

Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, May 27, 2014, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

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- | | |
|-----------|---|
| 6:30 p.m. | 1. Introductions/Roll Call |
| 6:35 p.m. | 2. Public Comments |
| 6:40 p.m. | 3. Approval of April 22 Meeting Minutes |
| 6:45 p.m. | 4. Communication Items |
| 6:55 p.m. | 5. Community Solar Presentation |
| 7:25 p.m. | 6. Train Noise Impacts Discussion |
| 8:10 p.m. | 7. Annual Stormwater Meeting |
| 8:25 p.m. | 8. Discussion Topics for June 23, 2014 Joint Meeting with City Council |
| 8:35 p.m. | 9. Possible Items for Next Meeting – June 24, 2014 |
| 8:40 p.m. | 10. Adjourn |

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**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: May 27, 2014

Item No: 3

Item Description: Approval of the April 22, 2014 Public Works Commission Minutes

Attached are the minutes from the April 22, 2014 meeting.

Recommended Action:

Motion approving the minutes of April 22, 2014 subject to any necessary corrections or revision.

April 22, 2014 Minutes

Move: _____

Second: _____

Ayes: _____

Nays: _____

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, April 22, 2014, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1 **1. Introduction / Call Roll**

2 Vice Chair Stenlund called the meeting to order at approximately 6:30 p.m.; and
3 Public Works Director Schwartz called the roll.
4

5 **Members Present:**

6 Vice Chair Stenlund; and Members Steve Gjerdingen; Joan Felice; Joe Wozniak;
7 Sarah Lenz; Duane Seigler; and Brian Cihacek.
8

9 **Staff Present:**

Public Works Director Duane Schwartz; and Assistant
Public Works Director/City Engineer Marcus Culver
10
11

12 **2. Election of Officers with Expansion of the Commission to Seven (7) Members**

13 Vice Chair Stenlund administered the oath of office to newly-appointed PWETC
14 members: Jo Wozniak; Sarah Lenz; Duane Seigler; and Brian Cihacek.
15

16 Vice Chair Stenlund welcomed new members and invited them and staff present
17 to share a brief biography and their particular areas of interest.
18

19 With no further nominations, Member Cihacek moved, Member Wozniak
20 seconded, nomination of Member Stenlund as Chair of the PWETC.
21

22 **Ayes: 7**

23 **Nays: 0**

24 **Motion carried.**
25

26 With no further nominations, Member Felice moved, Member Cihacek seconded,
27 nomination of Member Gjerdingen as Vice Chair of the PWETC.
28

29 **Ayes: 7**

30 **Nays: 0**

31 **Motion carried.**
32

33 **3. Public Comments**

None.

4. Approval of March 25, 2014 Meeting Minutes

Member Gjerdingen moved, Member Felice seconded, approval of the March 25, 2014, meeting as amended.

Corrections:

Page 2, Lines 65 – 70 (Gjerdingen)

Line 66: correct section of County Road C from east to west of Victoria

Line 67: correct wording to state: "... with the bridge re-decking; but staff..."

Page 3, Line 375 (Seigler)

Correct to read: "...now versus not decreased..."

Page 8, Line 322 (Gjerdingen)

Correct to read: "...noting versus acting..."

Ayes: 2

Nays: 0

Abstentions: 5 (New members; Stenlund)

Motion carried.

5. Communication Items

At the request of Chair Stenlund, Mr. Schwartz provided rationale for providing communication items as information for the body. In addition to those items listed in the staff report dated April 22, 2014, Public Works Director Duane Schwartz provided an update of relevant items at this time; with additional information available at the City's website under those specific projects.

At the request of Member Lenz, Mr. Culver provided a summary of the County Road B-2 Sidewalk Project, as part of and funded by the Parks Renewal Program currently underway for the addition of a 6' sidewalk along the north side of County Road B-2 from Lexington Avenue to Rice Street. Mr. Culver noted that the vast majority of this roadway was rural section, without curb and gutter, creating challenges on placement of the sidewalk and incorporation and/or improvement of existing drainage, but providing for significant additions of best management practices (BMP's) to address that drainage. Mr. Culver advised that over the next month, staff would be meeting with homeowners along that corridor to address individual needs, interests or specific issues. Mr. Culver responded to Member Lenz' request related to whether different signals would be installed at Lexington Avenue as part of this project, noting the only plan was a potential modification for the push button location with the pedestrian ramp, all under the jurisdiction of Ramsey County and not part of the City's contract for the project.

With a question of Member Wozniak, Mr. Schwartz noted that a pathway extension on Victoria Street to Central Park from Co. Rd. B-2 was anticipated on the east side as part of this project, with the portion south of B-2 to County Rd. B anticipated for 2015, when reconstruction of Victoria south O County B to

80 Larpenteur Ave. was undertaken, including the addition of a sidewalk or trail on
81 that segment as well.

82
83 Mr. Culver highlighted that, as part of the County Road B-2 project, it was
84 intended for installation of a sidewalk segment north of B-2 to tie in with the
85 sidewalk currently terminating at the Prince of Peace Lutheran Church, and tying
86 into the existing bituminous connections.

87
88 At the request of Member Lenz, Mr. Culver advised that, as with all other
89 sidewalks in non-residential areas, the City's Parks & Recreation Department was
90 tasked with keeping those pathways cleared in the winter months.

91
92 Chair Stenlund questioned if any of those delaminated areas evidenced in specific
93 areas throughout the City and seen during tours taken by the PWETC last fall
94 would be addressed; and whether underground retention systems were part of a
95 watershed district permits or just work being done by the City.

96
97 Mr. Culver advised that the City was working with several watershed districts on
98 designs (e.g. Rice Creek Watershed District for the Stanbridge/Manson area
99 which may provide some funding; and with the Sharon/Dellwood area under the
100 jurisdiction of the Ramsey-Washington Metro Watershed District).

101
102 As noted by Chair Stenlund, Mr. Schwartz confirmed that with the improved
103 economy, staff was seeing improved bid environments and an increase in costs for
104 construction projects for the City.

105
106 Mr. Culver noted that there was still limited construction funds available; and
107 further noted that the City, with the expertise provided from MnDOT staff, had
108 changed their pavement specifications to some degree to see if that addressed any
109 delaminating issues experienced in the past.

110
111 At the request of Chair Stenlund, Mr. Schwartz reviewed the current status of
112 water line freezes, with the frost mostly having left the ground; and the last
113 reported natural thaw occurring last week. Mr. Schwartz advised that some letters
114 had been mailed today to some residents running water, and others would be
115 following tomorrow. Mr. Schwartz noted recent City Council action for those
116 households experiencing a freeze up of up to \$500 for those 130 properties having
117 notified the City of freeze-ups; with the letter being mailed including information
118 on how to seek reimbursement through submission of invoices for their costs.
119 Mr. Schwartz advised that the City Council had also approved a credit on a
120 resident's base water fee and a \$20/month consumption credit for running water
121 during the freeze-up time, with staff busy calculating those credits and processing
122 reimbursements accordingly.

123
124 Member Wozniak spoke to his personal situation in running water and installing a
125 siphon at the request of the City. Member Wozniak opined that this didn't cover

the extra cost for him to heat the water to a higher degree and the extra energy costs. Mr. Schwartz advising that he would need to review that situation outside of tonight's meeting, taking into consideration automated meter readings, and credits based on usage during specific months preceding or during that month. Mr. Schwartz advised that he would work with the Finance Department to determine if adjustments to the program are necessary.

Chair Stenlund referred members to the Chapter 205 of City Code included in the meeting packet and the purpose and role of the PWETC and asked members to review the information outside the meeting.

Chair Stenlund briefly touched upon Open Meet Law provisions for commissioners to consider with any e-mail communication or other communication that should be directed to staff for dissemination; and also to be aware of attending meetings or other events where a quorum may be present, to ensure staff has been made aware of that to provide proper notice and posting. Chair Stenlund noted that this was covered in the valuable annual Ethics Training provided by the City Attorney. If there were any questions, Chair Stenlund referred commissioners to staff to advise them.

6. Snelling BRT Presentation

Mr. Culver introduced Ms. Katie Roth, Senior Planner with Metro Transit and Project Manager for the Snelling Avenue A-Line Arterial Bus Rapid Transit (BRT).

Since representatives had last attended a PWETC meeting in the spring of 2012 when the feasibility study was just being wrapped up, Ms. Roth provided an update on the project, now getting into the preliminary design stage.

Ms. Roth provided an extensive presentation on the proposed BRT's, with the Snelling Avenue line being the first project proposed as one of the highest used routes; and reviewed features and amenities intended to make the route more attractive, with proposed construction to be completed in the fall of 2015. In an attempt to make these corridors more attractive and user-friendly, Ms. Roth noted that Metro Transit was committed to a higher level of snow removal and attention than currently found at some shelters and/or stops.

As Ms. Roth reviewed proposed stops at ½ mile intervals along the corridor, Member Felice advocated for a station at County Road B, Larpenteur, and also at Roselawn, even if current ridership was low, opining that ridership would increase as intervals for stops were more conveniently located.

Ms. Roth advised that funding was anticipated using MnDOT and State of MN bonding authority, Metropolitan Council funds, and federal grants and formulas. Ms. Roth noted that additional open houses and opportunities for public review

and a broad outreach program were scheduled during 2014 starting in May, with final designs anticipated for completion in late October of 2014.

Discussion with Ms. Roth and commissioners included standard station concept amenities versus those intended to enhance the Rosedale Center stop as a major destination and incorporating existing indoor waiting space for anchoring nine existing connecting bus routes; concept drawings for various north and/or southbound stations along the corridor; no planned bump-outs or lane extensions planned along the Snelling Avenue corridor in our area, with all intended to be kept on the curb line; crossing difficulties, particularly at Skillman and at Har Mar during winter and for wheelchair users; and cooperative work with other agencies to address some of those identified access issues.

Further discussion included the availability of refuges mid-intersection for those unable to get across the entire roadway in time, particularly east/west intersections at Snelling Avenue; work with the Rice Creek Watershed District on stormwater management and water quality through adding additional impervious surfaces at these proposed transit stations; and the intentional standardizing of the stops and shelters to keep costs efficiencies and management as the highest priority and in line for the over 400 shelters proposed, with intended development of “art kits” to identify opportunities for art within shelters to add flair to each locale.

Ms. Roth noted that the shelter proposed at Har Mar would have a smaller platform than preferred to utilize existing sidewalks and the right turn lane beginning just north of the shelter location, due to consideration of a critical safety and operations standpoint stopping further back from the intersection.

Additional discussion included the proposed use of a beacon at the top of the station pylons to alert riders of the near arrival of buses; and app’s available for Smartphone use as well to track stops; inclusion of benches and standard street furniture designed for comfort of those waiting, but also addressing concerns with ad venues using current benches and how to work out each placement without impeding functions of the stations; and better management of trash and recycling at each stop, especially those higher ridership stations.

Ms. Roth noted that staff was currently working into that decision-making area of who maintains certain aspects, with a current patchwork of agreements throughout service areas; and the future goal to bring management and maintenance of those shelters to an acceptable level in keeping with the premium service offered for the estimated 4,000 riders along this corridor.

Further discussion included the types of buses (30’) to start the line; scheduling considerations and challenges; considerations given for reduced rider fares for shorter segments, not currently intended and not used other than in downtown Minneapolis and St. Paul.

217 With Ms. Ross noted that BRT staff was intending to recommend deferral of the
218 southbound portion of the shelter/stop at Roselawn and Snelling due to very low
219 demand, it may not be included in the initial concept plan going to the
220 Metropolitan Council for approval later this summer; with fewer than 5 boardings
221 per day at current ridership, even though that location was spaced at the preferred
222 ½ mile interval.

223
224 Member Felice reiterated her advocacy for that stop, as it would be her stop, since
225 she currently took the #61 bus and walk up to Larpenteur to do so, which was
226 miserable in the winter as well as not having a sidewalk to do so. Member Felice
227 opined that more riders would utilize this new BRT if it was more effective than
228 the current route and stops.

229
230 Ms. Roth underscored that their staff's recommendation would be based on the
231 overall public comments received, agency comments, and construction cost
232 estimates. However, Ms. Roth noted that the original impetus to look at ways to
233 reduce costs had been revised by adding a station between Como and Larpenteur
234 Avenues at the Humphrey Job Core, due to many constraints with a fence along
235 the fairground, and based on public comment and other differentials to make the
236 project whole, an infill station had been added to the corridor in response.

237
238 In reviewing the anticipated 2015 construction schedule, Ms. Roth noted their
239 consideration of the Minnesota State Fair and impacts to that event and
240 anticipated opening of the BRT line in the fourth quarter of 2015.

241
242 Ms. Roth briefly noted that future lines would consider an expansion of the line to
243 serve the University of Northwestern, Bethel University, major employers along
244 the line, and eventually TCAAP, with the Metropolitan Council requesting and
245 announcing that re-evaluation. Ms. Roth advised that their staff would pursue
246 direct engagement with those institutions and employers in that part of corridor as
247 part of that consideration.

248
249 Member Seigler expressed his concern with the potential for the BRT to have
250 signal priority over other types of travelers; opining that especially at County
251 Road B and Roselawn Avenue at Snelling, there were long waiting times during
252 peak traffic, and whatever could be done to move traffic should be done.

253
254 Mr. Culver, as a member of that study committee, and Ms. Roth reviewed the
255 intent to have some potential for signal priority to pre-emp signals to some degree
256 to keep the lines moving to connect with the LRT Green Line along University
257 Avenue. Mr. Culver explained the logic and coordination to minimally adjust the
258 signal cycle, based on demand read from other approaches as well; and not
259 included in the ability for emergency vehicles to pre-emp signal lights from their
260 overall cycle. Mr. Culver assured Mr. Seigler that consideration would be given
261 to those intersections already operating at peak capacity, and may not be included

262 in signal priority options, with each intersection evaluated based on logic and
263 certain criteria.
264
265 Ms. Roth concurred, noting that the measure would include how to achieve the
266 most efficiency of the cycle, and how to get the most people through versus the
267 number of vehicles, but no intentions to delay people to a great degree.
268
269 At the request of Member Seigler, Mr. Culver advised that MnDOT operated
270 signals along Snelling Avenue, and while the City could make comments and
271 alert them to general signal timing issues, the City had no authority to impact
272 signal timing issues, which MnDOT could implement without City approval. Due
273 to existing capacity issues at those intersections, Mr. Culver noted that discretion
274 was called for.
275
276 Mr. Schwartz advised that City staff interacted with MnDOT on a daily basis on
277 general traffic issues; and complaints fielded by the City and referred to them; and
278 expressed his confidence that they would seriously consider the concerns
279 expressed by the City to them, especially creating additional negative impacts.
280
281 Further discussion included existing intersection issues at County Road B and
282 Snelling, the need to address traffic issues at I-35W and Highway 36 to address
283 more localized traffic issues; and how Metro Transit planned to address and
284 reduce time looping the Rosedale Center parking lot with this BRT, with other
285 buses continuing with their parking lot perimeter road use.
286
287 Additional discussion included current routes, and whether they will continue at
288 this time; and plans to implement a 30-minute route for Bus #84 on opening day
289 of the BRT's 10-minute schedule; with Bus #87 planned to remain at a 20-minute
290 frequency.
291
292 Chair Stenlund asked that Ms. Roth schedule a tour for the PWETC once the
293 station construction is initiated, perhaps at Rosedale, County Road B or Roselawn
294 Avenue, providing a field trip for the commission to see construction as it
295 progresses.
296
297 Ms. Roth opined this was an excellent idea, and even though it would be a year
298 from now, duly noted the request.
299
300 Additional information available at:
301 Metrotransit.org/snelling-brt
302 Metrotransit.org/arterial-study
303 Katie Roth, Senior Planner / Arterial BRT Project Manager
304 612/349-7772 ~~ Katie/roth@matrotransit/org
305 **Recess**
306 Chair Stenlund recessed the meeting at approximately 8:01 p.m. and reconvened at
307 approximately 8:07 p.m.

308
309 **7. Eureka Annual Report**

310 Christopher Goodwin, Director of Customer Relations & Education with Eureka
311 Recycling reviewed the mission and educational commitment of Eureka, and
312 updated the PWETC for 2013 Year-End, prior to the implementation of the
313 single-sort system.
314

315 Mr. Goodwin noted that Eureka had been the recycling collection and processing
316 provider in Roseville since 2006, with a previous dual stream, and
317 implementation of the single sort system in February of 2014. Mr. Goodwin
318 noted the unique situation available for Roseville in data gathering through those
319 years, and determining trends, which most cities were starved for in order to
320 monitor their programs. Mr. Goodwin opined that an important part of their
321 mission was to make that information available as a measurement tool. Mr.
322 Goodwin noted that the Roseville program was seen nationally as one of the best
323 programs in the country; and would serve as a model during ongoing discussion
324 about extended producer/manufacturer legislation. Mr. Goodwin noted that the
325 positive model of Roseville's process was due to its high participation rates and
326 the highest and best use of end-market recycled materials.
327

328 Mr. Goodwin reviewed the three reasons Eureka made the decision to move
329 toward the efficacies of a single sort system.

- 330 1) Convenience;
331 2) Moving toward curbside composting in every metropolitan city, with the pilot
332 programs indicating that the most cost-effective way was to use the same
333 vehicle for pick-up with one part used for composting and the other used for
334 single sort recyclables, and anticipated in the near future; and
335 3) Better control of what happens to materials and better education of the public
336 provided through single sort recycling and how the program can be improved.
337

338 Mr. Goodwin highlighted the 2013 report, and responded to questions and
339 comments of the PWETC, including increased tonnage during 2013 following a
340 downward trend based on economics in several years prior to this; fiber versus
341 container collection and equalization of those products due to reduced paper
342 usage; and the high rate of residuals of Roseville compared to the rest of Ramsey
343 County.
344

345 Mr. Goodwin briefly reviewed the methodology in determining the residual rates
346 for Roseville through consistent but random collection analysis over a week and
347 separate from other collections to determine its composition and part of Eureka's
348 value system and information gathering.
349

350 Mr. Goodwin also reviewed participation rates, still very high in Roseville (page
351 6); ongoing blind study area for sampling 200 households weekly over a month to
352 verify set-out rates; and impacts of the economic downturn in 2009 that happened
353 rapidly and negatively impacted multiple commodities traded in market with

index prices, with the cost of processing materials not necessarily covering revenue received for doing so. Mr. Goodwin noted that this was a short-term, not a long-term crash, with it bouncing back to the highest level ever several years later, even with some downtrends seen in 2013 as previously noted based on the types of materials collected, but since then recovered and back to normal. Mr. Goodwin noted that the City of Roseville was getting a larger share of revenue from materials than realized in the past.

Mr. Goodwin reviewed environmental models used (pages 8 – 10) in analyzing tonnage and composition of materials; and reviewed the increased outreach and education done by Eureka in conjunction with staff in 2013 prior to implementation of the single sort system and addressing cart sizes. Mr. Goodwin noted the initial concern of residents having smaller garages and their anxiety in having room for a larger cart, and the significant increases in calls from residents, and subsequent increase in calls received over the last few months after implementation with over 200 residents now requesting to increase or change their cart size; and apologized for any delays being experienced with that increased call volume.

Mr. Goodwin further addressed the Zero Waste Events held in Roseville during community events, typically found to be one of the most intense generators of waste, but due to the commitment of Eureka and the City of Roseville, through composting, recycling and working directly with vendors to make sure materials are appropriate from planning stages through weigh-in at the end of the event, a 93% – 99% diversion rate was achieved. Mr. Goodwin noted that this is another Roseville leadership model that others were emulating. While not currently using that concept for the Rose Parade, Mr. Goodwin suggested it may be something to add to the list, even though public corridor recycling at public spaces was often difficult to implement and monitor.

Discussion ensued regarding changes in plastics collected and rationale for changing markets and technologies allowing for their collection and sorting for end markets; with Mr. Goodwin noting that Eureka has never shipped plastics overseas, and retained the ability to track their chain of custody of those materials in the U.S.A.

Chair Stenlund expressed his interest in if and how the single sort system had improved collections in Roseville, as part of the 2014 Year-End report. Chair Stenlund also encouraged Eureka to develop methods for whole food composting waste options to separate fats from plant-based materials wherever possible. Chair Stenlund further suggested consideration be given by Eureka to address construction site consumables (e.g. water bottles) and those willing contractors and employees who would use such a service, in addition to how to address lunch waste, cigarette butts, etc. to address employee behavior at those sites, not the actual solid construction materials themselves.

399 At the request of Mr. Goodwin, Chair Stenlund advised that this could affect
400 smaller crews building a house or larger construction or street projects, with cases
401 of water often used.

