



National Pollutant Discharge Elimination System (NPDES)

Storm Water Management Program

Site Registration Form

for

West Virginia

Municipal Separate Storm Sewer Systems (MS4s)

General Permit WV0116025

The site registration application (SRA) is for local governments or other regulated entities to submit the required information necessary for their Stormwater Management Program (SWMP) for compliance under the National Pollutant Discharge Elimination System (NPDES) MS4 General Permit to discharge stormwater runoff from a small municipal separate storm sewer system (MS4).

An authorized signature as required by 47CSR10 is needed to complete the application. All information should be included on this form or if needed, additional information can be attached at the end of the SRA.

Two (2) copies of the site registration application form shall be mailed to the address below.

**West Virginia Department of Environmental Protection
Division of Water and Waste Management – MS4 Program
601 57th Street, SE
Charleston, WV 25304**

Section I. General Information

MS4 Operator

Part II A.

1.a. Name of City, County or other public entity that operates a small MS4:

City of Benwood

1.b. Mailing Address:

430 Main Street, Benwood, WV 26301

Local staff contact, person responsible for overall program implementation and coordination.
(This is the person DEP will contact as the need arises for more information and/or details about your stormwater management program or general questions concerning stormwater in your community.)

1.c. Name: Don Fragale

1.d. Title: Utilities Superintendent

1.e. Phone: 304-232-4320

1.f. E-mail address: jhunt@mcsww.net

Certification

47CSR10

By completing and submitting this application, I have reviewed and understand and agree to the terms and conditions of #WV0116025 small MS4 General Permit issued on July 11, 2014. I understand that provisions of the MS4 general permit are enforceable by law. Violations of any term and condition of the general permit and/or other applicable law or regulations can lead to enforcement action.

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

2.a. Authorized signature Edward M. Kuca, Jr.
(Mayor or Principle Executive Officer)

2.b. Print name Edward M. Kuca, Jr.

2.c. Title Mayor

2.d. Date 1-13-2017

Section II. Storm Sewer System

Description of storm sewer system

- 4.a. Area (in acres) that drains into the MS4 from outside the corporate or jurisdictional boundaries: 705 acres
- 4.b. Area (in acres) within current corporate or jurisdictional boundaries: 1,190 acres
- 4.c. For all MS4s, population (using the most recent U.S. Census data) for area served: 1,420
(Universities: give current enrollment plus staff and faculty. Transportation agencies: give population of your MS4 in urbanized areas. Prisons; give current inmate plus staff population.)

Part IV.B.

- 4.d. Latitude and Longitude of representative outfall:
Longitude – Degrees: 40 Minutes: 01 Seconds: 51
Latitude – Degrees: 80 Minutes: 43 Seconds: 48

Part IV.B.

- 4.e. Describe the physical location of your representative outfall. If a street address is not possible use cross street descriptions. On the Ohio River adjacent to the intersection of First Street and River Street.

Part IV.B.

- 4.f. Describe your monitoring plan to include the frequency and parameters. Stormwater samples will be collected from the discharge resulting from a storm event that is greater than 0.1 inches in magnitude and that occurs at least 72 hours from the previous measureable storm event (greater than 0.1 in rainfall). Samples for each six month period will be collected at least three months apart. Grab samples will be taken during the first thirty minutes of the discharge. Where collection of a grab sample during the first thirty minutes is impractical, a sample will be taken during the first hour of the discharge and the City will submit an explanation with the monitoring report on why a grab sample during the first thirty minutes was impractical. Samples will be taken for the following:

Parameter	EPA Method No.	Method Detection Limit (mg/L)
Total Kjeldahl Nitrogen	351.4	0.03
Nitrate Nitrogen	300.0	0.002
Nitrite Nitrogen	300.0	0.004
Total Phosphorous	365.4	0.01

All samples will be collected and preserved in accordance with the methods listed in the preceding table. A certified laboratory will be used to do the analysis. A chain of custody will be kept with the results. Results will be submitted electronically through the WVDEP electronic Discharge Monitoring Report (eDMR) and a set of results will be kept on file. The Total Nitrogen value reported on the eDMR will be the sum of the following parameters: Total Kjeldahl Nitrogen, Nitrate Nitrogen and Nitrite Nitrogen. If all three constituents of the total nitrogen are not detected at the method detection limit (MDL), the City of Benwood will sum the actual MDLs for each constituent and report the results as less than the calculation. When calculating the sum of the constituents for total nitrogen, the City of Benwood will use the actual analytical results when these results are greater

than or equal the MDL for a particular constituent and use zero for a constituent if one or two of the constituents are less than the MDL. The methods and detection levels in the previous table will be used unless the City of Benwood to use an EPA-approved method with a detection level equal to lower than those specified.

Storm Sewer Infrastructure

Provide the most accurate number possible.

5.a. Storm sewers, in feet	2,000*
5.b. Open ditches, in feet	1,000*
5.c. Outfalls	1
5.d. Catch basins	100*
5.e. Detention facilities	0
5.f. Retention facilities	0
5.g. Treatment facilities	0
5.h. Regional stormwater facilities	0

* - estimates

- 6.a. Does your MS4 receive stormwater discharges from WVDOT storm sewer system, roads or right-of-ways? Yes
- 6.b. Does your MS4 discharge into WVDOT storm sewer systems or right-of-ways? Yes
- 7. Is your MS4 interconnected with another MS4? (Does stormwater flow into or out of your storm sewer system to or from another MS4?) If yes, describe. Yes, the Cities of Wheeling and McMechen abut Benwood and stormwater becomes intermingled.
- 8. Does your municipality contain combined sewer systems? Yes
- 9.a. What percentage is drained by Combined Sewer System? 98%
- 9.b. What percentage is drained by separate storm sewer system? 2%

Industrial Facilities owned by the MS4 entity

Part II.C.b.6.d.

- 10.a. Does your MS4 own and/or operate an industrial facility that discharges stormwater into the MS4? Yes.
- 10.b. If yes, how many? One

(Item 11 is intentionally empty)

Map Requirements

Please provide a legible map that identifies the following information: See map attached to end of report.

- 12.a. City, County or jurisdiction boundaries
- 12.b. State or Federal operated vocational/college/university campuses and military institutions
- 12.c. Urban area as defined by the 2000 Census, use 2010 Census data if available
- 12.d. Municipal, County, or State wastewater treatment plants and their associated outfalls
- 12.e. Landfills
- 12.f. Municipal, County or State operated vehicle or fleet maintenance garages

- 12.g. Any other Municipal, County or State operated industrial activities, these could include; salt storage areas, parks and recreational areas, chemical storage areas, etc.
- 12.h. Arterial, Municipal, or State roads
- 12.i. Stormwater discharge points and receiving streams
- 12.j. Streams and waterways within the MS4
- 12.k. Delineation of watershed area that drains into your MS4

Part.II.C.b.3.a.iv.

- 12.l. Submit paper maps folded to 8.5" x 11".

Part.II.C.b.3.a.iv.

