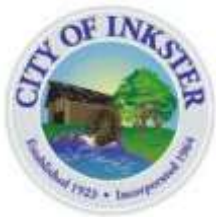


INKSTER MS4 STORMWATER DISCHARGE APPLICATION

Permit No: MIG610014

Submitted by:



City of Inkster
26900 Princeton St.
Inkster, MI 48141
313-563-9774



In collaboration with:



46036 Michigan Ave., Suite 126
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April 1, 2016



State of Michigan

National Pollutant Discharge Elimination System

Permit Application for Discharge of Storm Water to Surface Waters of the State from a Municipal Separate Storm Sewer System

DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER RESOURCES DIVISION
PERMITS SECTION
TELEPHONE: 517-284-5568
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Michigan Department of Environmental Quality – Water Resources Division
STORM WATER DISCHARGE PERMIT APPLICATION

PURPOSE AND AUTHORITY

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

NPDES permits are required under Section 402 of the Federal Clean Water Act (the “Federal Act”), as amended (33 U.S.C. 1251 et seq., P.L. 92-500, 95-217), and under Part 31, Water Resources Protection, of Michigan’s “Natural Resources and Environmental Protection Act”, 1994 PA 451, as amended (NREPA). Part 31 of the NREPA also provides authority for the State to issue NPDES permits. The Michigan Department of Environmental Quality (DEQ) administers the NPDES permit program for the State of Michigan.

This Application should be used to apply for a storm water discharge from a regulated Municipal Separate Storm Sewer System (MS4) to the surface waters of the state.

ELIGIBLE PERMITTEES

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

The DEQ will determine eligibility for permit coverage.

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

PENALTIES

The information in this Application is required by the Part 21 Rules of the NREPA. A municipality, business, or industry that violates the Part 21 Rules may be enjoined by action commenced by the Attorney General in a court of competent jurisdiction.

Federal and State laws provide penalties for submitting false application information. The laws imposing those penalties are cited below.

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

The NREPA, Section 3115(2): “A person who at the time of the violation knew or should have known that he or she discharged a substance contrary to this part, or contrary to a permit or order issued or rule promulgated under this part, or who intentionally makes a false statement, representation, or certification in an application form pertaining to a permit or in a notice or report required by the terms and conditions of an issued permit, or who intentionally renders inaccurate a monitoring device or record required to be maintained by the department, is guilty of a felony and shall be fined not less than \$2,500.00 or more than \$25,000.00 for each violation. The court may impose an additional fine of not more than \$25,000.00 for each day during which the unlawful discharge occurred. If the conviction is for a violation committed after a first conviction of the person under this subsection, the court shall impose a fine of not less than \$25,000.00 per day and not more than \$50,000.00 per day of violation. Upon conviction, in addition to a fine, the court, in its discretion may sentence the defendant to imprisonment for not more than 2 years or impose probation upon a person for a violation of this part. With the exception of the issuance of criminal complaints, issuance of warrants, and the holding of an arraignment, the circuit court for the county in which the violation occurred has exclusive jurisdiction. However, the person shall not be subject to the penalties of this subsection if the discharge of the effluent is in conformance with and obedient to a rule, order, or permit of the department. In addition to a fine, the attorney general may file a civil suit in a court of competent jurisdiction to recover the full value of the injuries done to the natural resources of the state and the costs of surveillance and enforcement by the state resulting from the violation.”

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

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

SECTION I. APPLICANT NAME AND MAILING ADDRESS	Current Permit/COC Number (if applicable)
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Additional Applicant Name Information

Street Address or P.O. Box	e-mail
----------------------------	--------

City or Village	State	ZIP Code
-----------------	-------	----------

Telephone (with area code)	FAX Number (with area code)
----------------------------	-----------------------------

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

SECTION III.
 PERMIT ACTION REQUESTED:

New Authorization

Reissuance of Previous Authorization

Modification of Current Permit

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SECTION IV. REGULATED AREA

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

Location of Urbanized Area Map: *e.g., Attachment A* _____

SECTION V. OUTFALLS AND POINTS OF DISCHARGE

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

Outfalls and Points of Discharge Location Reference: *e.g., Attachment B* _____

SECTION VI. NESTED JURISDICTIONS

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

NESTED JURISDICTION NAME AND GENERAL DESCRIPTION:

SECTION VII. STORM WATER MANAGEMENT PROGRAM (SWMP)

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

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

When answering the questions in this section of the Application, the applicant's MS4 encompasses what the applicant identified in Sections IV, V, and VI, above. The applicant shall include a measurable goal for each BMP. Each measurable goal shall include, as appropriate, a schedule for BMP implementation (months and years), including interim milestones and the frequency of the action. Each measurable goal shall have a measure of assessment to measure progress towards achieving the measurable goal. A United States Environmental Protection Agency (USEPA) guidance document on measurable goals is available at http://water.epa.gov/polwaste/npdes/swbmp/upload/measurablegoals.pdf#_ga=1.38737702.463004347.1438199466.

