

Phase II Storm Water Permit Notice of Intent (NOI)

Phase II Municipal Separate Storm Sewer Systems (MS4s)

The purpose of this set of questions is for a Tennessee city, county, utility district or military base to apply for NPDES permit to discharge storm water runoff from a Phase II municipal separate storm sewer system.

You must provide the following information to the Division of Water Pollution Control as application material. You may print this form blank and complete it on paper, or you can complete the form electronically. The document is a Microsoft Word 2000 document. Submit two paper copies, one of which must bear an original signature on page three. Or, submit a copy electronically to phase.two@state.tn.us, according the procedure given in the permit part 2.3.

I. Administrative Information

Name of city, county, storm water utility district or other public institution that operates a Phase II MS4 <i>Bradley County Government</i>	
Responsible elected official or officer <i>D. Gary Davis</i>	Title <i>County Executive</i>
Street address City, State Zip <i>155 Broad Street NW Cleveland, TN 37311</i>	
Program Contact Person/e-mail address/phone no. <i>Sandra Knight sknight@bradleyco.net 423-476-0504</i>	Technical Contact Person/e-mail address/phone no. <i>Sandra Knight sknight@bradleyco.net 423-476-0504</i>
Provide an organizational chart that shows the different departments involved in storm water management.	<input checked="" type="checkbox"/> Organizational Chart attached. <i>Attachment A</i>

II. Description of Storm Sewer System

A. Area served

If city, town, or utility district, give:

Area of jurisdiction in square miles within current corporate boundaries	<i>N/A</i>
Additional area of urban growth boundary	<i>N/A</i>

If county, give:

Area of county in square miles	<i>331.5</i>
Area unincorporated	<i>305.4</i>
Unincorporated, urbanized	<i>25.6</i>
If you wish the permit to regulate non-UA portions of your county, indicate by checking appropriate box:	<input type="checkbox"/> Entire county; or <input type="checkbox"/> Non-UA portions, as follows (describe):

B. Storm Drainage Infrastructure

Give figures for the following features of storm water drainage infrastructure owned or operated by the local government. If you represent a county government, indicate whether the figures represent the entire county or only the urbanized area. Figures for length and number of culverts and catch basins may be rough estimates.

For counties: Entire county UA only

Open ditches (miles, or feet).....	<i>41 miles</i>
Storm sewers (miles, or feet).....	<i>17 miles</i>
Culverts (estimate number).....	<i>850</i>
Catch basins (estimate number).....	<i>675</i>
Detention basins (estimate number operated by local government).....	<i>Zero</i>
Retention basins (estimate number operated by local government).....	<i>Zero</i>

C. Map

Include a map that shows areas zoned for commercial or industrial activity. Alternatively, present a map that shows actual commercial use and industrial use.	<input checked="" type="checkbox"/> Map attached. Attachment B
Identify municipal/county wastewater treatment plants, landfills, vehicle fleet maintenance centers, power plants, airports and any other municipally owned or operated industrial activities. Identify State or Federal vocational/technical/college/university campuses and military installations.	<input checked="" type="checkbox"/> Map attached. Attachment B
Include a map, depicting city or county-roads, topography or drainage patterns, and “blue line,” and intermittent blue-line streams.	<input checked="" type="checkbox"/> Map attached. Attachment C & D

These maps can be a single map, as long as the various information is clear to read.

D. Identifying impaired streams and other waterbodies

Identify any streams (that flow through your jurisdiction or within two miles downstream jurisdiction boundaries) that are impaired according to the later of either the State’s 305(b) report or the State’s 303(d) report. For any impairment, indicate the nature of pollution (cause) and the source.

Stream Name	Cause of impairment	Source of impairment
<i>South Mouse Creek TN06020002 009-2000</i>	<i>Unknown Toxicity Siltation Other habitat alterations</i>	<i>Urban Runoff/Storm Sewers Illicit Connections/Illegal Hookups/Dry Weather Flow Channelization</i>
<i>Chatata Creek TN06020002 012-1000</i>	<i>Siltation Other Habitat Alterations Pathogens</i>	<i>Pasture Grazing</i>
<i>Mills Creek TN03150101 012-0200</i>	<i>Nitrate Pathogens</i>	<i>Pasture Grazing</i>
<i>Unnamed Trib to Candies Crk TN06020002 005-0200</i>	<i>Siltation Other Habitat Alterations</i>	<i>Pasture Grazing</i>

<i>Hiwassee River TN06020002 008-1000</i>	<i>Pathogens</i>	<i>Agriculture</i>
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**Attachment E*

E. Has the state or EPA promulgated a TMDL for any streams directly affected by runoff from your MS4? Yes No

If so, list stream segment(s) and parameter(s) of concern:

Stream segment:	Parameters of concern:

III. Existing Legal Authority to Control Storm Water Discharges to MS4

You must review ordinances that apply to control of pollution that might enter the MS4. Extract those portions of your ordinances that do apply to control of the storm sewer system and attach a copy of those portions to this application.

Copy of ordinances is attached. *Attachment F*

Ordinances that deal with storm water issues might be found, for example, in conjunction with litter control, prohibition of dumping, clean up of spills, grading/building permits, sewer connection ordinances, erosion and sediment practices, subdivision regulations or other land use/development ordinances.

IV. Signature of Responsible Corporate Officer

This Notice of Intent (NOI) must be signed as follows:

c) For a municipality, State, Federal, or other public agency, by either a principal executive officer or ranking elected official. For purposes of this section, a principal executive officer of a Federal agency includes:

- (i) The chief executive officer of the agency, or
- (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrators of EPA).

This notice of intent provides that more than one municipality (county, city, utility district, etc.) can apply jointly for coverage under this general permit. In this case, the signatory criteria above must be met by each municipality seeking coverage under this permit.

“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.”

Signature

Title/Municipality

Date

Signature

Title/Municipality

Date

V. Your Proposed Storm Water Quality Management Program

This Notice of Intent requires you to provide a brief description of your existing and planned for a storm water management program. The following six sections correspond to the six minimum control measures for a Phase II storm water management program.

If another MS4 will be responsible for implementing any or all portions of any or all following six minimum measures, then attach either the interlocutory agreement or the proposed agreement and schedule for adoption. You must still complete this NOI by answering the relevant questions for the six following measures.

Notes:

- i. Boxes for your responses have been colored green (on our screen) and your answers therein will be green.
- ii. You may extend the tables in order to list more than four proposed BMPs, by going to the last row of the table and striking the “TAB” key until new rows are added.

1) Public Education and Outreach

- a. The following is a set of questions on your current public education and outreach program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

	Questions related to public education and outreach	<input checked="" type="checkbox"/>
	Does the municipality currently distribute educational materials on the topics of storm water quality, stream water quality, pollution impacts, pollution prevention, etc.? If yes, briefly describe the materials, including media used (e.g., written brochures, public service announcements, etc.); the topic(s) covered, intended target audience(s), and the distribution method.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<i>Comment:</i>	
	Does the municipality currently conduct or participate in public outreach activities focusing on the topics of storm water quality, stream water quality, pollution impacts, pollution prevention, etc.? If yes, briefly describe the outreach activities, topic(s) covered, intended target audience(s), and the frequency of activities.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<i>Comment:</i>	

- b. List the best management practices (BMPs) that you will implement in the area of public education and outreach. These should be based on a set of priorities you have identified in the area of public education and outreach. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP. In the next question, you will be asked for more detail for accomplishing these BMPs.

