develop the content of the training and co-host the session at one of their facilities. The sessions were also co-hosted by the DEQ, which provided Industrial Operator Training at no cost in the afternoon of each session. Over 350 people attended the five training sessions and 107 people took the DEQ Industrial Operator.

Objective

The goal of this plan is to provide training to the southeast Michigan region focused on illicit discharge elimination and storm water pollution prevention. There are three main objectives of this plan. The first objective is to establish a framework that shares responsibility and costs of training on a regional basis. The second objective is to be efficient by maximizing class size not duplicating efforts and spreading the costs over the region. The third objective is to make it unnecessary to charge a fee for the training.

Plan

The plan calls for an alternating five year schedule of training between Wayne County's IDEP training program and SEMCOG's municipal facility training and illicit discharge recognition training provided by the host county. The training would be provided once a year. The period covered by this plan is January 2013 through December 2017.

Every other year beginning with 2013, Wayne County's IDEP Training will be provided to the region. Table 1 lists the responsibilities and schedule for each IDEP training session. In 2014 and 2016, SEMCOG's municipal facility training with illicit discharge recognition training will be provided. Table 2 lists the responsibilities for the SEMCOG municipal facility and illicit discharge recognition training.

Note: This schedule is consistent with the language concerning training in the new State stormwater permit.

Cost Sharing

The goal is to distribute cost among the region by rotating sites for the training, so that the trainings can be offered at no charge. This would reduce the cost to the ARC since the IDEP training registration would be handled by others and since it would be offered every other year. This will also reduce the cost to other permittees, since the IDEP training charge would be offered at no charge (a savings of around \$75 per attendee).

Table 1: Traditional IDEP Training Schedule and Responsibilities

Year	Staff Cost ¹	Facility/Refreshments ²	Registration ³	Print and Mail Certificates
2013	ADW, ARC	Wayne County	Wayne County	Wayne County
2015	ADW, ARC	Washtenaw County	Washtenaw County	Wayne County
2017	ADW, ARC	Macomb County	Macomb County	Wayne County

- 1- Will provide trainers for the event at no charge to the municipalities or other counties.
- 2- Will arrange for a training location and provide refreshments/snack
- 3- Will handle advanced registration and sign-in the day of the event and create an advertisement for distribution to the region. Distribution will occur via email to the county stormwater coordinators.

Table 2: SEMCOG Municipal Facility and Illicit Discharge Training Schedule and Responsibilities

Year	Staff Cost	Facility/Refreshments ³	Registration ⁴
2014	Host County ¹ , SEMCOG ²	St. Clair County	SEMCOG
2016	Host County ¹ , SEMCOG ²	Oakland County	SEMCOG

- 1- Will provide or arrange for trainers for the event in collaboration with SEMCOG.
- 2- SEMCOG donated time
- 3- Will arrange for a training location and provide refreshments/snack
- 4- Will handle advanced registration and sign-in the day of the event and create an advertisement for distribution to the region. Distribution will occur via email to the county stormwater coordinators.

By signing below, the parties agree to participate in the plan as outlined in Tables 1 and 2. The plan will become effective once all parties have signed it.

Macomb County Representative

W. Mustertovich W. MUSTERTOVICH CHIEF DEPUTY MACOMB 05-17-2013
Signature Name/Title COUNTY PUBLIC WORKS Commissioner Date

Oakland County Representative

James A. Winkler JAMES WINKLER ASST. CHIEF ENG. 4/17/13
Signature Name/Title Date

Saint Clair County Representative

Steve French Steve French DIRECTOR 4-29-13
Signature Name/Title Date

Washtenaw County Representative

Evan Pratt EVAN PRATT Water Resources Commissioner 8/8/12
Signature Name/Title Date

Wayne County Representative

Kelly A. Cave KELLY A. CAVE WAYNE CO STORM WATER 11 APRIL 13
Signature Name/Title COORDINATOR Date

SEMOG Representative

Kathleen Lomako Kathleen Lomako 8/14/2013
Signature Name/Title Date

Alliance of Rouge Communities Representative

Kevin L. Buford Kevin Buford, ARC Chair 3/28/13
Signature Name/Title Date

Alliance of Downriver Watersheds Representative

Mark Gahry Mark Gahry, Chairman May 7, 2013
Signature Name/Title Date

STORMWATER DISCHARGE PERMIT APPLICATION



ADW Member Facilities To be Dye-Tested

For the Alliance of Downriver Watersheds MS4s

Community	Facilities
Allen Park	Library
	Parks and Rec
	Fire Station
	DPS Building
Belleville	Belleville Fire Department
	Public Golf Courses
Dearborn Heights	No facilities left to test
Ecorse	No facilities in ADW to test
Flat Rock	Animal Shelter
	City Hall
	DPS Mechanic's Garage
	DPS Yard
	Fire Department
	Police Station
	Library
Gibraltar	Community Center - Annex
	School District Transportation & Maintenance Garage with salt storage
	DPW Building
	Carlson High School/Shumate Middle School
	Parsons Elementary School
Grosse Ile	Animal Shelter
	Water's Edge Municipal Golf Course
	DPS Building & Yard
	Recreation/Restaurant Building
	Grosse Ile Township Schools
	Grosse Ile High School
	Grosse Ile Middle School
	Meridian Elementary School
	Parke Lane Elementary School
Inkster	No facilities in ADW to test
Lincoln Park	Historical Museum
	Animal Control
Melvindale	Melvindale Library: 18650 Allen Rd (City reports already dye tested - confirm)
Riverview	Riverview Highland Golf Course Maintenance
	DPW Facility
	Fire Hall
	Forest Elementary School
	Huntington Elementary
	Kennebec Park
	Kingswood Nature Park
	Memorial Elementary
	Riverview High School
	Riverview Schools Operations Building
	Riverview Schools Warehouse
	Seitz Middle School
	GSRP Preschool
Rockwood	Municipal Building (includes Fire & Police Stations)
	Public Works & Salt Storage
	Community Center
Romulus	Animal Shelter
	Romulus Athletic Center
	Romulus Community Schools
	Romulus Elementary School
	Barth Elementary School
	Romulus Senior High School
	Wick Elementary School
	Hale Creek Elementary School
	Romulus Middle School
	Romulus Virtual Learning Center
Southgate	Downriver Animal Control Building
	Southgate Municipal Golf Course
Sumpter Twp	no facilities list
Taylor	Fire Station (Goddard)
	Fire Station (Eureka)
	Lakes of Taylor Golf Course
	Library
	Kinyon Elementary School
	Taylor School District
	Blair Moody Elementary School
	Taylor Parks Elementary School
	Robert J. West Middle School
	Clarence Randall Elem. School
	Bernice McDowell Elem. School
	Holland Elementary School
	Myers Elementary School
	Taylor Virtual Learning Academy
	Eureka Heights Elementary School
	Hoover Middle School
	Taylor High School
	Johnson Preschool
	Taylor SportsPlex
Van Buren	No facilities in ADW to test
Westland	No facilities in ADW to test
Woodhaven	Civic Center
	Animal Shelter
	City Hall
	DPW Yard
	Fire Station 1
	Fire Station 2
	Police Station
	Water Garage
Woodhaven - Brownstown Schools	No facilities left to test
Wyandotte	Recreation Center/Yack Arena
	Police Station
	Wyandotte Animal Pound
	Fire Station #1
	Fire Station #2
	Public Schools Wilson Middle School
	DPW Yard

STORMWATER DISCHARGE PERMIT APPLICATION



Outfall Screening Procedure for Identifying Potential Illicit Discharges

For the Alliance of Downriver Watersheds MS4s

Attachment E

I. Purpose

The purpose of this procedure is to describe the protocols to inspect stormwater outfalls for the presence of illicit discharges. The Michigan Department of Environmental Quality (MDEQ) requires this procedure for stormwater discharges from municipal separate storm sewer systems (MS4) as part of an entity's National Pollutant Discharge Elimination System (NPDES) permit application.

II. Performing Field Observations at Outfalls

Outfalls will be assessed during dry weather conditions focusing on the criteria listed below. This assessment will be conducted following at least 48 hours with no precipitation.

1. Presence/absence of flow
2. Deposits/stains on the discharge structure or bank
3. Vegetation condition
4. Structural condition
5. Biology, such as bacterial sheens, algae, and slimes
6. Water clarity
7. Color
8. Odor
9. Floatable materials

A field form (provided at the end of this procedure) that documents the condition of the outfall and any discharge will be completed. In addition to the assessment of the field screening criteria, GPS positioning will be obtained for new or previously unscreened outfalls.

III. Performing Field Screening

Only individuals that have been trained to do so will perform field screening activities. Acceptable training includes the following elements: goals of the IDEP program, how to recognize illicit discharges and sampling techniques. Four months of IDEP field experience consisting of outfall screening and/or advanced investigations can be substituted for classroom training.

If the visual observations indicate a potential illicit discharge, flow is observed and the source of the flow is not immediately identifiable then sampling will be performed. Based on the suspected discharge or the pollutant of concern, some or all of the following parameters will be assessed:

1. pH will be sampled if an industrial discharge is suspected. A pH measurement will be obtained using calibrated portable field meter such as pH pen or multi-parameter probe.
2. Detergents will be sampled if flow is observed to have foam or suds or if a sanitary discharge is suspected. The sample will be field screened for surfactants using a colormetric method such as CHEMets kit # K-9400 (www.chemetrics.com). The operating range of the test should be between 0 and 3 mg/L.
3. *E. coli* will be sampled if a sanitary discharge is suspected. These samples will be collected in a sterile 100 mL bottle, stored on ice, and transported to a laboratory for analysis. The analytical range should be between 10 and approximately 24,000 colonies/100 mL. Care should be taken not to disturb any accumulated sediment when collecting the *E. coli* sample.
4. Other parameters – Additional samples may be collected depending on the suspected source.

Attachment E

Disposable gloves will be worn to collect all samples. Gloves will be changed out between sampling sites. *E. coli* samples must be collected directly into the laboratory container, while sample collection cups may be used for pH and surfactants. Decontamination procedures for reusable sample collection containers consists of a triple rinsed with site water prior to taking a measurement.

E. coli samples shall be delivered to the laboratory with sufficient time for the samples to be analyzed within the method specific hold time. Confirmation of method specific hold times shall be obtained from the laboratory at the onset of sampling efforts. For *E. coli* analysis, the goal of the sampling team will be to deliver samples to the laboratory within 6 hours of collection where sample processing will occur within 2 hours for a total hold time of 8 hours. However, as these samples are intended to be used for screening purposes, a total hold time of 24 hours will be acceptable if it is not cost effective to meet the shorter hold time.

If sample result exceeds the threshold(s) provided in Table 1, additional investigations are recommended to locate the source of the suspicious discharge.

Field screenings will be conducted in conjunction with field observation procedures as described in Section II. Screenings may also be conducted on an as needed basis if suspicious discharges are discovered by field staff during day-to-day operations, or if a pollution complaint or referral is received from the public or other agencies.

Table 1 – Guidance for Screening Results

Typical Parameters	
Parameter	Follow-up Threshold
pH	>9 or <6.5
Surfactants	>0.75 mg/L
<i>E. coli</i>	>1,000 cfu/100 mL or MPN/100 mL resampled up to two more times within 12 months
	>5,000 cfu/100 mL or MPN/100 mL for advanced investigations
Physical signs	unusual odor, color, clarity, floatables, deposits, stains, vegetation change, outfall structural damage
Additional Parameters	
Parameter	Follow-up Threshold
Ammonia	>1 mg/L
Conductivity	>1,000 uS/cm
Turbidity	>5 NTU
TDS	>500 mg/L
Dissolved oxygen	< 5 mg/L
Temperature	+5°F warm water stream +2°F cold water stream

IV. Process for Revision

Any questions on this procedure should be directed to the entity's Stormwater Manager. This procedure shall be reviewed once per permit cycle by the ADW Technical Committee.

Outfall ID:				Community:			
Section 1: BACKGROUND DATA							
Date:		Time:		Inspector:			
Weather:		<input type="checkbox"/> 48 hrs no rain	<input type="checkbox"/> Sunny	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Partly Cloudy	<input type="checkbox"/> Rainy	<input type="checkbox"/> Winter Inspection
Photos Taken:			Receiving Water:				
Nearest Property Address/Location Description:							
Land Use:		<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Residential	<input type="checkbox"/> Other_____		
Section 2: OUTLET DESCRIPTION							
Type/Shape/Size	Size (in) Width/Height or Diameter:						
	Type/Shape	<input type="checkbox"/> Round	<input type="checkbox"/> Arch	<input type="checkbox"/> Box	<input type="checkbox"/> Other_____		
	Material:	<input type="checkbox"/> RCP	<input type="checkbox"/> PVC	<input type="checkbox"/> CMP	<input type="checkbox"/> Concrete <input type="checkbox"/> Other_____		
Submerged	In Water:	<input type="checkbox"/> No	<input type="checkbox"/> Partially	<input type="checkbox"/> Fully			
	In Sediment:	<input type="checkbox"/> No	<input type="checkbox"/> Partially	<input type="checkbox"/> Fully			
Outfall Damage	<input type="checkbox"/> Yes	<input type="checkbox"/> Spalling/	<input type="checkbox"/> Corrosion	<input type="checkbox"/> Other_____			
	<input type="checkbox"/> No						
Deposits/Stains	<input type="checkbox"/> Yes	<input type="checkbox"/> Oily	<input type="checkbox"/> Flow Line	<input type="checkbox"/> Paint	<input type="checkbox"/> Other_____		
	<input type="checkbox"/> No						
Turbid/Cloudy Plunge Pool Below Outlet	<input type="checkbox"/> Yes	<input type="checkbox"/> Odors	<input type="checkbox"/> Floatables	<input type="checkbox"/> Color	<input type="checkbox"/> Other_____		
	<input type="checkbox"/> No	<input type="checkbox"/> Oil Sheen	<input type="checkbox"/> Suds	<input type="checkbox"/> Excessive Algae			
Flow Present?	<input type="checkbox"/> Yes	<input type="checkbox"/> Trickle	<input type="checkbox"/> Moderate	<input type="checkbox"/> Substantial			
	<input type="checkbox"/> No						
Section 3: PHYSICAL INDICATORS FOR OUTFALLS WITH WATER							
Odor of Water	<input type="checkbox"/> Sewage	<input type="checkbox"/> Sulfide	<input type="checkbox"/> Oil/Gas	<input type="checkbox"/> Other_____			
	<input type="checkbox"/> None	<input type="checkbox"/> Rancid/Sour					
Color of Water:			<input type="checkbox"/> Dark				
	<input type="checkbox"/> Clear	<input type="checkbox"/> Cloudy	Brown/ Tannic	<input type="checkbox"/> Muddy	<input type="checkbox"/> Other_____		
Floatables (not including trash)			<input type="checkbox"/> Petroleum				
	<input type="checkbox"/> Paint	(oil sheen)	<input type="checkbox"/> Algae	<input type="checkbox"/> Other_____			
	<input type="checkbox"/> None	<input type="checkbox"/> Sewage	<input type="checkbox"/> Suds/bubbles				
Trash/debris	<input type="checkbox"/> Glass	<input type="checkbox"/> Yard Waste	<input type="checkbox"/> Paper	<input type="checkbox"/> Plastics			
	<input type="checkbox"/> None	<input type="checkbox"/> Mixed Mate	<input type="checkbox"/> Metal	<input type="checkbox"/> Other_____			
Sample Obtained	<input type="checkbox"/> Yes		<input type="checkbox"/> No				
Section 4: PRIMARY SCREENING/SAMPLES COLLECTED							
Screening Parameters	Result	Possible Illicit Discharge?		Equipment			
pH		<input type="checkbox"/> Yes	<input type="checkbox"/> No				
Temperature (F)		<input type="checkbox"/> Yes	<input type="checkbox"/> No				
Conductivity (µS/cm)		<input type="checkbox"/> Yes	<input type="checkbox"/> No				
Ammonia (ppm)		<input type="checkbox"/> Yes	<input type="checkbox"/> No				
Detergents (ppm)		<input type="checkbox"/> Yes	<input type="checkbox"/> No				
Section 5: ILLICIT DISCHARGE POTENTIAL							
Do the screening results above indicate that an illicit discharge may be present?							
<input type="checkbox"/> Yes		<input type="checkbox"/> No					
Section 6: NOTES							

STORMWATER DISCHARGE PERMIT APPLICATION



Corrective Action Notification Sample Letter

For the Alliance of Downriver Watersheds MS4s

Attachment F

NOTICE OF ILLEGAL DISCHARGE OR CONNECTION SAMPLE LETTER

<Person or Business Name>

<Address Line 1>

<Address Line 2>

Dear <Property Owner>:

The Michigan Department of Environmental Quality (MDEQ) Municipal Separate Storm Sewer System Permit requires the <CVT> to control the amount of pollutants entering the drainage system. This includes the detection and elimination of illegal discharges or connections to the system that may contain pollutants or are otherwise not allowed. Left uncorrected, any pollutants entering the system will ultimately impact nearby lakes or streams as storm drainage is not treated at any sort of treatment facility. Any discharge/connection without permission is illegal and requires immediate termination of the discharge.

An inspection of the drainage system has occurred in the vicinity of your property and an illegal connection/discharge was discovered entering into the <CVT> system. The discharge/connection was discovered on <date> at <business name and address>. <Description of indicators or source>.

This discharge directly pollutes the surface waters of the State of Michigan. This is a violation of the Federal Clean Water Act, PL 92-500, as amended, State of Michigan Natural Resources and Environmental Protect Act 451, Public Act of 1994, as amended, Part 31, and the Michigan Department of Environmental Quality NPDES Storm Water General Permit (MIG610000). Please contact me within 14 days to report plans for correction of the violation.

A follow-up investigation will be conducted to ensure compliance. If the illegal discharge/connection cannot be removed immediately, you do not understand this notice, or you disagree that an illegal discharge/connection exists at your property, please contact me with further details or explanation by calling <phone number> or via email at <email address>.

Sincerely,

<Name>

<Title>

STORMWATER DISCHARGE PERMIT APPLICATION



State and Federal Regulatory Mechanisms

For the Alliance of Downriver Watersheds MS4s

12/18/2018

SECTION ONE: Environmental Regulations

Release Notification Requirements in Michigan*

Act & Regulation	Reporting Criteria	Initial Notification	Written Follow-up Report	Notes
<p>SARA Title III Section 304 40 CFR 355.40 (EHS & Hazardous Substances)</p>	<p>Release of a CERCLA hazardous substance (40 CFR 302, Table 302.4) or Extremely Hazardous Substance (EHS) (40 CFR 355, Appendix A) from a facility (all buildings, equipment, etc. located on a single site or adjacent sites owned or operated by the same person) at which a hazardous chemical (as defined under 29 CFR 1910.1200(c)) is used, produced or stored (including motor vehicles, rolling stock, and aircraft) in a quantity equal to or greater than its corresponding reportable quantity in any 24-hr period that migrates beyond the facility boundaries.</p> <p>Includes continuous release reportable under CERCLA Section 103.</p> <p>Excludes release that is federally permitted or that results in exposure to persons solely within the boundaries of the facility. See 67 FR 18899 (4/17/02) for guidance on the CERCLA federally permitted release definition for certain air emissions.</p> <p>Does not apply to the application, handling, and storage by an agricultural producer of a pesticide product registered under FIFRA.</p> <p>Excludes release < 1000 lbs of NOx released to the air from combustion or combustion-related activities.</p>	<p>Immediate (within 15 minutes after discovery): to LEPC(s) of any area(s) potentially affected, and SERC (DEQ PEAS line accepts notification on behalf of SERC) by owner or operator.</p> <p>Continuous releases must be identified as such and are reported initially and when there is a significant change in the release.</p> <p>See 73 FR 76948 (12/18/08): Only CAFOs are required to report continuous releases to the air from animal waste.</p> <p>Transportation related releases can be reported to 911.</p>	<p>As soon as practicable (within 30 days) after release: to LEPC(s) and SERC.</p> <p>Not required for releases that occur during transportation or from storage incident to transportation.</p> <p>For continuous releases: Initial written within 30 days after initial telephone notification: to LEPC(s) and SERC.</p> <p>Michigan SARA Title III Program accepts reports on behalf of the SERC.</p>	<p>PEAS: 800-292-4706</p> <p>Contact your LEPC for a phone number to report releases.</p> <p>Call 911 if your LEPC is not active.</p> <p>For further information & LEPC contact information, contact Michigan SARA Title III Program 517-284-7272</p>
<p>CERCLA Section 103 40 CFR 302 (Hazardous Substances)</p>	<p>Release into the environment of a CERCLA hazardous substance (40 CFR 302, Table 302.4) or hazardous constituent in a mixture or solution (including hazardous waste streams) from a vessel or facility (any building, structure, etc. including motor vehicles, rolling stock, aircraft, pipe, pipeline, well, pond, lagoon, impoundment, ditch, landfill, or site where a hazardous substance has come to be located) in a quantity equal to or greater than its corresponding reportable quantity in any 24-hour period.</p> <p>Excludes petroleum, including oil, or any fraction thereof.</p> <p>See 40 CFR 302.6 for notification requirements for radionuclide releases.</p> <p>Includes continuous release: occurs without interruption or abatement or that is routine, anticipated, and intermittent and incidental to normal operations or treatment processes.</p> <p>See 67 FR 18899 (4/17/02) for guidance on the CERCLA federally permitted release definition for certain air emissions. See 71 FR 58525 (10/4/06) re Exemption for NOx releases to the air of < 1000 lbs from combustion or combustion-related activities.</p> <p>Does not apply to the application, handling, and storage by an agricultural producer of a pesticide product registered under FIFRA.</p>	<p>Immediate (within 15 minutes after discovery): to NRC by person in charge of vessel or offshore or onshore facility.</p> <p>Continuous releases must be identified as such and are reported initially and when there is a significant change in the release.</p> <p>See 73 FR 76948 (12/18/08) re Exemption from reporting continuous releases to the air from animal waste.</p>	<p>For continuous releases only: Initial written within 30 days after initial telephone notification & Follow-up within 30 days of first anniversary of initial written notification: to EPA Region 5.</p>	<p>NRC 800-424-8802 or online at www.nrc.uscg.mil</p> <p>For further information contact Michigan SARA Title III Program 517-284-7272 or EPA's Superfund, TRI, EPCRA, RMP, and Oil Information Center 800-424-9346</p>

NOTE: If the release is a **THREAT TO HUMAN HEALTH or SAFETY**, call 911 or your local fire department.

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Additional reporting requirements might be found in **permits**, licenses, registrations, **contingency and pollution prevention plans**, and local ordinances.