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

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

Enforcement Response Procedure (ERP)

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

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

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

Public Participation/Involvement Program (PPP)

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

Proposing to work collaboratively on any or all activities in the PPP during the permit cycle.

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

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

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

Procedure Reference (page and paragraph of attachments): _____

Public Education Program (PEP)

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

Proposing to work collaboratively on any or all activities in the PEP during the permit cycle.

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

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

Not applicable – PEP topics will not be prioritized.

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

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

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

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

Priority Ranking _____

See Table 2

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

Not applicable. Provide explanation below.

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

Priority Ranking _____

- See Table 2
- Attach existing approved PEP (page and paragraph of attachments): _____
- Not applicable. Provide explanation below.

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

Priority Ranking _____

- See Table 2
- Attach existing approved PEP (page and paragraph of attachments): _____
- Not applicable. Provide explanation below.

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

Priority Ranking _____

- See Table 2
- Attach existing approved PEP (page and paragraph of attachments): _____
- Not applicable. Provide explanation below.

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

Priority Ranking _____

- See Table 2
- Attach existing approved PEP (page and paragraph of attachments): _____
- Not applicable. Provide explanation below.

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

Priority Ranking _____

- See Table 2
- Attach existing approved PEP (page and paragraph of attachments): _____
- Not applicable. Provide explanation below.

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

Priority Ranking _____

- See Table 2
- Attach existing approved PEP (page and paragraph of attachments): _____
- Not applicable. Provide explanation below.

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

Priority Ranking _____

- See Table 2
- Attach existing approved PEP (page and paragraph of attachments): _____
- Not applicable. Provide explanation below.

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

Priority Ranking _____

See Table 2

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

Not applicable. Provide explanation below.

J. Identify and educate commercial, industrial, and institutional entities likely to contribute pollutants to storm water runoff.

Priority Ranking _____

See Table 2

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

Not applicable. Provide explanation below.

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

Procedure Reference (page and paragraph of attachments): _____

Illicit Discharge Elimination Program (IDEP)

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

The following definitions apply to the terms used below:

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

The following resources are available to assist with the development of an IDEP.

- The MDEQ has an IDEP Compliance Assistance Document available at http://michigan.gov/documents/deg/wrd-storm-MS4-IDEP-ComplianceAssistance_473378_7.pdf.
- The Center for Watershed Protection has a guide available at http://water.epa.gov/polwaste/npdes/stormwater/upload/idde_manualwithappendices.pdf#_ga=1.139876918.463004347.1438199466.

Proposing to work collaboratively on any or all BMPs in the IDEP during the permit cycle.

Storm Sewer System Map

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

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

Michigan Department of Environmental Quality – Water Resources Division
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Illicit Discharge Identification and Investigation

8. Provide the procedure for prioritizing the applicant's MS4 for detecting non-storm water discharges. The goal of the prioritization process is to target areas with high illicit discharge potential. The procedure shall document the process for selecting each priority area using the list below.
- Areas with older infrastructure
 - Industrial, commercial, or mixed use areas
 - Areas with a history of past illicit discharges
 - Areas with a history of illegal dumping
 - Areas with septic systems
 - Areas with older sewer lines or with a history of sewer overflows or cross-connections
 - Areas with sewer conversions or historic combined sewer systems
 - Areas with poor dry-weather water quality
 - Areas with water quality impacts, including waterbodies identified in a Total Maximum Daily Load
 - Priority areas applicable to the applicant not identified above

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

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

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

10. Provide the procedure for performing field observations at all outfalls and points of discharge in the priority areas as identified in the procedure above or for the entire MS4 during dry-weather at least once during the permit cycle. The procedure shall include a schedule for completing the field observations during the permit cycle or more expeditiously if the applicant becomes aware of a non-storm water discharge. *As part of the procedure, the applicant may submit an interagency agreement with the owner or operator of the downstream MS4 identifying responsibilities for ensuring an illicit discharge is eliminated if originating from the applicant's point(s) of discharge. The interagency agreement would eliminate the requirement for performing a field observation at that point(s) of discharge. Areas not covered by the interagency agreement shall be identified with a schedule for performing field observations included in the procedure.*

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

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

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

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

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15. Provide the procedure that includes a requirement to immediately report any release of any polluting materials from the MS4 to the surface waters or groundwaters of the state, unless a determination is made that the release is not in excess of the threshold reporting quantities in the [Part 5 Rules](#), by calling the appropriate [MDEQ District Office](#), or if the notice is provided after regular working hours call the MDEQ's 24-Hour Pollution Emergency Alerting System telephone number: 800-292-4706. (*Example threshold reporting quantities: a release of 50 pounds of salt in solid form or 50 gallons in liquid form to waters of the state unless authorized by the MDEQ for deicing or dust suppressant.*)

