

State of Michigan

National Pollutant Discharge Elimination System Permit

Application for Discharge of Stormwater to Surface Waters from a Municipal Separate Storm Sewer System

DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER RESOURCES DIVISION
PERMITS SECTION
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Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

Do Not Return This Page with the Completed Application

PURPOSE AND AUTHORITY

The National Pollutant Discharge Elimination System (NPDES) Program protects the surface waters of the state by assuring that discharges of wastewater comply with state and federal regulations. Anyone discharging or proposing to discharge wastewater to the surface waters of the state shall make application for and obtain a valid NPDES permit prior to the wastewater discharge.

NPDES permits are required under Section 402 of the Federal Clean Water Act (the Federal Act), as amended (33 U.S.C. 1251 et seq., P.L. 92-500, 95-217), and under Part 31, Water Resources Protection, of Michigan's Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (the Michigan Act). Part 31 of the Michigan Act also provides authority for the State to issue NPDES permits. The Michigan Department of Environmental Quality (MDEQ) administers the NPDES permit program for the State of Michigan. This application should be used to apply for a stormwater discharge from a regulated Municipal Separate Storm Sewer System (MS4) to the surface waters of the state.

ELIGIBLE PERMITTEES

Except as excluded below, any public body that owns or operates a regulated MS4 may be eligible for permit coverage including, but not limited to, the United States, the State of Michigan, a city, village, township, county, public school district, public college or university, a single purpose governmental agency, or any other governing body which is created by federal or state statute or law.

The DEQ will determine eligibility for permit coverage.

Nongovernmental entities, such as individuals, private schools, private colleges, and private universities, or industrial and commercial entities, are not eligible for permit coverage.

PENALTIES

The information in this Application is required by the Part 21 Rules of the Michigan Act. A municipality, business, or industry that violates the Part 21 Rules may be enjoined by action commenced by the Attorney General in a court of competent jurisdiction. Federal and State laws provide penalties for submitting false application information. The laws imposing those penalties are cited below.

The Federal Act, Section 309(c)(4): "Any person who knowingly makes any false material statement, representation, or certification in any application, record, report, plan, or other document filed or required to be maintained under this chapter or who knowingly falsifies, tampers with, or renders inaccurate any monitoring device or method required to be maintained under this chapter, shall upon conviction, be punished by a fine of not more than \$10,000, or by imprisonment for not more than 2 years, or by both. If a conviction of a person is for a violation committed after a first conviction of such person under this paragraph, punishment shall be a fine of not more than \$20,000 per day of violation, or by imprisonment of not more than 4 years, or by both."

The Michigan Act, Section 3115(2): "A person who at the time of the violation knew or should have known that he or she discharged a substance contrary to this part, or contrary to a permit or order issued or rule promulgated under this part, or who intentionally makes a false statement, representation, or certification in an application form pertaining to a permit or in a notice or report required by the terms and conditions of an issued permit, or who intentionally renders inaccurate a monitoring device or record required to be maintained by the department, is guilty of a felony and shall be fined not less than \$2,500.00 or more than \$25,000.00 for each violation. The court may impose an additional fine of not more than \$25,000.00 for each day during which the unlawful discharge occurred. If the conviction is for a violation committed after a first conviction of the person under this subsection, the court shall impose a fine of not less than \$25,000.00 per day and not more than \$50,000.00 per day of violation. Upon conviction, in addition to a fine, the court, in its discretion may sentence the defendant to imprisonment for not more than 2 years or impose probation upon a person for a violation of this part.

With the exception of the issuance of criminal complaints, issuance of warrants, and the holding of an arraignment, the circuit court for the county in which the violation occurred has exclusive jurisdiction. However, the person shall not be subject to the penalties of this subsection if the discharge of the effluent is in conformance with and obedient to a rule, order, or permit of the department. In addition to a fine, the attorney general may file a civil suit in a court of competent jurisdiction to recover the full value of the injuries done to the natural resources of the state and the costs of surveillance and enforcement by the state resulting from the violation."

The Michigan Department of Environmental Quality will not discriminate against any individual or group on the basis of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. Questions or concerns should be directed to the Office of Personnel Services, P.O. Box 30473, Lansing, MI 48909.

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

PLEASE TYPE OR PRINT

Applicants for either new permit coverage or reissuance of a permit shall include all of the following requested information for Sections I-VIII.

SECTION I. APPLICANT NAME AND MAILING ADDRESS		Current Permit/COC Number (if applicable)	
Additional Applicant Name Information			
Street Address or P.O. Box		e-mail	
City or Village	State	ZIP Code	
Telephone (with area code)		FAX Number (with area code)	

SECTION II. CONTACTS	<input type="checkbox"/> Application Contact <input type="checkbox"/> Stormwater Program Manager <input type="checkbox"/> Stormwater Billing	First Name		Last Name		
		Title		Business		
		Address 1		Address 2		
		City		State	ZIP Code	
		Telephone (with area code)	FAX (with area code)		e-mail	
	<input type="checkbox"/> Application Contact <input type="checkbox"/> Stormwater Program Manager <input type="checkbox"/> Stormwater Billing	First Name		Last Name		
		Title		Business		
		Address 1		Address 2		
		City		State	ZIP Code	
		Telephone (with area code)	FAX (with area code)		e-mail	
	<input type="checkbox"/> Application Contact <input type="checkbox"/> Stormwater Program Manager <input type="checkbox"/> Stormwater Billing	First Name		Last Name		
		Title		Business		
		Address 1		Address 2		
		City		State	Zip Code	
		Telephone (with area code)	FAX (with area code)		e-mail	

SECTION III.
 PERMIT ACTION REQUESTED:
 NEW AUTHORIZATION
 REISSUANCE OF PREVIOUS AUTHORIZATION
 MODIFICATION OF CURRENT PERMIT

SECTION IV. REGULATED AREA
 Provide a map identifying the urbanized area within the applicant's jurisdictional boundary as defined by the 2010 Census. The regulated municipal separate storm sewer system (MS4) means an MS4 owned or operated by a city, village, township, county, district, association, or other public body created by or pursuant to state law and the nested MS4 identified in Section VI. that is located in an urbanized area and discharges stormwater into surface waters of the state. The 2010 Census maps are located at http://www.michigan.gov/documents/deq/wrd-stormwater-urbanizedareas_374344_7.pdf

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

SECTION V. OUTFALLS AND POINTS OF DISCHARGE

Identify and provide the surface water of the state that receives the discharge from each of the applicant's outfalls and points of discharge in Table 1 or an alternative format. Please note that an MS4 is not a surface water of the state. For example, an open county drain that is a surface water of the state is not an MS4.

