

# Alabama State University

915 S. Jackson Street  
Montgomery, AL 36104



## Stormwater Management Program Plan (SWMPP)

NPDES Permit ALR040065

May 2024

Prepared By:

**VOLKERT**

7110 University Court, Montgomery, Alabama 36117

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## **1.0 Regulatory Overview**

### **1.1 Alabama State University's NPDES Permit**

Alabama State University (ASU) was issued its current NPDES Permit (Permit) for discharges from regulated small municipal separate storm sewer systems (No. ALR040065) by the Alabama Department of Environmental Management (ADEM) on September 16, 2021. The Permit was made effective on October 1, 2021.

As a condition of this Permit, “The permittee is required to develop, revise, implement, maintain and enforce a storm water management program (SWMP) which shall include controls necessary to reduce the discharge of pollutants from its MS4 consistent with Section 402(p)(3)(B) of the Clean Water Act and 40 CFR Part 122.30-122.37. These requirements shall be met by the development and implementation of a storm water management program plan (SWMPP) which addresses the best management practices (BMPs), control techniques and systems, design and engineering methods, public participation and education, monitoring, and other appropriate provisions designed to reduce the discharge of pollutants from the MS4 to the Maximum Extent Practicable (MEP)”.

NPDES Permit ALR040065 is included in Appendix A.

### **1.2 MS4 Jurisdictional Boundary**

NPDES Permit ALR040065 was triggered by the Alabama State University being designated as a Municipal Separate Storm Sewer System, or MS4. This designation is due to ASU being a public body operating a system of drainage conveyances within the larger urbanized area of the City of Montgomery.

ASU's MS4 boundary is within Montgomery County, Alabama. Located within the City of Montgomery, ASU covers approximately 200 acres as shown in Appendix B. The current student population is approximately 5,318 students (4,694 full-time and 624 part-time). There are currently 97 buildings on campus ranging from academic buildings, dormitories, faculty buildings, sports complexes, cafeterias, and Facilities and Operations Department buildings. There is approximately 875 full-time and 231 part-time ASU staff working on campus.

### **1.3 Watershed Information**

ASU receives approximately 53 inches of rainfall annually. Rainfall tends to be evenly distributed throughout the year with drier periods occurring during late summer and early fall. Stormwater runoff from ASU discharges into two primary receiving streams. The majority of the campus drains to the



southwest towards the Genetta Ditch. Genetta Ditch flows to Catoma Creek which eventually drains into the Alabama River west of Montgomery. A small portion of the northeast side of campus flows to the northeast to an unnamed drainage ditch. This unnamed drainage ditch flows east and then north to where it eventually reaches Galbraith Mill Creek. Galbraith Mill Creek flows into the Alabama River North of Montgomery.

Catoma Creek is currently impaired for Organic Enrichment and Low Dissolved Oxygen. Impairment to Catoma Creek is derived exclusively from non-point source (NPS) and Municipal Separate Storm Sewer Systems (MS4) pollutant loadings, for which needed reductions are being sought under Total Maximum Daily Load (TMDL) implementation. ASU property makes up less than 0.0007 of the total watershed of Catoma Creek. The University developed and implemented a sampling plan during the previous permit term to determine whether or not the discharge contributes to the impairment of Catoma Creek via the City of Montgomery's MS4. The sampling results indicated that ASU's discharges have minimal oxygen demand and nutrient loading and therefore are not contributing to the impairment of Catoma Creek. The sampling plan and results are provided in Appendix C.

## **2.0 SWMPP Development and Maintenance**

### **2.1 SWMPP Components**

Part III of the Permit requires that the permittee develop and implement a stormwater management program plan that includes the following five minimum stormwater control measures.

1. Public Education and Public Involvement
2. Illicit Discharge Detection and Elimination (IDDE) Program
3. Construction Site Stormwater Runoff Control
4. Post-Construction Stormwater Management in New Development and Re-Development
5. Pollution Prevention/Good Housekeeping for Municipal Operations

Program details are described with target audiences, measures of effectiveness, and responsible University departments below.

### **2.2 SWMPP Review and Updates**

The Stormwater Management Program Plan will be reviewed by the University annually, at a minimum. Any necessary updates will likely be performed in conjunction with the preparation of the Annual Report required by the Permit.

It is ASU's intent to solicit and receive public input regarding the SWMPP and its implementation



continually. It is anticipated that the SWMPP will be modified annually, accommodating feedback and adjusting as practices are evaluated for effectiveness and practicality.

### **2.3 Annual Reports**

Part VI of the Permit outlines the annual reporting requirements for the program. The defined permit year and reporting period is April 1st to March 31st. Annual reports are required to be submitted to ADEM no later than May 31st following the reporting period.

Annual Reports will include:

1. A list of contacts and responsible parties
2. An overall evaluation of Alabama State University Stormwater Management Program.
3. A narrative report of the required minimum control measures.
4. A summary table of controls that are planned for the next reporting cycle.
5. The results of related data collected and analyzed during the reporting period.
6. A notice of reliance on another entity to satisfy any Permit obligations.
7. Results of the evaluation to determine whether discharges from any part of the MS4 contributes to a waterbody that is included on the latest §303(d) list, designated by the Department as impaired, or has an EPA established or approved TMDL
8. All monitoring results collected during the previous year, if required
9. Certification

### **2.4 Recordkeeping**

The SWMPP will be retained for at least five years after coverage under the Permit is terminated. The following records shall be maintained for at least three years following termination of Permit coverage:

- Copies of all reports required by the Permit
- Records required by the Permit
- Records of all other data required by or used to demonstrate compliance with the Permit

Documentation and other records used for demonstrating Permit compliance will be maintained by the Facilities and Operations Department in electronic and paper format.

### **2.5 Responsibilities**

The Facilities and Operations Department is responsible for the creation, coordination, and implementation of the SWMPP. Coordination between the University departments is required for successful and complete implementation of the plan.



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Montgomery Water Works and Sanitary Sewer Board operates and maintains the sanitary sewer system serving ASU. The Montgomery Water Works and Sanitary Sewer Board operations and maintenance of the sewer system is a component of Alabama State University's Pollution Prevention and Good Housekeeping control measure. Montgomery Water Works and Sanitary Sewer Board emergency response for sewer leaks is a component of Alabama State University's Illicit Discharge Detection and Elimination Control Measure.

Alabama State University relies on ADEM and the Alabama Division of Construction Management for the setting of standards for appropriate erosion and sediment controls for qualifying construction sites and for ultimate enforcement of such controls. The Alabama Division of Construction Management requires developers to obtain coverage under ADEM's construction general permit when disturbance thresholds are met.

Comments and questions regarding this plan may be directed to Mr. Donald Dotson, Vice President of ASU's Facilities and Operations Department, using the following contact information.

Mr. Donald Dotson  
Vice President of Facilities and Operations  
Alabama State University  
915 South Jackson Street  
Montgomery, AL 36104  
334-229-6965 Office  
334-300-6784 Mobile  
[ddotson@alasu.edu](mailto:ddotson@alasu.edu)

### **3.0 Minimum Control Measures**

Part III.A of the University's NPDES Permit requires the development, implementation, revision, and maintenance of a stormwater management program to reduce the discharge of pollutants into local waterways and streams. The University's program is governed by this plan, the SWMPP, which establishes minimum pollution control measures in five general areas: public education and public involvement; illicit discharge detection and elimination; construction site stormwater runoff control; post-construction stormwater management; and pollution prevention/good housekeeping for municipal operations.

A description for each control measure is provided below. Practice goals are also summarized with deadlines/frequencies in Appendix D.

#### **3.1 Public Education and Public Involvement**





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Public education and public involvement is one of the main focus areas for the University during this Permit term. Internal and External communication is vital to a successful and effective program. The primary target audience for this measure includes: *University students, the University staff, and visitors to the campus.*

Primary goals of this measure are: to bring awareness to ASU's stormwater management program, to train facilities staff to be aware of and implement good housekeeping practices, engage the student body to be positively impactful to the environment, and provide general education regarding potential impacts to water quality.

### **3.1.1 Stormwater Management Program Plan (SWMPP)**

The SWMPP is considered a living document and will be reviewed annually and updated if necessary to improve upon its effectiveness, applicability, and practicality. Communication and collaboration will be required of both internal and external stakeholders.

**Practice Measure:** *Review annually, updated if necessary*

**Responsible Department:** *Facilities and Operations Department*

### **3.1.2 SWMP Annual Report**

The defined Permit year and reporting period is April 1<sup>st</sup> to March 31<sup>st</sup>. Annual reports are required to be submitted to ADEM no later than May 31<sup>st</sup> following the reporting period.

**Practice Measure:** *Create and submit to ADEM annually*

**Responsible Department:** *Facilities and Operations Department*

### **3.1.3 Stormwater Webpage**

The University's Stormwater Program webpage has been an effective tool to help inform the University's population of ASU's priorities and expectations in regards to water quality protection. At a minimum the following links to NPDES permit-related documents will be posted to the webpage and will be reviewed annually:

- The NPDES Permit
- The Annual Report
- The updated SWMPP

**Practice Measure:** *Review annually, update if necessary*

**Responsible Department:** *Technology Services*

### **3.1.4 University Staff Training**

The Facilities and Operations Department will lead an effort to inform administrative staff on stormwater awareness and good housekeeping practices. Facility staff will also be trained during monthly safety meetings; refer to sections 3.2.5 and 3.5.3 for more information.

**Practice Measure:** *Train staff annually*

**Responsible Department:** *Facilities and Operations Department*



### 3.1.5 Signs and Storm Drain Markings

Signage will be maintained throughout campus reminding individuals not to litter within the MS4 boundary. During game days, signage discussing disposal areas for grease and oil will be maintained to reduce discharges to the waterways. Stormwater curb inlets adjacent to campus streets and sidewalks provide an opportunity for the University to inform the public of the impacts of allowing waste to enter the stormwater runoff. The University will maintain existing storm drain markings and continue marking additional storm drains as needed.

**Practice Measure:** *Maintain existing storm drain markings as needed*

**Responsible Department:** *Facilities and Operations Department*

### 3.1.6 Social Media Postings

Social media can be an effective mode of communication for the University to reach its students, staff, visitors, and alumni. ASU will present a water quality related social media posting to communicate water quality enhancement opportunities and the University's effort to manage their stormwater well.

**Practice Measure:** *Maintain monthly posts*

**Responsible Department:** *Technology Services*

### 3.1.7 Stormwater Awareness Surveys

The University will evaluate the effectiveness of the public education and public involvement program through implementing stormwater awareness surveys. Results of the surveys will be statistically evaluated to determine changes in awareness and knowledge of ASU's stormwater management program. The stormwater awareness survey can be found in Appendix E.

**Practice Measure:** *Distribute survey monthly in social media post and revise yearly*

**Responsible Department:** *Technology Services*

## **3.2 Illicit Discharge Detection and Elimination (IDDE)**

This measure involves both technical data and an educated staff. The collection of outfall location and discharge data, and staff awareness training are priority focus areas for this permit term. The primary target audience for this measure includes: *Facilities and Operations Department staff, ADEM, and those who may be identified as having responsibility for sources of illicit discharges.*

The University prohibits non-stormwater discharges to the MS4 through the campuses practices of no-littering and conveyance of illicit dumping or disposal issues to the Facilities Department and security.

### 3.2.1 Outfall Inventory and Mapping

Outfall mapping must be updated once per permit term. ASU's current outfall inventory and mapping is provided in Appendix F. ASU will update 100% of the outfall inventory and mapping during the permit term.



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**Practice Measure:** *Update 100% of outfall mapping once per permit term*  
**Responsible Department:** *Facilities and Operations Department*

### **3.2.2 Outfall Screening**

All locations of discharges of stormwater from the University's campus must be inspected once per permit term for the presence or absence of illicit discharges. Outfall screening will be performed along with the outfall mapping effort. All outfalls will be screened once during a permit term. Outfall screening will be performed based on the Environmental Protection Agency's latest *Illicit Discharge Detection and Elimination Guidance Manual for Program Development and Technical Assessments*.

**Practice Measure:** *Screen all outfalls once per permit term*  
**Responsible Department:** *Facilities and Operations Department*

### **3.2.3 IDDE Awareness Training**

Facilities and Operations Department staff will be forerunners in the effort to identify and eliminate illicit discharges. Facilities and Operations Department staff will be trained on identification, reporting, and corrective action of illicit discharges. Facilities and Operations Department staff will be trained to informally observe outfall locations as they carry out their everyday duties for illicit indicators. Training will be performed during monthly safety meetings; training material is provided in Appendix G.

**Practice Measure:** *Provide IDDE training to facility staff once per permit term*  
**Responsible Department:** *Facilities and Operations Department*

## **3.3 Construction Site Stormwater Runoff**

Although ASU has experienced no construction that meets the ground disturbance threshold of one-acre, past qualifying project development has followed a predictable path of project design and management, and is intended to remain largely unchanged in the future. The Alabama Department of Finance, Division of Construction Management (DCM) is responsible for construction plan reviews and inspections for all state-funded projects on ASU's campus. The design and implementation of construction stormwater management practices are informed by and are in accordance with the following: The NPDES general permit, Alabama Division of Construction Management guidelines, *The Alabama Handbook for Erosion Control, Sediment Control, and Stormwater Management on Construction Sites and Urban Areas*; and applicable elements of their MS4 Permit. The primary target audience for this measure includes: *developers; engineers; and contractors*.

### **3.3.1 Construction Site Plan Review for New and Redevelopment**

The Alabama Division of Construction Management requires architects to submit copies of ADEM NPDES Permit authorization, and associated notice of intent and Construction Best Management Plan (CBMP plan) prior to commencing land disturbance activities within city limits. The Alabama Division of Construction Management guidelines are found at the link below:

[https://dcm.alabama.gov/PDF/forms/C-8\\_Gen\\_Cond.pdf](https://dcm.alabama.gov/PDF/forms/C-8_Gen_Cond.pdf)



Site plans are reviewed by the program management firm for compliance with the University's Permit and Alabama Department of Construction Management guidelines.

**Practice Measure:** *Review plans as submitted*

**Responsible Department:** *Program Management team under Facilities and Operations Department*

### **3.3.2 Construction Site Inspection and Reporting**

The Alabama Division of Construction Management guidelines mandates construction site inspections; which are typically performed by the architect's contracted program management team. Enforcement remedies for noncompliance are addressed immediately between the program management staff and the contactor. Project work may be stopped until issues are properly addressed. Should instances of noncompliance take place, proper notification is provided to ADEM in accordance with NPDES General Permit.

The University will maintain a construction site inspection form. The form shall include facility type, inspection date, name and signature of inspector, location of construction project, owner/operator contact information, description of the storm water BMP condition, and photographic documentation of any issues and/or concerns. The construction site inspection form is found in Appendix H.

**Practice Measures:**

- *Review procedures annually, update if necessary*
- *Inspect construction activities per required frequencies*

**Responsible Department:** *Facilities and Operations Department and Program Management team*

### **3.3.3 Construction Site Inventory**

The University must maintain an inventory of qualifying construction sites containing relevant contact information for each construction site within 365 days of the effective date of the permit. The inventory shall include tracking number and construction site contact information, the size of the construction site, whether the construction site has submitted for permit coverage under ADEM's Construction General Permit ALR100000, and the date the MS4 Permittee approved the site construction plan.

**Practice Measure:** *Develop and maintain an inventory of construction sites*

**Responsible Department:** *Facilities and Operations Department*

## **3.4 Post-Construction Stormwater Management**

The University addresses post-construction stormwater management requirements through the Alabama Division of Construction Management guidelines and through inspection of practices once installed. The primary target audience for this measure includes: *developers; engineers; and University*



staff.

### **3.4.1 Post-Construction Procedures for New and Redevelopment**

The University follows the Alabama Department of Construction Management’s guidelines to ensure post-construction stormwater is being managed to the greatest extent practicable. The Alabama Department of Construction Management requires that post-development runoff mimics pre-development hydrology for the 2-year, 5-year, 10-year, and 25-year 24-hour storm events. The Alabama Division of Construction Management’s guidelines can be found at the link below:

[https://dcm.alabama.gov/PDF/forms/C-8\\_Gen\\_Cond.pdf](https://dcm.alabama.gov/PDF/forms/C-8_Gen_Cond.pdf)

**Practice Measure:** *Review procedures annually, update if necessary*

**Responsible Department:** *Facilities and Operations Department*

### **3.4.2 Policy/Procedures for Maintenance of Stormwater Controls**

The Alabama Division of Construction Management ensures proper design, construction, and long-term maintenance of stormwater quality and quantity controls primarily through the Alabama Division of Construction Management’s guidelines. The Alabama Division of Construction Management requires the architect of the development to perform inspections during construction. After construction, it is the responsibility of the University to maintain the structure.

**Practice Measure:** *Review once per permit term, update if necessary*

**Responsible Department:** *Facilities and Operations Department*

### **3.4.3 Plan Review for New and Redevelopment**

The program management firm reviews new and redevelopment plans for compliance with NPDES Permit responsibilities. Plans are reviewed for assurance that structural and non-structural practices are designed so that predevelopment hydrology is maintained to the maximum extent practicable. Runoff velocity, volume, and rate are reviewed along with provisions for revegetation and other elements that are protective of ASU and surrounding waters.

**Practice Measure:** *Review plans as submitted*

**Responsible Department:** *Facilities and Operations Department*

### **3.4.4 Promote Low Impact Development (LID)/Green Infrastructure**

The Alabama Division of Construction Management encourages architects to incorporate the use of low impact development (LID)/green infrastructure where feasible.

**Practice Measure:** *Review once per permit term, update if necessary*

**Responsible Department:** *Facilities and Operations Department*

## **3.5 Pollution Prevention/Good Housekeeping for Municipal Operations**

ASU’s Transportation, Grounds, and Facilities services are based out of and are coordinated from ASU’s Physical Plant building. Campus operations are being conducted in a manner that is protective of water quality and follow standard operating procedures created during the previous permit term. The



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primary target audience for this measure includes: *Facilities and Operations Department Staff.*

### **3.5.1 Facility Visual Audit**

An internal visual audit of facility buildings and campus operations will occur to expose areas of improvement as well as to communicate the importance of proper good housekeeping practices to Facilities and Operations Department staff. Checklists are developed prior to the inspection and procedures for correcting noted deficiencies. Checklists are found in Appendix I.