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NREPA 1994 PA 451 Part 201, Environmental Remediation	<p>(i) Unpermitted release into the environment over a 24-hour period of a hazardous substance (<i>July 1, 2012, edition</i> of the CERCLA list, 40 CFR 302, Table 302.4) in a quantity equal to or greater than its corresponding reportable quantity.</p> <p>Does not include release solely from UST systems regulated under Part 213, and release solely from disposal area licensed under Part 115 and discovered through disposal area's hydrogeological monitoring plan.</p> <p>Release of substance regulated by MI Dept of Agriculture & Rural Development (MDARD) (fertilizer, soil conditioner, or pesticide) excluding normal agricultural practices: <i>also</i> report to MDARD.</p>	<p>Within 24 hours after discovery: to DEQ-RRD district office (PEAS after hours) by owner or operator or person holding easement interest.</p> <p>Report agricultural release to MDARD.</p>	<p>Upon request: Provide a response activity plan to DEQ-RRD district supervisor.</p>	<p>PEAS: 800-292-4706</p> <p>MDARD Agriculture Pollution Emergency Hotline: 800-405-0101</p> <p>For further information contact DEQ-RRD</p>
NREPA 1994 PA 451 Part 201, Environmental Remediation (Continued)	<p>(ii) The owner or operator has reason to believe that one or more hazardous substances are migrating or have migrated from his or her property and are present beyond the property boundary at a concentration in excess of cleanup criteria for unrestricted residential use.</p> <p>(iii) The release is a result of an activity that is subject to permitting under NREPA Part 615 and the owner or operator is not the owner of the surface property and the release results in hazardous substance concentrations in excess of cleanup criteria for unrestricted residential use.</p> <p>Hazardous substance means a hazardous substance defined in CERCLA (40 CFR 302), hazardous waste as defined in NREPA part 111, petroleum as defined in NREPA part 213, or any substance demonstrated to pose an unacceptable risk to public health, safety, welfare, or the environment.</p> <p>Cleanup criteria for unrestricted residential use means criteria that satisfy the requirements in section 20120a(1)(a) or (16); or as defined under NREPA part 213.</p>	<p>Within 30 days after discovery: to DEQ-RRD district office and owners of property to which hazardous substances migrated or owner of surface property by owner or operator of property where release occurred.</p> <p>Specific form required for: "Notice of Migration of Contamination" (Form EQP4482).</p>	<p>Upon request: Provide a response activity plan to DEQ-RRD district supervisor.</p>	<p>For further information contact DEQ-RRD</p>
NREPA 1994 PA 451 Part 83, Pesticide Control Regulation 640, Commercial Pesticide Bulk Storage (Agricultural)	<p>Release to the environment of a commercial pesticide >5 gallons or 100 pounds.</p> <p>Reportable agrichemical spills as defined in the provisions of SARA Title III section 304 and CERCLA section 103 shall be immediately reported to PEAS and the NRC.</p> <p>The term "release" excludes normal agricultural practices.</p>	<p>Immediate: to PEAS*</p> <p>Also notify NRC for spills reportable under SARA Title III & CERCLA.</p> <p>*MDARD prefers direct notification to their hotline. PEAS forwards all agriculture calls to MDARD.</p>	<p>Within 90 days: to MDARD Pesticide and Plant Pest Management Div. a revised site plan.</p>	<p>MDARD Agriculture Pollution Emergency Hotline: 800-405-0101</p> <p>PEAS: 800-292-4706</p> <p>NRC 800-424-8802 or online at www.nrc.uscg.mil</p> <p>For further information contact MDARD 517-284-5644</p>

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NREPA 1994 PA 451 Part 85, Fertilizers Regulation 641 Commercial Fertilizer Bulk Storage Regulation 642, On Farm Fertilizer Bulk Storage (Agricultural)	Release to the environment of a commercial fertilizer >55 gallons liquid or 650 pounds dry, or tank overfills; or an on farm fertilizer > 55 gallons liquid. For storage tank with bladder system instead of diking: also report all overfills and internal spills. The term "release" excludes normal agricultural practices. The term "liquid fertilizer" excludes anhydrous ammonia.	Immediate: to MDARD by commercial bulk storage facility personnel (For farms, the regulation does not specify who makes the report.)	Not required.	MDARD Agriculture Pollution Emergency Hotline: 800-405-0101 For further information contact MDARD 517-284-5644
Fire Prevention Code 1941 PA 207 Section 29.5g	A fire, explosion, spill, leak, accident, or related occurrence that involves the transportation, storage, handling, sale, use, or processing of hazardous material by a firm, person, or vehicle. Hazardous material = explosives, pyrotechnics, flammable gas, flammable compressed gas, flammable liquid, nonflammable compressed gas, combustible liquid, oxidizing material, poisonous gas or liquid, LPG, or irritating, etiologic, radioactive, or corrosive material. Act 207 amended 6/19/2006. The State Fire Marshall is in LARA, Bureau of Fire Services.	Immediately following incident, report known details regarding incident: to LARA Bureau of Fire Services <i>and</i> organized local fire department by owner of firm or vehicle or the person <i>and</i> the chief of first police or organized fire dept upon scene of incident.	Not required.	Contact LARA Bureau of Fire Services by calling the MSP HazMat hotline: 800-525-5555 For further information: contact local fire department
Fire Prevention Code 1941 PA 207 Part 2 of Storage and Handling of Flammable and Combustible Liquids rules (FL/CL code)	A release from an AST system of > 55 gal of any flammable or combustible liquid (flash point < 200°F) to the ground or within a secondary containment area during any 24 hour period. Note: Many liquid pesticides are combustible (flash point between 100 and 200°F).	As soon as practicable after detection of release: to PEAS by owner or operator.	Within 10 days after release: to LARA Bureau of Fire Services, Storage Tank Division outlining cause, discovery, response to prevent recurrence.	PEAS: 800-292-4706 For further information: contact LARA Bureau of Fire Services, Storage Tank Division 517-335-7211

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49 CFR 171 (Transportation of Hazardous Materials)	<p>Initial verbal notice: Incident during transportation (including loading, unloading, temporary storage) involving (1) hazardous material and resulting in death, injury requiring hospitalization, public evacuation \geq 1 hour, major transportation artery or facility closure \geq 1 hour, or flight pattern alteration; (2) fire, breakage, spillage, or suspected radioactive contamination occurs involving a radioactive material; (3) fire, breakage, spillage or suspected contamination involving an infectious substance other than a regulated medical waste; (4) marine pollutant release exceeding 450 L (119 gal) liquid or 400 kg (882 lbs) solid; (5) other per judgment of person in possession of the hazardous material (e.g., continuing danger to life exists at scene of incident); (6) during transportation by aircraft, a fire, violent rupture, explosion or dangerous evolution of heat occurs as a direct result of a battery or battery-powered device.</p> <p>Hazardous material = CERCLA hazardous substance (40 CFR 302, Table 302.4), hazardous waste (40 CFR 262), marine pollutant (49 CFR 172.101 Appendix B), elevated temperature material, listed on Hazardous Materials Table (49 CFR 172.101), or meets criteria for hazard class/division in 49 CFR 173.</p> <p>Written follow-up report: Required for all of above, plus any unintentional release of hazardous material from a package (including tank); or any quantity of hazardous waste discharged during transportation; or structural damage to lading retention system, even if no release, on specification cargo tank with \geq 1000 gal capacity containing hazardous material; or undeclared hazardous material discovered.</p>	<p>As soon as practical but no later than 12 hours after occurrence of the incident: to NRC by each person in physical possession of the hazardous material.</p> <p>(A reportable incident <i>must</i> be reported by telephone, not online.)</p> <p>For infectious substances, notice may be given to the Director, Centers for Disease Control and Prevention, U.S. Public Health Service instead of NRC.</p>	<p>Within 30 days after discovery: to US DOT on DOT Form F 5800.1 (01-2004) "Hazardous Materials Incident Report."</p> <p>Report online at https://hazmatonline.phmsa.dot.gov/incident/</p> <p>Report must be updated w/i 1 year of incident if: Death results from injury; hazardous material or package info on prior report misidentified; damage, loss or cost not known on prior report becomes known or changes by \$25,000 or 10%.</p> <p>See regulation for exceptions to written report.</p>	<p>NRC 800-424-8802 or online at www.nrc.uscg.mil</p> <p>U.S. Public Health Service 800-232-0124</p> <p>For further information contact US DOT Hazardous Materials Information Center at 800-467-4922 or online at www.phmsa.dot.gov/hazmat</p>
NREPA 1994 PA 451 Part 31, Water Resources Protection (Release to surface of ground, surface water, groundwater or public sewer system)	<p>Unpermitted release directly or indirectly to public sewer system, surface of ground, surface water or groundwater from an oil storage facility or on-land facility of a "polluting material" (oil, salt, or any material specified in table 1 in R 324.2009) in excess of its threshold reporting quantity during any 24-hour period.</p> <p>See Part 5 rules, effective 8/31/01, for details and exemptions. HB 5586 effective 6/15/04 amended the reporting requirements.</p> <p><i>Rule revisions pending as of April 2014.</i></p>	<p>As soon as practicable after detection: to PEAS <i>and</i> 911 by owner, operator or manager.</p> <p>State agencies call 911 if release reported to them by another state or Canada.</p>	<p>Within 10 days after release: to DEQ-WRD district supervisor <i>and</i> to the local health department where the release occurred, outlining cause, discovery, response & prevention of recurrence.</p>	<p>PEAS: 800-292-4706</p> <p>For further information contact DEQ-WRD</p>

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<p>CWA Section 311 33 CFR 153 (Navigable waters – Coast Guard/DOT) Control of Pollution by Oil and Hazardous Substances, Discharge Removal</p>	<p>Discharge of a harmful quantity of oil or a hazardous substance from a vessel or onshore or offshore facility into or upon navigable waters of the United States or adjoining shorelines.</p> <p>Harmful quantity = oil discharge that violates applicable water quality standards, or causes a film or sheen upon or discoloration of the surface of the water or adjoining shorelines, or causes a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines; or a CERCLA hazardous substance (40 CFR 302, Table 302.4) in a quantity equal to or greater than its corresponding reportable quantity.</p> <p>Oil = oil of any kind or in any form including petroleum, crude oil, petroleum refined products, sludge, oil refuse, oil mixed with wastes, etc., as well as vegetable and animal oils.</p>	<p>Immediate: to NRC by person in charge of vessel or facility.</p> <p>If direct reporting to NRC not practicable, may report to district Coast Guard or EPA predesignated OSC.</p>	Not required.	<p>NRC 800-424-8802 or online at www.nrc.uscg.mil</p> <p>District 9 Coast Guard 216-902-6117</p> <p>EPA Region 5 for predesignated OSC 312-353-2318</p> <p>For further information contact EPA Region 5 at 312-353-8200 or District 9 Coast Guard at 216-902-6045</p>
<p>CWA Section 311 40 CFR 110 (Discharge of Oil)</p>	<p>Discharges of oil that violate applicable water quality standards, or cause a film or sheen upon or discoloration of the surface of the water or adjoining shorelines, or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines.</p> <p>Oil = oil of any kind or in any form including petroleum, crude oil, petroleum refined products, sludge, oil refuse, oil mixed with wastes, etc., as well as vegetable and animal oils.</p>	<p>Immediate: to NRC by person in charge of vessel or facility.</p>	Not required.	<p>NRC 800-424-8802 or online at www.nrc.uscg.mil</p> <p>For further information contact DEQ-WRD</p>
<p>NREPA 1994 PA 451 Part 31, Water Resources Protection (Sewer Systems)</p>	<p>Discharge of untreated sewage or partially treated sewage from a sewer system onto land or into the waters of the state.</p> <p>"Sewer system" means a sewer system designed and used to convey sanitary sewage or storm water, or both.</p>	<p>Immediate (within 24 hours): to DEQ-ODWMA district office (PEAS after hours); Local health depts.; Daily newspaper circulated in source & affected counties; & Affected municipalities.</p>	<p>At end of discharge: to same parties notified initially on Form EQP 5857 (Rev. 12/2011) "Report of Discharges of Untreated or Partially Treated Sewage." Includes results of E. coli testing.</p>	<p>PEAS: 800-292-4706</p> <p>For further information contact DEQ-ODWMA</p>
<p>NREPA 1994 PA 451 Part 41, Sewerage Systems</p>	<p>Discharges of pollutants from sewerage systems (which can include combined sewers) in excess of those authorized by a discharge permit issued by the DEQ to surface water or groundwater as a result of a facility breakdown or emergency.</p> <p>Sewerage systems handle sanitary sewage or other industrial liquid wastes.</p>	<p>Promptly: to DEQ-ODWMA district office (PEAS after hours) by owner.</p>	<p>Within 72 hours: to DEQ-ODWMA district supervisor, outlining cause, discovery, corrective actions taken to minimize impact, restore operations, and eliminate future unpermitted discharges.</p>	<p>PEAS: 800-292-4706</p> <p>For further information contact DEQ-ODWMA</p>

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NREPA 1994 PA 451 Part 211, Underground Storage Tanks Part 213, Leaking Underground Storage Tanks	Releases of a regulated substance of any amount from underground storage tank (UST) systems (includes the emergency shutoff valve on down) subject to registration; overfill from UST fillpipe or vent onto ground; release from aboveground pipe attached to UST system. Regulated substance = petroleum or CERCLA hazardous substance (40 CFR 302, Table 302.4) or substance listed in CAA title 1 part A sect 112. Petroleum includes, but is not limited to, crude oil, motor fuels, jet fuels, distillate fuel oils, residual fuel oils, lubricants, and petroleum solvents.	(Part 211) Within 24 hours after discovery: to LARA Bureau of Fire Services, Storage Tank Division by email, or fax on Form EQP 3826 (Rev. 4/12) If free product, Form EQP 3800 (Rev 02/2003) required by UST owner or operator, or employee of owner or operator. Includes releases discovered years after UST system removed	(Part 213) At 180 days Initial Assessment Report on Form EQP3841 (Rev. 02/2003) if not closed; at 365 days Final Assessment Report on Form EQP3842 (Rev. 11/2006) if still not closed; at closure Closure Report on Form EQP3843 (Rev. 02/2003) to DEQ-RRD district project manager.	Email: deq-std-tanks@michigan.gov Fax: 517-335-2245 For further information contact DEQ-RRD or phone 800-MICHUST
NREPA 1994 PA 451 Part 111, Hazardous Waste Management (Generators; Treatment, Storage & Disposal Facilities (TSDF); Transporters)	Any amount of characteristic hazardous waste or listed hazardous waste (as defined in R 299.9203 "Hazardous Waste Rule 203") reaches the surface water or groundwater, or A fire, explosion, or other release of hazardous waste or hazardous waste constituent occurs that could threaten human health or the environment. or A release of >1lb (or ≤1lb if not immediately cleaned up) hazardous waste to the environment from a tank system or associated secondary containment system. Additional hazardous waste reporting requirements under NREPA Part 201 and CERCLA. NREPA Part 111 requires transporters to comply with 49 CFR 171 and 33 CFR 153.	Immediate: to PEAS (or for Tank systems/secondary containment, within 24 hours of discovery: to DEQ-OWMRP) and to NRC if threat to human health or environment outside facility by generator, or owner or operator of TSDF, or transporter.	For large quantity generators and TSDF: Within 15 days after incident IF the contingency plan had to be implemented: to DEQ-OWMRP. For tank/secondary containment systems: Within 30 days of discovery: to DEQ-OWMRP. For transporters: to US DOT if required per 49 CFR 171.	PEAS: 800-292-4706 NRC 800-424-8802 or online at www.nrc.uscg.mil For further information contact DEQ-OWMRP
NREPA 1994 PA 451 Part 121, Liquid Industrial Waste	The liquid industrial waste spill could threaten public health, safety, welfare, or the environment, or has reached surface water or groundwater. Liquid industrial waste includes nonhazardous brine, by-product, industrial wastewater, leachate, off-spec commercial chemical product, sludge, sanitary or storm sewer clean-out residue, grease trap clean-out residue, spill residue, used oil, or other liquid waste not regulated by other laws.	Immediate: to PEAS and local authorities by generator, transporter, or owner or operator of facility. Refer to MCL 324.12111(1) for required report elements	Prepare within 30 days after incident. Submit upon request: to DEQ-OWMRP district supervisor. Refer to MCL 324.12111(1) for required report elements	PEAS: 800-292-4706 For further information contact DEQ-OWMRP
NREPA 1994 PA 451 Part 55, Air Pollution Control	Abnormal condition, start-up, shutdown, or malfunction that results in emissions exceeding permissible (in rule, permit or order) levels of hazardous air pollutants (HAPs) (CAA Sect. 112(b)) or toxic air contaminants (as specified in permit) for > 1 hour, or any air contaminant for > 2 hours. Written follow-up report only required for emission exceedences lasting > 2 hours.	As soon as possible, but not later than 2 business days after discovery: to DEQ-AQD district office (PEAS after hours) by owner or operator.	Within 10 days after start-up, shutdown, or abnormal condition, malfunction corrected. Or within 30 days of abnormal condition, malfunction discovery- whichever first: to DEQ-AQD district supervisor.	PEAS: 800-292-4706 For further information contact DEQ-AQD

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NREPA 1994 PA 451 Part 55, Air Pollution Control (Permit to Install Exemptions)	Emergency venting of natural gas from transmission and distributions systems or field gas from gathering lines in amounts > 1,000,000 standard cubic feet per event. Emergency = unforeseen event that disrupts normal operating conditions and poses a threat to human life, health, property or the environment if not controlled immediately. See R 336.1285(mm), effective 6/20/2008, for details.	Within 24 hours of the event: to PEAS by owner or operator.	Not required.	PEAS: 800-292-4706 For further information contact DEQ-AQD
Public Health Code 1978 PA 368 Part 133, Dry Cleaning	Condition or incident presents a threat or hazard to public health or safety.	Immediate: to DEQ-AQD district office (PEAS after hours) by owner or operator.	Within 30 days after incident: To DEQ-AQD district supervisor.	PEAS: 800-292-4706 For further information contact DEQ-AQD
NREPA 1994 PA 451 Part 615, Supervisor of Wells (oil and gas production fields)	A loss, spill or release of (1) any amount of brine, crude oil, or oil or gas field waste <i>unless</i> it is less than 42 gallons and occurs while an authorized representative is on site and is completely contained and cleaned up within 1 hour, or (2) any unpermitted amount of natural gas , or (3) chemicals used in association with oil and gas activities.	Within 8 hours after discovery of: 42 gallons or more of brine, crude oil, or oil or gas field waste, or any amount of chemical or natural gas, or; less than 42 gallons if the spill contacts surface water, groundwater, or other environmentally sensitive resources, or is not completely contained and cleaned up within 48 hours: to DEQ-OOGM district office (PEAS after hours) by permittee.	Within 10 days after discovery of loss or spill: to DEQ-OOGM district supervisor on Form EQP-7233 (Rev 1/2012) "Report of Loss or Spill." by permittee Written report only for less than 42 gallons of brine, crude oil, or oil and gas field waste if spill does not contact surface water, groundwater, or other environmentally sensitive resources, and is completely contained and cleaned up within 48 hours.	PEAS: 800-292-4706 For further information contact DEQ-OOGM
49 CFR 191 Transportation of Natural and Other Gas by Pipeline	An incident, meaning: (1) Event that involves a release of gas from a pipeline, or of liquefied natural gas, liquefied petroleum gas, refrigerant gas, or gas from an LNG facility that results in: Death or hospitalization; or Property damage ≥ \$50,000; or estimated gas loss of ≥ three million cubic feet. (2) Event that results in emergency shutdown of LNG facility. (3) Significant event per operator. Written Incident reports not required for LNG facilities. Applies to pipeline systems and the transportation of gas through those systems in or affecting interstate or foreign commerce. (See 49 CFR 191.3 for details.)	Earliest practicable moment following discovery: to NRC by operator. Notification must be electronic unless there is a safety-related condition to report.	As soon as practicable, and within 30 days after discovery: to US DOT. on DOT Form PHMSA F 7100.1 "Incident Report – Gas Distribution System." or PHMSA F 7100.2 "Incident Report – Gas Transmission and Gathering Systems" or PHMSA F 7100.3 "Incident Report – Liquefied Natural Gas (LNG) Facilities" Supplemental report filed as necessary as soon as practicable.	NRC 800-424-8802 or online at www.nrc.uscg.mil For further information contact US DOT Pipeline Safety Information Center at 202-366-4595 or online at http://ops.dot.gov

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49 CFR 195 Transportation of Hazardous Liquids by Pipeline	Release of hazardous liquid (petroleum, petroleum products, or anhydrous ammonia) or carbon dioxide from a pipeline system that results in any of the following: (a) Explosion or fire; (b) Release of ≥ 5 gallons (except if < 5 barrels released due to maintenance and release not otherwise reportable, confined to property, does not pollute water, and cleaned up promptly); (c) Death of any person; (d) Injury requiring hospitalization; or (e) Property damage $> \$50,000$. (See 49 CFR 195.50, revised 1/8/02, for details) Applies to pipeline facilities and the transportation of hazardous liquids associated with those facilities in or affecting interstate or foreign commerce. (See 49 CFR 195.1 for details.)	Earliest practicable moment following discovery: to NRC by operator if Release caused: Death or hospitalization; Fire or explosion; Property damage; Water pollution; or was Significant per the operator.	As soon as practicable, and within 30 days after discovery: to US DOT on DOT Form PHMSA F 7000-1 "Accident Report – Hazardous Liquid Pipeline Systems" Supplemental report must be filed within 30 days after operator receives changes or additions to original report.	NRC 800-424-8802 or online at www.nrc.uscg.mil For further information contact US DOT Pipeline Safety Information Center at 202-366-4595 or online at http://ops.dot.gov
1978 PA 368 Part 135, Radiation Control	For any emergency. Or for incident involving naturally occurring or accelerator produced radioactive material - Immediate notice if: Incident may have caused or threatens to cause: dose to body 25 rems, to skin 150 rems, to extremities 375 rems (per rule 247); 24 hour concentration exceeds 5000 times limits specified in table II of rules 261 to 269; contamination causes operation shut down for 1 week, or property damage $> \$100,000$. Notice within 24 hours if: Incident may have caused or threatens to cause: dose to body 5 rems, to skin 30 rems, to extremities 75 rems (per rule 247); 24 hour concentration exceeds 500 times limits specified in table II of rules 261 to 269; contamination causes operation shut down for 1 day, or property damage $> \$1000$.	Immediate or within 24 hours (see reporting criteria): to DEQ-OWMRP Radiological Protection Section (PEAS after hours) or MSP Operations Division for all Power Plant related incidents (day or night). by licensee or registrant.	Within 30 days after release: to DEQ-OWMRP Radiological Protection Section by licensee or registrant. Written report also required if level of radiation or concentration of radioactive material in unrestricted area > 10 times any applicable limit. See Rule 250 (R 325.5250) for required report content.	DEQ-OWMRP Radiological Protection Section 517-284-5185 MSP Operations Div 517-241-8000 PEAS: 800-292-4706 For further information contact DEQ-OWMRP Radiological Protection Section
10 CFR 20 (Standards for Protection Against Radiation)	For incident involving source, by-product, or special nuclear radioactive material - Immediate notice if: Event that may have caused or threatens to cause: effective dose equivalent to individual 25 rems, lens dose equivalent 75 rems, shallow-dose equivalent to skin or extremities 250 rads; individual could receive 5 times annual limit on intake in 24 hours. OR Any lost, stolen, or missing licensed material in an aggregate quantity equal to or greater than 1000 times the quantity specified in appendix C to part 20 under such circumstances that it appears to the licensee that an exposure could result to persons in unrestricted areas. Notice within 24 hours if: Event that may have caused or threatens to cause: an individual in 24 hours to receive effective dose equivalent > 5 rems, lens dose equivalent > 15 rems, shallow-dose equivalent to skin or extremities > 50 rems; individual could receive > 1 times annual limit on intake in 24 hours.	Immediate or within 24 hours (see reporting criteria): to USNRC by USNRC Licensee responsible for the incident.	Within 30 days of incident: to USNRC by licensee. Report content specified in 10 CFR 20.2003 Written report also required for occurrences as specified in 10 CFR 20 Section 20.2203 and after the occurrence of any lost, stolen, or missing licensed material becomes known to the licensee, and if at the time the report is filed all licensed material in a quantity greater than 10 times the quantity specified in appendix C to part 20 is still missing.	US Nuclear Regulatory Commission (USNRC) 301-816-5100 For further information contact DEQ-OWMRP Radiological Protection Section 517-284-5185
MIOSHA 1974 PA 154 Section 61, Records & Reports; Notice of Fatalities or Hospitalization	Any release that results in one death or the hospitalization of 3 or more persons.	Within 8 hours: to MIOSHA Hotline.	Not required.	MIOSHA Fatality or Catastrophe Hotline 800-858-0397 For further information contact LARA-MIOSHA 517-322-1831

SECTION ONE: Environmental Regulations

Release Notification Requirements in Michigan*

Act & Regulation	Reporting Criteria	Initial Notification	Written Follow-up Report	Notes
TSCA 40 CFR 761.125 (PCBs)	Spills of PCBs at concentrations of 50 ppm or more and subject to decontamination requirements under TSCA that: contaminate surface water, sewers, drinking water supplies, grazing lands or vegetable gardens, or exceed 10 pounds. (TSCA specifies that these requirements are in addition to any under CWA or CERCLA. e.g. CERCLA requires spills of 1 pound or more to be reported to NRC.)	As soon as possible after discovery, and within 24 hours: to EPA Region 5.	Not required to be submitted. Records of cleanup and certification of decontamination shall be documented.	EPA Region 5 Corrective Action Section 312-886-7890 For further information contact EPA Region 5 Corrective Action Section
SARA Title III Section 313 40 CFR 372 (Toxic chemical release reporting)	Covered facilities as defined in 40 CFR 372 subpart B are subject to toxic chemical release reporting for toxic chemicals and chemical categories listed in 40 CFR 372 subpart D.	Not applicable.	Annually by July 1: to EPA & SERC on EPA's Form R "Toxic Chemical Release Inventory Reporting Form" (EPA Form 9350-1, Rev.10/2011) Report aggregate releases (permitted & unpermitted)	Michigan SARA Title III Program accepts reports on behalf of SERC For further information contact Michigan SARA Title III Program 517-284-7272

Acronyms used in table:

AQD = Air Quality Division
 AST = Above Ground Storage Tank
 CAA = Clean Air Act
 CAFO = Concentrated Animal Feeding Operation
 CERCLA = Comprehensive Environmental Response, Compensation and Liability Act of 1980
 CFR = Code of Federal Regulations

 CWA = Clean Water Act
 DEQ = Michigan Department of Environmental Quality
 DOT = Department of Transportation
 EHS = Extremely Hazardous Substance
 EPA = U. S. Environmental Protection Agency
 EPCRA = Emergency Planning & Community Right-to-Know Act
 FIFRA = Federal Insecticide, Fungicide, & Rodenticide Act
 FL/CL = Flammable and combustible liquids
 FR = Federal Register
 HAP = Hazardous Air Pollutant

HazMat = Hazardous Materials
 HB = House Bill
 LARA = Michigan Department of Licensing & Regulatory Affairs
 LEPC = Local Emergency Planning Committee
 LNG = Liquefied Natural Gas

 LPG = Liquefied Petroleum Gas
 MCL = Michigan Compiled Laws

MDARD = Michigan Department of Agriculture & Rural Development
 MIOSHA = Michigan Occupational Safety and Health Administration
 MSP = Michigan Department of State Police
 NRC = National Response Center (U.S. Coast Guard)
 NREPA = Natural Resources & Environmental Protection Act
 ODWMA = Office of Drinking Water & Municipal Assistance

 OOGM = Office of Oil, Gas, and Minerals
 OPS = Office of Pipeline Safety (US DOT)
 OSC = On Scene Coordinator
 OWMRP = Office of Waste Management & Radiological Protection

PA = Public Act (Michigan)
 PCB = Polychlorinated biphenyl
 PEAS = Pollution Emergency Alerting System
 PHMSA = Pipeline & Hazardous Materials Safety Administration
 RMP = Risk Management Program

RRD = Remediation and Redevelopment Division
 SARA = Superfund Amendments and Reauthorization Act of 1986
 SERC = State Emergency Response Commission
 TRI = Toxic Chemical Release Inventory
 TSCA = Toxic Substance Control Act
 TSDF = Treatment, Storage & Disposal Facility
 US DOT = U.S. Department of Transportation
 USNRC = U. S. Nuclear Regulatory Commission

UST = Underground Storage Tank
 WRD = Water Resources Division

NOTE: If the release is a **THREAT TO HUMAN HEALTH or SAFETY**, call 911 or your local fire department.

*This table covers only those reporting requirements found in rules and regulations that apply in Michigan. **Releases might be reportable under multiple regulations.**

Additional reporting requirements might be found in **permits**, licenses, registrations, **contingency and pollution prevention plans**, and local ordinances.



STANDARD OPERATING PROCEDURE CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

PREPARED FOR:

THE CITY OF Flat Rock
25500 Gibraltar Road, Flat Rock, MICHIGAN 48134



APRIL 2017

SECTION A – PURPOSE

The MDEQ NPDES Phase II Stormwater Discharge Permit Application requires a **description of current and proposed BMPs** to meet the minimum control measure requirements for the construction stormwater runoff control program to the maximum extent practicable. **The City of Flat Rock does not administer a Part 91 program and is not a designated municipal enforcement agency.** The following standard operating procedure provides a description of the procedures the City employs for construction site runoff control that includes notification procedures and ensuring proper permits are obtained by those disturbing greater than one acre of soil.

The applicant shall describe the current and proposed BMPs to meet the minimum control measure requirements for the construction storm water runoff control program to the maximum extent practicable, which shall be incorporated into the SWMP.