- 12.m. Multiple maps must be of the same scale, 1:1000 or 1:2000.

Receiving Streams and Impaired Waterbodies/TMDLs

Part III.D.1

List all named receiving waters within your MS4 jurisdiction. Indicate those identified as impaired pursuant to Clean Water Act Section 303(d). For a listing of West Virginia's impaired water bodies and the source of impairment please use WVDEP's most recent 303d list found at this website:

http://www.dep.wv.gov/WWE/watershed/IR/Pages/303d_305b.aspx

Part III.D.1.a.

- 13. Locations & Pollutants of Concern

Name of receiving stream	WV Code	Integrated Report Category	TMDL Code	303D List or TMDL	Parameters of impairment	303d List Cycle/TMDL Approval Date
Ohio River	WVO-us	5		303d 303d	Dioxin Bacteria	2012 draft
Boggs Run	WVO-86	4a	OUS-15	303d TMDL TMDL	CNA-Biological Iron Fecal Coliform	2012/2009

Please add additional pages if needed to list your Receiving Waterbodies and any impairments.

****IMPORTANT****

MS4s that discharge into a receiving water which has been listed on the West Virginia Section 303(d) list of impaired waters, and with discharges that contain the pollutant(s) for which the water body is impaired, *must document in the SWMP how the BMPs will control the discharge of the pollutant(s) of concern.* They must demonstrate that there will be no increase of the pollutants of concern. As you work your way through, describing the various practices, consider how that BMP will address or control the pollutant of concern.

If your MS4 discharges into a water body with an approved TMDL, and that TMDL contains requirements for control of pollutants from the MS4 stormwater discharges, then your SWMP must include BMPs *specifically targeted to achieve the wasteload allocations prescribed by the TMDL.* A monitoring component to assess the effectiveness of the BMPs in achieving the wasteload allocations must also be included in the SWMP. Monitoring shall be specific for the pollutants of concern and be of sufficient

frequency to determine if the stormwater BMPs are adequate to meet wasteload allocations. Monitoring can entail a number of activities including but not limited to: outfall monitoring, in-stream monitoring, and/or modeling.

14.a. List and quantify the BMPs you plan to implement to address each impairment. For each BMP describe how it is expected to control the pollutant of concern.

Dioxin – Dioxin is a systemic problem with the Ohio River (Category 5) with a TMDL developed on the River from the mouth of the Kanawha River to the Kentucky state line. However, dioxin has not been addressed within the Ohio River at this point. In order to address dioxin, the City will perform the following task (not a BMP listed in the report):

- Review City Ordinances for Restricting Trash Burning in the City – Preventing trash burning in the City will help minimize the amount of residue from burned trash in barrels or on the ground washing into the MS4 creating dioxin.

Iron – Iron enters the storm water through residential and construction site runoff. BMPs addressing iron include:

- BMP 15.h.2 – Storm Water Page on City’s Website
 - This BMP is intended to help reduce sediment polluted runoff from construction site by providing stormwater design information online.
- BMP 18.i.1 – City Construction Site Inspection
 - This BMP is intended to help reduce sediment polluted runoff from construction sites by ensuring erosion and sediment controls are properly installed and maintained.
- BMP 18.i.2 – City Site Plan Review
 - This BMP is intended to help reduce sediment polluted runoff from construction sites by reviewing and commenting on erosion and sediment control measures proposed for developments.
- BMP 19.k.1 – Reference Requirements for Post Construction Design
 - This BMP is intended to help reduce sediment polluted runoff from construction sites by educating engineers, contractors, and developers about proper erosion and sediment control.
- BMP 20.i.1 – Stormwater Pollution Prevention Plan for City-Owned Properties
 - This BMP is intended to help reduce sediment polluted runoff from construction sites by instructing employees to control sediments at jobsites.

Fecal Coliform – Fecal coliform is an indicator organism that informs municipalities where untreated wastewater may be occurring. Not only are fecal coliform present in human wastes, but can also be found in animal wastes (typically pets, livestock or water fowl). BMPs addressing fecal coliform include:

- BMP 15.h.2 – Stormwater Page on City’s Website
 - This BMP is intended to help reduce fecal coliform by providing the public access to information on the subject.

- BMP 17.i.2 – Screening of Stormwater System Outfalls for Dry Weather Discharges
 - This BMP is intended to help reduce fecal coliform by finding sources of fecal coliform.
- BMP 17.i.3 – Staff Training
 - This BMP is intended to help reduce fecal coliform by training staff to be able to identify and report sources of illicit discharges.

Part III.D.1.b & Part III.D.2

- 14.b. Describe your monitoring plan for impaired waterbodies and those with TMDLs. Give locations and frequencies.

Samples for iron and fecal coliform will be collected for Boggs Run at the following locations:

Boggs Run – Upstream of crossing of State Route 2 – Lat. 40° 01' 36", Long. 80° 43' 39"

Each permit cycle the City will monitor the stream by sampling for fecal coliform.

Additionally, the City will visually observe the banks of Boggs Run within the MS4 boundary for areas of excess erosion. To address the pollutant iron, the City of Benwood will notify the Army Corps of Engineers of areas with excessive erosion for inclusion in future stream bank restoration projects. The City will visually observe the banks of the TMDL waterways for excessive erosion once per permit term. Areas of excessive erosion will be documented with photos and mapped. Once observed, the City will inform the Army Corps of Engineers within 30 days of discovery.

- 14.c. If visual documentation of removal of pollutant sources is a component of your plan please describe fully. For example, do you plan to use before and after photos?

Yes, the City will document erosion by photos. New observations will be reviewed versus previous photos.

- 14.d. Explain how your approach is expected to achieve wasteload allocations for waterbodies with established TMDLs. Discuss flow monitoring, outfall monitoring, in-stream monitoring, modeling, and/or other methodology to evaluate effectiveness.

The City of Benwood will follow the General Permit's "Pathway of Compliance" for meeting wasteload applications with the following: Mapping; Public Education; BMP and MCM Implementation; Monitoring; and Enforcement of IDDE, construction site runoff, and new development and redevelopment minimum control measures.

- 14.e. Explain how will you determine if your SWMP and mix of BMP's need to be modified to meet wasteload allocations?

The City of Benwood will determine if the SWMP or the BMP needs changed by gauging the cooperation of those who are causing pollution issues.

Section III. Minimum Control Measures

Public Education and Outreach on Storm Water Impacts – MCM #1

Part II.C.b.1.

Responsible Person

Identify the responsible person(s) for implementing this MCM. (There may be more than one person or different departments that provide outreach to various targeted groups. If so, discuss.)

- 15.a. Name: Don Fragale
- 15.b. Title: Utilities Superintendent
- 15.c. Department: Public Works
- 15.d. Address: 430 Main Street, Benwood, WV 26301
- 15.e. Phone number: 304-232-4320
- 15.f. Email address: jhunt@mcsww.net

Part II.C.b.1.

15.g. State your overall objective for this minimum control measure. Provide information to the public that will help change attitudes towards compliance with storm water objectives. Provide education and outreach aimed at changing attitudes and behaviors that cause or contribute to adverse stormwater impacts.