**Practice Measure:** *Complete facilities inspection including checklists and procedures for correcting noted deficiencies*

**Responsible Department:** *Facilities and Operations Department*

### **3.5.2 Standard Operating Procedures**

Standard Operating Procedures (SOP's) were developed during the previous permit term and are provided in Appendix J. The SOP's were created to formalize a set of standards that the Facilities and Operations Department Staff can follow to ensure that good housekeeping practices are occurring. The SOP's will be maintained and updated as needed.

**Practice Measure:** *Maintain and update SOP's as needed*

**Responsible Department:** *Facilities and Operations Department*

### **3.5.3 Staff Training of Standard Operating Procedures**

The Facilities and Operations Department Staff will be trained on each of the SOP's during monthly safety meetings. SOP training material, provided in Appendix K, was developed during the previous permit term and will be incorporated into monthly safety meetings.

**Practice Measure:** *Incorporate SOP staff training into monthly safety meetings*

**Responsible Department:** *Facilities and Operations Department*

### **3.5.4 Motor Oil Disposal**

To minimize the likelihood of used motor oil being introduced to stormwater runoff, the University utilizes the services of an oil recycling company to dispose of all of its used motor oil.

**Practice Measure:** *Recycle as needed*

**Responsible Department:** *Facilities and Operations Department*

### **3.5.5 Cooking Oil Disposal**

The University's cafeterias are managed by a concessionaire company. The concessionaire maintains designated cooking oil containers that store the used cooking oil. The concessionaire utilizes the services of a recycling company to pick up the oil and dispose of it properly. This reduces the potential for illegal disposal and illicit disposal of this waste.

**Practice Measure:** *Recycled as needed*

**Responsible Department:** *concessionaire under Facilities and Operations Department*



### **3.5.6 Campus Trash Pick-up**

Trash receptacles are situated across the campus grounds to deter littering. These receptacles are emptied at a minimum on a weekly basis and hauled to the North Montgomery Sanitary Landfill.

**Practice Measure:** *Trash receptacles emptied on a weekly basis*

**Responsible Department:** *Facilities and Operations Department*

### **3.5.7 Vegetated Debris Collection**

Landscape maintenance is handled in a way that promotes water quality stewardship. All vegetation debris is collected and hauled to the landfill for disposal.

**Practice Measure:** *Vegetation debris disposal after all landscape maintenance*

**Responsible Department:** *Facilities and Operations Department*



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## 4.0 Certification

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 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 or imprisonment for knowing violations.

\_\_\_\_\_  
Dr. Quinton T. Ross, Jr.  
President, Alabama State University

\_\_\_\_\_  
Date 5/13/24

PO Box 271  
Montgomery, AL 36101  
(334) 229-4100





## Appendix A – NPDES Permit No. ALR040065

# NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM GENERAL PERMIT

**DISCHARGE AUTHORIZED:** STORMWATER DISCHARGES FROM REGULATED SMALL  
MUNICIPAL SEPARATE STORM SEWER SYSTEMS

**AREA OF COVERAGE:** THE STATE OF ALABAMA

**PERMIT NUMBER:** ALR040065

**RECEIVING WATERS:** ALL WATERS OF THE STATE OF ALABAMA

*In accordance with and subject to the provisions of the Federal Water Pollution Control Act, as amended, 33 U.S.C. §§1251-1378 (the "FWPCA"), the Alabama Water Pollution Control Act, as amended, Code of Alabama 1975, §§ 22-22-1 to 22-22-14 (the "AWPCA"), the Alabama Environmental Management Act, as amended, Code of Alabama 1975, §§22-22A-1 to 22-22A-15, and rules and regulations adopted thereunder, and subject further to the terms and conditions set forth in this permit, the Permittee is hereby authorized to discharge into the above-named receiving waters.*

**ISSUANCE DATE:** September 16, 2021

**EFFECTIVE DATE:** October 1, 2021

**EXPIRATION DATE:** September 30, 2026

  
Alabama Department of Environmental Management

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## **PART I: COVERAGE UNDER THIS GENERAL PERMIT**

### **A. PERMIT COVERAGE**

This permit covers the urbanized areas designated as a Phase II Municipal Separate Storm Sewer System (MS4) within the State of Alabama.

### **B. AUTHORIZED DISCHARGES**

1. This permit authorizes discharges of storm water from small MS4s, as defined in 40 CFR Part 122.26(b)(16). An entity may discharge under the terms and conditions of this general permit if the entity:
  - a. Owns or operates a small MS4 within the permit area described in Section A;
  - b. Is not a "large" or "medium" MS4 as described in 40 CFR Part 122.26(b)(4) or (7);
  - c. Submits a Notice of Intent (NOI) in accordance with Part II of this General Permit; and
  - d. Either:
    - i. Is located fully or partially within an urbanized area as determined by the latest Decennial Census by the Bureau of Census, or
    - ii. Is designated for permit authorization by the Department pursuant to 40 CFR Part 122.32(a)(2).
2. This permit authorizes the following non-storm water discharges provided that they do not cause or contribute to a violation of water quality standards and that they have been determined not to be substantial contributors of pollutants to a particular small MS4 applying for coverage under this permit and that is implementing the Storm Water Management Program (SWMP) set forth in this permit:
  - a. Water line flushing
  - b. Landscape irrigation
  - c. Diverted stream flows
  - d. Uncontaminated ground water infiltration
  - e. Uncontaminated pumped groundwater
  - f. Discharges from potable water sources
  - g. Foundation drains
  - h. Air conditioning condensate
  - i. Irrigation water (not consisting of treated, or untreated, wastewater)
  - j. Rising ground water
  - k. Springs
  - l. Water from crawl space pumps
  - m. Footing drains
  - n. Lawn watering runoff
  - o. Individual residential car washing, to include charitable carwashes
  - p. Residual street wash water
  - q. Discharge or flows from firefighting activities (including fire hydrant flushing)
  - r. Flows from riparian habitats and wetlands

- s. Dechlorinated swimming pool discharges, and
- t. Discharges authorized and in compliance with a separate NPDES permit.

### **C. PROHIBITED DISCHARGES**

The following discharges are not authorized by this permit:

1. Discharges that are mixed with sources of non-storm water unless such non-storm water discharges are:
  - a. In compliance with a separate NPDES permit; or
  - b. Determined by the Department not to be a significant contributor of pollutants to waters of the State;
2. Storm water discharges associated with industrial activity as defined in 40 CFR Part 122.26(b)(14)(i)-(ix) and (xi);
3. Storm water discharges associated with construction activity as defined in 40 CFR Part 122.26(b)(14)(x) or 40 CFR 122.26(b)(15) and subject to Alabama Department of Environmental Management (ADEM) Code r. 335-6-12;
4. Storm water discharges currently covered under another NPDES permit;
5. Discharges to territorial seas, contiguous zone, and the oceans unless such discharges are in compliance with the ocean discharge criteria of 40 CFR Part 125, Subpart M;
6. Discharges that would cause or contribute to instream exceedances of water quality standards; Your SWMPP must include a description of the Best Management Practices (BMPs) that you will be using to ensure that this will not occur. The Department may require corrective action or an application for an individual permit or alternative general permit if an MS4 is determined to cause an instream exceedance of water quality standards;
7. Discharges of any pollutant into any water for which a Total Maximum Daily Load (TMDL) has been approved or developed by EPA unless your discharge is consistent with the TMDL; This eligibility condition applies at the time you submit a NOI for coverage. If conditions change after you have permit coverage, you may remain covered by the permit provided you comply with the applicable requirements of Part V. You must incorporate any limitations, conditions and requirements applicable to your discharges, including monitoring frequency and reporting required, into your SWMPP in order to be eligible for permit coverage. For discharges not eligible for coverage under this permit, you must apply for and receive an individual or other applicable general NPDES permit prior to discharging;
8. This permit does not relieve entities that cause illicit discharges, including spills, of oils or hazardous substances, from responsibilities and liabilities under State and federal law and regulations pertaining to those discharges.
9. The discharge of sanitary wastewater through cross connections or other illicit discharges through the MS4 is prohibited.

### **D. OBTAINING AUTHORIZATION**

1. To be authorized to discharge storm water from small MS4s, you must submit a Notice of Intent (NOI) and a description of your SWMP) in accordance with the deadlines presented in Part II of this permit.
2. You must submit the information required in Part II on the latest version of the NOI form. Your NOI must be signed and dated in accordance with Part VII of this permit.
3. No discharge under the general permit may commence until the discharger receives the Department's acknowledgement of the NOI and approval of the coverage of the discharge by the general permit. The Department may deny coverage under this permit and require submittal of an application for an individual NPDES permit based on a review of the NOI.
4. Where the operator changes, or where a new operator is added after submittal of an NOI under Part II, a new NOI must be submitted in accordance with Part II within thirty (30) days of the change or addition.

5. For areas extended within your MS4 by the latest census or annexed into your MS4 area after you received coverage under this general permit, the first annual report submitted after the annexation must include the updates to your SWMP, as appropriate.

## **E. IMPLEMENTATION**

1. This permit requires implementation of the MS4 program under the State and federal NPDES Regulations. MS4s shall modify their programs if and when water quality considerations warrant greater attention or prescriptiveness in specific components of the municipal program.
2. If a small MS4 operator implements the minimum control measures in 40 CFR 122.34(b) and the discharges are determined to cause or contribute to non-attainment of an applicable water quality standard as evidenced by the State of Alabama's 303(d) list or an EPA-approved or developed TMDL, the operator must tailor its BMPs within the scope of the six minimum control measures to address the pollutants of concern and implement permit requirements outlined in Part IV.D. and Part V of this permit.
3. Existing MS4s, unless otherwise stated within this permit, shall implement each of the minimum control measures outlined in Part III.B. of this permit immediately upon the effective date of coverage. Newly designated MS4s, unless otherwise stated in this permit, shall implement the minimum control measures outlined in Part III.B. of this permit within 365 days of the effective date of coverage. However, for newly designated MS4s, where new or revised ordinances are required to implement any of the minimum control measures, such ordinances shall be enacted within 730 days from the effective date of coverage.

## **PART II: NOTICE OF INTENT (NOI) REQUIREMENTS**

### **A. DEADLINES OF APPLICATIONS**

1. If you are automatically designated under 40 CFR Part 122.32(a)(1) or designated by the Department, then to request recoverage, you are required to submit an NOI or an application for an individual permit and a description of your SWMP at least 90 days before the expiration of this permit.
2. If you are designated by the Department after the date of permit issuance, then you are required to submit an NOI or an application for an individual permit and a description of your SWMP within 180 days upon notification. Within six months of initial issuance, the operator of the regulated small MS4 shall submit a SWMPP to the Department for review. A SWMPP shall be submitted electronically as described in Part II.D of this permit.
3. You are not prohibited from submitting an NOI after the dates provided in Part II.A.1-2. If a NOI is submitted after the dates provided in Part II.A.1-2., your authorization is only for discharges that occur after permit coverage is granted. The Department reserves the right to take appropriate enforcement actions for any unpermitted discharges.
4. Within six months of the date of re-issuance of coverage under this permit, all operators of regulated small MS4s shall submit a revised SWMPP to the Department for review.

### **B. CONTINUATION OF THE EXPIRED GENERAL PERMIT**

If this permit is not reissued or replaced prior to the expiration date, it will be administratively continued in accordance with the ADEM Code r. 335-6-6 and remain in force and effect if the Permittee re-applies for coverage as required under Part II of this permit. Any Permittee who was granted permit coverage prior to the expiration date will automatically remain covered by the continued permit until the earlier of:

1. Reissuance or replacement of this permit, at which time you must comply with the Notice of Intent conditions of the new permit to maintain authorization to discharge; or
2. Issuance of an individual permit for your discharges; or
3. A formal permit decision by the Department not to reissue this general permit, at which time you must seek coverage under an alternative general permit or an individual permit.

### **C. CONTENTS OF THE NOTICE OF INTENT (NOI)**

The Notice of Intent must be signed in accordance with Part VII.G of this permit and must include the following information:

1. The correct fee pursuant to ADEM Admin. Code R.335-1, Fee Schedule D.
2. Information on the Permittee:
  - a. The name of the regulated entity, specifying the contact person and responsible official, mailing address, telephone number and email address; and
  - b. An indication of whether you are a federal, State, county, municipal or other public entity.
3. Information on the MS4:
  - a. The name of your organization, county, city, or town and the latitude/longitude of the center or the MS4 location;
  - b. The name of the major receiving water(s) and an indication of whether any of your receiving waters are included on the latest 303(d) list, included in an EPA-approved and/or EPA developed TMDL or otherwise designated by the Department as being impaired. If you have discharges to 303(d) or TMDL waters, a certification that your SWMPP complies with the requirements of Part V;



- c. If you are relying on another governmental entity, regulated under the storm water regulations (40 CFR Part 122.26 & 122.32) to satisfy one or more of your permit obligations (see Part III), the identity of that entity(ies) and the elements(s) they will be implementing. The Permittee remains responsible for compliance if the other entity fails to fully perform the permit obligation, and may be subject to enforcement action if neither the Permittee nor the other entity fully performs the permit obligation; and
  - d. Must include if you are relying on the Department for enforcement of erosion and sediment controls on qualifying construction sites in accordance with Part III.B.3.b.
4. Include a brief summary of the BMPs for the minimum control measures in Part III of this permit (i.e. a brief summary of the MS4's SWMPP), a timeframe for implementing new or additional BMPs, and the person or persons responsible for implementing or coordinating your SWMPP.

#### **D. WHERE TO SUBMIT MS4 DOCUMENTS**

The Permittee must complete and submit its NOI or individual application electronically, and a description of your SWMP as allowed under Part II.A., signed in accordance with the signatory requirements of Section VII of this permit, to the Department via the Alabama Environmental Permitting and Compliance System (AEPACS) unless the Permittee submits in writing valid justification as to why the electronic submittal cannot be utilized and the Department approves in writing the utilization of hard copy submittals. The AEPACS can be accessed at the following link: <https://adem.alabama.gov/AEPACS>. Permit requests for initial issuance and modifications of the existing permit shall all be submitted through the AEPACS.

Requests as to why AEPACS cannot be utilized shall be addressed to:

**Alabama Department of Environmental Management  
Water Division  
Storm Water Management Branch  
Post Office Box 301463  
Montgomery, Alabama 36130-1463**

## **PART III: STORM WATER POLLUTION PREVENTION AND MANAGEMENT PROGRAM**

### **A. STORM WATER MANAGEMENT PROGRAM (SWMP)**

1. The Permittee is required to develop, revise, implement, maintain and enforce a SWMP which shall include controls necessary to reduce the discharge of pollutants from its MS4 consistent with Section 402(p)(3)(B) of the Clean Water Act and 40 CFR Parts 122.30-122.37. These requirements shall be met by the development and implementation of a SWMPP which addresses the BMPs, control techniques and systems, design and engineering methods, public participation and education, monitoring, and other appropriate provisions designed to reduce the discharge of pollutants from the MS4 to the maximum extent practicable (MEP).
2. The Permittee shall provide and maintain adequate finance, staff, equipment, and support capabilities necessary to implement the SWMPP and comply with the requirements of this permit.
3. The SWMPP must address the minimum storm water control measures referenced in Part III.B. to include the following:
  - a. A map of the Permittee's MS4 urbanized areas;
  - b. The BMPs that will be implemented for each control measure. Low impact development/green infrastructure shall be considered and actively encouraged where feasible. Information on LID/Green Infrastructure is available on the following websites: <http://www.adem.alabama.gov/programs/water/waterforms/LIDHandbook.pdf> and <https://epa.gov/nps/urban-runoff-low-impact-development>;
  - c. The measureable goals for each of the minimum controls outlined in Part III.B.;
  - d. The proposed schedule—including interim milestones, as appropriate, inspections, and the frequency of actions needed to fully implement each minimum control; and
  - e. The person and/or persons responsible for implementing or coordination the BMPs for each separate minimum control measure.
4. Unless otherwise specified in this permit, the Permittee shall be in compliance with the conditions of this permit by the effective date of coverage.

### **B. MINIMUM STORM WATER CONTROL MEASURES**

#### **1. Public Education and Public Involvement on Storm Water Impacts**

- a. The Permittee must develop and implement a public education and outreach program to inform the public about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff to the MEP. The Permittee shall continuously implement this program in the areas served by the MS4. The Permittee shall also comply, at a minimum, with applicable State and local public notice requirements when implementing a public involvement/participation program. Each year, the Permittee shall implement a minimum of four BMPs, with two BMP emphasizing public education and two BMP emphasizing public involvement.
- b. The Permittee shall include within the SWMPP the following information:
  - i. Annually, seek and consider public input in the development, revision, and implementation of the SWMPP, that may include, but is not limited to publishing in local newspaper, posting on the Permittee's website, etc.;
  - ii. Address in its public education program, the targeted pollutant sources to include, at a minimum the land development community (i.e., construction contractors/developers);
  - iii. Specifically address the reduction of litter, floatables and debris from entering the MS4, that may include, but is not limited to:

- (1) Establishing a program to support volunteer groups for labeling storm drain inlets and catch basins with “no dumping” message; post and
- (2) Posting signs referencing local codes that prohibit littering and illegal dumping at selected designated public access points to open channels, creeks, and other relevant waterbodies;
- iv. Inform and involve individuals and households about the steps they can take to reduce storm water pollution;
- v. Plans to inform and involve individuals and groups on how to participate in the storm water program (with activities that may include, but not limited to, local stream and lake restoration activities, storm water stenciling, advisory councils, watershed associations, committees, participation on rate structures, stewardship programs and environmental related activities, outreach on LID/GI). The target audiences and subject areas for the education program that are likely to have significant storm water impacts should include, but is not limited to, the following:
  - (1) General Public
    - (a) General impacts litter has on water bodies, how trash is delivered to streams via the MS4 and ways to reduce the litter;
    - (b) General impacts of storm water flows into surface water from impervious surface; and
    - (c) Source control BMPs in areas of pet waste, vehicle maintenance, landscaping and rain water reuse.
  - (2) General Public, Businesses, Including Home-Based and Mobile Businesses
    - (a) BMPs for use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps and other hazardous materials; and
    - (b) Impacts of illicit discharges and how to report them.
  - (3) Homeowners, Landscapers, and Property Managers
    - (a) Yard care techniques that protect water quality;
    - (b) BMPs for use and storage of pesticides and fertilizers;
    - (c) BMPs for carpet cleaning and auto repair and maintenance;
    - (d) Runoff reduction techniques, which may include but not limited to site design, pervious paving, retention of forests, mature trees, and maintenance required for LID/GI; and
    - (e) Storm water pond maintenance.
  - (4) Engineers, Contractors, Developers, Review Staff and Land Use Planners
    - (a) Technical standards for construction site sediment and erosion control;
    - (b) Storm water treatment and flow control BMPs;
    - (c) Impacts of increased storm water flows into receiving water bodies; and
    - (d) Run-off reduction techniques and low impact development (LID)/green infrastructure (GI) practices that may include, but not limited to, site design, pervious pavement, alternative parking lot design, retention of forests and mature trees to assist in storm water treatment and flow control BMPs, and maintenance required for LID/GI.
- vi. Evaluate the effectiveness of the public education and public involvement program. If the Permittee determines any portion of the program (including BMPs) to be ineffective, then the Permittee shall update the SWMPP to address the ineffectiveness.