SECTION B – NOTIFICATION PROCEDURE

The City of Flat Rock will notify the Wayne County Land Resources Management Division (LRMD) when soil or sediment is discharged into the City's MS4 in a quantity that could negatively impact surface waters of the state. Complaints received by the City will be referred to WCLRMD within 24 hours.

Through the site plan review process, the City ensures that construction activity one acre or greater in total earth disturbance with the potential to discharge to the MS4 does obtain a Part 91 Permit and/or a State of Michigan Permit by Rule or is reviewed by an approved Authorized Public Agency through the site plan review process.

SECTION C – MEASUREABLE GOALS

To demonstrate the effectiveness of the County's Part 91 program, the following metrics will be tracked for reporting purposes:

- Number of Part 91 related complaints received and referred to the County by the City.
- Number of Part 91 permits issued by the County within the City.

These metrics will be tracked over the reporting cycle that is specified in the City's Certificate of Coverage.

SECTION D – REPORTABLE DISCHARGES

The City will not report instances of *de minimis* soil discharges to MDEQ. For instances where the discharge of sediment cannot be immediately contained on site, or if there are other pollutants that include pesticides, petroleum derivatives, construction chemicals, and solid waste associated with the discharge in quantities that are consistent with the spill response plan as defined in the collaborative IDEP, the City will notify the MDEQ through the Pollution Emergency Alert System (PEAS) at 1-800-292-4706.

SECTION E –STATE OF MICHIGAN PERMIT BY RULE

The City shall advise the landowner or recorded easement holder of the State of Michigan Permit by Rule (Rule 323.2190) for storm water discharge from construction activity if the area of the disturbance is greater than 5 acres. These criteria will be identified during the site plan review process and will be included in correspondence with the landowner as appropriate.

SECTION F – PROCESS FOR REVISION

Any questions on this policy and procedure should be directed to the Stormwater Manager or the City Building Official. This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.

Appendix G

STANDARD OPERATING PROCEDURE POST CONSTRUCTION STORMWATER RUNOFF CONTROL

PREPARED FOR:

THE CITY OF Flat Rock
25500 Gibraltar Road, Flat Rock, MICHIGAN 48134



APRIL 2017

SECTION A – PURPOSE

The Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II Stormwater Discharge Permit Application requires a description of current and proposed BMPs to meet the minimum control measure requirements for the post-construction stormwater runoff control program to the maximum extent practicable. Post-construction stormwater runoff controls are necessary to maintain or restore stable hydrology in receiving waters by limiting surface runoff rates and volumes and reducing pollutant loadings from sites that undergo development or significant redevelopment.

SECTION B – ADOPTION OF COUNTY STANDARDS

The City of Flat Rock intends to adopt the updated Wayne County Stormwater Management Standards. These standards are currently being drafted by Wayne County. The City will review them when available. Any necessary updates to these standards will be drafted and adopted within 6 months of being finalized by Wayne County.

SECTION C – MEASURABLE GOALS

To demonstrate the effectiveness of the post construction stormwater runoff control program, the following metrics will be tracked for reporting purposes:

- Number of stormwater site plan reviews requested and completed
- Number of maintenance violations of constructed BMPs
- Number of instances where the City had to undertake corrective measures

These metrics will be tracked over the reporting cycle that is specified in the City's Certificate of Coverage.

SECTION D – PROCESS FOR REVISION

This procedure shall be reviewed every two years by the Stormwater Manager for any updates to streamline the requirements.

**SUSPEND 1ST READING
ORDINANCE**

DATE: 02.22.2022
MOTION BY: Dishaw
SUPPORTED BY: Martin
Motion Carried: 7-0

ZICK LAW OFFICE

3173 Biddle Avenue
Wyandotte, MI 48192
(734) 285-8500
Fax #: (734) 281-1780
Email: zicklawoffice@gmail.com

Matthew A. Zick

March 3, 2022

AGENDA ITEM - 2nd Reading

Mayor and Council
City of Flat Rock
25500 Gibraltar Road
Flat Rock, MI 48134

Re: Amendment to Revise FR City Ordinance Chapter 38,
Article VI - Stormwater Management - Ordinance No. 455
Our File No. 21-142

Dear Mayor and Council:

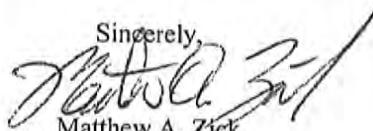
Please find for your review and consideration, proposed Amendments to revise FR City Ordinance Chapter 38, Article VI - Stormwater Management.

The proposed revisions are set forth in the attached document. These modifications are required to maintain the City's compliance with its currently effective Stormwater Management Permit issued by the Michigan Dept. of Environment, Great Lakes and Energy (EGLE) on May 27, 2021.

Please be advised that this is the second reading of this Ordinance. If this proposed Ordinance #455 meets with Council's approval, please pass a Motion to waive the second reading followed by a separate Motion to adopt the Amended Ordinance.

Thank you for your attention to this matter. If you should have any questions, please feel free to contact my office.

Sincerely,



Matthew A. Zick
City Attorney

MAZ/kp
Attachments

**SUSPEND 2ND READING
ORDINANCE**

DATE: 03.07.2022
MOTION BY: Wrobel
SUPPORTED BY: Martin
Motion Carried: 7-0

**CITY OF FLAT ROCK
APPROVED**

BY Council
DATE 03.07.2022
MOTION BY Martin
SUPPORTED BY Bergeron
MOTION CARRIED 7-0

City of Flat Rock

Wayne County, Michigan

Ordinance No. 455

**AN ORDINANCE TO AMEND CHAPTER 38, ARTICLE VI REVISING STORMWATER
MANAGEMENT REQUIREMENTS**

The City of Flat Rock Ordains:

Section I. The code of the City of Flat Rock is hereby amended by revising Chapter 38 of Article VI to read as follows:

ARTICLE VI. - STORMWATER MANAGEMENT

DIVISION 1. - GENERAL PROVISIONS

Sec. 38-200. - Authority.

This article is enacted pursuant to the Federal Water Pollution Control Act of 1972, 33 U.S.C. 1251 et seq., as amended; Part 31 of the Natural Resources and Environmental Protection Act of 1994 ("Part 31"), MCL 324.3101 et seq., as amended; the Permit "Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s) Subject to Watershed Plan Requirements" (Individual Permit No. MI0060017v1.0) issued by the Michigan Department of Environment, Great Lakes and Energy (EGLE) Pursuant to Part 31; Act 288 of 1967 (Subdivision Control Act), MCL 560.101 et seq., as amended by the Land Division Act, MCL 560.101 et seq.; Act 283 of 1909 (County Road Law), MCL 224.1 et seq., as amended; Act 40 of 1056 (Drain Code, MCL 280.1 t seq., as amended; and Act 96 of 1987 (Mobile Home Commission Act), MCL 125.2301 et seq., as amended; the Charter County Law, MCL 45.515 et seq., and the Home Rule Charter of Wayne County, Michigan (1981), as amended.

(Ord. No. 404, § I, 7-21-08; Ord. No. 454, 1-18-22)

Sec. 38-201. - Purpose.

Prevention of pollution from stormwater runoff and the protection of the quality of the waters of the state of Michigan is of utmost importance to the people of the City of Flat Rock. It is the purpose of this article and any rules promulgated pursuant to this article:

- (a) To protect the environment against pollution and other effects from stormwater runoff, and to protect the public health and safety;
- (b) To provide for the implementation of a stormwater management program in the City of Flat Rock to manage and prevent flooding, streambank erosion, pollution, and other effects from the stormwater runoff;
- (c) To establish standards and criteria for the design and construction of stormwater management systems subject to the requirements of this article;
- (d) To establish best management practices for the design, construction, maintenance, and operation of stormwater management systems subject to the requirements of this article;

- (e) To provide for the issuance of stormwater construction approvals for construction activities subject to the requirements of this article;
- (f) To provide for the long-term preservation and maintenance of stormwater management systems subject to the requirements of the article;
- (g) To authorize the inspection of stormwater management systems subject to the requirements of this article; and
- (h) To provide for the administration, implementation, and enforcement of this article.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-202. - Title.

This article shall be known and may be cited as the "City of Flat Rock Storm Water Management Ordinance."

(Ord. No. 404, § I, 7-21-08)

Sec. 38-203. - Administration.

This article shall be administered jointly by the City of Flat Rock Department of Public Works and the Department of Engineering.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-204. - Effective date.

The stormwater management ordinance shall become effective upon approval of the city council. Any project that was assigned an active review number by the permit section as of the effective date shall be exempt from the requirements of this article.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-205. - State rules.

Unless otherwise specifically provided in this article, the provisions of this article shall control over less stringent rules of the Michigan Department of Environment, Great Lakes and Energy (EGLE), unless contrary to law.

(Ord. No. 404, § I, 7-21-08; Ord. No. 454, I-18-22)

Sec. 38-206. - No waiver of other obligations.

Nothing in this article or any rule promulgated pursuant to this article shall be construed to reduce, abate, alter, modify, amend, or affect any duty or obligation to preserve and protect environment, including the combined downriver watershed or other waters of the state; to control soil erosion and sedimentation; to protect wetlands; or to prevent air, water, or other pollution.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-207. - Incorporation by reference.

Rules, regulations, other regulatory standards or statutory provisions incorporated or adopted by reference in this article or any rules promulgated pursuant to this article shall have the same force and effect given to any provision of this article.

(Ord. No. 404, § 1, 7-21-08)

Sec. 38-208. - Severability.

The provisions of this article shall be severable. If any provision of this article is declared by a court of competent jurisdiction to be unconstitutional or otherwise invalid, the remaining provisions of this article shall remain valid and enforceable.

(Ord. No. 404, § 1, 7-21-08)

Secs. 38-209—38-219. - Reserved.

DIVISION 2. - DEFINITIONS

Sec. 38-220. - Definitions.

Best management practice, or BMP means a Practice or combination of practices that have been determined by the City or County to be the preferred method of preventing, minimizing, or reducing pollution and other effects of stormwater runoff.

Bioretention area means a component of a stormwater control system that is comprised of depressed land area that contains specific soil, plant materials, and other features and is used for channel protection and/or water quality control.

Buffer strip means a zone that is used for filtering stormwater and to direct stormwater runoff into a stormwater control system and/or for providing maintenance access to a stormwater control system.

Catch basin means a structure to collect water from the surface and convey it into a closed conduit.

Closed conduit means an enclosed conveyance designed to carry stormwater runoff such that the surface of the water is not exposed to the atmosphere, including without limitation storm sewers, culverts, closed County drains, and pipes.

Construction activity means a human-made activity, including without limitation, clearing, grading, excavating, construction and paving, that results in an earth change or disturbance in the existing cover or topography of land, including any modification or alteration of a site or the "footprint" of a building that results in an earth change or disturbance in the existing cover or topography of land.

Conveyance means any structure or other means of safely conveying storm water and storm water runoff within a storm water management system, including without limitation a watercourse, closed conduit, culvert, or a bridge.

City means the City of Flat Rock.

County Drains are open or closed drains within the jurisdiction of Wayne County established pursuant to the Michigan Drain Code of 1956, MCL 280.1 et seq., as amended.

Culvert means a structure, including supports, built to carry a feature (i.e. roadway) over a surface water or watercourse, with a clear span of less than 20 feet measured along the center of the feature being carried.

Design storm means a rainfall event of specific size and return interval that is used to calculate the water volume and peak flow rate that must be handled by a stormwater control system.

Detention or Detain means the temporary storage of stormwater runoff to control peak flow rates and/or provide pollutant removal before discharging the water to a surface water or closed conduit

Detention system means a component of a stormwater control system, either above ground or below ground, that detains stormwater and stormwater runoff. Detention systems may include, without limitation, open detention basins and underground detention systems.

Development site means the property on which regulated construction activity will occur or is occurring or has occurred.

Director means the Director of the City of Flat Rock Department of Public Services.

Drainage area means the entire upstream land area from which stormwater runoff drains to a particular location, including any off-site drainage area.

Extended detention means the storage and gradual release of stormwater from a detention system over a period of not less than 48 hours.

Flood control means methods used to reduce or prevent negative impacts of stormwater runoff. Forebay means a settling basin constructed at the inlet used as a pretreatment system

Long-Term Maintenance Agreement means an agreement executed by the City or County and the Property Owner in which identifies all of the stormwater control system components, maintenance responsibilities and schedule which obligates the Property Owner to maintain and perform maintenance on the system in perpetuity.

Manufactured treatment system means a component of a stormwater control system that is comprised of a man made device or structure that is used as a pretreatment system

MS4 means a Municipal Separate Storm Sewer System which is a system of drainage (including, but not limited to, roads, storm drains, pipes, and ditches) that is publicly owned, not a combined sewer or part of a sewage treatment plant.

MS4 Permit means a permit under Section 402 of the Federal Water Pollution Control Act of 1972, as amended, and under Part 31 of the Michigan Natural Resources and Environmental Protection Act of 1994, as amended, that is required by regulated communities with MS4s that discharge to waters of the state.

Open detention basin means a component of a stormwater control system that is that is used as a settling basin constructed at the inlet used as a pretreatment system for a detention system

Peak flow rate means the maximum instantaneous rate of flow at a particular location within a stormwater control system, usually in reference to a specific design storm event.

Permit Section means the City of Flat Rock Department of Public Services, and the City Engineer.

Person means a natural person, trustee, court-appointed representative, syndicate, association, partnership, firm, club, company, corporation, business trust, institution, agency, government corporation, municipal corporation, city, county, municipality, district, or other political subdivision, department, bureau, agency or instrumentality of federal, state, or local government, or other entity recognized by law as the subject of rights and duties.

Pollutant means any substance introduced into the environment that may adversely affect the public health, safety, welfare, or the environment, or the usefulness of a resource.

Pretreatment system means a structure, feature, or appurtenance, or combination thereof, either aboveground or belowground, that is used as a component of a stormwater control system to remove incoming pollutants from stormwater and stormwater runoff. Pretreatment systems may include, without limitation, forebays, manufactured treatment systems, and bioretention areas.

Property Owner means a person with legal title to real property on which a stormwater control system is constructed pursuant to this Ordinance

Regulated Construction Activity means construction activity that is subject to the provisions of this Ordinance or a rule promulgated pursuant to this Ordinance.

Storm Water means water resulting from precipitation, including without limitation rain, snow, and snowmelt.

Storm Water Construction Approval means an approval issued pursuant to this Ordinance and rules promulgated pursuant to this Ordinance.

Storm Water Management Program consists of ordinances, orders, rules, regulations, and other mechanisms that provide for the management of storm water and storm water runoff to prevent flooding and to ensure the restoration and /or protection of surface waters in the City of Flat Rock. The Storm water management program consists of the requirements of this Ordinance and any rules or regulations promulgated under this Ordinance, and activities mandated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to the City.

Storm Water Management System means any structure, feature or appurtenance subject to this Ordinance or a rule promulgated pursuant to this Ordinance that is designed to collect, detain, retain, treat, or convey storm water or storm water runoff, including without limitation buffer strips, swales, gutters, catch basins, closed conduits, detention systems, pretreatment systems, pavement, unpaved surfaces, or structures.

Stormwater Standards Manual means the manual published separately by the Wayne County Department of Public Services and updated periodically that outlines key elements of this Ordinance and the Rules and assists with their implementation. Specifically, the manual describes performance standards for stormwater control systems, design criteria for the various components of stormwater control systems, and design and maintenance information for various BMPs.

Storm Water Runoff means the excess portion of precipitation that does not infiltrate the ground, but "runs off" and reaches a conveyance, surface water, or watercourse.

Surface Water means a body of water, including without limitation seasonal and intermittent waters, in which the surface of the water is exposed to the atmosphere, including without limitation lakes, watercourses, wetlands, and impoundments.

Underground detention system means one or more underground pipes and/or other structures that are utilized as a detention system.

Watercourse means an open conduit, either naturally or artificially created, that periodically or continuously conveys water, including without limitation, rivers, streams, vegetated swales, open channels, and open Drains.

Watershed means the complete area or region draining into a watercourse, surface water, or closed conduit.

(Ord. No. 404, § I, 7-21-08; Ord. No. 454, 1-18-22; Ord. No. 455, 3-7-22)

Secs. 38-221—38-229. - Reserved.

DIVISION 3. - APPLICABILITY.

Sec. 38-230. - General.

This article and rules promulgated pursuant to this article shall apply to all of the following:

- (a) Construction activity that impacts stormwater runoff into or around new or existing road rights-of-way within the jurisdiction of the city;
- (b) Construction activity that impacts stormwater runoff into or around city drains;
- (c) Construction activity that impacts stormwater runoff in projects that are subject to the requirements of Act 288 of 1967 (Subdivision Control Act), MCL 560.101 et seq., as amended;
- (d) Construction activity that impacts stormwater runoff from projects that are subject to Act 96 of 1987 (Mobile Home Commission Act), MCL 125.2301 et seq., as amended;
- (e) Construction activity that impacts stormwater runoff into, on or through property owned by the city;
- (f) Construction activity that impacts new or existing storm sewer systems owned, operated, or controlled by the city; and
- (g) Construction activity for new development or redevelopment that disturb one (1) or more acres, including projects less than one (1) acre that are part of a larger common plan of development or sale, and discharge to the City's MS4, including projects where the City is the developer.

(Ord. No. 404, § I, 7-21-08; Ord. No. 454, 1-18-22)

Sec. 38-231. - Local requirements.

- (a) Nothing in this article, or in any rule promulgated pursuant to this article, invalidates any rule, regulation, or ordinance enacted by the city prior to the effective date of this article, or prevents the city from adopting or enacting a stormwater management program applicable to activities within its jurisdiction.
- (b) Nothing in this article or in any rule promulgated pursuant to this article shall apply to construction activity that is subject to a stormwater management program enacted by the city that imposes requirements equal to or more stringent than the minimum applicable requirements of this article.
- (c) The city, in its sole discretion, and to the extent permitted by law, may enter into an agreement with any local unit of government for the purpose of implementing, in whole or in part, this article and/or any rule promulgate pursuant to this article, with respect to construction activity within the jurisdiction of the local unit of government.

(Ord. No. 404, § I, 7-21-08.)

Secs. 38-232—38-239. - Reserved.

DIVISION 4. - STORMWATER CONSTRUCTION APPROVALS

Sec. 38-240. - General requirements.

It shall be a violation of this article to engage in regulated construction activity except in accordance with this article and rules promulgated pursuant to this article, and pursuant to a valid stormwater construction approval issued by the city. A stormwater construction approval shall be issued in a form and manner approved by the city, and may be incorporated into a construction permit or other approval issued under or required by another ordinance, statute or regulation.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-241. - Application for stormwater construction approval.

- (a) Applicants shall submit a written application for a stormwater construction approval to the city. The application shall be made in a form and manner approved by the city, and shall include all information and documentation required by the City similar to the requirements outlined in the Wayne County 2021 Standards.
- (b) All proposed modifications to a stormwater management system that has received a stormwater construction approval issued by the city shall be submitted to the city in writing, together with all information and all supporting documentation required by the city pursuant to this article or rules promulgated pursuant to this article to support the proposed modification. A person shall not commence regulated construction activity associated with a proposed modification without the approval of the city.

(Ord. No. 404, § I, 7-21-08); Ord. No. 454, 1-18-22)

Sec. 38-242. - Financial assurance for regulated construction activity.

- (a) The city may require an applicant to provide financial assurance for regulated construction activity.
- (b) Financial assurance provided pursuant to this section shall be in the form of a performance bond, cash deposit, or unconditional irrevocable letter of credit. The city may accept, with prior approval, an equivalent instrument as financial assurance for regulated construction activity.
- (c) The city may establish the form and amount of financial assurance to be provided; the events, circumstances, or occurrences that will cause the city to release the financial assurance mechanism; and other requirements for financial assurance to satisfy the purposes of this article.

(Ord. No. 404, § I, 7-21-08); Ord. No. 454, 1-18-22)

Secs. 38-243—38-249. - Reserved.

DIVISION 5. - DESIGN AND CONSTRUCTION REQUIREMENTS

Sec. 38-250. - General.

- (a) Except as provided below, storm water management systems shall be designed in accordance with the minimum requirements for performance and design that are set forth in the Wayne County Storm Management Standards (Adopted September 2021) and in rules promulgated pursuant to this Ordinance.
- (b) The city encourages the development and use of innovative stormwater management system designs and construction techniques, including, without limitation, the use non-structural practices to reduce stormwater runoff and/or its water quality impacts, to achieve the flood control and water quality objectives of the ordinance and the rules promulgated hereunder.
- (c) Notwithstanding any provision in this article or a rule promulgated pursuant to this article, the city may require stormwater management systems to satisfy performance and/or design standards more stringent than the minimum requirements for performance and design set forth in this article and in rules promulgated pursuant to this article when necessary to address unique flood control or water resources protection issues at a development site, on adjacent properties, or downstream of a development site.

(Ord. No. 404, § 1, 7-21-08; Ord. No. 454, 1-18-22)

Sec. 38-251. - Requirements for design of stormwater management systems.

- (a) Selecting and designing stormwater management systems to meet the requirements of this article and the rules promulgated pursuant to this article, including the design standards set forth in the Wayne County Stormwater 2021 Standards, shall be the responsibility of the applicant or its designee, subject to the approval of the city pursuant to this article and rules promulgated pursuant to this article. The city may deny a stormwater construction approval for a system design that is not in compliance with these requirements.
- (b) In designing a stormwater management system, the applicant shall consider all relevant and appropriate factors, including, without limitation, the following:
 - (1) The public health, safety, welfare, and the environment;
 - (2) The inconvenience caused by stormwater runoff on the subject property;
 - (3) The long-term impact of regulated construction activity on stormwater runoff on, from and beyond the property;
 - (4) The natural drainage pattern of the land;
 - (5) The impact of the regulated construction activity on the affected watershed(s);
 - (6) The effect of complete upstream development on the subject property as determined by applicable master plans and/or stormwater plans; and
 - (7) The extent of downstream improvements necessary for proper stormwater drainage.

(Ord. No. 404, § 1, 7-21-08.)

Secs. 38-252—38-259. - Reserved.

DIVISION 6. - FEES FOR STORMWATER CONSTRUCTION APPROVALS

Sec. 38-260. - Fees for stormwater construction approvals.

The director of public services, in conjunction with the city engineer, shall recommend to the city council a written schedule to be adopted by the city to establish a fee system for administering and

implementing the stormwater management program. The fee system may include fees for application submittal and review, project overview, compliance inspections, and any other task or service performed by the city to administer or implement the requirements of this article or rules promulgated hereunder. Fees may be refundable or nonrefundable, as determined appropriate by the city, and may include charges for time and materials utilized by the city in implementing and administering the requirements of this article or rules promulgated pursuant to this article. The schedule of fees shall be adopted from time to time by resolution of the city council.

(Ord. No. 404, § I, 7-21-08)

Secs. 38-261—38-269. - Reserved.

DIVISION 7. - LONG-TERM MAINTENANCE

Sec. 38-270. - Demonstration of long-term maintenance.

The applicant for a stormwater construction approval shall demonstrate to the city in the application or during the application review process, as determined appropriate by the city, that the stormwater management system shall be maintained in perpetuity. This demonstration shall be made in the manner specified in rules promulgated pursuant to this article.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-271. - Scope of long-term maintenance.

For purposes of this article and rules promulgated pursuant to this article, long-term maintenance shall include site monitoring and preventative maintenance activities necessary to ensure that a stormwater management system functions properly as designed; remedial actions necessary to repair, modify, or reconstruct the system in the event the system does not function properly as designed at any time; notification to subsequent owners of limitations or restrictions on the property; actions necessary to enforce the terms of restrictive covenants or other instruments applicable to the property pursuant to this article and rules promulgated pursuant to this article; and such other actions as may be set forth in rules promulgated hereto.

(Ord. No. 404, § I, 7-21-08)

Secs. 38-272—38-279. - Reserved.

DIVISION 8. - AUTHORITY AND DUTIES OF INSPECTORS

Sec. 38-280. - Authority.

Upon presentation of proper credentials and identification, and after stating the authority and purpose of the inspection, city inspectors shall be promptly permitted to enter and inspect a development site. The inspection shall be for the purpose of investigating the development site, stormwater management systems, or components of stormwater management systems, to determine compliance or noncompliance with this article, rules or regulations promulgated pursuant to this article, and/or stormwater construction approvals issued pursuant to this article.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-281. - Duties of inspectors.

While entering and performing an inspection on private property pursuant to section 38-280 above, a city inspector shall observe and comply with all safety rules applicable to the premises.

(Ord. No. 404, § I, 7-21-08)

Secs. 38-282—38-289. - Reserved.

DIVISION 9. - COMPLIANCE AND ENFORCEMENT

Sec. 38-290. - General.

All persons are required to cooperate with the city to ensure that the requirements of this article, rules promulgated pursuant to this article, and stormwater construction approvals issued hereunder are satisfied. Whenever possible, the city shall attempt to enter into voluntary agreements to resolve violations of this article, rules promulgated pursuant to this article, and stormwater construction approvals issued hereunder.

(Ord. No. 404, § I, 7-21-08); Ord. No. 454,1-18-22)

Sec. 38-291. - Investigations, informal conferences, and voluntary agreements.

- (a) If the city believes that a violation of this article, a rule promulgated pursuant to this article, or a stormwater construction approval issued hereunder may have occurred or exists, the city shall make a prompt investigation. If, after this investigation, the city determines that a violation has occurred or exists, the city shall attempt to enter into a voluntary agreement to resolve or correct the violation. An informal conference may be requested by the city or by any other person to facilitate a voluntary agreement.
- (b) If a voluntary agreement cannot be reached, the city shall take appropriate enforcement action pursuant to this article and other applicable provisions of law.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-292. - Notification of violation.

- (a) If a voluntary agreement pursuant to section 38-291 cannot be reached, the city shall issue written notice of a violation to the person or persons alleged to have caused or contributed to a violation of this article, a rule promulgated pursuant to this article, and/or an approval issued hereunder. A written notice of violation shall include a statement of facts upon which the violation is based.
- (b) Within 14 days of the receipt of a written notice of violation, the alleged violator shall submit to the city an explanation of the violation and a plan for correcting the violation to comply with this article, rules promulgated pursuant to this article, and/or stormwater construction approvals issued hereunder. Submission of this plan in no way relieves the alleged violator of liability for any previous violation not addressed by the plan or future violation.