15.h. State and describe your BMPs. Indicate if BMP are part of your existing program.

1. BMP – Stormwater Page on City’s Website

- Create a web page dedicated to the City of Benwood Stormwater Program. Site will include current annual report, approved copy of the SWMP, schedule of upcoming program events, stormwater hotline number, design information, and other educational materials for public review.

Measurable Goal:

- Have a functional website by the end of the permit cycle.

Implementation Schedule:

- Work with web page programmer on creation of a stormwater page on the existing City website (www.benwoodwv.com) within six months following SWMP approval.
- Provide list of information that will be displayed on the website within twelve months following SWMP approval.
- Have a functional website within eighteen months following SWMP approval.
- Report messages provided on the website in the three-year Annual Report following approval of the SWMP.

15.i. Is another entity sharing responsibility for the BMP? If so, who? No.

MCM Components

Part II.C.b.1.a.i

- 15.j. Describe your education and outreach strategy targeting the general public. With the creation of the program and webpage, provide information to the public on how to access the information. Also, discuss the creation of the program at Council Meetings.

Part II.C.a.ii

- 15.k. Describe your education and outreach strategy targeting businesses including home-based and mobile businesses. Use the stormwater page on the City's website for audience specific information on how to properly store vehicular care products and what types of products to use for care, operation or repair of a vehicle.

Part II.C.b.1.a.iii

- 15.l. Describe your education and outreach strategy targeting homeowners, landscapers, and property managers. Use the stormwater page on the City's website for audience specific information on how to properly take care of yards with fertilizers; watering techniques; storage of pesticides and fertilizers; auto repair; washing cars; and maintenance of erosion and sedimentation control devices.

Part II.C.b.1.a.iv

- 15.m. Describe your education and outreach strategy targeting engineers, contractors, developers, review staff, and land use planners. Use the stormwater page on the City's website to educate engineers, contractors, developers, review staff and planners on construction site sedimentation and erosion control; runoff reduction techniques; stormwater treatment; and flow control BMPs.

Schedule

Part II.C.a.1

- 15.n. Provide a schedule for implementing each component, including dates for interim and full implementation.

1. BMP –Stormwater Page on City's Website

Implementation Schedule:

- Work with web page programmer on creation of a stormwater page on the existing City website (www.benwoodwv.com) within six months following SWMP approval.
- Provide list of information that will be displayed on the website within twelve months following SWMP approval.
- Have a functional website within eighteen months following SWMP approval.
- Report messages provided on the website in the three-year Annual Report following approval of the SWMP.

Measurable Goals

Part II.B.4

15.o. List and fully describe your Measurable goal(s) for this MCM.

1. **BMP –Stormwater Page on City’s Website**

Measurable Goal:

- Have a functional website by the end of the permit cycle.

Tracking

Part II.C.b.1.c.

15.p. Describe your plan to track the activities associated with this MCM. A schedule of proposed activities will be kept by the City Clerk, while activities that are performed will be listed in the annual report. Tracking will include Council Meeting minutes where the stormwater program is discussed and communications on the creation of the stormwater website. Information collected will be on file at the City Clerk’s office.

Evaluation

Part II.B.7 & Part II.C.b.1.b.

15.q. Explain how you plan to gauge the effectiveness of your public education and outreach efforts.

Effectiveness of the public education and outreach efforts will be gauged by the following:

- Number of views of the stormwater page,
- Feedback from callers/emails, and
- Questionnaires/comments on policies.

Public Involvement and Participation – MCM #2

Part II.C.b.2.

Responsible Person:

Identify the responsible person(s) for implementing this MCM. There may be more than one person or different departments responsible for various projects. If so, discuss.

- 16.a. Name: Don Fragale
- 16.b. Title: Utilities Superintendent
- 16.c. Department: Public Works
- 16.d. Address: 430 Main Street, Benwood, WV 26301
- 16.e. Phone number: 304-232-4320
- 16.f. Email address: jhunt@mcsww.net
- 16.g. State your overall objective for this minimum control measure. To provide stakeholders in the community (City residents, residents throughout the watershed, other municipalities, environmental groups, etc.) ongoing opportunities for public involvement in the SWMP development; facilitate opportunities by the general public for direction and input in stormwater management; and provide activities for the general public to assist in improving water quality through stormwater management.
- 16.h. State and describe your BMPs. Indicate if the BMP is part of the existing program.
- BMP –ORSANCO’s River Sweep Program
 - Provide local school with information on the poster contest associated with the ORSANCO Ohio River Sweep.

Measurable Goal:

 - Document information provided to school concerning the ORSANCO River Sweep Poster Contest.

Implementation Schedule:

 - Provide information to local school on the poster contest by the end of November of each year.
 - BMP – Comments on the Stormwater Management Program
 - Advertise on the Stormwater Page of the City’s website and within the Wheeling Intelligencer for the annual review meeting for the program at a Benwood City Council Meeting. This will include updates to the plan based upon issuances of new General Permits.

Measurable Goal:

 - Number of attendees at the Benwood City Council Meeting that addresses the annual review of the SWMP.
 - Document the SWMP and previous year’s Annual Report are available on the stormwater page of the City’s website for review prior to the annual review meeting.
 - Collect comments from the meeting and consider possible changes to include in the next year’s Annual Report or future SWMP.

Implementation Schedule:

- Conduct an annual review meeting during a Benwood City Council Meeting for the SWMP 11 months following approval of the application.
- Provide SWMP and Annual Reports on stormwater page of City's website three months following creation of the stormwater page.

16.i. Is another entity sharing responsibility for the BMP? If so, who? No.

MCM Components

Part II.C.b.2.

16.j. Describe at least two methods you plan to use to engage the public in your SWMP.

Promote the ORSANCO River Sweep Poster Contest by providing information to a local school on the program. Use the website and local newspaper to provide information on meetings associated with the Annual Review of the SWMP.

Part II.C.b.2.a

16.k. Describe how you will accommodate public participation in the decision making process for your SWMP.

A copy of the SWMP will be placed on the website in order for residents to review. Any comments received on the SWMP either from calls to the City Building or during the Annual Review meeting will be reviewed with possible changes included in an Annual Report or the next SWMP.

Part II.C.b.2.b

16.l. Describe your communication process for notifying groups of opportunities to become involved in stormwater activities in your watershed(s).

As previously mentioned, the stormwater page of the City's website will be used for communicating storm water management activities. Information will also be sent to the local newspaper (Wheeling Intelligencer) for community outreach.

Part II.C.b.2.c

16.m. List the URL of your *Stormwater* website.

City will make stormwater page and list URL in upcoming Annual Report.

Schedule

Part II.C.a.1

16.n. Provide a timeline of implementation of each component of your program for this MCM, including dates for interim and full implementation.

1. BMP – ORSANCO’s River Sweep Program

Implementation Schedule:

- Provide information to local school on the poster contest by the end of November of each year.