SECTION VI. NESTED JURISDICTIONS

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

NESTED JURISDICTION NAME AND GENERAL DESCRIPTION:

SECTION VII. STORMWATER MANAGEMENT PROGRAM

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

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

When answering the questions in this section of the application, the applicant's MS4 encompasses what the applicant identified in Sections IV, V, and VI, above. The applicant shall include a measurable goal for each BMP. Each measurable goal shall include, as appropriate, a schedule for BMP implementation (months and years), including interim milestones and the frequency of the action. Each measurable goal shall have a measure of assessment to measure progress towards achieving the measurable goal. A United States Environmental Protection Agency (USEPA) guidance document on measurable goals available at <http://www.epa.gov/hpd/es/pubs/measurablegoals.pdf>.

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

For purposes of this application a procedure means a written process, policy or other mechanism describing how the applicant will implement minimum requirements. It may be helpful to read all questions in each section first.

Enforcement Response Procedure (ERP)

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

1. Provide the ERP. The ERP shall include the applicant's expected response to violations to compel compliance with an ordinance or regulatory mechanism implemented by the applicant in the SWMP (e.g., written notices, citations, and fines). The ERP shall contain a method for tracking instances of non-compliance, including, as appropriate, the name of the person responsible for violating the applicant's ordinance or regulatory mechanism, the date and location of the violation, a description of the violation, a description of the enforcement response used, a schedule for returning to compliance, and the date the violation was resolved. The applicant may keep an electronic file or hard copy file of the enforcement tracking.

ERP Reference (page and paragraph of attachments): *e.g., Attachment A, Page 3, Section b.* _____

Public Participation/Involvement Program (PPP)

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

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

2. Provide the procedure for making the SWMP available for public inspection and comment. The procedure shall include a process for notifying the public when and where the SWMP is available and of opportunities to provide comment. The procedure shall also include a process for complying with local public notice requirements, as appropriate.

Procedure Reference (page and paragraph of attachments): *e.g., Attachment A, Page 3, Section b.* _____

3. Provide the procedure for inviting public involvement and participation in the implementation and periodic review of the SWMP.

Procedure Reference (page and paragraph of attachments): _____

Public Education Program (PEP)

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

4. Provide the procedure with the assessment of high priority, community-wide issues and targeted issues to reduce pollutants in stormwater runoff as part of the PEP. The assessment shall include a list of the priority issues.

Procedure Reference (page and paragraph of attachments): *e.g., Attachment A, Page 3, Section b* _____

Not applicable – PEP topics will not be prioritized.

5. The applicant shall identify applicable PEP topics below and prioritize based on the assessment in Question 4. The PEP topics may be prioritized as high, medium, and low or in order from 1-11 based on the assigned priority level (e.g., 1 being the highest priority topic and 11 being the lowest priority topic). For each applicable topic, identify the target audience; key message; delivery mechanism; year and frequency the BMP will be implemented; and the responsible party.

For each topic below, complete one or more of the following

- Fill out Table 2 for each applicable PEP topic.
- Reference the page number in your existing PEP document.
- Explain why the PEP activity is not applicable or a priority issue.

- A. Promote public responsibility and stewardship in the applicant's watershed(s).

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

- B. Inform and educate the public about the connection of the MS4 to area waterbodies and the potential impacts discharges could have on surface waters of the state.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

- C. Educate the public on illicit discharges and promote public reporting of illicit discharges and improper disposal of materials into the MS4.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

D. Promote preferred cleaning materials and procedures for car, pavement, and power washing.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

E. Inform and educate the public on proper application and disposal of pesticides, herbicides, and fertilizers.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

F. Promote proper disposal practices for grass clippings, leaf litter, and animal wastes that may enter into the MS4.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

G. Identify and promote the availability, location, and requirements of facilities for collection or disposal of household hazardous wastes, travel trailer sanitary wastes, chemicals, and motor vehicle fluids.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

H. Inform and educate the public on proper septic system care and maintenance, and how to recognize system failure.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

I. Educate the public on, and promote the benefits of, green infrastructure and Low Impact Development.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

J. Promote methods for managing riparian lands to protect water quality.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation on the next page.

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

K. Identify and educate commercial, industrial, and institutional entities likely to contribute pollutants to stormwater runoff.

Priority Ranking _____

See Table 2

Attach existing approved PEP (page and paragraph of attachments): _____

Not applicable. Provide explanation below.

6. Provide the procedure for evaluating and determining the effectiveness of the overall PEP. The procedure shall include a method for assessing changes in public awareness and behavior resulting from the implementation of the PEP and the process for modifying the PEP to address ineffective implementation.

Procedure Reference (page and paragraph of attachments): _____

Illicit Discharge Elimination Program (IDEP)

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

The following definitions apply to the terms used below:

- Illicit Discharge: Any discharge to, or seepage into, an MS4 that is not composed entirely of stormwater or uncontaminated groundwater except discharges pursuant to an NPDES permit. A discharge that originates from the applicant's property and meets the illicit discharge definition is considered an illicit discharge.
- Illicit Connection: A physical connection to an MS4 that primarily conveys non-stormwater discharges other than uncontaminated groundwater into the MS4; or a physical connection not authorized or permitted by the local authority, where a local authority requires authorization or a permit for physical connections.

The Center for Watershed Protection has a guide on developing and implementing an IDEP available at http://www.epa.gov/npdes/pubs/idde_manualwithappendices.pdf. This guide is a useful tool to assist with completing the application.

Storm Sewer System Map

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

The map (or maps) is available at the following location: e.g., *The Department of Public Works front office* _____

Illicit Discharge Identification and Investigation

8. Provide the procedure for prioritizing the applicant's MS4 for detecting non-stormwater discharges. The goal of the prioritization process is to target areas with high illicit discharge potential. The procedure shall document the process for selecting each priority area using the list below.