- (c) Within 14 days of the receipt of a written response to a notice of violation, the city shall determine whether the response resolves and/or corrects the alleged violation. If the city determines that the response resolves and/or corrects the violation, then the plan for correcting the violation shall be incorporated into a consent agreement pursuant to section 38-293.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-293. - Consent agreement.

- (a) A consent agreement may be entered into at any time by and between the city and the person or persons alleged to have caused or contributed to the violation. The consent agreement shall be mutually acceptable to both the city and the recipient(s) and shall reflect the recipient's agreement to assume responsibility for and correct violations of this article, rules promulgated pursuant to this article, and approvals issued hereunder.
- (b) The consent agreement shall contain a short statement of facts, describe the actions necessary to correct the noncompliance, contain a compliance schedule, and be signed by all parties. The agreement may contain a monetary or other relief as agreed to by the parties for the noncompliance, including without limitation, amounts necessary to compensate the city for costs incurred investigating, administering and/or enforcing this article or rules promulgated hereto.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-294. - Administrative compliance orders.

- (a) If the city determines that violation of this article, a rule promulgated pursuant to this article, or a stormwater construction approval issued hereunder has occurred or exists, the city may issue an administrative compliance order pursuant to this section 38-294.
- (b) Except as provided in section 38-295, the city may issue an administrative compliance order in the following circumstances:
 - (1) The city determines that a person has violated a consent agreement entered into with the city; or
 - (2) a. The city determines that a person has violated or continues to violate this article, a rule promulgated pursuant to this article, or a stormwater construction approval issued hereunder, and
 - b. The city has attempted to resolve the violation pursuant to sections 38-291 and 38-292 but no voluntary agreement or consent agreement has been entered into.
- (c) The administrative compliance order shall contain a statement of facts upon which the order is based, a description of the actions that must be taken to correct the noncompliance, a compliance schedule, and other requirements as might be reasonably necessary to address the noncompliance. Administrative compliance orders also may contain administrative fines and penalties, and such other monetary relief for the noncompliance, including without limitation amounts necessary to compensate the city for costs incurred investigating, administering, and enforcing this article or rules promulgated hereto.
- (d) Within 28 days of being issued an administrative compliance order, the person or persons receiving the order may appeal the issuance of the order pursuant to division 10 of this article.

(Ord. No. 404, § I, 7-21-08)

Sec. 38-295. - Imminent and substantial injury orders.

- (a) The city may issue an administrative order without attempting to resolve a violation by using the enforcement procedures described in sections 38-291 and 38-292 if the city finds that a violation of

this article, a rule promulgated pursuant to this article, or a stormwater construction approval issued hereunder constitutes or causes, or will constitute or cause, a substantial injury to the public health, safety, welfare, or the environment, and it is prejudicial to the interests of the people of the city to delay action.

- (b) Administrative orders issued pursuant to this section 38-295 shall contain a statement of facts upon which the order is based, and notification to the person that it must immediately take action to discontinue, abate, correct, or otherwise address the imminent and substantial injury caused or likely to be caused by the noncompliance.
- (c) Within seven days, the city shall provide the person an opportunity to be heard and to present any proof that the noncompliance does not or will not constitute imminent and substantial injury to the public health, safety, welfare or the environment.
- (d) An order issued pursuant to this section 38-295 is effective on issuance and shall remain in effect for a period of not more than seven days, unless the city brings an action to restrain the alleged noncompliance pursuant to section 38-297 or 38-298 before the expiration of that period. If the city brings such an action within the seven-day period, the order issued by the city shall remain in effect for an additional seven days or such other period as is authorized by the court in which the action is brought.

(Ord. No. 404, § I. 7-21-08.)

Sec. 38-296. - Municipal civil infractions.

- (a) *Violation; municipal civil infraction.* Except as provided by section 38-297, a person who violates any provision of this article or rules promulgated hereunder, including without limitation any notice, order, stormwater construction approval, agreement, decision, or determination promulgated, issued, made, or entered by the city under this article or rules promulgated hereunder, is responsible for a municipal civil infraction, subject to payment of a civil fine of no less than \$1,000.00 per day and not more than \$27,500.00 per day for each infraction, plus costs and other sanctions.
- (b) *Repeat offenses; increased fines.*
 - (1) Increased fines may be imposed for repeat offenses. As used in this section, "repeat offenses" means a second (or any subsequent) municipal or civil infraction violation of the same requirement or provision of this article or rule promulgated hereunder:
 - a. That is committed by a person within any 12-month period, and
 - b. For which the person admits responsibility or is determined to be responsible.
 - (2) The increased fine for a repeat offense under this section shall be as follows:
 - a. The fine for any offense that is a first repeat offense shall be not less than \$2,500.00, plus costs.
 - b. The fine for any offense that is a second repeat offense or any subsequent repeat offense shall be not less than \$5,000.00, plus costs.
- (c) *Amount of fines.*
 - (1) *Municipal civil infraction citations.* Subject to the minimum fine amounts specified in subsections 38-296(a) and (b), the following factors shall be considered in determining the amount of a municipal civil infraction fine following the issuance of a municipal civil infraction citation for a violation of this article or rules promulgated pursuant to this article:
 - a. The type, nature, gravity, magnitude, severity, frequency, duration, preventability, potential and actual effect, cause (including whether negligent or intentional) and economic benefit to the violator (such as delayed or avoided costs or competitive advantage) of the violation;

- b. The violator's recalcitrance, cooperation or efforts to comply;
- c. The violator's compliance history (regardless whether prior enforcement proceedings were commenced);
- d. The economic impacts of the fine on the violator; and
- e. Such other factors as justice may require.

A violator shall bear the burden of demonstrating the presence and degree of any mitigating factors to be considered in determining the amount of a fine. However, mitigating factors shall not be considered unless it is determined that the violator has made all good faith efforts to correct and terminate all violations.

- (2) *Municipal civil infraction notices; schedule of fines.* Notwithstanding any provision of this article to the contrary, the amount of a municipal civil infraction fine due in response to the issuance of a municipal civil infraction notice for a violation as provided by subsection 38-296(a) shall be according to the following schedule:

First offense: \$1,000.00

Second offense: \$2,500.00

Third offense: \$5,000.00

For any fine not paid in full within 30 days of the time specified for appearance in the municipal civil infraction violation notice, the fine amount due shall automatically be double the amounts listed immediately above. A copy of this schedule shall be posted at the city clerk's office.

- (d) *Authorized city officials.* The following persons are authorized city officials for purposes of issuing municipal civil infraction citations (directing alleged violators to appear in district court) or municipal civil infraction violation notices (directing alleged violators to appear at the City of Flat Rock Municipal Ordinance Violations Bureau) for violations under this article: The director of the department of public services; the city engineer, and their respective designees and authorized representatives.
- (e) *Procedures.* Except as otherwise provided by this section, the procedures for municipal civil infraction actions shall be as set forth in chapter 58 (municipal civil infractions) of the Code of Ordinances of the City of Flat Rock.

(Ord. No. 404, § I, 7-21-08.)

Sec. 38-297. - Civil actions.

The city, by and through the city attorney, may bring a civil action in the name of the city to enforce the provisions of this article and rules promulgated pursuant to this article. Nothing in this article shall preclude the city from instituting an action for appropriate legal and/or equitable relief in Wayne County Circuit Court to restrain, correct, or abate a violation of this article, a rule or regulation promulgated pursuant to this article, or a stormwater construction approval issued hereunder; or to stop an illegal act; or to abate a nuisance; or to prevent pollution or flooding.

(Ord. No. 404, § I, 7-21-08.)

Sec. 38-298. - Criminal penalties; imprisonment.

Any person who:

- (a) At the time of violation knew or should have known that a violation of this article, or any notice, order, stormwater construction approval, or decision or determination promulgated, issued or made by the city under this article; or
- (b) Intentionally makes a false statement, representation, or certification in any application for, or form pertaining to, a stormwater construction approval, or any other correspondence or communication, written or oral, with the city regarding matters regulated by this article; shall, upon conviction, be guilty of a misdemeanor punishable by a fine of \$500.00 per violation, per day, or imprisonment for up to 90 days, or both in the discretion of the court.

(Ord. No. 404, § I, 7-21-08.)

Sec. 38-299. - Separate offenses.

Each act of violation, and each day or portion of a day that a violation of this article, rules or regulations promulgated pursuant to this article, stormwater construction approval, order, notice, or determination issued, made or entered into under this article is permitted to exist or occur, constitutes a separate offense and shall be punishable as provided by this article.

(Ord. No. 404, § I, 7-21-08.)

DIVISION 10. - APPEAL

Sec. 38-300. - Appeal.

- (a) Any person whose legal rights duties, or privileges are determined by the city pursuant to this article or a rule promulgated pursuant to this article, and who is aggrieved by the city's determination, may appeal to the stormwater appeals board for relief of that grievance. An appeal shall be made according to the procedure set forth in this division.
- (b) The stormwater appeals board shall consist of the director of the department of public services; the mayor; and the city engineer; or their designees. Meetings of the stormwater appeals board shall be in person and shall be open to all interested parties.

(Ord. No. 404, § I, 7-21-08.)

Sec. 38-301. - Appeal procedure.

- (a) An appeal shall be in writing, shall be addressed to the stormwater appeals board c/o the department of public services, and shall be received within 20 days of the determination that is the subject of the appeal. The appeal shall be made in triplicate, shall set forth the specific act or matter complained of and in dispute, and shall include all documentation that supports the appellant's position. The appellant may be required to post a deposit at the time of filing to cover the costs of processing the appeal.
- (b) Within 30 days of receipt of written appeal, the department of public services shall acknowledge such recipient in writing, and shall set a day and time for an appellant hearing to be conducted in accordance with subsection (d). If appropriate, the department of public services may schedule a conciliation meeting with the appellant in accordance with subsection (c).
- (c) *Conciliation meeting.*
- (l) The purpose of a conciliation meeting is to attempt to resolve the matter before an appeal is forwarded to the stormwater appeals board, if a conciliation meeting is held, it shall occur as soon as practicable, at the mutual convenience of the parties. Conciliation meetings shall be open to all interested parties and their representatives.

- (2) After a conciliation meeting, if the appellant or the department of public services determines that an appeal cannot be resolved through a conciliation meeting, the parties shall so inform the stormwater appeals board in writing, and the appellate hearing scheduled pursuant to subsection (b) shall be conducted in accordance with subsection (d). Additional conciliation meetings shall not be necessary.
- (3) If the department of public works and the appellant agree that the subject of the appeal has been satisfactorily resolved through the conciliation meeting process or otherwise, the agreement shall be incorporated into a consent agreement pursuant to section 38-293.
- (d) *Hearing procedure.*
 - (l) A notice shall be sent to the appellant at least ten days prior to the hearing. The notice shall include:
 - a. A statement of the date, time, place, and nature of the hearing;
 - b. A statement of the legal authority and jurisdiction under which the hearing will be held;
 - c. A reference to the particular sections of this article involved in the appeal;
 - d. Brief summary of the specific act or matter complained of and in dispute.
- (2) At the hearing, the stormwater appeals board shall receive testimony and evidence provided by the appellant, the city, and/or others as the stormwater appeals board deems necessary. During the hearing, the stormwater appeals board shall not be bound strictly by the rules of evidence that would apply in a court, but shall have the authority to receive such evidence as deemed relevant and material. The stormwater appeals board may give the evidence as is received such weight and probative value as, in the board's discretion, is deemed proper.
- (3) Within 30 days after the hearing, the stormwater appeals board shall render a decision in writing. This 30-day period may be extended for good cause. The decision shall include a brief summary of the specific act or matter complained of the nature of the testimony and evidence received, and a decision as to whether the board affirmed, rescinded, or modified the decision or action at issue.
- (4) The decision of the stormwater appeals board shall be final and enforceable at law. A person aggrieved by a final decision of the stormwater appeals board may seek judicial review of the decision by the Wayne County Circuit Court. A petition for judicial review shall be filed not later than 60 days following the receipt of the final decision of the stormwater appeals board. An aggrieved person shall exhaust all administrative remedies provided in this division before seeking judicial review.

(Ord. No. 404, § I, 7-21-08)

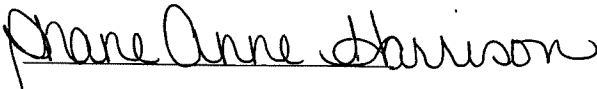
Secs. 38-302—38-349. - Reserved.

Section II. That all ordinances or parts of ordinances, the Code of the City of Flat Rock, or parts of the Code of the City of Flat Rock, not consistent herewith are hereby repealed.

Section III. This ordinance shall be published in the News Herald newspaper as required by the Charter on the 16th day of March, 2022, but in no event shall be effective earlier than ten (10) days after enactment.

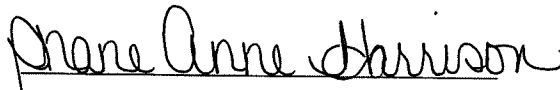
A handwritten signature in black ink, appearing to read "Mark Hammond", written over a horizontal line.

Mark Hammond, Mayor

A handwritten signature in black ink, appearing to read "Shane Anne Harrison", written over a horizontal line.

Shane Harrison, City Clerk

I hereby certify that the foregoing is a true copy of the orifice adopted by the Council of the City of Flat Rock at a meeting thereof on March 7, 2022, the original of which proceedings is on file in my office.

A handwritten signature in black ink, appearing to read "Shane Anne Harrison", written over a horizontal line.

Shane Harrison, City Clerk

Appendix H

STANDARD OPERATING PROCEDURE

POLLUTION PREVENTION AND GOOD HOUSEKEEPING

PREPARED FOR:

THE CITY OF Flat Rock
25500 Gibraltar Road, Flat Rock, MICHIGAN 48134



APRIL 2017

SECTION A – PURPOSE

The Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II Stormwater Discharge Permit Application requires a description of current and proposed best management practices (BMPs) to meet the minimum control measure requirements for the Pollution Prevention and Good Housekeeping Program to the maximum extent practicable to prevent or reduce the discharge of pollutants from municipal facilities and operations.

SECTION B – FACILITY ASSESSMENT AND PRIORITIZATION

City of Flat Rock owned and operated facilities have been assessed for their potential to discharge pollutants to the waters of the state. Each facility was evaluated based on the following criteria as outlined in the NPDES permit application:

1. Amount of urban pollutants stored at the site (i.e. sediment, nutrients, metals, hydrocarbons, pesticides, fertilizers, herbicides, chlorides, trash, bacteria, or other site-specific pollutants)
2. Identification of improperly stored materials
3. Potential for polluting activities to be conducted outside (i.e. vehicle washing)
4. Proximity to water bodies
5. Poor housekeeping practices
6. Discharge of pollutants of concern to impaired waters

Based on these criteria, the potential for each facility to discharge pollutants to the waters of the state will be rated high, medium, or low. Low priority facilities, where no assessment factors are present, have catch basin cleaning and street sweeping performed as indicated in the applicable procedures for these activities. Medium priority facilities have appropriate BMPs, which are considered based on the assessment factors present to prevent or minimize the potential for pollutants from entering surface waters of the state. High priority facilities have specific procedures that are included in this document.

SECTION C – UPDATES AND PRIORITY REVISION

This inventory will be updated within 30 days as facilities and structural stormwater controls are added, removed, or no longer owned or operated by the applicant. Priority level assessments will be revised within 30 days of discharging stormwater at a new facility, or when the storage of materials, equipment, or vehicles changes at a facility.

SECTION D – MUNICIPAL INVENTORY AND ASSESSMENT

The following table identifies the City's owned or operated facilities with a discharge of stormwater to surface waters of the state. **Attachment 1** includes a list of properties owned or operated by the City that has stormwater controls on site and provides the estimated number of stormwater structural controls (i.e. catch basins, detention basins, etc.) at each site, along with the priority level of potential discharge of pollutants to waters of the state.

SECTION E – SITE SPECIFIC SOP FOR HIGH PRIORITY SITES

The MDEQ NPDES Phase II Stormwater Discharge Permit Application requires a standard operating procedure (SOP) for identifying the structural and non-structural stormwater controls implemented and maintained to prevent or reduce pollutant runoff at each facility with the high potential for pollutant runoff.

Inventory and Description of Materials and Activities

City's public services operations are conducted at their Department of Public Services (DPS) facility. This site is considered a high priority site due the following operations:

DPS Facility – 27999 Arsenal Rd.

- Fuel Storage and Fueling
- Cleaning of vehicles and equipment
- Salt Storage
- Stockpiled Materials
- Significant dust or particulate generating processes

SECTION F – CATCH BASIN MAINTENANCE PRIORITY

Catch basins that are inspected and maintained by the City have been prioritized for routine inspection, maintenance, and cleaning. The criteria for the priority levels that include low, medium, and high are defined as follows:

Low Priority – Catch basins that are of low priority have very little sediment accumulation and do not require routine maintenance. Low priority catch basins are inspected at a minimum once per permit cycle in conjunction with cleaning activities.

Medium Priority – Catch basins that are of medium priority have a higher rate of sediment accumulation and will require maintenance more frequently than low priority catch basins.

High Priority – Catch basins that are of high priority have a high rate of sediment accumulation and will require regular routine maintenance and inspection. These catch basins are typically located in areas where sediment is easily mobilized and transported by runoff.

All of the community's catch basins have very little sediment accumulation rates, require little maintenance and are of low priority. Catch basins that prompt resident complaints or are subject to isolated instances where structures are plugged or damaged will be maintained and inspected by DPS as needed. At that time, it will be determined if the catch basin will require maintenance on a more frequent interval and warrants a reclassification to a medium priority rating. The City has a goal to inspect 20% of City owned Catch Basins annually. In the event the priority rating of a catch basin is changed, or new catch basins are constructed, this procedure will be updated and revised to reflect the change in priority within 30 days.

SECTION G – CATCH BASIN INSPECTION, MAINTENANCE, AND CLEANING

Catch basins are visually inspected on a quarterly basis, or if a complaint is registered by a resident. A visual inspection of the structure will identify any structural defects which may include collapse, cracking, frame damage, pipe collapse, blockage, etc. and will be documented using a standardized form. Structure repairs are prioritized based on public safety concerns. City owned catch basins are inspected concurrently with cleaning activities on an annual and as needed basis, after a drainage issue is identified or an inspection identifies the structure sump to be 50% full. DPS field staff utilized a Vactor truck to remove all solids and liquids from the structure to the extent possible. At no time is collected sediment and water allowed to be discharged back into the storm sewer system during the cleaning process. Catch basins that are located on private property are not inspected, cleaned, or maintained by the City.

SECTION H – DISPOSAL OF COLLECTED MATERIAL

Collected material from catch basin maintenance and street sweeping activities is transported in a covered 20 cubic yard roll off container where it is stored at the DPS yard. Once the container reaches capacity, it is transported off-site where it is disposed of by a third party. (See FR DPS SWPPP for detailed schedules)

SECTION I – STREET SWEEPING PRIORITIZATION

City owned and maintained streets have been prioritized for street sweeping. The criteria for the priority levels that include low, medium, and high are defined as follows:

Low Priority – All streets within the City are of low priority due to their minimal sediment accumulation rates. At a minimum, all low priority streets are swept once per year.

Medium Priority – Major roads throughout the City are of medium priority due to the higher rate of sediment accumulation rates in comparison to low priority residential streets. Medium priority areas that have been identified by the City are swept at least quarterly, or as needed.

High Priority – Areas that are of high priority have a high rate of sediment accumulation and will require regular, frequent sweeping. These areas are typically located in areas where sediment is easily mobilized and transported by runoff. Additionally, areas that prompt resident complaint or are subject to excessive road sediments are also considered a high priority area. There are currently no areas that have been assigned a high priority rating due to excessive road sediments and resident complaints. However, if DPS receives a complaint, a determination of the area will be made by DPS staff to increase sweeping on a more frequent interval as well as a reclassify the area to high priority rating.

The City does not own or operate any major roads. In the event a priority rating is changed, or new City owned streets are constructed, this procedure will be updated and revised to reflect the change in priority within 30 days.

Street sweeping activities are conducted by the City's DPS staff using mechanical street sweeping equipment according to the manufacturer's operating instructions. Collected sediment

from street sweeping activities is disposed of as described in Section H.

SECTION J – WINTER OPERATIONS

The City's DPS field staff applies rock salt as part of their deicing procedures during the winter months. Bulk storage of road salt is located at the City's DPS facility.

Salt Storage and Loading

The City has one (1) salt storage structure located at the 27999 Arsenal Road facility consisting of an enclosed, shed building, with a floor that is comprised of an impervious concrete pad. The building is not located within 50 feet of a lake shore, stream bank, or wetland, nor is it located in a 100-year floodplain. The loading area consists of a concrete pad which is swept regularly and maintained to be free of salt residue. Salt storage and application training is performed annually to DPS staff to minimize any track-out from loading operations. Salt trucks are calibrated before every season.

SECTION K – FUEL STORAGE AND FUELING

The City currently maintains above ground storage tanks at the 27999 Arsenal Road Facility. The capacity and liquids stored in each tank are as follows:

DPS Facility – 27999 Arsenal Rd.

- 5000 gallon above ground storage tank (diesel)
- 5000 gallon above ground storage tank (gas)

Part 5 Rules indicate that fuel storage areas “shall be designed, constructed, maintained, and operated to prevent the release of polluting materials through sewers, drains, or otherwise directly or indirectly into any public sewer system or to the surface or groundwater’s of this state.” The City has met this requirement through the proper storage and pollution prevention methods currently in place. These include the following for active tanks:

- The two (2) 5000 gallon above ground storage tanks are double-walled and located outside. The tanks are equipped with emergency power shut-off, leak detection and volume monitoring controls. The tanks are filled on monthly / as-needed basis.
- All bulk liquid tanker delivery vehicles will only be allowed on site if contact has been made with properly trained personnel and it has been confirmed that these personnel will be present at the delivery point.
- Properly trained personnel will be in attendance to monitor the entire transfer process. They are authorized to terminate or to order the driver to terminate the transfer and have the driver move the tanker in case of an emergency. Attending personnel will be alert, have an unobstructed view of the cargo tank connections and be within 25 feet of the cargo tank during transfer operations.
- Properly trained DPS staff will direct the tanker for proper positioning, verify, and provide access to the correct fill port. Access to other fill ports or unlocking pipeline caps in anticipation of other delivery vehicles is strictly prohibited.
- Properly trained DPS staff will ensure a potential spill or release cannot enter storm drains by placing a protective barrier on or around affected storm drains (i.e. spill

blanket).

- Wheel chocks or other approved methods to prevent the tanker from moving during the transfer process or driving off without following proper disconnection practices will be required.
- Inspection of the truck to ensure that there are no leaks will be conducted before and after the transfer operation.
- Connected hoses and connections will be reviewed and verified prior to the transfer.
- The available volume of the tank will be verified prior to transfer to prevent over-filling.
- During removal of the transfer lines, trained staff will ensure that excess material is drained into the appropriate receiving tank or receptor to prevent a release of materials to the environment.
- Trained staff will monitor the termination process and inspect the lower most tanker manifold for evidence of leaks or damage prior to the tanker's departure.
- A spill kit will be stationed next to the storage tanks at all times.

A fueling log is maintained to track and record the volume of diesel and gas fuel delivered to the City for vehicles and equipment. Completion of these logs is mandatory and used as secondary control to track the volume of fuel stored in the tank.

All other vehicle fluids are stored indoors in minimal quantities at the DPS Mechanic Garage in an area that is connected to the sanitary sewer. Vehicle maintenance activities are conducted indoors at the DPS Mechanic Garage which is also connected to the sanitary sewer.

SECTION L – ROAD, PARKING LOT, AND SIDEWALK MAINTENANCE

Road, parking lot, and sidewalk maintenance activities includes pothole repair, sidewalk repair/replacement, and curb and gutter repair. These services are addressed by DPS field staff as determined in the field on an as needed basis. Materials are purchased in quantities as needed to reduce waste. Left over materials are stored in designated stockpile areas at the City DPS facility and covered with a tarp. In cases where a contractor is retained to perform these activities, a City representative is on site to oversee the work and ensure that left over material, concrete washout, and other associated pollutants are disposed of properly. Disposing of concrete washout and other excess repair materials into the storm sewer is strictly prohibited by the City.

Stockpiled Materials

Designated stockpile areas are located in the public works yard near the salt shed at the southern edge of the property. Materials are stockpiled at this location frequently and include topsoil, sand, gravel, compost, woodchips and other materials as needed. All stockpiles located outside have perimeter controls in place (vegetative berm) to prevent erosion at rear of the stockpile. The front is left open to provide access for loading.

SECTION M – VEHICLE WASHING AND MAINTENANCE

Vehicle maintenance activities are conducted by DPS staff for the City's entire vehicle fleet. Maintenance activities conducted by DPS staff include, but are not limited to, oil changes and other vehicle fluids, brakes, tune-ups, and general repair tasks. A maintenance log is maintained to document all vehicle maintenance and repair activities at the Mechanic Garage.

Vehicle washing activities are conducted infrequently outdoors on a paved location behind the DPS Building over a sanitary drainage structure.

SECTION N – OTHER STRUCTURAL STORMWATER CONTROLS

In addition to implementing the catch basin maintenance and street sweeping programs, the City also has other structural controls that are located on City owned and operated properties.

Detention Basins

City owned Detention Basin inspections occur on a biweekly basis which includes assessment of condition of the stand pipe, inlet pipe, and rip-rap in the surrounding areas, as well as observing the general condition of the banks, noting any erosion, and amount of sedimentation of the basin overall. Maintenance consists of mowing banks and surrounding areas on an as needed basis, mechanical removal of vegetation as needed around the basin inlet, and stand pipe.

Oil/Water Separators

Oil/Water Separators are visually inspected during weekly housekeeping inspections. Oils are removed at a minimum annually or when level of oil reaches 4 inches below invert of effluent pipe in structure. Cleaning is performed by the City's used oil removal contractor while collecting used oil for re-refining.

Stormwater Pump Stations

Stormwater Pump Stations are visually inspected weekly for proper operation of pumps and controls, as well as during rainfall events. Maintenance is performed as needed by the staff or contracted out when major repairs or refurbishing of equipment is required.