2. BMP –Comments on the Stormwater Management Program

Implementation Schedule:

- Conduct an annual review meeting during a Benwood City Council Meeting for the SWMP 11 months following approval of the application.
- Provide SWMP and Annual Reports on stormwater page of City’s website three months following creation of the stormwater page.

Measurable Goals

Part IV.A. & Part II.B.4

16.o. List and fully describe your measurable goal(s) for this MCM.

1. BMP –ORSANCO’s River Sweep Program

Measurable Goal:

- Document information provided to school concerning the ORSANCO River Sweep Poster Contest.

2. BMP –Comments on the Stormwater Management Program

Measurable Goal:

- Number of attendees at the Benwood City Council Meeting that addresses the annual review of the SWMP.
- Document the SWMP and previous year’s Annual Report are available on the stormwater page of the City’s website for review prior to the annual review meeting.
- Collect comments from the meeting and consider possible changes to include in the next year’s Annual Report or future SWMP.

Tracking

Part II.B.7.

16.p. Describe your plan for tracking activities associated with this MCM. A schedule of proposed activities will be kept by the City Clerk, while activities that are performed will be listed in the Annual Report. Tracking will include number of schools provided information on the ORSANCO River Sweep Poster Contest; attendance at the City Council Meeting where the annual review of the SWMP occurs; and comments received at the annual review. Information collected will be on file at the City Clerk’s Office.

Evaluation

Part II.B.7

16.q. Explain how you plan to gauge the effectiveness of your Public Involvement and Participation program.

Effectiveness of the public involvement and participation efforts will be gauged by the participation of area residents and businesses in storm water management activities. The number of attendees will be tracked and methods of communication of the events may need to be changed based upon participation.

Illicit Discharge Detection and Elimination – MCM #3

Part II.C.b.3.

Responsible Person

Identify the responsible person(s) for implementing this MCM. If there is more than one person or department responsible for implementation of this MCM, please discuss.

- 17.a. Name: Don Fragale
- 17.b. Title: Utilities Superintendent
- 17.c. Department: Public Works
- 17.d. Address: 430 Main Street, Benwood, WV 26301
- 17.e. Phone number: 304-232-4320
- 17.f. Email address: jhunt@mcsww.net
- 17.g. Is another entity sharing responsibility for the MCM? If so, who? No.

Control Objective & BMPs

- 17.h. State your overall objective for this MCM. The City will prohibit, detect, and remove illicit connections and eliminate illicit discharges to the storm sewer system based upon information witnessed by the public and confirmed by City staff.
- 17.i. State and describe your BMPs. Indicate if any BMPs are part of your existing program.
 - 1. BMP –Storm Drain Mapping
 - Create a map of the MS4 that includes all known outfalls, stormwater collection system, receiving streams, geographical areas that discharge to the MS4 and structural BMPs.

Measurable Goal:

 - Create a system map meeting the requirements of the Permit.

Implementation Schedule:

 - Create a map within the first year following approval of the SWMP. Mapping will be updated annually.
 - 2. BMP - Screening of Stormwater System Outfalls for Dry Weather Discharges
 - Visually observe and sample outfalls during dry weather once per year.

Measurable Goal:

 - Document the length of receiving streams observed during the observation period.
 - Provide number of samples collected of suspect dry weather discharges.
 - Collect photos of suspect dry weather discharges.

Implementation Schedule:

 - Perform observations along receiving stream during the dry period from August through October beginning two years after approval of the SWMP with results included in the third Annual Report following approval of the SWMP.

3. **BMP – Staff Training**

- Conduct annual staff training on the proper procedure for identifying, reporting, and removing illicit discharges.

Measurable Goal:

- Train public works staff on the importance of reporting and removing illicit discharges.

Implementation Schedule:

- Provide public works staff training within 12 months of SWMP approval. Continue program annually.

MCM Components

Part II.C.b.3.a.

17.j. Do you have a current map of your municipal storm sewer system? No

Do your map components include/do you plan to include: Benwood plans to include the following:

Part II.C.b.3.ai

17.k. All known storm sewer outfalls? Yes.

17.l. Receiving waters? Yes.

17.m. Structural BMP's owned, operated or maintained by the permittee? Yes.

17.n. The location and type of all other stormwater conveyances located within the boundaries of the permittees MS4 watershed? Yes.

17.o. Updating the known connections to the municipal separate storm sewer authorized after July 22, 2009? Yes.

17.p. Geographic areas that discharge stormwater into the permittees MS4, which may not be located within the municipal boundary? Yes.

Part II.C.b.3.b.

17.q. Do you have an IDDE Ordinance? No.

Part II.C.b.3.b.

17.r. Describe your Ordinance review and update procedure, including milestones of IDDE Ordinance review. Within 12 months of approval of the SWMP, the City of Benwood will update the Stormwater Ordinance to the requirements of the Permit. An annual review will occur to determine if amendments are required and the City will submit provide information on changes with the following Annual Report.

Does your IDDE Ordinance prohibit the following:

Part II.C.b.3.ii

17.s. Discharges from hyperchlorinated water line flushing? Yes, ordinance only considers "waterline flushing" that is properly managed. If not, how are these discharges handled when they occur?

17.t. Lawn watering and other irrigation runoff? No, ordinance specifically allows lawn watering and other irrigation runoff. If not, have you addressed lawn watering in your public education and outreach activities? Some of the public education and outreach activities will be geared towards possible issues, such as over lawn watering, irrigation, fertilizing and siltation.

17.u. Street, parking lot, and sidewalk wash water, and external building wash down? No, these items are not specifically addressed in the storm water ordinance. If not, have you addressed these types of runoff in your public education and outreach activities? Yes.

Part II.C.b.3.b.v.

17.v. Does your IDDE Ordinance include escalating enforcement procedures and actions? Yes it will.

Part II.C.b.3.b.v.

17.w. Briefly describe your enforcement strategy.

Whenever the Mayor determines that any person engaged in any activity and/or owning or operating any facility may cause or contribute to stormwater pollution or illicit discharges to the stormwater system, the Mayor may, by written notice, order that such person undertake such monitoring activities and/or analyses and furnish such reports as the Mayor may require. The written notice shall be served either in person or by certified or registered mail, return receipt requested, and shall set forth the basis for such order and shall particularly describe the monitoring activities and/or analyses and reports required. The burden to be borne by the owner or operator, including costs of these activities, analyses and reports, shall bear a reasonable relationship to the need for the monitoring, analyses and reports and the benefits to be obtained. The recipient of such order shall undertake and provide the monitoring, analyses and reports within the time frames set forth in the Order.

Within twenty (20) days of the date of receipt of the order, the recipient shall respond personally or in writing advising the Mayor of the recipient's position with respect to the Order's requirements. Thereafter, the recipient shall be given the opportunity to meet with the Mayor to review the Order's requirements and revise the Order as the Mayor may deem necessary. Within ten (10) days of such meeting, the Mayor shall issue a final written order. Final Orders issued pursuant to this Section may be appealed to Council by the filing of a written appeal with the City Clerk within ten (10) days of receipt of the final Order. The appeal notice shall set for hearing the particular Order requirements or issues being appealed. Council shall hear the appeal at its earliest practical date and may either affirm, revoke or modify the Order. The decision of Council shall be final, but may be subject to review by a Court of competent jurisdiction.