1	Best Management Practices for Public Education and Outreach
A	<i>Classroom Education on Storm Water</i>
	<i>Presentations on water quality and storm water issues in school classes. Target 1X per year per school in urban area. Possibilities: videos, coloring books, field trips for older students, and training teachers to incorporate water quality into their curriculum.</i>
B	<i>Hot-Line</i>
	<i>Telephone number dedicated to water quality and storm water related complaints and issues. The County Engineering and Road Departments currently receive and handle complaints. This hot-line would be a more formal receiving system and also provide a tracking mechanism.</i>

C	Web-Site <i>Up-to-date information on county storm water program and activities posted in the internet. Information on storm water quality in Bradley County; regulatory requirements; educational materials; information on public participation, links for additional information.</i>
D	Public Service Announcements <i>Radio ads, TV ads, printed media. Scope will depend on cost and participation of neighboring MS4s pooling resources for regional-wide PSAs.</i>
E	Erosion and Sediment Control Training <i>Will sponsor the TDEC/UT erosion and sediment control courses.</i>

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

F	Grab Bag <i>Brochures, news articles, slide shows, stencils on drains, billboards, school bulletin boards, tributary signage, posters, displays, bumper stickers, fact sheets (e.g., for different industry sectors – pavement maintenance companies, ready-mixed concrete companies, power washing companies, restaurant operators) Enviroscope Land Use Model</i>
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c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Public Education and Outreach – Administrative Information	
Primary contact person on above BMPs <i>Sandra N. Knight</i>	
Other department(s) that will be involved and their role <i>Planning – Scheduling and conduction public education meetings, working with the school system to provide information</i>	<i>Building Inspection – Handing out information brochures and fact sheets to developers when they are applying for permits</i>
<i>School System – Providing time and opportunity to educate students</i>	
Equipment needs, if any <i>Digital Projector and Screen</i> <i>Laptop computer</i>	<i>Enviroscope Land Use Model</i>
What specific groups will be targeted (e.g., service industries such as carpet cleaning, civic groups, schools, church groups) if applicable <i>Development community, schools, civic groups</i>	

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.

Yes. City of Cleveland.

Role: Co-development and sponsoring of educational materials, events and public announcements.

Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.

Entity	BMP
<i>N/A</i>	

(Go to next page.)

2) Public Participation and Involvement

a. The following is a set of questions on your current public participation and involvement program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

	Questions related to public participation and involvement	<input checked="" type="checkbox"/>
	Does the current municipal storm water management program comply with local, State and Federal public notice requirements? If yes, describe how the public is notified.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<i>Comment: We don't do anything on a regular basis that is subject to public notice requirements. Drainage and erosion control plans are part of the planning commission process and their meetings are advertised.</i>	
	Does the municipality currently allow the public to participate or otherwise be involved in storm water management activities?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<i>Comment: We receive complaints – typically water quantity (flooding) and water quality problems (mud washing onto owner's property, muddy streets; question about water quality). The public has the opportunity to bring matters to the attention of the county commissioners.</i>	

b. List the best management practices (BMPs) that you will implement in the area of Public Participation and Involvement. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP.

You may not desire to dictate the ways in which the public participates or is involved in the storm water quality management program; in this case, your proposed program should provide a forum and a structure by which to encourage or allow the public to participate. On the other hand, there may be specific ways you do want the public to be involved, based on your program needs. For instance, you may want stream watch groups to be organized. As such, your proposed program should describe how you will accomplish this, and the time schedule.

2	Best Management Practices for Public Participation and Involvement
A	<i>Storm-water Advisory Committee</i> <i>Appointed by the Bradley County Commission 3-3-03. List is attachment G. Individuals from varied backgrounds: 10-12 persons, including county building inspection and engineering staff, road superintendent, attorney, storm-water design professional(s), representatives of the county executive, county commissioner(s), development community, business owner, farmer. Purpose is to review development of ordinance. Ordinance(s) will be delivered to the County Commission for adoption.</i>
B	<i>Storm-water Administrative Board</i> <i>Membership will be similar to advisory committee. Their purpose is to steer and review the development of program components; and long-term to hear appeals, variance requests and future program initiatives. The administrative board will oversee the enforcement of the ordinances adopted by the County Commission. A portion of the members of the Storm-Water advisory committee will also participate on this Board.</i>

C	Public Meeting(s) <i>Certain actions to be taken by the storm-water board (e.g. ordinance) will be given public notice and a public hearing will be held. Public can comment. Also, once per year, following completion of annual report (req'd by TDEC's permit), we will hold a public information and participation meeting to review the past year and to hear comments about future focus of the storm-water program. Long-term, the public will have opportunity to attend storm-water administrative board meetings.</i>
D	Citizens Group Involved in Stream Clean-up <i>One or more groups involved in stream clean-up events. (Possibly organized with other local MS4s and/or with the State of Tennessee's annual stream clean-up event)</i>

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

E	Grab-bag for Citizens Group Involvement <i>Adopt-a-stream programs, possibly including riparian zone protection; citizen monitoring of streams. MS4 role is to initiate – or respond to requests – and assist in organizing and supporting these groups and programs. Storm drain stenciling.</i>
F	

c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Public Participation and Involvement – Administrative Information	
Contact person on implementing these BMPs	
<i>Sandra Knight</i>	
What specific groups will be targeted and in what way (e.g., schools, colleges/universities, neighborhood groups)	
<i>Public meetings: broad coverage of all citizens via web-site, advertisement in newspaper and on radio</i>	
<i>Citizen groups: local land owners; youth groups, church groups, student groups, environmental interest groups, civic groups</i>	
Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.	
<i>Yes, on citizen group activities, public announcements, public education. For instance, stream clean-up days will be coordinated with neighboring/or statewide MS4s and local citizen groups.</i>	
Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.	
Entity	BMP

3) Illicit Discharge Detection and Elimination

The following are common sources of illicit discharges to an MS4:

- | | |
|-------------------------------|--|
| Sanitary wastewater | Effluent from septic tanks |
| Car wash wastewaters | Improper oil disposal |
| Radiator flushing disposal | Laundry wastewaters/gray water |
| Spills from roadway accidents | Improper disposal of auto and household toxics |
| Carpet cleaning wastewaters | |

a. Following is a set of questions on your current illicit discharge detection and elimination program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

	Questions related to storm sewer system map	<input checked="" type="checkbox"/>
Revised 11-02	Does the municipality currently have a storm sewer system map completed for the entire regulated municipal separate storm sewer system? The map must depict, at a minimum: city streets, topography or drainage patterns, blue line streams and intermittent blue-line streams (as shown on USGS 1:24,000 scale quadrangle maps) and outfalls (points where the city or county-operated MS4 discharges into the streams).	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	

	Questions related to an illicit discharge ordinance	<input checked="" type="checkbox"/>
	Does the municipality currently have an ordinance or regulatory mechanism that prohibits non-storm water discharges into the storm sewer system? If yes, please attach a copy of the ordinance and give page number(s) of this section of ordinance. If NO, proceed to the next section (inspections and enforcement).	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism clearly define non-storm water discharges, either through a written description of a non-storm water discharge or through a listing of unallowable or allowable non-stormwater discharges?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism allow right-of-entry on private property for inspection of suspected discharges?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism prohibit dumping?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism give the MS4 owner/operator the authority to eliminate non-storm water discharges in the event of violations? If yes, please note page number and paragraph number.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism define penalties for violations? If yes, please note page number and paragraph number.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Comment:	
	Does the municipality have ordinance or other regulatory mechanism that prohibits contamination of storm water runoff from industrial and commercial properties, including restaurants and auto repair shops, auto supply shops, large commercial parking areas.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Questions related to inspection/screening and enforcement procedures	<input checked="" type="checkbox"/>
New 11- 02	Does the municipality presently have personnel and procedures in place for inspection and/or screening for non-storm water discharges? Comment/Detail (screening procedures, policies and responsible departments and personnel by title):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Does the municipality presently have procedures and personnel in place for enforcement of violations of the illicit discharge ordinance? If yes, please describe. Comment:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	How are enforcement actions documented? Comment:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Has the municipality defined priority areas for non-storm water discharge screening and inspections? If yes, please describe. Comment:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If Yes, provide a map of illicit discharge screening priority areas.	<input type="checkbox"/> Attached

	Responding to public input and complaints	<input checked="" type="checkbox"/>
	Does the municipality presently have procedures in place to receive and consider information and complaints about non-storm water discharges that are submitted by the public? If so, provide brief description: responsible departments, personnel, steps followed. Comment: <i>The engineering department and road department receive complaints on the phone but do not have procedures in place to deal with addressing or tracking the complaints.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Questions related to education	<input checked="" type="checkbox"/>
	Has the municipality educated the public regarding ways to detect, prevent and eliminate illicit discharges? If yes, briefly describe the educational materials, including media used (e.g., written brochures, public service announcements, etc.), the topic(s) covered, intended target audience(s), and the distribution method. Comment:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

b. List the best management practices (BMPs) that you will implement in the area of Illicit Discharge Detection and Elimination. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP.