Secondary Containment

Secondary Containment is inspected during weekly housekeeping inspections for any unusual changes in volume of the contained product, as well as monitoring the ratio of product stored to containment capacity. Transfer any excess contained liquid to a suitable container, or arrange for removal by the City's used oil removal contractor.

Catch Basin Inserts

The catch basins located on the DPS facility site that are in proximity to materials stockpiles are equipped with FlexStorm inserts fabric to prevent the excessive accumulation of sediment in the catch basin sump. Visual inspections of the inserts are inspected on a daily basis over the course of daily operations. Fabric that is torn or

otherwise damaged is replaced.

In the event additional structural stormwater controls are constructed, this procedure will be updated and revised to include the new controls within 30 days.

SECTION O – NON-STRUCTURAL CONTROLS

The City is committed to employing preventative maintenance practices through the use of several nonstructural controls to prevent stormwater pollution. These non-structural controls are everyday types of activities undertaken by employees at the facility. The non-structural controls implemented at the DPS facility are as follows:

Routine Inspections and Good Housekeeping Procedures

Preventive maintenance involves the regular inspection, testing, and cleaning of facility equipment, vehicles, and operational systems. The DPS Director meets with field staff on a daily basis to discuss daily assignments and objectives. A routine inspection is conducted by facility staff during site walkthroughs during normal operations activities. The purpose of these inspections is to identify and prevent conditions that could lead to stormwater pollution. A log of corrective actions will be kept on file using the City's computer system. (See FR DPS SWPPP for detailed schedules)

Staff inspects all vehicles consistent with Commercial Drivers License Procedures, and performs detailed vehicle inspections every month. Completed vehicle maintenance records and fueling logs are kept on file at the DPS facility.

Part 5 rules also require surveillance of polluting materials. The routine inspections will include this information for the salt storage and fueling areas.

Comprehensive Site Inspections

The comprehensive site inspection will include the areas and equipment identified in the preventive maintenance program, good housekeeping procedures, a review of the routine preventive maintenance reports, and any other paperwork associated with this SOP. All DPS related activities will be evaluated during the comprehensive inspection. In contrast to the routine inspections, comprehensive inspections will focus on areas that have a reasonable potential for significant materials to contaminate stormwater runoff. The comprehensive site inspection for DPS areas will be conducted every (three) 3 months which generally coincides with a planned cleaning of the entire facility. Documentation of the comprehensive site inspection results will be prepared and kept on file. (See FR DPS SWPPP for detailed schedules)

SECTION P – NEW APPLICANT OWNED FACILITIES

In the event the City acquires or constructs new structural stormwater controls, the design of these structures will comply with the stormwater standards that have been established by the

Wayne County. Site plans will be reviewed by the City, or its consultants, to ensure the appropriate standards are met.

SECTION Q – CERTIFIED PESTICIDE APPLICATOR

The DPS has certified pesticide applicators on staff and utilizes pesticides, herbicide, and fertilizers on City owned properties on a seasonal basis. If needed, the City will retain the services of a pesticide application contractor that possesses a state applicator's license. Any application activities that occur are overseen by a City representative to ensure quality of work and proper application and disposal.

SECTION R – EMPLOYEE TRAINING

Employee training programs will be implemented to inform appropriate personnel at all levels of responsibility of safety, environmental impacts, and good housekeeping practices. The City participates in training opportunities that are made available by the Southeast Michigan Council of Governments (SEMCOG), Wayne County, the Alliance of Downriver Watersheds, and others as deemed appropriate. Employee training components for the City's DPS field staff includes:

Employees Trained	Training Description and Frequency
New City DPS Employees	<p>Upon hire, employees will:</p> <ul style="list-style-type: none"> • View the Municipal Storm Water Pollution Prevention Storm Watch training video. • Read and become familiar with the City's SOPs. • Perform at least one Routine Inspection and one Comprehensive Inspection with a current DPS employee.
Employees Trained	Training Description and Frequency
City DPS Staff	<p>Once per permit cycle:</p> <ul style="list-style-type: none"> • View the Municipal Storm Water Pollution Prevention Storm Watch training video (or similar). • Review proper materials storage and handling. • Review good housekeeping and pollution prevention practices. • Review examples of illicit discharges to the storm sewer system. • Review Spill Response Procedures. • Incorporation of stormwater BMPs into recurring staff meetings (DPS)
Key Staff	Attend relevant training workshops by the Alliance of Downriver Watersheds, SEMCOG, or others, when available.

SECTION S – CONTRACT REQUIREMENTS AND OVERSIGHT

Contractors retained by the City to perform municipal operations that potentially impact stormwater are required to follow appropriate pollution prevention BMPs indicated in the City's contract language. All work performed by outside contractors is monitored by DPS staff through daily observation to ensure quality of work, adherence to the specified contract language, and to ensure that potential impacts to stormwater are minimized.

Measureable Goals – To demonstrate the effectiveness of this procedure, the following metrics will be tracked for reporting purposes.

- Number of stormwater pollution related incidents pertaining to activities or work performed by the contractor.
- Number of incidents where the City required corrective action by the contractor.

These metrics will be tracked over the reporting cycle that is specified in the City's Certificate of Coverage.

SECTION T – PROCESS FOR REVISION

This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.

STANDARD OPERATING PROCEDURE

POLLUTION PREVENTION AND GOOD HOUSEKEEPING

SPILL RESPONSE

PREPARED FOR:

THE CITY OF Flat Rock
25500 Gibraltar Road, Flat Rock, MICHIGAN 48134



2021

V3.0

SECTION A – PERSONNEL

The following City of Flat Rock personnel have been identified as key staff in charge of spill response planning, implementation and maintenance of the Spill Response Plan.

Name	Phone
Jerry Page – Chief of Police	(734) 782-2496 ext 2300
James Katona – Fire Chief	(734) 789-2338
Justin Danosky – DPS Director	(734) 782-2470

A.1 Responsibilities

- The **Facility Responsible Person** has primary responsibility for coordinating the response to emergencies, including chemical spills
- **Supervisors** should ensure that employees are familiar with these procedures and receive the necessary training
- **All employees** should follow these procedures in the event of a chemical spill

A.2 Emergency Contact Numbers

The following telephone numbers should be posted near telephones and in other conspicuous locations:

Name	Affiliation	Phone
Flat Rock Police Dispatch	Flat Rock City Police Department	(734) 782-2496
Flat Rock Fire Department	Flat Rock Fire Department	(734) 789-2338
Justin Danosky	Flat Rock DPS	(734) 782-2470
EGLE 24-Hour Pollution Emergency Alerting System (PEAS)		1-800-292-4706
EGLE Southeast Michigan District Office		(586) 753-3794
SHVUA Wastewater Treatment Plant		(734) 379-3855
National Response Center		1-800-424-8802
Inland Waters Pollution Control	Environmental Contractor	(734) 841-5800
Marine Pollution Control	Environmental Contractor	1-800-521-8232

SECTION B – CLEAN-UP PROCEDURES

Spilled chemical should be effectively and quickly contained and cleaned up. Employees should clean up spills themselves **only if properly trained and protected**. Employees who are not trained in spill cleanup procedures should report the spill to the Responsible Person(s) listed above, warn other employees, and leave the area.

The following general guidelines should be followed for evacuation, spill control, notification of proper authorities, and general emergency procedures in the event of a chemical incident in which there is potential for a significant release of hazardous materials.

B.1 Evacuation

Persons in the immediate vicinity of a spill should *immediately evacuate* the premises (except for employees with training in spill response in circumstances described below). If the spill is of “medium” or “large” size, or if the spill seems hazardous, immediately notify emergency response personnel.

B.2 Spill Control Techniques

Once a spill has occurred, the employee needs to decide whether the spill is small enough to handle without outside assistance. Only employees with training in spill response should attempt to contain or clean up a spill.

NOTE: If you are cleaning up a spill yourself, make sure you are aware of the hazards associated with the materials spilled, have adequate ventilation, and proper personal protective equipment. Treat all residual chemical and cleanup materials as hazardous waste.

Spill control equipment should be located wherever significant quantities of hazardous materials are received or stored. Material Safety Data Sheets (SDSs), absorbents, over-pack containers, container patch kits, spill dams, shovels, floor dry, acid/base neutralizers, and “caution-keep out” signs are common spill response items.

B.3 Spill Response and Clean-up

Chemical spills are divided into three categories: Small, Medium, and Large. Response and cleanup procedures vary depending on the size of the spill.

Small Spills: Any spill where the major dimension is less than 18 inches in diameter. Small spills are generally handled by internal personnel and usually do not require an emergency response by police or fire department HAZMAT teams.

- Make sure area is safe for entry and the spill does not pose an immediate threat to health or safety of responder.
- Check for hazards (flammable material, noxious fumes, cause of spill). If flammable liquid is spilled, turn off engines and (nearby electrical

equipment). If serious hazards are present leave the area and call 911. When in doubt consult the SDS for hazards.

- Stop source of spill (plug hole, up-right the container, shut off valve).
- Notify Spill Response Coordinator.
- Block the nearest storm drain (use absorbent or other material as necessary, close valve to drain, cover or plug drain).
- If spilled material has entered a storm sewer, check catch basins and attempt to isolate contaminated material. Also, contact **Justin Danosky, DPS Director at 734-309-5054** with a location and description of the spill.
- Clean up spilled material/absorbent (do not flush with water).
- Dispose of cleaned material/absorbent into secure container for proper disposal as required by state and federal law.
- Ensure entire spill area is properly cleaned and all hazards have been removed.
- Complete a Spill Reporting Sheet.

Medium Spills: Spills where the major dimension exceeds 18 inches, but is less than 6 feet. Outside emergency response personnel (police and fire department HAZMAT teams) may be called for medium spills. Common sense, however, will dictate when it is necessary to call them.

- Immediately try to help contain the spill at its source by simple measures only. This means quickly up-righting a container, or putting a lid on a container, if possible. Do not use absorbents unless they are immediately available. Once you have made a quick attempt to contain the spill, or once you have quickly determined you cannot take any brief containment measures, leave the area and alert Emergency Responders at 911. Closing doors behind you while leaving helps contain fumes from spills. Give police accurate information as to the location, chemical, and estimated amount of the spill.
- Evaluate the area outside the spill. Engines and electrical equipment near the spill area must be turned off. This eliminates various sources of ignition in the area. Advise Emergency Responders on how to turn off engines or electrical sources. Do not go back into the spill area once you have left. Help emergency responders by trying to determine how to shut off heating, air conditioning equipment, or air circulating equipment, if necessary.
- If emergency responders evacuate the spill area, follow their instructions in leaving the area.
- After emergency responders have contained the spill, be prepared to assist them with any other information that may be necessary, such as SDSs and questions about the facility. Emergency responders or trained personnel with proper personal protective equipment will then clean up the spill residue. Do not re-enter the area until the responder in charge gives the all clear. Be

prepared to assist these persons from outside the spill area with SDSs, absorbents, and containers.

- Reports must be filed with proper authorities. It is the responsibility of the spiller to inform both his/her supervisor and the emergency responders as to what caused the spill. The response for large spills is similar to the procedures for medium spills, except that the exposure danger is greater.

Large Spills: Any spill involving flammable liquid where the major dimension exceeds 6 feet in diameter; and any “running” spill, where the source of the spill has not been contained or flow has not been stopped.

- Leave the area and notify Emergency Responders (911). Give the operator the spill location, chemical spilled, and approximate amount.
- From a safe area, attempt to get SDS information for the spilled chemical for the emergency responders to use. Also, be prepared to advise responders as to any ignition sources, engines, electrical power, or air conditioning/ventilation systems that may need to be shut off. Advise responders of any absorbents, containers, or spill control equipment that may be available. This may need to be done from a remote area, because an evacuation that would place the spiller far from the scene may be needed. Use radio or phone to assist from a distance, if necessary.
- Only emergency response personnel, in accordance with their own established procedures, should handle spills greater than 6 feet in any dimension or that are continuous. Remember, once the emergency responders or HAZMAT team is on the job cleaning up spills or putting out fires, the area is under their control and no one may re-enter the area until the responder in charge gives the all clear.
- Provide information for reports to supervisors and responders, just as in medium spills.

SECTION C – REPORTING SPILLS

All chemical spills, regardless of size, should be reported as soon as possible to the Facility Responsible Person. The Responsible Person will determine whether the spill has the potential to affect the environment outside of the facility and must be reported to local, state, or federal agencies. Examples of spills that could affect the outside environment include spills that are accompanied by fire or explosion and spills that could reach nearby water bodies.

C.1 Reporting Thresholds

The spill coordinator will report spills to EGLE PEAS for spills that involve the following:

- Salt spills over 50 pounds or 50 gallons of brine onto the ground or into water (required by Part 5 rules)

- Gasoline release of 32 gallons or more onto the ground (required by Part 201)
- Oil release of 50 pounds (approximately 7½ gallons) onto the ground (required by Part 5 rules)
- Any amount of oil or fuel that reaches surface water or shorelines, call EGLE PEAS and the National Response Center (as required by the Clean Water Act and Part 31)
- Any spill that is in doubt about reporting

C.2 Reporting Requirements

Within ten (10) days of release, submit a written report for the reportable releases to the following:

- EGLE Water Resources Division Field Operations Chief, PO Box 30273, Lansing, Michigan 48909-7773
- Wayne County Department of Public Health, 33030 Van Born Road, Wayne, Michigan 48184

Note: the optional report form EPQ 3465 can be found at:

https://www.michigan.gov/egle/0,9429,7-135-3307_29894_5959-20341--,00.html

The MDEQ may request other follow-up reports depending on the situation.

SECTION D – SPILL KIT INVENTORY

The following is a list of spill response equipment that will be maintained by the designated spill response coordinators at all locations where fuel products are stored and dispensed.

D.1 Minimum Spill Response Equipment

- 20 pounds of floor dry
- 1 shovel
- 1 broom
- Caution tape
- 1 Absorbent boom
- Absorbent Socks
- Container for clean-up (30 gallons)
- Sample bottles

SECTION E – PROCESS FOR REVISION

This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.

CITY OF FLAT ROCK DPS FACILITY
STORM WATER POLLUTION PREVENTION PLAN (SWPPP)
&
POLLUTION INCIDENT PREVENTION PLAN (PIPP)

SWPPP & PIPP Version 4 - 2022

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1.0 GENERAL FACILITY INFORMATION

Name of Facility: FLAT ROCK DPS FACILITY

Facility Address: 27999 Arsenal Rd and 26647 West Huron River Drive

Standard Industrial Classification (SIC) Code:

Owner or Authorized Representative: Justin Danosky, Director of Public Services

Facility Contact

Name: Justin Danosky

Title: Director of Public Services

Telephone: (734) 782-2470

Cell / 24hr Emergency Phone: (313) 580-0191

Mailing Address: 25500 Gibraltar Rd, Flat Rock MI 48134

Certified Storm Water Operator

Name & Certification Number: Matthew Vack # I- 15205

Permit Information

Certificate of Coverage Number: MIG 610360 - Storm Water Permit MIG 00610017

Effective Date of Coverage: June 1, 2021

Receiving Waters: Cook & Gladding Drain and Huron River

Brief Industrial Activity Description

The Public Services Department provides 24 hour maintenance on all city streets, water mains, sewer mains, and lift stations. It is also responsible for snow plowing and drainage maintenance. The Department works with the City's engineering firm to manage City infrastructure programs. In addition, the City's park maintenance, grass cutting, tree maintenance, weed control, special trash pick up, and water resources programs are administered by Public Services.

The workers repair pot holes in the roads, install road signs, maintain athletic ball fields, plant

and trim trees, plow snow from streets, salt streets, and provide pick up of broken concrete, tree branches, dirt, and large items, such as swing sets, bath tubs, doors, windows, roofing material, bricks, lawn mowers, large steel structural items and car parts.

The DPS performs vehicle preventative maintenance on all city owned vehicles, following a periodic schedule. Vehicle repair includes public safety vehicles, and DPS Equipment.

The Building Maintenance program is handled by the DPS, providing the general upkeep of the municipal building, as well as all city owned buildings.

2.0 STORM WATER POLLUTION PREVENTION TEAM

The storm water pollution prevention team is responsible for developing, implementing, maintaining, and revising this SWPPP. The members of the team and their primary responsibilities (i.e. implementing, maintaining, record keeping, submitting reports, conducting inspections, employee training, conducting the annual compliance evaluation, testing for non-storm water discharges, signing the required certifications) are as follows:

NAME & TITLE	RESPONSIBILITY
Justin Danosky, DPS Director	Implementing, maintaining, record keeping, report submission, inspections, employee training, annual compliance evaluation
Matthew Vack , DPS Staff	Inspections, annual compliance evaluation, Certifications

3.0 SITE MAP

Preparing a site map or sketch is the first step in assessing the facility.

The facility's site map includes all applicable items listed in the permit, which include:

SEE FIGURE 1 FOR FACILITY SITE MAP

- 1) Buildings and other permanent structures
- 2) Storage or disposal areas for significant materials
- 3) Secondary containment structures and descriptions of what they contain
- 4) Storm water discharge outfalls (numbered for reference)
- 5) Location of storm water and non-storm water inlets contributing to each outfall
- 6) Location of NPDES permitted discharges other than storm water
- 7) Outlines of the drainage areas contributing to each outfall
- 8) Structural runoff controls or storm water treatment facilities
- 9) Areas of vegetation (with brief description such as lawn, old field, marsh, wooded, etc.)
- 10) Areas of exposed and/or erodible soils
- 11) Impervious surfaces (roofs, asphalt, concrete, etc.)
- 12) Name and location of receiving waters
- 13) Areas of known or suspected impacts on surface waters as designated under Par 201 (Environmental Response) of the Michigan Act.

4.0 SIGNIFICANT MATERIALS

Definition: Significant materials are any material which could degrade or impair water quality, including but not limited to:

- ✓ Raw Materials
- ✓ Fuels
- ✓ Solvents
- ✓ Detergents
- ✓ Plastic pellets
- ✓ Finished materials (i.e. metallic products)
- ✓ Hazardous Substances designated under section 101(14) of Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), see 40 CFR 372.65
- ✓ Any chemical the facility is required to report pursuant to section 313 of the Emergency Planning and Community Right-to-Know Act (EPCRA)
- ✓ Polluting Materials – Oil and any material, in solid or liquid form, identified as polluting material under the Part 5 Rules (Rules 324.2001 through 324.2009 of the Michigan Administrative Code)
- ✓ Hazardous Wastes as defined in Part 111 of the Michigan Act
- ✓ Fertilizers
- ✓ Pesticides
- ✓ Waste Products (i.e. ashes, slag, sludge, waste, animal waste)

During the significant materials identification phase, all sources of potential storm water contamination need to be identified. Both the inside and outside of the facility must be inventoried to determine the materials and practices that may be sources of contamination to storm water runoff. Note the identification phase must address residual contaminants which may be found on items stored outside.

4.1 Inventory of Exposed Significant Materials

The permit requires a general inventory of significant materials that could enter storm water. For each material listed the SWPPP shall include the ways in which each type of material has been or has reasonable potential to become exposed to storm water (e.g. spillage during handling; leaks from pipes, pumps, or vessels; contact with storage piles, contaminated materials or soils; waste handling and disposal; deposits from dust or overspray; etc.). In addition, the SWPPP must identify the inlet(s) spilled significant materials may enter and the outfall(s) through which the spilled significant material may be discharged.

SEE TABLE 1 FOR SIGNIFICANT MATERIAL INVENTORY

4.2 Description of Industrial Activities & Significant Material Storage Areas

The permit requires industrial facilities to evaluate the reasonable potential for contribution of significant materials to storm water runoff from at least the following areas or activities:

- 1) Loading, unloading, and other material handling operations
- 2) Outdoor storage including secondary containment structures

- 3) Outdoor manufacturing or processing activities
- 4) Significant dust or particulate generating processes
- 5) Discharge from vents, stacks, and air emission controls
- 6) On-site waste disposal practices
- 7) Maintenance and cleaning of vehicles, machines, and equipment
- 8) Areas of exposed and/or erodible soils
- 9) Sites of Environmental Contamination listed under Part 201 (Environmental Response) of the Michigan Act
- 10) Areas of significant material residues
- 11) Areas where animals congregate (wild or domestic) and deposit wastes
- 12) Other areas where storm water may contact significant materials

For each applicable item, the permit requires a written description of the specific activity or storage area. Along with the written description of the activities or storage areas, a description of the significant materials associated with those items must be included.

SEE TABLE 1 FOR INDUSTRIAL ACTIVITY AND SIGNIFICANT MATERIAL STORAGE AREA DESCRIPTIONS

4.3 List of Significant Spills

The permit requires a list of significant spills and significant leaks of polluting materials that occurred at areas that are exposed to precipitation or that otherwise discharge to a point source at the facility. The listing shall include spills that occurred over the three years prior to the effective date of a certificate of coverage authorizing discharge under the General Permit. The listing shall include the date, volume, exact location of release, and actions taken to clean up the material and/or prevent exposure to storm water runoff or contamination of surface waters of the state. Any release that occurs after the SWPPP has been developed shall be controlled in accordance with the SWPPP and is cause for the SWPPP to be updated as appropriate within 14 calendar days of obtaining knowledge of the spill or loss. (If there have been no spills of polluting materials, state that in this section.)

SEE TABLE 2 FOR A LISTING OF SIGNIFICANT SPILLS

4.4 Summary of Sampling Data

The permit requires a summary of existing storm water discharge sampling data (if available) describing pollutants in storm water discharges associated with industrial activity at the facility. The summary shall be accompanied by a description of the suspected sources of the pollutants detected. (If there is no storm water discharge sampling data, state that in this section.)

SUMMARY OF SAMPLING EVENTS:

NO STORMWATER DISCHARGE SAMPLING DATA AVAILABLE

5.0 NON-STRUCTURAL CONTROLS

Non-structural controls are practices that are relatively simple, fairly inexpensive, and applicable to a wide variety of industries or activities. Non-structural controls are intended to reduce the amount of pollution getting into the surface waters of the state and are generally implemented to address the problem at the source. They do not require any structural changes to the facility. These are typically everyday types of activities undertaken by employees at the facility. Many facilities may already have nonstructural controls in place for other reasons. The permit requires that the SWPPP shall, at a minimum, include each of the following non-structural controls.

5.1 Preventative Maintenance Program (Routine Inspection Program)

The permit requires a description of a program for routine preventive maintenance which includes inspection and maintenance of storm water management and control devices (e.g. cleaning of oil/water separators and catch basins) as well as inspecting and testing plant equipment and systems to uncover conditions that could cause breakdowns or failures resulting in discharges of pollutants to surface waters. A log of the inspection and corrective actions shall be maintained on file and shall be retained for three years. The Preventative Maintenance Inspection Form is in Section 12.0.

SEE TABLE 3 FOR PREVENTATIVE MAINTENANCE / ROUTINE HOUSEKEEPING INSPECTION PROGRAM

5.2 Comprehensive Site Inspection

The permit requires a schedule for comprehensive site inspection to include but not be limited to, the areas and equipment identified in the preventive maintenance program and good housekeeping procedures. The inspection shall also include a review of the routine preventive maintenance reports, good housekeeping inspections reports, and any other paperwork associated with the SWPPP. The comprehensive site inspection shall be conducted by the Certified Storm Water Operator quarterly or semi annually, depending on specific permit language. The permittee may request Department approval of an alternate schedule for comprehensive site inspections. A report of the comprehensive site inspection results shall be prepared and retained for three years. The report shall identify any incidents of non-compliance with the SWPPP or this permit. If there are no reportable incidents of non-compliance, the report shall contain a certification that the facility is in compliance with this permit. The Comprehensive Site Inspection Form is in Section 13.0.

CITY OF FLAT ROCK DPS SITE - 27999 Arsenal Rd
INSPECTION SCHEDULE:

Equipment	Tasks	Frequency
Fuel Storage Tanks	Inspect storage tanks and piping systems (pipes, pumps, flanges, couplings, hoses, valves, and alarms) for failures or leaks.	Every Two Weeks
	Observe contractor during delivery or transfer of fuel to insure proper procedures are followed preventing leaks or spills.	During Delivery/Transfer
Salt Storage	Inspect Salt Storage Shed condition for any possible structural issues which could lead to the stored salt encountering precipitation.	Every Three Months
	Visually inspect the stored salt to insure it is fully contained under the structure and not encountering precipitation	Every Two Weeks
Storage Containers (less than 10 gallons or less than 100 pounds)	Maintain an inventory of fluids to identify leakage	Every Three Months
	Inventory and verify drip pads/pans are in proper places where chemicals are transferred from one container to another to allow for recycling of spills and leaks	Every Three Months
Outdoor stockpile Sand & Stone	Visually inspect the stockpiled sand and stone to insure it is contained away from high traffic and drainage pathways	Every Two Weeks

**CITY OF FLAT ROCK MECHANIC GARAGE SITE - 26647 West Huron River Drive
INSPECTION SCHEDULE:**

Equipment	Tasks	Frequency
Storage Containers	Inspect storage containers and outlet (pumps, flanges, couplings, hoses, and valves) for failures or leaks.	Every Two Weeks
	Observe contractor during delivery or transfer of material to insure proper procedures are followed preventing leaks or spills.	During Delivery/Transfer
	Maintain an inventory of fluids to identify leakage	Every Six Months
	Verify drip pads/pans are in proper places where oils, greases, and fluids are transferred from one container to another to allow for recycling of spills and leaks	Every Two Weeks
	Inspect regularly for filled drip pans and spill pallets- Empty and clean drip pans, spill pallets, and containers when full.	Every Two Weeks
Paint Storage	Insure all paint is stored in the designated cabinet when not in use.	Every Two Weeks

5.3 Housekeeping Procedures

The permit requires that the SWPPP include a description of good housekeeping procedures to maintain a clean, orderly facility. Housekeeping procedures are intended to reduce the potential for significant materials to come in contact with storm water. The Housekeeping Inspection Form is in Section 14.0. (See the MDEQ Industrial Certified Operator Training Manual for additional information.)