In the event the owner or operator of a facility or property fails to conduct the monitoring and/or analyses and furnish the reports required by the Order in the time frames set forth therein the Mayor may cause such monitoring and/or analyses to occur. If a violation is found, the Mayor may assess all costs incurred, including reasonable administrative costs and attorney's fees, to the owner or operator. The Mayor may pursue judicial action to enforce the Order and recover all costs incurred.

Part II.C.b.3.c .

17.x. Describe your field assessment activities, including how many assessments you plan to conduct each year. Field assessments, including visiting priority outfalls and conducting dry weather screening, will be limited to the dry period of the year – typically from August to October. Depending upon other factors, the City will conduct and document one field assessment per year beginning two years after approval of the SWMP with focus being on areas draining to 303(d) and impaired waters.

Part II.C.b.3.c.i.

17.y. Describe how you will locate "priority areas". Priority areas will be determined by three factors: 1) the age of the infrastructure in the area, 2) the land use, and 3) historical tracking of past issues. For current monitoring, the age of infrastructure, land use, and areas draining to 303d/TMDL streams will be used to prioritize areas. However, as the City conducts and logs results of the field assessments, historical data will be used to determine which areas are priority areas based upon the number of complaints.

Part II.C.b.3.c .iii

17.z. Describe your procedures for characterization of illicit discharges. Aesthetic qualities such as color and odor will first be used to determine the quality of the water and a possible source of the contamination. If the water appears to be clean, no further action will be taken unless the source cannot be determined by typical investigation measures. Then sampling and lab analyses may be performed within 15 days.

Part II.C.b.3.c .iv

17.aa. Describe your procedures for tracing the source of the discharge. First, the City will observe manholes, catch basins and inlets upstream from the discovery point. The discharge should be located between two of the structures. Once the probable section of pipe is found, televising of the storm drains will occur to find the source. If televising is impossible, the City may perform additional investigations including, but not limited to, dye and smoke testing.

Part II.C.b.3.c.v

17.bb. Describe your procedures for removing the source of the discharge. In order to remove the source, the first step will be to determine the contributing factor to the discharge. If the issue is a problem with the municipal system, the City will address immediately. If the issue concerns private property, the property owner will be notified with an order to cease and desist from the Utilities Superintendent. Within the order, the Utilities Superintendent provides a schedule that is to be kept by the property owner to address the illicit discharge. If the property owner does not complete the removal of the illicit discharge within the given timeframe, the City can make the repair and recoup the cost through a civil action.

C.b.3.d.

17.cc. Describe how you will inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste. Annually, the City will provide a training session to the public works department concerning the hazards of illegal discharges and improper disposal of wastes. Additionally the website will annually be updated to include an article or flier on these hazards. If emergency notification is required, a public radio announcement will be made and information added to the City's website.

Part II.C.b.3.f.

17.dd. Describe your plan to training your staff on the identification and reporting of illicit discharges. Include the number of training sessions planned for each year. The City will provide an annual training of field personnel in the Public Works Department for identifying illicit discharges.

Schedule

Part II.C.a.1

17.ee. Describe how and when you will implement each component of program, including dates for interim and full implementation.

1. **BMP –Storm Drain Mapping**

Implementation Schedule:

- Create a map within the first year following approval of the SWMP. Mapping will be updated annually.

2. **BMP - Screening of Stormwater System Outfalls for Dry Weather Discharges**

Implementation Schedule:

- Perform observations along receiving stream during the dry period from August through October beginning two years after approval of the SWMP with results included in the third Annual Report following approval of the SWMP.

3. **BMP –Staff Training**

Implementation Schedule:

- Provide public works staff training within 12 months of SWMP approval. Continue program annually.

Measurable Goals

Part II.B.4

17.ff. List and fully describe your Measurable goal(s) for this MCM:

1. **BMP –Storm Drain Mapping**

Measurable Goal:

- Create a system map meeting the requirements of the Permit.

2. **BMP - Screening of Stormwater System Outfalls for Dry Weather Discharges**

Measurable Goal:

- Document the length of receiving streams observed during the observation period.
- Provide number of samples collected of suspect dry weather discharges.
- Collect photos of suspect dry weather discharges.

3. **BMP –Staff Training**

Measurable Goal:

- Train public works staff on the importance of reporting and removing illicit discharges.

Tracking:

Part II.C.b.3.d.ii & Part II.C.b.3.e.

17.gg. Describe your procedures for tracking activities related to each component of this MCM. A schedule of proposed activities will be kept by the City Clerk, while activities that are performed will be listed in the Annual Report. Mapping will be updated annually. Tracking will include length of receiving streams reviewed for dry weather discharges; number of samples collect of dry weather discharges; photos of dry weather discharges; and training of City employees. Information collected will be on file at the City Clerk's Office.

Evaluation

Part II.B.7

17.hh. Fully explain how you plan to gauge the effectiveness of your IDDE program.

The City will gauge the effectiveness of the IDDE program on the results of the water quality monitoring of the receiving streams. It is anticipated that water quality will show a noticeable annual improvement during the period. City will also track length of receiving streams reviewed for dry weather discharges; number of samples collect of dry weather discharges; photos of dry weather discharges; and training of City employees.

Construction Site Run-off Control – MCM #4

Part II.C.b.4.

Responsible Person:

Identify the responsible person(s) for implementing this MCM. There may be more than one person or different departments responsible for various projects. If so, discuss.

- 18.a. Name: Don Fragale
- 18.b. Title: Utilities Superintendent
- 18.c. Department: Public Works
- 18.d. Address: 430 Main Street, Benwood, WV 26301
- 18.e. Phone number: 304-232-4320
- 18.f. Email address: jhunt@mcsww.net

- 18.g. Is another entity sharing responsibility for this MCM? If so, who? No.

Control Objective & BMPs

18.h. State your overall objective for this minimum control measure. Minimize the amount of solids that leave construction sites of one acre or greater or less than one acre if part of a larger common plan.

18.i. State and describe your BMPs. Indicate which BMPs are part of your existing program.

1. BMP – City Construction Site Inspection

- Provide construction site inspections and documentation to ensure the BMPs required and approved erosion and sediment control plans are being met.

Measurable Goal:

- Document the number of construction site inspections.
- Document the number of construction site violations.

Implementation Schedule:

- Document the number of construction site inspections. Process will continue annually.
- Document the number of construction site violations. Process will continue annually.

2. BMP – City Site Plan Review

- Review site plans for construction projects within the City. Approval of the plans will not occur until stormwater issues have been addressed.

Measurable Goal:

- Document the number of site plans reviewed.

Implementation Schedule:

- Document the number of site plans reviewed on an annual basis.

MCM Components

Part II.C.b.4.a.