- c. The Permittee shall report each year in the annual report the following information:
  - i. A description of the method used to seek and consider input from the public in the development, revision, and implementation of the SWMPP;
  - ii. A description of the activities used to involve groups and/or individuals in the development, revision, and implementation of the SWMPP;
  - iii. A description of the targeted pollutant sources the public education and public involvement program addressed;
  - iv. A description of the individuals and groups targeted and how many groups and/or individuals participated in the programs;
  - v. A description of the activities used to address the reduction of litter, floatables and debris from entering the MS4 as required in Part III.B.1.b.iii.;
  - vi. A description of the communication mechanism(s) or advertisement(s) used to inform individuals, households, public and/or groups as well as the quantity that were distributed (i.e. number of printed brochures, copies of newspapers, workshops, public service announcements, etc.); and
  - vii. Results of the evaluation of the public education and public involvement program as required in Part III.B.1.b.vi.
- d. The Permittee shall make their SWMPP and their annual reports required under this permit available to the public when requested. The current SWMPP and the latest annual report should be posted on the Permittee's website, if available, and within 30 days of submittal of the SWMPP to the Department.

## **2. Illicit Discharge Detection and Elimination (IDDE) Program**

- a. The Permittee shall implement an ongoing program to detect and eliminate illicit discharges into the MS4, to the maximum extent practicable. The program shall include, at a minimum, the following:
  - i. An initial map shall be provided in the SWMPP with updates, if any, provided each year in the annual report. The map shall include, at a minimum:
    - (1) The latitude/longitude of all known outfalls;
    - (2) The names of all waters of the State that receive discharges from these outfalls; and,
    - (3) Structural BMPs owned, operated, or maintained by the Permittee, if applicable.
  - ii. To the extent allowable under State law, an ordinance or other regulatory mechanism that effectively prohibits non-storm water discharges to the MS4. The ordinance or other regulatory mechanism shall be reviewed annually and updated as necessary and shall:
    - (1) Include escalating enforcement procedures and actions; and
    - (2) Require the removal of illicit discharges and the immediate cessation of improper disposal practices upon identification of responsible parties. Where the removal of illicit discharge within ten (10) working days is not possible, the ordinance shall require an expeditious schedule for removal of the discharge. In the interim, the ordinance shall require the operator of the illicit discharge to take all reasonable and prudent measures to minimize the discharge of pollutants to the MS4.
  - iii. A dry weather screening program designed to detect and address non-storm water discharges to the MS4. This program must address, at a minimum, dry weather screening of fifteen percent (15%) of the outfalls once per year with all (100 percent) screened at least once per five years. Priority areas, as described by the Permittee in the SWMPP, will be dry weather screened on a more frequent schedule as outlined in the SWMPP. If any indication of a suspected illicit discharge, from an unidentified source, is observed during the dry weather screening, then the Permittee shall follow the screening protocol as outlined in the SWMPP.

- iv. Procedures for tracing the source of a suspect illicit discharge as outlined in the SWMPP. At a minimum, these procedures will be followed to investigate portions of the MS4 that, based on the results of the field screening or other appropriate information, indicate a reasonable potential of containing illicit discharges or other sources of non-storm water.
  - v. Procedures for eliminating an illicit discharge as outlined in the SWMPP;
  - vi. Procedures to notify ADEM of a suspect illicit discharge entering the Permittee's MS4 from an adjacent MS4 as outlined in the SWMPP;
  - vii. A mechanism for the public to report illicit discharges discovered within the Permittee's MS4 and procedures for appropriate investigation of such reports;
  - viii. A training program for appropriate personnel to be trained on identification, reporting, and corrective action of illicit discharges, at a minimum of at least once per five years;
  - ix. Address the following categories of non-storm discharges or flows (i.e., illicit discharges) only if the Permittee or the Department identifies them as significant contributors of pollutants to your small MS4: water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (infiltration is defined as water other than wastewater that enters a sewer system, including foundation drains, from the ground through such means as defective pipes, pipe joints, connections, or manholes. Infiltration does not include, and is distinguished from, inflow), uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering run-off, individual residential car washing, flows from riparian habitats and wetlands, discharge or flows from firefighting activities (to include fire hydrant flushing); dechlorinated swimming pool discharges, and residual street wash water, discharge authorized by and in compliance with a separate NPDES permit; and
  - x. The Permittee may also develop a list of other similar occasional incidental non- storm water discharges (e.g. non-commercial or charity car washes, etc.) that will not be addressed as illicit discharges. These non- storm water discharges must not be reasonably expected (based on information available to the Permittees) to be significant sources of pollutants to the municipal separate storm sewer system, because of either the nature of the discharges or conditions you have established for allowing these discharges to your MS4 (e.g., a charity car wash with appropriate controls on frequency, proximity to impaired waterbodies, BMPs on the wash water, etc.). You must document in your SWMPP any local controls or conditions placed on the discharges. The Permittee must include a provision prohibiting any individual non- storm water discharge that is determined to be contributing significant amounts of pollutants to your MS4.
- b. The Permittee shall report each year in the annual report the following information:
- i. List of outfalls observed in the annual reporting year to demonstrate that 100% of outfalls are screened at least once per five years during the dry weather screening;
  - ii. Updated MS4 map(s) as required by Part III.B.2.a.i. unless there are no changes to the map that was previously submitted. When there are no changes to the map, the annual report must state this;
  - iii. Copies of, or a link to, the IDDE ordinance or other regulatory mechanism as required by Part III.B.2.a.ii. When there are no changes to the ordinance or other regulatory mechanism, the annual report should state this;
  - iv. Date(s) of training conducted for appropriate personnel; and
  - v. The number of illicit discharges investigated, the screening results, and the summary of corrective actions taken to include dates and timeframe of response.

**3. Construction Site Storm Water Runoff Control**

- a. The Permittee must develop/revise, implement and enforce an ongoing program to reduce, to the maximum extent practicable, the pollutants in any storm water runoff to the MS4 from qualifying construction sites. The program shall include the following at a minimum:
  - i. Specific procedures for construction site plan (including erosion prevention and sediment controls) review and approval: The MS4 procedures must include an evaluation of plan completeness and overall BMP effectiveness;
  - ii. To the extent allowable under State law, an ordinance or other regulatory mechanism to require erosion and sediment controls, sanctions to ensure compliance, and to provide all other authorities needed to implement the requirements of Part III.B.3 of this permit. The ordinance or other regulatory mechanism shall be reviewed annually and updated as necessary;
  - iii. A training program for MS4 site inspection staff in the identification of appropriate construction BMPs (example: QCI training in accordance with ADEM Admin Code. R. 335-6-12 or the Alabama Construction Site General Permit). Applicable MS4 site inspection staff shall be trained at least once per year;
  - iv. Within 365 days of the effective date of the permit, develop and implement a construction site inspection form to include at least the items listed in Parts III.B.3.d.i.
  - v. Within 365 days of the effective date of the permit, maintain an inventory of qualifying construction sites containing relevant contact information for each construction site (i.e., tracking number and construction site contact name, address, phone number, etc.), the size of the construction site, whether the construction site has submitted for permit coverage under ADEM's Construction General Permit ALR100000, and the date the MS4 Permittee approved the site construction plan. The MS4 Permittee must make the inventory available upon the Department's request.
  - vi. Procedures for the inspection of qualifying construction sites to verify the use of appropriate erosion and sediment control practices that are consistent with the Alabama Handbook for Erosion Control, Sediment Control, and Stormwater Management on Construction Sites and Urban Areas published by the Alabama Soil and Water Conservation Committee (hereinafter the "Alabama Handbook"). The frequency and prioritization of inspection activities shall be documented in the SWMPP. Inspection of construction sites to verify use and proper maintenance of appropriate BMPs shall be performed in accordance with the frequency specified in the table below:

Site	Inspection Frequency
Priority Construction Sites (defined in Part VII.W.)	At a minimum, inspections must occur monthly.
Other sites determined by the Permittee or Permitting Authority to be a significant threat to water quality.*	
All qualifying construction sites not meeting the criteria specified above.	At a minimum, inspections must occur every three months.

\*In evaluating the threat to water quality, the following factors must be considered, if applicable:

- Soil erosion potential;
- Site slope;
- Project size and type;
- Sensitivity of receiving waterbodies including 303d or TMDL status;
- Proximity to receiving waterbodies;
- Non-storm water discharges;
- Past record of non-compliance by the operators of the construction site; and
- Other factors deemed relevant to the MS4.

- vii. For sites determined to have ineffective BMPs, a follow-up inspection shall be conducted and appropriately documented as outlined in Part III.B.3.d.i.
  - viii. Procedures, as outlined in the SWMPP, to notify ADEM of construction sites that do not have a NPDES permit or ineffective BMPs that are discovered during the periodic inspections. The notification must provide, at a minimum, the specific location of the construction project, the name and contact information from the owner or operator, and a summary of the site deficiencies; and
  - ix. A mechanism for the public to report complaints regarding discharges from qualifying construction sites.
- b. ADEM implements a State-wide NPDES construction storm water regulatory program. As provided by 40 CFR Part 122.35(b), the Permittee may rely on ADEM for the setting of standards for appropriate erosion controls and sediment controls for qualifying construction sites and for enforcement of such controls, and must document this in its SWMPP. If the Permittee elects not to rely on ADEM's program, then the Permittee must include the following, at a minimum, in its SWMPP:
- i. Requirements for construction site operators to implement appropriate erosion and sediment control BMPs consistent with the Alabama Handbook for Erosion Control, Sediment Control, And Stormwater Management on Construction Sites and Urban Areas published by the Alabama Soil and Water Conservation Committee (hereinafter the "Alabama Handbook");
  - ii. Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
  - iii. Development and implementation of an enforcement strategy that includes escalating enforcement remedies to respond to issues of non-compliance;
  - iv. An enforcement tracking system designed to record instances of non-compliance and the MS4's responding actions. The enforcement case documentation should include:
    - (1) Name of owner/operator
    - (2) Location of construction project or industrial facility
    - (3) Description of violations
    - (4) Required schedule for returning to compliance
    - (5) Description of enforcement response used, including escalated responses if repeat violation occur or violations are not resolved in a timely manner;
    - (6) Accompanying documentation of enforcement response (e.g., notices of noncompliance, notices of violation, etc.);
    - (7) Any referrals to different departments or agencies; and
    - (8) Date violation was resolved
  - v. The Permittee must keep records of all inspections (i.e. inspection reports) and employee training required by Part III.B.3.a.
- c. The Permittee shall include within the SWMPP the following information:
- i. Procedures for site plan reviews as required by Part III.B.3.a.i;
  - ii. A copy or link of the ordinance or other regulatory mechanism required by Part III.B.3.a.ii.;
  - iii. Plans for the training of MS4 site inspection staff as required by Part III.B.3.a.iii; and
  - iv. A copy of the construction site inspection form meeting the requirements of Part III.B.3.a.iv.

- d. The Permittee shall maintain the following information and make it available upon request:
  - i. Documentation of all inspections conducted of qualifying construction sites as required by Part III.B.3.a.vi. The inspection documentation shall include, at a minimum, the following:
    - (1) Facility type;
    - (2) Inspection date;
    - (3) Name and signature of inspector;
    - (4) Location of construction project;
    - (5) Owner/operator information (name, address, phone number, email);
    - (6) Description of the storm water BMP condition that may include, but not limited to, the quality of vegetation and soils, inlet and outlet channels and structures, embankments, slopes and safety benches, spillways, weirs, and other control structures; and sediment and debris accumulation in storage and forebay areas as well as in and around inlet and outlet structures; and
    - (7) Photographic documentation of any issues and/or concerns.
  - ii. Documentation of referrals of noncompliant construction sites and/or enforcement actions taken at construction sites to include, at a minimum, the following:
    - (1) Name of owner/operator
    - (2) Location of construction project;
    - (3) Description of violation;
    - (4) Required schedule for returning to compliance;
    - (5) Description of enforcement response used, including escalated responses if repeat violations occur; and
    - (6) Accompanying documentation of enforcement responses (e.g. notices of non-compliance, notices of violations, etc.).
  - iii. Records of public complaints including:
    - (1) Date, time and description of the complaint;
    - (2) Location of subject construction sites; and
    - (3) Identification of any actions taken (e.g. inspections, enforcement, corrections). Identifying information must be sufficient to cross-reference inspection and enforcement records.
- e. The Permittee shall report each year in the annual report the following information:
  - i. A description of any completed or planned revisions to the ordinance or regulatory mechanism required by Part III.B.3.a.ii. and the most recent copy, or a link to the ordinance; and
  - ii. List of all active construction sites within the MS4 to include the following summary:
    - (1) Number of construction site inspections;
    - (2) Number of non-compliant construction site referrals and/or enforcement actions and description of violations;
    - (3) Number of construction site runoff complaints received; and
    - (4) Number of MS4 staff/inspectors trained. Include copies of certifications or attendance records for those MS4 staff/inspectors.



#### 4. Post-Construction Storm Water Management in New Development and Redevelopment

- a. Post-construction storm water management refers to the activities that take place after construction occurs, and includes structural and non-structural controls including low-impact development and green infrastructure practices to obtain permanent storm water management over the life of the property's use. These post construction controls should be considered during the initial site development planning phase.
  - i. The Permittee must develop/revise, implement, and enforce a program to address storm water runoff from qualifying new development and redevelopment projects, to the maximum extent practicable. This program shall ensure that controls are in place to prevent or minimize water quality impacts. Specifically, the Permittee shall:
    - (1) Develop/revise and outline in the SWMPP procedures for the site-plan review and approval process and a required re-approval process when changes to post-construction controls are required; and
    - (2) Develop/revise and outline in the SWMPP procedures for a post-construction process to demonstrate and document that post-construction storm water measures have been installed per design specifications, which includes enforceable procedures for bringing noncompliant projects into compliance.
  - ii. The Permittee must develop and implement strategies which may include a combination of structural and/or non-structural BMPs designed to ensure, to the maximum extent practicable, that the post construction runoff mimics pre-construction hydrology. A design rainfall event with an intensity up to that of a 2yr-24hr storm event shall be the basis for the design and implementation of post- construction BMPs.
  - iii. Encourage and educate landowners and developers to incorporate the use of low impact development (LID)/green infrastructure where feasible. Information on low impact development (LID)/green infrastructure is available on the following websites: <http://www.adem.alabama.gov/programs/water/waterforms/LIDHandbook.pdf>; <http://epa.gov/nps/lid>. The Permittee shall include a narrative description in the SWMPP as to the means that will be taken to implement the requirement to encourage landowners and developers to incorporate the use of low impact development (LID)/green infrastructure;
  - iv. To the extent allowable under State law, the Permittee must develop and institute the use of an ordinance or other regulatory mechanism to address post-construction runoff from qualifying new development and redevelopment projects. The ordinance or other regulatory mechanism shall be reviewed annually and updated as necessary;
  - v. The Permittee must require adequate long-term operation and maintenance of BMPs. One or more of the following as applicable:
    - (1) The developer's signed statement accepting responsibility for maintenance until the maintenance responsibility is legally transferred to another party; and/or
    - (2) Written conditions in the sales or lease agreement that require the recipient to assume responsibility for maintenance; and/or
    - (3) Written conditions in project conditions, covenants and restrictions for residential properties assigning maintenance responsibilities to a home owner's association, or other appropriate group, for maintenance of structural and treatment control management practices; and/or
    - (4) Any other legally enforceable agreement that assigns permanent responsibility for maintenance of structural or treatment control management practices.
  - vi. The Permittee shall perform or require the performance of post-construction inspections, at a minimum of once per year, to confirm that post-construction BMP's are functioning as designed. The Permittee shall include an inspection schedule, to include inspection frequency, within the SWMPP. The Permittee shall document or require documentation of the post-construction inspection. Such documentation shall include, at a minimum:

- (1) Facility type
  - (2) Inspection date
  - (3) Name and signature of inspector
  - (4) Site location
  - (5) Owner information (name, address, phone number, fax, and email)
  - (6) Description of the storm water BMP condition that may include the quality of: vegetation and soils, inlet and outlet channels and structures, embankments, slopes, and safety benches; spillways, weirs, and other control structures; and sediment and debris accumulation in storage and forebay areas as well as in and around inlet and outlet structures;
  - (7) Photographic documentation of all critical storm water BMP components;
  - (8) Specific maintenance items or violations that need to be corrected by the owner/operator of the storm water control or BMP; and
  - (9) Maintenance agreements for long-term BMP operation and maintenance.
- vii. The Permittee shall maintain or require the developer/owner/operator to keep records of post-construction inspections, maintenance activities and make them available to the Department upon request and require corrective actions to poorly functioning or inadequately maintained post-construction BMP's.
- b. The Permittee shall report each year in the annual report the following information:
- i. Copies of, or link to, the ordinance or other regulatory mechanism required by Part III.B.4.a.iv.;
  - ii. A list of the post-construction structural controls installed and inspected during the permit year. The list shall include which post-construction structural controls installed are considered low impact development (LID)/green infrastructure, if applicable;
  - iii. Updated inventory of post-construction structural controls including those owned by the Permittee;
  - iv. Number of inspections performed on post-construction structural controls; and,
  - v. Summary of enforcement actions, if applicable.