Procedure Reference (page and paragraph of attachments): _____

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

Not applicable

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

Procedure Reference (page and paragraph of attachments): _____

IDEP Training and Evaluation

18. Provide the program to train staff employed by the applicant, who, as part of their normal job responsibilities, may come into contact with or otherwise observe an illicit discharge to the regulated MS4, on the following topics. The program shall include a training schedule for this permit cycle. *It is recommended that staff be trained more than once per permit cycle.*

- Techniques for identifying an illicit discharge or connection, including field observation, field screening, and source investigation.
- Procedures for reporting, responding to, and eliminating an illicit discharge or connection and the proper enforcement response.
- The schedule and requirement for training at least once during the term of this permit cycle for existing staff and within the first year of hire for new staff.

Program Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

Illicit Discharge Ordinance or Other Regulatory Mechanism

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

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

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

- Yes, ordinance or regulatory mechanism reference (page and paragraph of attachments): _____
 Not applicable – All non-storm water discharges into the applicant's MS4 will be prohibited.

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

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

- Yes, ordinance or regulatory mechanism reference (page and paragraph of attachments): _____
 Not applicable – All non-storm water discharges into the applicant's MS4 will be prohibited.

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

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

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

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

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

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

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

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

Construction Storm Water Runoff Control Program

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

Proposing to work collaboratively on any or all requirements of the Construction Storm Water Runoff Control Program during the permit cycle.

Qualifying Local Soil Erosion and Sedimentation Control Programs

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

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

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

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Construction Storm Water Runoff Control

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

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

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

Post-Construction Storm Water Runoff Program

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

The applicant shall describe the current and proposed BMPs to meet the minimum control measure requirements for the post-construction storm water runoff program to the maximum extent practicable, which shall be incorporated into the SWMP. Please complete the questions below as appropriate. If the "No" response is selected but a date is requested for the minimum requirement to be available, please provide a date to meet the minimum requirement. All dates provided by the applicant in this Application should be on or before **October 1, 2016**. Some questions are set up to allow for additional responses to meet the minimum requirements. If space is not available for an additional response, then the minimum requirement must be met in accordance with the question. A measurable goal with a measure of assessment shall be included for each BMP, and, as appropriate, a schedule for implementation (months and years), including interim milestones and the frequency of the BMP. The responses shall reflect the nested MS4s identified in Section VI.

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

The MDEQ has the following resources available to assist with development of a Post-Construction Storm Water Runoff Program.

- A Post-Construction Storm Water Runoff Program Compliance Assistance Document available at www.michigan.gov/documents/deq/wrd-storm-MS4-ComplianceAssistance_470350_7.pdf
- A manual titled *Low Impact Development Manual for Michigan* available at <http://www.semcoq.org/LowImpactDevelopment.aspx>. Chapter 9 of the manual provides a methodology for addressing post-construction storm water runoff.

Ordinance or Other Regulatory Mechanism

32. Is an ordinance or other regulatory mechanism in effect to address post-construction storm water runoff from new development and redevelopment projects, including preventing or minimizing water quality impacts? The ordinance or other regulatory mechanism shall apply to private, commercial, and public projects, including projects where the applicant is the developer. This requirement may be met using a single ordinance or regulatory mechanism or a combination of ordinances and regulatory mechanisms.

- Yes, ordinance or regulatory mechanism reference (page and paragraph of attachments): *e.g., Attachment A, Pages 1-15* _____
 No, the ordinance or regulatory mechanism will be available on _____

33. Does the ordinance or other regulatory mechanism apply to projects that disturb at least one or more acres, including projects less than an acre that are part of a larger common plan of development or sale and discharge into the applicant's MS4?

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

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Federal Facilities

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

34. Is the applicant the owner or operator of a federal facility with a storm water discharge?

- Yes
- No, skip to Question 36

35. Is the applicant implementing the post-construction storm water runoff control requirements in Section 438 of the Energy Independence and Security Act? A guidance document is available at http://www.epa.gov/greeningepa/documents/epa_swm_guidance.pdf

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

Water Quality Treatment Performance Standard

36. Does the ordinance or other regulatory mechanism include one or more of the following water quality treatment standards?

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

37. What is the source of the rainfall data if the applicant has chosen the water quality treatment standard of requiring the treatment of the runoff generated from 90 percent of all runoff-producing storms?