SEE TABLE 3 FOR PREVENTATIVE MAINTENANCE / ROUTINE HOUSEKEEPING INSPECTION PROGRAM

CITY OF FLAT ROCK DPS SITE - 27999 Arsenal Rd HOUSEKEEPING BEST MANAGEMENT PROCEDURES :

Pollutant Source	
Fueling	<ul style="list-style-type: none"><input type="checkbox"/> Conduct fueling operations (including the transfer of fuel from tank truck) on an impervious or contained pad.<input type="checkbox"/> When fueling in uncovered area, use concrete pad (not asphalt, which is not chemically resistant to the fuels being handled).<input type="checkbox"/> Use drip pans where leaks or spills of fuel can occur, and where making and breaking hose connections.<input type="checkbox"/> Keep spill cleanup materials readily available. Clean up spills and leaks immediately.<input type="checkbox"/> Use dry cleanup methods for fuel area rather than hosing down the fuel area. Perform preventive maintenance on storage tanks to detect potential leaks before they occur.<input type="checkbox"/> Inspect the fueling area for leaks and spills.<input type="checkbox"/> Provide curbing or posts around fuel pumps to prevent collisions during vehicle ingress and egress.<input type="checkbox"/> Use fueling hoses with check valves to prevent hose drainage after filling.<input type="checkbox"/> Train personnel on vehicle fueling BMPs.
Material storage	<ul style="list-style-type: none"><input type="checkbox"/> Cover storage areas with roofs or tarps.<input type="checkbox"/> Confine storage of raw materials, parts, and equipment to designated areas away from high traffic, outside drainage pathways and away from surface waters.

	<ul style="list-style-type: none"> <input type="checkbox"/> If containment structures have drains, ensure that the drains have valves, and that valves are maintained in the closed position. <input type="checkbox"/> Ensure that all containers are properly sealed and valves closed. <input type="checkbox"/> Conduct visual inspections of any storage containers for leak detection. <input type="checkbox"/> Inspect storage tanks and piping systems (pipes, pumps, flanges, couplings, hoses, and valves) for failures or leaks and perform preventive maintenance. <input type="checkbox"/> Plainly label all containers. <input type="checkbox"/> Maintain an inventory of fluids to identify leakage. <input type="checkbox"/> Train employees on proper spill prevention and response techniques. <input type="checkbox"/> Train employees on proper waste control and disposal.
Sand and stone storage	<ul style="list-style-type: none"> <input type="checkbox"/> Confine storage to areas outside of drainage pathways and away from surface waters. <input type="checkbox"/> Practice good housekeeping measures such as frequent removal of dust and debris. Cleanup methods may include mobile sweepers, scrapers, or scoops. <input type="checkbox"/> Use control measures such as berms, silt fences to control sediment from leaving storage area. <input type="checkbox"/> Use removable Catch basin/Inlet Filters to control sediment from entering the storm system. <input type="checkbox"/> Train employees in good housekeeping measures.
Material loading and unloading	<ul style="list-style-type: none"> <input type="checkbox"/> Confine loading/unloading activities to a designated area outside drainage pathways and away from surface waters <input type="checkbox"/> Load/unload indoors or in a covered area. <input type="checkbox"/> Close storm drains during loading/unloading activities in surrounding areas. Avoid loading/ unloading materials in the rain. <input type="checkbox"/> Inspect all containers prior to loading/unloading of any raw or spent materials. <input type="checkbox"/> Provide diversion berms, dikes or grassed swales around the perimeter of the area to limit run-on. <input type="checkbox"/> Use dry cleanup methods instead of washing the areas down. <input type="checkbox"/> Regularly sweep area to minimize debris on the ground. <input type="checkbox"/> Provide dust control if necessary. When controlling dust, sweep and/or apply water or materials that will not impact surface or ground water. <input type="checkbox"/> Develop and implement spill prevention, containment, and countermeasure (SPCC) plans <input type="checkbox"/> Train employees on proper loading/unloading techniques and spill prevention and response.

Waste management	<ul style="list-style-type: none"> <input type="checkbox"/> Store wastes in covered, leak proof containers (e.g., dumpsters, drums). <input type="checkbox"/> Use dumpsters that do not leak. <input type="checkbox"/> Ensure hazardous and solid waste disposal practices are performed in accordance with applicable federal, state, and local requirements. <input type="checkbox"/> Use Electric lamp & ballast hazardous waste disposal program contracted through Boss Lighting Company and the proper procedures for handling used and broken electric lamps and ballasts. <input type="checkbox"/> Ship all wastes to offsite licensed landfills or treatment facilities.
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**CITY OF FLAT ROCK MECHANIC GARAGE SITE - 26647 West Huron River Drive
HOUSEKEEPING BEST MANAGEMENT PROCEDURES :**

Vehicle maintenance	<ul style="list-style-type: none"> <input type="checkbox"/> Plug floor drains that are connected to the storm or sanitary sewer; if necessary, install a sump that is pumped regularly. <input type="checkbox"/> Drain all parts of fluids prior to disposal. Oil filters can be crushed and recycled. <input type="checkbox"/> Promptly transfer used fluids to the proper container; do not leave full drip pans or other open containers around the shop. Empty and clean drip pans and containers. <input type="checkbox"/> Dispose of greasy rags, oil filters, air filters, batteries, spent coolant, and degreasers properly. <input type="checkbox"/> Label and track the recycling of waste material (e.g., used oil, spent solvents, batteries). <input type="checkbox"/> Maintain an organized inventory of materials. <input type="checkbox"/> Eliminate or reduce the number or amount of hazardous materials and waste by substituting nonhazardous or less hazardous materials. <input type="checkbox"/> Clean up leaks, drips, and other spills without using large amounts of water. <input type="checkbox"/> Prohibit the practice of hosing down an area where the practice would result in the exposure of pollutants to stormwater. <input type="checkbox"/> Clean without using liquid cleaners whenever possible. <input type="checkbox"/> Do all cleaning at a centralized station so the solvents stay in one area. <input type="checkbox"/> If parts are dipped in liquid, remove them slowly to avoid spills. <input type="checkbox"/> Do not pour liquid waste down floor drains, sinks, outdoor storm drain inlets, or other storm drains or sewer connections.
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	<ul style="list-style-type: none"> <input type="checkbox"/> Perform all cleaning operations indoors or under covering when possible. Conduct the cleaning operations in an area with a concrete floor with no floor drainage other than to sanitary sewers or treatment facilities. <input type="checkbox"/> If operations are uncovered, perform them on concrete pad that is impervious and contained. <input type="checkbox"/> Park vehicles and equipment indoors or under a roof whenever possible where proper control of oil leaks/spills is maintained and exposure to stormwater is prevented. <input type="checkbox"/> Watch vehicles closely for leaks and use pans to collect fluid when leaks occur. <input type="checkbox"/> Keep all waste oil containers sealed/ only open when transferring used oil into container. <input type="checkbox"/> Discharge vehicle wash or rinse water to the sanitary sewer (if allowed by sewer authority), wastewater treatment, a land application site, or recycled on-site. DO NOT discharge washwater to a storm drain or to surface water. <input type="checkbox"/> Follow electric lamp & ballast hazardous waste disposal program contracted through Boss Lighting Company and the proper procedures for handling used and broken electric lamps and ballasts. <input type="checkbox"/> Train employees on proper waste control and disposal procedures.
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5.4 Material Handling & Spill Prevention / Clean-Up Procedures

The permit requires a description of material handling procedures and storage requirements for significant materials. Equipment and procedures for cleaning up spills shall be identified in the SWPPP and made available to the appropriate personnel. The procedures shall identify measures to prevent spilled materials or material residues on the outside of the containers from being discharged into storm water.

The SWPPP may include, by reference, requirements of either a Pollution Incident Prevention Plan (PIPP) prepared in accordance with the Part 5 Rules (Rules 324.2001 through 324.2009 of the Michigan Administrative Code); a Hazardous Waste Contingency Plan (HWCP) prepared in accordance with 40 CFR 264 and 265 Subpart D, as required by Part 111 of the Michigan Act; or a Spill Prevention Control and Countermeasure (SPCC) plan prepared in accordance with 40 CFR 112.

THE FOLLOWING PLANS ARE ON FILE AT THE FACILITY:

City of Flat Rock Department of Public Services SPCC Plan

Spills and leaks together are the largest industrial source of storm water pollution. Thus, this SWPPP specifies material handling procedures and storage requirements for significant materials. Equipment and procedures necessary for cleaning up spills and preventing the spilled materials from being discharged have also been identified. All employees have been made aware of the proper procedures. (See the MDEQ Industrial Certified Operator Training Manual for additional information.)

SEE TABLE 4 FOR MATERIAL HANDLING & SPILL PREVENTION / CLEAN-UP PROCEDURES

SEE TABLE 5 FOR SPILL KIT INVENTORY

5.5 Soil Erosion & Sedimentation Control Measures

The permit requires the identification of areas which, due to topography, activities, or other factors, have a high potential for significant soil erosion. Areas commonly prone to soil erosion are: gravel lots, bare earth or gravel at material handling areas around storm water inlets, areas with concentrated storm water runoff into streams or ditches, and access roads over open streams or ditches. Control measures must be implemented in areas prone to soil erosion and sedimentation. (More information on soil erosion and sedimentation control may be obtained from the MDEQ, Water Bureau District Office.)

AREA OF CONCERN:	CONTROL MEASURE:
Arsenal Road – Stock Pile Area	FLEXSTORM Inlet Filters

5.6 Employee Training Program

The permit requires a description of employee training programs have been implemented to inform appropriate personnel at all levels of responsibility of the components and goals of the SWPPP. The SWPPP shall identify periodic dates for such training.

Employee training will be a major component in ensuring the success of the facility's SWPPP. The more knowledgeable all employees are about the facility's SWPPP and what is expected of them, the greater the chance that the plan will be effective. The following is a description of the employee training programs to be implemented to inform appropriate personnel at all levels of responsibility of the components and goals of the SWPPP (i.e. good housekeeping practices, spill prevention and response procedures, waste minimization practices, informing customers of facility policies, etc.). The Employee Training Form is in Section 15.0.

EMPLOYEE TRAINING DESCRIPTION & FREQUENCY:

All DPS field personnel will be trained on various topics related to Storm Water Pollution Prevention. The topics will include good housekeeping practices, spill prevention and response procedures, and waste minimization practices. The employees will also have a copy of the Industrial Facility Certified Operator Manual available for reading and reference.

The training program will begin in the first year with employees viewing the Stormwater Employee Training Webcasts:

STORM WATER EMPLOYEE TRAINING VIDEOS

- IDEP Working for Clean Water Training Video Website link

<https://www.youtube.com/watch?v=qRIjMX4eaS8>

- EGLE Industrial Storm Water Annual Training Video

<https://www.youtube.com/watch?v=GyOFmXViQ4I>

- DEQ STORM WATER EMPLOYEE TRAINING VIDEO- Website link

<https://www.youtube.com/watch?v=IGqvsztguRA&feature=youtu.be>

5.7 TMDL Requirements

The permit requires that if there is a Total Maximum Daily Load (TMDL) established by the Department for the receiving water, which restricts the discharge of any of the identified significant materials or constituents of those materials, then the SWPPP shall identify the level of control for those materials necessary to comply with the TMDL, and an estimate of the current annual load of those materials via storm water discharges to the receiving stream. The TMDL means the amount of pollutant load a water body, such as a lake or stream, can assimilate and still meet water quality standards. If a receiving water body does not meet the water quality standards for a specific pollutant, the MDEQ will establish the appropriate daily maximum load for that pollutant to allow the water body to again meet water quality standards. If a permitted facility is expected to discharge that specific pollutant in its storm water to that water body, the General Permit requires the facility to list actions it will take to meet that TMDL requirement. For example, if the TMDL calls for storm water dischargers to reduce their phosphorus inputs by 50%, the permittee would need to identify phosphorus sources at their facility and estimate their current annual load. The permittee must list actions to reduce storm water phosphorus discharges from their facility by 50%.

IS THERE A TMDL REQUIREMENT FOR THE RECEIVING WATER?

No TMDL issued for the Cook & Gladding Drain or Huron River at this time

Below is the identification of actions to limit the discharge of significant materials in order to comply with TMDL requirements:

TMDL POLLUTANT:	CURRENT ANNUAL LOADING:	BEST MANAGEMENT PRACTICES:

5.8 List of Significant Materials Still Present

The permit requires the identification of significant materials expected to be present in storm water discharges following implementation of non-structural preventative measures and source controls. Non-structural controls are used to reduce pollutants at the source before they can get into the storm water runoff. In some cases, these types of controls will not be enough. A list of significant materials expected to be present in storm water discharges after implementation of nonstructural controls must be included in the SWPPP. The materials listed below will be addressed through the use of structural controls. (If there will be no significant materials present after the implementation of non-structural controls, state that in this section.)

SIGNIFICANT MATERIAL & LOCATION:	PLANNED CONTROL MEASURE:	IMPACTED OUTFALL:
Salt –Salt Barn	Inlet Filters in Catch Basins	8 inch Outfall to Arsenal Road Ditch
Sand & Stone Stock Pile	Inlet Filters in Catch Basins	8 inch Outfall to Arsenal Road Ditch

6.0 STRUCTURAL CONTROLS

The permit requires that where implementation of non-structural controls does not control storm water discharges in accordance with water quality standards, the SWPPP shall provide a description of the location, function, and design criteria of structural controls for prevention and treatment.

Structural controls may be necessary:

- 1) To prevent uncontaminated storm water from contacting or being contacted by significant materials; or
- 2) If preventive measures are not feasible or are inadequate to keep significant materials at the site from contaminating storm water. Structural controls shall be used to treat, divert, isolate, recycle, reuse, or otherwise manage storm water in a manner that reduces the level of significant materials in the storm water and provides compliance with the Water Quality Standards

Examples of structural controls:

- ✓ Signs and Labels
- ✓ Safety Posts
- ✓ Fences
- ✓ Security Systems
- ✓ Temporary and Permanent Coverings
- ✓ Storm Water Conveyances
- ✓ Diversion Dikes
- ✓ Grading

- ✓ Paving
- ✓ Curbing
- ✓ Drip Pans
- ✓ Secondary Containment
- ✓ Catch Basin Inserts
- ✓ Detention and Retention Ponds
- ✓ Vegetative Filters
- ✓ Sand Filters
- ✓ Oil/Water Separators

These types of controls are physical features that control and prevent storm water pollution. They can range from preventive measures to collection structures to treatment systems. Structural controls will typically require construction of a physical feature or barrier. Below is a description of the structural controls used at the facility. (See the MDEQ Industrial Storm Water Operator Training Manual for additional details on structural controls. If no structural control measures are needed at the facility, state that in this section.)

SEE TABLE 6 FOR A LIST OF STRUCTURAL CONTROLS USED AT THE FACILITY

7.0 NON-STORM WATER DISCHARGES

The permit requires that all discharge locations be evaluated for the presence of non-storm water discharges. Any unauthorized storm water discharges must be eliminated, or covered under another NPDES permit.

Storm water shall be defined to include all of the following non-storm water discharges provided pollution prevention controls for the non-storm water component are identified in the SWPPP:

- 1) Discharges from fire hydrant flushing
- 2) Potable water sources including water line flushing
- 3) Fire system test water
- 4) Irrigation drainage
- 5) Lawn watering
- 6) Routine building wash down which does not use detergents or other compounds
- 7) Pavement wash waters where contamination by toxic or hazardous materials have not occurred (unless all contamination by toxic or hazardous materials have been removed) and where detergents are not used
- 8) Air conditioning condensate
- 9) Springs
- 10) Uncontaminated ground water
- 11) Foundations or footing drains where flows are not contaminated with process materials such as solvents

Discharges from fire fighting activities are authorized by the permit, but are exempted from the requirement to be identified in the SWPPP.

The table below specifies what non-storm water discharges occur at the facility.

NON-STORM WATER DISCHARGE:	POLLUTION PREVENTION CONTROLS:	IMPACTED OUTFALL:
Pavement Wash Waters	Inlet Filters in Catch Basins	8 inch Outfall to Arsenal Road Ditch

8.0 ANNUAL REVIEW

The permit requires that the permittee shall review the SWPPP annually after it is developed and maintain written summaries of the reviews. Based on the review, the permittee shall amend the SWPPP as needed to ensure continued compliance with the terms and conditions of the permit. The annual review is to be retained on site. It does not need to be submitted to the MDEQ. The Annual Review Form is in Section 16.0.

9.0 CERTIFIED STORM WATER OPERATOR UPDATE

The permit requires that if the Certified Storm Water Operator is changed or an additional Certified Storm Water Operator is added, the permittee shall provide the name and certification number of the new Certified Storm Water Operator to the Department. If a facility has multiple Certified Storm Water Operators, the name and certification number of the Certified Storm Water Operators shall be included in the SWPPP.

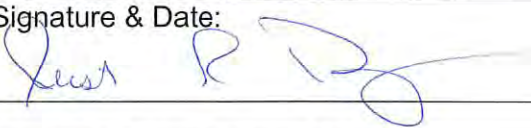
10.0 RECORD KEEPING

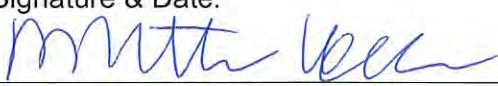
The permit requires that the permittee shall maintain records of all SWPPP related inspection and maintenance activities. Records shall also be kept describing incidents such as spills or other discharges that can affect the quality of storm water runoff. All such records shall be retained for three years.

11.0 SWPPP CERTIFICATION

The permit requires that the SWPPP shall be reviewed and signed by the Certified Storm Water Operator(s) and by either the permittee or an authorized representative in accordance with 40 CFR 122.22. The SWPPP shall be retained on-site at the facility which generates the storm water discharge.

I certify under penalty of law that the storm water drainage system in this SWPPP has been tested or evaluated for the presence of non-storm water discharges either by me, or under my direction and supervision. I certify under penalty of law that this SWPPP has been developed in accordance with the General Permit and with good engineering practices. To the best of my knowledge and belief, the information submitted is true, accurate, and complete. At the time this plan was completed no unauthorized discharges were present. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment for knowing violations.

Permittee or Authorized Representative	
Printed Name & Title: Justin Danosky Director of DPS	
Signature & Date:  1-21-2022	

Certified Storm Water Operator	
Printed Name & Certification Number: Matthew Vack 1-15-205	
Signature & Date:  1/21/2022	

11.0 SWPPP CERTIFICATION

The permit requires that the SWPPP shall be reviewed and signed by the Certified Storm Water Operator(s) and by either the permittee or an authorized representative in accordance with 40 CFR 122.22. The SWPPP shall be retained on-site at the facility which generates the storm water discharge.

I certify under penalty of law that the storm water drainage system in this SWPPP has been tested or evaluated for the presence of non-storm water discharges either by me, or under my direction and supervision. I certify under penalty of law that this SWPPP has been developed in accordance with the General Permit and with good engineering practices. To the best of my knowledge and belief, the information submitted is true, accurate, and complete. At the time this plan was completed no unauthorized discharges were present. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment for knowing violations.

Permittee or Authorized Representative

Printed Name & Title:

James Lancaster / City of Flat Rock DPS Director
--

Signature & Date:


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8/29/19

Certified Storm Water Operator

Printed Name & Certification Number:

Matthew Vack / Cert# I-15205

Signature & Date:



8/29/19

11.0 SWPPP CERTIFICATION

The permit requires that the SWPPP shall be reviewed and signed by the Certified Storm Water Operator(s) and by either the permittee or an authorized representative in accordance with 40 CFR 122.22. The SWPPP shall be retained on-site at the facility which generates the storm water discharge.

I certify under penalty of law that the storm water drainage system in this SWPPP has been tested or evaluated for the presence of non-storm water discharges either by me, or under my direction and supervision. I certify under penalty of law that this SWPPP has been developed in accordance with the General Permit and with good engineering practices. To the best of my knowledge and belief, the information submitted is true, accurate, and complete. At the time this plan was completed no unauthorized discharges were present. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment for knowing violations.

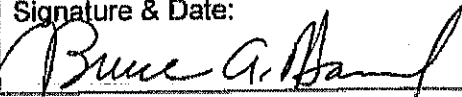
Permittee or Authorized Representative	
Printed Name & Title:	
Matthew Syre Director of Public Services	
Signature & Date:	
Matthew Syre 3/17/2017	

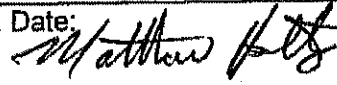
Certified Storm Water Operator	
Printed Name & Certification Number:	
Matthew Syre #1-11431	
Signature & Date:	
Matthew Syre 3/17/2017	

11.0 SWPPP CERTIFICATION

The permit requires that the SWPPP shall be reviewed and signed by the Certified Storm Water Operator(s) and by either the permittee or an authorized representative in accordance with 40 CFR 122.22. The SWPPP shall be retained on-site at the facility which generates the storm water discharge.

I certify under penalty of law that the storm water drainage system in this SWPPP has been tested or evaluated for the presence of non-storm water discharges either by me, or under my direction and supervision. I certify under penalty of law that this SWPPP has been developed in accordance with the General Permit and with good engineering practices. To the best of my knowledge and belief, the information submitted is true, accurate, and complete. At the time this plan was completed no unauthorized discharges were present. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment for knowing violations.

Permittee or Authorized Representative	
Printed Name & Title: Bruce A. Hammond, Director of Public Services, Flat Rock	
Signature & Date:  April 23, 2010	

Certified Storm Water Operator	
Printed Name & Certification Number: Matthew Holtz 10821	
Signature & Date:  May 7, 2010	

12.0 FIGURE 1 – FACILITY SITE MAPS

SEE PLAN SHEETS

13.0 TABLE 1 – SIGNIFICANT MATERIAL INVENTORY AND DESCRIPTION OF INDUSTRIAL ACTIVITY OR SIGNIFICANT MATERIAL STORAGE AREAS

Instructions - The intent of this table is to ensure that facilities comply with Part I, Section C.1.b. of their industrial storm water permit. Fill out the applicable areas or activities in the corresponding sections. Add more lines as needed. Once you have described the area or activity, list the significant materials that are associated with the areas or activities, the exposure methods, and evaluate the level of exposure. Once that is completed indicate the inlet(s) and outfall(s) that would be impacted if significant materials were discharged from the areas or activities described.

Section/ Listed in General Permit	Storage Areas/ Activity Areas	Significant Materials	Exposure Method	Reasonable Potential Evaluation	Inlet(s)	Outfalls(s)
1) Loading, unloading, and other material handling operations	26647 West Huron River Drive AUTO MECHANICS GARAGE	Oil Part Cleaner Greases Anti Freeze Transmission Fluid Batteries	Spillage during material delivery Spillage during material handling activities	Low None	No inlet exposure Floor Drain connected to Sanitary	No Storm Outfalls within Building where material handling and delivery occur
2) Outdoor storage including secondary containment structures	27999 Arsenal Rd FUEL STORAGE TANK AREA	Gasoline and Diesel Fuel	Spillage During fuel filling operations Tank leak	High Low	CB 3 & 4	Outfall to Arsenal Rd Ditch
	27999 Arsenal Rd SALT STORAGE AREA	Salt	Spillage during loading and unloading	High	CB 2	Outfall to Arsenal Rd Ditch
	27999 Arsenal Rd SAND & STONE STOCK PILE	Sediment	Spillage during loading and unloading	High	CB 2	Outfall to Arsenal Rd Ditch

13.0 TABLE 1 CONTINUED

Section Listed in General Permit	Storage Areas / Activity Areas	Significant Materials	Exposure Method	Reasonable Potential Evaluation (high, medium, low)	Inlet(s)	Outfalls(s)
3) Outdoor manufacturing or processing activities	NA					
4) Significant dust	NA					
5) Discharge from vents, stacks, and air emission controls	NA					

13.0 TABLE 1 CONTINUED

Section Listed in General Permit	Storage Areas / Activity Areas	Significant Materials	Exposure Method	Reasonable Potential Evaluation (high, medium, low)	Inlet(s)	Outfalls(s)
6) On-site waste disposal practices	27999 Arsenal Rd Dumpster area	General refuse	Spillage during loading and unloading	High		
	26647 West Huron River Drive Indoors	General refuse	No Exposure			
7) Maintenance and cleaning of vehicles and equipment	27999 Arsenal Rd CONCRETE PAD BEHIND PRIMARY DPS BUILDING	Detergents Sediment	Washing activities conducted outdoors	High	CB #1	Outfall to Arsenal Rd Ditch
	26647 West Huron River Drive AUTO MECHANICS GARAGE	Oil Part Cleaner Greases Anti Freeze Transmission Fluid Batteries	Spillage during material handling activities	None	No inlet exposure Floor Drain connected to Sanitary	No Storm Outfalls within Building where material handling and delivery occur
8) Areas of exposed and/or erodible soils	27999 Arsenal Rd SAND & STONE STOCK PILE	Sediment	Spillage during loading and unloading	High	CB 2	Outfall to Arsenal Rd Ditch

13.0 TABLE 1 CONTINUED

Section Listed in General Permit	Storage Areas / Activity Areas	Significant Materials	Exposure Method	Reasonable Potential Evaluation (high, medium, low)	Inlet(s)	Outfalls(s)
9) Sites of Environmental Contamination listed under Part 201	SEE JUSTIN					
10) Areas of significant material residues	NA					
11) Areas where animals congregate (wild or domestic) and deposit wastes	NA					
12) Other areas where storm water may contact significant materials	NA					

14.0 TABLE 2 – LIST OF SIGNIFICANT SPILLS

Location & Date	Material & Volume	Corrective Actions Taken
No Significant Spills on Record as of 2022		

15.0 TABLE 3 – DESCRIPTION OF PREVENTATIVE MAINTENANCE / ROUTINE HOUSEKEEPING INSPECTIONS (Flat Rock DPS Site-27999 Arsenal Rd)

Description of Area or Equipment	Tasks	Frequency
Fuel Storage Tank Area	Inspect storage tanks and piping systems (pipes, pumps, flanges, couplings, hoses, valves, and alarms) for failures or leaks.	Every Two Weeks
Fuel Storage Tank Area	Observe contractor during delivery or transfer of fuel to insure proper procedures are followed preventing leaks or spills.	During Delivery/Transfer
Salt Storage Area	Inspect Salt Storage Shed condition for any possible structural issues which could lead to the stored salt encountering precipitation.	Every Three Months
Salt Storage Area	Visually inspect the stored salt to insure it is fully contained under the structure and not encountering precipitation	Every Two Weeks
Outdoor Sand & Stone Stockpile Area	Visually inspect the stockpiled sand and stone to insure it is contained away from high traffic and drainage pathways	Every Two Weeks
Site Storm Water Catch Basins	Visually inspect the FlexStorm insert filter in catch basins, after each .5 inch or greater rain event- bags must be maintained if more than 50% full	Every Two Weeks and After each .5 inch or greater Rain Event
Indoor Storage Containers (less than 10 gallons or less than 100 pounds)	Visually inspect fluids to identify leakage	Every Two Weeks