## **5. Pollution Prevention/Good Housekeeping for Municipal Operations**

- a. The Permittee shall develop, implement, and maintain a program that will prevent or reduce the discharge of pollutants in storm water run-off from municipal operations to the maximum extent practicable. The program elements shall include, at a minimum, the following:
- i. An inventory (to include name and location) of all municipal facilities. Evaluate and determine which municipal facilities have the potential to discharge pollutants via storm water runoff;
  - ii. Strategies for the implementation of BMPs to reduce litter, floatables and debris from entering the MS4 and evaluate those BMPs annually to determine their effectiveness. If a BMP is determined to be ineffective or infeasible, then an alternate BMP must be implemented. The Permittee shall also develop a plan to remove litter, floatable and debris material from the MS4, including proper disposal of waste removed from the system;
  - iii. Standard Operating Procedures (SOPs) detailing good housekeeping practices to be employed at municipal facilities (that have the potential to discharge pollutants via stormwater runoff) and during municipal operations that may include, but not limited to, the following:
    - (1) Equipment washing;
    - (2) Street sweeping;

- (3) Maintenance of municipal roads including public streets, roads, and highways, including but not limited to unpaved roads, owned, operated, or under the responsibility of the Permittee;
  - (4) Storage, use, and disposal of chemicals, Pesticide, Herbicide and Fertilizers (PHFs) and waste materials;
  - (5) Vegetation control, cutting, removal, and disposal of the cuttings;
  - (6) Vehicle fleets/equipment maintenance and repair;
  - (7) External Building maintenance; and
  - (8) Materials storage facilities and storage yards.
- iv. A program for inspecting municipal facilities for good housekeeping practices, including BMPs. The program shall include checklists and procedures for correcting noted deficiencies;
  - v. A training program for municipal facility staff in good housekeeping practices as outlined in the SOP developed pursuant to Part III.B.5.a.iii; and
- b. The Permittee shall include within the SWMPP the following information:
    - i. The inventory of municipal facilities required by Part III.B.5.a.i;
    - ii. Evaluate and include a discussion of how effectiveness is measured for Part III.B.5.a.ii;
    - iii. Schedule for developing the SOP of good housekeeping practices required by Part III.B.5.a.iii;
    - iv. An inspection plan and schedule to include inspection frequency, checklists, and any other materials needed to comply with Part III.B.5.a.iv; and
    - v. A description of the training program and training schedule to include training frequency required by Part III.B.5.a.v.
  - c. The Permittee shall report each year in the annual report the following information:
    - i. Any updates to the municipal facility inventory;
    - ii. An estimated amount of floatable material collected from the MS4 as required by Part III.B.5.a.ii;
    - iii. Any updates to the inspection plan
    - iv. The number of inspections conducted; and
    - v. Any updates to the SOP of good housekeeping practices.
  - d. The Permittee shall maintain the following information and make it available upon request:
    - i. Records of inspections and corrective actions, if any; and
    - ii. Training records including the dates of each training activities and names of personnel in attendance.

## **PART IV: SPECIAL CONDITIONS**

### **A. RESPONSIBILITIES OF THE PERMITTEE**

1. If the Permittee is relying on another entity to satisfy one or more requirements of this permit, then the Permittee must note that fact in the SWMPP. The Permittee remains responsible for compliance with all requirements of this permit, except as provided by Part III.B.3.b and reliance on another entity will not be a defense or justification for non-compliance if the entity fails to implement the permit requirements.
2. If the Permittee is relying on the Department for the enforcement of erosion and sediment controls on qualifying construction sites and has included that information in the SWMPP as required by Part III.B.3.b., the Permittee is not responsible for implementing the requirements of Part III.B.3.b of this permit as long as the Department receives notification of non-compliant qualifying construction sites from the Permittee as required by Part III.B.3.a.viii.

### **B. SWMPP PLAN REVIEW AND MODIFICATION**

1. The Permittee shall submit a SWMPP and/or revised SWMPP to the Department as required by Part II.A of the permit. The Permittee shall implement plans to seek and consider public input in the development, revision and implementation of this SWMPP, as required by Part III.B.1.b.i. Thereafter, the Permittee shall perform an annual review of the current SWMPP and must revise the SWMPP, as necessary, to maintain compliance with the permit. Any revisions to the SWMPP shall be submitted to the Department at the time a revision is made for the Department review and the Permittee's website shall be updated with the revised version of the SWMPP. Revisions made to the SWMPP may include, but are not limited to, the replacement of ineffective or infeasible BMPs or the addition of components, controls and requirements; and
2. The Permittee shall implement the SWMPP on all new areas added to their municipal separate storm sewer system (or for which they become responsible for implementation of storm water quality controls) as soon as practicable, but not later than one (1) year from addition of the new areas. Implementation of the program in any new area shall consider the plans of the SWMPP of the previous MS4 ownership, if any.

### **C. DISCHARGE COMPLIANCE WITH WATER QUALITY STANDARDS**

This general permit requires, at a minimum, that the Permittee develop, implement and enforce a Storm Water Management Program designed to reduce the discharge of pollutants to the maximum extent practicable. Full implementation of BMPs, using all known, available, and reasonable methods of prevention, control and treatment to prevent and control storm water pollution from entering waters of the State of Alabama is considered an acceptable effort to reduce pollutants from the municipal storm drain system to be the maximum extent practicable.

### **D. IMPAIRED WATERS AND TOTAL MAXIMUM DAILY LOADS (TMDLs)**

1. The Permittee must determine whether the discharge from any part of the MS4 contributes directly or indirectly to a waterbody that is included on the latest §303(d) list or designated by the Department as impaired;
2. If the Permittee's MS4 discharges to a waterbody included on the latest §303(d) or designated by the Department as impaired, it must demonstrate the discharges, as controlled by the Permittee, do not cause or contribute to the impairment. The SWMPP must detail the BMPs that are being utilized to control discharges of pollutants associated with the impairment. If existing BMPs are not sufficient to achieve this demonstration, the Permittee must, within six (6) months following the publication of the latest final §303(d) list, Department designation, or the effective date of this permit, submit a revised SWMPP detailing new or modified BMPs. The SWMPP must be revised as directed by the Department and the new or modified BMPs must be implemented within one year from the publication of the latest final §303(d) list or Department designation.
3. Permittees discharging from MS4s into waters with EPA-Approved TMDLs and/or EPA-Established TMDLs
  - a. The Permittee must determine whether its MS4 discharges to a waterbody for which a TMDL has been established or approved by EPA. If an MS4 discharges into a water body with an EPA approved or established TMDL, then the SWMPP must include BMPs targeted to meet the assumptions and

requirements of the TMDL. If additional BMPs will be necessary to meet the requirements of the TMDL, the SWMPP must include a schedule for installation and/or implementation of such BMPs. A monitoring component to assess the effectiveness of the BMPs in achieving the TMDL requirements must also be included in the SWMPP. Monitoring can entail a number of activities including, but not limited to: outfall monitoring, in-stream monitoring, and/or modeling. Monitoring data, along with an analysis of this data, shall be included in the Annual Report.

- b. If, during this permit cycle, a TMDL is approved by EPA or a TMDL is established by EPA for any waterbody into which an MS4 discharges, the Permittee must review the applicable TMDL to see if it includes requirements for control of storm water discharges from the MS4.
  - i. If it is found that the Permittee must implement specific allocations of the TMDL, it must assess whether the assumptions and requirements of the TMDL are being met through implementation of existing BMPs or if additional BMPs are necessary. The SWMPP must include BMPs targeted to meet the assumptions and requirements of the TMDL. If existing BMPs are not sufficient, the Permittee must, within six (6) months following the approval or establishment of the TMDL by EPA, submit a revised SWMPP detailing new or modified BMPs to be utilized along with a schedule of installation and/or implementation of such BMPs. Any new or modified BMPs must be implemented within one year, unless an alternate date is approved by the Department, from the establishment or approval of the TMDL by EPA. A monitoring component to assess the effectiveness of the BMPs in achieving the TMDL requirements must also be included in the SWMPP. Monitoring can entail a number of activities including, but not limited to: outfall monitoring, in-stream monitoring, and/or modeling. Monitoring data, along with an analysis of this data, shall be included in the Annual Report.

#### **E. REQUIRING AN INDIVIDUAL PERMIT**

The Department may require any person authorized by this permit to apply for and/or obtain an individual NPDES permit. When the Department requires application for an individual NPDES permit, the Department will notify the Permittee in writing that a permit application is required. This notification shall include a brief statement of the reasons for this decision, an application form and a statement setting a deadline for the Permittee to file the application.

## **PART V: MONITORING AND REPORTING**

### **A. MONITORING REQUIREMENTS**

1. If there are no 303(d) listed or TMDL waters located within the Permittee's MS4 area, no monitoring shall be required. The SWMPP shall include a determination stating if monitoring is required.
2. If a waterbody within the MS4 jurisdiction is listed on the latest final §303(d) list, or otherwise designated impaired by the Department, or for which a TMDL is approved or established by EPA, during this permit cycle, then the Permittee must implement a monitoring program, within 6 months, to include monitoring that addresses the impairment or TMDL. A monitoring plan shall be included with the SWMPP and any revisions to the monitoring program shall be documented in the SWMPP and Annual Report.
3. Proposed monitoring locations, and monitoring frequency shall be described in the monitoring plan with actual locations described in the annual report;
4. The Permittee must include in the monitoring program any parameters attributed with the latest final §303(d) list or otherwise designated by the Department as impaired or are included in an EPA-approved or EPA-established TMDL.
5. Analysis and collection of samples shall be done in accordance with the methods specified at 40 CFR Part 136. Where an approved 40 CFR Part 136 does not exist, then a Department approved alternative method may be used.
6. If the Permittee is unable to collect samples due to adverse conditions, the Permittee must submit a description of why samples could not be collected, including available documentation of the event. An adverse climatic condition which may prohibit the collection of samples includes weather conditions that create dangerous conditions for personnel (such as local flooding, high winds, hurricane, tornadoes, electrical storms, etc.) or otherwise make the collection of a sample impracticable (drought, extended frozen conditions, etc.).

### **B. REPORTING OF MONITORING RESULTS**

Monitoring results must be reported with the subsequent Annual Report and shall include the following monitoring information:

1. The date, latitude/longitude of location, and time of sampling;
2. The name(s) of the individual(s) who performed the sampling;
3. The date(s) analysis were performed;
4. The name(s) of individuals who performed the analysis;
5. The analytical techniques or methods used; and
6. The results of such analysis.

## **PART VI: ANNUAL REPORTING REQUIREMENTS**

### **A. ANNUAL REPORT SUBMITTAL**

1. The Permittee shall submit to the Department an annual report and all other information and documents via the AEPACS system no later than May 31st of each year. The AEPACS system can be accessed at the following link: <https://adem.alabama.gov/AEPACS>. The annual report shall cover the previous April 1 to March 31. If an entity comes under coverage for the first time after the issuance of this permit, then the first annual report should cover the time coverage begins until March 31<sup>st</sup> of subsequent year.
2. The Permittee shall sign and certify the annual report in accordance with Part VII.G. If the Responsible Official has designated a duly authorized representative in accordance with Part VII.G. to sign the annual report, then include a copy of the written designation with the annual report.

### **B. ANNUAL REPORT CONTENTS**

The annual report shall include the following information, at a minimum, and in addition to those requirements referenced in Part III-V:

1. A list of contacts and responsible parties (e.g.: agency, name, phone number, address, & email address) who had input to and are responsible for the preparation of the annual report;
2. Overall evaluation of the SWMP developments and progress for the following:
  - a. Major accomplishments;
  - b. Overall program strengths/weaknesses;
  - c. Future direction of the program;
  - d. Overall determination of the effectiveness of the SWMPP taking into account water quality/watershed improvements;
  - e. Measureable goals that were not performed and reasons why the goals were not accomplished; and
  - f. If monitoring is required, evaluation of the monitoring data.
3. Narrative report of all minimum storm water control measures referenced in Part III.B of this permit. The activities shall be discussed as follows:
  - a. Minimum control measures completed and in progress;
  - b. Assessment of the controls; and
  - c. Discussion of proposed BMP revisions or any identified measureable goals that apply to the minimum storm water control measures.
4. Summary table of the storm water controls that are planned/scheduled for the next reporting cycle;
5. Results of information collected and analyzed, if any, during the reporting period, including any monitoring data used to assess the success of the program at reducing the discharge of pollutants to the MEP.
6. Notice of reliance on another entity to satisfy some of your permit obligations;
7. Results of the evaluation to determine whether discharges from any part of the MS4 contributes directly or indirectly to a waterbody that is included on the latest §303(d) list (or designated by the Department as impaired) or for which a TMDL has been established or approved by EPA; and
8. If monitoring is required, all monitoring results collected during the previous year in accordance with Part V, if applicable. The monitoring results shall be submitted in a format acceptable to the Department.

## **PART VII: STANDARD AND GENERAL PERMIT CONDITIONS**

### **A. DUTY TO COMPLY**

You must comply with all conditions of this permit. Any permit noncompliance constitutes a violation of CWA and is ground for enforcement action; for permit termination, revocation and reissuance, or modification; or denial of a permit renewal application.

### **B. CONTINUATION OF THE EXPIRED GENERAL PERMIT**

If this permit is not reissued or replaced prior to the expiration date, it will be administratively continued in accordance with the ADEM Code r. 335-6-6 and remain in force and effect if the Permittee re-applies for coverage as required under Part II of this Permit. Any Permittee who was granted permit coverage prior to the expiration date will automatically remain covered by the continued permit until the earlier of:

1. Reissuance or replacement of this permit, at which time you must comply with the Notice of Intent conditions of the new permit to maintain authorization to discharge; or
2. Issuance of an individual permit for your discharges; or
3. A formal permit decision by the Department not to reissue this general permit, at which time you must seek coverage under an alternative general permit or an individual permit.

### **C. NEED TO HALT OR REDUCE ACTIVITY NOT A DEFENSE**

It shall not be a defense for you in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

### **D. DUTY TO MITIGATE**

You must take all reasonable steps to minimize or prevent any discharge in violation of this permit that has a reasonable likelihood of adversely affecting human health or the environment.

### **E. DUTY TO PROVIDE INFORMATION**

The Permittee shall furnish to the Director, within a reasonable time, any information which the Director may request to determine whether cause exists for modifying, revoking and reissuing, suspending, or terminating the permit or to determine compliance with the permit. The Permittee shall also furnish to the Director upon request, copies of records required to be kept by the permit.

### **F. OTHER INFORMATION**

If you become aware that you have failed to submit any relevant facts in your Notice of Intent or submitted incorrect information in the Notice of Intent or in any other report to the Department, you must promptly submit such facts or information.

### **G. SIGNATORY REQUIREMENTS**

All Notices of Intent, reports, certifications, or information submitted to the Department, or that this permit requires be maintained by you shall be signed and certified as follows:

#### **1. Notice of Intent.**

All Notices of Intent shall be signed by a responsible official as set forth in ADEM Admin. Code r. 335-6-6-.09.

#### **2. Reports and other information.**

All reports required by the permit and other information requested by the Department or authorized representative of the Department shall be signed by a person described above or by a duly authorized representative of that person. A person is a duly authorized representative only if:



- a. Signed authorization. The authorization is made in writing by a person described above and submitted to the Department.
- b. Authorization with specified responsibility. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity, such as the position of manager, operator, superintendent, or position of equivalent responsibility for environmental matters for the regulated entity.

### 3. Changes to authorization.

If an authorization is no longer accurate because a different operator has the responsibility for the overall operation of the MS4, a new authorization satisfying the requirement of Part VII.G.2.b. above must be submitted to the Department prior to or together with any reports or information, and to be signed by an authorized representative.

### 4. Certification.

Any person signing documents under Part VII.G.1-2. above shall make the following certification:

*"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 submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

## H. PROPERTY RIGHTS

The issuance of this permit does not convey any property rights of any sort, or any exclusive privilege, nor it does it authorize any injury to private property nor any invasion of personal rights, nor any infringement of federal, State or local laws or regulations.

## I. PROPER OPERATION AND MAINTENANCE

You must at all time properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by you to achieve compliance with the conditions of this permit and with the conditions of your SWMPP. Proper operation and maintenance also includes adequate laboratory controls and appropriate quality assurance procedures. Proper operation and maintenance requires the operation of backup or auxiliary facilities or similar systems, installed by you only when the operation is necessary to achieve compliance with the conditions of the permit.

## J. INSPECTION AND ENTRY

You must allow the Department or an authorized representative upon the presentation of credentials and other documents as may be required by law, to do any of the following:

1. Enter your premises where a regulated facility or activity is located or conducted or where records must be kept under the conditions of this permit;
2. Have access to and copy at reasonable times, any records that must be kept under the conditions of this permit;
3. Inspect at reasonable times any facilities or equipment (including monitoring and control equipment) practices, or operations regulated or required under this permit; and
4. Sample or monitor at reasonable times, for the purposes of assuring permit compliance or as otherwise authorized by the CWA, any substances or parameters at any location.

## **K. PERMIT ACTIONS**

This permit may be modified, revoked and reissued, or terminated for cause. Your filing of a request for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition.

## **L. PERMIT TRANSFERS**

This permit is not transferable to any person except after notice to the Department. The Department may require modification or revocation and reissuance of the permit to change the name of the Permittee and incorporate such other requirements as may be necessary under the Act.

## **M. ANTICIPATED NONCOMPLIANCE**

You must give advance notice to the Department of any planned changes in the permitted small MS4 or activity which may result in noncompliance with this permit.

## **N. COMPLIANCE WITH STATUTES AND RULES**

1. The permit is issued under ADEM Admin. Code r. 335-6-6. All provisions of this chapter that are applicable to this permit are hereby made a part of this permit.
2. This permit does not authorize the noncompliance with or violation of any laws of the State of Alabama or the United States of America or any regulations or rules implementing such laws.

## **O. SEVERABILITY**

The provisions of this permit are severable, and if any provision of this permit or the application of any provision of this permit to any circumstance is held invalid, the application of such provision to other circumstances, and the remainder of this permit shall be affected thereby.

## **P. BYPASS PROHIBITION**

Bypass (see 40 CFR 122.41(m)) is prohibited and enforcement action may be taken against a regulated entity for a bypass; unless:

1. The bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
2. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during the normal periods of equipment downtime. This condition is not satisfied if the regulated entity should, in the exercise of reasonable engineering judgment, have installed adequate backup equipment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance.
3. The Permittee submits a written request for authorization to bypass to the Director at least ten (10) days prior to the anticipated bypass (if possible), the Permittee is granted such authorization, and the Permittee complies with any conditions imposed by the Director to minimize any adverse impact on human health or the environment resulting from the bypass.

The Permittee has the burden of establishing that each of the conditions of Part VII.P. have been met to qualify for an exception to the general prohibition against bypassing and an exemption, where applicable, from the discharge specified in this permit.