402
403 Mr. Goodwin noted, from the City's perspective as well as that of Eureka, that
404 may indicate a drop-off for those sites, and could possibly be included as part of
405 the permitting process for the City to provide containers for recycling and work
406 with Eureka to pick-up dumpsters or containers. Mr. Goodwin noted that it would
407 be harder to accomplish this with smaller home builders.

408
409 Chair Stenlund considered many MnDOT road projects during the summer
410 construction season and the need to keep workers hydrated, which to him sounded
411 like a great opportunity to pursue. Chair Stenlund also spoke in support of the
412 zero waste aspect for community activities.

413
414 Member Lenz suggested persuading people not to use plastic water bottles, with
415 Chair Stenlund opining that while preferred, it wasn't always practical to do so,
416 when a safe water source needed to be ensured.

417
418 Regarding next year's report, at the request of Mr. Goodwin, Chair Stenlund
419 clarified that he wanted the report to include any things that are not working,
420 whether the single sort was equal or better than dual sort, or if there were other
421 preferred options; and using the same dashboard to track both options.

422
423 Member Wozniak suggested that rather than waiting an entire year, Eureka be
424 invited to make a quarterly report of that data.

425
426 Mr. Goodwin expressed his willingness to return midway through the year when
427 good data was available after the transition period, and noted that most of the
428 information is available on their website on a daily basis.

429
430 Mr. Schwartz noted that past and present PWETC members, as well as
431 Councilmembers, had expressed an interest in a field trip once Eureka's
432 processing facility was fully on line.

433
434 Mr. Goodwin so noted that request, suggesting that in late spring or early summer,
435 Eureka would be willing to accommodate that as a private tour, but also noted that
436 Eureka planned open houses for the community so they could see firsthand where
437 their recycled materials went.

438
439 At the request of Member Lenz, Mr. Goodwin noted the location of their facility,
440 just off East Hennepin and Highway 280.

441
442 Additional discussion included every other week versus weekly collection,
443 especially with the anticipated collection of compost; and education and

prevention efforts of Eureka, with over 50,000 calls fielded by their help line staff on an annual basis.

Additional information available at:

Eureka! Recycling

651/222-SORT (7678) ~~ www.eurekarecycling.org

Given time constraints, Chair Stenlund recommended that the next two items on tonight's agenda be postponed to the next meeting.

Member Cihacek moved, Member Lenz seconded, TABLING Agenda Items 8 and 9, respectively entitled "Public Works Department Overview" and "Commissioner Stenlund Capstone Presentation" to the next meeting of the PWETC.

Ayes: 7

Nays: 0

Motion carried.

8. Public Works Department Overview

9. Commissioner Stenlund Capstone Presentation

10. Possible Items for Next Meeting – May 27, 2014

- Mr. Schwartz noted some time would be needed to review items of interest to the City Council
- Chair Stenlund noted the addition to the previous tabled items
- Member requested a discussion of train noise
- Member Wozniak suggested several topics of interest to the PWETC in his work with composting and organics, with Ramsey County now providing "clear stream" containers for check-out for larger events; as well as noting that Ramsey County yard waste sites will now be accepting compostable organics, with the exception of the Arden Hills site. Also, with the PWETC talking about extending recycling programs to non-residents, Member Wozniak noted that Ramsey County had limited grant monies available for organics collection, and offered to have a representative come to a future PWETC meeting to talk about this new program just now in its initial stages.

Chair Stenlund opined these were great suggestions, and expressed appreciation for him bringing them forward, and asked that Member Wozniak provide additional information on these suggestions for the body to review prior to inviting presentations. Chair Stenlund noted the many good discussions available to the PWETC, but the limited time available to consider them all. Chair Stenlund thanked members for tonight's great discussion, making it hard to terminate that discussion.

- 490
- 491
- 492
- 493
- 494
- Member Lenz suggested a future discussion of the working relationship between Ramsey County and the City on joint projects; with Chair Stenlund noting that may become part of the Public Works Department Overview presentation.

495

496

497

Member Seigler advised that he would not need a hard copy of the agenda packet going forward.

498

499

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505

At the request of Members Lenz and Wozniak, upon receipt of the City GIS map booklets distributed to PWETC members tonight, Mr. Schwartz advised that the information was not incorporated electronically at this time, but gleaned from several different sources, making the hard copy the most concise material available, but updated annually and used extensively by staff to provide GIS coverage of the City's infrastructure, traffic counts, and other useful information.

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11. Adjourn

Member Cihacek moved, Member Felice seconded, adjournment of the meeting at approximately 8:59 p.m.

Member Lenz advised that she would be unavailable for the June 2014 meeting.

Ayes: 7

Nays: 0

Motion carried.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 27, 2014

Item No: 4

Item Description: Communication Items

Projects update:

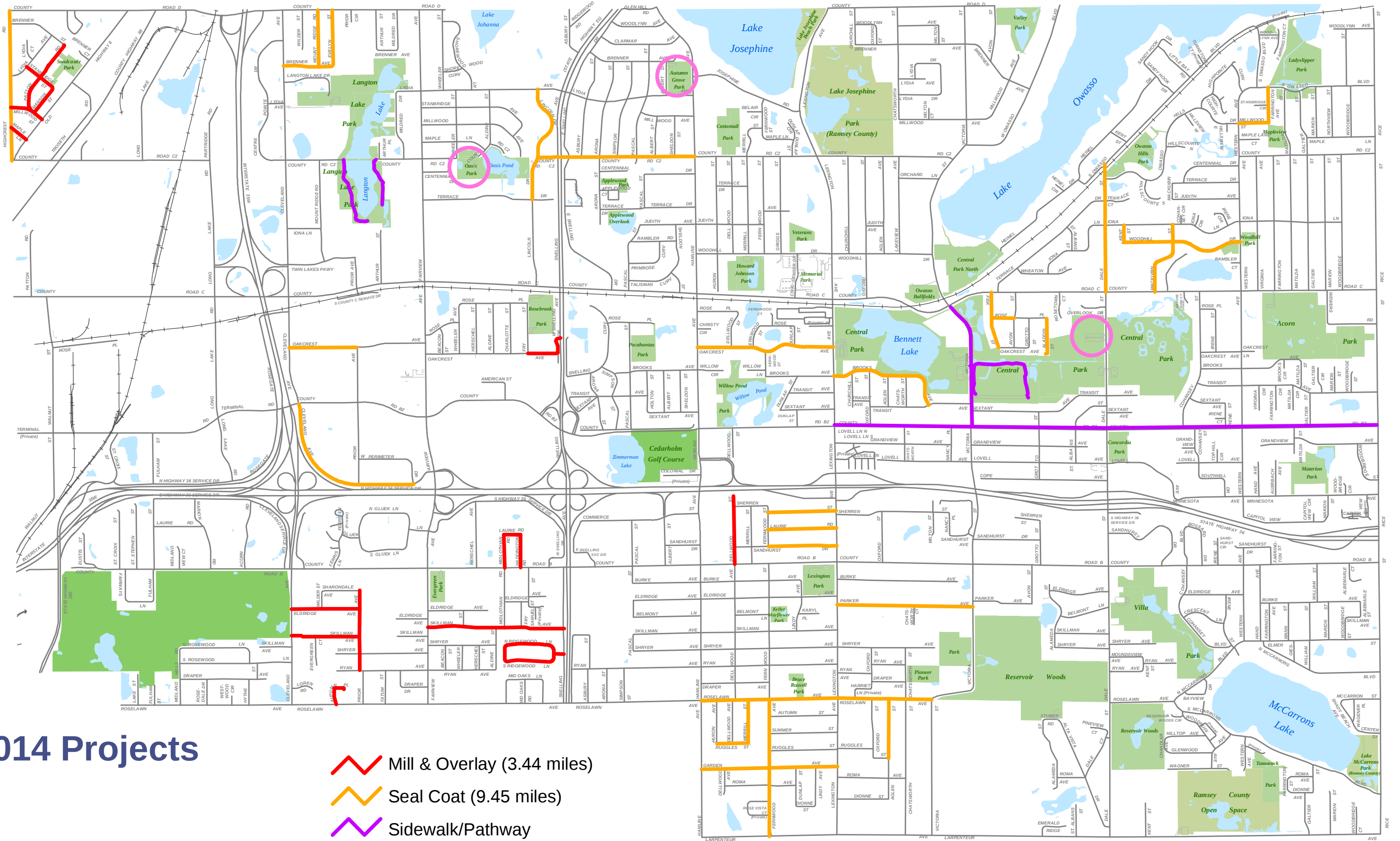
- 2014 Sanitary Sewer Lining Project – The contractor has completed the pre-cleaning of all the lining segments. During the cleaning process, they identified some offset joints that will require point repairs prior to lining which will delay the lining of these lines as the repairs are performed. The contractor has lined approximately 2 miles of the 6.3 mile project. The project should be complete in August.
- County Road B-2 Sidewalk Construction – This project consists of constructing a 6 foot sidewalk along the north side of County Road B2 from Lexington Ave to Rice Street as well as along Victoria Street from County Road B2 north to County Road C. The contract was recently awarded to T.A. Schifsky and Sons, Inc. and construction is expected to begin in late June and be complete before school starts in September. Staff is working to schedule meetings with impacted property owners in the meantime.
- 2014 PMP- The project was recently awarded to Valley Paving, Inc. Within the last week sport curb repairs have begun as well as repairs to catch basins and other utility structures. Actual milling and paving operations are expected to begin in early June.
- Snelling Ave Bus Rapid Transit: On Tuesday evening, May 20th, Metro Transit hosted an Open House at the Roseville Library about the new proposed Bus Rapid Transit line that will run along Snelling Ave and Ford Pkwy/46th Street and ultimately connect to the Hiawatha Light Rail line (now called the Blue Line). We have not yet received information from Metro Transit on any comments submitted at this meeting, but will present those to the PWET Committee as they become available. Construction of the stations is expected to begin in late 2014 with the service beginning in late 2015.
- 2014 Seal Coat Project: This year's seal coat project was recently awarded to Pearson's Bros., Inc. Due to an increase in prices this year the seal coat program is being reduced slightly in order to stay within the budget. Actual seal coat operations should begin in the first or second week of June and be complete by the end of June.
- South Owasso Boulevard Private Drive: Staff met with residents along the private road portion of South Owasso Boulevard on Wednesday, May 21st to discuss existing storm water concerns and the City's and Watershed's desire to manage the direct discharge into Lake Owasso. Staff will be working on a potential 2015 project to improve the storm water management in this area.

Maintenance Activity:

- Public Works staff has recently completed the City wide spring street sweeping. Staff will continue to sweep spot locations on an as needed basis.

- Seasonal street maintenance activities are in full swing with general patching operations as well as crack sealing and other activities to prep the roadways for this year's seal coat program.
- Utility crews are active with preventive maintenance activities including hydrant flushing and sewer jetting (cleaning) operations.

Attachments: A: 2014 Project Map
B: 2014 Sewer Lining Map



2014 Projects

-  Mill & Overlay (3.44 miles)
-  Seal Coat (9.45 miles)
-  Sidewalk/Pathway
-  Parking Lot



Prepared by:
Engineering Department
May 22, 2014

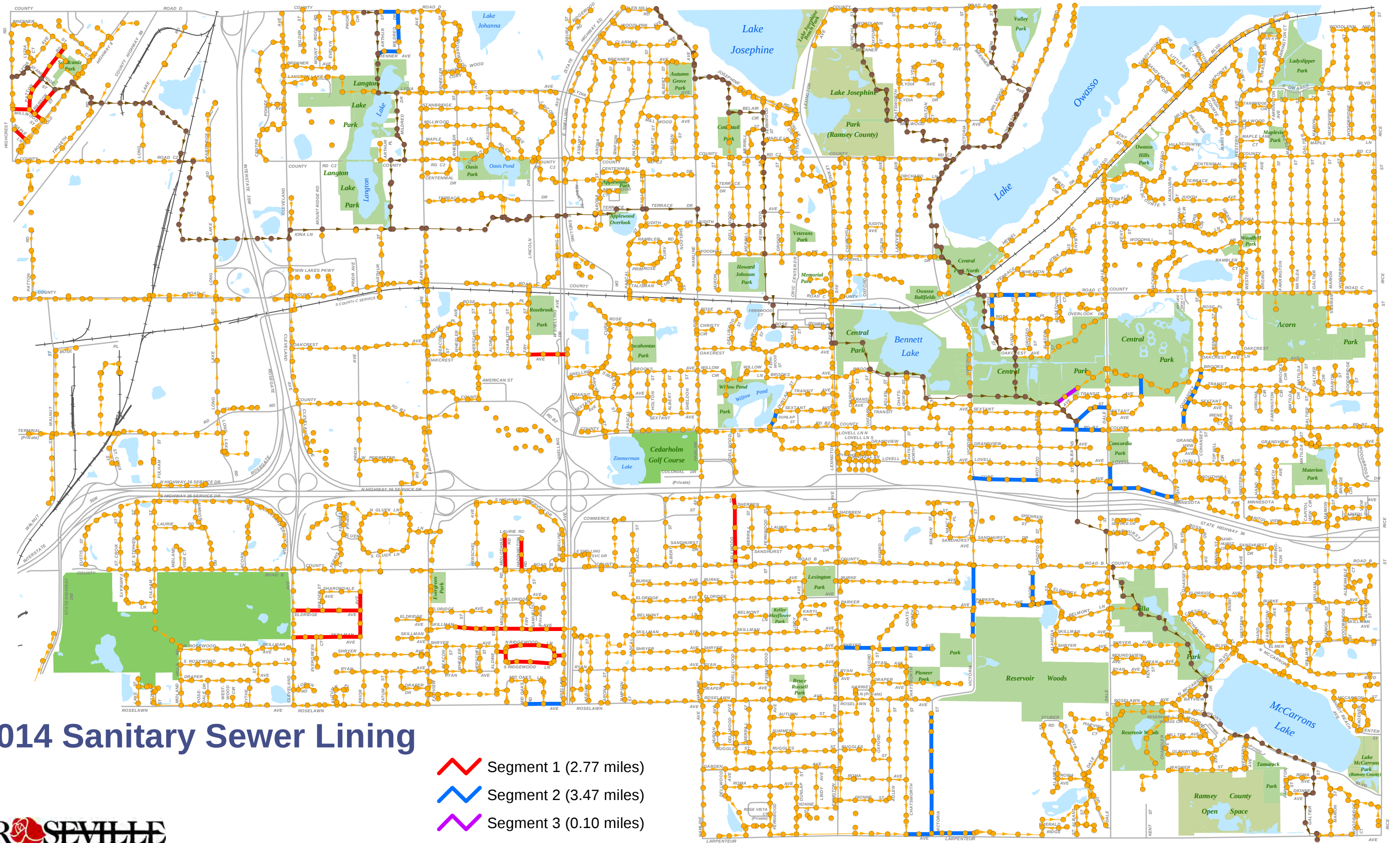
Data Sources and Contacts:
 * Ramsey County GIS Base Map (4/29/13)
 * City of Roseville Engineering Department
 For further information regarding the contents of this map contact:
 City of Roseville, Engineering Department,
 2660 Civic Center Drive, Roseville MN

DISCLAIMER:
 This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-782-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 500 1000 1500 2000 Feet

mapdoc: 2014Projects.mxd
map: 2014Projects.pdf





2014 Sanitary Sewer Lining



Prepared by:
Engineering Department
January 23, 2014

- Segment 1 (2.77 miles)
- Segment 2 (3.47 miles)
- Segment 3 (0.10 miles)
- City Sanitary Pipe
- Metro Sanitary Pipe

Data Sources and Contacts:
* Ramsey County GIS Base Map (12/21/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

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mapdoc: 2014Lined.mxd
map: 2014Lined.pdf



**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: May 27, 2014

Item No: 5

Item Description: Community Solar Presentation

Background:

In 2012 the city applied for funding for two 40 kw solar systems to be installed on the city hall and maintenance building roofs through Xcel Energy's solar rewards program. Due to competition for limited funds the city did not get funded for the project. In 2013 the State Legislature changed the statutes regarding renewable energy requirements for utilities. These changes provided the framework for community solar projects and made in Minnesota credits for incenting investment in solar energy projects. There are a number of city residents that have asked the city to consider how it might participate or encourage these types of projects through zoning and building code requirements. We have asked Diana McKeown from Metro Certs/Great Plains Institute to educate us on community solar projects and how we as a community could get involved. Attached is an information piece from CERTS regarding community solar (attachment A).

Recommended Action:

Receive presentation and discuss how the city might participate.

Attachments:

- A. Community Solar information sheet
- B.



WHAT IS A COMMUNITY SOLAR GARDEN?

Community Solar Gardens are centrally-located solar photovoltaic (PV) systems that provide electricity to participating subscribers. Could it work for you?

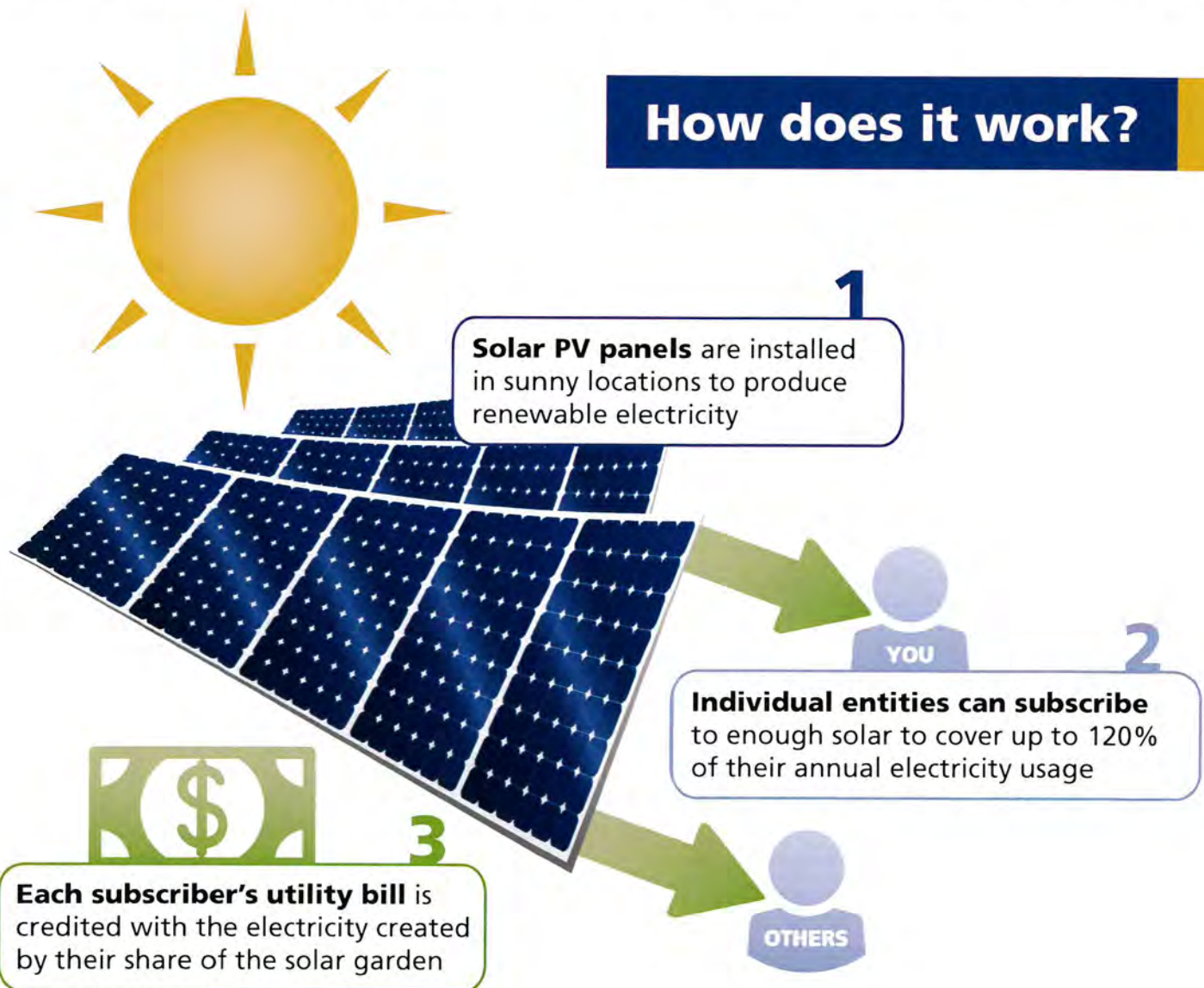
Q Who is it for & why would I do it?

Are you interested in going solar but unable to do so on your own? Perhaps you live in an apartment, have a shaded roof at home, or don't have space at your organization. Now you can join a community solar garden installed near you!