Indoor Spill Kit Area	Maintain Spill Kit Inventory (TABLE 5)	Every Three Months and After each time the Spill Kit is used
Dumpster Area	Visually inspect the roll away dumpsters to insure all debris is fully contained inside the dumpster and not leaking when encountering precipitation.	Every Two Weeks
Residential Household Waste Area	Visually inspect the residential house hold waste holding bin to insure all waste is fully contained inside the covered bin and not encountering precipitation.	Every Two Weeks

15.0 TABLE 3 – DESCRIPTION OF PREVENTATIVE MAINTENANCE / ROUTINE HOUSEKEEPING INSPECTIONS (Flat Rock Mechanics Garage-26647 West Huron River Drive)

Description of Area or Equipment	Tasks	Frequency
Indoor Storage Container Areas	Inspect 55gal drums / storage containers for failures or leaks.	Every Two Weeks
Indoor Delivery Area	Observe contractor during delivery or transfer of material to insure proper procedures are followed preventing leaks or spills.	During Delivery/Transfer
Indoor Storage Container Areas	Maintain an log of significant materials delivered and recycling or disposal collection	After each delivery or collection. Review log Every Three Months.
Indoor Storage Container Areas	Inspect regularly for filled drip pans and spill pallets- Empty and clean drip pans, spill pallets, and containers when full. Insure used oil containers are maintained in a closed position when not in use/ transferring.	Every Two Weeks
Indoor Storage Container Areas	Verify drip pads/pans are in proper places where oils, greases, and fluids are transferred from one container to another to allow for recycling of spills and leaks	Every Two Weeks
Indoor Spill Kit Area	Maintain Spill Kit Inventory (TABLE 5)	Every Three Months and After each time the Spill Kit is used

Garage Floor	Inspect floor for areas of dirt buildup, debris, and discoloration.	Every Two Weeks
Garbage Dumpster	Visually inspect the roll away dumpsters to insure all debris is fully contained inside the dumpster and not leaking when encountering precipitation.	Every Two Weeks

**16.0 TABLE 4 – MATERIAL HANDLING & SPILL PREVENTION / CLEAN-UP PROCEDURES
(Flat Rock DPS Site-27999 Arsenal Rd)**

Potential Spill Area	Material Handling & Storage Procedures	Spill Response Procedures & Equipment
Fuel Storage Tank Area	Observe contractor during delivery or transfer of fuel to insure proper procedures are followed preventing leaks or spills.	<p>Minor Spill - one that poses no significant harm (or threat) to human health and safety or to the environment - Contain spill using spill kit materials. (SEE SPCC Plan Pg 22 & 35 for additional information)</p> <p>Major Spill - one that cannot be safely controlled or cleaned up by facility personnel or enters the storm system and in turn can enter the water system. Close proposed valve near CB#4 with RED PAINTED KEY and follow the procedures outlined in (SPCC Plan Pg 23-25 & 35)</p>
Salt Storage Area	Staff is trained to orientate the loader to the truck during salt loading operations away from CBs to constrain spilled salt from entering the storm system. After loading operations are complete all salt is scraped back to the bin to insure it is fully contained under the structure and not encountering precipitation.	Remove and empty FlexStorm Filter bag from CB to prevent salt from entering the storm system when salt is spilled near CB.
Sand & Stone Stock Pile Area	Staff is trained to orientate the loader to the truck during material loading operations away from CBs to constrain spilled material from entering the storm system. After loading operations are complete all material is scraped back away from drainage paths to the CBs	Remove and empty FlexStorm Filter bag from CB to prevent salt from entering the storm system when salt is spilled near CB.
FlexStorm Catch Basin Inlet Filters	Visually inspect the FlexStorm insert filter in catch basins, after each .5 inch or greater rain event- bags must be maintained if more than 50% full. Dispose of collected material following industrial waste regulations. (log material removed in LBS)	Close valve near CB#4 with RED PAINTED KEY and vacior any material which entered the CB during sediment bag operations out of the Storm System.

**16.0 TABLE 4 – MATERIAL HANDLING & SPILL PREVENTION / CLEAN-UP PROCEDURES
(Flat Rock Mechanics Garage-26647 West Huron River Drive)**

Potential Spill Area	Material Handling & Storage Procedures	Spill Response Procedures & Equipment
Delivery Area / Indoors Near Garage Doors	Observe contractor during delivery or transfer of significant materials to insure proper procedures are followed preventing leaks or spills.	<p>Minor Spill - one that poses no significant harm (or threat) to human health and safety or to the environment - Contain spill using spill kit materials. (SEE SPCC Plan Pg 22 & 35 for additional information)</p> <p>Major Spill - one that cannot be safely controlled or cleaned up by facility personnel or enters the storm system and in turn can enter the water system. Follow the procedures outlined in (SPCC Plan Pg 23-25 & 35)</p>
Waste Oil Area	Waste oil containers are to be maintained in a close position- only open when filling container with waste oil. Use funnel and proper procedures to insure oil is not spilled over the container.	<p>Minor Spill - one that poses no significant harm (or threat) to human health and safety or to the environment - Contain spill using spill kit materials. (SEE SPCC Plan Pg 22 & 35 for additional information)</p> <p>Major Spill - one that cannot be safely controlled or cleaned up by facility personnel or enters the storm system and in turn can enter the water system. Follow the procedures outlined in (SPCC Plan Pg 23-25 & 35)</p>
Indoor Storage Container Areas	Verify drip pads/pans are in proper places where oils, greases, and fluids are transferred from one container to another to allow for recycling of spills and leaks	<p>Minor Spill - one that poses no significant harm (or threat) to human health and safety or to the environment - Contain spill using spill kit materials. (SEE SPCC Plan Pg 22 & 35 for additional information)</p> <p>Major Spill - one that cannot be safely controlled or cleaned up by facility personnel or enters the storm system and in turn can enter the water system. Follow the procedures outlined in (SPCC Plan Pg 23-25 & 35)</p>

17.0 TABLE 5 – SPILL KIT INVENTORY

List the spill response equipment that will be maintained in each location or locker (refer to MSDSs to determine recommended clean-up methods and supplies):

Person responsible for maintaining this inventory: _____

Locker number or location	Absorbents (pads, booms, kitty litter, etc.)	Tools (shovels, brooms, squeegees, etc.)	Personal Protective Equipment (rubber gloves, boots, masks, etc.)	Other Supplies (warning tape, labels, markers, MSDSs, etc.)

Label each spill kit with the words "SPILL KIT" and the necessary emergency telephone number(s) or pager number(s) of persons to be contacted in case of a spill or leak that is beyond the training and equipment available on or near each spill locker:

Facility Responsible Person/Phone Number: (734) 782-2470
 Spill Response Contractor (if any)/Phone Number: SEE SPCC pg. 35 or Spill Response & Cleanup SOP
 DEQ District Office Phone Number: (586) 753-3700
 DEQ 24-Hour Emergency Spill Reporting Hot-Line: 1-800-292-4706

18.0 TABLE 6 – STRUCTURAL CONTROLS USED AT THE FACILITY

Description of Structural Control	Location of Structural Control	Significant Materials intended to be managed
FLEXSTORM Inlet Filter W/ PC Bag	CB#2, CB#3, & CB#4	Sediment Moderate Hydrocarbon Levels
FLEXSTORM Inlet Filter W/ PC+ Bag	CB#1	Sediment High Hydrocarbon Levels
Shutoff Valve to close Storm System	Between Arsenal Road outlet and CB#4	Contain spill to system

19.0 PREVENTATIVE MAINTENANCE INSPECTION FORM (Every Two Weeks)
Flat Rock DPS Site-27999 Arsenal Rd

Date: Week of:	Time:
-------------------	-------

Inspector	
Print:	Signature:

Areas Inspected	Observation	Corrective Actions Taken
Fuel Storage Tank Area		
Salt Storage Area		
Outdoor Sand & Stone Stockpile Area		
Residential Household Waste Area		
Catch Basin FlexStorm Inserts		
Maintenance Building Floor		
Electric Lamps & Small ballasts (recycling materials)		
Indoor Storage Containers (less than 10 gallons or less than 100 pounds)		
Indoor Spill Kit Area		
Dumpster Area		

Areas Inspected	Observation	Corrective Actions Taken
General Grounds		

General Notes:

19.0 PREVENTATIVE MAINTENANCE INSPECTION FORM (Every Two Weeks)
Flat Rock Mechanics Garage-26647 West Huron River Drive

Date: Week of:	Time:
-------------------	-------

Inspector Print:	Signature:
---------------------	------------

Areas Inspected	Observation	Corrective Actions Taken
Oil and Fluids Storage /Removal		
Waste oil Storage/ Removal		
Antifreeze Storage / Removal		
Fuel Can Storage (less than 10 gallon cans)		
Parts Cleaning/ Storage		
Battery Storage/ Removal		
Solvent Storage		

Areas Inspected	Observation	Corrective Actions Taken
Garage Floor		
Garbage Area		
Spill Kit Area		

General Notes:

20.0 COMPREHENSIVE SITE INSPECTION FORM (Quarterly Review)

Flat Rock DPS Site-27999 Arsenal Rd

Date: Week of :	Time:
--------------------	-------

Inspector	
Print:	Signature:

Is the Facility in compliance with the General Permit and the SWPPP:
--

Areas Inspected	Observation	Corrective Actions Taken
Fuel Storage Tank Area (Structural Integrity & Spill Prevention System working)		
Salt Storage Area (Structural Integrity / Water Tight)		
Outdoor Sand & Stone Stockpile Area (evaluation of location)		
Residential Household Waste Area (Structural Integrity / Water Tight)		
Strom Water Outfall inspection		

Areas Inspected	Observation	Corrective Actions Taken
Catch Basin FlexStorm Inserts (Structural Integrity & Filter bag evaluation)		
Spill Kit Inventory		
Electric Lamps & Small ballasts Manifest Log Review		
Indoor Storage Containers Log review		
Vehicle Washing System (pumping system to sanitary running properly)		
Dumpster Area Evaluation		
Vehicles/ Equipment Evaluation		

General Notes:

20.0 COMPREHENSIVE SITE INSPECTION FORM (Quarterly Review)

Flat Rock Mechanics Garage-26647 West Huron River Drive

Date: Week of:	Time:
-------------------	-------

Inspector	
Print:	Signature:

Is the Facility in compliance with the General Permit and the SWPPP:
--

Areas Inspected	Observation	Corrective Actions Taken
Oil and Fluids Storage (Structural Integrity & Inventory)		
Waste oil Storage/ Removal (Structural Integrity & Inventory)		
Antifreeze Storage / Removal (Structural Integrity & Inventory)		
Fuel Can Storage (Structural Integrity & Inventory)		
Parts Cleaning/ Storage (Structural Integrity & Inventory)		

Areas Inspected	Observation	Corrective Actions Taken
Solvent Storage (Structural Integrity & Inventory)		
Garage Floor (evaluation / new staining)		
Dumpster Area Evaluation		
Storm Water Outfall Inspection		

General Notes:

21.0 HOUSEKEEPING INSPECTION FORM

Date:	Time:
-------	-------

Inspector	
Print:	Signature:

Areas Inspected	Observation	Corrective Actions Taken

22.0 EMPLOYEE TRAINING FORM

Date of Session:

Trainer

Print:

Signature:

Topics Covered:

Attendee Name	Attendee Signature

23.0 ANNUAL SWPPP REVIEW FORM

Date of Review:

Reviewer	
Print:	Signature:

Annual SWPPP Review Checklist

1) Facility general information and SWPPP team information is current and accurate	Yes	No	
2) Site map is current and accurate	Yes	No	
3) Significant material inventory is current and accurate	Yes	No	
4) New exposures, processes and related controls have been documented	Yes	No	NA
5) Spills have been recorded and reported as appropriate	Yes	No	NA
6) Records of routine preventative maintenance, housekeeping and employee training are available in the SWPPP file	Yes	No	
7) Comprehensive site inspections have been completed, certified and filed in the SWPPP file	Yes	No	
8) Corrective actions noted in the inspection reports have been completed	Yes	No	
9) Certified Storm Water Operator is current	Yes	No	
10) Annual fees have been paid	Yes	No	
11) Permit renewal request has been processed	Yes	No	NA
12) SWPPP has been reviewed and signed by the Certified Storm Water Operator and the Permittee or designated representative	Yes	No	

Additional Comments:

24.0 DEQ SPILL OR RELEASE REPORT



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
ENVIRONMENTAL SUPPORT DIVISION
SPILL OR RELEASE REPORT

NOTE: Some State and Federal regulations require a specific form to use and procedures to follow when reporting a release. Those forms and procedures **MUST** be used and followed if reporting under those regulations. Please refer to the Michigan Reporting Requirements Tool to aid you in determining the proper form to use. This report form, although not required to be used, is designed to aid person to report releases under regulations. To report a release, some regulations require a facility to call the EGLE PEAS Hotline at 800-292-4706 (or the EGLE District Office that oversees the county where it occurred) and other agencies and provide information that is included in this form. This form may also be used for the written follow-up report to the department. If you prefer to submit this report electronically by FAX or e-mail, contact the regulating agency for the correct telephone number or e-mail address. Go to www.michigan.gov/chemrelease for more information. Please print or type all information.

Name of Person Submitting Written Report		Title of Person Submitting Written Report		Telephone Number (provide area code)	
Name of Business			Release Location (Provide address if different than business, if known, and give directions to the spill location. Include nearest highway, town, road intersection, etc.)		
Street Address					
City	State	ZIP			
Business Telephone Number (provide area code)					
Site Identification Number and Other Identifying Numbers (if applicable)			County	Township	Tier/Range/Section (if known)
Release Data: Complete all applicable categories. Check all the boxes that apply to the release. Provide the best available information regarding the release and its impacts. Attach additional pages if necessary.					
Date of Release (if known)	Date of Discovery	Duration of Release (if known)	Type of Incident		
Time of Release (if known)	Time of Discovery	<input type="checkbox"/> days <input type="checkbox"/> hours <input type="checkbox"/> minutes	<input type="checkbox"/> Explosion <input type="checkbox"/> Loading/unloading release <input type="checkbox"/> Fire <input type="checkbox"/> Pipe/valve leak or rupture <input type="checkbox"/> Leaking container <input type="checkbox"/> Vehicle accident <input type="checkbox"/> Other		
Material Released (chemical or trade name)		CAS Number or Hazardous Waste Code	Estimated Quantity Released (indicate unit e.g. lbs, gals, cu ft or yds)	Physical State Released (indicate if solid, liquid, or gas)	
<input type="checkbox"/> Check here if additional materials listed on the attached page					

Factors Contributing to Release <input type="checkbox"/> Equipment failure <input type="checkbox"/> Training deficiencies <input type="checkbox"/> Operator error <input type="checkbox"/> Unusual weather conditions <input type="checkbox"/> Faulty process design <input type="checkbox"/> Other <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>		Source of Loss <input type="checkbox"/> Container <input type="checkbox"/> Tanker <input type="checkbox"/> Railroad car <input type="checkbox"/> Tank <input type="checkbox"/> Pipeline <input type="checkbox"/> Truck <input type="checkbox"/> Ship <input type="checkbox"/> Other <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	
Type of Material Released <input type="checkbox"/> Agricultural: manure, pesticide, fertilizer <input type="checkbox"/> Chemicals <input type="checkbox"/> Flammable or combustible liquid <input type="checkbox"/> Hazardous waste <input type="checkbox"/> Liquid industrial by-product <input type="checkbox"/> Oil/petroleum products or waste <input type="checkbox"/> Salt <input type="checkbox"/> Sewage <input type="checkbox"/> Unknown <input type="checkbox"/> Other <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	Material Listed on or Defined by <input type="checkbox"/> CAA Section 112(r) list (40 CFR Part 68) <input type="checkbox"/> CERCLA Table 302.4 (40 CFR Part 302) <input type="checkbox"/> EPCRA Extremely Hazardous Substance (40 CFR Part 355) <input type="checkbox"/> NREPA Part 31, Part 5 Rules polluting material <input type="checkbox"/> NREPA Part 111 or RCRA hazardous waste <input type="checkbox"/> NREPA Part 121 liquid industrial by-product <input type="checkbox"/> Unknown <input type="checkbox"/> Other <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	Immediate Actions Taken <input type="checkbox"/> Containment <input type="checkbox"/> Diversion of release to treatment <input type="checkbox"/> Dilution <input type="checkbox"/> Evacuation <input type="checkbox"/> Decontamination of persons or equipment <input type="checkbox"/> Hazard removal <input type="checkbox"/> Neutralization <input type="checkbox"/> Monitoring <input type="checkbox"/> System shut down <input type="checkbox"/> Other <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	
Release Reached <input type="checkbox"/> Surface waters (include name of river, lake, drain involved) <div style="border: 1px solid black; width: 150px; height: 1.2em; display: inline-block;"></div> <input type="checkbox"/> Distance from spill location to surface water, in feet <div style="border: 1px solid black; width: 100px; height: 1.2em; display: inline-block;"></div> <input type="checkbox"/> Drain connected to sanitary sewer (include name of wastewater treatment plant and/or street drain, if known) <div style="border: 1px solid black; width: 200px; height: 1.2em; display: inline-block;"></div> <input type="checkbox"/> Drain connected to storm sewer (include name of drain or water body it discharges into, if known) <div style="border: 1px solid black; width: 200px; height: 1.2em; display: inline-block;"></div> <input type="checkbox"/> Groundwater: Is it a known or suspected drinking water source? Yes <input type="checkbox"/> No <input type="checkbox"/> What is the name of aquifer, if known? <div style="border: 1px solid black; width: 150px; height: 1.2em; display: inline-block;"></div> <input type="checkbox"/> Soils (include type e.g. clay, sand, loam, etc.) <div style="border: 1px solid black; width: 150px; height: 1.2em; display: inline-block;"></div> <input type="checkbox"/> Ambient Air <input type="checkbox"/> Spill contained on impervious surface			
Extent of Injuries (if any) <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div>		Was Anyone Hospitalized? <input type="checkbox"/> Yes Number Hospitalized: <div style="border: 1px solid black; width: 40px; height: 1.2em; display: inline-block;"></div> <input type="checkbox"/> No	Number of Injuries Treated Onsite: <div style="border: 1px solid black; width: 40px; height: 1.2em; display: inline-block;"></div>

Describe the incident, the type of equipment involved in the release, how the volume of loss was determined, along with any resulting environmental damage caused by the release. Identify who immediately responded to the incident (own employees or contractor — include cleanup company name, contact person, and telephone number). Also identify who did further cleanup activities if performed or known when report submitted.
☐ Check here if description or additional comments are included on attached page

Estimated quantity of any recovered materials and a description of how those materials were managed (include disposal method if applicable)
☐ Check here if description or additional comments are included on attached page

Assessment of actual or potential hazards to human health (Include known acute or immediate and chronic or delayed effects, and where appropriate, advice regarding medical attention necessary for exposed individuals.)
☐ Check here if description or additional comments are included on attached page

Michigan Department of Environment, Great Lakes, and Energy Notified

Initial Contact by: ☐ Phone ☐ FAX
☐ Email ☐ Other

Date of Initial Contact

Time of Initial Contact

All EGLE Staff Contacted Telephone Number

Name of Person Making Initial Report

Title of Person Making Initial Report

Contact made by calling EGLE Pollution Emergency Alerting System (PEAS):
800-292-4706

Log Number Assigned

EGLE District or Field Office:

- ☐ Bay City ☐ Cadillac ☐ Calumet
☐ Crystal Falls ☐ Detroit ☐ Gaylord
☐ Grand Rapids ☐ Jackson ☐ Kalamazoo
☐ Lansing ☐ Marquette ☐ Newberry
☐ Warren

Note: EGLE Office locations are subject to change

Divisions or Offices Contacted

- ☐ Air Quality Division
☐ Drinking Water and Environmental Health Division
☐ Environmental Support Division
☐ Materials Management Division
☐ Office of Climate and Energy
☐ Office of the Clean Water Public Advocate
☐ Office of the Environmental Justice Public Advocate
☐ Office of the Great Lakes
☐ Oil, Gas, and Minerals Division
☐ Remediation and Redevelopment Division
☐ Water Resources Division

Other Entities Notified		Date:	Time:
<input type="checkbox"/> National Response Center (NRC): 800-424-8802		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> US Coast Guard Office:			
<input type="checkbox"/> Detroit <input type="checkbox"/> Grand Haven <input type="checkbox"/> Sault Ste. Marie		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> US Department of Transportation		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> US Environmental Protection Agency		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> 911 (or primary public safety answering point)		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Local Fire Department		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Local Police/State Police/Sheriff Dept		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Local Emergency Planning Committee		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> State Emergency Response Commission via MI SARA Title III Pgm		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Wastewater Treatment Plant Authority		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Hazmat Team		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Local Health Department		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> MIOSHA		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Bureau of Fire Services Fire Marshal Division		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> MI Dept of Agriculture & Rural Development: 800-405-0101		<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Other		<input type="text"/>	<input type="text"/>
Person Contacted:	Telephone Number:		
Date Written Report Submitted	Signature of Person Submitting Written Report		

For information or assistance on this publication, please contact the Environmental Support Division, through EGLE Environmental Assistance Center at 800-662-9278. This publication is available in alternative formats upon request.

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This form and its contents are subject to the Freedom of Information Act and may be released to the public.

STANDARD OPERATING PROCEDURE POLLUTION PREVENTION AND GOOD HOUSEKEEPING

PIPP REQUIREMENTS SPILL RESPONSE & CLEANUP / THRESHOLD MANAGEMENT QUANTITY INVENTORY

PREPARED FOR:

THE CITY OF Flat Rock
25500 Gibraltar Road, Flat Rock, MICHIGAN 48134



2022

V4.0

SECTION A – PERSONNEL

The following City of Flat Rock personnel have been identified as key staff in charge of spill response planning, implementation and maintenance of the Spill Response Plan.

Name	Phone
Jerry Page – Chief of Police	(734) 782-2496 ext 2300
James Katona – Fire Chief	(734) 789-2338
Justin Danosky – DPS Director	(734) 782-2470

A.1 Responsibilities

- The **Facility Responsible Person** has primary responsibility for coordinating the response to emergencies, including chemical spills
- **Supervisors** should ensure that employees are familiar with these procedures and receive the necessary training
- **All employees** should follow these procedures in the event of a chemical spill

A.2 Emergency Contact Numbers

The following telephone numbers should be posted near telephones and in other conspicuous locations:

Name	Affiliation	Phone
Flat Rock Police Dispatch	Flat Rock City Police Department	(734) 782-2496
Flat Rock Fire Department	Flat Rock Fire Department	(734) 789-2338
Justin Danosky	Flat Rock DPS	(734) 782-2470
EGLE 24-Hour Pollution Emergency Alerting System (PEAS)		1-800-292-4706
EGLE Southeast Michigan District Office		(586) 753-3700
SHVUA Wastewater Treatment Plant		(734) 379-3855
US Coast Guard -National Response Center		1-800-424-8802
Inland Waters Pollution Control	Environmental Contractor	(734) 841-5800
Marine Pollution Control	Environmental Contractor	1-800-521-8232

SECTION B – CLEAN-UP PROCEDURES

Spilled chemical should be effectively and quickly contained and cleaned up. Employees should clean up spills themselves **only if properly trained and protected**. Employees who are not trained in spill cleanup procedures should report the spill to the Responsible Person(s) listed above, warn other employees, and leave the area.

The following general guidelines should be followed for evacuation, spill control, notification of proper authorities, and general emergency procedures in the event of a chemical incident in which there is potential for a significant release of hazardous materials.

B.1 Evacuation

Persons in the immediate vicinity of a spill should *immediately evacuate* the premises (except for employees with training in spill response in circumstances described below). If the spill is of “medium” or “large” size, or if the spill seems hazardous, immediately notify emergency response personnel.

B.2 Spill Control Techniques

Once a spill has occurred, the employee needs to decide whether the spill is small enough to handle without outside assistance. Only employees with training in spill response should attempt to contain or clean up a spill.

NOTE: If you are cleaning up a spill yourself, make sure you are aware of the hazards associated with the materials spilled, have adequate ventilation, and proper personal protective equipment. Treat all residual chemical and cleanup materials as hazardous waste.

Spill control equipment should be located wherever significant quantities of hazardous materials are received or stored. Material Safety Data Sheets (SDSs), absorbents, over-pack containers, container patch kits, spill dams, shovels, floor dry, acid/base neutralizers, and “caution-keep out” signs are common spill response items.

B.3 Spill Response and Clean-up

Chemical spills are divided into three categories: Small, Medium, and Large. Response and cleanup procedures vary depending on the size of the spill.

Small Spills: Any spill where the major dimension is less than 18 inches in diameter. Small spills are generally handled by internal personnel and usually do not require an emergency response by police or fire department HAZMAT teams.

- Make sure area is safe for entry and the spill does not pose an immediate threat to health or safety of responder.
- Check for hazards (flammable material, noxious fumes, cause of spill). If flammable liquid is spilled, turn off engines and (nearby electrical

equipment). If serious hazards are present leave the area and call 911. When in doubt consult the SDS for hazards.

- Stop source of spill (plug hole, up-right the container, shut off valve).
- Notify Spill Response Coordinator.
- Block the nearest storm drain (use absorbent or other material as necessary, close valve to drain, cover or plug drain).
- If spilled material has entered a storm sewer, check catch basins and attempt to isolate contaminated material. Also, contact **Justin Danosky, DPS Director at 734-309-5054** with a location and description of the spill.
- Clean up spilled material/absorbent (do not flush with water).
- Dispose of cleaned material/absorbent into secure container for proper disposal as required by state and federal law.
- Ensure entire spill area is properly cleaned and all hazards have been removed.
- Complete a Spill Reporting Sheet.