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

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

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

Channel Protection Performance Standard

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

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

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40. Does the ordinance or other regulatory mechanism exclude any waterbodies from the channel protection performance standard? The channel protection performance standard is not required for the following waterbodies: the Great Lakes or connecting channels of the Great Lakes; Rouge River downstream of the Turning Basin; Saginaw River; Mona Lake and Muskegon Lake (Muskegon County); and Lake Macatawa and Spring Lake (Ottawa County).
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- Not applicable

Site-Specific Requirements

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

Procedure Reference (page and paragraph of attachments): _____

42. Does the ordinance or other regulatory mechanism require BMPs to address the associated pollutants in potential hot spots as part of meeting the water quality treatment and channel protection standards for new development or redevelopment projects? Hot spots include areas with the potential for significant pollutant loading such as gas stations, commercial vehicle maintenance and repair, auto recyclers, recycling centers, and scrap yards. Hot spots also include areas with the potential for contaminating public water supply intakes.
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____

Off-Site Mitigation and Payment in Lieu Programs

43. Does the ordinance or other regulatory mechanism allow for the approval of off-site mitigation for redevelopment projects that cannot meet 100 percent of the performance standards on-site after maximizing storm water retention? Off-site mitigation refers to BMPs implemented at another location within the same jurisdiction and watershed/sewershed as the original project. *A watershed is the geographic area included in a 10-digit Hydrologic Unit Code and a sewershed is the area where storm water is conveyed by the applicant's MS4 to a common outfall or point of discharge.*
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- Not pursuing this option

44. Does the ordinance or other regulatory mechanism allow for the approval of payment in lieu for projects that cannot meet 100 percent of the performance standards on-site after maximizing storm water retention? A payment in lieu program refers to a developer paying a fee to the applicant that is applied to a public storm water management project within the same jurisdiction and watershed/sewershed as the original project in lieu of installing the required BMPs onsite. The storm water management project may be either a new BMP or a retrofit to an existing BMP and shall be developed in accordance with the applicant's performance standards. *A watershed is the geographic area included in a 10-digit Hydrologic Unit Code and a sewershed is the area where storm water is conveyed by the applicant's MS4 to a common outfall or point of discharge.*
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____
- Not pursuing this option. If "not pursuing this option" was selected for both Questions 43 and 44, skip to Question 52.

45. Does the ordinance or other regulatory mechanism establish criteria for determining the conditions under which off-site mitigation and/or payment in lieu are available and require technical justification as to the infeasibility of on-site management? The determination that performance standards cannot be met on-site shall not be based solely on the difficulty or cost of implementing, but shall be based on multiple criteria related to the physical constraints of the project site, such as: too small of a lot outside of the building footprint to create the necessary infiltrative capacity even with amended soils; soil instability as documented by a thorough geotechnical analysis; a site use that is inconsistent with the capture and reuse of storm water; too much shade or other physical conditions that preclude adequate use of plants. The criteria shall also include consideration of the stream order and location within the watershed/sewershed as it relates to the water quality impacts from the original project site (*e.g., the water quality impact from a project site with a discharge to a small-sized stream would be greater than a project site on a large river and an offset downstream of the project site may provide less water quality benefit.*) The highest preference for off-site mitigation and in lieu projects shall be given to locations that yield benefits to the same receiving water that received runoff from the original project site.
- Yes, ordinance or other regulatory mechanism reference (page and paragraph of attachments): _____
- No, the ordinance or other regulatory mechanism will be available on _____

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46. Does the ordinance or other regulatory mechanism establish a minimum amount of storm water to be managed on-site as a first tier for off-site mitigation or payment in lieu? A higher offset ratio is required if off-site mitigation or payment in lieu is requested for the amount of storm water identified as the first tier. *For example, a minimum of 0.4 inches of storm water runoff shall be managed on-site as a first tier.*

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

47. Does the ordinance or other regulatory mechanism require an offset ratio of 1:1.5 for the amount of storm water above the first tier (identified in Question 46) not managed on-site to the amount of storm water required to be mitigated at another site or for which in-lieu payments shall be made?

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

48. Does the ordinance or other regulatory mechanism require that if demonstrated by the developer to the applicant that it is completely infeasible to manage the first tier of storm water identified in Question 47 on-site, the offset ratio for the unmanaged portion is 1:2?

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

49. Does the ordinance or other regulatory mechanism require a schedule for completing off-site mitigation and in-lieu projects? *Off-site mitigation and in-lieu projects should be completed within 24 months after the start of the original project site construction.*

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

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

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

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

52. Are there any other exceptions to the performance standards, other than off-site mitigation and payment in lieu, being implemented or to be implemented during the permit cycle? The applicant shall demonstrate how the exception provides an equivalent or greater level of protection as the performance standards.

- Yes, demonstration reference (page and paragraph of attachments): _____ No

Site Plan Review

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

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

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

Long-Term Operation and Maintenance of BMPs

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

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

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

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

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

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

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

59. Provide the procedure for tracking compliance with a maintenance agreement or other legal mechanism to ensure the performance standards are met in perpetuity.