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

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

- Procedure Reference (page and paragraph of attachments): *e.g., Attachment A, Page 3, Section b* _____
- Not applicable – The applicant will perform illicit discharge identification and investigation throughout the entire MS4. Skip to Question 10.

9. Provide the geographical location of each prioritized area using either a narrative description or map and identify the prioritized areas that will be targeted during the permit cycle.

IDEP Prioritized Areas (page and paragraph of attachments): _____

10. Provide the procedure for performing field observations at all outfalls and points of discharge in the priority areas, as identified in the procedure above, or for the entire MS4 during dry-weather at least once during the permit cycle. The procedure shall include a schedule for completing the field observations during the permit cycle or more expeditiously if the applicant becomes aware of a non-stormwater discharge. *As part of the procedure, the applicant may submit an interagency agreement with the owner or operator of the downstream MS4 identifying responsibilities for ensuring an illicit discharge is eliminated if originating from the applicant's point(s) of discharge. The interagency agreement would eliminate the requirement for performing a field observation at that point(s) of discharge.*

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

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

14. Provide the procedure for responding to illicit discharges outside of the priority areas. The procedure shall include a schedule for performing field observations, and follow-up field screening and source investigations as appropriate.

- Procedure Reference (page and paragraph of attachments): _____
- Not applicable – Field observations will be conducted at all outfalls and points of discharge

15. Provide the procedure that includes a requirement to immediately report any release of any polluting materials from the MS4 to the surface waters or groundwaters of the state, unless a determination is made that the release is not in excess of the threshold reporting quantities in the [Part 5 Rules](#), by calling the appropriate MDEQ District Office, or if the notice is provided after regular working hours call the MDEQ's 24-Hour Pollution Emergency Alerting System telephone number: 800-292-4706.

Procedure Reference (page and paragraph of attachments): _____

16. If the procedures requested in Questions 8 through 14 do not accurately reflect the permittee's procedure(s), describe the alternative approach to meet the minimum requirements.

- Not applicable

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

Procedure Reference (page and paragraph of attachments): _____

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

IDEP Training and Evaluation

18. Provide the program to train staff employed by the applicant on identifying an illicit discharge or connection and the proper procedure for reporting and responding to an illicit discharge or connection. At a minimum, existing staff shall be trained at least once during the permit cycle and new hires within the first year of their hire date. The program shall include a training schedule for the permit cycle. *It is recommended that staff is trained more than once per permit cycle.*

Program Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

Illicit Discharge Ordinance

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

Ordinance number(s) or regulatory mechanism title(s) (attach a copy): _____

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

Yes, ordinance or regulatory mechanism reference (page and paragraph of attachments): _____

Not applicable – All non-stormwater discharges into the applicant's MS4 will be prohibited.

22. Does the ordinance or other regulatory mechanism prohibit the following categories of non-stormwater discharges or flows if identified as significant contributors to violations of Water Quality Standards? The ordinance shall not authorize illicit discharges; however, the applicant may choose to exclude prohibiting the following discharges or flows if they are identified as not being a significant contributor to violations of Water Quality Standards.

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

Yes, ordinance or regulatory mechanism reference (page and paragraph of attachments): _____

Not applicable – All non-stormwater discharges into the applicant's MS4 will be prohibited.

23. Provide the ordinance or regulatory mechanism that regulates the contribution of pollutants to the applicant's MS4.

Ordinance or regulatory mechanism reference (page and paragraph of attachments): _____

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

Ordinance or regulatory mechanism reference (page and paragraph of attachments): _____

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

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

Ordinance or regulatory mechanism reference (page and paragraph of attachments): _____

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

Ordinance or regulatory mechanism reference (page and paragraph of attachments): _____

Construction Stormwater Runoff Control Program

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

Qualifying Local Soil Erosion and Sedimentation Control Programs

27. Is the applicant a Part 91 Agency? A list of Part 91 agencies is available at http://www.michigan.gov/deq/0,4561,7-135-3311_4113-8870--00.html.

Yes. Choose type: County Enforcing Agency Municipal Enforcing Agency Authorized Public Agency

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

Construction Stormwater Runoff Control

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

Procedure Reference (page and paragraph of attachments): *e.g., Attachment A, Page 3, Section b* _____

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

Post-Construction Stormwater Runoff Program

Post-construction stormwater runoff controls are necessary to maintain or restore stable hydrology in receiving waters by limiting surface runoff rates and volumes and reducing pollutant loadings from sites that undergo development or significant redevelopment.

The applicant shall describe the current and proposed BMPs to meet the minimum control measure requirements for the post-construction stormwater runoff program to the maximum extent practicable, which shall be incorporated into the SWMP. Please complete the questions below as appropriate. If the "No" response is selected but a date is requested for the minimum requirement to

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

be available, please provide a date to meet the minimum requirement. All dates provided by the applicant in this application should be on or before October 1, 2014. Some questions are set up to allow for additional responses to meet the minimum requirements. If space is not available for an additional response, then the minimum requirement must be met in accordance with the question. A measurable goal with a measure of assessment shall be included for each BMP, and, as appropriate, a schedule for implementation (months and years), including interim milestones and the frequency of the BMP. The responses shall reflect the nested MS4s identified in Section VI.

An applicant may reference in its ordinance or regulatory mechanism other technical documents used to implement the post-construction stormwater runoff program. For example, an applicant may answer a question with a reference to a performance or technical standards document in the ordinance **and** the reference in the technical document. When referencing the ordinance, regulatory mechanism, or other technical documents, attach the document and provide the page and paragraph reference.

The MDEQ has a manual with information on post-construction stormwater runoff control available at <http://www.semcoq.org/LowImpactDevelopment.aspx>. Chapter 9 of the *Low Impact Development Manual for Michigan* provides a methodology for addressing post-construction stormwater runoff.