Medium Spills: Spills where the major dimension exceeds 18 inches, but is less than 6 feet. Outside emergency response personnel (police and fire department HAZMAT teams) may be called for medium spills. Common sense, however, will dictate when it is necessary to call them.

- Immediately try to help contain the spill at its source by simple measures only. This means quickly up-righting a container, or putting a lid on a container, if possible. Do not use absorbents unless they are immediately available. Once you have made a quick attempt to contain the spill, or once you have quickly determined you cannot take any brief containment measures, leave the area and alert Emergency Responders at 911. Closing doors behind you while leaving helps contain fumes from spills. Give police accurate information as to the location, chemical, and estimated amount of the spill.
- Evaluate the area outside the spill. Engines and electrical equipment near the spill area must be turned off. This eliminates various sources of ignition in the area. Advise Emergency Responders on how to turn off engines or electrical sources. Do not go back into the spill area once you have left. Help emergency responders by trying to determine how to shut off heating, air conditioning equipment, or air circulating equipment, if necessary.
- If emergency responders evacuate the spill area, follow their instructions in leaving the area.
- After emergency responders have contained the spill, be prepared to assist them with any other information that may be necessary, such as SDSs and questions about the facility. Emergency responders or trained personnel with proper personal protective equipment will then clean up the spill residue. Do not re-enter the area until the responder in charge gives the all clear. Be

prepared to assist these persons from outside the spill area with SDSs, absorbents, and containers.

- Reports must be filed with proper authorities. It is the responsibility of the spiller to inform both his/her supervisor and the emergency responders as to what caused the spill. The response for large spills is similar to the procedures for medium spills, except that the exposure danger is greater.

Large Spills: Any spill involving flammable liquid where the major dimension exceeds 6 feet in diameter; and any “running” spill, where the source of the spill has not been contained or flow has not been stopped.

- Leave the area and notify Emergency Responders (911). Give the operator the spill location, chemical spilled, and approximate amount.
- From a safe area, attempt to get SDS information for the spilled chemical for the emergency responders to use. Also, be prepared to advise responders as to any ignition sources, engines, electrical power, or air conditioning/ventilation systems that may need to be shut off. Advise responders of any absorbents, containers, or spill control equipment that may be available. This may need to be done from a remote area, because an evacuation that would place the spiller far from the scene may be needed. Use radio or phone to assist from a distance, if necessary.
- Only emergency response personnel, in accordance with their own established procedures, should handle spills greater than 6 feet in any dimension or that are continuous. Remember, once the emergency responders or HAZMAT team is on the job cleaning up spills or putting out fires, the area is under their control and no one may re-enter the area until the responder in charge gives the all clear.
- Provide information for reports to supervisors and responders, just as in medium spills.

SECTION C – REPORTING SPILLS

All chemical spills, regardless of size, should be reported as soon as possible to the Facility Responsible Person. The Responsible Person will determine whether the spill has the potential to affect the environment outside of the facility and must be reported to local, state, or federal agencies. Examples of spills that could affect the outside environment include spills that are accompanied by fire or explosion and spills that could reach nearby water bodies.

C.1 Reporting Thresholds

The spill coordinator will report spills to EGLE PEAS for spills that involve the following:

- Salt spills over 50 pounds or 50 gallons of brine onto the ground or into water (required by Part 5 rules)

- Gasoline release of 32 gallons or more onto the ground (required by Part 201)
- Oil release of 50 pounds (approximately 7½ gallons) onto the ground (required by Part 5 rules)
- Any amount of oil or fuel that reaches surface water or shorelines, call EGLE PEAS and the National Response Center (as required by the Clean Water Act and Part 31)
- Any spill that is in doubt about reporting

C.2 Reporting Requirements

Within ten (10) days of release, submit a written report for the reportable releases to the following:

- EGLE Water Resources Division Field Operations Chief, PO Box 30273, Lansing, Michigan 48909-7773
- Wayne County Department of Public Health, 33030 Van Born Road, Wayne, Michigan 48184

Note: the optional report form EPQ 3465 can be found at:

https://www.michigan.gov/egle/0,9429,7-135-3307_29894_5959-20341--,00.html

The MDEQ may request other follow-up reports depending on the situation.

SECTION D – SPILL KIT INVENTORY

The following is a list of spill response equipment that will be maintained by the designated spill response coordinators at all locations where fuel products are stored and dispensed.

D.1 Minimum Spill Response Equipment

- 20 pounds of floor dry
- 1 shovel
- 1 broom
- Caution tape
- 1 Absorbent boom
- Absorbent Socks
- Container for clean-up (30 gallons)
- Sample bottles

SECTION E – PROCESS FOR REVISION

This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.

PIPP

The City of Flat Rock is required to complete a PIPP as defined in the Michigan Department of Environment, Great Lakes & Energy (EGLE) Part 5 Spillage of Oil and Polluting Materials Rules (R 324.2001 through R 324.2009; referred to as "EGLE Part 5 Rules"). EGLE Part 5 Rules were developed to address release prevention planning, secondary containment, surveillance, and release reporting requirements of EGLE-defined polluting materials. Because Flat Rock DPS stores EGLE polluting materials in excess of the threshold management quantity (TMQ), it is required to prepare and implement a PIPP. The EGLE Part 5 TMQ is defined as:

Salt (including sodium chloride, potassium chloride, calcium chloride, magnesium chloride), in solid form, at any location in a quantity greater than 5 tons.

Salt, in liquid form, at any location in a quantity greater than 1,000 gallons.

Oil, stored aboveground in quantities of 1,320 gallons or greater or in a single aboveground storage tank (AST) with a capacity of 660 gallons or greater. Oil means oil of any kind or in any form, including any of the following: petroleum, gasoline, fuel oil, grease, oily sludge, oil refuse, and oil mixed with waste.

City of Flat Rock complies with 40 CFR 112 and has implemented a Storm Water Pollution Prevention Plan which incorporates Spill Prevention Control and Countermeasures at its DPS and Mechanic's Garage Facilities.

All other polluting materials at any discrete outdoor location in aggregate quantities greater than 440 pounds.

All other polluting materials at any discrete indoor location in aggregate quantities greater than 2,200 pounds.

Polluting materials in containers that do not individually exceed 10 gallons, or 100 pounds, and that are managed indoors with adequate safeguards to prevent releases are exempted from Part 5 Rules.

The SWPPP with incorporated PIPP requirements provides guidelines for preventing the release of polluting materials into the environment, especially to surface water and groundwater. The PIPP provides guidelines for preventive maintenance, commitment of resources, and emergency response procedures that will be implemented in the event of a spillage of polluting materials at the City of Flat Rock DPS Facilities.

The SWPPP with incorporated PIPP requirements has been prepared in accordance with EGLE Part 5 Rules. In addition, this PIPP creates mechanisms for responding to chemical discharges. The aim is to minimize any impact to human health, the environment, and employee safety.

PROCESS FOR REVISION

Document reviews must be conducted at least once every 3 years and recorded in the PIPP. The PIPP will be revised more often if:

1. The PIPP fails in an emergency.
2. The Facility Response Coordinator or alternate information changes.
3. Processes or procedures identified change.
4. EGLE determines the PIPP is incomplete or inadequate.
5. There is a release that requires implementation of the PIPP.

The PIPP is available for review during normal business hours.

Notifications Regarding PIPP

EGLE, the Local Emergency Planning Committee (LEPC), and Local Health Department were notified of the plan completion in 2022 and that the City is in compliance with the EGLE Part 5 Rules. Each time the plan is updated, a notification is sent to the EGLE District Office, Local Emergency Planning Committee (LEPC), and the local health department. If requested, the City of Flat Rock will submit a copy of the SWPPP with incorporated PIPP requirements to the requesting agency within 30 days.

If EGLE determines that the PIPP is incomplete or inadequate, EGLE may request, in writing, a modified copy of the PIPP. The PIPP must be resubmitted to EGLE within 30 days after receipt of EGLE's request, unless a longer period is authorized by EGLE in writing.

Polluting Material Storage

Documentation for Material Safety Data Sheets (MSDS) for Polluting Materials are available at the DPS Facility and Mechanics Garage. The attached Polluting Materials Tables at end of document provides an inventory of Polluting Material quantities for each building.

Document Control and Revision History

In accordance with Michigan Rule 324.2001 through R 324.2009, a review and evaluation of a Pollution Incident Prevention Plan (PIPP) is conducted at least every three years. These reviews and evaluations are recorded below:

[illegible]

Appendix I

Total Maximum Daily Load (TMDL) Implementation Plan for the Alliance of Downriver Watersheds MS4s in Wayne County



*TMDL Plan Approved by Water Resources Division on May 31, 2019
Detroit River TMDL added on August 19, 2019 and approved August 26, 2019*

The Michigan Department of Environmental Quality (MDEQ), under the National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permit application, requires a plan or other documentation outlining how each Municipal Separate Stormwater Sewer System (MS4) will "make progress toward achieving the pollutant load reduction requirement" in each TMDL listed in each applicant's application notice. The purpose of this document is to provide the collective watershed plan for **addressing relevant TMDLs in the Alliance of Downriver Watersheds in Wayne County by MS4s** for the purpose of stormwater permit compliance through the permit cycle starting after 2016. This document addresses the permit application sections VII.86 through VII.88. It should be noted that this plan addresses only stormwater sources of impairments related to TMDLs and is not a *comprehensive* TMDL implementation plan.

I. TMDL AND MS4 COVERAGE

This TMDL Plan is submitted on behalf of the following Phase I and II MS4s within the Alliance of Downriver Watersheds, for each of the below-listed TMDLs, with their target loads included:

A. *Excessive bacteria (E. coli), and sediment in the Ecorse River*

Targets: For bacteria, May-October – 300 *E. coli* per 100 ml daily maximum and 130 *E. coli* per 100 ml as a 30-day geometric mean. November-April – 1,000 *E. coli* per 100 ml daily maximum.
For sediment, Primary – macroinvertebrate Procedure 51 score of at least -4, or a rating of "acceptable." Secondary – Annual mean wet-weather TSS concentration of 80 mg/l or less.

Allen Park	Romulus
Dearborn Heights	Southgate
Ecorse	Taylor
Inkster	Wayne County
Lincoln Park	Westland
Melvindale	Wyandotte

B. *Sediment in Brownstown Creek and Blakely Drain – Marsh Creek*

Target: Primary – macroinvertebrate Procedure 51 score of at least -4, or a rating of "acceptable."
Secondary – Annual mean wet-weather TSS concentration of 80 mg/l or less.

Gibraltar	Trenton
Riverview	Wayne County
Romulus	Woodhaven
Taylor	

C. *Sediment in Frank and Poet Drain*

Target: Primary – macroinvertebrate Procedure 51 score of at least -4, or a rating of “acceptable.”

Secondary – Annual mean wet-weather TSS concentration of 80 mg/l or less.

Gibraltar	Taylor
Riverview	Trenton
Romulus	Wayne County
Southgate	Woodhaven

D. *Habitat and Flow Alterations in Smith and Silver Creeks*

Note: These creeks are listed on the impaired waters list, but do not have a TMDL developed. While no additional stormwater management effort is required for these, the ADW partners will endeavor to meet the below targets that are used in drainages with existing TMDLs.

Target: Primary – macroinvertebrate Procedure 51 score of at least -4, or a rating of “acceptable.”

Secondary – Annual mean wet-weather TSS concentration of 80 mg/l or less.

Flat Rock	Wayne County
Gibraltar	Woodhaven
Rockwood	

E. *Excessive bacteria (E. coli) in the Detroit River*

Targets: May-October – 300 *E. coli* per 100 ml daily maximum and 130 *E. coli* per 100 ml as a 30-day geometric mean. November-April – 1,000 *E. coli* per 100 ml daily maximum.

Allen Park	Southgate
Dearborn Heights	Taylor
Ecorse	Van Buren Township
Gibraltar	Wayne County
Grosse Ile Township	Westland
Inkster	Woodhaven
Lincoln Park	Woodhaven-Brownstown School
Melvindale	District
Riverview	Wyandotte
Romulus	

II. PRIORITIZING AND IMPLEMENTATION BMPS

The MS4s in the Alliance of Downriver Watersheds have put forth substantial effort and resources to reduce the sources of impairments related to the TMDLs listed in the previous section. These partner organizations, along with non-MS4 entities have developed a number of general and specific plans to address watershed impairments. These plans direct the current and future project and program priorities. The suite of projects and programs already put in place contributed to significant impairment reduction, as evidenced by data collected through on-going monitoring (see [monitoring report](#) for

details, or in Appendix B for example).

To comply with NPDES stormwater permit requirements, the above-listed MS4s submit that the suite of Best Management Practices (BMPs) contained in the attached Priority Actions table represents each MS4's project priorities that will be implemented during the permit cycle to collectively make progress toward achieving each of the TMDL pollutant load reduction targets. Each MS4 has attached a table of BMPs that identifies the targeted TMDL pollutants (i.e. sediments, flow alterations or bacteria where relevant) and the priority of the BMP. In many cases, no additional prioritization is needed, as the activity is a general (G) stormwater treatment BMP and will be applied across the MS4 and watershed, and not specific to a particular drainage or impairment. For those BMPs that are area or pollutant specific, data from the monitoring program will be used to help establish priorities for implementation. In these cases, BMPs are classified as high (H), medium (M) or low (L) priority for each TMDL. The high priority BMPs will first be implemented in creeksheds or drainage areas that are determined (through monitoring) to be greater sources of the TMDL pollutant or impairment. Conversely, medium and low priority BMPs will be implemented in these TMDL-pollutant source areas after high priority BMPs are implemented.

III. MONITORING PLAN

A summary of past monitoring results and conclusions related to TMDLs in the watershed is included in monitoring reports found on the [ADW Initiatives page](#). The most recent published report is included in Appendix B, but updated monitoring results will be found on the webpage above. The summaries provided are based primarily on data collected through HRWC's Water Quality Monitoring Program, which has been funded in part by MS4s. Currently the MS4s and other watershed partners plan to continue to support this program to seasonally monitor ADW tributaries for TMDL pollutants. However, for the purposes of NPDES stormwater permit compliance, the MS4s commit to the following Monitoring Plan.

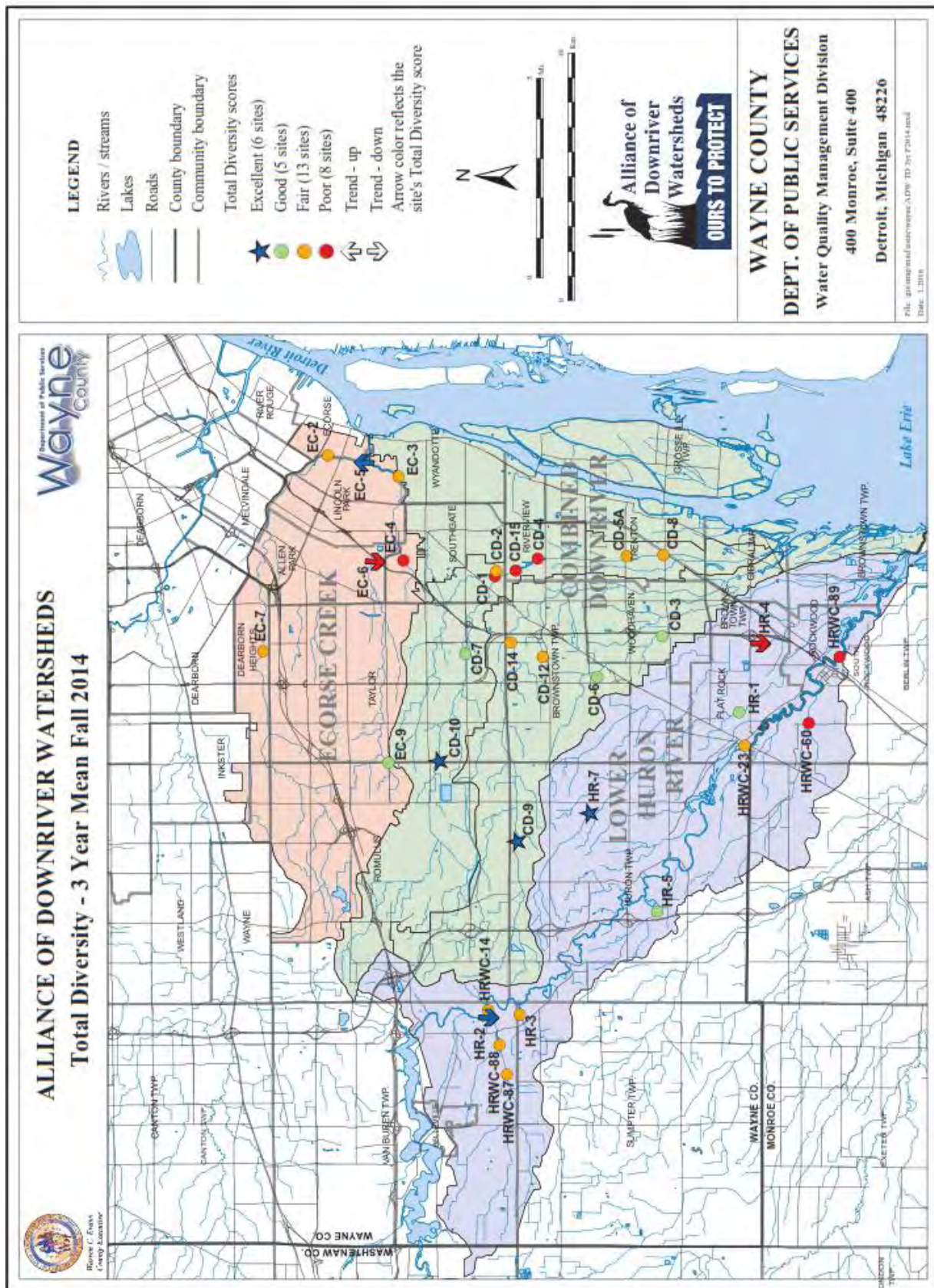
1. MS4s will support the collection of water quality samples from sites that are located at or near major tributary mouths. Figure 1 shows a map of the original long-term monitoring sites. An additional site was added as an investigative site in 2016 and then converted to a long-term site thereafter, bringing the total number of long-term sites to nine. The added site is located on the Huron River at the Fort Street bridge crossing. A current map of all water quality monitoring sites is located at the [Chemistry and Flow Monitoring website](#).
2. Samples will be collected at least twice during the permit cycle, not including the data included from previous monitoring. Sampling years will be in year one and year four. At least one sampling event will take place at each of the nine sites. An effort will be made to sample water quality parameters during a representative (i.e. >0.25" and <1.5") wet-weather event. For these wet-weather events, samples will be collected during the rising period of the flow hydrograph or within 6 hours of the peak storm flow. Currently, sampling under the ADW monitoring program occurs much more frequently than this – twice per month, April through September each year, with additional sampling at 3-4 upstream investigative sites each year. Several wet-weather events are sampled during this schedule, plus an autosampler is used to sample multiple times during wet weather events from the beginning of the storm to after peak flow. The ADW plans to continue this monitoring regime, though it commits to twice during the permit cycle.

3. Samples will be collected following procedures identified in ADW's Monitoring Program QAPP (see Appendix A). Samples will be analyzed by the Ypsilanti Community Utility Authority Laboratory or other certified lab for the following concentrations: Total Phosphorus (TP), Total Suspended Solids (TSS), and *E. coli*.
4. Stream flow estimates will be obtained from existing stations during the dates and times water quality samples are collected.
5. The pollutant concentrations and stream flow estimates will be used to update pollutant loading models and estimate pollutant load reductions. These results will be summarized in a brief report to be shared with the public via HRWC and/or MS4 websites at least twice during the permit cycle.
6. Depending on the results from long-term monitoring sites, additional short-term investigative sites will be selected upstream in attempt to identify potential source areas. These sites will be sampled within an hour of sampling at the downstream site so that results can be compared and better define pollutant source locations. Results from this investigation will be shared with the appropriate contacts under the Illicit Discharge Elimination Program (see separate IDEP plan).
7. Any sites with sample results above the previously listed TMDL targets will be resampled to confirm and average results.
8. A plan for implementing BMPs in TMDL areas was developed and described in section II and a list of BMPs to be implemented by MS4s was included with each MS4's permit application. BMP implementation will begin within a year in these areas. If after implementation of high-priority BMPs TMDL targets continue to be exceeded or target parameter values increase in severity, MS4s will re-evaluate the plan and begin implementing additional high or medium-priority BMPs within a year after making this determination. BMPs will be selected for implementation according to the strategy described in section II.
9. Based on a review of year one and year four data and summary reports, BMP implementation will be reviewed and BMP implementation plans may be updated or revised to ensure progress toward achieving TMDL pollutant load reductions. BMPs that are employed will be evaluated using a before and after analysis of the parameter that is deemed impaired in a given TMDL. For bacteria TMDL areas, a sampling event with levels exceeding the single-sample *E. coli* standard will be compared to dry-weather sampling results (during warm-weather, productive months, or other conditions similar to original samples) after the BMP (or suite of BMPs) is deployed.

For sediment-based TMDLs, wet-weather TSS sample results from before and after BMP implementation will be compared. Ideally, multiple samples will be collected before and several years after BMPs are implemented. A before-after decrease in target parameters will be considered "progress" toward TMDL targets. If the after-implementation results are below target water quality standards, the BMPs will be considered successful at meeting the TMDL targets for the waterbody sampled and the MS4s in the contributing area (watershed). If multiple samples are collected, trend lines will be established to determine the degree of progress towards TMDL targets. Geometric means of qualified (i.e. meeting sampling condition

requirements) post-implementation results will be used for *E. coli*, and simple means will be used for TSS results. Ultimately, to delist an impairment, additional sampling will be needed, which is beyond the scope of MS4 permit requirements to comply with water quality standards.

In addition to this stormwater sampling plan, ADW partners currently collect macroinvertebrates three times a year at sites throughout the Watershed (see Figure 2), which helps track progress towards the primary target of biota (sediment) TMDLs. Improvements in macroinvertebrate diversity (i.e. Procedure 51) will ultimately be necessary for delisting biota impairments. Sampling protocols for macroinvertebrates are also included in Appendix A, and results are reported along with water quality results in summary reports on the [ADW Initiatives page](#). The most recent published complete report (2013) is included in Appendix B. Figure 2 illustrates the Fall 2014 status and trends of macroinvertebrate sampling sites.



SWMP Priority Actions for Total Maximum Daily Load (TMDL) Progress

The table below lists stormwater BMPs that are targeted to improve water quality impairments listed by TMDL affected, and the SWMP section they apply to. If the BMP addresses a TMDL, high (H), medium (M) or low (L) priority is indicated, or (G) indicates general implementation.

City of Flat Rock

Section*	SWMP Actions for City of Flat Rock	Biota (Flow, sedimentation) TMDL	Bacteria (E.coli) TMDL
ERP	<i>Track instances of non-compliance as required under the permit</i>	G	G
PPP	<i>Access to the stormwater management plan</i>	G	G
PPP	<i>Alliance of Downriver Watersheds (Watershed group), and</i>	G	G
PPP	<i>Stormwater Management Program (SWMP) review.</i>	G	G
PPP	<i>Participation in Watershed Groups</i>	G	G
PEP	<i>Distribute Informational Materials</i>	H	H
PEP	<i>Watershed Community Calendar</i>	G	G
PEP	<i>Information in Community Newsletters and on Websites - Educational Content</i>	G	G
PEP	<i>Local Newspaper and Web/Other Advertisements</i>	G	G
PEP	<i>Promote Water Resource Protection Workshops</i>	H	H
PEP	<i>Volunteer Stream Monitoring</i>	G	G
PEP	<i>Catchbasin/Storm Drain Labeling</i>	M	H
PEP	<i>Riparian Land Management Information</i>	H	H
PEP	<i>Displays and Outreach at Local and Regional Fairs and Community Events</i>	G	G
PEP	<i>Promote County-wide Compliant Tracking and Response System</i>	G	G
PEP	<i>Stream and River Crossing Road Signs</i>	G	G
PEP	<i>Wayne County Home Toxics Reduction Program</i>	G	G
PEP	<i>Promote Drug Take Back Programs</i>	G	G
IDEP	<i>Dry Weather Screening Program & Data Collection</i>	L	H
IDEP	<i>Illegal Dumping/Spill Response & Database</i>	G	G
IDEP	<i>Environmental reporting line / Tracking</i>	G	G
IDEP	<i>Time of Sale & Field Inspections</i>	L	H
IDEP	<i>Pollution Prevention (P2) Program</i>	L	H
IDEP	<i>Staff Training</i>	L	H
IDEP	<i>Dye Testing</i>	L	H
SESC	<i>Soil Erosion and Sedimentation Control (SESC) Programs</i>	H	L
SESC	<i>SESC Inspections</i>	H	L
SESC	<i>Discharge notifications</i>	H	H
SESC	<i>State of Michigan – Permit-by-Rule Notification</i>	H	H
PCSW	<i>Require PCSW controls within jurisdiction on both public and private developments</i>	H	G
P2GH	<i>Municipal Facility & Structural Stormwater Control Inventory</i>	G	G

SWMP Priority Actions for Total Maximum Daily Load (TMDL) Progress

Section*	SWMP Actions for City of Flat Rock	Biota (Flow, sedimentation) TMDL	Bacteria (E.coli) TMDL
P2GH	<i>Regulated Municipal Facility – Assessment of Potential for Pollutant Discharge</i>	G	G
P2GH	<i>Catch basin cleaning</i>	H	M
P2GH	<i>Lot sweeping</i>	M	L
P2GH	<i>Litter collection</i>	G	G
P2GH	<i>Proper Handling & Disposal of Operation and Maintenance Waste</i>	M	L
P2GH	<i>Employee/Contractor Training</i>	G	G
P2GH	<i>Staff Certifications</i>	G	G
P2GH	<i>IDEP Training</i>	G	G
P2GH	<i>Management of publicly-owned, vegetated properties</i>	M	L

* Key:

ERP	Enforcement Response Procedure
PPP	Public Participation Plan
PEP	Public Education Plan
IDEP	Illicit Discharge and Elimination Plan
SESC	Construction Soil Erosion and Sediment Control
PCSW	Post-Construction Stormwater Runoff Program
P2GH	Pollution Prevention and Good Housekeeping