## **Q. UPSET CONDITIONS**

An upset (see 40 CFR 122.41(n)) constitutes an affirmative defense to an action brought for noncompliance with technology-based permit limitations if a regulated entity shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence, that:

1. An upset occurred and the Permittee can identify the specific cause(s) of the upset;
2. The Permittee's facility was being properly operated at the time of the upset; and

3. The Permittee promptly took all reasonable steps to minimize any adverse impact on human health or the environment resulting from the upset.

The Permittee has the burden of establishing that each of the conditions of Part VII.Q. of this permit have been met to qualify for an exemption from the discharge specified in this permit.

## **R. PROCEDURES FOR MODIFICATION OR REVOCATION**

Permit modification or revocation will be conducted according to ADEM Admin. Code r. 335-6-6-.17.

## **S. RE-OPENER CLAUSE**

If there is evidence indicating potential or realized impacts on water quality due to storm water discharge covered by this permit, the regulated entity may be required to obtain an individual permit or an alternative general permit or the permit may be modified to include different limitations and/or requirements.

## **T. RETENTION OF RECORDS**

1. The Permittee shall retain the storm water quality management program developed in accordance with Part III-V of this permit until at least five years after coverage under this permit terminates.
2. The Permittee shall retain records of all monitoring information including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of reports required by this permit, and records of all data used to complete the application of this permit, for a period of at least three (3) years from the date of the sample, measurement, report or application. This period may be extended at the request of the Director at any time.

## **U. MONITORING METHODS**

1. Monitoring must be conducted according to test procedures approved under 40 CFR Part 136, unless other test procedures have been specified in this permit.
2. Samples and measurements taken for the purpose of monitoring shall be representative of the monitored activity.

## **V. ADDITIONAL MONITORING BY THE PERMITTEE**

If the Permittee monitors more frequently than required by this permit, using test procedures approved under 40 CFR Part 136 or as specified in this permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the monitoring report. Such increased monitoring frequency shall also be indicated on the monitoring report.

## **W. DEFINITIONS**

1. Alabama Handbook means the latest edition of the Alabama Handbook for Erosion Control, Sediment Control, and Stormwater Management on Construction Sites and Urban Areas, Alabama Soil and Water Conservation Committee (ASWCC) published at the time permit is effective.
2. AWPCA means Code of Alabama 1975, Title 22, the Alabama Water Pollution Control Act, as amended.
3. Best Management Practices (BMPs) means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the State. BMPs also include treatment requirements, operating procedures, and practices to control runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.
4. Control Measure as used in this permit, refers to any Best Management Practice or other method used to prevent or reduce the discharge of pollutants to waters of the State.
5. CWA or The Act means the Clean Water Act (formerly referred to as the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972) Pub.L. 92-500, as amended Pub. L. 95-217, Pub. L. 95-576, Pub. L. 96-483 and Pub. L. 97-117, 33 U.S.C. 1251 et. seq.

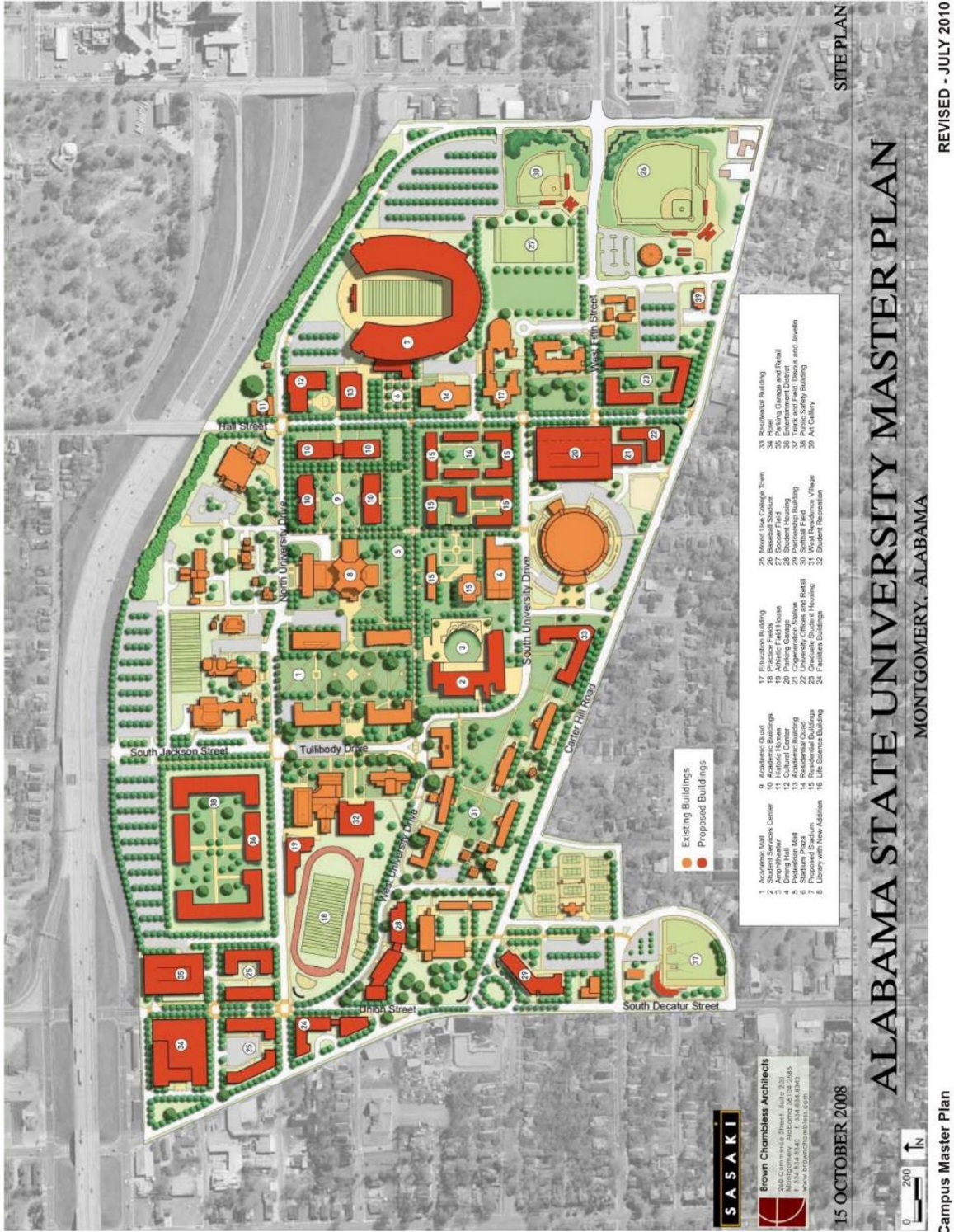
6. Department means the Alabama Department of Environmental Management or an authorized representative.
7. Discharge, when used without a qualifier, refers to “discharge of a pollutant” as defined as ADEM Admin. Code r. 335-6-6-.02(m).
8. Green Infrastructure refers to systems and practices that use or mimic natural processes to infiltrate, evapotranspire (the return of water to the atmosphere either through evaporation or by plants), or reuse storm water or runoff on the site where it is generated.
9. Hydrology refers to the physical characteristics of storm water discharge, including the magnitude, duration, frequency, and timing of discharge.
10. Illicit Connection means any man-made conveyance connecting an illicit discharge directly to municipal separate storm sewer.
11. Illicit Discharge is defined at 40 CFR Part 122.26(b)(2) and refers to any discharge to a municipal separate storm sewer that is not entirely composed of storm water, except discharges authorized under an NPDES permit (other than the NPDES permit for discharges from the MS4) and discharges resulting from fire fighting activities.
12. Indian Country, as defined in 18 USC 1151, means (a) all land within the limits of any Indian reservation under the jurisdiction of the United States Government, notwithstanding the issuance of any patent, and including rights-of-way running through the reservation; (b) all dependent Indian communities within the borders of the United States whether within the original or subsequently acquired territory thereof, and whether within or without the limits of a State, and (c) all Indian allotments, the Indian titles to which have not been extinguished, including rights-of-way running through the same. This definition includes all land held in trust for an Indian tribe.
13. Infiltration means water other than wastewater that enters a sewer system, including foundation drains, from the ground through such means as defective pipes, pipe joints, connections, or manholes. Infiltration does not include, and is distinguished from, inflow.
14. Landfill means an area of land or an excavation in which wastes are placed for permanent disposal, and which is not a land application unit, surface impoundment, injection well, or waste pile.
15. Large municipal separate storm sewer system means all municipal separate storm sewers that are either:
  - a. Located in an incorporated place (city) with a population of 250,000 or more as determined by the latest decennial census; or
  - b. Located in counties (these counties are listed in Appendix H of 40 CFR Part 122, except municipal storm sewers that are located in the incorporated places, townships or towns within such counties; or
  - c. Owned or operated by a municipality other than those described in Part VII.W.15.a. or b. and that are designated by the Director as part of the large or medium municipal separate storm sewer system; or
  - d. The Director may designate as a large municipal separate storm sewer system, municipal separate storm sewers located within the boundaries of a region defined by a storm water management regional authority based on a jurisdictional, watershed, or other appropriate basis that includes one or more of the systems described in Part VII.W.15.a., b. or c.).
16. Low Impact Development (LID) is an approach to land development (or re-development) that works with nature to manage storm water as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product.
17. Medium municipal separate storm sewer system means all municipal separate storm sewers that are either:
  - a. Located in an incorporated place (city) with a population of 100,000 or more but less than 250,000 as determined by the latest decennial census; or

- b. Located in counties (these counties are listed in Appendix I of 40 CFR Part 122, except municipal separate storm sewers that are located in the incorporated places, townships or towns within such counties; or
  - c. Owned or operated by a municipality other than those described in Parts VII.W.17.a. and b. and that are designated by the Director as part of the large or medium municipal separate storm sewer system; or
  - d. The Director may designate as a medium municipal separate storm sewer system, municipal storm sewers located within the boundaries of a region defined by a stormwater management regional authority based on a jurisdictional, watershed, or other appropriate basis that includes one or more of the systems as described in Parts VII.W.17.a., b. or c.
18. MEP is an acronym for “Maximum Extent Practicable,” the technology-based discharge standard for municipal separate storm sewer systems to reduce pollutants in storm water discharges that was established by CWA Section 402(p). A discussion of MEP as it applies to small MS4s is found at 40 CFR Part 122.34.
19. MS4 is an acronym for “Municipal Separate Storm Sewer System” and is used to refer to either a large, medium, or small municipal separate storm sewer system. The term is used to refer to either the system operated by a single entity or a group of systems within an area that are operated by multiple entities.
20. Municipal Separate Storm System is defined at 40 CFR Part 122.26(b)(8) and 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): (i) Owned or operated by 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, storm water, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States; (ii) Designed or used for collecting or conveying storm water; (iii) Which is not a combined sewer; and (iv) Which is not part of a Publicly Owned Treatment Works (POTW) as defined in ADEM Admin. Code r. 335-6-6-.02(nn).
21. NOI is an acronym for “Notice of Intent” to be covered by this permit and is the mechanism used to “register” for coverage under a general permit.
22. Permittee means each individual co-applicant for an NPDES permit who is only responsible for permit conditions relating to the discharge that they own or operate.
23. Point Source means any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agricultural storm water runoff.
24. Priority construction site means any qualifying construction site in an area where the MS4 discharges to a waterbody which is listed on the most recently approved 303(d) list of impaired waters for turbidity, siltation, or sedimentation, any waterbody for which a TMDL has been finalized or approved by EPA for turbidity, siltation, or sedimentation, and any waterbody assigned specific water quality criteria, such as Outstanding Alabama Water use classification, in accordance with ADEM Admin. Code r. 335-6-10-.09 and any waterbody assigned a special designation in accordance with ADEM Admin. Code r. 335-6-10-.10.
25. Qualifying Construction Site means any construction activity that results in a total land disturbance of one or more acres and activities that disturb less than one acre but are part of a larger common plan of development or sale that would disturb one or more acres. Qualifying construction sites do not include land disturbance conducted by entities under the jurisdiction and supervision of the Alabama Public Service Commission.
26. Qualifying New Development and Redevelopment means any site that results from the disturbance of one acre or more of land or the disturbance of less than one acre of land if part of a larger common plan of development or sale that is greater than one acre. Qualifying new development and redevelopment does

not include land disturbances conducted by entities under the jurisdiction and supervision of the Alabama Public Service Commission.

27. Small municipal separate storm sewer system is defined at 40 CFR Part 122.26(b)(16) and refers to all separate storm sewers that are 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, storm water 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 water of the United States, but is not defined as "large" or "medium" municipal separate storm sewer system. 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.
28. Storm water is defined at 40 CFR Part 122.26(b) (13) and means storm water runoff, snow melt runoff, and surface runoff and drainage.
29. Storm Water Management Program (SWMP) refers to a comprehensive program to manage the quality of storm water discharged from the municipal separate storm sewer system.
30. SWMP is an acronym for "Storm Water Management Program."
31. Total Maximum Daily Load (TMDL) means the calculated maximum permissible pollutant loading to a waterbody at which water quality standards can be maintained. The sum of wasteload allocations (WLAs) and load allocations (LAs) for any given pollutant.
32. You and Your as used in this permit is intended to refer to the Permittee, the operator, or the discharger as the context indicates and that party's responsibilities (e.g., the city, the country, the flood control district, the U.S. Air Force, etc.).

# Appendix B – ASU MS4 Boundary Map





## **Appendix C – Sampling Plan and Results for Dissolved Oxygen and Organic Enrichment in Stormwater Discharge**





# Sampling Plan for Dissolved Oxygen and Organic Enrichment in Stormwater Discharge

As a requirement of Alabama State University's NPDES Phase II Municipal Separate Storm Sewer System (MS4) Permit, the University must demonstrate that its discharges do not cause or contribute to the impairment of an impaired water body.

Alabama State University's MS4 boundary is surrounded by the City of Montgomery's MS4. Stormwater flows from within the University's closed stormwater sewer system into the City of Montgomery's closed stormwater sewer system. The majority of ASU's runoff eventually drains into Catoma Creek via the City of Montgomery's MS4.

Catoma Creek was added to the State of Alabama's 303(d) list of impaired waters in 1996. Catoma Creek was impaired for Low Dissolved Oxygen (DO) and Organic Enrichment from non-point source (NPS) and MS4 pollutant loadings. The EPA approved a Total Maximum Daily Load (TMDL) for the impaired stream in 2005. ASU property makes up less than 0.07% of the total watershed of Catoma Creek.

## A. Sampling Plan Objectives

This plan includes sampling of observed discharge from the University's stormwater system to establish whether or not the discharge contributes to the impairment of Catoma Creek via the City of Montgomery's MS4. This plan will become a part of the University's Stormwater Management Program Plan (SWMPP) and results will be documented in the next Annual Report.

This plan will address pollutants of concern related to the impairment of Catoma Creek, which are summarized below in Table 1.

Table 1: Pollutants of concern and parameters contributing to the impairment of Catoma Creek.

Pollutant of Concern	Parameter
Dissolved Oxygen (DO)	Levels Below 5 mg/l
Organic Enrichment	Ultimate Carbonaceous Biochemical Oxygen Demand (CBOD <sub>u</sub> )
	Nitrogenous Biochemical Oxygen Demand (NBOD)

## B. Sampling

### 1. Sampling Procedures

This plan includes sampling for DO, CBOD<sub>u</sub>, and NBOD. All samples will be collected and analyzed in accordance with methods approved by the EPA under 40 CFR Part 136. This sampling method is located in The Standard Methods for the Examination of Water and Wastewater. In particular, this method is referred to as method 5210B-2011 and is known as the 5-day BOD test. The collection and analysis methods for each sampling parameter are summarized below in Table 2.



Table 2: Collection and analysis methods for each sampling parameter.

Sampling Parameter	Collection Method	Analysis Method
DO (mg/l)	Grab Sample	DO meter
CBOD <sub>u</sub> (mg/l)	Grab Sample	Laboratory Analysis
NBOD (mg/l)	Grab Sample	Laboratory Analysis

To ensure reliable results, the grab samples will be collected and analyzed using the following guidelines:

- Grab samples will be collected at the sampling location.
- A pole with a sampling container attached to the end, or other appropriate sampling apparatus, will be utilized to collect samples from the specified outfall location.
- DO will be measured on-site using a DO meter. The DO meter will be calibrated prior to the sampling event. Results will be recorded in the field on the sampling form (Appendix A) and reported in the annual report.
- Samples for laboratory analysis:
  - The lab will be contacted prior to collecting samples to ensure the samples can be analyzed within appropriate holding times.
  - Sample bottles will be labeled with location, date, time, sample collector, analysis, and preservative type.
  - The samples will be collected using 60 mL glass bottles provided by the analytical laboratory.
  - The samples will be placed in a cooler partially filled with ice to maintain a temperature of approximately 4°C until it is delivered to the lab. To ensure temperature compliance, a temperature blank will be included in the cooler along with the sample.
  - A completed chain-of-custody form will be enclosed in a resealable plastic bag inside the cooler.
  - Same-day or overnight delivery will be arranged for the samples to be transported to the lab.
  - Laboratory analysis will be performed in accordance with method 5210B-2011, specified in 40 CFR Part 136.

### 3. Sampling Location

Initial sampling will take place at one outfall located in the northwest corner of campus. This site was identified as the only potential source for runoff impairment. During dry weather screening, this was the only outfall where baseflow was observed. Flow during dry weather could indicate a potential source for cross connection with the sanitary sewer system, which could cause stormwater impairment.

No surface activities occur on campus that could be a potential source of pollutants in runoff. No spills have been identified and pets are not allowed on campus. The site is further described below in Table 3 and is depicted on a map in Figure 1.



Table 3: Sampling location and description.

Sampling Station Number	Outfall ID <sup>1</sup>	Location	Description	Latitude/Longitude
1	19	East of the football field	Grated drop inlet	32.364969°, -86.297584°

<sup>1</sup>Identified in the Stormwater Outfall Mapping and Screening Report.



Figure 1: Aerial view of the sampling location.

### C. Sampling Frequency

Initial sampling will be conducted once during the Spring of 2021. Sampling frequency will be reevaluated if additional analysis is deemed necessary to achieve the objectives of this plan.

### D. Records Retention

The progress and results of sampling will be reported each year in the SWMPP Annual Report. Records of all sampling will be retained for a minimum of three years after a sample is taken.