3	Best Management Practices for Illicit Discharge Elimination and Detection
A	Ordinance <i>Ordinances will address the issues of illicit discharge. Non-storm water discharges will be prohibited, except for those of uncontaminated water as listed in the permit requirements.</i>
B	Dry Weather Screening (Identify Illicit Connections) <i>Inspect all MS4 outfalls, during dry weather, observing for water flow. At the same time, we will do dry weather screening with mapping of the storm sewer system. Will develop procedures to track the source of the illicit discharges and enforcement actions to eliminate the discharge.</i>
C	Hot Line and Complaint Tracking System <i>Establish a hot line number and a complaint tracking system with an electronic database that will maintain a history of complaints and is compatible with GIS.</i>
D	Inventory of Storm Water System <i>GIS-compatible digital database of storm water infrastructure. Include open ditches, storm sewers, culvert, catch basin, detention basins, and outfalls. The data will also likely include material of construction, physical condition, size or ditch dimensions.</i>
E	Recycling, Hazardous Waste Collection Program <i>These are already in place. Year-round reception at the county landfill. Twice annually reception at four locations across the county.</i>
F	Education <i>Education on illicit discharges will be a key component of any education we do on storm water quality, and will be included in the various public education BMPs of minimum measure 1 above.</i>

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

G	Storm Drain Stenciling
H	

c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Illicit Discharge Detection and Elimination System – Administrative Information	
Primary contact person on above BMPs <i>Sandra Knight</i>	
Other department(s) that will be involved and their role <i>County Road Department-Maintenance of drainage ditches, culverts and bridges</i>	<i>Planning – Education of the public, elected officials, developers</i>
<i>County Attorney-Preparing and advising on ordinances needed to implement and enforce a storm-water program</i>	

Equipment needs, if any	
<i>Dry weather screening water quality test kits Back pack and GPS collection equipment GIS software updated Computer equipment and database applications Vehicle</i>	

What specific groups will be targeted (e.g., particular businesses, civic organizations, church groups) if applicable	
<i>Homeowner's associations – both general education on illicit discharges and for septic systems</i>	<i>Schools – General education</i>
<i>Pavement maintenance companies, ready-mix concrete companies, power washing companies, restaurant operators – General education of point source pollution</i>	

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.	
<i>Partnering with neighboring MS4s in area-wide hazardous waste collection events and a variety of public service announcements</i>	
Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.	
Entity	BMP

(Go to next page.)

4) **Construction Site Runoff Program**

a. Following is a set of questions on your current erosion and sediment control program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

	Questions related to a construction site runoff ordinance	<input checked="" type="checkbox"/>
	<p>Do you currently have an erosion and sediment control - or similar - ordinance or regulatory mechanism? If yes, include a copy and reference the page number(s). If No, proceed to the next set of questions below about construction site plans review.</p> <p><i>Comment: The subdivision regulations require the developer to submit an erosion and sediment control plan along with the drainage plan and calculations. Attachment H Page 42</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<p>Does the ordinance or regulatory mechanism require that site operators implement erosion prevention, sediment control, and other construction waste controls for land disturbance activities?</p> <p><i>Comment: The only way we have to enforce this at this time is to withhold the final plat before it is recorded or deny and building permits on the property affected.</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<p>Does the ordinance/regulatory mechanism require (explicitly or implicitly) that controls be implemented for any land disturbances greater than or equal to one acre, or less than one acre if part of a large common plan of development or sale that would disturb one acre or more? If yes, note the page number and paragraph number where this is defined.</p> <p><i>Comment:</i></p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<p>Does the ordinance or regulatory mechanism contain or reference technical standards for erosion and sediment control? If yes, note the page number and paragraph number where this is defined.</p> <p><i>Comment: Attachment H Page 42</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<i>New 11-02</i>	<p>Do those technical standards agree with or exceed the following standards, summarized here, in the TDEC construction activity general permit (Section IV.D.2.): requirement for an erosion and sediment control pollution prevention plan; erosion and sediment control designed to control the rainfall and runoff from a 2 year, 24 hour storm, 2 year, including sediment basins to serve disturbed areas of ten acres; temporary or permanent ground cover provided within 15 days after final grading?</p> <p><i>Comment:</i></p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>New 11-02</i>	<p>Do technical standards require that construction activities maintain riparian buffers during construction?</p> <p><i>Comment:</i></p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<p>Does the ordinance or regulatory mechanism clearly define the criteria - primarily who must submit - for submitting erosion and sediment control information or plans? If yes, note page number and paragraph number.</p> <p><i>Comment: Attachment H Page 42</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

	Does the ordinance or regulatory mechanism require approval by the local government prior to commencement of land disturbance activities? If yes, note page number and paragraph number. <i>Comment: Attachment H Page 42</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Does the ordinance or regulatory mechanism require re-submittal of erosion and sediment control information or plans if site plans or conditions change during land disturbance activities? If yes, note page number and paragraph number. <i>Comment:</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Does the ordinance or regulatory mechanism allow right-of-entry for government officials onto construction sites for inspections? If yes, note page number and paragraph number. <i>Comment:</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Does the ordinance or regulatory mechanism give the MS4 owner/operator the authority to STOP WORK in the event of non-compliance violations? If yes, note page number and paragraph number. <i>Comment:</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Questions related to construction site plans review	<input checked="" type="checkbox"/>
	Does the municipality presently have in place a technical review process (i.e. engineering department, planning department, zoning board) that evaluates new development and redevelopment construction for construction site runoff? <i>Comment: Developers are required to submit drainage and erosion control plans prepared by a registered engineer to the planning department. A copy is provided to the engineering department but there is no formal review process.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Does the technical review process require an erosion prevention and sediment control plan with appropriate BMPs? <i>Comment: The BMPs are at the discretion of the design engineer. Attachment H Page 42</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<i>New 11-02</i>	Does the review process include a requirement for pre-construction meeting between the municipality and site developer, for priority construction sites, including at a minimum those construction activities discharging directly into, or immediately upstream of, waters the state recognizes as impaired or high quality? <i>Comment: Attachment H Page 42</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	If there is a review process, provide a brief narrative or a flow chart of the process, describing the process steps, responsible personnel (by department, title and contact person), and criteria used for evaluation of information or plans that are submitted. <i>Narrative:</i>	<input type="checkbox"/> Attached
	Responding to public input and complaints	<input checked="" type="checkbox"/>
	Does the municipality presently have procedures in place for receipt and consideration of information and complaints submitted by the public? <i>Comment: The public can call the Road Department or Engineering Office</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

	<p>If Yes, please provide a brief narrative of the receipt process and procedures, describing process steps, responsible departments, and personnel (by title). If available, provide information on complaint tracking, documentation, etc.</p> <p><i>Narrative: Calls are received by engineering office or Road Department; inspector, road superintendent or county engineer responds and makes an effort to resolve issues if possible under existing enforceable rules and regulations and manpower.</i></p>	<input type="checkbox"/> Attached
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	Questions related to enforcement and inspection procedures	<input checked="" type="checkbox"/>
	<p>Does the municipality presently have personnel and procedures in place for construction site runoff inspection?</p> <p>Comment/Detail (inspection procedures, policies and responsible departments and personnel by title):</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>New 11-02</i>	<p>Does the program provide for inspection of priority sites at least once per month?</p> <p>Comment:</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<p>Does the municipality presently have procedures and personnel in place for enforcement of violations of construction site requirements?</p> <p>Comment:</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<p>Does the municipality use a STOP WORK order to enforce non-compliance with construction site policies and requirements?</p> <p>Comment: <i>The building inspector can issue a Stop Work order for violations of the building code but not storm-water</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<p>How are enforcement actions documented?</p> <p>Response: <i>Written reports and some pictures</i></p>	