Community solar gardens are a simple way to go solar. You purchase an up-front subscription, then soak in the rays (much of Minnesota is as sunny as places like Houston, TX and Tallahassee, FL).

How does it work?

Q



Q How much solar should I get?

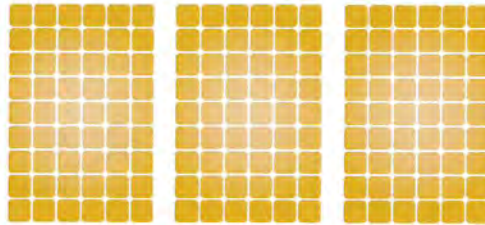
The amount of electricity you use each year helps you decide how much solar to get. Your solar garden subscription can cover up to 120% of your usage. A typical Minnesota home uses 800 kilowatt-hours (kWh) a month. Remember: a more efficient home means more cost-effective solar!

Electricity Use



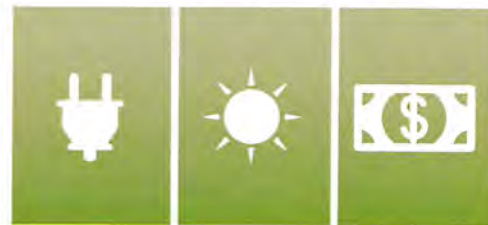
A typical MN home uses 800 kWh each month, or 9,600 kWh each year

Solar Subscription



4 kW of solar could provide half the electricity used by the typical MN home

Utility Bill



Solar power production is shown and credited on the subscriber's utility bill

Q Who is involved in a project?

As a subscriber, you don't have to worry about every detail. See below for key players.



SUBSCRIBERS: individual entities who get solar power



DEVELOPER: primary group organizing the solar garden



HOST SITE: location where solar garden is installed



FINANCE: sources of financing for the project



UTILITY: electricity provider ^{*} where solar garden is installed



SITE ASSESSOR: expert that studies solar garden location



INSTALLER: expert that installs the solar garden



OUTREACH PARTNERS: groups that find subscribers

^{*} See more details about utility programs and rules for community solar gardens on our website at SolarGardens.MnCERTs.org#Who.



Learn more, ask questions & take action:

SolarGardens.MnCERTs.org

CERTs: Minnesotans building a clean energy future

**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: May 27, 2014

Item No: 6

Item Description: Train Noise Impacts Discussion

Background:

Over the past year or so city staff have been receiving an increasing number of complaints from residents from the east side of Roseville regarding train horns, especially during nighttime hours.

The Canadian Pacific RR which does not have tracks in the City of Roseville but is just to our east through Shoreview, Little Canada, Maplewood, and St. Paul is operating the trains all night which are causing the noise issues. The increase in traffic is due to fracking sand and crude oil being transported to and from North Dakota oil fields. The Minnesota Commercial Railroad who operates trains on the east-west line in Roseville currently does not run trains during the night time hours. Staff has been getting noise complaints from as far as 3/4 mile away from the line in Little Canada, and Maplewood. Railroads are federally regulated and there is limited things the cities can do. Quiet zones can be mandated by cities but require additional crossing safety equipment installation at city expense and results in shift of liability for accidents in certain circumstances. It is the city in which the crossings lie that can establish quiet zones. Shoreview and Little Canada have studied the cost of doing so in their cities and are seeking funding to upgrade the crossings to allow for quiet zone designation. Roseville staff has participated in some of the meetings with the railroad on behalf of Roseville residents and support the efforts of the neighboring cities to establish the quiet zones. The City Council is receiving calls from residents on this issue and may be having some discussion as well in the near future.

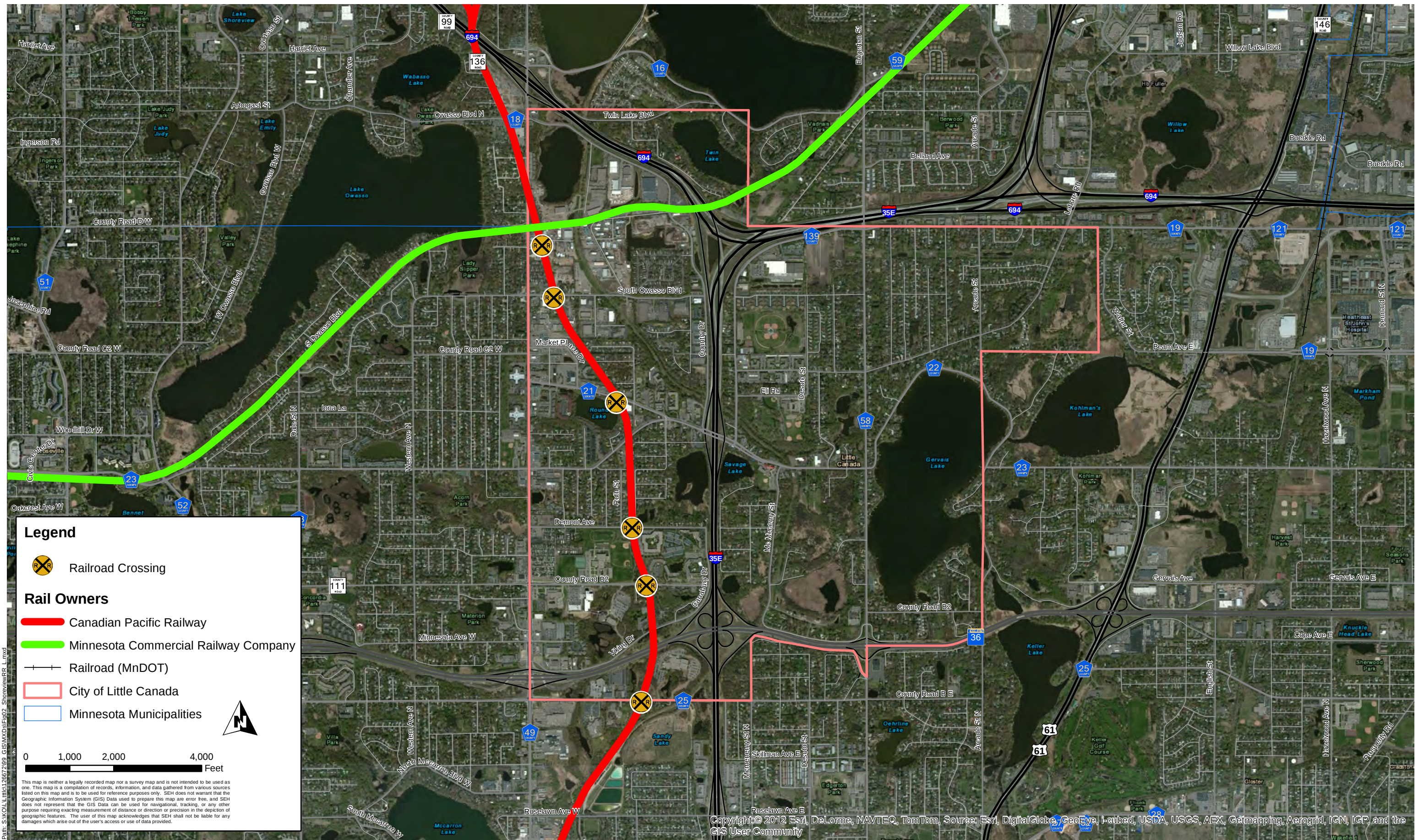
Attached is a map and the federal regulation requiring trains to blow their horn approaching at grade crossings. Staff will present any additional information we can find regarding the Little Canada and Shoreview studies and their plans to mitigate this issue at the meeting. There may be several residents at the meeting who may wish to share with the Commission how the train noise is impacting their quality of life. Staff has received over 15 complaints in the past month regarding the noise issue.

Recommended Action:

Discuss train noise and its impact on the community.

Attachments:

- A. Map
- B. Federal regulation regarding required train horns



THE “TRAIN HORN” FINAL RULE Summary

1. Overview:

- The Final Rule on Use of Locomotive Horns at Highway-Rail Grade Crossings, published in the *Federal Register* on April 27, 2005, is intended to:
 - ⇒ Maintain a high level of public safety;
 - ⇒ Respond to the varied concerns of many communities that have sought relief from unwanted horn noise; and
 - ⇒ Take into consideration the interests of localities with *existing* whistle bans.
- Currently, state laws and railroad operating rules govern use of the horn at highway-rail grade crossings. When this rule takes effect, it will determine when the horn is sounded at public crossings (and private crossings within “quiet zones”).
- This Final Rule was mandated by law¹, and was issued by the Federal Railroad Administration (FRA) after consideration of almost 1,400 public comments on the Interim Final Rule (IFR) (68 FR 70586) published December 18, 2003.
- Consistent with the statutory mandate requiring its issuance, the rule requires that locomotive horns be sounded at public highway-rail grade crossings, but provides several exceptions to that requirement.²
- Local public authorities may designate or request approval of, quiet zones in which train horns may not be routinely sounded. The details for establishment of quiet zones differ depending on the type of quiet zone to be created (Pre-Rule or New) and the type of safety improvements implemented (if required).
- Horns may continue to be silenced at Pre-Rule Quiet Zones, provided certain actions are taken.
- Intermediate Quiet Zones (whistle bans that were implemented after October 9, 1996 but before December 18, 2003) may continue to have the horns silenced for one year (until June 24, 2006), provided certain actions are taken. After which time they must comply with the provisions for a New Quiet Zone if the horns are to remain silent.

¹49 U.S.C. 20153.

- The rule goes into effect on June 24, 2005.
- Pre-Rule Quiet Zones in the six county Chicago region are excepted from the provisions of this rule pending further evaluation of the data.

2. Requirement to sound the locomotive horn:

- Outside of quiet zones, railroads must sound the horn 15-20 seconds prior to a train's arrival at the highway-rail grade crossing, but not more than 1/4 mile in advance of the crossing.

Note: Most State laws and railroad rules currently require that the horn be sounded beginning at a point 1/4 mile in advance of the highway-rail grade crossing and continued until the crossing is occupied by the locomotive. Under the rule, for trains running at less than 45 mph, this will reduce the time and distance over which the horn is sounded. This will reduce noise impacts on local communities.

- The pattern for sounding the horn will remain, as it currently exists today (two long, one short, one long repeated or prolonged until the locomotive occupies the highway-rail grade crossing).
- Locomotive engineers may vary this pattern as necessary where highway-rail grade crossings are closely spaced; and they will also be empowered (but not required) to sound the horn in the case of an emergency, even in a quiet zone.
- The rule addresses use of the horn only with respect to highway-rail grade crossings. Railroads remain free to use the horn for other purposes as prescribed in railroad operating rules on file with FRA, and railroads must use the horn as specified in other FRA regulations (in support of roadway worker safety and in the case of malfunctions of highway-rail grade crossing active warning devices).
- The rule prescribes both a minimum and *maximum* volume level for the train horn. The minimum level is retained at 96 dB(A), and the new maximum will be 110 dB(A). This range will permit railroads to address safety needs in their operating territory (see discussion in the preamble).
- The protocol for testing the locomotive horn will be altered to place the sound-level meter at a height of 15 feet above top of rail, rather than the current 4 feet above the top of the rail. Cab-mounted and low-mounted horns will continue to have the sound-level meter placed 4 feet above the top of the rail.

Note: The effect of this change will be to permit center-mounted horns to be "turned down" in some cases. The previous test method was influenced by the "shadow

effect” created by the body of the locomotive to indicate a lower sound level than would otherwise be expected several hundred feet in front of the locomotive (where the crossing and approaching motorists are located).

- The effect of these changes will reduce noise impacts for 3.4 million of the 9.3 million people currently affected by train horn noise.

3. Creation of quiet zones:

- The rule provides significant flexibility to communities to create quiet zones, both where there are existing whistle bans and in other communities that heretofore have had no opportunity to do so.
- The Final Rule permits implementation of quiet zones in low-risk locales without requiring the addition of safety improvements.
 - ✓ This concept utilizes a risk index approach that estimates expected safety outcomes (that is, the likelihood of a fatal or non-fatal casualty resulting from a collision at a highway-rail crossing).
 - ✓ Risk may be averaged over crossings in a proposed quiet zone.
 - ✓ Average risk within the proposed quiet zone is then compared with the average nationwide risk at gated crossings where the horn is sounded (the “National Significant Risk Threshold” or “NSRT”). FRA will compute the NSRT annually.

The effect of this approach is that horns can remain silenced in over half of Pre-Rule Quiet Zones without significant expense; and many New Quiet Zones can be created without significant expense where flashing lights and gates are already in place at the highway-rail grade crossings.

- If the risk index for a proposed New Quiet Zone exceeds the NSRT, then supplementary or alternative safety measures must be used to reduce that risk (to fully compensate for the absence of the train horn or to reduce risk below the NSRT).
- The Final Rule—
 - ✓ Retains engineering solutions known as “supplementary safety measures” for use without FRA approval.
 - ✓ Retains explicit flexibility for the modification of “supplementary safety measures” to receive credit as “alternative safety measures.” For instance,

Disclaimer: This is a summary of the Final Rule for initial briefing purposes only. Entities subject to the rule should refer to the rule text as published in the Federal Register on April 27, 2005.

shorter traffic channelization arrangements can be used with reasonable effectiveness estimates.

- ✓ Adds a provision that provides risk reduction credit for pre-existing SSMs and pre-existing modified SSMs that were implemented prior to December 18, 2003.
- ✓ Continues education and enforcement options, including photo enforcement, subject to verification of effectiveness.³
- The public authority responsible for traffic control or law enforcement at the highway-rail grade crossing is the only entity that can designate or apply for quiet zone status.
- FRA will provide a web-based tool for communities to use in performing “what if” calculations and preparing submissions necessary to create or retain quiet zones. The tool may be found at <http://www.fra.dot.gov>.
- In order to ensure proper application of the risk index, the National Highway-Rail Crossing Inventory must be accurate and complete. In the absence of timely filings to the Inventory by the States or Railroads, local authorities may file updated inventory information, and railroads must cooperate in providing railroad-specific data.
- FRA regional personnel will be available to participate in diagnostic teams evaluating options for quiet zones.
- Once a quiet zone is established (including the continuation of Pre-Rule or Intermediate Quiet Zones pending any required improvements), the railroad is barred from routine sounding of the horn at the affected highway-rail grade crossings.
- See below for discussion of **Pre-Rule Quiet Zones** and **New Quiet Zones**.

³The rule neither approves nor excludes the possibility of relying upon regional education and enforcement programs with alternative verification strategies. FRA is providing funding in support of an Illinois Commerce Commission-sponsored regional program. The law provides authority for use of new techniques when they have been demonstrated to be effective.

Horns may continue to be silenced at Pre-Rule Quiet Zones if–

- ⇒ The average risk at the crossings is less than the NSRT; or
- ⇒ The average risk is less than twice the NSRT and no relevant collisions have occurred within the past 5 years; or
- ⇒ The community undertakes actions to compensate for lack of the train horn as a warning device (or at least to reduce average risk to below the NSRT).

Train horns will not sound in existing whistle ban areas if authorities state their intention to maintain “Pre-Rule Quiet Zones” and do whatever is required (see above) within **5 years** of the effective date (June 24, 2005) (**8 years** if the State agency provides at least some assistance to communities in that State).

A “Pre-Rule Quiet Zone” is a quiet zone that contains one or more consecutive grade crossings subject to a whistle ban that has been actively enforced or observed as of October 9, 1996 and December 18, 2003.

To secure Pre-Rule Quiet Zone status, communities must provide proper notification to FRA and other affected parties by June 3, 2005 and file a plan with FRA by June 24, 2008 (if improvements are required).

New Quiet Zones may be created if–

All public highway-rail grade crossings are equipped with flashing lights and gates; and either–

- ✓ After adjusting for excess risk created by silencing the train horn, the average risk at the crossings is less than the NSRT; or
- ✓ Supplemental Safety Measures are present at each public crossing; or
- ✓ Safety improvements are made that compensate for loss of the train horn as a warning device (or at least to reduce average risk to below the NSRT).

Detailed instructions for establishing or requesting recognition of a quiet zone are provided in the regulation.

4. Length of quiet zones:

- Generally, a quiet zone must be at least ½ mile in length and may include one or more highway-rail grade crossings.
- Pre-Rule Quiet Zones may be retained at the length that existed as of October 9, 1996, even if less than ½ mile. A Pre-Rule Quiet Zone that is greater than ½ mile may be reduced in length to no less than ½ mile and retain its pre-rule status. However, if its length is increased from pre-rule length by the addition of highway-rail grade crossings that are not pre-rule quiet zone crossings, pre-rule status will not be retained.

5. Supplementary and alternative safety measures:

- Supplementary safety measures are engineering improvements that clearly compensate for the absence of the train horn. If employed at every highway-rail grade crossing in the quiet zone, they automatically qualify the quiet zone (subject to reporting requirements). They also may be used to reduce the average risk in the corridor in order to fully compensate for the lack of a train or to below the NSRT.
 - ✓ Temporary closure used with a partial zone;
 - ✓ Permanent closure of a highway-rail grade crossing;
 - ✓ Four-quadrant gates;

Disclaimer: This is a summary of the Final Rule for initial briefing purposes only. Entities subject to the rule should refer to the rule text as published in the Federal Register on April 27, 2005.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 27, 2014

Item No: 7

Item Description: Annual NPDES Stormwater Public Meeting

Background:

In 2003 Roseville received a permit from the Minnesota Pollution Control Agency regarding how the City manages the discharge of storm water into public waters. The overall program goal is to reduce the amount of sediment and pollutants that enter surface water from storm sewer systems. We have proposed to do this through a number of activities as required, ranging from best management practices to education of the public about how they can help to reduce pollution. We have attached a copy of the City's annual report. Staff will present a summary of this information at the meeting. Staff will also briefly discuss the changes to the newly updated stormwater permit for 2014.

This is a required public information meeting where City residents are encouraged to share their comments and feedback regarding the City's proposed SWPPP and past years report. The report and findings from this meeting will be part of our documentation for our permit.

Recommended Action:

Receive Public Comments regarding the City's Storm Water Pollution Prevention Program.

Attachments:

- A. 2013 Annual Report
- B. 2013 NPDES Phase II Permit


**Minnesota Pollution
Control Agency**

 520 Lafayette Road North
St. Paul, MN 55155-4194

MS4 Annual Report for 2013

Municipal Separate Storm Sewer Systems (MS4s)

Reporting period January 1, 2013 to December 31, 2013

Due June 30, 2014

Doc Type: Permitting Annual Report

Instructions: By completing this mandatory MS4 Annual Report form, you are providing the Minnesota Pollution Control Agency (MPCA) with a summary of your status of compliance with permit conditions, including an assessment of the appropriateness of your identified best management practices (BMPs) and progress towards achieving your identified measurable goals for each of the minimum control measures as required by the MS4 Permit (permit). If a permittee determines that program status or compliance with the permit can not be adequately reflected within the structure of this form additional explanation and/or information may be referenced in an attachment. This form has limitations and provides only a snap shot of your compliance with the conditions in the permit. After reviewing the information, MPCA staff may need to contact the permittee to clarify or seek additional information.

Submittal: This MS4 Annual Report must be submitted electronically to the MPCA using the submit button at the end of the form, from the person that is duly authorized to certify this form. All questions with an asterisk (*) are required fields (these fields also have a red border), and must be completed before the form will send. A manual confirmation e-mail will be sent in response to electronic submissions. If you do not receive an e-mail confirmation within two business days, please contact the program staff below. (If the submit button does work for you, you can save a copy of the form to a location on your computer where you will easily be able to retrieve it. You will then have to attach the form separately to an e-mail once you are within your Internet mail.)