Procedure Reference (page and paragraph of attachments): _____

Pollution Prevention and Good Housekeeping Program

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

The following definitions apply to the terms used below:

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

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

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Municipal Facility and Structural Storm Water Control Inventory

60. Provide an up-to-date inventory of applicant-owned or operated facilities and storm water structural controls with a discharge of storm water to surface waters of the state. The inventory shall include the location of each facility. **Provide an estimate of the number of structural storm water controls throughout the entire MS4 for each applicable category below (e.g., 100 catch basins and 7 detention basins).**

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

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

- | | |
|---|---|
| <input type="checkbox"/> Administration buildings and libraries | <input type="checkbox"/> Animal Control Building |
| <input type="checkbox"/> Airports | <input type="checkbox"/> Cemeteries |
| <input type="checkbox"/> Chemical storage facilities | <input type="checkbox"/> Fire Stations |
| <input type="checkbox"/> Fuel Farms | <input type="checkbox"/> Parks |
| <input type="checkbox"/> Police Stations | <input type="checkbox"/> Public golf courses |
| <input type="checkbox"/> Public parking lots | <input type="checkbox"/> Public schools |
| <input type="checkbox"/> Recycling facilities | <input type="checkbox"/> Vacant land and open space |
| <input type="checkbox"/> Vehicle storage | |

Facilities that may have the high potential to discharge pollutants:

- | | |
|--|---|
| <input type="checkbox"/> Bus Stations and Garages | <input type="checkbox"/> Composting facilities |
| <input type="checkbox"/> Hazardous waste handling/disposal/transfer facilities | <input type="checkbox"/> Equipment storage and maintenance facilities |
| <input type="checkbox"/> Fleet maintenance facilities | <input type="checkbox"/> Materials storage and Public Works yards |
| <input type="checkbox"/> Outdoor wash areas | <input type="checkbox"/> Salt storage facilities |

Other facilities – Provide a description below:

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

- | | |
|--|--|
| <input type="checkbox"/> Catch basins | <input type="checkbox"/> Constructed wetlands |
| <input type="checkbox"/> Detention basins | <input type="checkbox"/> Infiltration basins and trenches |
| <input type="checkbox"/> Oil/water separators | <input type="checkbox"/> Porous pavement |
| <input type="checkbox"/> Pump Stations | <input type="checkbox"/> Rain gardens |
| <input type="checkbox"/> Secondary containment | <input type="checkbox"/> Underground storage vaults or tanks |
| <input type="checkbox"/> Vegetated swales | |

Other structural storm water controls – Provide a description below:

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

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

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

Procedure Reference (page and paragraph of attachments): _____

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Facility-Specific Storm Water Management

63. Provide the procedure for assessing each facility identified in Question 60 for the potential to discharge pollutants to surface waters of the state. The procedure shall include a process for updating and revising the assessment. *A recommended timeframe for updating/revising the assessment is 30 days prior to discharging storm water from a new facility and within 30 days of determining a need to update/revise the facility assessment.*

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

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

Procedure Reference (page and paragraph of attachments): _____

Not Applicable – The applicant does not own a facility that discharges storm water to surface waters of the state in the urbanized area. Skip to Question 71.

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

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

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

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

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

Not Applicable – The applicant does not own or operate any facilities with the high potential for pollutant runoff. Skip to Question 70.

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

SOP Reference (page and paragraph of attachments): _____

This space is available to reference multiple site-specific SOPs

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

SOP Reference (page and paragraph of attachments): _____

This space is available to reference multiple site-specific SOPs

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

SOP Reference (page and paragraph of attachments): _____

This space is available to reference multiple site-specific SOPs

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

SOP Reference (page and paragraph of attachments): _____

This space is available to reference multiple site-specific SOPs

70. Provide the procedure identifying the BMPs currently implemented or to be implemented during the permit cycle to prevent or reduce pollutant runoff at each facility with the **medium and lower potential for the discharge of pollutants** to surface waters of the state using the assessment and prioritized list in Questions 63 and 64.

Procedure Reference (page and paragraph of attachments): _____

Structural Storm Water Control Operation and Maintenance Activities

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

Procedure Reference (page and paragraph of attachments): _____

Not Applicable – The applicant does not own or operate catch basins. Skip to Question 75.