	Questions related to training and education	<input checked="" type="checkbox"/>
	<p>Does the municipality presently make construction site runoff control training/information available to the public, developers, engineers, and contractors? (Be aware that the state of Tennessee regularly conducts erosion prevention and sediment control classes across the state. Local governments are encouraged to refer developers and contractors to these classes.)</p> <p>Comment:</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<i>New 11-02</i>	<p>Has municipal staff completed state-sponsored training, including the Tennessee Fundamentals of Erosion Prevention and Sediment Control; and the Erosion Prevention and Sediment Control Design Course?</p> <p>Comment: <i>Four staff people have completed the Fundamentals class and the county engineer has completed the Fundamentals class and the Design Course</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

b. List the best management practices (BMPs) you will implement to establish and run a construction site runoff control program. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP.

4	Best Management Practices for Construction Site Runoff Control Program
A	<i>Ordinance</i> <i>Develop and adopt an ordinance to clarify and set forth new requirements for land disturbance activities in the county. Make the ordinance parallel the state (TDEC) construction general permit (CGP) as far as technical requirements. Will include provisions for enforcement – fines, stop work orders, etc.</i>
B	<i>Procedures for Reviewing and Approving Land Disturbance Activities, Including Final Inspections</i> <i>Procedure will include: “sketch plan” meeting (includes submission of sketch, pre-construction meeting, preliminary plat review for E&S and post-construction controls); pre-construction land disturbance permit. (Post-construction runoff controls will be reviewed and approved at the same time) Final inspections will be done to verify construction was done per approved plans; e.g., as-builts (ponds, culverts, capacity of structures), site conditions.</i>
C	<i>Erosion Prevention and Sediment Control BMPs</i> <i>We will develop a storm water management manual, which will include erosion prevention and sediment control BMPs as well as post-construction BMPs. The basis for the manuals will draw heavily from TDEC’s erosion prevention and sediment control manual and post-construction storm water BMP manual.</i>
D	<i>Inspections</i> <i>We will develop an inspection checklist and inspection protocol for county inspectors. We will perform monthly inspections, per the TDEC MS4 general requirements, on all priority land disturbance activities, with follow-up notices to violators.</i>
E	<i>Enforcement Process</i> <i>Establish administrative process for enforcement for the Storm Water Administrative Board. The board will establish policies and penalties for violations, procedures for issuing stop-work orders and calling bonds.</i>

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

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c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Construction Site Runoff Control Program – Administrative Information	
Primary contact person on above BMPs <i>Sandra Knight</i>	
Other department(s) that will be involved and their role <i>Planning Office – Public education</i>	<i>Road Department – Inspection and maintenance</i>
<i>Building Inspection – Construction site inspection</i>	
Equipment needs, if any <i>Vehicles</i>	<i>Computers</i>
<i>Digital Cameras</i>	
Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.	
<i>Possibly share inspection personnel with the City of Cleveland</i>	
Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.	
Entity	BMP

(Go to next page.)

5) Post-Construction Runoff Control

a. Following is a set of questions on your current post-construction runoff control program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

	Structural and non-structural strategies	<input checked="" type="checkbox"/>
	The following is a general question related to this one of the six minimum measures.	
	Does the municipality currently have in place mechanisms or strategies to reduce pollutants in post-construction runoff to the MS4 from new development or redevelopment projects that result in land disturbance of one acre or more? <i>For example, land use planning requirements, zoning directives, site-based local controls such as riparian buffer zone protection; storage or detention of storm water prior to release to streams; practices to cause storm water to percolate the soil rather than runoff immediately; vegetative practices.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	If Yes, please provide a brief narrative of - and/or references to - the structural and non-structural strategies, describing strategies implemented, best management practices allowed, technical guidance, responsible departments, and personnel (by title).	<input type="checkbox"/> Attached
	Narrative:	

	Questions related to a post-construction site management ordinance	<input checked="" type="checkbox"/>
	Do you currently have an ordinance or regulatory mechanism that addresses post-construction runoff from new development and redevelopment projects? If yes, reference the page number in your ordinance. If No, proceed to the next section on post - construction plans review.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism require controls to mitigate pollutants in storm water runoff? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism require (explicitly or implicitly) that controls be implemented for any new development or redevelopment projects greater than or equal to one acre, including projects less than one acre that are part of a large common plan of development or sale, that discharge into your small MS4? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism contain or reference technical standards for water quality controls (e.g., design of detention basins)? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism clearly define the criteria for submittal - who must submit - of post-construction water quality control design information or plans? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	

	Does the ordinance or regulatory mechanism require approval prior to construction of post-construction water quality controls? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism require re-submittal of post-construction water quality control design information or plans if site plans change after the initial design has been approved? If yes, please note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism give the MS4 owner/operator the authority to penalize the owner of post-construction water quality controls for violations? If yes, note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism allow the municipality right-of-entry on property where post-construction water quality controls are installed for inspections? If yes, please note page number and paragraph number.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	
	Does the ordinance or regulatory mechanism require that post-construction water quality controls have adequate and long-term operation and maintenance? If yes, please note page number and paragraph number. If no, how does the MS4 owner/operator maintain post-construction water quality controls.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	
New 11- 02	Does the ordinance or regulatory mechanism require establishment and maintenance of water quality buffers during construction and after construction, in areas of new development and redevelopment	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	

	Questions related to post-construction control plans review	<input checked="" type="checkbox"/>
	Does the municipality presently have in place a technical review process (i.e. engineering department, planning department, zoning board) that evaluates new development and redevelopment with regard to the impact that post-development runoff will have on receiving streams?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	If Yes, provide a brief narrative or a flow chart of the review process, describing the process steps, responsible personnel (by department, title and contact person), and criteria used for evaluation of information or plans that are submitted.	<input type="checkbox"/> Attached

b. List the mechanisms (BMPs) you will implement to establish and maintain a post-development runoff control program. In the top half of the row, give a short, descriptive name to the BMP. In the bottom half of the row, more fully describe the BMP.

5	Best Management Practices for Post Construction Runoff Program
A	Ordinance <i>We will create and adopt an ordinance to establish the requirements for post-construction runoff control in the county. Make ordinance parallel the state (TDEC) construction general permit (CGP) for post construction related technical requirements.</i>
B	Procedure for reviewing and approving post-construction runoff controls <i>Review and approval of post-construction runoff controls is a component in the procedures for the issuance of land disturbance permit (see 4B-procedures for reviewing and approving land disturbance activities). Final inspections will be performed to verify construction was completed per the approved plans; e.g., as-builts (ponds, culverts, capacity of structures).</i>
C	Post-construction BMPs <i>We will develop a storm water management manual, which will include post-construction BMPs as well as erosion prevention and sediment control BMPs. The basis for the manual will draw heavily from TDEC's erosion prevention and sediment control manual and post-construction storm water BMP manual</i>
D	Streamside buffers <i>We will develop a BMP requiring the establishment and protection of streamside buffers.</i>
E	Storm water detention <i>A storm water detention policy and requirements will be established in an effort to minimize the effect of land disturbance activities on storm water quantity and quality.</i>
F	Maintenance agreements <i>Maintenance agreement procedures and requirements for private storm water systems will be established in an effort to ensure proper long-term operation through inspection and maintenance.</i>
G	Parking lot standards <i>Parking lot design standards and criteria will be established to minimize impervious surfaces.</i>

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

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c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Post Construction Runoff Control Program - Administrative Information	
Primary contact person on above BMPs <i>Sandra Knight</i>	
Other department(s) that will be involved and their role <i>County Road Department-Maintenance of drainage ditches, culverts and bridges</i>	<i>Planning – Education of the public, elected officials, developers</i>
<i>County Attorney-Preparing and advising on ordinances needed to implement and enforce a storm-water program</i>	<i>Building Inspection-Inspection and acceptance of sites during and after construction</i>
Equipment needs, if any	

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.

Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.

Entity	BMP

(Go to next page.)

6) Pollution Prevention and Good Housekeeping

a. The following is a set of questions on your current pollution prevention and good housekeeping program.

These questions are intended to highlight minimum program requirements under the MS4 permit. Each element not currently performed must be implemented by the end of the first permit period. Thus, each question with a “No” answer must be addressed with a solution in the MS4’s proposed program.

	Questions related to staff education and training	<input checked="" type="checkbox"/>
	Does the municipality’s current operation and maintenance program provide annual training for staff on preventing and reducing storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Comment:	
	Are training activities documented? If yes, please describe how	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Comment:	

	Questions related to municipal operations pollution prevention	<input checked="" type="checkbox"/>
	Does the municipality’s operations and maintenance program have policies and procedures in place that address pollution prevention? Consider the following in your response: maintenance activities, maintenance schedules; long term inspection procedures for structural and non-structural storm water controls to reduce floatables and other pollutants; controls for reducing or eliminating the discharge of pollutants from streets, roads, highways; controls for reducing or eliminating pollutants from municipal parking lots, maintenance and storage yards, fleet or maintenance areas with outdoor storage areas, salt/sand storage areas, snow disposal areas, waste transfer stations; disposal of waste removed from storm sewers and the areas listed above; and assessment of impacts on water quality from new flood management projects.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Comment: <i>Limited pollution prevention policies. Needs to be reviewed and improved. Training and instruction needed in all areas.</i>	

	Questions related to municipal industrial activities	<input checked="" type="checkbox"/>
	Has the MS4 owner/operator obtained a Tennessee Multi-Sector General Permit or a no-exposure waiver for all qualifying municipal industrial activities? If yes, please give permit numbers or copy of the No-Exposure Certification form.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Comment: <i>None in urban area. Landfill is run by Santek Environmental and has their own permit.</i>	

List municipally-owned or operated facilities that have a notable potential for contaminating runoff: for example - vehicle maintenance garages; waste transfer operations; golf courses; salt or other materials storage; landfill. If more than one facility for a given type of operation, give the number of such facilities. Indicate if any of these are covered by an NPDES permit. Is there a documented pollution prevention plan in place for these facilities?

	Facility or type of facilities/operation	Number	Is activity covered by NPDES permit?	Is a pollution prevention plan in effect?
	<i>Highway Department Garage</i>	<i>1</i>	<i>No</i>	<i>No</i>
	<i>County Landfill</i>	<i>1</i>	<i>Yes</i>	<i>Yes</i>
	<i>Landfill Convenience Centers</i>	<i>1</i>	<i>Yes</i>	<i>Yes</i>
	<i>Golf Course</i>	<i>1</i>	<i>No</i>	<i>No</i>
	<i>County School Bus Facility</i>	<i>1</i>	<i>No</i>	<i>No</i>

**None of these are in our urban area*

- b. List and briefly describe proposed management practices for municipal pollution prevention and good housekeeping.

In addition to considering industrial-type operations as in item a., you must also consider municipal infrastructure, and related maintenance activities, maintenance schedules and long-term inspection procedures for structural controls and the proper disposal of waste from storm sewers/ catch basins, etc. Also included in this program area is discharge of pollutants from roads and parking lots.

6	Best Management Practices for Pollution Prevention and Good Housekeeping
A	<i>Storm water quality standard operating procedures (SOP)</i> <i>We will review operation and maintenance procedures for all County activities, such as vehicle maintenance and land fill operations and develop storm water quality SOPs where applicable. SOPs will include storm water pollution prevention plans (SWPPP) as well as spill prevention and control contingency (SPCC) plans. SWPPP includes quarterly inspections.</i>
B	<i>Roadway and MS4 development</i> <i>Procedures for the development of new roadways in the MS4 will be revised to ensure that these activities are performed under, and in accordance with, any appropriate regulatory permits (such as TDEC-CGP and ARAP permits). Ordinances will be put in place to establish enforcement powers for the MS4.</i>
C	<i>Roadway and MS4 maintenance</i> <i>Existing procedures for the inspection and maintenance of roadways and the MS4, such as catch basin and wet weather conveyance cleaning, will be reviewed and revised (if applicable) in an effort to minimize the discharge of pollutants. The procedures will also be reviewed to ensure that these activities are performed under, and in accordance with, any appropriate regulatory permits.</i>
D	<i>Employee pollution prevention education</i> <i>Employee education will be provided to minimize storm water pollution potential from activities such as land disturbance activities; fleet, building, park and MS4 maintenance.</i>

Potential BMPs. List additional BMPs you might incorporate into your program after annual review of program effectiveness.

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- c. Measurable Goals and Implementation Milestones

Attached at the back of this NOI is an addendum, BMP Measurable Goals and Implementation Milestones. You must complete the addendum, providing more details on Measurable Goals and Implementation Milestones for each BMP above.

d. Administrative Information

Municipal pollution prevention and good housekeeping - Administrative Information	
Primary contact person on above BMPs <i>Sandra Knight</i>	
Department(s) that will be involved and their role	
<i>Schools-Educate maintenance personnel on good housekeeping procedures</i>	<i>Landfill-Continue to maintain existing programs</i>
<i>Road Department-Implement training and procedures to decrease the potential for pollution</i>	
Equipment needs, if any	

Will you partner with another MS4 operator, or with another institution (e.g. Chamber of Commerce, environmental interest organizations, civic groups) in order to carry out the chosen BMPs? List these institutions and briefly describe their role.

Will another governmental entity be responsible for implementing one or more of the chosen BMPs? If so, identify the entity and which BMP(s) it will implement. Include a copy of the interlocutory agreement, or contract, or proposed agreement with execution schedule.

Entity	BMP

(See next page for addendum.)

Addendum to Small MS4 NPDES Permit Notice of Intent BMP Measurable Goals and Implementation Milestones

The purpose of this addendum is to record the measurable goals for each BMP, and the dates (month and year) by which interim actions are to be accomplished. Space is given for four BMPs for each of the six minimum measures. You may add tables for additional BMPs.

Measurable goals are BMP design objectives, or goals that will quantify the progress of implementing the actions or performance of a BMP. They are ways to measure activities or effects of a BMP. For each of the six minimum measures and for each BMP, define the measurable goal you will use to monitor effectiveness of this BMP. The BMPs you list here should match exactly those given in Part IV., 1) – 6) of the permit NOI. There is space already prepared here for four BMPs for each minimum measure. You can add additional tables. You can also extend tables by using Tab key in the last row of the table and beyond.

For each BMP, establish milestones for implementation. These tables are set up for once/year milestones. You may change the milestone dates to time frames less than one year. Also, certain BMPs - e.g., an ordinance - should be put in place within one year.