If you have further questions, please contact one of these MPCA staff members (toll-free 800-657-3864):

- | | | |
|---------------------|--------------|--|
| • Scott Fox | 651-757-2368 | scott.fox@state.mn.us |
| • Claudia Hochstein | 651-757-2881 | claudia.hochstein@state.mn.us |
| • Cole Landgraf | 651-757-2880 | cole.landgraf@state.mn.us |
| • Dan Miller | 651-757-2246 | daniel.miller@state.mn.us |
| • Rachel Stangl | 651-757-2879 | rachel.stangl@state.mn.us |

General Contact Information (*Required fields)

*Name of MS4: City of Roseville *Contact name: Ryan Johnson

*Mailing address: 2660 Civic Center Drive

*City: Roseville *State: MN *Zip code: 55113

*Phone (including area code): 651-792-7049 *E-mail: ryan.johnson@ci.roseville.mn.us

Minimum Control Measure 1: Public Education and Outreach [V.G.1] (*Required fields)

- A. The permit requires each permittee to implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and steps that the public can take to reduce pollutants in stormwater runoff. [Part V.G.1.a]

Note: Indicate which of the following distribution methods you used. Indicate the number distributed in the spaces provided (enter "0" if the method was not used or "NA" if the data does not exist):

Media type	Number of media	Number of times published	Circulation/ Audience
<i>Example: Brochures:</i>	<i>3 different brochures</i>	<i>published 5 times</i>	<i>about 10,000</i>
Brochures:			
Newsletter:	7	6 times a year	17,600
Posters:			
Newspaper articles:	9	1 per week	
Utility bill inserts:			
Radio ads:			
Television ads:	9	1 per week	
Cable Access Channel:	9 programs	100 PSA's	
Other: City Bulletin Board	15 Slides		
Other: Roseville U	1		
Other:			

- B. *Do you use a website as a tool to distribute stormwater educational materials? ☒ Yes ☐ No
What is the URL: www.cityofroseville.com
- C. If you answered yes in question B. above, do you track hits to the site? ☒ Yes ☐ No
How many hits were to the stormwater page?: 1,755
- D. *Did you hold stormwater related events, presentations to schools or other such activities? ☒ Yes ☐ No
If yes, describe:
Roseville U is a citizen group learning how the city is run. We also host local grades schools that tour the facility throughout the course of a year.
- E. *Have specific messages been developed and distributed during this reporting year for Minimum Control Measure (MCM):
MCM 1: ☒ Yes ☐ No MCM 4: ☒ Yes ☐ No
MCM 2: ☒ Yes ☐ No MCM 5: ☒ Yes ☐ No
MCM 3: ☒ Yes ☐ No MCM 6: ☒ Yes ☐ No
- F. *Have you developed partnerships with other MS4s, watershed districts, local or state governments, educational institutions, etc., to assist you in fulfilling the requirements for MCM 1? ☐ Yes ☒ No
- G. List those entities with which you have partnered to meet the requirements of this MCM and describe the nature of the agreement(s). Attach a separate sheet if necessary:
- H. *Have you developed methods to assess the effectiveness of your public education/outreach program? ☐ Yes ☒ No
If yes, describe:

Minimum Control Measure 2: Public Participation/Involvement [V.G.2] (*Required fields)

- A. The permit requires you to hold at least one public meeting per year addressing the Stormwater Pollution Prevention Program. You must hold the public meeting prior to submittal to the Commissioner of the annual report. [Part V.G.1.e.]
- B. *Did you hold a public meeting to present accomplishments and to discuss your Stormwater Pollution Prevention Program (SWPPP)? ☒ Yes ☐ No
If no, explain:
- C. *What was the date of the public meeting: 05/28/2013
- D. *How many citizens attended specifically for stormwater (excluding board/council members and staff/hired consultants)? 0
- E. *Was the public meeting a stand-alone meeting for stormwater or was it combined with some other function (City Council meeting, other public event, etc.)? ☐ Stand-alone ☒ Combined
- F. *Each permittee must solicit and consider input from the public prior to submittal of the annual report. Did you receive written and/or oral input on your SWPPP? [Part V.G.2.b.1-3] ☐ Yes ☒ No
- G. *Have you revised your SWPPP in response to written or oral comments received from the public since the last annual reporting cycle? [Part V.G.2.c] ☐ Yes ☒ No
If yes, describe. Attach a separate sheet if necessary:

Minimum Control Measure 3: Illicit Discharge Detection and Elimination [V.G.3] (*Required fields)

The permit requires permittees to develop, implement, and enforce a program to detect and eliminate illicit discharges as defined in 40 CFR 122.26(b)(2). You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

- A. *Did you update your storm sewer system map? ☐ Yes ☒ No

If yes, please explain which components (ponds, pipes, outfalls, waterbodies, etc.) were updated/added:

Note: The storm sewer system map was to be completed by June 30, 2008. [Part V.G.3.a]

- B. *Have you modified the format in which the map is available? ☐ Yes ☒ No

- C. If yes, indicate the new format: ☐ Hardcopy only ☐ GIS system ☐ CAD

☐ Other system: _____

- D. *Did you inspect for illicit discharges during the reporting year? ☒ Yes ☐ No

- E. If you answered yes in question D. above, did you identify any illicit discharges? ☐ Yes ☒ No

- F. If you answered yes in question E. above, how many illicit discharges were detected during the reporting period? 0

- G. If you answered yes in question E. above, did the illicit discharge result in an enforcement action? ☐ Yes ☒ No

If yes, what type of enforcement action(s) was taken (check all that apply):

☐ Verbal warning ☐ Notice of violation ☐ Fines ☐ Criminal action ☐ Civil penalties

☐ Other (describe): _____

Minimum Control Measure 4: Construction Site Stormwater Runoff [V.G.4] (*Required fields)

The permit requires that each permittee develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to your small MS4 from construction activities within your jurisdiction that result in a land disturbance of equal to or greater than one acre, including the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb one or more acres. [Part V.G.4.]

- A. The permit requires an erosion and sediment control ordinance or regulatory mechanism that must include sanctions to ensure compliance and contains enforcement mechanisms [Part V.G.4.a]. Indicate which of the following enforcement mechanisms are contained in your ordinance or regulatory mechanism and the number of actions taken for each mechanism used during the reporting period (enter "0" if the method was not used or "NA" if the data does not exist). **Check all that apply.**

Enforcement mechanism	Number of actions	
☒ Verbal warnings	#	NA
☒ Notice of violation	#	NA
☒ Administrative orders	#	0
☒ Stop-work orders	#	0
☒ Fines	#	0
☒ Forfeit of security of bond money	#	NA
☒ Withholding of certificate of occupancy	#	NA
☒ Criminal actions	#	0
☒ Civil penalties	#	0
☐ Other:	#	

- B. *Have you developed written procedures for site inspections? ☒ Yes ☐ No

- C. *Have you developed written procedures for site enforcement? ☒ Yes ☐ No

- D. *Identify the number of active construction sites greater than an acre in your jurisdiction during the 2013 calendar year: 4
- E. *On average, how frequently are construction sites inspected (e.g., weekly, monthly, etc.)? weekly
- F. *How many inspectors, at any time, did you have available to verify erosion and sediment control compliance at construction sites during the reporting period? 1

Minimum Control Measure 5: Post-construction Stormwater Management in New Development and Redevelopment [V.G.5] (*Required fields)

The permit requires each permittee to develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects within your jurisdiction that disturb an area greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that discharge into your small MS4. Your program must ensure that controls are in place that would prevent or reduce water quality impacts. You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

Note: The MS4 permit requirements associated with this minimum control measure were required to be fully developed and implemented by June 30, 2008.

- A. *Have you established design standards for stormwater treatment BMPs installed as a result of post-construction requirements? ☒ Yes ☐ No
- B. *Have you developed procedures for site plan review which incorporate consideration of water quality impacts? ☒ Yes ☐ No
- C. *How many projects have you reviewed during the reporting period to ensure adequate long-term operation and maintenance of permanent stormwater treatment BMPs installed as a result of post-construction requirements? [Part V.G.5.b. and Part V.G.5.c]. 12
- D. *Do plan reviewers use a checklist when reviewing plans? ☒ Yes ☐ No
- E. *How are you funding the long-term operation and maintenance of your stormwater management system? (Check all that apply)
- ☐ Grants ☒ Stormwater utility fee ☐ Taxes
- ☐ Other: _____

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations [V.G.6] (*Required fields)

The permit requires each permittee to develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Your program must include employee training to prevent and reduce stormwater pollution from activities, such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

- A. *The permit requires each permittee to inspect annually all structural pollution control devices, such as trap manholes, grit chambers, sumps, floatable skimmers and traps, separators, and other small settling or filtering devices [Part V.G.6.b.2]
- B. *Did you inspect all structural pollution control devices during the reporting period? ☒ Yes ☐ No
- C. *Have you developed an alternate inspection frequency for any structural pollution control devices? [V.G.6.b.7] ☐ Yes ☒ No

**Indicate the total number of structural pollution control devices for which you have developed and alternative inspection frequency:* _____

- D. *Indicate the total number of structural pollution control devices (for example-grit chambers, sumps, floatable skimmers, etc.) within your MS4, the total number that were inspected during the reporting period, and calculate the percent inspected. Enter "0" if your MS4 does not contain structural pollution control devices or none were inspected. Enter "NA" if the data does not exist:

	*Total number	*Number inspected	*Percentage
*Structural pollution control devices:	16	16	100

- E. *Did you repair, replace, or maintain any structural pollution control devices? ☒ Yes ☐ No

- F. *For each BMP below, indicate the total number within your MS4, how many of each BMP type were inspected and the percent inspected during the reporting period. Enter "0" if your MS4 does not contain BMPs or none were inspected. Enter "NA" if the data does not exist:

Structure/Facility type	*Total number	*Number inspected	*Percentage
*Outfalls to receiving waters:	371	114	30.7
*Sediment basins/ponds:	0	0	0
*Total	371	117	30.7

- G. Of the BMPs inspected in F.. above, did you include any privately owned BMPs in that number? ☐ Yes ☒ No
- H. If yes in G.. above, how many: _____

Section 7: Impaired Waters Review (*Required fields)

The permit requires any permittee whose MS4 discharges to a Water of the State, which appears on the current U. S. Environmental Protection Agency (EPA) approved list of impaired waters under Section 303(d) of the Clean Water Act, review whether changes to the SWPPP may be warranted to reduce the impact of your discharge [Part IV.D].

- A. *Does your MS4 discharge to any waters listed as impaired on the state 303 (d) list? ☒ Yes ☐ No
- B. *Have you modified your SWPPP in response to an approved Total Maximum Daily Load (TMDL)? ☐ Yes ☒ No
- If yes, indicate for which TMDL: _____

Section 8: Additional SWPPP Issues (*Required fields)

- A. *Did you make a change to any BMPs or measurable goals in your SWPPP since your last report? [Part VI.D.3.] ☐ Yes ☒ No
- B. If yes, briefly list the BMPs or any measurable goals using their unique SWPPP identification numbers that were modified in your SWPPP, and why they were modified: *(Attach a separate sheet if necessary)*
- C. *Did you rely on any other entities (MS4 permittees, consultants, or contractors) to implement any portion of your SWPPP? [Part VI.D.4.] ☐ Yes ☒ No
- If yes, please identify them and list activities they assisted with:

Owner or Operator Certification (*Required fields)

The person with overall administrative responsibility for SWPPP implementation and permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

- ☐ *Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

*Name of certifying official: _____

*Title: _____ *Date: _____

(mm/dd/yyyy)

Submit

**NPDES PHASE II Permit
City of Roseville 2013 Annual Report
Best Management Practices / Minimum Control Measures**

Attachment A

Unique ID	Title	Measurable Goal				Implementation Status
				Yes	No	
BMP Area 1: Public Education and Outreach Measures						
1a-1	Distribute Educational Materials					
1	Roseville City News	Number of storm water related articles	12			Currently in place and will continue. Annually solicit and develop new materials
		Publication frequency	6 times a year			
		Number of households to which it was sent	17,600			
2	News Update	Number of storm water related articles	15			Currently in place and will continue. Annually solicit and develop new materials
		Publication frequency	1/week			
		Circulation	Local TV, Newspaper, emailed to 600+ on listserve			
3	News Update	Number of storm water related articles written and provided to local newspapers	9			Currently in place and will continue. Annually solicit and develop new materials
4	City Website	Number of storm water related articles and links	22			Currently in place and will continue. Annually solicit and develop new materials
		Number of hits	2458			
5	Annual Open House	Open house completed (y/n) Roseville U Attendance	Roseville U	x		Currently in place and will continue. Annually solicit and develop new materials
6	Local access cable channels	Number of storm water related segments aired	36 programs; 100 Public Service Announcements			Currently in place and will continue. Annually solicit and develop new materials
7	City Bulletin Board	Number of storm water related informational sheets posted	15 Slides			Currently in place and will continue annually. Continue to solicit and develop new materials annually. Slides run 24 hrs/day, 7 days/week, all year long.
8	Annual Home and Garden Show	Participated in Home & Garden Show (y/n)		X		Currently in place and will continue. Annually solicit and develop new materials
9	Special Inserts	Number of inserts distributed	600			Currently in place and will continue. Annually solicit and develop new materials
		Number of packets distributed	500			
1b-1	Implement an Education Program					
		See 1c-1, 1c-2, 1c-3, 1c-4, 1c-5, 1c-6		X		Defined on individual BMP sheets
1c-1	Education Program					
	Public Educational Programs	See 1a-1; 1, 2, 3, 4, 6, 7, 9		X		Currently in place and will continue. Annually solicit and develop new materials
1c-2	Education Program					
	Public Participation	See 1a-1, 5, 8, 9		X		Currently in place and will continue. Annually solicit and develop new materials
1c-3	Education Program					
	Illicit Discharge Detection and Elimination	See 3a-1, 3b-1, 3c-1, 3d-1, 3e-1		X		Currently in place and will continue. Annually solicit and develop new materials
1c-4	Education Program					
	Construction Site Run-off Control	See 4a-1, 5b-1, 5c-1, 5d-1, 5e-1, 4f-1		X		Currently in place and will continue. Annually solicit and develop new materials

**NPDES PHASE II Permit
City of Roseville 2013 Annual Report
Best Management Practices / Minimum Control Measures**

Attachment A

Unique ID	Title	Measurable Goal	Implementation Status	
			Yes	No
1c-5 Education Program				
	Post-construction Storm Water Management in New Development and Redevelopment	See 5a-1, 5b-1, 5c-1	X	
				Currently in place and will continue. Annually solicit and develop new materials
1c-6 Education Program				
	Pollution Prevention / Good Housekeeping for Municipal Operations	See 6a-1, 6a-2, 6b-1, 6b-2, 6b-3, 6b-4, 6b-5, 6b-6, 6b-7	X	
				Currently in place and will continue. Annually solicit and develop new materials
1d-1 Coordination of Education Program				
		See 1a-1, 1b-1, 1c-1, 1c-2, 1c-3, 1c-4, 1c-5, 1c-6	X	
				Currently in place and will continue. Annually solicit and develop new materials
1e-1 Annual Public Meeting				
		Meeting completed	X	
				Meetings conducted annually prior to the SWPPP submittal
BMP Area 2: Public Participation and Involvement Measures				
2a-1 Comply with Public Notice Requirements				
		Completed public notice requirement (y/n)	X	
				30-day notice for annual storm water public meeting will be published every year through the life of the permit.
		Number of locations notice was posted	4	
2b-1 Solicit Public Input and Opinion on the Adequacy of the SWPPP				
		Meeting completed	X	
		Date of meeting	May 28, 2013	
				Meetings conducted annually prior to the SWPPP submittal
2c-1 Consider Public Input				
		Number of comments	X	
				Annual
2d-1 Public Outreach				
1	Earth Day	Celebration complete (y/n)	X	
		Number of participants	500	
				Currently in place and will continue. Annually solicit and develop new materials This celebration was held at Harriet Alexander Nature Center. Where old city recycling bins were dropped off for reuse/recycling.
2	Spring Clean up Day	Spring Cleanup Day completed (y/n)	X	
				377 vehicles brought in material to drop off
				Currently in place and will continue: Summary of material dropped off: Mixed Solid Waste (MSW) 12.13 ton, Construction Demolition Debris (C&D) 12.58 ton, Metals 8.18 ton, Batteries 15, Tires 33, Appliances 2 ton, Small Engines included in scrap, Electronics 5 ton, concrete 1 ton, Carpet 0.55 ton
3	"Adopt-a-Park" Program	Number of parks adopted	28	
				Currently in place and will continue
4	Storm Drain Stenciling Program	Number of volunteer projects completed	0	
				x Currently in place and will continue- No volunteers this year
5	Lake Monitoring	List of lakes monitored	X	
				Lake Josephine; Lake McCarrons; Lake Owasso; Bennett Lake; Willow Pond
				Currently in place and will continue-visual periodic inspections.

**NPDES PHASE II Permit
City of Roseville 2013 Annual Report
Best Management Practices / Minimum Control Measures**

Attachment A

Unique ID	Title	Measurable Goal	Implementation Status	
			Yes	No
BMP Area 3: Illicit Discharge Detection and Elimination Measures				
3a-1	Storm Sewer System Map	2004 - Complete mapping and verification of 25% 2005 - Complete mapping and verification of 50% 2006 - Complete mapping and verification of 75% 2007 - Complete mapping and verification of 100%	X	
				2013: Using GPS technology to increase spatial accuracy of storm sewer map
3b-1 (1) Regulatory Program Control				
1	Illicit discharge ordinance	Implement ordinance, review annually	X	Updated Ordinance in 2009
2	Illegal Dumping/ Nuisance (Ordinance)	Implement ordinance, review annually	X	Updated Ordinance in 2009
3	Illicit Connection to Storm Sewer (Ordinance)	Implement ordinance, review annually	X	Updated Ordinance in 2009
4	Right-to-entry Provision (Ordinance)	Implement ordinance, review annually	X	Updated Ordinance in 2009
5	Post-construction Inspection of Storm Sewer (Ordinance)	Implement ordinance, review annually	X	Ordinance in place, review annually
6	Septic Systems Prohibited in Water Management Overlay Districts (Ordinance)	Implement ordinance, review annually	X	Ordinance in place, review annually
3c-1 Illicit Discharge Detection and Elimination Plan				
		Number of outfalls inspected for dry weather flow	100	Inspect and document dry weather flow from storm water outfalls annually
		Number of illicit discharges located	0	
3d-1 Public and Employee Illicit Discharge Information Program				
		Document and evaluate spill responses	3	Minor spills, Mitigation preformed by Fire personnel.
		Did training occur (y/n)	X	
		List training programs offered	Hazardous material	Currently in place and will continue
3e-1 Identification of Non-Storm Water Discharges and Flows				
1	Industrial/Warehouse District Inspection	Frequency (maintain log sheet)	Annually	X
				Currently in place and will continue annually
2	Spill Reduction and Response Program	Frequency (maintain log sheet)	Annually	X
				Currently in place and will continue annually
BMP Area 4: Construction Site Storm Water Runoff Control Measures				
4a-1 Ordinance or other Regulatory Mechanism				
		Implement and review ordinance annually	X	Implement and review ordinance annually
4b-1 Construction Site Implementation of Erosion and Sediment Control BMPs				
		Number of plans reviewed	24	Currently in place and will continue annually
4c-1 Waste Controls for Construction Site Operators				
		Implement ordinance, review annually	X	Implement ordinance and review annually
4d-1 Procedure for Site Plan Review				
		Number of plans reviewed	54	Currently in place and will continue annually
		Number of resulting BMPs	13	

**NPDES PHASE II Permit
City of Roseville 2013 Annual Report
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Attachment A

Unique ID	Title	Measurable Goal	Implementation Status	
			Yes	No
4e-1	Establishment of Procedures for the Receipt and Consideration of Reports of Storm Water Noncompliance			
	Distribute information		X	
				Currently in place and will continue annually
4f-1	Establishment of Procedures for Site Inspections and Enforcement			
	Number of permits issued	41		
				Currently in place and will continue annually
BMP Area 5: Post-Construction Storm Water Management Measures				
5a-1	Development and Implementation of Structural and/or Non-structural BMPs			
1	Non-Structural BMPs	Number installed	0	
2	Structural BMPs	Number installed	1	
5b-1	Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment			
1	Wetland Buffer (Ordinance)	Ordinance completed	X	
				Currently in place and review annually
2	Impervious Surface Coverage (Ordinance)	Ordinance completed	X	
				Currently in place and review annually
5c-1	Long-term Operation and Maintenance of BMPs			
1	Comprehensive Surface Water Management Plan	Implement CSWMP	X	
				Updated in 2012
2	Fertilizer (Ordinance)	Implement ordinance	X	
				Ongoing
3	Storm Water Facilities	Implement ordinance	X	
				Ongoing
BMP Area 6: Pollution Prevention and Good Housekeeping Measures				
6a-1	Municipal Operations and Maintenance Program			
1	Municipal Staff Training	Training conducted in-house	X	
		Brochures and postings on City notice boards	X	
		Training programs offered to City employees	9	
2	Fleet/Equipment Maintenance and Oil Recycling	Fleet/equipment maintenance program in place	X	
		Oil recycling program in place	X	
3	Fertilizer/Pesticide/Herbicide Practices		X	
		Who is licensed	7	
		What kinds of licenses do we have	X	
				Bill Norman, Mike Lavelle, Wayne Skogstad, Jeff Evenson, Patti Sullivan, Anita Twaroski
				Pesticide, tree inspector
6a-2	Street Sweeping Program			
	Street sweeping program and procedures exist		X	
				Program in place and will continue annually
6b-2	Annual Inspection of All Structural Pollution Control Devices			
	Number of devices inspected	16		
	Number of devices from which sediment was removed	16		
				Currently in place and will continue
				Currently in place and will continue
6b-3	Inspection of a Minimum of 20 Percent of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis			
	Number of outfalls and ponds inspected (20% minimum/year)	114		
	Number of outfalls or ponds where sediment was removed	39		
				Inspect 20% of current outfalls and ponds annually and maintain log of inspection and cleaning (where necessary)

**NPDES PHASE II Permit
City of Roseville 2013 Annual Report
Best Management Practices / Minimum Control Measures**

Attachment A

Unique ID	Title	Measurable Goal	Implementation Status	
			Yes	No
6b-4 Annual Inspection of All Exposed Stockpile, Storage and Material Handling Areas				
		Ice Control Policy in place	X	
6b-5 Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures				
		Storm water conveyance system inspection completed (y/n)	X	
		Documentation of maintenance actions completed (y/n)	X	
6b-6 Record Reporting and Retention of All Inspections and Responses to the Inspections				
1	Pond, Sediment Basins and MS4 Outfall Inspection and Cleaning	Number of outfalls, ponds inspected (20% minimum/year)	114	
		Number of outfalls, ponds where sediment was removed	39	
2	Structural Pollution Devices Inspection and Cleaning	Number of devices inspected	16	
		Number of devices from which sediment was removed	16	
6b-7 Evaluation of Inspection Frequency				
		In place and will continue	no adjustment needed	X
6c-1 Good Housekeeping Programs				
1	Leaf Litter Pick-up Program	Leaf-litter-pickup completed this year (y/n)	X	
		Quantity picked up	20,000 CY.	
2	Wood Chip Recycling Program	Wood chip recycling program in place (y/n)	X	
3	Recycling and Compost Program	Recycling and composting program exists	X	
		Quantity composted	5,000 cy	
4	Sanitary Sewer Maintenance Program	Inventory of system completed.	X	
		Updates to system documented (y/n)	X	
		Length of pipe cleaned	253,150 ft	
		Length of pipe replaced	14,633ft	
		Contingency plan for spills/leaks exists (y/n)	X	
IV. D-1 Impaired Waters Review Process				
		In place and will continue	X	
Drinking Water Sources				
		Develop map identifying vulnerable drinking water sources	X	



Minnesota Pollution Control Agency

**GENERAL PERMIT
AUTHORIZATION TO DISCHARGE STORMWATER
ASSOCIATED WITH SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION
SYSTEM/STATE DISPOSAL SYSTEM (NPDES/SDS) PERMIT PROGRAM**

EFFECTIVE DATE: August 1, 2013

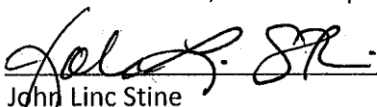
EXPIRATION DATE: July 31, 2018

In compliance with the provisions of the federal Clean Water Act (CWA), as amended, (33 U.S.C. 1251 et seq); 40 CFR Parts 122, 123, and 124, as amended; Minnesota Statutes Chapters 115 and 116, as amended; and Minnesota Rules Chapter 7001 and 7090.