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

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

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

75. Provide the procedure for inspecting and maintaining the structural storm water controls identified in Question 60, excluding the structural storm water controls included in an SOP as part of Question 65 and catch basins. The procedure shall include a description and schedule for inspecting and maintaining each structural storm water control and the process for disposing of maintenance waste materials. The procedure shall require that controls be maintained to reduce to the maximum extent practicable the contribution of pollutants to storm water. The procedure shall include a process for updating/revising the procedure to ensure a maintenance and inspection program for each structural storm water control. *A recommended timeframe for updating/revising the procedure is 30 days following the implementation of a new structural storm water control.*

Procedure Reference (page and paragraph of attachments): _____

Not Applicable – Applicant does not own or operate any structural storm water controls

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

Procedure Reference (page and paragraph of attachments): _____

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Municipal Operations and Maintenance Activities

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

At a minimum, the procedure shall include assessing the following municipal operation and maintenance activities if applicable (check all that apply):

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

Procedure Reference (page and paragraph of attachments): _____

Not Applicable – Provide an explanation below.

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

Procedure Reference (page and paragraph of attachments): _____

Not Applicable – The applicant does not own or operate any streets, parking lots, or other impervious infrastructure. Skip to Question 82.

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

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

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

Procedure Reference (page and paragraph of attachments): _____

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

Procedure Reference (page and paragraph of attachments): _____

Managing Vegetated Properties

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

Procedure Reference (page and paragraph of attachments): _____

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

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Contractor Requirements and Oversight

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

Procedure Reference (Page and Paragraph of Attachments): _____

Employee Training

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

Program Reference (Page and Paragraph of Attachments): _____

Total Maximum Daily Load (TMDL) Implementation Plan

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

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

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

- Proposing to work collaboratively on any or all activities in the TMDL Implementation Plan during the permit cycle.

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

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

No, Skip to Section VIII.

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

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

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

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

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

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

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

SECTION VIII. CERTIFICATION

Rule 323.2114(1-4), promulgated under the NREPA, requires that this Application be signed by either a principal executive officer or ranking elected official (e.g., mayor, village president, city or village manager, or clerk). Note: If the signatory is not a principal executive officer or ranking elected official, but is authorized to sign the Application, please provide documentation of the authorization.

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

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

Print Name:

Title:

Representing:

Signature:

Date:

STORM WATER DISCHARGE PERMIT APPLICATION

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

PEP Topic	BMP Identifier	BMP Descriptor	Partner Collaboration	Target Audience	Key Messages	Delivery Mechanism	Year	Frequency	Responsible Party	Measurable Goal
A B C D E F G H I	1	Distribute pollution prevention literature on various topics through brochures, educational materials and other media	ARC member communities, counties and cooperative partners	General public	Educating on public connection of MS4 to area waterbodies, public reporting illicit discharge, septic system care and failure, proper disposal of pesticides, herbicides and fertilizers, public responsibility and stewardship in the Rouge River watershed, proper disposal of grass, leaf and animal wastes, promote HHHW including trailer, motor vehicle and chemical waste, GI and LID, cleaning materials and proper car, pavement and power washing.	Brochures, educational materials and electronic media	Ongoing	Current and new items annually	ARC member communities listed in Appendix D, Attachment A	Amount of materials distributed, number of views through electronic media
A B C D E F G H I J	2	Coordinate existing and create new community articles and ad graphics on pollution prevention and watershed restoration and stewardship	ARC member communities, counties and cooperative partners	General public, businesses	Educating on connection of MS4 to area waterbodies, public reporting illicit discharge, septic system care and failure, proper disposal of pesticides, herbicides and fertilizers, public responsibility and stewardship in the Rouge River watershed, proper disposal of grass, leaf and animal wastes, promote HHHW including trailer, motor vehicle and chemical waste, GI and LID, cleaning materials and proper car, pavement and power washing and educate commercial, industrial and educational institutional entities about pollution prevention.	Articles and ad graphics	Ongoing	Current items annually; five new articles and/or ad graphics during the permit cycle	ARC member communities listed in Appendix D, Attachment A	List of articles/ad graphics distributed, number of views on websites/social media
A B C D	3	Provide static displays and posters on pollution	ARC member communities, counties and	General public	Educating on connection of MS4 to area waterbodies, public reporting illicit discharge, septic system care	Static displays and posters	Current displays – ongoing; new	Current displays annually; up to 4 new	ARC member communities listed in	Date and title of events static displays used at, number of posters distributed annually and