Ordinance or Other Regulatory Mechanism

32. Is an ordinance or other regulatory mechanism in effect to address post-construction stormwater runoff from new development and redevelopment projects, including preventing or minimizing water quality impacts? The ordinance or other regulatory mechanism shall apply to private, commercial, and public projects, including projects where the applicant is the developer. This requirement may be met using a single ordinance or regulatory mechanism or a combination of ordinances and regulatory mechanisms.
- Yes, ordinance or regulatory mechanism reference (page and paragraph of attachments): *e.g., Attachment A, Pages 1-15* _____
- No, the ordinance or regulatory mechanism will be available on _____
33. Does the ordinance or other regulatory mechanism apply to projects that disturb at least one or more acres, including projects less than an acre that are part of a larger common plan of development or sale and discharge into the applicant's MS4?
- Yes, ordinance or regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or regulatory mechanism will be available on _____

Federal Facilities

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

34. Is the applicant the owner or operator of a federal facility with a stormwater discharge?
- Yes
- No, skip to Question 36
35. Is the applicant implementing the post-construction stormwater runoff control requirements in Section 438 of the Energy Independence and Security Act? A guidance document is available at http://www.epa.gov/greeningepa/documents/epa_swm_guidance.pdf
- Yes, regulatory mechanism reference (page and paragraph of attachments): _____
- No, the regulatory mechanism will be available on _____

Water Quality Treatment Performance Standard

36. Does the ordinance or other regulatory mechanism include one of the following water quality treatment standards?
- Treat the first one inch of runoff from the entire site. Ordinance or other regulatory mechanism reference (page and paragraph of attachments) _____ Skip to Question 38.
- Treat the runoff generated from 90 percent of all runoff-producing storms. Ordinance or other regulatory mechanism reference (page and paragraph of attachments) _____
- No, the ordinance or other regulatory mechanism will be available on _____
- The ordinance or other regulatory mechanism is/will be available on _____ and includes the following water quality treatment standard. Provide an explanation as to how the water quality treatment standard will prevent or minimize water quality impacts.

37. What is the source of the rainfall data if the applicant has chosen the water quality treatment standard of requiring the treatment of the runoff generated from 90 percent of all runoff-producing storms?
- The MDEQ's memo dated March 24, 2006 providing the 90 percent annual non-exceedance storm statistics. The memo is available at http://www.michigan.gov/documents/deq/lwm-hsu-nps-ninety-percent_198401_7.pdf.
- An analysis of at least ten years of local published rain gauge data following the method in the March 25, 2006, MDEQ memo titled *90 Percent Annual Non-Exceedance Storms* cited above.
- Other rainfall data source (page and paragraph of attachments) _____

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

38. Does the ordinance or other regulatory mechanism require that BMPs be **designed** on a site-specific basis to reduce post-development total suspended solids loadings by 80 percent or achieve a discharge concentration of total suspended solids not to exceed 80 milligram per liter?

- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- The ordinance or other regulatory mechanism defines treatment as follows:

Channel Protection Performance Standard

39. Does the ordinance or other regulatory mechanism require that the post-construction runoff rate and volume of discharges not exceed the pre-development rate and volume for all storms up to the two-year, 24-hour storm at the site? At a minimum, pre-development is the last land use prior to the planned new development or redevelopment. *A spreadsheet to assist with these calculations is available at www.michigan.gov/documents/deq/wb-storm-MS4-RunoffVolume_331235_7.xls*

- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- The ordinance or other regulatory mechanism is/will be available on _____ and includes the following channel protection standard. Provide an explanation as to how the channel protection standard will prevent or minimize water quality impacts.

40. Does the ordinance or other regulatory mechanism exclude any waterbodies from the channel protection performance standard? The channel protection performance standard is not required for the following waterbodies: the Great Lakes or connecting channels of the Great Lakes; Rouge River downstream of the Turning Basin; Saginaw River; Mona Lake and Muskegon Lake (Muskegon County); and Lake Macatawa and Spring Lake (Ottawa County).

- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- Not applicable

Site-Specific Requirements

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

Procedure Reference (page and paragraph of attachments): _____

42. Does the ordinance or other regulatory mechanism require BMPs to address the associated pollutants in potential hot spots as part of meeting the water quality treatment and channel protection standards for new development or redevelopment projects? Hot spots include areas with the potential for significant pollutant loading such as gas stations, commercial vehicle maintenance and repair, auto recyclers, recycling centers, and scrap yards. Hot spots also include areas with the potential for contaminating public water supply intakes.

- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____

Off-Site Mitigation and Payment in Lieu Programs

43. Does the ordinance or other regulatory mechanism allow for the approval of off-site mitigation for redevelopment projects that cannot meet 100 percent of the performance standards on-site after maximizing stormwater retention? Off-site mitigation refers to BMPs implemented at another location within the same jurisdiction and watershed/sewershed as the original project. *A watershed is the geographic area included in a 10-digit Hydrologic Unit Code and a sewershed is the area where stormwater is conveyed by the applicant's MS4 to a common outfall or point of discharge.*

- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- Not pursuing this option

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

44. Does the ordinance or other regulatory mechanism allow for the approval of payment in lieu for projects that cannot meet 100 percent of the performance standards on-site after maximizing stormwater retention? A payment in lieu program refers to a developer paying a fee to the applicant that is applied to a public stormwater management project within the same jurisdiction and watershed/sewershed as the original project in lieu of installing the required BMPs onsite. The stormwater management project may be either a new BMP or a retrofit to an existing BMP and shall be developed in accordance with the applicant's performance standards. *A watershed is the geographic area included in a 10-digit Hydrologic Unit Code and a sewershed is the area where stormwater is conveyed by the applicant's MS4 to a common outfall or point of discharge.*
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- Not pursuing this option. If "not pursuing this option" was selected for both Questions 43 and 44, skip to Question 52.
45. Does the ordinance or other regulatory mechanism establish criteria for determining the conditions under which off-site mitigation and/or payment in lieu are available and require technical justification as to the infeasibility of on-site management? The determination that performance standards cannot be met on-site shall not be based solely on the difficulty or cost of implementing, but shall be based on multiple criteria related to the physical constraints of the project site, such as: too small of a lot outside of the building footprint to create the necessary infiltrative capacity even with amended soils; soil instability as documented by a thorough geotechnical analysis; a site use that is inconsistent with the capture and reuse of stormwater; too much shade or other physical conditions that preclude adequate use of plants. The criteria shall also include consideration of the stream order and location within the watershed/sewershed as it relates to the water quality impacts from the original project site (*e.g., the water quality impact from a site with a discharge to a small-sized stream would be greater than a site on a large river and an offset downstream of the project site may provide less water quality benefit.*) The highest preference for off-site mitigation and in lieu projects shall be given to locations that yield benefits to the same receiving water that received runoff from the original project site.
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
46. Does the ordinance or other regulatory mechanism establish a minimum amount of stormwater to be managed on-site as a first tier for off-site mitigation or payment in lieu? A higher offset ratio is required if off-site mitigation or payment in lieu is requested for the amount of stormwater identified as the first tier. *For example, a minimum of 0.4 inches of stormwater runoff shall be managed on-site as a first tier.*
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- The ordinance or other regulatory mechanism requires the following:
-
47. Does the ordinance or other regulatory mechanism require an offset ratio of 1:1.5 for the amount of stormwater above the first tier (identified in Question 47) not managed on-site to the amount of stormwater required to be mitigated at another site or for which in-lieu payments shall be made?
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- The ordinance or other regulatory mechanism requires the following:
-
48. Does the ordinance or other regulatory mechanism require that if demonstrated by the developer to the applicant that it is completely infeasible to manage the first tier of stormwater identified in Question 47 on-site, the offset ratio for the unmanaged portion is 1:2?
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- The ordinance or other regulatory mechanism requires the following:
-
49. Does the ordinance or other regulatory mechanism require a schedule for completing off-site mitigation and in-lieu projects? *Off-site mitigation and in-lieu projects should be completed within 24 months after the start of the original project site construction.*
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- The ordinance or other regulatory mechanism requires the following:
-