## E. Responsibility

Alabama State University is solely responsible for the requirements of its NPDES permit for municipal discharges. The University's Facilities Management and Operations Department coordinates the work of consultants and contractors to achieve compliance in this area of the permit. Mr. Donald Dotson is currently managing the University's sampling effort. Mr. Dotson may be reached at:

Donald Dotson  
Vice President of Facilities Management and Operations  
Alabama State University  
915 South Jackson Street  
Montgomery, AL 36104  
334-229-6965 office  
334-300-6784 mobile  
[ddotson@alasu.edu](mailto:ddotson@alasu.edu)



APPENDIX A:  
Sampling Form

Alabama State University Stormwater Management Program  
Dissolved Oxygen Sampling Form

Date of Sample	Time of Sample	Sampling Station	Temperature (°C)	DO Reading (mg/L)	Sampled by	Notes
4/6/2021	9:00 AM	1	19.1	9.45	AD	Temperature and DO measured using a YSI ProODO meter and probe

# STILLBROOK

Environmental Testing Laboratory, Inc.

302 Crawford Street

Fairfield, AL 35064

Phone:(205)788-1750 Fax:(205)788-1747

Lab Invoice #:

44055

Invoice Date:

April 12, 2021

Client: V2787  
Volkert, Inc.  
7110 University Court  
Montgomery, AL 36117  
U.S.A.

P.O. # and/or Project I.D.

Terms

ASU Montg 4/2/21

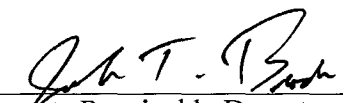
Net 30 Days

Quantity	Test #	Test Description	Unit Price	Subtotal
2	5210B	BOD-5day	\$ 18.00	\$ 36.00
2	5210BC	CBOD-5day	\$ 18.00	\$ 36.00
			<b>Total</b>	<b>\$ 72.00</b>

### Credit Card Payment Information

Name On Card \_\_\_\_\_ Card Type: MC Visa Amex Disc (Please Circle)  
\_\_\_\_\_ Card Number \_\_\_\_\_  
Billing Address \_\_\_\_\_ Expiration Date \_\_\_\_\_  
\_\_\_\_\_ Security Code (If Needed) \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_ Signature X \_\_\_\_\_

Please include invoice number on payment check.

  
Accounts Receivable Department

# STILLBROOK

Environmental Testing Laboratory, Inc.

302 Crawford Street

Fairfield, AL 35064

(205) 788-1750

Lab Invoice #: 44055

**Client:** Mr. Casey Nowell  
Volkert, Inc.  
7110 University Court  
Montgomery, AL 36117

**Date:** April 12, 2021

**Project Name:** ASU  
**Project Location:** Montgomery  
**Sample Matrix:** Water

**Project Number:** N/A  
**P.O. Number:** N/A

**Sampled By:** Casey Nowell

**Date Collected:** April 2, 2021

**Test Method:** "Standard Methods for the Examination of Water and Wastewater", 20th Edition.

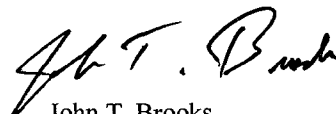
## WATER AND WASTEWATER ASSAYS

Lab I.D.:	108038	108039		Detection Limit/Units	Method Reference	Date Analyzed	Time Analyzed	Lab Analyst
Field I.D.:	#1	#2						
PARAMETERS				D.L./UNITS	NUMBER	DATE	TIME	ANALYST
BOD-5day	BDL	1		1 mg/L	5210B	2 thru 7-Apr-21	1630	MD
CBOD-5day	BDL	BDL		1 mg/L	5210B	2 thru 7-Apr-21	1630	MD

Detection limit, practical

BDL=Below Detection Limit

Respectfully submitted,



John T. Brooks  
President







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## Appendix D - SWMPP Measures and Goals Summary Table

**SWMPP MEASURES AND GOALS SUMMARY TABLE**

✓	Minimum Control Measure	Practice/Goal Description	Actions	Goal Date/Frequency	Responsible
	<b>1. Public Education and Public Involvement on Stormwater Impacts</b>	1.1 Stormwater Management Program Plan (SWMPP)	review annually, update if necessary	<b>5/31 Annually</b>	Facilities and Operations Department
		1.2 SWMP Annual Report	create and submit to ADEM annually	<b>5/31 Annually</b>	Facilities and Operations Department
		1.3 ASU Stormwater Webpage	Review annually, update if necessary	<b>3/31 Annually</b>	Technology Services
		1.4 University Staff Training	Train staff annually	<b>3/31 Annually</b>	Facilities and Operations Department
		1.5 Storm Drain Marking	Maintain storm drain markings as needed	<b>Ongoing</b>	Facilities and Operations Department
		1.6 Social Media Postings	develop consistent message during the 2022/2023 academic year, implement during the 2023/2024 academic year	<b>March 31, 2024</b>	Technology Services
		1.7 Stormwater Awareness Surveys	Implement during the 2022/2023 academic year	<b>March 31, 2024</b>	Technology Services
	<b>2. Illicit Discharge Detection and Elimination (IDDE) Program</b>	2.1 Outfall Inventory and Mapping	update 100% of outfall mapping once per permit term	<b>Complete</b>	Facilities and Operations Department
		2.2 Outfall Screening	screen 100% of all outfalls once per permit term	<b>Complete</b>	Facilities and Operations Department
		2.3 IDDE Awareness Training	Provide IDDE training to facility staff once per permit term	<b>Complete</b>	Facilities and Operations Department
	<b>3. Construction Site Stormwater Runoff Control</b>	3.1 Construction Site Plan Review for New and Redevelopment	review plans as submitted	<b>Ongoing</b>	Program Management team under Facilities and Operations Department
		3.2 Construction Site Inspection and Reporting	review procedures annually, update if necessary; inspect construction activities per required frequencies	<b>Ongoing</b>	Facilities and Operations Department
		3.3 Construction Site Inventory	maintain an inventory of construction sites	<b>Ongoing</b>	Facilities and Operations Department
	<b>4. Post-Construction Stormwater Management in New Development and Redevelopment</b>	4.1 Post-Construction Procedures for New and Redevelopment	review once per permit term, update if necessary	<b>March 31, 2024</b>	Facilities and Operations Department
		4.2 Policy/Procedures for Maintenance of Stormwater Controls	review once per permit term, update if necessary	<b>March 31, 2024</b>	Facilities and Operations Department
		4.3 Plan Review for New and Redevelopment	review plans as submitted	<b>Ongoing</b>	Facilities and Operations Department
		4.4 Promote Low Impact Development (LID)/Green Infrastructure	encourage LID/green infrastructure	<b>Ongoing</b>	Facilities and Operations Department
	<b>5. Pollution Prevention/Good Housekeeping for Municipal Operations</b>	5.1 Facilities Visual Audit	Complete facilities inspection including checklists and procedures for correcting noted deficiencies	<b>March 31, 2025</b>	Facilities and Operations Department
		5.2 Standard Operating Procedures	maintain and update SOP's as needed	<b>Ongoing</b>	Facilities and Operations Department
		5.3 Staff Training of Standard Operating Procedures	Incorporate SOP staff training into monthly safety meetings	<b>March 31, 2024</b>	Facilities and Operations Department
		5.4 Motor Oil Disposal	recycle as needed	<b>Continual</b>	Facilities and Operations Department
		5.5 Cooking Oil Disposal	recycle as needed	<b>Continual</b>	Concessionaire Under Facilities and
		5.6 Campus Trash Pick-up	trash receptacles emptied on a weekly basis	<b>Continual</b>	Facilities and Operations Department
		5.7 Vegetated Debris Collection	vegetation debris disposal after all landscape maintenance	<b>Continual</b>	Facilities and Operations Department



## Appendix E – Stormwater Awareness Survey

# ASU's Stormwater Awareness Survey

Please submit feedback regarding the Alabama State University's MS4 program.

\* Indicates required question

---

1. 1. Which ASU community member type best fits you? \*

Mark only one oval.

- Student
- Faculty/Staff
- Other: \_\_\_\_\_

2. 2. Were you aware before now that ASU has a stormwater management program that protects local waterways and satisfies regulatory requirements? \*

Mark only one oval.

- Yes
- No

3. 3. Have you noticed the storm drain markings on ASU's campus? \*

Mark only one oval.

- Yes
- No

4. 4. Did you know before now that stormwater runoff from ASU's campus drains directly into local waterways?

Mark only one oval.

- Yes
- No

5. 5. Did you know before now that is illegal and against ASU policy to dump wastewater containing soap, paint, cleaning products, grease, oil or other pollutants into the streets or storm drains? \*

Mark only one oval.

- Yes
- No

6. 6. In the last year or so, have you seen or heard anything about ways that people can help prevent water pollution on campus? (e.g., campus events, handouts, flyers, signs, online content, campus announcements, classroom instruction, training material)

Mark only one oval.

- Yes
- No

7. 7. Did you know before now that you can report possible water pollution incidents, leaks, and spills directly to campus security?

Mark only one oval.

- Yes
- No

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Google Forms



## Appendix F – Outfall Mapping and Screening Report



## Stormwater Outfall Mapping and Screening Report

As a requirement of Alabama State University's NPDES Municipal Separate Storm Sewer System (MS4) permit for municipal discharges, the University is required to implement a continual program of detecting and eliminating, to the maximum extent practicable, illicit discharges into its MS4. For the 2019-2020 reporting cycle, Alabama State University dedicated resources to complete outfall mapping and screening for the entire campus in one operational effort. Volkert assisted the University with this work.

Outfall mapping and screening is a part of the University's illicit discharge detection and elimination (IDDE) program and was conducted in accordance with the University's *Outfall Mapping and Screening Plan August 2019*. This effort resulted in an inventory of all known stormwater outfalls as defined by Alabama State University's Stormwater Management Program Plan (SWMPP).

14 outfalls were discovered and mapped within the University's MS4. Due to a 72-hour dry antecedent period prior to the mapping effort, dry weather screening was also performed as a part of a program designed to detect and address non-stormwater discharges within the University's MS4. 100% of the University's 14 outfalls were screened for potential illicit discharges. Of the 14 outfalls identified, six outfalls were located near the Carter Hill Road corridor to the south of campus, six outfalls were identified in the northwest corner of campus, and two outfalls were identified along Pineleaf Street on the eastern extent of campus.

To facilitate the mapping and screening effort, Volkert utilized GPS technology via a tablet-based ARCGIS program to locate and store the data associated with each outfall in a GIS layer.

Field observation to identify and locate outfalls includes collection of the following data and attributes:

- Outfall coordinates
- Conveyance type (ditch, culvert, pipe, etc.)
- Conveyance shape
- Conveyance size (pipe diameter, ditch width and depth, box culvert dimensions, etc.)
- Conveyance material (RCP, PVC, CMP, etc.)
- Outfall condition
- Outfall receiving water
- Photo of each outfall

For the purpose of this mapping effort, the definition of an outfall is as follows:

**Outfall** - *a location where concentrated stormwater runoff discharges, primarily from constructed conveyances, leave the influence of land uses within developed areas of the University's MS4 boundary, flowing toward the boundary of another MS4 or to a water of the State, as identified on the most current version of the National Hydrography Dataset maintained by the USGS.*

Given that Alabama State University's MS4 boundary is surrounded by the City of Montgomery's MS4, stormwater flows from within the University's closed stormwater sewer system into the City of



**NPDES Permit ALR040065  
Outfall Mapping and Screening Report**

Montgomery's closed stormwater sewer system. For this outfall mapping effort, outfalls were located at the closest accessible location along the conveyance prior to leaving the University's MS4 boundary.

In order to locate these outfall locations, the Volkert team analyzed the natural topography of the land in relation to the MS4 boundary and waters of the state to identify areas of potential outfalls. Once these zones were identified, the team walked these areas to locate outfalls as defined above and stored the data within the ARCGIS program.

Outfall screening observations were made during the mapping effort and described within the ARCGIS program. All discharges were screened for potential illicit discharges. The initial screening performed during this effort was basic, utilizing characteristics observed based on odor, color, turbidity, and presence of floatables to eliminate or to help identify the potential illicit discharges.

No potential illicit discharges were observed in any of the University's stormwater outfalls during the outfall mapping and screening effort.

Mapping and screening of Alabama State University's outfalls began and was completed in September 2019. This satisfies the NPDES permit requirements to screen 100% of the University's known outfalls within a five-year permit cycle.

Attached is a spreadsheet that lists all known outfalls within Alabama State University's MS4 boundary. Additional documentation and GIS data will be kept on file by Volkert and are available as needed.



# ALABAMA STATE UNIVERSITY OUTFALL KEY MAP



FIGURE 1

FIGURE 2

FIGURE 3

- LEGEND**
- = OPEN CONVEYANCE OUTFALL
  - = ENCLOSED CONVEYANCE OUTFALL
  - = CITY OF FULTONDALE MS4 BOUNDARY

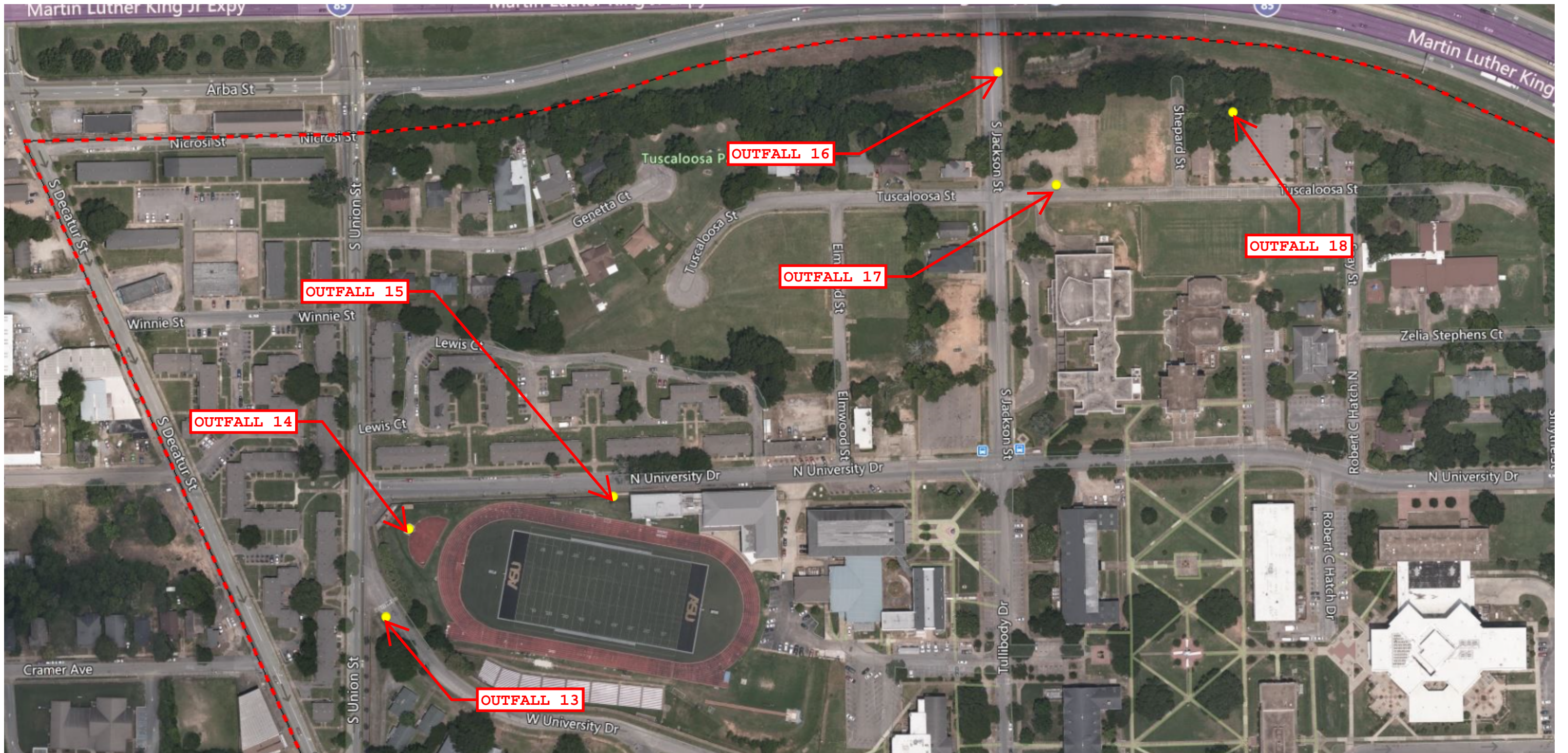


FIGURE 1



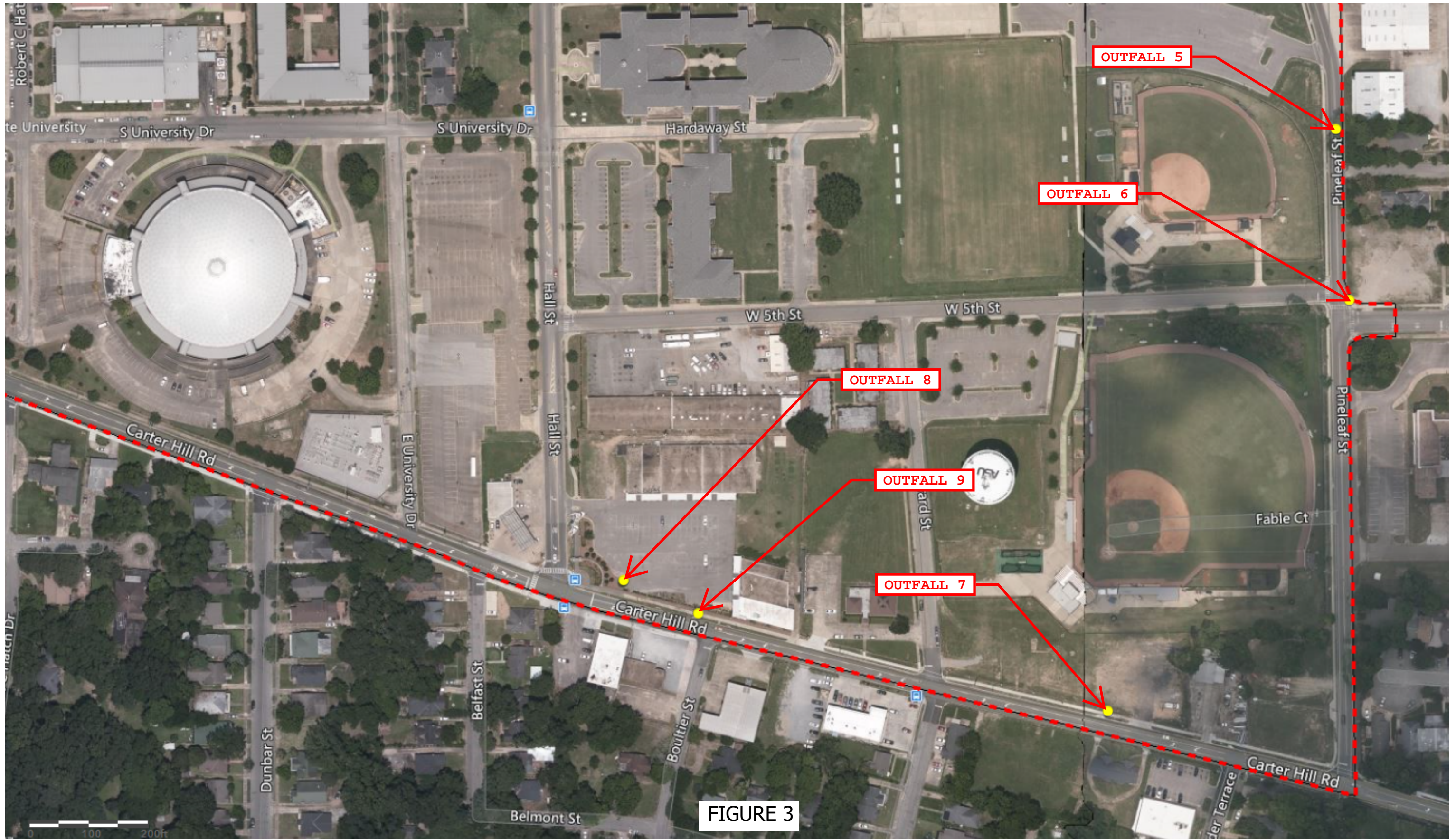


FIGURE 3





Photo 1: View of outfall 5 in.