PEP Topic	BMP Identifier	BMP Descriptor	Partner Collaboration	Target Audience	Key Messages	Delivery Mechanism	Year	Frequency	Responsible Party	Measurable Goal
E F G H I		prevention and watershed restoration and stewardship	cooperative partners		and failure, proper disposal of pesticides, herbicides and fertilizers, public responsibility and stewardship in the Rouge River watershed, proper disposal of grass, leaf and animal wastes, promote HHHW including trailer, motor vehicle and chemical waste, GI and LID, cleaning materials and proper car, pavement and power washing.		posters in 2016 and new displays during the permit cycle	posters in 2016 and then annually; new static displays annually upon completion	Appendix D, Attachment A	where posters were displayed
A B C E G J	4	Promote environmental hotlines to educate the public on illicit discharges and promote public reporting of illicit discharges and improper disposal of materials into the MS4	ARC member communities, Wayne County, Oakland County, Washtenaw County, State of Michigan	General public, municipal employees and businesses	Educating on connection of MS4 to area waterbodies, public reporting illicit discharge, public responsibility and stewardship in the Rouge River watershed, proper disposal of pesticides, herbicides and fertilizers, promote HHHW including trailer, motor vehicle and chemical waste, educate commercial, industrial and educational institutional entities about pollution prevention.	Websites, social media, brochures, electronic media, at events and trainings	Ongoing	Annually	ARC member communities listed in Appendix D, Attachment A	Number of materials distributed and number of views on website/social media
A B C D E F G H I	5	Development of "homeowners" materials to promote the importance of pollution prevention and watershed restoration and stewardship	ARC member communities, counties and cooperative partners	General public	Educating on connection of MS4 to area waterbodies, public reporting illicit discharge, septic system care and failure, proper disposal of pesticides, herbicides and fertilizers, public responsibility and stewardship in the Rouge River watershed, proper disposal of grass, leaf and animal wastes, promote HHHW including trailer, motor vehicle and chemical waste, GI and LID, and cleaning materials and proper car, pavement and power washing	Brochure	During the permit cycle	Annually	ARC member communities listed in Appendix D, Attachment A	Number of materials distributed
A B C D E F G H I	6	Develop and promote educational workshops and presentations	ARC member communities, Friends of the Rouge and counties and cooperative partners	General public, businesses	Educating on connection of MS4 to area waterbodies, public reporting illicit discharge, septic system care and failure, proper disposal of pesticides, herbicides and fertilizers, public responsibility and stewardship in the Rouge River watershed, proper	Workshops and presentations	Ongoing	6 during the permit cycle	ARC member communities listed in Appendix D, Attachment A	Sign-in sheets and topics from workshops/presentations and number of materials distributed


PEP Topic	BMP Identifier	BMP Descriptor	Partner Collaboration	Target Audience	Key Messages	Delivery Mechanism	Year	Frequency	Responsible Party	Measurable Goal
J					disposal of grass, leaf and animal wastes, promote HHHW including trailer, motor vehicle and chemical waste, GI and LID, cleaning materials and proper car, pavement and power washing and educate commercial, industrial and educational institutional entities about pollution prevention.					
A B C D E F G H I J	7	Promote and support volunteer activities	ARC member communities, Wayne County, Oakland County, Washtenaw County, Friends of the Rouge, Cranbrook Institute of Science, University of Michigan - Dearborn	General public, businesses and schools	Promoting the importance of volunteer activities in the Rouge River Watershed such as River Day, Rouge Rescue, workdays, water festivals and green schools programs will encourage public responsibility and stewardship in the Rouge River.	Website/social media, materials distributed and presentations and workdays	Ongoing	Promotion of activities will be annually and up to 4 workdays may be hosted during the permit cycle	ARC members listed in Appendix D, Attachment A	Number of views on website/social media, number of volunteers attending various events and survey results from various events
A B C I J	8	Promotion and support volunteer monitoring activities within the Rouge River Watershed	ARC member communities, Wayne County, Oakland County, Washtenaw County, Friends of the Rouge	General public and businesses	Promote the importance of pollution prevention and watershed restoration and stewardship through volunteer monitoring. This monitoring may include general macroinvertebrates, stoneflies, and frogs and toads and/or fish. Volunteer monitoring will provide education, build stewardship and provided valuable data for the protection and restoration of the Rouge River.	Website/social media, materials distributed and presentations	Ongoing	Minimum of once during the permit cycle with 1 Winter Stonefly Search and 1 Spring Bug Hunt or other like programs, 1 Fall Bug Hunt and 2 other volunteer monitoring training exercises and/or workshops	ARC members listed in Appendix D, Attachment A	Number of public and businesses attending monitoring events and survey results from various events