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

50. Does the ordinance or other regulatory mechanism require that offsets and in-lieu projects be preserved and maintained in perpetuity, such as deed restrictions and long-term operation and maintenance?

- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
 No, the ordinance or other regulatory mechanism will be available on _____
 The ordinance or other regulatory mechanism requires the following:

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

52. Are there any other exceptions to the performance standards, other than off-site mitigation and payment in lieu, being implemented or to be implemented during the permit cycle?

- Yes, describe below

- No

Site Plan Review

53. Does the ordinance or other regulatory mechanism include a requirement to submit a site plan for review and approval of post-construction stormwater runoff BMPs?

- Yes, ordinance or regulatory mechanism reference (page and paragraph of attachments): _____
 No, the ordinance or regulatory mechanism will be available on _____

54. Provide the procedure for site plan review and approval.

Procedure Reference (page and paragraph of attachments): _____

55. Provide the reference in the site plan review and approval procedure to the process for determining how the developer meets the performance standards and ensures long-term operation and maintenance of BMPs.

Procedure Reference (page and paragraph of attachments): _____

Long-Term Operation and Maintenance of BMPs

56. Does the ordinance or other regulatory mechanism require the long-term operation and maintenance of all structural and vegetative BMPs installed and implemented to meet the performance standards in perpetuity?

- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
 No, the ordinance or other regulatory mechanism will be available on _____

57. Does the ordinance or other regulatory mechanism require a maintenance agreement between the applicant and owners or operators responsible for the long-term operation and maintenance of structural and vegetative BMPs installed and implemented to meet the performance standards?

- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
 No, the ordinance or other regulatory mechanism will be available on _____
 The ordinance or other regulatory mechanism requires the following:

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

- Inspect the structural or vegetative BMP
 Perform the necessary maintenance or corrective actions neglected by the BMP owner or operator
 Track the transfer of operation and maintenance responsibility of the BMP (e.g., deed restrictions)

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

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

Pollution Prevention and Good Housekeeping Program

The applicant shall describe the current and proposed BMPs to meet the minimum control measure requirements for the Pollution Prevention and Good Housekeeping Program to the maximum extent practicable, which shall be incorporated into the SWMP. The applicant shall develop and implement a Pollution Prevention and Good Housekeeping Program to prevent or reduce the discharge of pollutants from municipal facilities and operations.

The following definitions apply to the terms used below:

- Fleet: A group of vehicles owned or operated as a unit.
- Maintenance (includes, but not limited to): adding/changing vehicle fluids, fueling, lubrication, painting, mechanical repairs, parts degreasing, and vehicle/equipment washing.
- Storage Yard (includes, but not limited to): areas where vehicles are stored longer than overnight/weekend; areas where road maintenance materials are stored; areas where vehicle maintenance materials are stored; areas where chemicals in bulk are stored; areas where catch basin cleaning wastes are stored; and areas where maintenance equipment such as mowers, tractors, vactor trucks, and sweepers is stored.

Please complete the questions below as appropriate. A “Not Applicable” response is appropriate in cases where the applicant does not own or operate a municipal facility or stormwater structural control or does not perform the operation in the question. A measurable goal with a measure of assessment shall be included for each BMP, and, as appropriate, a schedule for implementation (months and years), including interim milestones and the frequency of the BMP. The responses shall reflect the nested MS4s identified in Section VI.

Municipal Facility and Structural Stormwater Control Inventory

59. Provide an up-to-date inventory of applicant-owned or operated facilities and stormwater structural controls with a discharge of stormwater to surface waters of the state. The inventory shall include the location of each facility and an estimate of the number of structural stormwater controls for each category below (e.g., 100 catch basins and 7 detention basins).

Inventory Reference (Page and Paragraph of Attachments): e.g., Attachment A, Page 3, Section b _____

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

- | | |
|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| <input type="checkbox"/> Administration buildings | <input type="checkbox"/> Animal Control Building |
| <input type="checkbox"/> Airports | <input type="checkbox"/> Bus Stations and Garages |
| <input type="checkbox"/> Cemeteries | <input type="checkbox"/> Composting facilities |
| <input type="checkbox"/> Equipment storage and maintenance facilities | <input type="checkbox"/> Fire Stations |
| <input type="checkbox"/> Fuel Farms | <input type="checkbox"/> Hazardous waste disposal facilities |
| <input type="checkbox"/> Hazardous waste handling and transfer facilities | <input type="checkbox"/> Landfills |
| <input type="checkbox"/> Landscape maintenance facilities | <input type="checkbox"/> Libraries |
| <input type="checkbox"/> Materials storage yards | <input type="checkbox"/> Mosquito Control Facility |
| <input type="checkbox"/> Parks | <input type="checkbox"/> Pesticide storage facilities |
| <input type="checkbox"/> Police stations | <input type="checkbox"/> Public golf courses |
| <input type="checkbox"/> Public parking lots | <input type="checkbox"/> Public schools |
| <input type="checkbox"/> Public works yards | <input type="checkbox"/> Recycling facilities |
| <input type="checkbox"/> Salt storage facilities | <input type="checkbox"/> Solid waste handling and transfer facilities |
| <input type="checkbox"/> Vacant land and open space | <input type="checkbox"/> Vehicle storage and maintenance yards |
| <input type="checkbox"/> Outdoor wash areas | <input type="checkbox"/> Other facilities – Provide a description below: |