This permit establishes conditions for discharging **stormwater** and specific other related discharges to **waters of the state**. This permit is required for discharges that are from **small Municipal Separate Storm Sewer Systems (small MS4)**, as defined in this permit.

Applicants who submit a complete application in accordance with the requirements of Part II of this permit, and that receive written notification of permit coverage from the **Commissioner**, are authorized to discharge **stormwater** from **small MS4s** under the terms and conditions of this permit.

This permit shall become effective on the date identified above, and supersedes the previous **general permit** MNR040000, with an expiration date of May 31, 2011.

Signature: 

John Linc Stine
Commissioner

Minnesota Pollution Control Agency

Date May 22, 2013

If you have questions on this permit, including the specific permit requirements, permit reporting or permit compliance status, please contact the appropriate Minnesota Pollution Control **Agency** offices.

**Municipal Stormwater Program
Municipal Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194
Telephone: 651-296-6300 or toll free in Minnesota: 800-657-3864**

Table of Contents

PART I.	AUTHORIZATION UNDER THIS PERMIT	3
A.	Eligibility	3
B.	Limitations on Authorization	3
C.	Permit Authorization	4
D.	Transfer of Ownership or Control	4
E.	Issuance of Individual Permits	4
F.	Rights and Responsibilities	4
PART II.	APPLICATION REQUIREMENTS	6
A.	Application for Reauthorization	6
B.	New Permittee Applicants	6
C.	Existing Permittee Applicants	6
D.	Stormwater Pollution Prevention Program (SWPPP) Document	6
PART III.	STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP)	9
A.	Regulatory Mechanism(s)	9
B.	Enforcement Response Procedures (ERPs)	9
C.	Mapping and Inventory	9
D.	Minimum Control Measures (MCMs)	10
1.	Public Education and Outreach	10
2.	Public Participation/Involvement	11
3.	Illicit Discharge Detection and Elimination	12
4.	Construction Site Stormwater Runoff Control	13
5.	Post-Construction Stormwater Management	15
6.	Pollution Prevention/Good Housekeeping For Municipal Operations	18
E.	Discharges To Impaired Waters With A United States Environmental Protection Agency (USEPA)-Approved Total Maximum Daily Load (TMDL) That Includes An Applicable Waste Load Allocation (WLA)	21
F.	Alum or Ferric Chloride Phosphorus Treatment Systems	22
G.	SWPPP Modification	24
PART IV.	ANNUAL SWPPP ASSESSMENT, ANNUAL REPORTING AND RECORD KEEPING	25
A.	Annual SWPPP Assessment	25
B.	Annual Reporting	25
C.	Record Keeping	25
D.	Where to Submit	26
PART V.	GENERAL CONDITIONS	27
APPENDIX A:	SCHEDULES	29
APPENDIX B:	DEFINITIONS AND ABBREVIATIONS	33

PART I. AUTHORIZATION UNDER THIS PERMIT

A. Eligibility

To be eligible for authorization to discharge **stormwater** under this permit, the applicant must be an **owner** and/or **operator (owner/operator)** of a **small MS4** and meet one or more of the criteria requiring permit issuance as specified in Minn. R. 7090.1010.

1. Authorized **Stormwater** Discharges

This permit authorizes **stormwater** discharges from **small MS4s** as defined in 40 CFR § 122.26(b)(16).

2. Authorized **Non-Stormwater** Discharges

The following categories of **non-stormwater discharges** or flows are authorized under this permit to enter the **permittee's small MS4** only if the **permittee** does not identify them as significant contributors of pollutants (i.e., **illicit discharges**), in which case the discharges or flows shall be addressed in the **permittee's SWPPP**: water line flushing, landscape irrigation, diverted stream flows, rising groundwaters, uncontaminated groundwater infiltration (as defined at 40 CFR § 35.2005(b)(20)), uncontaminated pumped groundwater, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and **wetlands**, dechlorinated swimming pool discharges, street wash water, and discharges or flows from firefighting activities.

B. Limitations on Authorization

The following discharges or activities are not authorized by this permit:

1. **Non-stormwater discharges**, except those authorized in Part I.A.2.
2. Discharges of **stormwater** to the **small MS4** from activities requiring a separate NPDES/SDS permit. This permit does not replace or satisfy any other permitting requirements.
3. Discharges of **stormwater** to the **small MS4** from any other entity located in the drainage area or outside the drainage area. Only the **permittee's small MS4** and the portions of the storm sewer system that are under the **permittee's** operational control are authorized by this permit.
4. This permit does not replace or satisfy any environmental review requirements, including those under the Minnesota Environmental Policy Act (Minn. Stat. § 116D), or the National Environmental Policy Act (42 U.S.C. §§ 4321 - 4370 f).
5. This permit does not replace or satisfy any review requirements for endangered or threatened species, from new or expanded discharges that adversely impact or contribute to adverse impacts on a listed endangered or threatened species, or adversely modify a designated critical habitat.

6. This permit does not replace or satisfy any review requirements for historic places or archeological sites, from new or expanded discharges which adversely affect properties listed or eligible for listing in the National Register of Historic Places or affecting known or discovered archeological sites.
7. Prohibited discharges pursuant to Minn. R. 7050.0180, subp. 3, 4, and 5.

C. Permit Authorization

In order for an applicant to be authorized to discharge **stormwater** from a **small MS4** under this permit:

1. The applicant shall submit a complete application to discharge **stormwater** under this permit in accordance with Part II.
2. The **Commissioner** shall review the permit application for completeness and compliance with this permit.
 - a. If an application is determined to be incomplete, the **Commissioner** will notify the applicant in writing, indicate why the application is incomplete, and request that the applicant resubmit the application.
 - b. If an application is determined to be complete, the **Commissioner** shall make a preliminary determination as to whether the permit should be issued or denied in accordance with Minn. R. 7001.
3. The **Commissioner** shall provide public notice with the opportunity for a hearing on the preliminary determination.
4. Upon receipt of written notification of final approval of the application from the **Commissioner**, the applicant is authorized to discharge **stormwater** from the **small MS4** under the terms and conditions of this permit.

D. Transfer of Ownership or Control

Where the ownership or significant operational control of the **small MS4** changes after the submittal of an application under Part II, the new **owner/operator** must submit a new application in accordance with Part II.

E. Issuance of Individual Permits

1. The permit applicant may request an individual permit in accordance with Minn. R. 7001.0210, subp.6, for authorization to discharge **stormwater** associated with a **small MS4**.
2. The **Commissioner** may require an individual permit for the permit applicant or **permittee** covered by a **general permit**, in accordance with Minn. R. 7001.0210, subp. 6.

F. Rights and Responsibilities

1. The **Commissioner** may modify this permit or issue other permits, in accordance with Minn. R. 7001, to include more stringent effluent limitations or permit requirements that modify

or are in addition to the MCMs in Part III.D of this permit, or both. These modifications may be based on the **Commissioner's** determination that such modifications are needed to protect water quality.

2. The **Commissioner** may designate additional **small MS4s** for coverage under this permit in accordance with Minn. R. 7090. The **owner/operator** of a **small MS4** that is designated for coverage must comply with the permit requirements by the dates specified in the **Commissioner's** determination.

PART II. APPLICATION REQUIREMENTS

A. Application for Reauthorization

If a permit has been issued by the **Agency** and the **permittee** holding the permit desires to continue the permitted activity beyond the expiration date of the permit, the **permittee** shall submit a written application for permit reissuance at least 180 days before the expiration date of the existing permit. (Minn. R. 7001.0040, subp.3).

B. New Permittee Applicants

To become a **new permittee** authorized to discharge **stormwater** under this permit, the **owner/operator** of a **small MS4** shall submit an application, on a form provided by the **Commissioner**, in accordance with the schedule in Appendix A, Table 3, and the following requirements:

1. Submit Part 1 of the permit application (includes the permit application fee).
2. Submit Part 2 of the permit application, with the **Stormwater Pollution Prevention Program (SWPPP)** document completed in accordance with Part II.D.

C. Existing Permittee Applicants

All **existing permittees** seeking to continue discharging **stormwater** associated with a **small MS4** after the **effective date** of this permit shall submit Part 2 of the permit application, on a form provided by the **Commissioner**, in accordance with the schedule in Appendix A, Table 1, with the **SWPPP** document completed in accordance with Part II.D. **NOTE: Existing permittees** were required to submit Part 1 of the permit application prior to the expiration date (May 31, 2011) of the **Agency's small MS4 general permit No.MNR040000**, effective June 1, 2006, (see Part II.A above).

D. Stormwater Pollution Prevention Program (SWPPP) Document

All applicants shall submit a **SWPPP** document with Part 2 of the application form when seeking coverage under this permit. The **SWPPP** document shall become an enforceable part of this permit upon approval by the **Commissioner**. Modifications to the **SWPPP** document that are required or allowed by this permit (see Part III.G) shall also become enforceable provisions. The **SWPPP** document shall be submitted on a form provided by the **Commissioner** and shall include the following:

1. A description of partnerships with another regulated **small MS4(s)**, into which the applicant has entered, in order to satisfy one or more requirements of this permit.
2. A description of all Regulatory Mechanism(s) (e.g., contract language, an ordinance, permits, standards, etc.) the applicant has developed, implemented, and enforced that satisfies the requirements of each program specified under Part III.D.3, 4, and 5. The description shall include the type(s) of Regulatory Mechanism(s) the applicant has in place at the time of application that will be used to satisfy the requirements. If the Regulatory Mechanism(s) have not been developed at the time of application (e.g., **new permittee** applicants), or revised to meet new requirements of this permit (e.g., **existing permittee** applicants); the

applicant shall describe tasks and corresponding schedules necessary to satisfy the permit requirements in accordance with the schedule in Appendix A, Table 2 (**existing permittee** applicants), or Table 3 (**new permittee** applicants).

3. A description of existing Enforcement Response Procedures (ERPs) the applicant has developed and implemented that satisfy the requirements of Part III.B.1. If the applicant has not yet developed ERPs (e.g., **new permittee** applicants), or existing ERPs must be updated to satisfy new requirements, the description must include tasks and corresponding schedules necessary to satisfy the permit requirements in accordance with the schedule in Appendix A, Table 2 (**existing permittee** applicants), or Table 3 (**new permittee** applicants).
4. A description of the status of the applicant's storm sewer system map and inventory as required by Part III.C. The description must indicate whether each requirement of Part III.C.1, is satisfied, and for Part III.C.2, is complete, at the time of application. For each requirement of Part III.C that is not satisfied at the time of application, the applicant shall include tasks and corresponding schedules necessary to satisfy the mapping and inventory requirements in accordance with the schedule in Appendix A, Table 2 (**existing permittee** applicants), or Table 3 (**new permittee** applicants).
5. For each Minimum Control Measure (MCM) outlined in Part III.D:
 - a. The **Best Management Practices (BMPs)** the applicant will implement, or has implemented, for each MCM.
 - b. The measurable goals for each of the **BMPs** identified in Part II.D.5.a, including as appropriate, the months and years in which the applicant will undertake required actions, including interim milestones and the frequency of the action, in narrative or numeric form, as appropriate.
 - c. Name(s) of individual(s) or position titles responsible for implementing and/or coordinating each component of the MCM.
6. For each **applicable Waste Load Allocation (WLA)** approved prior to the **effective date** of this permit, the applicant shall submit the following information as part of the **SWPPP** document:
 - a. **TMDL** project name(s)
 - b. Numeric **WLA(s)**, including units
 - c. Type of **WLA** (i.e., categorical or individual)
 - d. **Pollutant(s) of concern**
 - e. Applicable flow data specific to each **applicable WLA**
 - f. For each **applicable WLA** not met at the time of application, a compliance schedule is required. Compliance schedules can be developed to include multiple **WLAs** associated with a **TMDL** project and shall include:
 - (1) Interim milestones, expressed as **BMPs** or progress toward implementation of **BMPs** to be achieved during the term of this permit
 - (2) Dates for implementation of interim milestones
 - (3) Strategies for continued **BMP** implementation beyond the term of this permit
 - (4) Target dates the **applicable WLA(s)** will be achieved

- g. For each **applicable WLA** the **permittee** is reasonably confident is being met at the time of application, the **permittee** must provide the following documentation:
 - (1) Implemented **BMPs** used to meet each **applicable WLA**
 - (2) A narrative describing the **permittee's** strategy for long-term continuation of meeting each **applicable WLA**.
- 7. For the requirements of Part III.F, **Alum or Ferric Chloride Phosphorus Treatment Systems**, if applicable, the applicant shall submit the following:
 - a. **Geographic coordinates** of the system
 - b. Name(s) of individual(s) or position titles responsible for the operation of the system
 - c. Information listed in Part III.F.3.a(1)-(6), if the system is constructed at the time the application is submitted to the **Agency**
 - d. Indicate if the system complies with the requirements of Part III.F
 - e. If applicable, for each Part III.F requirement that the applicant's system does not comply with at the time of application, describe tasks and corresponding schedules necessary to bring the system into compliance in accordance with the schedule in Appendix A, Table 2 (**existing permittee** applicants), or Table 3 (**new permittee** applicants).

PART III. STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP)

The **permittee** shall develop, implement, and enforce a **SWPPP** designed to **reduce** the discharge of pollutants from the **small MS4** to the **Maximum Extent Practicable (MEP)**, to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act.

If the **permittee** enters into a partnership for purposes of meeting **SWPPP** requirements, the **permittee** maintains legal responsibility for compliance with this permit.

Existing permittees shall revise their **SWPPP** developed under the **Agency's small MS4 general permit No.MNR040000** that was effective June, 1, 2006, to meet the requirements of this permit in accordance with the schedule in Appendix A, Table 2. **New permittees** shall develop, implement, and enforce their **SWPPP** in accordance with the schedule in Appendix A, Table 3. The **permittee's SWPPP** shall consist of the following:

A. Regulatory Mechanism(s)

To the extent allowable under state, tribal or local law, the **permittee** shall develop, implement, and enforce a Regulatory Mechanism(s) to meet the terms and conditions of Part III.D.3, 4, and 5. A Regulatory Mechanism(s) for the purposes of this permit may consist of contract language, an ordinance, permits, standards, or any other mechanism, that will be enforced by the **permittee**.

B. Enforcement Response Procedures (ERPs)

1. The **permittee** shall develop and implement written ERPs to enforce and compel compliance with the Regulatory Mechanism(s) developed and implemented by the **permittee** in accordance with Part III.A.
2. Enforcement conducted by the **permittee** pursuant to the ERPs shall be documented. Documentation shall include, at a minimum, the following:
 - a. Name of the **person** responsible for violating the terms and conditions of the **permittee's** Regulatory Mechanism(s)
 - b. Date(s) and location(s) of the observed violation(s)
 - c. Description of the violation(s), including reference(s) to relevant Regulatory Mechanism(s)
 - d. Corrective action(s) (including completion schedule) issued by the **permittee**
 - e. Date(s) and type(s) of enforcement used to compel compliance (e.g., written notice, citation, stop work order, withholding of local authorizations, etc.)
 - f. Referrals to other regulatory organizations (if any)
 - g. Date(s) violation(s) resolved

C. Mapping and Inventory

1. Mapping

New permittees shall develop, and **existing permittees** shall update, a storm sewer system map that depicts the following:

- a. The **permittee's** entire **small MS4** as a goal, but at a minimum, all **pipes** 12 inches or greater in diameter, including **stormwater flow direction** in those **pipes**
 - b. **Outfalls**, including a unique identification (ID) number assigned by the **permittee**, and an associated **geographic coordinate**
 - c. **Structural stormwater BMPs** that are part of the **permittee's small MS4**
 - d. All **receiving waters**
2. Inventory (2009 Minnesota Session Law, Ch. 172. Sec. 28).
- a. The **permittee** shall complete an inventory of:
 - (1) All ponds within the **permittee's** jurisdiction that are constructed and operated for purposes of water quality treatment, **stormwater** detention, and flood control, and that are used for the collection of **stormwater** via constructed conveyances. **Stormwater** ponds do not include areas of temporary ponding, such as ponds that exist only during a construction project or short-term accumulations of water in road ditches.
 - (2) All **wetlands** and lakes, within the **permittee's** jurisdiction, that collect **stormwater** via constructed conveyances.
 - b. The **permittee** shall complete and submit the inventory to the **Agency** on a form provided by the **Commissioner**. Each feature inventoried shall include the following information:
 - (1) A unique identification (ID) number assigned by the **permittee**
 - (2) A **geographic coordinate**
 - (3) Type of feature (e.g., pond, **wetland**, or lake). This may be determined by using best professional judgment.

D. Minimum Control Measures (MCMs)

The **permittee** shall incorporate the following six MCMs into the **SWPPP**. The **permittee** shall document as part of the **SWPPP**, a description of **BMPs** used for each MCM, the responsible **person(s)** and department(s) in charge, an implementation schedule, and measureable goals that will be used to determine the success of each **BMP**.

1. Public Education and Outreach

New permittees shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, a public education program to distribute educational materials or equivalent outreach that informs the public of the impact **stormwater** discharges have on water bodies and that includes actions citizens, businesses, and other local organizations can take to **reduce** the discharge of pollutants to **stormwater**. The program shall also include:

- a. Distribution of educational materials or equivalent outreach focused on:
 - (1) Specifically selected **stormwater**-related issue(s) of high priority to the **permittee** to be emphasized during this permit term (e.g., specific **TMDL** reduction targets, changing local business practices, promoting adoption of residential **BMPs**, lake

improvements through lake associations, responsible management of pet waste, household chemicals, yard waste, deicing materials, etc.)