Best Management Practices for Public Education and Outreach

BMP 1A	<i>Classroom Education on Storm Water</i>	
Measurable Goal(s)	<i>Goal: One activity per school in urban area per year. Measure: Number of activities or presentations at how many schools and number of children at presentation.</i>	
Milestone Yr 1	<i>Develop materials and educational program. Contact school system administrators for options and scheduling.</i>	
Milestone Yr 2	<i>Present education program or participate in activity at each school in urban area.</i>	
Milestone Yr 3	<i>Present education program or participate in activity at each school in urban area.</i>	
Milestone Yr 4	<i>Present education program or participate in activity at each school in urban area.</i>	
Milestone Yr 5	<i>Present education program or participate in activity at each school in urban area.</i>	

BMP 1B	<i>Hot Line</i>	
Measurable Goal(s)	<i>Goal: Active phone line with tracking database. Measure: Yes/no?</i>	
Milestone Yr 1	<i>Set up phone line and tracking database and begin logging complaints.</i>	
Milestone Yr 2	<i>Maintain phone line and database.</i>	
Milestone Yr 3	<i>Maintain phone line and database.</i>	
Milestone Yr 4	<i>Maintain phone line and database.</i>	
Milestone Yr 5	<i>Maintain phone line and database.</i>	

BMP 1C	<i>Web Site</i>	
Measurable Goal(s)	<i>Goal: Material on pages is up-to-date and informative. Measure: Is the page up and running?</i>	
Milestone Yr 1	<i>Create Storm-water page with basic information about the development of the County SW program.</i>	
Milestone Yr 2	<i>Add approved ordinances and information on implementation schedules and enforcement. Make permit applications available for download/printing. Include links to helpful and related sites and local training and education.</i>	
Milestone Yr 3	<i>Maintain the site.</i>	
Milestone Yr 4	<i>Maintain the site.</i>	
Milestone Yr 5	<i>Maintain the site.</i>	

BMP 1D	<i>Public Service Announcements</i>	
Measurable Goal(s)	<i>Goal: Two press releases per year. Radio public service announcements on local radio station. Measure: Number of PSAs issued each year. Track coverage in local media.</i>	
Milestone Yr 1	<i>At least two press releases in local papers announcing the proposal of the upcoming stormwater program.</i>	
Milestone Yr 2	<i>At least two press releases announcing the adoption of the storm-water program, ordinances and policies. Meet with neighboring MS4s on possibility of partnering for commercial TV and radio ads.</i>	
Milestone Yr 3	<i>Continue above.</i>	
Milestone Yr 4	<i>Continue above.</i>	
Milestone Yr 5	<i>Continue above.</i>	

BMP 1E	<i>Erosion Prevention and Sediment Control Training</i>	
Measurable Goal(s)	<i>Goal: One training session per year. Measure: Host or co-sponsor erosion prevention and sediment control training.</i>	
Milestone Yr 1	<i>Prepare Bradley County storm water management materials for including in TDEC's training program.</i>	
Milestone Yr 2	<i>Begin hosting or co-sponsoring annual training. Add extra classes as participation warrents.</i>	
Milestone Yr 3	<i>Continue.</i>	
Milestone Yr 4	<i>Continue.</i>	
Milestone Yr 5	<i>Continue.</i>	

BMP 1F	<i>Grab Bag</i>	
Measurable Goal(s)	<p><i>Goal: After an annual review of complaint and inspection reports, produce an education product where a need is identified. For instance, the documentation of the repetitive illegal discharge of concrete waste would indicate a need for specific education for that industry sector.</i></p> <p><i>Measure: (Yes/No) Has an annual review been performed, and if a need is identified, have educational materials been developed, or obtained, and made available/distributed, to meet that need?</i></p>	
Milestone Yr 1	<i>Develop complaint and inspection reports. Set up database to track complaint and inspection reports.</i>	
Milestone Yr 2	<i>Evaluate/review educational needs.</i>	
Milestone Yr 3	<i>Continue.</i>	
Milestone Yr 4	<i>Continue.</i>	
Milestone Yr 5	<i>Continue.</i>	

Best Management Practices for Public Participation and Involvement

BMP 2A	<i>Storm Water Advisory Committee-Develop Ordinances</i>	
Measurable Goal(s)	<i>Are members appointed and committee established? Are meetings held regularly (as necessary for development of ordinances)? Track public notice of meetings.</i>	
Milestone Yr 1	<i>Storm-water Advisory Committee appointed by County Commission 3-3-03. First meeting held 3-6-03. Initiate regular meetings.</i>	
Milestone Yr 2	<i>Committee will become inactive after ordinances are passed.</i>	
Milestone Yr 3	<i>N/A</i>	
Milestone Yr 4	<i>N/A</i>	
Milestone Yr 5	<i>N/A</i>	

BMP 2B	<i>Storm Water Administrative Board-Develop and Administer Procedures & Policy</i>	
Measurable Goal(s)	<i>Are members appointed and board established? Are meetings held regularly (as necessary for development of program components and appellate process)?</i>	
Milestone Yr 1	<i>Appoint members. Initiate regular meetings.</i>	
Milestone Yr 2	<i>Regular meetings continue.</i>	
Milestone Yr 3	<i>Regular meetings continue.</i>	
Milestone Yr 4	<i>Regular meetings continue.</i>	
Milestone Yr 5	<i>Regular meetings continue.</i>	

BMP 2C	<i>Public meeting(s)</i>	
Measurable Goal(s)	<i>Measure: Have we held all meetings required for public notice; including the annual program review meeting? Goal: One annual meeting and additional meeting to satisfy public notice. Log # people contacted and # in attendance.</i>	
Milestone Yr 1	<i>One meeting to announce development of MS4 program and to receive comments on its development.</i>	
Milestone Yr 2	<i>Annual report meeting. At least one meeting to satisfy public notice requirements for adoption of ordinance.</i>	
Milestone Yr 3	<i>Annual report meeting.</i>	
Milestone Yr 4	<i>Annual report meeting.</i>	
Milestone Yr 5	<i>Annual report meeting.</i>	

BMP 2D	<i>Citizens Groups</i>	
Measurable Goal(s)	<i>Measure: Has stream cleanup event been held? Goal: One event per year; Keep records of miles of stream cleaned, quantity of garbage removed (truck loads) and number of people participating.</i>	
Milestone Yr 1	<i>One stream clean-up event.</i>	
Milestone Yr 2	<i>One stream clean-up event.</i>	
Milestone Yr 3	<i>One stream clean-up event.</i>	
Milestone Yr 4	<i>One stream clean-up event.</i>	
Milestone Yr 5	<i>One stream clean-up event.</i>	

BMP 2E	<i>Grab Bag for Citizens Groups</i>	
Measurable Goal(s)	<i>Measure: (Yes/no) Has the review been performed, or follow-up been performed. Goal: To perform an evaluation each year. If we identify a need or opportunity, goal is to follow up by making contact(s) with citizens groups, to organize citizen group involvement.</i>	
Milestone Yr 1	<i>N/A</i>	
Milestone Yr 2	<i>Perform annual review.</i>	
Milestone Yr 3	<i>Perform annual review</i>	
Milestone Yr 4	<i>Perform annual review</i>	
Milestone Yr 5	<i>Perform annual review</i>	

Best Management Practices for Illicit Discharge Detection and Elimination

BMP 3A	<i>Ordinance (Illicit Discharge Detection and Elimination)</i>	
Measurable Goal(s)	<i>(Yes/No) Adoption of ordinance (Yes/No) Yearly evaluation of ordinance</i>	
Milestone Yr 1	<i>Citizen advisory committee appointed by County Commission 3-3-03. Develop draft ordinances.</i>	
Milestone Yr 2	<i>18 Months – Present to County Commission. Hold public hearings as necessary. Adopt ordinances. Notify regulated community and citizenry (See public education and participation minimum measures.)</i>	
Milestone Yr 3	<i>Evaluate yearly the effectiveness and need for changes.</i>	
Milestone Yr 4	<i>Evaluate yearly the effectiveness and need for changes.</i>	
Milestone Yr 5	<i>Evaluate yearly the effectiveness and need for changes.</i>	