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

- | | |
|----------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Catch basins | <input type="checkbox"/> Constructed wetlands |
| <input type="checkbox"/> Detention basins | <input type="checkbox"/> Infiltration basins and trenches |
| <input type="checkbox"/> Oil/water separators | <input type="checkbox"/> Porous pavement |
| <input type="checkbox"/> Pump Stations | <input type="checkbox"/> Rain gardens |
| <input type="checkbox"/> Secondary containment | <input type="checkbox"/> Underground storage vaults or tanks |
| <input type="checkbox"/> Vegetated swales | |
| <input type="checkbox"/> Other structural stormwater controls – Provide a description below: | |

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

60. Provide the location where an up-to-date map (or maps) is available with the location of the facilities and structural stormwater controls identified in Question 59. *The location of the facilities and structural stormwater controls may be included on the storm sewer system map maintained for the IDEP.*

The map (or maps) is available at the following location: _____

61. Provide the procedure for updating and revising the inventory in Question 59 and map (or maps) identified in Question 60 as facilities and structural stormwater controls are added, removed, or no longer owned or operated by the applicant. *A suggested timeframe for updating/revising the inventory and map(s) is 30 days following adding/removing a facility or structural stormwater control.*

Procedure Reference (page and paragraph of attachments): _____

Facility-Specific Stormwater Management

62. Provide the procedure for assessing each facility identified in Question 59 for the potential to discharge pollutants to surface waters of the state. The procedure shall include a process for updating and revising the assessment. *A recommended timeframe for updating/revising the assessment is 30 days prior to discharging stormwater from a new facility and within 30 days of determining a need to update/revise the facility assessment.*

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

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

Procedure Reference (page and paragraph of attachments): _____

Not Applicable – The applicant does not own a facility that discharges stormwater to surface waters of the state. Skip to Question 70.

63. Provide the list of prioritized facilities using the assessment in Question 62. Each facility shall be prioritized based on having the high, medium, or low potential to discharge pollutants to surface waters of the state. Facilities with the high potential for pollutant runoff shall include, but are not limited to, the applicant's fleet maintenance and storage yards. The applicant may submit a demonstration with a description of how the applicant's fleet maintenance and storage yard has the low potential to discharge pollutants to surface waters of the state.

Prioritized Facility List (page and paragraph of attachments): _____

Fleet Maintenance and Storage Yard Demonstrations (page and paragraph of attachments): _____

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

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

Not Applicable – The applicant does not own or operate any facilities with the high potential for pollutant runoff. Skip to Question 69.

65. Provide the reference in the SOP, for each facility with the high potential for pollutant runoff, to the following: the list of significant materials stored on-site that could pollute stormwater; the description of the handling and storage requirements for each significant material; and the potential to discharge the significant material.

SOP Reference (page and paragraph of attachments): _____

This space is available to reference multiple site-specific SOPs

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

66. Provide the reference in the SOP, for each facility with the high potential for pollutant runoff, identifying the good housekeeping practices implemented at the site. *Good housekeeping practices include keeping the facility neat and orderly, properly storing and covering materials, and minimizing pollutant sources to prevent or reduce pollutant runoff.*

SOP Reference (page and paragraph of attachments): _____

This space is available to reference multiple site-specific SOPs

67. Provide the reference in the SOP, for each facility with the high potential for pollutant runoff, to the description and schedule for conducting routine maintenance and inspections of stormwater management and control devices to ensure materials and equipment are clean and orderly and to prevent or reduce pollutant runoff. *A biweekly schedule is recommended for routine inspections.*

SOP Reference (page and paragraph of attachments): _____

This space is available to reference multiple site-specific SOPs

68. Provide the reference in the SOP, for each facility with the high potential for pollutant runoff, to the description and schedule for conducting a comprehensive site inspection at least once every six months. The comprehensive inspection shall include an inspection of all structural stormwater controls and a review of non-structural stormwater controls to prevent or reduce pollutant runoff.

SOP Reference (page and paragraph of attachments): _____

This space is available to reference multiple site-specific SOPs

69. Provide the procedure identifying the BMPs currently implemented or to be implemented during the permit cycle to prevent or reduce pollutant runoff at each facility with the medium and lower potential for the discharge of pollutants to surface waters of the state using the assessment and prioritized list in Questions 62 and 63.

Procedure Reference (page and paragraph of attachments): _____

Structural Stormwater Control Operation and Maintenance Activities

70. Provide the procedure for prioritizing each catch basin for routine inspection, maintenance, and cleaning based on preventing or reducing pollutant runoff. The procedure shall include assigning a priority level for each catch basin and the associated inspection, maintenance and cleaning schedule based on preventing or reducing pollutant runoff. The procedure shall include a process for updating/revising the priority level for a catch basin giving consideration to inspection findings and citizen complaints. *A recommended timeframe for updating/revising the procedure is 30 days following the construction of a catch basin or a change in priority level.*

Procedure Reference (page and paragraph of attachments): _____

Not Applicable – The applicant does not own or operate catch basins. Skip to Question 74.

71. Provide the geographic location of the catch basins in each priority level using either a narrative description or map.