Photo 2: View of outfall 5 out.



Photo 3: View of outfall 6 in.



Photo 4: View of outfall 6 out.



Photo 5: View of outfall 7 in.



Photo 6: View of outfall 7 out.





Photo 7: View of outfall 8 in.



Photo 8: View of outfall 8 out.



Photo 9: View of outfall 9 in.



Photo 10: View of outfall 9 out.



Photo 11: View of outfall 10 in.



Photo 12: View of outfall 10 out.



Photo 13: View of outfall 11 in.



Photo 14: View of outfall 11 out.



Photo 15: View of outfall 12 in.



Photo 16: View of outfall 12 out.



Photo 17: View of outfall 13 in.



Photo 18: View of outfall 13 out.



Photo 19: View of outfall 14 in. Inlet is out of the picture below the steps.

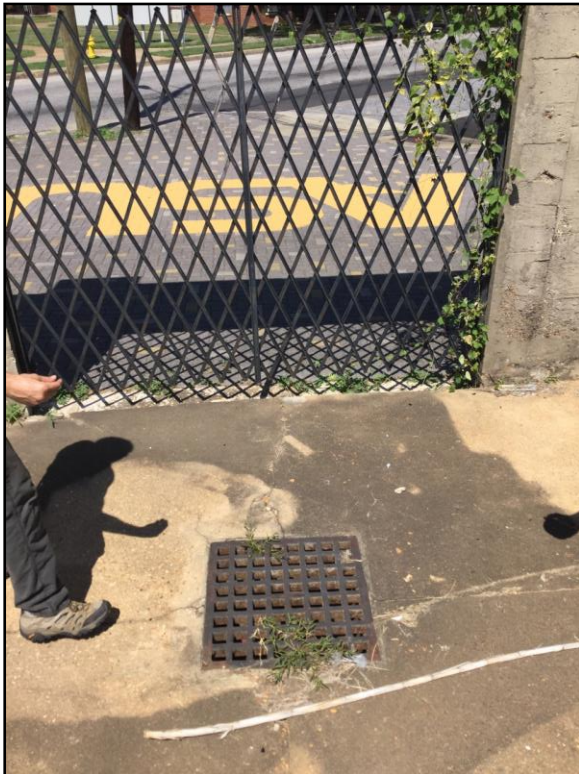


Photo 20: View of outfall 14 out.



Photo 21: View of outfall 15 in.



Photo 22: View of outfall 15 out.





Photo 23: View of outfall 16 in.



Photo 24: View of outfall 16 out.



Photo 25: View of outfall 17 in.



Photo 26: View of outfall 17 out.



**Photo 27: View of outfall 18 in.**



**Photo 28: View of outfall 18 out.**



## Appendix G – IDDE Awareness Training Material



## Alabama State University Stormwater Management Program

### Illicit Discharge Detection and Elimination (IDDE)

For our purposes, an illicit discharge is any runoff from the university that is not composed entirely of stormwater, unless authorized by regulation.

#### What to Look for:

- Draining water during dry periods. If it hasn't been raining, it shouldn't be draining.
- Runoff with unusual color (green, brown, orange, gray, yellow, red)
- Runoff with unusual odor (sewage, sour/rancid, sulfur, petroleum/fuel)
- Turbidity (cloudiness)
- Floatables (sewage/toilet paper, suds, oil sheen)

Illicit discharges may enter the storm sewer system through either direct connections such as wastewater piping, either mistakenly or deliberately connected to the storm drains. It may also enter through indirect connections, such as infiltration into the MS4 from cracked sanitary systems, leaks and spills collected by drain outlets, paint or used oil dumped directly into a drain, or water that is used to wash vehicles.

The result is untreated discharges that potentially contribute high levels of pollutants, including heavy metals, toxics, oil and grease, solvents, nutrients, viruses, and bacteria to receiving waterbodies. Pollutant levels from these illicit discharges have been shown in EPA studies to be high enough to significantly degrade receiving water quality and threaten aquatic, wildlife, and human health.

#### Potential Sources:

- Sanitary wastewater
- Paint and chemical leaks and spills
- Motor oil, gasoline, and coolants from leaking equipment and vehicles
- Improper disposal of motor oil, pesticides/herbicides, coolants, paints, cooking oils and grease
- Car wash wastewaters
- Cafeteria related wastewaters
- Laundry wastewaters

#### What to do:

- Be on the lookout for suspicious water draining at inappropriate times and places.
  - Pay particular attention around ditches, creeks, inlets, and pipe outlets.
-



- If you notice potential illicit discharge, tell your supervisor.
- Supervisors, notify Mr. Donald Dotson immediately for follow up investigation.
- Mr. Donald Dotson will need the location, description, and date/time of discovery.

Alabama State University is a campus that values our environment, including our local bodies of water. The University is going to continue to take steps towards ensuring that our facilities and surrounding environments are upheld for future generations.

This information sheet is provided to University employees as a part of a series of training intended to increase awareness of ASU's Stormwater Management Program and its MS4 responsibilities. For more information regarding this topic, our obligations, or our program, please contact Mr. Donald Dotson.

Mr. Donald Dotson  
Vice President of Facilities Management & Operations  
Alabama State University  
915 South Jackson Street  
Montgomery, AL 36104  
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## Appendix H – Construction Site Inspection Form



## MS4 CONSTRUCTION STORMWATER INSPECTION FORM

### SECTION I. FACILITY INFORMATION

Facility Name:
Facility Type:
Facility Address:
Permittee Name:
Permit Number:
Owner/ Operator contact Information (name, address, phone, email):

### SECTION II. INSPECTION SUMMARY

Inspection Date:	
Inspector Name and Title:	
Inspector Signature:	
Type of inspection (circle one): Monthly, Rainfall (depth - ___"), Complaint (details provided with comments)	
Operator onsite and aware of inspection results (Y/N, remarks):	
Facility ID Posted (Y/N)	Rain Gauge Onsite (Y/N)

**Observations:**

Provide a description of the stormwater BMP condition that may include, but not limited to, the quality of vegetation and soils, inlet and outlet channels and structures, embankments, slopes and safety benches, spillways, weirs, and other control structures; and sediment and debris accumulation in storage and forebay areas as well as in and around inlet and outlet structures.

Receiving Water	Discharge Point	BMP Condition (satisfactory, unsatisfactory, noncompliant)	Remarks






General Comments:
Items for Follow-up:

**SECTION III. REPORT NOTES**

Alabama State University (ASU) requires that all qualifying construction activity operators obtain appropriate NPDES permit coverage from ADEM. The University also requires operators to perform all required regulatory inspections. This report should not be confused with inspection documentation required by the Construction General Permit. This form serves as documentation of the University’s enforcement of its expectations regarding construction stormwater management on campus property as a part of its MS4 obligations.

**Attach photographic documentation of any issues and/or concerns.**



## Appendix I – Facility Inspection Checklist

## Pollution Prevention/Good Housekeeping Facility Checklist

Inspectors Name: \_\_\_\_\_

Date of Inspection: \_\_\_\_\_

Facility Inspected: \_\_\_\_\_

	Yes	No	N/A
<b>Maintenance</b>			
<b>Vehicle Maintenance</b>			
Indicators observed of vehicles leaking oil or other fluids? Indicators observed of leaks drips, or spills?			
Any containers of fluids on the ground or exposed to precipitation?			
Any batteries stores outside or exposed to precipitation?			
Any oily vehicle parts exposed to precipitation?			
Are vehicles maintained near storm drains?			

<b>Vehicle Washing</b>			
Are any scrub brushes, detergents, or other chemicals outdoors or in the area of spigots?			

<b>Vehicle Storage</b>			
Indicators observed of vehicles leaking oil or other fluids? Indicators observed of leaks, drips, or spills?			
Indicators observed of corrosion on vehicles that could affect water quality or possibly cause chemical releases in the future?			
Any containers of fluids on the ground or exposed to precipitation?			
Any batteries stores outside or exposed to precipitation?			
Any oily vehicle parts exposed to precipitation?			
Are vehicles maintained near storm drains?			

<b>Chemical Storage</b>			
Indicators observed of chemicals stored outdoors or exposed to precipitation?			
Indicators observed of chemical containers leaking?			
Chemical containers not labeled or labeled incorrectly?			
Chemical stores in high traffic areas or overhead?			

<b>Fueling Areas</b>			
Indicators observed of vehicles leaking oil or other fluids? Indicators observed of leaks, drips, or spills?			
Indicators observed of corrosion on fueling containers that could affect water quality or possibly cause chemical releases in the future?			
Any containers of fluids on the ground or exposed to precipitation?			
Spill kits need maintenance?			

<b>Dumpsters</b>			
Are dumpsters open?			
Are dumpsters leaking?			

	Yes	No	N/A
<b>Outdoor Material Storage</b>			
Any soluble materials exposed to precipitation?			
Any potentially hazardous material that could affect water quality exposed to precipitation?			
Are materials containing possible contaminants stored near storm inlets?			
Do any material storage containers have tops that are not sealed?			
Are any material that are stored degrading, leaking, or corroding?			

<b>Outdoor Loading</b>			
Observed oil drippings, spills or leaking vehicles?			
Observed loading material spillage?			
Does loading area have significant trash, dirt, or debris accumulation?			

**Comments**



## **Appendix J – Standard Operating Procedures for Pollution Prevention and Good Housekeeping**

Pollution Prevention / Good Housekeeping

**SOP: CATCH BASIN/INLET CLEANING AND MAINTENANCE**

**Purpose:**

To establish catch basin/inlet cleaning and maintenance procedures to prevent sediments, organic matter, and litter from clogging in the storm drain system and minimize the transport of sediments and pollutants into receiving waterbodies.

**Procedures:**

1. Complete periodic inspections of storm sewer infrastructure.
2. Maintain a list of inlets and catch basins that are consistently problematic in order to provide more frequent maintenance or inform future infrastructure improvement planning.
3. Document the location of the structure and details of the cleaning operation for future reference.
4. Start cleaning drainage basins from the most upstream point and work downstream.
5. Visually inspect the structure for any signs of cracks, leaks, and structural integrity.
6. Clean sediment and debris from the inlet grate and riser.
7. The following methods can be used to clean the inside of an inlet:
  - Manually remove sediments using a shovel/other tools
  - Utilize mechanical equipment to remove debris by suction
  - Spray a high-pressure washer and capture the slurry with a vacuum
8. Properly dispose of all materials removed from inlets and catch basins.
9. If conditions such as the following are found in inlets and catch basins, preventative measures should be taken to identify the source of the illicit discharge and eliminate it:
  - Abnormal colored water or staining
  - Abnormal odors
  - Petroleum sheen or suds
  - Intentionally placed trash or debris
10. If contamination is suspected, contact the VP of Facilities Management & Operations immediately:

Mr. Donald Dotson  
Vice President of Facilities Management & Operations  
Alabama State University  
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Pollution Prevention / Good Housekeeping

**SOP: GENERAL HOUSEKEEPING FOR CAMPUS FACILITIES**

**Purpose:**

To establish procedures for maintaining clean and orderly campus facilities, including transportation, grounds, and buildings (painting, electrical, HVAC, plumbing, and crafts), to minimize the potential for pollutants to enter our stormwater system.

**Procedures:**

1. Perform routine straightening and cleaning of the facility.
2. Perform regular inspections of the facility for spills/leaks and ensure effective practices are implemented.
3. Properly label all containers.
4. Properly store materials in covered areas away from drains to prevent rain and runoff from washing leaks and spills into stormwater conveyances.
5. Store petroleum products, hazardous substances, and other liquids within secondary containment.
6. Store, apply, use, and dispose of hazardous materials, such as pesticides and paints, in accordance with the manufacturer's recommendations and labeling.
7. Maintain an inventory to ensure that all stored materials are accounted for and to minimize the amount being stored.
8. Purchase products in useable amounts to avoid long-term storage.
9. Ensure used cooking oil and motor oil are placed within appropriate pick-up containers for the University's oil recycling program.
10. Designate areas for vehicle and equipment maintenance, washing, and fueling.
11. Provide an adequate amount of trash receptacles and perform routine trash pick-up.
12. Regularly pick-up and dispose of litter and debris on campus.
13. Perform routine maintenance to clean stormwater inlets.
14. Conduct regular employee training to reinforce proper housekeeping.

Pollution Prevention / Good Housekeeping

**SOP: PAINTING**

**Purpose:**

To establish proper storage, handling, and disposal procedures for paint and paint-based products to prevent pollutants from entering into the storm sewer system.

**Procedures:**

1. Do not buy more paint than necessary and recycle or properly dispose of any extra paint.
2. Whenever possible, use less-toxic paints such as latex or water-based paints.
3. Store paints and waste paint products in covered containers.
4. Never dispose of paint or waste paint products into a drain or onto the ground.
5. Latex and water-based paint disposal:
  - All residual/leftover latex and water-based paint must be hardened or dried before disposal.
  - If paint cans are less than  $\frac{1}{4}$  full:
    - Remove the lid and place the can in a covered, well ventilated area away from any drains and allow a few days for the paint to dry.
    - To speed up the process, stir in an absorbent material such as clay kitty litter, sawdust, or leftover concrete mix (optional).
  - If paint cans are more than  $\frac{1}{4}$  full:
    - Add waste paint hardener to paint can (one packet or one cup generally treats up to one gallon of paint). Mulch, kitty litter, or shredded paper may also be used as a bulking/drying agent but will take longer to solidify paint.
    - Stir/mix thoroughly and set aside for at least 30 minutes.
    - Once paint is a tacky, oatmeal-like consistency and will not spill out, it is ready for disposal.
  - Once paint cans are dried, place cans and lids into a plastic trash bag with regular trash.
6. Oil-based paint disposal:
  - Empty oil-based paint cans may be disposed of with regular trash.
  - Any leftover oil-based paints must be disposed of as hazardous waste.
  - Empty aerosol cans, which held oil-based products, may be disposed of with regular trash.
  - If aerosol cans still contain oil-based product, they must be disposed of as hazardous waste.



Pollution Prevention / Good Housekeeping

## **SOP: PESTICIDES AND HERBICIDES**

### **Purpose:**

To establish proper storage, application, and disposal procedures for herbicides and pesticides to prevent contaminating stormwater.

### **Procedures:**

#### **Storage**

1. Store all chemicals in accordance with the manufacturer's recommendations, the Alabama Department of Agriculture and Industries, and any local requirements.
2. Store all pesticide and herbicide containers in a covered area away from drains to prevent chemicals from washing into runoff and the storm sewer system.
3. Regularly inspect pesticide and herbicide containers and storage areas for leaks and spills.
4. Maintain an inventory to ensure that all stored materials are accounted for and to minimize the amount being stored.
5. Only order the amount needed to minimize excess materials requiring storage and disposal.
6. Always empty application equipment prior to storage. The occurrence of a spill or leak is much more likely in equipment rather than the recommended storage containers.

#### **Application**

1. Only use pesticides and herbicides when necessary.
2. Use manual/mechanical methods to control weeds and pests whenever possible rather than chemical methods.
3. Research and implement, if appropriate, alternative measures for weed and pest control such as Integrated Pest Management strategies, biorational insecticides (natural soaps and oils), or biological controls.
4. Never apply pesticides and herbicides prior, during, or directly after a rain event.
5. Only apply pesticides and herbicides in affected areas instead of general location application.
6. Only mix and handle pesticides and herbicides in areas that are contained, and immediately clean up any spills.
7. Inspect application equipment prior to use to ensure that no cracks or holes exist which could allow leakage.

#### **Disposal**

1. Only rinse equipment when necessary.
2. Use rinse water to dilute the next mix as long as application rates are not exceeded.
3. Prior to disposing of pesticide and herbicide containers, triple rinse the insides to remove excess residues.
4. If pesticides and herbicides need to be disposed of, follow manufacturer's direction, labeling and applicable regulation.

Pollution Prevention / Good Housekeeping

**SOP: VEHICLE AND EQUIPMENT FUELING**

**Purpose:**

To establish vehicle and equipment fueling procedures to prevent petroleum products from entering into the storm sewer system.

**Procedures:**

1. Fuel vehicles and equipment in designated areas (preferably covered) and ensure that these areas do not drain to stormwater conveyances.
2. Maintain fuel storage tanks in accordance with local, state and federal laws.
3. Keep fueling areas clean and take steps to prevent spills.
4. Have absorbent spill cleanup kits and materials available at fueling areas.
5. Ensure that spill containment provisions are in place and functioning properly.
6. Know the procedures for spill cleanup and notification.
7. Do not hose down fuel spills with water. Use dry cleanup methods such as a squeegee and absorbing materials.
8. Only use fueling hoses that have check valves to prevent spilling once filling has commenced.
9. Fuel carefully to minimize drips to the ground surface as much as possible.
10. Use drip pans during fueling to collect leaks whenever possible.
11. Do not top off or overfill fuel tanks.