BMP 3B	<i>Dry Weather Screening</i>	
Measurable Goal(s)	<i>(Yes/No) Set up screening protocol and complete screening during the mapping of the MS4</i>	
Milestone Yr 1	<i>Setting up screening protocols; purchasing or obtaining necessary equipment including tracking database. Post on web and broadcast by word, information citizens can use to spot illicit discharges. Investigate and log report of illicit discharges.</i>	
Milestone Yr 2	<i>Screen 50% of outfalls in urban area; according to progress of storm sewer system inventory data collection. Investigate reports of illicit.</i>	
Milestone Yr 3	<i>Screen 50% of outfalls in urban area. Investigate reports of illicit</i>	
Milestone Yr 4	<i>Screen % of remaining outfalls outside of Urban area. Investigate reports of illicit</i>	
Milestone Yr 5	<i>Screen % of remaining outfalls outside of Urban area. Investigate reports of illicit</i>	

BMP 3C	<i>Hot Line and Complaints Tracking System</i>	
Measurable Goal(s)	<i>(Yes/No) A functioning hot line and complaint tracking system. Goal is to respond to and resolve 100% of illicit discharges reported. Measure number of reports and number of problems resolved.</i>	
Milestone Yr 1	<i>Set up phone number dedicated to storm water and water quality issues; establish procedures for receiving and recording information into tracking system.</i>	
Milestone Yr 2	<i>Track and respond to calls.</i>	
Milestone Yr 3	<i>Track and respond to calls.</i>	
Milestone Yr 4	<i>Track and respond to calls.</i>	
Milestone Yr 5	<i>Track and respond to calls.</i>	

BMP 3D	<i>Inventory of Storm Water System</i>	
Measurable Goal(s)	<i>Measure: Percentage of MS4 inventoried Goal is 100% of urban area inventoried.</i>	
Milestone Yr 1	<i>Investigate methods of performing inventory; decide on method and data to be collected; set up necessary contract; purchase necessary equipment. (Note that concurrently, we will be establishing a requirement for as-built, electronic format, plans in new developments.)</i>	
Milestone Yr 2	<i>Finish protocols; begin inventory; complete 50% of urban area.</i>	
Milestone Yr 3	<i>Complete 50% of inventory of urban area</i>	
Milestone Yr 4	<i>Inventory 50% of County outside urban area</i>	
Milestone Yr 5	<i>Inventory 50% of County outside urban area</i>	

BMP 3E	<i>Recycling, Hazardous Waste Collection Program</i>	
Measurable Goal(s)	<i>Goal: Set up recycling program and establish collection sites. Household Hazardous Waste Day is held twice a year, spring and fall, at the county landfill. Measure: (Yes/No) Is the program being implemented and maintained.</i>	
Milestone Yr 1	<i>Set up and publicize program.</i>	
Milestone Yr 2	<i>Continue program.</i>	
Milestone Yr 3	<i>Continue program.</i>	
Milestone Yr 4	<i>Continue program.</i>	
Milestone Yr 5	<i>Continue program.</i>	

BMP 3F	<i>Education for Illicit Discharge Program</i>	
Measurable Goal(s)	<i>(See public education BMPs. Several of the educational BMPs will address eliminating illicit discharges.)</i>	
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

Best Management Practices for Construction Site Runoff Control Program

BMP 4A	<i>Ordinance (Construction Site Runoff Control Program)</i>	
Measurable Goal(s)	<i>(Yes/No) Is an ordinance in effect, meeting the minimum requirements specified in the TDEC small MS4 general permit?</i>	
Milestone Yr 1	<i>Citizen advisory committee appointed by County Commission 3-3-03. Develop draft ordinances.</i>	
Milestone Yr 2	<i>18 Months – Present to County Commission. Hold public hearings as necessary. Adopt ordinances. Notify regulated community and citizenry (See public education and participation minimum measures.)</i>	
Milestone Yr 3	<i>30 months- All components of construction site runoff control program including plans review and inspection established and implemented. Evaluate yearly the effectiveness and need for changes.</i>	
Milestone Yr 4	<i>Evaluate yearly the effectiveness and need for changes.</i>	
Milestone Yr 5	<i>Evaluate yearly the effectiveness and need for changes.</i>	

BMP 4B	<i>Procedures for Reviewing and Approving Land Disturbance Activities, Including Final Inspection</i>	
Measurable Goal(s)	<i>(Yes/No) Have procedures been implemented? (Yes/No/Percentage) Is there documentation that each step of the procedures is followed for each land disturbing activity?</i>	
Milestone Yr 1	<i>Develop the procedures for storm water advisory committee to adopt, to coincide with the storm water ordinance.</i>	
Milestone Yr 2	<i>Develop the procedures for storm water advisory committee to adopt, to coincide with the storm water ordinance. Initiate procedures.</i>	
Milestone Yr 3	<i>Follow procedures and evaluate annually.</i>	
Milestone Yr 4	<i>Follow procedures and evaluate annually.</i>	
Milestone Yr 5	<i>Follow procedures and evaluate annually.</i>	

BMP 4C	<i>Erosion Prevention and Sediment Control BMPs</i>	
Measurable Goal(s)	<i>(Yes/No) A published manual (may refer to state or other manuals) readily available.</i>	
Milestone Yr 1	<i>Examine existing manuals (TDEC's and others) for content</i>	
Milestone Yr 2	<i>Adopt a manual, to coincide with the storm water ordinance. Make manual available to public.</i>	
Milestone Yr 3	<i>Evaluate annually.</i>	
Milestone Yr 4	<i>Evaluate annually</i>	
Milestone Yr 5	<i>Evaluate annually</i>	

BMP 4D	<i>Inspections</i>	
Measurable Goal(s)	<i>Measure: percentage of required monthly inspections performed and whether NOV's are issued for non-compliance. Goal: monthly inspections per the general permit requirements, at all priority land disturbance activities, and NOV's issued for significant non-compliance.</i>	
Milestone Yr 1	<i>Establish inspection procedure, etc. in conjunction with revised ordinance. Continue present inspections on complaint basis and track.</i>	
Milestone Yr 2	<i>Hire inspector(s) Begin inspecting according to established inspection-frequency standards.</i>	
Milestone Yr 3	<i>Continue inspections according to frequency standards.</i>	
Milestone Yr 4	<i>Continue inspections according to frequency standards.</i>	
Milestone Yr 5	<i>Continue inspections according to frequency standards.</i>	

BMP 4E	<i>Enforcement</i>	
Measurable Goal(s)	<i>Measure: Implementation of enforcement policies, procedures and penalties. Goal: Develop and implement enforcement policies, procedures and penalties.</i>	
Milestone Yr 1	<i>Begin establishing policies, procedures and penalties.</i>	
Milestone Yr 2	<i>All policies, procedures and penalties established and enforced in conjunction with the ordinance.</i>	
Milestone Yr 3	<i>All policies, procedures and penalties enforced in conjunction with the ordinance. Evaluate effectiveness annually.</i>	
Milestone Yr 4	<i>Evaluate effectiveness annually.</i>	
Milestone Yr 5	<i>Evaluate effectiveness annually.</i>	

Best Management Practices for Post-Construction Runoff Control

BMP 5A	<i>Ordinance (Post-Construction Runoff Control)</i>	
Measurable Goal(s)	<i>(Yes/No) Adoption of ordinance (Yea/No) Yearly evaluation of ordinance</i>	
Milestone Yr 1	<i>Citizen advisory committee appointed by County Commission 3-3-03. Develop draft ordinances.</i>	
Milestone Yr 2	<i>18 Months – Present to County Commission. Hold public hearings as necessary. Adopt ordinances. Notify regulated community and citizenry (See public education and participation minimum measures.)</i>	
Milestone Yr 3	<i>30 months- All components of post construction runoff control program including plans review and inspection established and implemented. Evaluate yearly the effectiveness and need for changes.</i>	
Milestone Yr 4	<i>Evaluate yearly the effectiveness and need for changes</i>	
Milestone Yr 5	<i>Evaluate yearly the effectiveness and need for changes</i>	