(2) **Illicit discharge** recognition and reporting **illicit discharges** to the **permittee**

b. An implementation plan that consists of the following:

- (1) Target audience(s), including measurable goals for each audience
- (2) Responsible **Person(s)** in charge of overall plan implementation
- (3) Specific activities and schedules to reach measurable goals for each target audience
- (4) A description of any coordination with and/or use of other **stormwater** education and outreach programs being conducted by other entities, if applicable
- (5) Annual evaluation to measure the extent to which measurable goals for each target audience are attained

c. Documentation of the following information:

- (1) A description of any specific **stormwater**-related issues identified by the **permittee** under Part III.D.1.a(1)
- (2) All information required under Part III.D.1.b
- (3) Any modifications made to the program as a result of the annual evaluation under Part III.D.1.b(5)
- (4) Activities held, including dates, to reach measurable goals
- (5) Quantities and descriptions of educational materials distributed, including dates distributed

2. Public Participation/Involvement

a. **New permittees** shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, a Public Participation/Involvement program to solicit public input on the **SWPPP**. The **permittee** shall:

- (1) Provide a minimum of one (1) opportunity annually for the public to provide input on the adequacy of the **SWPPP**. Public meetings can be conducted to satisfy this requirement provided appropriate local public notice requirements are followed and opportunity to review and comment on the **SWPPP** is provided.
- (2) Provide access to the **SWPPP** document, Annual Reports, and other documentation that supports or describes the **SWPPP** (e.g., Regulatory Mechanism(s), etc.) for public review, upon request. All public data requests are subject to the Minnesota Government Data Practices Act, Minn. Stat. § 13.
- (3) Consider public input, oral and written, submitted by the public to the **permittee**, regarding the **SWPPP**.

b. Document the following information:

- (1) All relevant written input submitted by **persons** regarding the **SWPPP**
- (2) All responses from the **permittee** to written input received regarding the **SWPPP**, including any modifications made to the **SWPPP** as a result of the written input received

- (3) Date(s) and location(s) of events held for purposes of compliance with this requirement
- (4) Notices provided to the public of any events scheduled to meet this requirement, including any electronic correspondence (e.g., website, e-mail distribution lists, notices, etc.)

3. **Illicit Discharge** Detection and Elimination (IDDE)

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program as necessary, and continue to implement and enforce, a program to detect and eliminate **illicit discharges** into the **small MS4**. The IDDE program shall consist of the following:

- a. Map of the **small MS4** as required by Part III.C.1.
- b. Regulatory Mechanism(s) that effectively prohibits **non-stormwater discharges** into the **small MS4**, except those **non-stormwater discharges** authorized under Part I.B.1.
- c. Incorporation of **illicit discharge** detection into all inspection and maintenance activities conducted under Part III.D.6.e and f. Where feasible, **illicit discharge** inspections shall be conducted during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation).
- d. Detecting and tracking the source of **illicit discharges** using visual inspections. The **permittee** may also include the use of mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures that may be effective investigative tools.
- e. Training of all field staff, in accordance with the requirements of Part III.D.6.g(2), in **illicit discharge** recognition (including conditions which could cause **illicit discharges**), and reporting **illicit discharges** for further investigation.
- f. Identification of priority areas likely to have **illicit discharges**, including at a minimum, evaluating land uses associated with business/industrial activities, areas where **illicit discharges** have been identified in the past, and areas with storage of large quantities of **significant materials** that could result in an **illicit discharge**. Based on this evaluation, the **permittee** shall conduct additional **illicit discharge** inspections in those areas identified as having a higher likelihood for **illicit discharges**.
- g. For timely response to known, suspected, and reported **illicit discharges**:
 - (1) Procedures for investigating, locating, and eliminating the source of **illicit discharges**.
 - (2) Procedures for responding to spills, including emergency response procedures to prevent spills from entering the **small MS4**. The procedures shall also include the immediate notification of the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area), if the source of the **illicit discharge** is a spill or leak as defined in Minn. Stat. § 115.061.
 - (3) When the source of the **illicit discharge** is found, ERPs required by Part III.B (if necessary) to eliminate the **illicit discharge** and require any needed corrective action(s).

h. Documentation of the following information:

- (1) Date(s) and location(s) of IDDE inspections conducted in accordance with Part III.D.3.c and f
- (2) Reports of alleged **illicit discharges** received, including date(s) of the report(s), and any follow-up action(s) taken by the **permittee**
- (3) Date(s) of discovery of all **illicit discharges**
- (4) Identification of **outfalls**, or other areas, where **illicit discharges** have been discovered
- (5) Sources (including a description and the responsible party) of **illicit discharges** (if known)
- (6) Action(s) taken by the **permittee**, including date(s), to address discovered **illicit discharges**

4. Construction Site **Stormwater** Runoff Control

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program, as necessary, and continue to implement and enforce, a Construction Site **Stormwater** Runoff Control program that **reduces** pollutants in **stormwater** runoff to the **small MS4** from **construction activity** with a land disturbance of greater than or equal to one acre, including projects less than one acre that are part of a larger **common plan of development or sale**, that occurs within the **permittee's** jurisdiction. The program shall incorporate the following components:

a. Regulatory Mechanism(s)

A Regulatory Mechanism(s) that establishes requirements for erosion and sediment controls and waste controls that is at least as stringent as the **Agency's general permit to Discharge Stormwater Associated with Construction Activity No.MN R100001** (as of the **effective date** of this permit). The **permittee's** Regulatory Mechanism(s) shall require that owners and operators of **construction activity** develop site plans that must be submitted to the **permittee** for review and approval, prior to the start of **construction activity**. Site plans must be kept up-to-date by the owners and operators of **construction activity** with regard to **stormwater** runoff controls. The Regulatory Mechanism(s) must require that site plans incorporate the following erosion and sediment controls and waste controls as described in the above referenced permit:

- (1) **BMPs** to minimize erosion
- (2) **BMPs** to minimize the discharge of sediment and other pollutants
- (3) **BMPs** for dewatering activities
- (4) Site inspections and records of rainfall events
- (5) **BMP** maintenance
- (6) Management of solid and hazardous wastes on each project site
- (7) Final stabilization upon the completion of **construction activity**, including the use of perennial vegetative cover on all exposed soils or other equivalent means
- (8) Criteria for the use of temporary sediment basins

b. Site plan review

The program shall include written procedures for site plan reviews conducted by the **permittee** prior to the start of **construction activity**, to ensure compliance with requirements of the Regulatory Mechanism(s). The site plan review procedure shall include notification to owners and operators proposing **construction activity** of the need to apply for and obtain coverage under the **Agency's general permit to Discharge Stormwater Associated with Construction Activity No.MN R100001**.

c. Public input

The program shall include written procedures for receipt and consideration of reports of noncompliance or other **stormwater** related information on **construction activity** submitted by the public to the **permittee**.

d. Site inspections

The program shall include written procedures for conducting site inspections, to determine compliance with the **permittee's** Regulatory Mechanism(s). The written procedures shall:

- (1) Include procedures for identifying priority sites for inspection. Prioritization can be based on such parameters as topography, soil characteristics, type of **receiving water(s)**, stage of construction, compliance history, weather conditions, or other local characteristics and issues.
- (2) Identify frequency at which site inspections will be conducted
- (3) Identify name(s) of individual(s) or position titles responsible for conducting site inspections
- (4) Include a checklist or other written means to document site inspections when determining compliance.

e. ERPs required by Part III.B of this permit

f. Documentation of the following information:

- (1) For each site plan review – The project name, location, total acreage to be disturbed, owner and operator of the proposed **construction activity**, and any **stormwater** related comments and supporting documentation used by the **permittee** to determine project approval or denial.
- (2) For each site inspection - Inspection checklists or other written means used to document site inspections

5. Post-Construction **Stormwater** Management

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program, as necessary, and continue to implement and enforce, a Post-Construction **Stormwater** Management program that prevents or **reduces water pollution** after **construction activity** is completed, related to **new development** and **redevelopment** projects with land disturbance of 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 **permittee's** jurisdiction and that discharge to the **permittee's small MS4**. The program shall consist, at a minimum, of the following:

a. A Regulatory Mechanism(s) that incorporates:

- (1) A requirement that owners and/or operators of **construction activity** submit site plans with post-construction **stormwater** management **BMPs** to the **permittee** for review and approval, prior to start of **construction activity**

(2) Conditions for Post-Construction **Stormwater** Management:

The **permittee** shall develop and implement a Post-Construction **Stormwater** Management program that requires the use of any combination of **BMPs**, with highest preference given to **Green Infrastructure** techniques and practices (e.g., infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.), necessary to meet the following conditions on the site of a **construction activity** to the **MEP**:

- (a) For **new development** projects – no net increase from pre-project conditions (on an annual average basis) of:

- 1) **Stormwater** discharge Volume, unless precluded by the **stormwater** management limitations in Part III.D.5.a(3)(a)
- 2) **Stormwater** discharges of Total Suspended Solids (TSS)
- 3) **Stormwater** discharges of Total Phosphorus (TP)

- (b) For **redevelopment** projects – a net reduction from pre-project conditions (on an annual average basis) of:

- 1) **Stormwater** discharge Volume, unless precluded by the **stormwater** management limitations in Part III.D.5.a(3)(a)
- 2) **Stormwater** discharges of TSS
- 3) **Stormwater** discharges of TP

(3) **Stormwater** management limitations and exceptions

(a) Limitations

- 1) The **permittee's** Regulatory Mechanism(s) shall prohibit the use of infiltration techniques to achieve the conditions for post-construction **stormwater** management in Part III.D.5.a(2) when the infiltration **structural stormwater BMP** will receive discharges from, or be constructed in areas:

- a) Where industrial facilities are not authorized to infiltrate industrial **stormwater** under an **NPDES/SDS** Industrial **Stormwater** Permit issued by the **Agency**
 - b) Where vehicle fueling and maintenance occur
 - c) With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally **saturated soils** or the top of bedrock
 - d) Where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating **stormwater**
- 2) The **permittee's** Regulatory Mechanism(s) shall restrict the use of infiltration techniques to achieve the conditions for post-construction **stormwater** management, without higher engineering review, sufficient to provide a functioning treatment system and prevent adverse impacts to groundwater, when the infiltration device will be constructed in areas:
- a) With predominately Hydrologic Soil Group D (clay) soils
 - b) Within 1,000 feet up-gradient, or 100 feet down-gradient of **active karst** features
 - c) Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13
 - d) Where soil infiltration rates are more than 8.3 inches per hour
- 3) For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction **stormwater** management in Part.III.D.5.a(2), the **permittee's** Regulatory Mechanism(s) may allow exceptions as described in Part III.D.5.a(3)(b). The **permittee's** Regulatory Mechanism(s) shall ensure that a reasonable attempt be made to obtain right-of-way during the project planning process.
- (b) Exceptions for **stormwater** discharge volume

The **permittee's** Regulatory Mechanism(s) may allow for lesser volume control on the site of the original **construction activity** than that in Part III.D.5.a(2) only under the following circumstances:

- 1) The owner and/or operator of a **construction activity** is precluded from infiltrating **stormwater** through a designed system due to any of the infiltration related limitations described above, and
- 2) The owner and/or operator of the **construction activity** implements, to the **MEP**, volume reduction techniques, other than infiltration, (e.g., evapotranspiration, reuse/harvesting, conservation design, green roofs, etc.) on the site of the original **construction activity** that **reduces stormwater** discharge volume, but may not meet the conditions for post-construction **stormwater** management in Part III.D.5.a(2).

(4) Mitigation provisions

There may be circumstances where the **permittee** or other owners and operators of a **construction activity** cannot cost effectively meet the conditions for post-construction **stormwater** management for TSS and/or TP in Part III.D.5.a(2) on the site of the original **construction activity**. For this purpose, the **permittee** shall identify, or may require owners or operators of a **construction activity** to identify, locations where mitigation projects can be completed. The **permittee's** Regulatory Mechanism(s) shall ensure that any **stormwater** discharges of TSS and/or TP not addressed on the site of the original **construction activity** are addressed through mitigation and, at a minimum, shall ensure the following requirements are met:

- (a) Mitigation project areas are selected in the following order of preference:
 - 1) Locations that yield benefits to the same **receiving water** that receives runoff from the original **construction activity**
 - 2) Locations within the same Department of Natural Resource (**DNR**) **catchment area** as the original **construction activity**
 - 3) Locations in the next adjacent **DNR catchment area** up-stream
 - 4) Locations anywhere within the **permittee's** jurisdiction
- (b) Mitigation projects must involve the creation of new **structural stormwater BMPs** or the retrofit of existing **structural stormwater BMPs**, or the use of a properly designed regional **structural stormwater BMP**.
- (c) Routine maintenance of **structural stormwater BMPs** already required by this permit cannot be used to meet mitigation requirements of this Part.
- (d) Mitigation projects shall be completed within 24 months after the start of the original **construction activity**.
- (e) The **permittee** shall determine, and document, who is responsible for long-term maintenance on all mitigation projects of this Part.
- (f) If the **permittee** receives payment from the owner and/or operator of a **construction activity** for mitigation purposes in lieu of the owner or operator of that **construction activity** meeting the conditions for post-construction **stormwater** management in Part III.D.5.a(2), the **permittee** shall apply any such payment received to a public **stormwater** project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e).

(5) Long-term maintenance of **structural stormwater BMPs**

The **permittee's** Regulatory Mechanism(s) shall provide for the establishment of legal mechanism(s) between the **permittee** and owners or operators responsible for the long-term maintenance of **structural stormwater BMPs** not owned or operated by the **permittee**, that have been implemented to meet the conditions for post-construction **stormwater** management in Part III.D.5.a(2). This only includes **structural stormwater BMPs** constructed after the **effective date** of this permit, that are directly connected to the **permittee's MS4**, and that are in the **permittee's** jurisdiction. The legal mechanism shall include provisions that, at a minimum:

- (a) Allow the **permittee** to conduct inspections of **structural stormwater BMPs** not owned or operated by the **permittee**, perform necessary maintenance, and assess costs for those **structural stormwater BMPs** when the **permittee**

determines that the owner and/or operator of that **structural stormwater BMP** has not conducted maintenance.

- (b) Include conditions that are designed to preserve the **permittee's** right to ensure maintenance responsibility, for **structural stormwater BMPs** not owned or operated by the **permittee**, when those responsibilities are legally transferred to another party.
- (c) Include conditions that are designed to protect/preserve **structural stormwater BMPs** and site features that are implemented to comply with Part III.D.5.a(2). If site configurations or **structural stormwater BMPs** change, causing decreased **structural stormwater BMP** effectiveness, new or improved **structural stormwater BMPs** must be implemented to ensure the conditions for post-construction **stormwater** management in Part III.D.5.a(2) continue to be met.

b. Site plan review

The program shall include written procedures for site plan reviews conducted by the **permittee** prior to the start of **construction activity**, to ensure compliance with requirements of the Regulatory Mechanism(s).

c. Documentation of the following information:

- (1) Any supporting documentation used by the **permittee** to determine compliance with Part III.D.5.a, including the project name, location, owner and operator of the **construction activity**, any checklists used for conducting site plan reviews, and any calculations used to determine compliance
- (2) All supporting documentation associated with mitigation projects authorized by the **permittee**
- (3) Payments received and used in accordance with Part III.D.5.a(4)(f)
- (4) All legal mechanisms drafted in accordance with Part III.D.5.a(5), including date(s) of the agreement(s) and name(s) of all responsible parties involved

6. Pollution Prevention/Good Housekeeping For Municipal Operations

New permittees shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, an operations and maintenance program that prevents or **reduces** the discharge of pollutants from **permittee** owned/operated facilities and operations to the **small MS4**. The operations and maintenance program shall include, at a minimum, the following:

a. Facilities Inventory

The **permittee** shall develop and maintain an inventory of **permittee** owned/operated facilities that contribute pollutants to **stormwater** discharges. Facilities to be inventoried may include, but is not limited to: composting, equipment storage and maintenance, hazardous waste disposal, hazardous waste handling and transfer; landfills, solid waste handling and transfer, parks, pesticide storage, public parking lots, public golf courses; public swimming pools, public works yards, recycling, salt storage, vehicle storage and maintenance (e.g., fueling and washing) yards, and materials storage yards.

- b. Development and Implementation of **BMPs** for inventoried facilities and municipal operations

Considering the source of pollutants and sensitivity of **receiving waters** (e.g., Outstanding Resource Value Waters (ORVWs), **impaired waters**, trout streams, etc.), the **permittee** shall develop and implement **BMPs** that prevent or **reduce** pollutants in **stormwater** discharges from the **small MS4** and from:

- (1) All inventoried facilities that discharge to the **MS4**, and
- (2) The following municipal operations that may contribute pollutants to **stormwater** discharges, where applicable:
 - (a) Waste disposal and storage, including dumpsters
 - (b) Management of temporary and permanent stockpiles of materials such as street sweepings, snow, deicing materials (e.g., salt), sand and sediment removal piles
 - (c) Vehicle fueling, washing and maintenance
 - (d) Routine street and parking lot sweeping
 - (e) Emergency response, including spill prevention plans
 - (f) Cleaning of maintenance equipment, building exteriors, dumpsters, and the disposal of associated waste and wastewater
 - (g) Use, storage, and disposal of **significant materials**
 - (h) Landscaping, park, and lawn maintenance
 - (i) Road maintenance, including pothole repair, road shoulder maintenance, pavement marking, sealing, and repaving
 - (j) Right-of-way maintenance, including mowing
 - (k) Application of herbicides, pesticides, and fertilizers
 - (l) Cold-weather operations, including plowing or other snow removal practices, sand use, and application of deicing compounds

- c. Development and implementation of **BMPs** for **MS4** discharges that may affect Source Water Protection Areas (Minn. R. 4720.5100-4720.5590)

The **permittee** shall incorporate **BMPs** into the **SWPPP** to protect any of the following drinking water sources that the **MS4** discharge may affect, and the **permittee** shall include the map of these sources with the **SWPPP** if they have been mapped:

- (1) Wells and source waters for DWSMAs identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330
- (2) Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health (MDH) under the federal Safe Drinking Water Act, U.S.C. §§ 300j – 13

- d. Pond Assessment Procedures and Schedule

The **permittee** shall develop procedures and a schedule for the purpose of determining the TSS and TP treatment effectiveness of all **permittee** owned/operated ponds constructed and used for the collection and treatment of **stormwater**. The schedule (which may exceed this permit term) shall be based on measureable goals and priorities established by the **permittee**.

e. Inspections

- (1) Unless inspection frequency is adjusted as described below, the **permittee** shall conduct annual inspections of **structural stormwater BMPs** (excluding **stormwater** ponds which are under a separate schedule below) to determine structural integrity, proper function and maintenance needs.

Inspections of **structural stormwater BMPs** shall be conducted annually unless the **permittee** determines if either of the following conditions apply: 1) Complaints received or patterns of maintenance indicate a greater frequency is necessary, or 2) Maintenance or sediment removal is not required after completion of the first two annual inspections; in which case the **permittee** may reduce the frequency of inspections to once every two (2) years. However, **existing permittees** are authorized under this permit to continue using inspection frequency adjustments, previously determined under the *general stormwater permit for small MS4s No.MNR040000*, effective June 1, 2006, provided that documentation requirements in Part III.D.6.h(2) are satisfied.