Catch Basin Priority Location (page and paragraph of attachments): _____

72. Provide the procedure for inspecting, cleaning, and maintaining catch basins to ensure proper performance. Proper cleaning methods include ensuring accumulated pollutants are not discharged during cleaning and are removed prior to discharging to surface waters of the state. *A compliance assistance document titled Catch Basin Cleaning Activities Guidance Document is available at http://www.michigan.gov/documents/deq/wb-stormwater-CatchBasinGuidance_216198_7.pdf.*

Procedure Reference (page and paragraph of attachments): _____

73. Provide the procedure for dewatering and disposal of materials extracted from catch basins. *A compliance assistance document titled Catch Basin Cleaning Activities Guidance Document is available at http://www.michigan.gov/documents/deq/wb-stormwater-CatchBasinGuidance_216198_7.pdf.*

Procedure Reference (page and paragraph of attachments): _____

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

74. Provide the procedure for inspecting and maintaining the structural stormwater controls identified in Question 59, excluding the structural stormwater controls included in an SOP as part of Question 64 and catch basins.. The procedure shall include a description and schedule for inspecting and maintaining each structural stormwater control and the process for disposing of maintenance waste materials. The procedure shall require that controls be maintained to reduce to the maximum extent practicable the contribution of pollutants to stormwater. The procedure shall include a process for updating/revising the procedure to ensure a maintenance and inspection program for each structural stormwater control. *A recommended timeframe for updating/revising the procedure is 30 days following the implementation of a new structural stormwater control.*

- Procedure Reference (page and paragraph of attachments): _____
- Not Applicable – Applicant does not own or operate any structural stormwater controls

75. Provide the procedure requiring new applicant-owned or operated facilities or new structural stormwater controls for water **quantity** be designed and implemented in accordance with the post-construction stormwater runoff control performance standards and long-term operation and maintenance requirements.

Procedure Reference (page and paragraph of attachments): _____

Municipal Operations and Maintenance Activities

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

At a minimum, the procedure shall include assessing the following municipal operation and maintenance activities if applicable:

- Road, parking lot, and sidewalk maintenance (e.g., pothole, sidewalk, and curb and gutter repair)
- Bridge maintenance
- Right-of-way maintenance
- Unpaved road maintenance
- Cold weather operations (e.g., plowing, sanding, application of deicing agents, and snow pile disposal)
- Vehicle washing and maintenance of applicant-owned vehicles (e.g., police, fire, school bus, public works)

- Procedure Reference (page and paragraph of attachments): _____
- Not Applicable – Provide an explanation below.

77. Provide the procedure for prioritizing applicant-owned or operated streets, parking lots, and other impervious infrastructure for street sweeping based on the potential to discharge pollutants to surface waters of the state. The procedure shall include assigning a priority level for each parking lot and street and the associated cleaning schedule (i.e., sweeping frequency and timing) based on preventing or reducing pollutant runoff. The procedure shall include a process for updating/revising the priority level giving consideration to street sweeping findings and citizen complaints. *A recommended timeframe for updating/revising the prioritization is 30 days following the construction of a new street, parking lot, or other applicant-owned or operated impervious surface or within 30 days of identifying a need to revise a priority level.*

- Procedure Reference (page and paragraph of attachments): _____
- Not Applicable – The applicant does not own or operate any streets, parking lots, or other impervious infrastructure. Skip to Question 81.

78. Provide the geographic location of the streets, parking lots, and other impervious surfaces in each priority level using either a narrative description or map.

Street Sweeping Priority Location (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

80. Provide the procedure for dewatering and disposal of street sweeper waste material. A compliance assistance document titled *Catch Basin Cleaning Activities Guidance Document* is available at http://www.michigan.gov/documents/deq/wb-stormwater-CatchBasinGuidance_216198_7.pdf.

Procedure Reference (page and paragraph of attachments): _____

Managing Vegetated Properties

81. Provide the procedure requiring the applicant's pesticide applicator to be certified by the State of Michigan as an applicator in the applicable category, to prevent or reduce pollutant runoff from vegetated land. A description of the categories is located at http://www.michigan.gov/mdard/0,4610,7-125-1569_16988_35289-11992--,00.html

Procedure Reference (page and paragraph of attachments): _____

Not Applicable – Provide an explanation below (e.g., the applicant's pesticide applicator only uses ready-to-use products from the original container).

Employee Training

82. Provide the employee training program to train employees involved in implementing the pollution prevention and good housekeeping program. The program shall include the training schedule. At a minimum, existing staff shall be trained once during the permit cycle and new hires within the first year of their hire date.

Program Reference (Page and Paragraph of Attachments): _____

Contractor Requirements and Oversight

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

Procedure Reference (Page and Paragraph of Attachments): _____

Total Maximum Daily Load (TMDL) Implementation Plan

The following questions address discharges to impaired waters with a USEPA approved TMDL that includes a pollutant load allocation assigned to the permittee's MS4. BMPs shall be implemented to reduce the discharge of the TMDL pollutant from the MS4 to make progress in meeting Water Quality Standards. Applicable TMDLs are TMDLs approved prior to the applicant being notified of the need to apply for permit reissuance. Applicable TMDLs for the applicant were provided in the application notice letter.

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

The USEPA has a document to assist with developing a TMDL Implementation Plan available at http://water.epa.gov/lawsregs/lawsguidance/cwa/tmdl/upload/region3_factsheet_tmdl.pdf.

84. Was a TMDL included in the applicant's application notice?

Yes, the following approved USEPA TMDL(s) was included in my application notice letter:

No, Skip to Section VIII.

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

Procedure Reference (page and paragraph of attachments): e.g., Attachment A, Page 3, Section b _____

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

86. Provide the list of prioritized BMPs currently being implemented or to be implemented during the permit cycle to make progress toward achieving the pollutant load reduction requirement in each TMDL identified in Question 85. Each BMP shall include a reference to the targeted TMDL pollutant.

TMDL BMP Priority List (page and paragraph of attachments): _____

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

TMDL Monitoring Plan (page and paragraph of attachments): _____

SECTION VIII. CERTIFICATION

Rule 323.2114(1-4) of the Part 21 Rules of Michigan Act 451, Public Act of 1994, Part 31, as amended, requires that this Application be signed by either a principal executive officer, the mayor, village president, city or village manager, or other duly authorized employee.

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

I understand that my signature constitutes a legal agreement to comply with the requirements of the NPDES Permit. I certify under penalty of law that I possess full authority on behalf of the legal owner/permittee to sign and submit this Application. I certify to the best of my knowledge that it is true, accurate and meets the minimum permit requirements for a SWMP to the MEP.