BMP 5B	<i>Procedures for Reviewing and Approving Post-Construction Runoff Controls</i>	
Measurable Goal(s)	<i>(Yes/No) Have procedures been implemented? (Yes/No/Percentage) Is there documentation that each step of the procedure is followed for each land disturbance activity?</i>	
Milestone Yr 1	<i>Develop the procedures for the storm water advisory committee to adopt, to coincide with the storm water ordinance.</i>	
Milestone Yr 2	<i>Develop the procedures for the storm water advisory committee to adopt, to coincide with the storm water ordinance. Initiate procedures.</i>	
Milestone Yr 3	<i>Follow procedures and evaluate annually.</i>	
Milestone Yr 4	<i>Follow procedures and evaluate annually.</i>	
Milestone Yr 5	<i>Follow procedures and evaluate annually.</i>	

BMP 5C	<i>Post-Construction BMPs</i>	
Measurable Goal(s)	<i>(Yes/No) A published manual (may refer to state or other manuals) readily available.</i>	
Milestone Yr 1	<i>Examine existing manuals (TDEC's and others) for content.</i>	
Milestone Yr 2	<i>Adopt a manual to coincide with the storm water ordinance. Make manual available to public</i>	
Milestone Yr 3	<i>Evaluate annually</i>	
Milestone Yr 4	<i>Evaluate annually</i>	
Milestone Yr 5	<i>Evaluate annually</i>	

BMP 5D	<i>Streamside Buffers</i>	
Measurable Goal(s)	<i>Measure: (Yes/No) Have streamside buffer requirements been developed and implemented? Goal: Protection of streamside buffers of a minimum width for all permitted land disturbance activities.</i>	
Milestone Yr 1	<i>Develop the procedures for the storm water advisory committee to adopt, to coincide with the storm water ordinance.</i>	
Milestone Yr 2	<i>Develop the procedures for the storm water advisory committee to adopt, to coincide with the storm water ordinance. Initiate procedures</i>	
Milestone Yr 3	<i>Follow procedures and evaluate annually.</i>	
Milestone Yr 4	<i>Follow procedures and evaluate annually.</i>	
Milestone Yr 5	<i>Follow procedures and evaluate annually.</i>	

BMP 5E	<i>Storm Water Detention</i>	
Measurable Goal(s)	<i>Measure: (Yes/No) Has the storm water detention policy and requirements been developed and revised and applied to all applicable land disturbance activities? Goal: Yes. Detention requirements applied to 100% of new development, as applicable.</i>	
Milestone Yr 1	<i>Develop the policy for the storm water advisory committee to adopt, to coincide with the storm water ordinance.</i>	
Milestone Yr 2	<i>Develop the policy for the storm water advisory committee to adopt, to coincide with the storm water ordinance. Initiate procedures.</i>	
Milestone Yr 3	<i>Follow Procedures and evaluate annually.</i>	
Milestone Yr 4	<i>Follow Procedures and evaluate annually.</i>	
Milestone Yr 5	<i>Follow Procedures and evaluate annually.</i>	

BMP 5F	<i>Maintenance Agreements</i>	
Measurable Goal(s)	<i>Measure ⊗(Yes/No) Have maintenance agreements procedures been applied to applicable private storm sewer systems? Goal: Yes. Maintenance agreements put in place for 100% of new structural storm water management devices.</i>	
Milestone Yr 1	<i>Develop maintenance agreement requirements for advisory committee to adopt, to coincide with the storm water ordinance.</i>	
Milestone Yr 2	<i>Develop maintenance agreement requirements for advisory committee to adopt, to coincide with the storm water ordinance. Initiate procedures.</i>	
Milestone Yr 3	<i>Follow Procedures and evaluate annually</i>	
Milestone Yr 4	<i>Follow Procedures and evaluate annually</i>	
Milestone Yr 5	<i>Follow Procedures and evaluate annually</i>	

BMP 5G	<i>Parking Lot Standards</i>	
Measurable Goal(s)	<i>Measure: (Yes/No) Have parking lot standards been developed and reviewed and applied to all applicable land disturbance activities? Goal: Yes. Applied to all (100%) of new parking lots each year.</i>	
Milestone Yr 1	<i>Develop parking lot standards for advisory committee to adopt, to coincide with the storm water ordinance.</i>	
Milestone Yr 2	<i>Develop parking lot standards for advisory committee to adopt, to coincide with the storm water ordinance. Initiate procedures.</i>	
Milestone Yr 3	<i>Follow Procedures and evaluate annually</i>	
Milestone Yr 4	<i>Follow Procedures and evaluate annually</i>	
Milestone Yr 5	<i>Follow Procedures and evaluate annually</i>	

BMP 5H		
Measurable Goal(s)		
Milestone Yr 1		
Milestone Yr 2		
Milestone Yr 3		
Milestone Yr 4		
Milestone Yr 5		

Best Management Practices for Municipal Pollution Prevention and Good Housekeeping

BMP 6A	<i>Storm Water Quality Standard Operating Procedures (SOP)</i>	
Measurable Goal(s)	<i>Measure: (Yes/No) Have all County program activities been reviewed, and where applicable, plans developed? Goal: Yes. Review all County activities for storm water pollution potential, and where applicable develop SWPPP and SPCC plans.</i>	
Milestone Yr 1	<i>Establish contact persons at all County facilities. Review operations and perform inspections to evaluate storm water pollution potential. Inspections will be performed in accordance with requirements identified in the corresponding TDECs-TMSP industry sector.</i>	
Milestone Yr 2	<i>Development and implementation of applicable SWPPP and SPCC plans.</i>	
Milestone Yr 3	<i>Continue SWPPP procedures.</i>	
Milestone Yr 4	<i>Continue SWPPP procedures.</i>	
Milestone Yr 5	<i>Continue SWPPP procedures.</i>	

BMP 6B	<i>Roadway and MS4 Development</i>	
Measurable Goal(s)	<i>Measure: (Yes/No) Has the review and revision (where applicable) been performed? (Yes/No) Are the processes and procedures implemented? Goal: Yes. Review and revise (if applicable) the permit application process and compliance procedures for all roadway and MS4 development activities.</i>	
Milestone Yr 1	<i>Review and evaluate the existing processes and procedures, revise if applicable. Develop procedures for activities not covered. Implement new, or continue existing processes and procedures.</i>	
Milestone Yr 2	<i>Continue processes and procedures.</i>	
Milestone Yr 3	<i>Continue processes and procedures.</i>	
Milestone Yr 4	<i>Continue processes and procedures.</i>	
Milestone Yr 5	<i>Continue processes and procedures.</i>	

BMP 6C	<i>Roadway and MS4 Maintenance</i>	
Measurable Goal(s)	<i>Measure: (Yes/No) Has the review and revision (where applicable) been performed? (Yes/No) Are the processes and procedures implemented? Goal: Yes. Review and revise (if applicable) the existing inspection and maintenance processes and procedures for all roadway and MS4 maintenance activities.</i>	
Milestone Yr 1	<i>Review and evaluate the existing processes and procedures, revise if applicable. Develop procedures for activities not covered. Implement new, or continue existing processes and procedures.</i>	
Milestone Yr 2	<i>Continue processes and procedures.</i>	
Milestone Yr 3	<i>Continue processes and procedures.</i>	
Milestone Yr 4	<i>Continue processes and procedures.</i>	

Milestone Yr 5	<i>Continue processes and procedures.</i>	
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BMP 6D	<i>Employee Pollution Prevention Training</i>	
Measurable Goal(s)	<i>Measure: (Yes/No) Have employees been identified and educated? Goal: Yes. Will list and identify (by job type) and educate yearly all (100%) County employees that perform activities associated with storm water pollution potential.</i>	
Milestone Yr 1	<i>Identify employees. Develop educational materials.</i>	
Milestone Yr 2	<i>Educate identified employees.</i>	
Milestone Yr 3	<i>Annual refresher course.</i>	
Milestone Yr 4	<i>Annual refresher course.</i>	
Milestone Yr 5	<i>Annual refresher course.</i>	

(end)