- (2) Prior to the expiration date of this permit, the **permittee** shall conduct at least one inspection of all ponds and **outfalls** (excluding underground **outfalls**) in order to determine structural integrity, proper function, and maintenance needs.
- (3) The **permittee** shall conduct quarterly inspections of stockpiles, and storage and material handling areas as inventoried in Part III.D.6.a, to determine maintenance needs and proper function of **BMPs**.

f. Maintenance

Based on inspection findings, the **permittee** shall determine if repair, replacement, or maintenance measures are necessary in order to ensure the structural integrity, proper function, and treatment effectiveness of **structural stormwater BMPs**. Necessary maintenance shall be completed as soon as possible to prevent or **reduce** the discharge of pollutants to **stormwater**.

g. Employee Training

The **permittee** shall develop and implement a **stormwater** management training program commensurate with employee's job-duties as they relate to the **permittee's SWPPP**, including reporting and assessment activities. The **permittee** may use training materials from the United States Environmental Protection Agency (USEPA), state and regional agencies, or other organizations as appropriate to meet this requirement. The employee training program shall:

- (1) Address the importance of protecting water quality
- (2) Cover the requirements of the permit relevant to the job duties of the employee
- (3) Include a schedule that establishes initial training for new and/or seasonal employees, and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements

h. Documentation of the following information:

- (1) Date(s) and description of findings of all inspections conducted in accordance with Part III.D.6.e
- (2) Any adjustments to inspection frequency as authorized under Part III.D.6.e(1)
- (3) A description of maintenance conducted, including dates, as a result of inspection findings
- (4) Pond sediment excavation and removal activities, including:
 - (a) The unique ID number (consistent with that required in Part III.C.2.a) of each **stormwater** pond from which sediment is removed
 - (b) The volume (e.g., cubic yards) of sediment removed from each **stormwater** pond
 - (c) Results from any testing of sediment from each removal activity
 - (d) Location(s) of final disposal of sediment from each **stormwater** pond
- (5) Employee **stormwater** management training events, including a list of topics covered, names of employees in attendance, and date of each event

E. Discharges to **Impaired Waters** with a USEPA-Approved **TMDL** that Includes an **Applicable WLA**

For each **applicable WLA** approved prior to the **effective date** of this permit, the **BMPs** included in the compliance schedule at application constitute a discharge requirement for the **permittee**. The **permittee** shall demonstrate continuing progress toward meeting each discharge requirement, on a form provided by the **Commissioner**, by submitting the following:

1. An assessment of progress toward meeting each discharge requirement, including a list of all **BMPs** being applied to achieve each **applicable WLA**. For each **structural stormwater BMP**, the **permittee** shall provide a unique identification (ID) number and **geographic coordinate**. If the listed **structural stormwater BMP** is also inventoried as required by Part III.C.2, the same ID number shall be used.
2. A list of all **BMPs** the **permittee** submitted at the time of application in the **SWPPP** document compliance schedule(s) and the stage of implementation for each **BMP**, including any **BMPs** specifically identified for the **small MS4** in the **TMDL** report that the **permittee** plans to implement
3. An up-dated estimate of the cumulative reductions in loading achieved for each **pollutant of concern** associated with each **applicable WLA**
4. An up-dated narrative describing any adaptive management strategies used (including projected dates) for making progress toward achieving each **applicable WLA**

F. Alum or Ferric Chloride Phosphorus Treatment Systems

If the **permittee** uses an **alum or ferric chloride phosphorus treatment system**, the **permittee** shall comply with the following:

1. Minimum Requirements of an **Alum or Ferric Chloride Phosphorus Treatment System**

a. Limitations

- (1) The **permittee** shall use the treatment system for the treatment of phosphorus in **stormwater**. **Non-stormwater discharges** shall not be treated by this system.
- (2) The treatment system must be contained within the conveyances and **structural stormwater BMPs** of a **small MS4**. The utilized conveyances and **structural stormwater BMPs** shall not include any **receiving waters**.
- (3) Phosphorus treatment systems utilizing chemicals other than alum or ferric chloride must receive written approval from the **Agency**.
- (4) In-lake phosphorus treatment activities are not authorized under this permit.

b. Treatment System Design

- (1) The treatment system shall be constructed in a manner that diverts the **stormwater** flow to be treated from the main conveyance system.
- (2) A **High Flow Bypass** shall be part of the inlet design.
- (3) A flocculent storage/settling area shall be incorporated into the design, and adequate maintenance access must be provided (minimum of 8 feet wide) for the removal of accumulated sediment.

2. Monitoring During Operation

- a. A designated **person** shall perform visual monitoring of the treatment system for proper performance at least once every seven (7) days, and within 24 hours after a rainfall event greater than 2.5 inches in 24 hours. Following visual monitoring which occurs within 24 hours after a rainfall event, the next visual monitoring must be conducted within seven (7) days after that rainfall event.
- b. Three benchmark monitoring stations shall be established. Table B-1 shall be used for the parameters, units of measure, and frequency of measurement for each station.
- c. Samples shall be collected as grab samples or flow-weighted 24-hour composite samples.
- d. Each sample, excluding pH samples, must be analyzed by a laboratory certified by the MDH and/or the MPCA, and:
 - (1) Sample preservation and test procedures for the analysis of pollutants shall conform to 40 CFR Part 136 and Minn. R. 7041.3200.
 - (2) Detection limits for dissolved phosphorus, dissolved aluminum, and dissolved iron shall be a minimum of 6 micrograms per liter ($\mu\text{g/L}$), 10 $\mu\text{g/L}$, and 20 $\mu\text{g/L}$, respectively.
 - (3) pH must be measured within 15 minutes of sample collection using calibrated and maintained equipment.

Table B-1:
Monitoring Parameters During Operation

Station	Alum Parameters	Ferric Parameters	Units	Frequency
Upstream-Background	Total Phosphorus	Total Phosphorus	mg/L	1 x week
	Dissolved Phosphorus	Dissolved Phosphorus	mg/L	1 x week
	Total Aluminum	Total Iron	mg/L	1 x month
	Dissolved Aluminum	Dissolved Iron	mg/L	1 x week
	pH	pH	SU	1 x week
	Flow	Flow	Mgd	Daily
Alum or Ferric Chloride Feed	Alum	Ferric	Gallons	Daily Total Dosed In Gallons
Discharge From Treatment	Total Phosphorus	Total Phosphorus	mg/L	1 x week
	Dissolved Phosphorus	Dissolved Phosphorus	mg/L	1 x week
	Total Aluminum	Total Iron	mg/L	1 x month
	Dissolved Aluminum	Dissolved Iron	mg/L	1 x week
	pH	pH	SU	1 x week
	Flow	Flow	Mgd	Daily

- e. In the following situations, the **permittee** shall perform corrective action(s) and immediately notify the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area):

- (1) The pH of the discharged water is not within the range of 6.0 and 9.0
- (2) Any indications of toxicity or measurements exceeding **water quality standards**
- (3) A spill, as defined in Minn. Stat. § 115.01, subd. 13, of alum or ferric chloride

3. Reporting and Recordkeeping

a. Annual Reporting

The **permittee** shall submit the following information with the Annual Report in Part IV.B. The Annual Report must include a month-by-month summary of:

- (1) Date(s) of operation
- (2) Chemical(s) used for treatment
- (3) Gallons of water treated
- (4) Gallons of alum or ferric chloride treatment used
- (5) Calculated pounds of phosphorus removed
- (6) Any performance issues and the corrective action(s), including the date(s) when corrective action(s) were taken

b. On-Site Recordkeeping

A record of the following design parameters shall be kept on-site:

- (1) Site-specific jar testing conducted using typical and representative water samples in accordance with ASTM D2035-08 (2003)
- (2) Baseline concentrations of the following parameters in the influent and **receiving waters**:

- (a) Aluminum or Iron
- (b) Phosphorus

(3) The following system parameters and how each was determined:

- (a) Flocculent settling velocity
- (b) Minimum required retention time
- (c) Rate of diversion of **stormwater** into the system
- (d) The flow rate from the discharge of the outlet structure
- (e) Range of expected dosing rates

4. Treatment System Management

The following site-specific procedures shall be developed and a copy kept on-site:

- a. Procedures for the installation, operation and maintenance of all pumps, generators, control systems, and other equipment
- b. Specific parameters for determining when the solids must be removed from the system and how the solids will be handled and disposed of
- c. Procedures for cleaning up and/or containing a spill of each chemical stored on-site

G. Stormwater Pollution Prevention Program (SWPPP) Modification

1. The **Commissioner** may require the **permittee** to modify the **SWPPP** as needed, in accordance with the procedures of Minn. R. 7001, and may consider the following factors:
 - a. Discharges from the **small MS4** are impacting the quality of **receiving waters**.
 - b. More stringent requirements are necessary to comply with state or federal regulations.
 - c. Additional conditions are deemed necessary to comply with the goals and applicable requirements of the Clean Water Act and protect water quality.
2. Modifications that the **permittee** chooses to make to the **SWPPP** document developed under Part II.D, other than modifications authorized in Part III.G.3 below, must be approved by the **Commissioner** in accordance with the procedures of Minn. R. 7001. All requests must be in writing, setting forth schedules for compliance. The request must discuss alternative program modifications, assure compliance with requirements of the permit, and meet other applicable laws.
3. The **SWPPP** document may only be modified by the **permittee** without prior approval of the **Commissioner** provided it is in accordance with a. or b. below, and the **Commissioner** is notified of the modification in the Annual Report for the year the modification is made.
 - a. A **BMP** is added, and none subtracted, from the **SWPPP** document.
 - b. A less effective **BMP** identified in the **SWPPP** document is replaced with a more effective **BMP**. The alternate **BMP** shall address the same, or similar, concerns as the ineffective or failed **BMP**.

PART IV. ANNUAL **SWPPP** ASSESSMENT, ANNUAL REPORTING, AND RECORD KEEPING

A. Annual **SWPPP** Assessment

The **permittee** shall conduct an Annual Assessment of their **SWPPP** to determine program compliance, the appropriateness of **BMPs**, and progress towards achieving the measurable goals identified in their **SWPPP** document. The Annual **SWPPP** Assessment shall be performed prior to completion of each Annual Report.

B. Annual Reporting

The **permittee** shall submit an Annual Report to the **Agency** by June 30th of each calendar year. The Annual Report shall cover the portion of the previous calendar year during which the **permittee** was authorized to discharge **stormwater** under this permit. The Annual Report shall be submitted to the **Agency**, on a form provided by the **Commissioner**, that will at a minimum, consist of the following:

1. The status of compliance with permit terms and conditions, including an assessment of the appropriateness of **BMPs** identified by the **permittee** and progress towards achieving the identified measurable goals for each of the MCMs in Part III.D.1-6. The assessment must be based on results of information collected and analyzed, including monitoring (if any), inspection findings, and public input received during the reporting period.
2. The **stormwater** activities the **permittee** plans to undertake during the next reporting cycle
3. A change in any identified **BMPs** or measurable goals for any of the MCMs in Part III.D.1-6
4. Information required in Part III.E, to demonstrate progress in meeting **applicable WLAs**
5. Information required to be recorded or documented in Part III
6. A statement that the **permittee** is relying on a partnership(s) with another regulated **Small MS4(s)** to satisfy one or more permit requirements (if applicable), and what agreements the **permittee** has entered into in support of this effort

C. Record Keeping

1. The **permittee** shall keep records required by the **NPDES** permit for at least three (3) years beyond the term of this permit. The **permittee** shall submit records to the **Commissioner** only if specifically asked to do so.
2. The **permittee** shall make records, including components of the **SWPPP**, available to the public at reasonable times during regular business hours (see 40 CFR § 122.7 for confidentiality provision).
3. The **permittee** shall retain copies of the permit application, all documentation necessary to comply with **SWPPP** requirements, all data and information used by the **permittee** to complete the application process, and any information developed as a requirement of this permit or as requested by the **Commissioner**, for a period of at least three (3) years beyond the date of permit expiration. This period is automatically extended during the course of an

unresolved enforcement action regarding the **small MS4** or as requested by the **Commissioner**.

D. Where to Submit

The **permittee** shall use an electronic submittal process, when provided by the **Agency**, when submitting information required by this permit. When submitting information electronically is not possible, the **permittee** may use the following mailing address:

Minnesota Pollution Control Agency (MPCA)
Attn: WQ Submittals Center
520 Lafayette Road North
St. Paul, MN 55155-4194

PART V. GENERAL CONDITIONS

- A. The **Agency's** issuance of a permit does not release the **permittee** from any liability, penalty, or duty imposed by Minnesota or federal statutes or rules or local ordinances, except the obligation to obtain the permit. (Minn. R. 7001.0150, subp.3, item A)
- B. The **Agency's** issuance of a permit does not prevent the future adoption by the **Agency** of pollution control rules, standards, or orders more stringent than those now in existence and does not prevent the enforcement of these rules, standards, or orders against the **permittee**. (Minn. R. 7001.0150, subp.3, item B)
- C. The permit does not convey a property right or an exclusive privilege. (Minn. R. 7001.0150, subp. 3, item C)
- D. The **Agency's** issuance of a permit does not obligate the **Agency** to enforce local laws, rules, or plans beyond that authorized by Minnesota statutes. (Minn. R. 7001.0150, subp.3, item D)
- E. The **permittee** shall perform the actions or conduct the activity authorized by the permit in accordance with the plans and specifications approved by the **Agency** and in compliance with the conditions of the permit. (Minn. R. 7001.0150, subp. 3, item E)
- F. The **permittee** shall at all times properly operate and maintain the facilities and systems of treatment and control and the appurtenances related to them which are installed or used by the **permittee** to achieve compliance with the conditions of the permit. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures. The **permittee** shall install and maintain appropriate backup or auxiliary facilities if they are necessary to achieve compliance with the conditions of the permit and, for all permits other than hazardous waste facility permits, if these backup or auxiliary facilities are technically and economically feasible. (Minn. R. 7001.0150. subp. 3, item F.)
- G. The **permittee** may not knowingly make a false or misleading statement, representation, or certification in a record, report, plan, or other document required to be submitted to the **Agency** or to the **Commissioner** by the permit. The **permittee** shall immediately upon discovery report to the **Commissioner** an error or omission in these records, reports, plans, or other documents. (Minn. Stat. § 609.671; Minn.R. 7001.0150, subp.3, item G.; and Minn. R. 7001.1090, subp. 1, items G and H)
- H. The **permittee** shall, when requested by the **Commissioner**, submit within a reasonable time the information and reports that are relevant to the control of pollution regarding the construction, modification, or operation of the facility covered by the permit or regarding the conduct of the activity covered by the permit. (Minn. R. 7001.0150, subp. 3, item H)
- I. When authorized by Minn. Stat. §§ 115.04; 115B.17, subd. 4; and 116.091, and upon presentation of proper credentials, the **Agency**, or an authorized employee or agent of the **Agency**, shall be allowed by the **permittee** to enter at reasonable times upon the property of the **permittee** to examine and copy books, papers, records, or memoranda pertaining to the construction, modification, or operation of the facility covered by the permit or pertaining to the activity covered by the permit; and to conduct surveys and investigations, including sampling or monitoring, pertaining to the construction, modification, or operation of the facility covered by

the permit or pertaining to the activity covered by the permit. (Minn. R. 7001.0150, subp.3, item I)

- J. If the **permittee** discovers, through any means, including notification by the **Agency**, that noncompliance with a condition of the permit has occurred, the **permittee** shall take all reasonable steps to minimize the adverse impacts on human health, public drinking water supplies, or the environment resulting from the noncompliance. (Minn. R. 7001.0150, subp.3, item J)
- K. If the **permittee** discovers that noncompliance with a condition of the permit has occurred which could endanger human health, public drinking water supplies, or the environment, the **permittee** shall, within 24 hours of the discovery of the noncompliance, orally notify the **Commissioner**. Within five days of the discovery of the noncompliance, the **permittee** shall submit to the **Commissioner** a written description of the noncompliance; the cause of the noncompliance, the exact dates of the period of the noncompliance, if the noncompliance has not been corrected; the anticipated time it is expected to continue, and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance. (Minn. R. 7001.0150, subp.3, item K)
- L. The **permittee** shall report noncompliance with the permit not reported under item K as a part of the next report, which the **permittee** is required to submit under this permit. If no reports are required within 30 days of the discovery of the noncompliance, the **permittee** shall submit the information listed in item K within 30 days of the discovery of the noncompliance. (Minn. R. 7001.0150, subp.3, item L)
- M. The **permittee** shall give advance notice to the **Commissioner** as soon as possible of planned physical alterations or additions to the permitted facility (**MS4**) or activity that may result in noncompliance with a Minnesota or federal pollution control statute or rule or a condition of the permit. (Minn. R. 7001.0150, subp. 3, item M)
- N. The permit is not transferable to any **person** without the express written approval of the **Agency** after compliance with the requirements of Minn. R. 7001.0190. A **person** to whom the permit has been transferred shall comply with the conditions of the permit. (Minn. R. 7001.0150, subp.3, item N)
- O. The permit authorizes the **permittee** to perform the activities described in the permit under the conditions of the permit. In issuing the permit, the state and **Agency** assume no responsibility for damage to **persons**, property, or the environment caused by the activities of the **permittee** in the conduct of its actions, including those activities authorized, directed, or undertaken under the permit. To the extent the state and **Agency** may be liable for the activities of its employees, that liability is explicitly limited to that provided in the Tort Claims Act, Minn. Stat. § 3.736. (Minn. R. 7001.0150, subp. 3, item O)
- P. This permit incorporates by reference the applicable portions of 40 CFR §§ 122.41 and 122.42 parts (c) and (d), and Minn. R. 7001.1090, which are enforceable parts of this permit.

APPENDIX A

SCHEDULES

Table 1
Application Submittal Schedule for Existing permittees

Group 1 Within 90 days after permit effective date		
Alexandria, City Andover, City Anoka Technical College Arden Hills, City Birchwood Village, City Cambridge, City Centerville, City Chaska, City Dakota County Technical College Detroit Lakes, City Excelsior, City	Glencoe, City Grand Rapids, City Greenwood, City Hibbing, City Hilltop, City Inver Hills Community College Little Falls, City Long Lake, City Maple Plain, City Minnetonka Beach, City Monticello, City Northland Comm & Technical College	Oak Grove, City Orono, City Ramsey, City Sartell, City South St Paul, City St Bonifacius, City St Cloud Technical College St Louis County St Paul Park, City Waite Park, City Woodland, City
Group 2 Within 120 days after permit effective date		
Anoka, City Anoka-Ramsey Community College Baxter, City Brainerd, City Buffalo, City Champlin, City Clay County Coon Creek WD Dayton, City Dilworth, City East Grand Forks, City Elk River, City Elko New Market, City Fridley, City	Hutchinson, City La Crescent, City Lake Superior College - Duluth Landfall, City Lauderdale, City Litchfield, City Mendota, City Midway Township MN State Comm and Tech College-Moorhead Moorhead, City Mounds View, City North Oaks, City	Nowthen, City Proctor, City Red Wing, City Shakopee, City South Washington WD Spring Park, City St Joseph, City St Michael, City Stearns County Tonka Bay, City West St Paul, City Willernie, City Winona, City
Group 3 Within 150 days after permit effective date		
Albert Lea, City Anoka County Apple Valley, City Austin, City Bemidji, City Benton County Big Lake, City Big Lake Township Blaine, City Bloomington, City Brockway Township	Hennepin Technical College Eden Prairie Hermantown, City Hopkins, City Houston County Hugo, City Independence, City Inver Grove Heights, City Jackson Township La Crescent Township Laketown Township Lakeville, City	Owatonna, City Pine Springs, City Plymouth, City Prior Lake, City Prior Lake-Spring Lake WSD Ramsey County Public Works Ramsey-Washington Metro WD Redwood Falls, City Rice Creek WD Rice Lake Township Richfield, City

Brooklyn Center, City	Lake Elmo, City	Robbinsdale, City
Brooklyn Park, City	Le Sauk Township	Rochester, City
Burnsville, City	Lexington, City	Rochester Community & Tech College
Capitol Region WD	Lilydale, City	Rochester Township
Carver, City	Lino Lakes, City	Rosemount, City
Carver County	Little Canada, City	Roseville, City
Cascade Township	Loretto, City	Sauk Rapids, City
Century College	Louisville Township	Sauk Rapids Township
Chanhassen, City	Mahtomedi, City	Savage, City
Circle Pines, City	Mankato, City	Osseo, City
Cloquet, City	Maplewood, City	Otsego, City
Columbia Heights, City	Maple Grove, City	Scott County
Coon Rapids, City	Marion Township	Sherburne County
Corcoran, City	Marshall, City	Shoreview, City
Cottage Grove, City	Medicine Lake, City	Shorewood, City
Credit River Township	Medina, City	Spring Lake Park, City
Crystal, City	Mendota Heights, City	Spring Lake, Township
Dakota County	Metropolitan State University	Saint Paul College
Deephaven, City	Minden Township	St Anthony Village, City
Dellwood, City	Minnehaha Creek WD	St Cloud, City
Duluth, City	Minnesota Correctional-Lino Lakes	St Cloud State University
Duluth Township	Minnesota Correctional-St Cloud	St Joseph Township
Eagan, City	Minnetonka, City	St Louis Park, City
East Bethel, City	Minnetrista, City	St Peter, City
Eden Prairie, City	MNDOT Metro District	Stillwater, City
Edina, City	MNDOT Outstate District	Sunfish Lake, City
Empire Township	MN State University-Moorhead	U of M-Duluth
Fairmont, City	Montevideo, City	U of M-Twin Cities Campus
Falcon Heights, City	Mound, City	Vadnais Heights, City
Faribault, City	Mpls Community/Technical College	Valley Branch WD
Farmington, City	New Brighton, City	Victoria, City
Federal Medical Center	New Hope, City	Waconia, City
Fergus Falls, City	New Ulm, City	Waseca, City
Forest Lake, City	Newport City	Washington County
Gem Lake, City	Normandale Community College	Watab Township
Golden Valley, City	North Branch, City	Wayzata, City
Grant, City	North Hennepin Community College	West Lakeland Township
Ham Lake, City	North Mankato, City	White Bear Lake, City
Hastings, City	North St Paul, City	White Bear Township
Haven Township	Northfield, City	Willmar, City
Haverhill Township	Oakdale, City	Woodbury, City
Hennepin County	Olmsted County	Worthington, City
Hennepin Technical College Brooklyn Pk		

Table 2
Existing Permittees – Schedule of Permit Requirements

<i>Permit Requirement</i>	<i>Schedule</i>
PART II. APPLICATION REQUIREMENTS • Submit Part 2 of the permit application with the SWPPP document completed in accordance with Part II.D.	• See Table 1 above.
PART III. STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP) • Complete revisions to incorporate requirements of Part III.A-F into current SWPPP. <u>Part III.C Mapping and Inventory</u> Part III.C.2 Inventory • Complete and submit inventory in accordance with Part III.C.2. <u>Part III.D.6 Pollution Prevention/Good Housekeeping For Municipal Operations</u> Part III.D.6.e Inspections • Conduct inspections. <u>Part III.E Impaired Waters and TMDLs (if applicable)</u> • Submit all information required by Part III.E. <u>Part III.F. Alum or Ferric Chloride Phosphorus Treatment Systems (if applicable)</u> • Meet requirements for treatment systems under Part III.F.	• Within 12 months of the date permit coverage is extended, unless other timelines have been specifically established in this permit and identified below. • Within 12 months of the date permit coverage is extended. • Annually (Part III.D.6.e(1) and (2)), Quarterly (Part III.D.6.e(3)). • With each Annual Report required in Part IV.B. • Within 12 months of the date permit coverage is extended.
PART IV. ANNUAL SWPPP ASSESSMENT, ANNUAL REPORTING AND RECORD KEEPING <u>Part IV.A Annual SWPPP Assessment</u> • Conduct assessment of the SWPPP. <u>Part IV.B Annual Reporting</u> • Submit an Annual Report	• Annually and prior to completion of each Annual Report. • By June 30th of each calendar year.