Print Name:

Title:

Representing:

Signature:

Date:

Please submit this completed Application and attachments to:

**DEPARTMENT OF ENVIRONMENTAL QUALITY
 WATER RESOURCES DIVISION
 PERMITS SECTION
 P.O. BOX 30458
 LANSING, MICHIGAN 48909-7958**

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

Table 1 – Outfall and Point of Discharge Information

An identification number shall be provided for each outfall and point of discharge. Please note that the latitude and longitude is not required as part of the application. When entering a point of discharge, the receiving water is the point where the stormwater enters a surface water of the state. The following definitions apply to these terms:

- **Outfall** means a discharge point from an MS4 directly to surface waters of the state
- **Point of Discharge** means a discharge from an MS4 to an MS4 owned or operated by another public body

A. Outfall/ Point of Discharge No.:	<input type="checkbox"/> Outfall <input type="checkbox"/> Point of Discharge	Outfall/Point of Discharge Identification No.:
B. Receiving Water:	Receiving Water :	
C. Latitude/Longitude (Optional)	Latitude:	Longitude:
A. Outfall/ Point of Discharge No.:	<input type="checkbox"/> Outfall <input type="checkbox"/> Point of Discharge	Outfall/Point of Discharge Identification No.:
B. Receiving Water:	Receiving Water :	
C. Latitude/Longitude (Optional)	Latitude:	Longitude:
A. Outfall/ Point of Discharge No.:	<input type="checkbox"/> Outfall <input type="checkbox"/> Point of Discharge	Outfall/Point of Discharge Identification No.:
B. Receiving Water:	Receiving Water :	
C. Latitude/Longitude (Optional)	Latitude:	Longitude:
A. Outfall/ Point of Discharge No.:	<input type="checkbox"/> Outfall <input type="checkbox"/> Point of Discharge	Outfall/Point of Discharge Identification No.:
B. Receiving Water:	Receiving Water:	
C. Latitude/Longitude (Optional)	Latitude:	Longitude:
A. Outfall/ Point of Discharge No.:	<input type="checkbox"/> Outfall <input type="checkbox"/> Point of Discharge	Outfall/Point of Discharge Identification No.:
B. Receiving Water:	Receiving Water :	
C. Latitude/Longitude (Optional)	Latitude:	Longitude:
A. Outfall/ Point of Discharge No.:	<input type="checkbox"/> Outfall <input type="checkbox"/> Point of Discharge	Outfall/Point of Discharge Identification No.:
B. Receiving Water:	Receiving Water :	
C. Latitude/Longitude (Optional)	Latitude:	Longitude:
A. Outfall/ Point of Discharge No.:	<input type="checkbox"/> Outfall <input type="checkbox"/> Point of Discharge	Outfall/Point of Discharge Identification No.:
B. Receiving Water:	Receiving Water :	
C. Latitude/Longitude (Optional)	Latitude:	Longitude:
A. Outfall/ Point of Discharge No.:	<input type="checkbox"/> Outfall <input type="checkbox"/> Point of Discharge	Outfall/Point of Discharge Identification No.:
B. Receiving Water:	Receiving Water :	
C. Latitude/Longitude (Optional)	Latitude:	Longitude:

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

Table 2: Public Education Program Best Management Practices (BMPs)

PEP Topic	BMP Identifier	BMP Descriptor	Partner Collaboration	Target Audience	Key Messages	Delivery Mechanism	Year	Frequency	Responsible Party	Measurable Goal

Michigan Department of Environmental Quality – Water Resources Division
STORMWATER DISCHARGE PERMIT APPLICATION

APPENDIX A

LOCAL DISTRICT OFFICE ADDRESSES AND COUNTY JURISDICTIONS

<u>DEQ DISTRICT OFFICES</u>	<u>TELEPHONE #</u>	<u>COUNTY JURISDICTIONS</u>		
CADILLAC DISTRICT OFFICE 120 WEST CHAPIN STREET CADILLAC MI 49601-2158	(231) 775-3960	ALPENA ALCONA ANTRIM BENZIE CHARLEVOIX CHEBOYGAN CRAWFORD EMMET	GRAND TRAVERSE KALKASKA LAKE LEELANAU MANISTEE MASON MISSAUKEE	MONTMORENCY OSCEOLA OSCODA OTSEGO PRESQUE ISLE ROSCOMMON WEXFORD
SOUTHEAST MICHIGAN DISTRICT OFFICE 27700 DONALD COURT WARREN, MI 48092	(586) 753-3700	MACOMB OAKLAND	ST. CLAIR	WAYNE
GRAND RAPIDS DISTRICT OFFICE STATE OFFICE BUILDING, FIFTH FLOOR 350 OTTAWA NW, UNIT 10 GRAND RAPIDS, MI 49503-2341	(616) 356-0500	BARRY IONIA KENT	MECOSTA MONTCALM MUSKEGON	NEWAYGO OCEANA OTTAWA
JACKSON DISTRICT OFFICE 301 EAST LOUIS GLICK HIGHWAY JACKSON MI 49201-1556	(517) 780-7690	HILLSDALE JACKSON	LENAWEE MONROE	WASHTENAW
UPPER PENINSULA DISTRICT OFFICE KI SAWYER INTERNATIONAL AIRPORT AND BUSINESS CENTER 420 FIFTH STREET GWINN, MI 49841	(906) 346-8300	ALGER BARAGA CHIPPEWA DELTA DICKINSON	GOGEBIC HOUGHTON IRON KEWEENAW LUCE	MARQUETTE MACKINAC MENOMINEE ONTONAGON SCHOOLCRAFT
KALAMAZOO DISTRICT OFFICE 7953 ADOBE ROAD KALAMAZOO MI 49009-5026	(269) 567-3500	ALLEGAN BERRIEN BRANCH	CALHOUN CASS KALAMAZOO	ST. JOSEPH VAN BUREN
SAGINAW BAY DISTRICT OFFICE 503 NORTH EUCLID AVENUE, SUITE 1 BAY CITY, MI 48706-2965	(989) 686-8025	ARENAC BAY CLARE GLADWIN	HURON IOSCO ISABELLA MIDLAND	OGEMAW SAGINAW SANILAC TUSCOLA
LANSING DISTRICT OFFICE CONSTITUTION HALL 4 TH FLOOR NORTH 525 WEST ALLEGAN PO BOX 30242 LANSING, MI 48909	(517) 335-4598	CLINTON EATON GENESEE	GRATIOT INGHAM LAPEER	LIVINGSTON SHIAWASSEE