Pollution Prevention / Good Housekeeping

**SOP: VEHICLE AND EQUIPMENT MAINTENANCE**

**Purpose:**

To establish vehicle and equipment maintenance procedures to prevent pollutants, such as petroleum products, coolants, fluids, and sediment caused by leaks, spills, and maintenance activities, from entering into the storm sewer system.

**Procedures:**

1. Regularly clean and maintain vehicles and equipment.
2. Regularly inspect vehicles and equipment for leaks and make repairs in a timely manner.
3. Place drip pans underneath leaking vehicles and equipment until leaks can be repaired.
4. Drip pans should be utilized when conducting maintenance work.
5. Only conduct maintenance or repair work in designated areas. Designated maintenance areas should never be located near storm drain inlets or stormwater conveyances.
6. Keep maintenance areas clean and take steps to prevent spills.
7. Ensure that spill containment provisions are in place and functioning properly.
8. Know the procedures for spill cleanup and notification.
9. Do not hose down spills with water. Use dry cleanup methods such as squeegee, dust pans, sweeping, and absorbing materials.
10. Sweep floors instead of using water when possible to minimize pollutant transport.
11. Know procedures for vehicle and equipment fueling.
12. Recycle waste fluids when possible.
13. Properly label all containers of new and used materials.
14. Use containment pallets for stored fluids and used batteries awaiting recycling or disposal.
15. Used motor oil should be placed in recycling containers for pick-up.
16. Purchase chemicals on an as-needed basis and properly dispose of or recycle unused materials.
17. Dispose of solvents per manufacturer's directions.
18. Know procedures for vehicle and equipment washing.

Pollution Prevention / Good Housekeeping

**SOP: VEHICLE AND EQUIPMENT WASHING**

**Purpose:**

To establish vehicle and equipment washing procedures to prevent pollutants, including wash water, from entering into the storm sewer system.

**Procedures:**

1. Inspect vehicles and equipment for leaks prior to washing.
2. Only wash vehicles and equipment in designated areas. Designated wash areas should be located where wash water will drain into the sanitary sewer or on gravel, grass, or other permeable surfaces.
3. Never wash vehicles or equipment over a storm drain inlet.
4. Keep designated wash areas clean.
5. Use commercial car washes for light-duty vehicles.
6. Properly label all containers of new and used materials.
7. Purchase environmentally friendly cleaning products when available.
8. Dispose of solvents per manufacturer's directions.
9. Avoid cleaning the vehicle chassis and undercarriage when possible.



## Appendix K – Facilities Staff Training Material



## Alabama State University Stormwater Management Program

### Catch Basin/Inlet Cleaning and Maintenance

Alabama State University's storm sewer infrastructure is the means by which urban stormwater moves within and away from the campus. Our storm sewer system helps us to minimize local flooding, erosion and other potential negative impacts to the affected built and natural environments.

Stormwater runoff can carry suspended solids that first enter our storm sewer infrastructure before reaching our local streams. Our inlets and catch basins may be our first line of defense in preventing certain pollutants from reaching our watershed. Proper maintenance of these structures can help to minimize pollution of our streams and can ensure that these systems function properly.

#### Catch Basin/Inlet Maintenance Good Practices:

- Complete periodic inspections of storm sewer infrastructure.
- Maintain a list of inlets and catch basins that are consistently problematic in order to provide more frequent maintenance or inform future infrastructure improvement planning.
- Research and communicate the proper disposal of debris collected in inlets and catch basins to employees prior to routine maintenance.
- Litter pick-up and street sweeping at regular intervals can help to prevent some pollutants from entering the storm sewer system.
- Educational markings on storm drains helps to minimize intentional improper debris and pollutant disposal.

#### Catch Basin/Inlet Cleaning Procedures:

- Start cleaning drainage basins from the most upstream point and work downstream.
- Visually inspect the structure for any signs of cracks, leaks, and structural integrity.
- Document the location of the structure and details of the cleaning operation for future reference.
- Clean sediment and debris from the inlet grate.
- Several methods exist to clean the inside of an inlet:
  - Manually removing sediments using a shovel/other tools and using mechanical equipment to remove debris by suction.
  - Spraying a high-pressure washer and capturing the slurry with a vacuum
- Ensure that all other material removed from inlets and drainage basins is disposed of properly.
- If conditions such as the following are found in inlets and catch basins, preventative measures should be taken to identify the source of the illicit discharge and eliminate it.



- Abnormal colored water or staining
- Abnormal odors
- Petroleum Sheen or suds
- Intentionally placed trash or debris
- If contamination is suspected, Mr. Donald Dotson should be contacted immediately at the numbers below.

Alabama State University is a campus that values our environment, including our local bodies of water. The University is going to continue to take steps towards ensuring that our facilities and surrounding environments are upheld for future generations.

This information sheet is provided to University employees as a part of a series of training intended to increase awareness of ASU's Stormwater Management Program and its MS4 responsibilities. For more information regarding this topic, our obligations, or our program, please contact Mr. Donald Dotson.

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## Alabama State University Stormwater Management Program

### Debris Removal and Non-Hazardous Waste Pickup

Alabama State University picks up and disposes of campus trash and vegetated debris, which protects our stormwater infrastructure and the quality of local waterways. Debris, if left unmanaged, can clog storm sewers causing flooding and also harm receiving waters and aquatic species by the addition of nutrients. In some cases, improper disposal can present a threat to human health. By being aware of the potential consequences of unmanaged debris, we can help preserve both the built and the natural environment.

#### What are potentially hazardous wastes?

Some leftover household products can catch fire, react, or explode under certain circumstances, and could be corrosive or toxic. We consider these to be hazardous wastes. Products, such as paints, cleaners, oils, batteries, and pesticides can contain hazardous ingredients and require special care when being disposed of.

#### What can I do?

- Be prepared to manage increased volumes of certain items based on the season – leaves and tailgating litter in the fall and landscaping debris in the spring.
- Educate students and University staff on proper disposal procedures and promote a litter-free campus.
- Ensure cooking oil and motor oil are disposed of properly – pick-up by recycling companies.
- Be wary of unlabeled containers. Know what's in the bottle.
- Make sure pickup is complete. Even small amounts of litter and debris, if left on campus to wash into storm drains, can cause clogging and water quality issues.
- Improve the process – if you know of ways we can be more efficient or more effective in protecting our campus, speak up.

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## Alabama State University Stormwater Management Program

### General Housekeeping and Storage of Materials

Good Housekeeping and Storage of Materials in terms of our MS4 permit addresses potential pollution from University facility services including transportation, grounds, and facilities (painting, electrical, HVAC, plumbing, and crafts.). Sources such as equipment maintenance, washing, fueling, equipment storage, and chemical storage can cause pollutants to be discharged into our stormwater system. We are responsible for managing the cleanliness and organization of our facilities and are directly responsible for what pollutants are discharged into our stormwater runoff.

By keeping clean and orderly facility services, we can minimize the potential for pollutants to reach our waterways during rain events. The table below provides best practices that may be employed as part of our program. Regular inspection of University's facility services is necessary to ensure effective practices are implemented.

Materials Storage	store petroleum products, hazardous substances, and other liquids within secondary containment, store materials in covered areas away from drains to prevent rain and runoff from washing leaks and spills into stormwater conveyances, properly store toxic chemicals including pesticides and paints according to the manufacturer's guidelines
Storage Facilities	label all containers, purchase products in useable amounts to avoid long-term storage, keep facilities neat and orderly, cover areas where garbage and waste products are stored
Disposal Procedures and Good Practices	properly dispose of toxic chemicals including pesticides and paints, ensure cooking oil and motor oil are placed within appropriate pick-up containers for the University's oil recycling program, provide necessary waste containers and place in easily accessible locations
Vehicle and Equipment Maintenance	designate areas for vehicle washing that will drain to sanitary sewer or on pervious surfaces, vehicle maintenance areas should be covered, vehicles should be inspected for leaks
Good Housekeeping	provide an adequate amount of trash receptacles and perform routine trash pick-up, pick-up and dispose of litter and debris on campus, perform routine maintenance to clean stormwater inlets



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## Alabama State University Stormwater Management Program

### Hazardous Materials

Many of the biological, chemical, and physical materials that are crucial for our day to day operations are considered hazardous materials. Unfortunately, when hazardous materials are not managed properly they sometimes end up in our natural environment. They can sometimes be extremely harmful to surrounding ecosystems as well as our human health. One of the most common ways for hazardous waste to enter our environment is through stormwater runoff. Even a small volume of hazardous material released into the environment can contaminate hundreds of thousands of gallons of receiving waters.

#### What are potential sources of hazardous materials?

The Environmental Protection Agency (EPA) has defined liquids, discarded gaseous materials, and solids as hazardous if they are toxic, flammable, corrosive, or chemically reactive above specific safety thresholds. Sources of hazardous waste can be from operational facilities that handle solid and liquid wastes and chemicals such as motor oils, gasoline, fertilizers, antifreeze, paints, cooking oils and grease, and many others. Any liquid or solid materials that exhibit hazardous characteristics such as ignitability or toxicity must be handled and disposed of properly.

#### Hazardous material handling and storage best practices:

- Provide cover, grade surfaces, and disconnect storm drains where hazardous materials are going to be stored in a way that prevents rain and runoff from washing leaks and spills into stormwater conveyances.
- Provide secondary containment for all stored materials and elevate materials to help identify and manage leaks and spills.
- Clearly label all storage containers with the name of the chemical, expiration date, and handling instructions.
- Inspect containers for any sign of leakage or failure to contain the material on a regular basis and especially prior to any movement of containers.
- Do not hose down spills with water. Use dry cleanup methods such as squeegee, dust pans, sweeping, and absorbing materials.

#### Paint handling best practices:

- Do not buy more paint than necessary and recycle or properly dispose of any extra paint.
- Never pour paint into a drain or onto the ground.



### **Latex and water-based paint disposal:**

- All residual/leftover latex and water-based paint must be hardened or dried before disposal.
- If paint cans are less than ¼ full:
  - Remove the lid and place the can in a covered, well ventilated area away from any drains and allow a few days for the paint to dry.
  - To speed up the process, stir in an absorbent material such as clay kitty litter, sawdust, or leftover concrete mix (optional).
- If paint cans are more than ¼ full:
  - Add waste paint hardener to paint can (one packet or one cup generally treats up to one gallon of paint). Mulch, kitty litter, or shredded paper may also be used as a bulking/drying agent but will take longer to solidify paint.
  - Stir/mix thoroughly and set aside for at least 30 minutes.
  - Once paint is a tacky, oatmeal-like consistency and will not spill out, it is ready for disposal.
- Once paint cans are dried, place cans and lids into a plastic trash bag with regular trash.

### **Oil-based paint disposal:**

- Empty paint cans may be disposed of with regular trash.
- Any leftover oil-based paints must be disposed of at a hazardous waste facility.
- Empty aerosol cans which held oil-based products may be disposed of with regular trash.
- If aerosol cans still contain product, they also must be disposed of as hazardous waste.

### **Vehicle and equipment maintenance best practices:**

- Dispose of old oils, grease, and other hazardous materials immediately after extracting them from vehicles and machinery. Leaving containers open and sitting around the shop poses an unnecessary risk of spills.
- Motor oil should be placed in recycling containers for pick-up.
- Fuel vehicles in designated areas that are covered and ensure that these areas do not drain to stormwater conveyances.
- Only use fueling hoses that have check valves to prevent spilling once filling has commenced.
- Maintain fuel storage tanks in accordance with local, state, and federal laws.
- Have absorbent spill cleanup kits and materials available at fueling areas.



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## Alabama State University Stormwater Management Program

### Illicit Discharge Detection and Elimination (IDDE)

For our purposes, an illicit discharge is any runoff from the university that is not composed entirely of stormwater, unless authorized by regulation.

#### What to Look for:

- Draining water during dry periods. If it hasn't been raining, it shouldn't be draining.
- Runoff with unusual color (green, brown, orange, gray, yellow, red)
- Runoff with unusual odor (sewage, sour/rancid, sulfur, petroleum/fuel)
- Turbidity (cloudiness)
- Floatables (sewage/toilet paper, suds, oil sheen)

Illicit discharges may enter the storm sewer system through either direct connections such as wastewater piping, either mistakenly or deliberately connected to the storm drains. It may also enter through indirect connections, such as infiltration into the MS4 from cracked sanitary systems, leaks and spills collected by drain outlets, paint or used oil dumped directly into a drain, or water that is used to wash vehicles.

The result is untreated discharges that potentially contribute high levels of pollutants, including heavy metals, toxics, oil and grease, solvents, nutrients, viruses, and bacteria to receiving waterbodies. Pollutant levels from these illicit discharges have been shown in EPA studies to be high enough to significantly degrade receiving water quality and threaten aquatic, wildlife, and human health.

#### Potential Sources:

- Sanitary wastewater
- Paint and chemical leaks and spills
- Motor oil, gasoline, and coolants from leaking equipment and vehicles
- Improper disposal of motor oil, pesticides/herbicides, coolants, paints, cooking oils and grease
- Car wash wastewaters
- Cafeteria related wastewaters
- Laundry wastewaters

#### What to do:

- Be on the lookout for suspicious water draining at inappropriate times and places.
  - Pay particular attention around ditches, creeks, inlets, and pipe outlets.
-



- If you notice potential illicit discharge, tell your supervisor.
- Supervisors, notify Mr. Donald Dotson immediately for follow up investigation.
- Mr. Donald Dotson will need the location, description, and date/time of discovery.

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## Alabama State University Stormwater Management Program

### Pesticides and Herbicides

Pesticides and herbicides can be extremely harmful to our waters and to our environment if we fail to manage and handle them properly. Although pesticides and herbicides are beneficial in the sense of controlling insects and weeds, they have a potential negative impact on every other organism that they come in contact with. It is easy to become complacent in how we manage these potentially toxic chemicals but following a few simple procedures can help us prevent unintended negative impacts of pesticides and herbicides.

#### Storage Procedures:

1. Ensure that all chemicals are being stored in accordance with the manufacturer's recommendations, the Alabama Department of Agriculture and Industries, and any local requirements.
2. Keep all herbicide and pesticide containers stored in a covered area and away from drains to prevent chemicals from washing into runoff and the storm sewer system.
3. Complete regular inspections of pesticide and herbicide storage containers to ensure that no leaks are occurring and that all manufacturers storage procedures are being followed.
4. Maintain an inventory to ensure that all stored materials are accounted for and to minimize the amount being stored.
5. Always empty application equipment prior to storage. The occurrence of a spill or leak is much more likely in equipment rather than the recommended storage containers.

#### Application Procedures:

1. Research and implement alternative measures to control weeds and pests such as Integrated Pest Management strategies, biorational insecticides (natural soaps and oils) or biological controls.
2. Never apply pesticides and herbicides prior, during, or directly after a rain event.
3. Only apply pesticides and herbicides in affected areas instead of general location application.
4. Only mix and handle pesticides and herbicides in areas that are contained, and immediately clean up any spills.
5. Inspect application equipment prior to use to ensure that no cracks or holes exist which could allow leakage.

#### Disposal Procedures:

1. Rinse equipment only when necessary.
2. Prior to disposing of pesticide and herbicide containers rinse the insides to remove excess residues.
3. Use rinse water to dilute the next mix as long as application rates are not exceeded.
4. If pesticides and herbicides need to be disposed of, treat them as hazardous waste.



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This information sheet is provided to University employees as a part of a series of training intended to increase awareness of ASU's Stormwater Management Program and its MS4 responsibilities. For more information regarding this topic, our obligations, or our program, please contact Mr. Donald Dotson.

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## Alabama State University Stormwater Management Program

### Vehicle and Equipment Maintenance

Dirty or leaking equipment and vehicles can deposit oil, grit, coolants and other pollutants onto the ground. These pollutants can contaminate the ground and/or be carried by stormwater runoff to pollute our local streams. Spills may also occur during fueling or other maintenance activities. Proper maintenance and related management of spills, leaks, and wastes can ensure that the quality of receiving waters is protected and that ASU remains in compliance with all related laws and regulations.

#### What Can I Do?

- Regularly clean and maintain vehicles and equipment. Inspect for leaks and make repairs in a timely manner.
- Use drip pans until leaks can be repaired and during maintenance activities.
- Only conduct maintenance or repair work in designated areas. This includes vehicle washing.
- Ensure that spill containment provisions are in place and functioning properly.
- Keep servicing and wash areas clean and take steps to prevent spills.
- Know the procedures for spill cleanup and notification.
- Sweep floors instead of using water when possible to minimize pollutant transport.
- Use commercial car washes for light-duty vehicles.
- Do not overfill fuel tanks.
- Know emergency procedures for fueling operations.
- Recycle waste fluids when possible.
- Use containment pallets for stored fluids and used batteries awaiting recycling or disposal.
- Purchase chemicals on an as-needed basis and properly dispose of or recycle unused materials.
- Purchase environmentally friendly cleaning products when available.
- Dispose of solvents per manufacturer's directions.
- Label all containers of new and used materials.



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## Alabama State University Stormwater Management Program

### What is an MS4?

MS4 stands for Municipal Separate Storm Sewer System. The term generally describes the storm drainage system for a public entity. Public universities must develop a stormwater management program to address the potential for pollutants trying to enter and leave the MS4.

In order to better protect our waters and to satisfy our regulatory responsibilities associated with our MS4, Alabama State University has developed a program and a plan for its implementation.

Our stormwater program focuses on five elements that, when implemented together, will help keep local waterways clean and healthy. The five elements are:

1. Public education/public involvement,
2. Illicit discharge detection and elimination,
3. Construction site storm water runoff control,
4. Post-construction storm water management, and
5. Pollution prevention/good housekeeping for municipal operations.

### What can I do?

- Read over the goals of the Alabama State University Stormwater Management Program to see how you can help.
- If you see a potential water quality threat, call campus security and Mr. Donald Dotson.
- Help others to document your water quality-related work - let Mr. Donald Dotson know when we do good things for our environment.
- Be a positive example – properly dispose of used oil and other chemicals, don't litter (includes cigarette butts and trash in your truck bed).
- Help to educate others about the potential impacts of stormwater runoff and the quality of water in local waterways.
- Keep in mind that faculty, staff, students, and visitors all have the potential to positively and negatively impact water quality.

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