Table 3
New Permittees – Schedule of Permit Requirements

<i>Permit Requirement</i>	<i>Schedule</i>
PART II. APPLICATION REQUIREMENTS • Submit Part 1, and Part 2 of the permit application with the proposed SWPPP document as required by Part II.D.	• Within 18 months of written notification from the Commissioner that the MS4 meets the criteria in Minn. R. 7090.1010, Subpart 1.A. or B. and permit coverage is required.
PART III. STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP) • Complete all requirements of Part III.A-F. <u>Part III.A Regulatory Mechanism(s)</u> Illicit Discharge Detection and Elimination (see Part III.D.3)	• Within 36 months of the date permit coverage is extended, unless other timelines have been specifically established in this permit and identified below; or • Within timelines established by the Commissioner under Part I.F.2.

• <i>Develop, implement, and enforce Regulatory Mechanism.</i> Construction Site Stormwater Runoff Control (see Part III.D.4) • <i>Develop, implement, and enforce Regulatory Mechanism.</i> Post-Construction Stormwater Management (see Part III.D.5) • <i>Develop, implement, and enforce Regulatory Mechanism.</i> <u>Part III.B Enforcement Response Procedures (ERPs)</u> • <i>Develop and implement written ERPs for the Regulatory Mechanism(s) required under Part III.A.</i> <u>Part III.C Mapping and Inventory</u> Part III.C.1 Mapping • <i>Develop a storm sewer system map.</i> <u>Part III.C.2 Inventory</u> • <i>Complete and submit inventory in accordance with Part III.C.2.</i> <u>Part III.D Minimum Control Measures</u> <u>Part III.D.4 Construction Site Stormwater Runoff Control</u> • <i>Develop, implement, and enforce a Construction Site Stormwater Runoff Control program.</i> <u>Part III.D.5 Post-Construction Stormwater Management</u> • <i>Develop, implement, and enforce a Post-Construction Stormwater Management program.</i> <u>Part III.D.6 Pollution Prevention/Good Housekeeping for Municipal Operations</u> Part III.D.6.e Inspections • <i>Conduct inspections.</i> <u>Part III.E Impaired Waters and TMDLs (if applicable)</u> • <i>Submit all information required by Part III.E.</i> <u>Part III.F. Alum or Ferric Chloride Phosphorus Treatment Systems (if applicable)</u> • <i>Meet requirements for treatment systems under Part III.F.</i>	• Within 12 months of the date permit coverage is extended. • Within six (6) months of the date permit coverage is extended. • Within 24 months of the date permit coverage is extended. • Within 24 months of the date permit coverage is extended. • Within 24 months of the date permit coverage is extended. • Within 24 months of the date permit coverage is extended. • Within six (6) months of the date permit coverage is extended. See Part III.A Regulatory Mechanism(s). • Within 24 months of the date permit coverage is extended. See Part III.A Regulatory Mechanism(s). • Annually (Part III.D.6.e(1) and (2)), Quarterly (Part III.D.6.e(3)). • With each Annual Report required in Part IV.B. • Within 12 months of the date permit coverage is extended.
PART IV. ANNUAL SWPPP ASSESSMENT, ANNUAL REPORTING AND RECORD KEEPING <u>Part IV.A Annual SWPPP Assessment</u> • <i>Conduct assessment of the SWPPP.</i> <u>Part IV.B Annual Reporting</u> • <i>Submit an Annual Report.</i>	• Annually and prior to completion of each Annual Report. • By June 30th of each calendar year.

APPENDIX B

DEFINITIONS AND ABBREVIATIONS

The definitions in this Part are for purposes of this permit only.

1. **“Active Karst”** means geographic areas underlain by carbonate bedrock (or other forms of bedrock that can erode or dissolve) with less than 50 feet of sediment cover.
2. **“Agency”** means the Minnesota Pollution Control **Agency** or MPCA. (Minn. Stat. § 116.36, subd. 2.)
3. **“Alum or Ferric Chloride Phosphorus Treatment System”** means the diversion of flowing **stormwater** from a **MS4**, removal of phosphorus through the use a continuous feed of alum or ferric chloride additive, flocculation, and the return of the treated **stormwater** back into a **MS4** or **receiving water**.
4. **“Applicable WLA”** – means a **Waste Load Allocation** assigned to the **permittee** and approved by the USEPA.
5. **“Best Management Practices”** or **“BMPs”** means practices to prevent or **reduce** the pollution of the **waters of the state**, including schedules of activities, prohibitions of practices, and other management practices, and also includes treatment requirements, operating procedures and practices to control plant site runoff, spillage or leaks, sludge, or waste disposal or drainage from raw material storage. (Minn. R. 7001.1020, subp.5.)
6. **“Commissioner”** means the **Commissioner** of the Minnesota Pollution Control **Agency** or the **Commissioner’s** designee. (Minn. Stat. § 116.36, subd. 3.)
7. **“Common Plan of Development or Sale”** means a contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan. One plan is broadly defined to include design, permit application, advertisement or physical demarcation indicating that land-disturbing activities may occur.
8. **“Construction Activity”** includes **construction activity** as defined in 40 CFR § 122.26(b)(14)(x) and **small construction activity** as defined in 40 CFR § 122.26(b)(15). This includes a disturbance to the land that results in a change in the topography, existing soil cover (both vegetative and non-vegetative), or the existing soil topography that may result in accelerated **stormwater** runoff, leading to soil erosion and movement of sediment into **surface waters** or drainage systems. Examples of **construction activity** may include clearing, grading, filling, and excavating. **Construction activity** includes the disturbance of less than one acre of total land area that is a part of a larger **common plan of development or sale** if the larger common plan will ultimately disturb one (1) acre or more.
9. **“DNR Catchment Area”** means the Hydrologic Unit 08 areas delineated and digitized by the Minnesota DNR. The catchment areas are available for download at the Minnesota DNR Data Deli website. **DNR catchment areas** may be locally corrected, in which case the local corrections may be used.
10. **“Effective Date”** means the date, located on the front cover of this permit, on which this permit shall become effective.

11. **“Existing Permittee”** means an **Owner/Operator** of a **small MS4** that has been authorized to discharge **stormwater** under a previously issued **general permit** for **small MS4s** in the state of Minnesota.
12. **“General permit”** means a permit issued under Minn. R. 7001.0210 to a category of **permittees** whose operations, emissions, activities, discharges, or facilities are the same or substantially similar. (Minn. R. 7001.0010, subp.4.)
13. **“Geographic Coordinate”** means the point location of a **stormwater** feature expressed by X, Y coordinates of a standard Cartesian coordinate system (i.e. latitude/longitude) that can be readily converted to Universal Transverse Mercator (UTM), Zone 15N in the NAD83 datum. For polygon features, the **geographic coordinate** will typically define the approximate center of a **stormwater** feature.
14. **“Green Infrastructure”** means a wide array of practices at multiple scales that manage wet weather and that maintains or restores natural hydrology by infiltrating, evapotranspiring, or harvesting and using stormwater. On a regional scale, green infrastructure is the preservation or restoration of natural landscape features, such as forests, floodplains and wetlands, coupled with policies such as infill and redevelopment that reduce overall imperviousness in a watershed. On the local scale, green infrastructure consists of site and neighborhood-specific practices, such as bioretention, trees, green roofs, permeable pavements and cisterns.
15. **“High Flow Bypass”** means a function of an inlet device that allows a certain flow of water through, but diverts any higher flows away. **High flow bypasses** are generally used for **BMPs** that can only treat a designed amount of flow and that would be negatively affected by higher flows.
16. **“Illicit Discharge”** means any discharge to a **municipal separate storm sewer** that is not composed entirely of stormwater except discharges pursuant to a NPDES permit (other than the **NPDES** permit for discharges from the **municipal separate storm sewer**) and discharges resulting from firefighting activities. (40 CFR § 122.26(b)(2))
17. **“Impaired Water”** means waters identified as impaired by the **Agency**, and approved by the USEPA, pursuant to section 303(d) of the Clean Water Act (33 U.S.C. § 303(d)).
18. **“Maximum Extent Practicable”** or **“MEP”** means the statutory standard (33 U.S.C. § 1342(p)(3)(B)(iii)) that establishes the level of pollutant reductions that an **Owner** or **Operator** of **Regulated MS4s** must achieve. The USEPA has intentionally not provided a precise definition of **MEP** to allow maximum flexibility in **MS4** permitting. The pollutant reductions that represent **MEP** may be different for each **small MS4**, given the unique local hydrologic and geologic concerns that may exist and the differing possible pollutant control strategies. Therefore, each **permittee** will determine appropriate **BMPs** to satisfy each of the six Minimum Control Measures (MCMs) through an evaluative process. The USEPA envisions application of the **MEP** standard as an iterative process.
19. **“Municipal separate storm sewer system”** or **“MS4”** means a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains:
 - a. owned or operated by a state, city, town, county, district, association, or other public body, created by or pursuant to state law, having jurisdiction over disposal of sewage, industrial

wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district, or drainage district or similar entity, or an Indian tribe or an authorized Indian tribe organization, or a designated and approved management **Agency** under section 208 of the federal Clean Water Act, United States Code, title 33, section 1288, that discharges into **waters of the state**

- b. designed or used for collecting or conveying stormwater
- c. that is not a combined sewer; and
- d. that is not part of a publicly owned treatment works as defined in 40 CFR § 122.2

Municipal separate storm sewer systems do not include separate storm sewers in very discrete areas, such as individual buildings. (Minn. R. 7090.0080, subp. 8).

- 20. **“New development”** means all **construction activity** that is not defined as **redevelopment**.
- 21. **“New Permittee”** means an **Owner/Operator** of a **small MS4** that has not been authorized to discharge **stormwater** under a previously issued General **Stormwater** Permit for **small MS4s** in the state of Minnesota and that applies for, and obtains coverage under this permit.
- 22. **“Non-Stormwater Discharge”** means any discharge not composed entirely of **stormwater**.
- 23. **“Operator”** means the **person** with primary operational control and legal responsibility for the **municipal separate storm sewer system**. (Minn. R. 7090.0080, subp.10.)
- 24. **“Outfall”** means the point source where a **municipal separate storm sewer system** discharges to a **receiving water**, or the **stormwater** discharge permanently leaves the **permittee’s MS4**. It does not include diffuse runoff or conveyances that connect segments of the same stream or water systems (e.g., when a conveyance temporarily leaves an **MS4** at a road crossing).
- 25. **“Owner”** means the **person** that owns the **municipal separate storm sewer system**. (Minn. R. 7090.0080, subp.11.)
- 26. **“Permittee”** means a **person** or **persons**, that signs the permit application submitted to the **Agency** and is responsible for compliance with the terms and conditions of this permit.
- 27. **“Person”** means the state or any Agency or institution thereof, any municipality, governmental subdivision, public or private corporation, individual, partnership, or other entity, including, but not limited to, association, commission or any interstate body, and includes any officer or governing or managing body of any municipality, governmental subdivision, or public or private corporation, or other entity.(Minn. Stat. § 115.01, subd. 10.)
- 28. **“Pipe”** means a closed manmade conveyance device used to transport **stormwater** from location to location. The definition of **pipe** does not include foundation drain **pipes**, irrigation **pipes**, land drain tile **pipes**, culverts, and road sub-grade drain **pipes**.
- 29. **“Pollutant of Concern”** means a pollutant specifically identified in a USEPA-approved **TMDL** report as causing a water quality impairment.

30. **“Receiving Water”** means any lake, river, stream or **wetland** that receives **stormwater** discharges from an **MS4**.
31. **“Redevelopment”** means any **construction activity** where, prior to the start of construction, the areas to be disturbed have 15 percent or more of impervious surface(s).
32. **“Reduce”** means **reduce** to the **Maximum Extent Practicable (MEP)** unless otherwise defined in the context in which it is used.
33. **“Saturated Soil”** means the highest seasonal elevation in the soil that is in a reduced chemical state because of soil voids being filled with water. **Saturated soil** is evidenced by the presence of redoximorphic features or other information.
34. **“Significant Materials”** includes, but is not limited to: raw materials, fuels, materials such as solvents, detergents, and plastic pellets; finished materials such as metallic products; raw materials used in food processing or production; hazardous substances designated under Section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); any chemical the facility is required to report pursuant to Section 313 of the Emergency Planning and Community Right-to-Know Act (EPCRA); fertilizers, pesticides, and waste products such as ashes, slag, and sludge that have the potential to be released with **stormwater** discharges. When determining whether a material is significant, the physical and chemical characteristics of the material should be considered (e.g. the material’s solubility, transportability, and toxicity characteristics) to determine the material’s pollution potential. (40 CFR § 122.26(b)(12)).
35. **“Small Municipal Separate Storm Sewer System”** or **“small MS4”**, means all separate storm sewers that are:
1. Owned or operated by the United States, a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, **stormwater**, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management Agency under section 208 of the CWA that discharges to waters of the United States.
 2. Not defined as “large” or “medium” **Municipal Separate Storm Sewer Systems** pursuant to 40 CFR § 122.26 paragraphs (b)(4) and (b)(7) or designated under paragraph (a)(1)(v).
 3. This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.
36. **“Stormwater”** means **stormwater** runoff, snow melt runoff, and surface runoff and drainage. (Minn. R. 7090.0080, subp.12.)
37. **“Stormwater flow direction”** means the direction of predominant flow within a **pipe**. Flow direction can be discerned if **pipe** elevations can be displayed on the storm sewer system map.

38. **“Stormwater Pollution Prevention Program” or “SWPPP”** means a comprehensive program developed by the **permittee** to manage and **reduce** the discharge of pollutants in **stormwater** to and from the **small MS4**.
39. **“Structural Stormwater BMP”** means a stationary and permanent **BMP** that is designed, constructed and operated to prevent or **reduce** the discharge of pollutants in **stormwater**.
40. **“Total Maximum Daily Load” or “TMDL”** means the sum of the individual **Waste Load Allocations** for point sources and load allocations for nonpoint sources and natural background, as more fully defined in 40 CFR § 130.2, paragraph (i). A **TMDL** sets and allocates the maximum amount of a pollutant that may be introduced into a **water of the state** and still assure attainment and maintenance of **water quality standards**. (Minn. R. 7052.0010 subp. 42)
41. **“Waste Load Allocation” or “WLA”** means the portion of a receiving water's loading capacity that is allocated to one of its existing or future point sources of pollution, as more fully defined in Code of Federal Regulations, title 40, section 130.2, paragraph (h). In the absence of a **TMDL** approved by USEPA under 40 CFR § 130.7, or an assessment and remediation plan developed and approved according to Minn. R. [7052.0200](#), subp. 1.C, a **WLA** is the allocation for an individual point source that ensures that the level of water quality to be achieved by the point source is derived from and complies with all applicable **water quality standards** and criteria. (Minn. R. 7052.0010 subp. 45)
42. **“Water pollution”** means (a) the discharge of any pollutant into any waters of the state or the contamination of any waters of the state so as to create a nuisance or render such waters unclean, or noxious, or impure so as to be actually or potentially harmful or detrimental or injurious to public health, safety or welfare, to domestic, agricultural, commercial, industrial, recreational or other legitimate uses, or to livestock, animals, birds, fish or other aquatic life; or (b) the alteration made or induced by human activity of the chemical, physical, biological, or radiological integrity of waters of the state. (Minn. Stat. § 115.01, subd. 13)
43. **“Water Quality Standards”** means those provisions contained in Minn. R. 7050 and 7052.
44. **“Waters of the State”** means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof. (Minn. Stat. § 115.01, subd. 22.)
45. **“Wetlands”** are those areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. **Wetlands** generally include swamps, marshes, bogs, and similar areas. Constructed **wetlands** designed for wastewater treatment are not **waters of the state**. **Wetlands** must have the following attributes:
1. A predominance of hydric soils
 2. Inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition and

3. Under normal circumstances support a prevalence of such vegetation. (Minn. R. 7050.0186, subp. 1a.B.)

ABBREVIATIONS AND ACRONYMS

- BMP - Best Management Practice
- CFR – Code of Federal Regulations
- CWA – Clean Water Act or the Federal Water Pollution Control Act, 33 U.S.C. §1251 *et seq*)
- DNR – Department of Natural Resources
- DWSMA – Drinking Water Supply Management Area
- ERPs– Enforcement Response Procedures
- IDDE - Illicit Discharge Detection and Elimination
- MCM – Minimum Control Measure
- MDH – Minnesota Department of Health
- MEP – Maximum Extent Practicable
- MS4 - Municipal Separate Storm Sewer System
- NPDES - National Pollutant Discharge Elimination System
- ORVW - Outstanding Resource Value Water
- SDS – State Disposal System
- TMDL - Total Maximum Daily Load
- TP – Total Phosphorus
- TSS - Total Suspended Solids
- USEPA - United States Environmental Protection Agency
- WLA – Waste Load Allocation

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 27, 2014

Item No: 8

Item Description: City Council Joint Meeting Annual Discussion Items

Background:

The PWETC is scheduled for its annual joint meeting with the City Council on June 23, 2014. We ask that the Commission create a list of the topics you will discuss with the City Council and staff will include them in the June 23, 2014 Council packet. Attached is the 2013 Council Action from the Commission's discussion with the Council last year.

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments and to discuss the upcoming year's work plan and issues that may be considered.

Activities and accomplishments:

- ☐ X
- ☐ X
- ☐ X

Work Plan items for the upcoming year:

- ☐ X
- ☐ X
- ☐ X

Question or Concerns for the City Council:

- ☐ X
- ☐ X
- ☐ X

Recommended Action:

Create list of discussion items for the City Council meeting

Attachments:

A. 2013 Council Action

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 06/17/2013

Item No.:

Department Approval



City Manager Approval

Item Description: Public Works, Environment, and Transportation Commission Meeting
with the City Council

BACKGROUND

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments and to discuss the upcoming year's work plan and issues that may be considered. The following are activities of the past year and issues the Commission would like to take up in the next year:

Activities and accomplishments:

- o Comprehensive Storm water Management Plan
- o Drafting of Complete Streets Policy
- o Recycling Contract and Community Values Process and draft RFP
- o Revised Assessment Policy
- o Metro Transit service discussion
- o Committee work with Parks & Recreation NRATS on Pathway Master Plan
- o LED street lighting review

Work Plan items for the upcoming year:

- o Ms4 revised permit requirements
- o Asset Management updates on an annual basis
- o Additional Pathway Master Plan work

Question or Concerns for the City Council:

- o Pavement Condition Index goals with cost benefits of the current targets
- o Metro Transit – rapid transit process and Central Corridor re-routing of bus routes
- o Organized waste collection

Prepared by: Duane Schwartz, Public Works Director

Attachments: A: None

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 27, 2014

Item No: 9

Item Description: Look Ahead Agenda Items/ Next Meeting June 24, 2014

Suggested Items:

- Public Works Department overview
- Stenlund Capstone project presentation
- Discuss City Council joint meeting items
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Recommended Action:

Set preliminary agenda items for the June 24, 2014 Public Works, Environment & Transportation Commission meeting.