- 18.j. Do you have an Ordinance to control construction site run-off? No, but will be completed within 12 months of approval of the SWMP.

Part II.C.b.4

- 18.k. Does your program regulate disturbance of one acre or more and also less than one acre if part of a larger common plan? It will. Does your Ordinance regulate disturbances of less than one acre? No. If so, what is the size threshold?

Part II.C.b.4.a.i-ix.

- 18.l. Does your Ordinance contain the nine required components? It will.

Part II.C.b.4.b.

- 18.m. Describe the plan review process for your construction site run off program. Site plans are first submitted to the Public Works Department and reviewed by the Code Enforcement Official for compliance with the storm water and subdivision ordinances. If necessary, the Public Works Department will discuss the issue at Council to allow the public to comment on the issue. Once approved by Council and the contractor begins construction, the Building Inspector comes onsite at the beginning of the project to observe the installation of the erosion and sedimentation control measures and visits the site at regular intervals to ensure the erosion and sedimentation controls are being maintained. Following construction, the inspector reviews the actual construction site for compliance with the approved plans. For larger residential, commercial, or industrial sites, the City utilizes the services of Burgess & Niple, Inc. (B&N) to complete the reviews.
- 18.n. Describe the inspection process of your construction site run off program. Construction site inspections associated with storm water control include review of the soil erosion and sedimentation control measures that were proposed for the site during the plan review process to make sure that all measures have been installed, review of the soil erosion and sedimentation control measures to ensure that they are functioning as designed, and review of quality of storm water runoff (during and following significant storm events) to ensure additional soil erosion and sedimentation control measures are not required.
- 18.o. Describe the enforcement process of your construction site run off program. When the City makes inspection visits to construction locations and there are minor violations, the inspector first verbally warns the contractor of violations related to soil erosion and sedimentation control. On a following visit to the same site, if there is no progress in addressing the soil erosion and sedimentation control issue, the inspector issues a written warning. If the next visit does not lead to a correction of the situation, the contractor is issued a citation and may need to appear at City court. For major violations, the issue must be corrected immediately and citations occur at the first occurrence.

Part II.C.b.4.b.

18.p. Discuss how your program will address the regulation of both private and public sector construction site run-off. The City treats both private and public sector construction site runoff being performed by private contractors in the same manner. Observations occur at the same frequency, warnings and other enforcement actions are levied in the same method, and erosion & sedimentation requirements for both construction site and post construction are identical. For private contractors performing work for the City, payment can be withheld until stormwater issues are addressed. In the case of City employees performing public sector work, progressive discipline can occur for employees found to have violated standards up to termination.

Schedule

Part II.C.b.4.a.

18.q. The Ordinance shall be reviewed on an annual basis. Describe your Ordinance review and update procedures. Following creating of the Stormwater Ordinance (12 months after approval of the SWMP), the Ordinance will be reviewed during a City Meeting that is advertised in the local newspaper. Prior to the meeting, the Utilities Superintendent will review the ordinance to see if there are any issues that need to be addressed from a regulatory position. Council will ask for comments from the attendees and discuss any requested changes. Once all information is received, City Council will determine whether an amendment or replacement of the existing ordinance needs to occur.

18.r. If your Ordinance does not contain the standards required by the permit, provide a schedule for implementation and measurable goals for getting these components into your Ordinance. Include a mid-point and full implementation date. Draft Ordinance will be created within 9 months of approval of the SWMP and full implementation will occur within 12 months of approval of the SWMP.

Measurable Goals

Part IV.A. & Part II.B.4

18.s. List and fully describe your measurable goal(s) for this minimum control measure.

1. BMP –City Construction Site Inspections

Measurable Goal:

- Document the number of construction site inspections.
- Document the number of construction site violations.

2. BMP –City Site Plan Review

Measurable Goal:

- Document the number of site plans reviewed.

Tracking

Part II.B.7.

- 18.t. Describe your plan for tracking activities associated with this minimum control measure. A schedule of proposed activities will be kept by the City Clerk, while activities that are performed will be listed in the Annual Report. Plan includes tracking number of construction site inspections; number of violations at construction sites; and number of site plans reviewed. Information collected will be on file at the City Clerk's Office.

Evaluation

Part II.B.7

- 18.u. Explain how you plan to gauge the effectiveness of your Construction Site Run-off Control program.

Tracking the number of construction site inspections that are performed and the number of violations found and number of site plans reviewed.

Controlling Run-off from New Development and Redevelopment – MCM #5

Part II.C.b.5

Responsible Person(s):

Identify the responsible person(s) for implementing this MCM. There may be more than one person or department responsible for various portions of this control measure, If so, discuss.

- 19.a. Name: Don Fragale
- 19.b. Title: Utilities Superintendent
- 19.c. Department: Public Works
- 19.d. Address: 430 Main Street; Benwood, WV 26301
- 19.e. Phone number: 304-232-4320
- 19.f. Email address: jhunt@mcswv.net

19.g. Is another entity sharing responsibility for this MCM? If so, who? No

Control Objectives & BMPs

19.h. State your overall objective for this MCM. The overall objective is to continue to develop an ongoing program to reduce pollutants in stormwater runoff from new development and redevelopment activities. This program will be focused on increased ground water recharge to help reduce the stormwater discharges to receiving streams.

MCM Components

Watershed Protection Elements

Part II.C.b.5.ai.

19.i. Have you incorporated the six watershed protection elements into your subdivision ordinance or equivalent document? No, but will incorporate once Ordinance created. Name the document(s) where each element is found & give the review date for the document. * If there is no review, describe how you will incorporate the element into your document(s).

Watershed Protection Elements	Name of document that contains the element	*Review Date
1. Minimizing impervious surfaces	Storm Water Ordinance*	Annually
2. Preserving ecologically sensitive areas	Storm Water Ordinance (reference to West Virginia Stormwater Management and Design Guidance Manual)*	Annually
3. Reducing thermal impacts	Storm Water Ordinance*	Annually
4. Reducing or avoiding hydromodification	Storm Water Ordinance*	Annually
5. Tree protection	Codified Ordinance*	Annually
6. Protection of native soils, prevention of compaction of soils	Storm Water Ordinance*	Annually

* - Future Ordinance

Part II.C.b.5.a.i.B

19.j. List your quantifiable objectives for each watershed protection element, including time frames to achieve them.

1. Minimizing Impervious Surfaces – Provide information to developers to help them understand that reducing the size of the impervious cover increases the controls necessary to meet the one inch capture. This short term goal will be to place information on the website for use by developers within 24 months of approval of the Site Registration Application.
2. Preserving Ecologically Sensitive Areas – Inventory, restore and protect stream banks using “Natural Stream Design” methods, where appropriate, in accordance with U.S. Army Corps of Engineering practices within Benwood. This short term goal will be accomplished within 48 months of approval of the Site Registration Application.
3. Reducing Thermal Impacts – Reduce the effects of stormwater runoff from new developments and redevelopment projects to the waters of the state by requiring all new developments and redevelopment projects to provide permanent BMPs to accomplish stormwater management for their site. This short term goal will be to place information on the website for use by developers within 24 months of approval of the Site Registration Application.
4. Reducing or Avoiding Hydromodification – Reduce the effects of stormwater runoff from new developments and redevelopment projects to the waters of the state by requiring all new developments and redevelopment project to provide permanent BMPs to accomplish stormwater management for their site. This short term goal will be to place information on the website for use by developers within 24 months of approval of the Site Registration Application.
5. Tree Protection – Reduce runoff from all new developments and redevelopment projects is to oversee the amount of trees removed from the site. An ordinance on tree protection will be completed within 36 months following approval of the Site Registration Application.
6. Protection of Native Soils, Prevention of Compaction of Soils – When a site plan is received for review, City staff will observe whether the site appears to have native soils. If so, the developer and engineer will need to devise a plan to protect the native soils. Adding this information to the Ordinance will be completed as a long term goal for completion within six years.

19.k. State and describe your BMPs. Indicate if any BMPs are part of your existing program.

1. Reference Requirements for Post Construction Design
 - With the creation of the “West Virginia Stormwater Management and Design Guidance Manual” developed by WVDEP, the Proposed Stormwater Ordinance will need to include the reference requirements for post construction stormwater control.

Measurable Goal:

- Document that the Stormwater Ordinance contains a reference to the West Virginia Stormwater Management and Design Guidance Manual.
- Document that a link to the West Virginia Stormwater Management and Design Guidance Manual is maintained on the stormwater page of the City’s website.

Implementation Schedule:

- Update the Storm Water Ordinance with reference to the West Virginia Stormwater Management and Design Guidance Manual within 12 months of approval of the Site Application.
- Document that the link to the West Virginia Stormwater Management and Design Guidance Manual is maintained on the stormwater page of the City's website on an annual basis.

Site Design Standards

Part II.C.b.5a.ii.A.1.

- 19.i. Do you have an ordinance or other enforcement mechanism for the required site design standards? No. If not, what is your schedule of implementation? Include mid-term and full implementation dates for Ordinance review and enactment. Nine months following approval of the site application, a draft Ordinance will be provided to the City administration for review. Approval of the Ordinance by City Council will occur twelve months following approval of the site application form.

Part II.C.b.5.ii.A.2.i,ii

- 19.m. Does your Ordinance have provisions for reducing pollutant loadings for stormwater discharges from Hot Spots? When created, it is anticipated that the Ordinance will address Hot Spots.

Part II.C.b.5.ii.A.2.iii

- 19.n. Do you know where drinking water source protection areas are located within your MS4 watershed? Yes. Describe how this information will be kept confidential, and made available to WVDEP only when requested. Information will be available at the City Building and will only be made available to WVDEP employees requesting in person.
- 19.o. Describe your program for reducing impervious surfaces. During site plan reviews, developments that have high amounts of impervious surfaces will be requested to reduce the amount of impervious areas to assist with reduction in size of stormwater control measures to meet the one-inch capture requirements. The City also informs developers on the use of green infrastructure initiatives that are available.
- 19.p. If you choose mitigation/payment in lieu for those projects that cannot implement the one inch runoff reduction requirements, please provide a time frame for creating an inventory of appropriate mitigation projects, and your process to develop standards to value, evaluate, and track transactions. Mitigation projects will be identified within 30 days of receiving a request to use this method. The process to develop standards will be to review requests, discuss at City Council Meetings, and, when approved, the Utilities Superintendent will track transactions.

Part II.C.b.5.ii.B.(1)

- 19.q. Describe the planning process for new development and redevelopment projects in your MS4. The planning process for all new developments and redevelopments disturbing greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, within the City of Benwood includes a pre-application meeting attended by a project land owner or developer, the project design engineer, and municipal planning staff to discuss conceptual designs.

Part II.C.b.5.ii.B(2)&(3)

19.r. Describe your plan review and approval process for new development and redevelopment projects. In order to receive approval for all proposed developments and redevelopments disturbing greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, within the corporation limits, the City requires the following:

- 1) A final site plan must be submitted for review.
- 2) If necessary, a re-approval process takes place when changes to a proposed plan are desired.
- 3) Document that a submittal of 'as-built' certifications within 90 days of completion of a project or penalties will occur.
- 4) Define the post-construction verification process to ensure that stormwater standards are being met, which includes enforceable procedures for bringing noncompliant projects into compliance.
- 5) Educate both internal staff and external project proponents on the requirements of long-term stormwater controls.

Part II.C.b.5.ii.C

19.s. Describe your maintenance procedures for structural stormwater control practices including a detailed discussion about maintenance agreements & your ability to enforce them. Private stormwater facilities located on private property within the corporation limits of Benwood shall be maintained by the owner or the other responsible party and shall be repaired and/or replaced by the responsible party to ensure the facilities are functioning as designed. Enforcement is covered in the Stormwater Ordinance, which allows the City to clean and bill the responsible party.

Part II.C.b.5.ii.D

19.t. Describe your method of inventory and tracking of stormwater control practices for this MCM.

- Coordinate the GIS efforts for storm water;
- Create inventory of stormwater control practices and track inspections and maintenance;
- Track complaints;
- Coordinate, perform, and document inspections; and
- Research training events, coordinate personnel to attend, and document attendance.

Part II.C.b.5.ii.E

19.u. Describe your inspection protocol for ensuring stormwater control BMPs/practices function as designed and constructed: How many per year? How often? Observations will be conducted during construction of BMPs at a frequency that ensures proper building techniques and installation are followed. Existing permanent BMPs will be observed and documented with an inspection form once per permit cycle.

Part II.C.b.5.b.

19.v. Does your MS4 have requirements for street design, parking, and parking lots? No. If so, which departments regulate this? Public Works will regulate once applicable.

Schedule

Part II.C.b.5

19.w. Describe how and when you will implement each component of this minimum control measure. Include mid-point and full implementation dates for Ordinance revisions, implementation of plan review and approval, inspection and enforcement procedures, and for developing/acquiring and using a tracking system.

1. Reference Requirements for Post Construction Design

Implementation Schedule:

- Update the Storm Water Ordinance with reference to the West Virginia Stormwater Management and Design Guidance Manual within 12 months of approval of the Site Application.
- Document that the link to the West Virginia Stormwater Management and Design Guidance Manual is maintained on the stormwater page of the City's website on an annual basis.

Measurable Goals

Part IV.A

19.x. List and describe your measurable goals for this MCM.

1. Reference Requirements for Post Construction Design

Measurable Goal:

- Document that the Stormwater Ordinance contains a reference to the West Virginia Stormwater Management and Design Guidance Manual.
- Document that a link to the West Virginia Stormwater Management and Design Guidance Manual is maintained on the stormwater page of the City's website.

Evaluation

Part II.B.7

19.y. Describe how you plan to gauge the effectiveness of your program for this MCM. Effectiveness of this MCM will be gauged by a link being available on the stormwater page of the City's website for the West Virginia Stormwater Management and Design Guidance Manual.

Pollution Prevention/Good Housekeeping for Municipal Operations- MCM #6

Part II.C.b.6

Responsible Person(s):

Identify the responsible person(s) for implementing this MCM. There may be more than one person or different departments responsible for various projects. If so, discuss.

- 20.a. Name: Don Fragale
- 20.b. Title: Utilities Superintendent
- 20.c. Department: Public Works
- 20.d. Address: 430 Main Street, Benwood, WV 26301
- 20.e. Phone number: 304-232-4320
- 20.f. Email address: jhunt@mcsww.net

20.g. Is another entity sharing responsibility for this MCM? If so, who? No.

Control Objectives & BMPs

20.h. State your overall objective for this MCM. The overall objective for this MCM is to continue to develop and implement a program concerning proper facilities management and adequate employee training on facilities management procedures to prevent or reduce polluted runoff from City facilities.

20.i. State and describe your BMPs. Indicate if any BMPs are part of your existing program.

- 1. Stormwater Pollution Prevention Plan for City-Owned Properties (New BMP)
 - Develop and update a Stormwater Pollution Prevention Plan (SWPPP) for each of the municipal facilities. Provide training to staff members on the SWPPP.

Measurable Goal:

- Create a SWPPP for each municipal facility.
- Document when each SWPPP has been reviewed and updated.
- Document training of staff for each SWPPP developed.

Implementation Schedule:

- Create a SWPPP for each of the municipal facilities within the City within 12 months of receiving the approved Site Registration Application.
- Following the creation of the SWPPP, review and update annually and ensure each facility is reviewed during the permit cycle.
- Document training of staff for each SWPPP that is reviewed and updated in a given year.

MCM Components

Part II.C.b.6

20.j. List the municipal facilities and their locations owned by your MS4.

City Building and Park, 430 Main Street

Part II.C.b.6.a

20.k. Briefly describe your operation and maintenance program for each municipal facility.

City Building and Park - Includes police office, administrative office, pool, ballfield and other park related structures.

Part II.C.b.6.a

20.l. Does each site have a pollution prevention plan? No. Is there a spill response plan included in the pollution prevention plan? N/A. If not, provide a time frame for developing pollution prevention plans at all MS4 owned municipal facilities, including mid-point and full completion dates. Mid-point will be six months following approval of the Site Registration Application and full completion will be twelve months following approval of the Site Registration Application.

Part II.C.b.6.b

20.m. Have you identified all the lands owned or operated by your MS4? (Such as parks, road right-of-ways, maintenance yards, and water/sewer/stormwater infrastructure.) Yes.

Part II.C.b.6.b

20.n. Describe your overall pollution control approach policy and procedures for these lands.

Parks – Limit fertilizers, pesticides and herbicides to minimum necessary. Do not blow grass into streets.

Road Rights-of-Way – Limit salting of roadways to minimum necessary. Provide street sweeping on an “as-needed” basis. Clean problematic inlets/catch basins on a regular schedule.

Maintenance Yards/Garages – Perform regular maintenance of vehicles to prevent fluid leaking onto ground. Clean and maintain offices and garages. Install and maintain sediment and erosion control. Maintain site.

Water Wells – Clean and maintain buildings. Keep only minimum amount of chemicals required onsite.

Part II.C.b.6.c

20.o. Describe your training program including your target employees, and how often training occurs.

Employees that work at the municipal facilities previously mentioned will be trained on the SWPPP for that facility. A training event will occur annually for the facilities.

20.p. For any industrial facilities owned or operated by your MS4, list each facilities registration number under the WV NPDES General Permit for Storm Water Discharges Associated with Industrial Activities or the individual WV NPDES permit number. If your industrial facilities are not covered under another NPDES permit, you will be prompted to provide additional information below.

Collection System – WV0020648

Schedule

Part II.C.b.6

20.q. Describe how and when you will implement each component of your program for this minimum control measure. Include mid-point and full implementation dates.

1. **Stormwater Pollution Prevention Plan for City-Owned Properties**

Implementation Schedule:

- Create a SWPPP for each of the municipal facilities within the City within 12 months of receiving the approved Site Registration Application.
- Following the creation of the SWPPP, review and update annually and ensure each facility is reviewed during the permit cycle.
- Document training of staff for each SWPPP that is reviewed and updated in a given year.

Part II.C.b.6

20.r. Describe the inspection schedule for ensuring municipal facilities are in compliance with pollution prevention plans.

Municipal facilities will be inspected annually and the results be documents. Follow-up inspections will be conducted if any deficiencies are found.

Measurable Goals

Part IV.A

20.s. List and fully describe your measurable goals for this MCM.

1. **Stormwater Pollution Prevention Plan for City-Owned Properties**

Measurable Goal:

- Create a SWPPP for each municipal facility.
- Document when each SWPPP has been reviewed and updated.
- Document training of staff for each SWPPP developed.

Tracking

Part II.B.7 & Part II.C.b.6.a.iii

20.t. Describe your plan for record keeping and tracking of facilities, employee training, pollution prevention plans, and inspections for this MCM.

A schedule of proposed inspections will be kept by the City Clerk, while activities associated with training, pollution prevention plans, and tracking of facilities that are performed will be listed in the annual report with hard copies kept at the City Building.

Evaluation

Part II.B.7

- 20.u. Explain how you plan to gauge the effectiveness of your good housekeeping/ municipal operations program efforts? Effectiveness of this MCM will include performing an annual inspections of municipal facilities; documenting training for employees associated with the stormwater pollution prevention plans; performing an annual inspection of each of the municipal facilities; and completing updates to the stormwater pollution prevention plans for the municipal facilities.

Industrial Stormwater Coverage for Municipal Operations

If your facility/s discharges stormwater from any industrial operation that is not covered under another NPDES permit, you must now obtain coverage for those discharges.

20.v. For each facility, provide the name and contact information of the operator if applicable.

Remainder: Don Fragale
 430 Main Street
 Benwood, WV 26301
 (304) 232-4320
jhunt@mcsww.net

20.w. For each outlet, list the latitude and longitude to the nearest second and the River Mile Point (if known).

Outlet Number	Longitude			Latitude			River Mile
	Degrees	Minutes	Seconds	Degrees	Minutes	Seconds	

20.x. List the Standard Industrial Classification (SIC) Code designated for your facility/s.

- Parks – 7033
- Pump Station – 3651
- Wells – 3651
- Garage – 5013
- Salt Storage – 2819
- Office Complex – 9121

20.y. List the nature of activity at the industrial facility.

City Building and Park – Garage, office buildings, pool, park.

20.z. Is there a wet pond at your facility that collects runoff from areas on which industrial activities occur? If so, how many acres drain into it? No for all.

20.aa. Is there a dry pond at your facility that collects runoff from areas on which industrial activities occur? If so, how many acres drain into it? No for all.

20.bb. Do any of your storm water outlets discharge through an oil water separator? If yes, provide the outlet numbers. None.

Based on your responses to this section, a Discharge Monitoring Report may be issued.