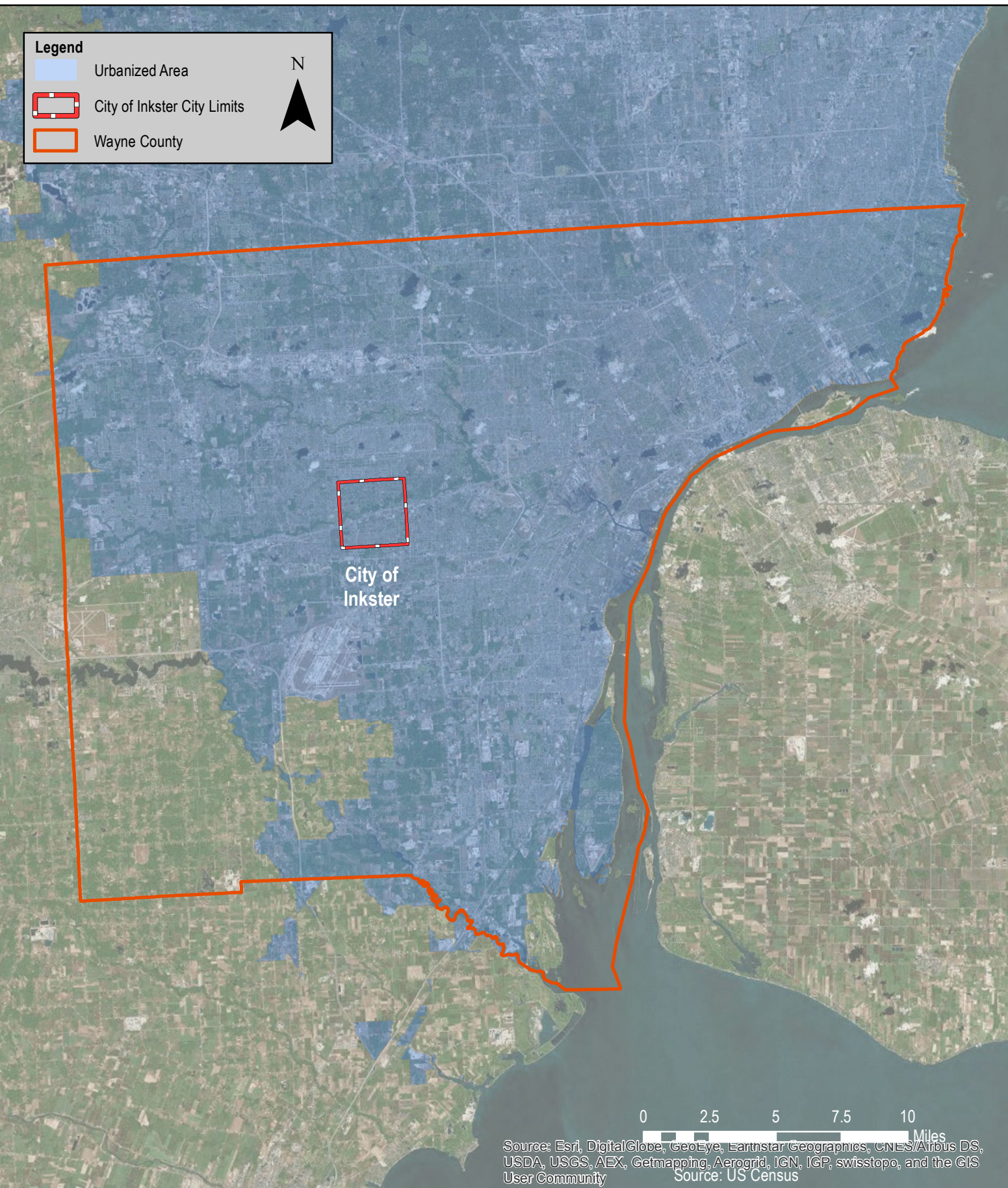
PEP Topic	BMP Identifier	BMP Descriptor	Partner Collaboration	Target Audience	Key Messages	Delivery Mechanism	Year	Frequency	Responsible Party	Measurable Goal
A B F I	9	Rouge River Watershed signage	ARC member communities, Wayne County, Oakland County, and Washtenaw County	General public	River/Road Crossing signs, Don't Feed the Geese/Waterfowl signs, and Grow Zone signs and disposal practices of animal waste or other pollution prevention topic. This activity helps to educate and increase public awareness about the interconnectedness of the watershed and the storm sewer system.	Signs and sticker	Ongoing and one new sign and/or bumper sticker during the permit cycle	Annually	ARC members listed in Appendix D, Attachment A	Documentation of current signage, maintenance required, and future signage placement and the number of new signs/stickers distributed
A B C D E F G H I J	10	Continued participation in regional partnership activities	ARC member communities, Wayne County, Oakland County, Washtenaw County, SEMCOG, and various other organizations as opportunities arise	Organizations, businesses and governmental agencies	To build partnerships with organizations like the Alliance of Downriver Watersheds, SEMCOG, Great Lakes Commission and other regional partners to coordinate storm water permit related public education and other storm water related initiatives.	Participate and collaborate with regional partners	Ongoing	Annually	ARC members listed in Appendix D, Attachment A	Meeting dates, summaries of activities and partner annual reports

APPENDIX A
Outfall and Point of Discharge Information

Legend

-  Urbanized Area
-  City of Inkster City Limits
-  Wayne County

N


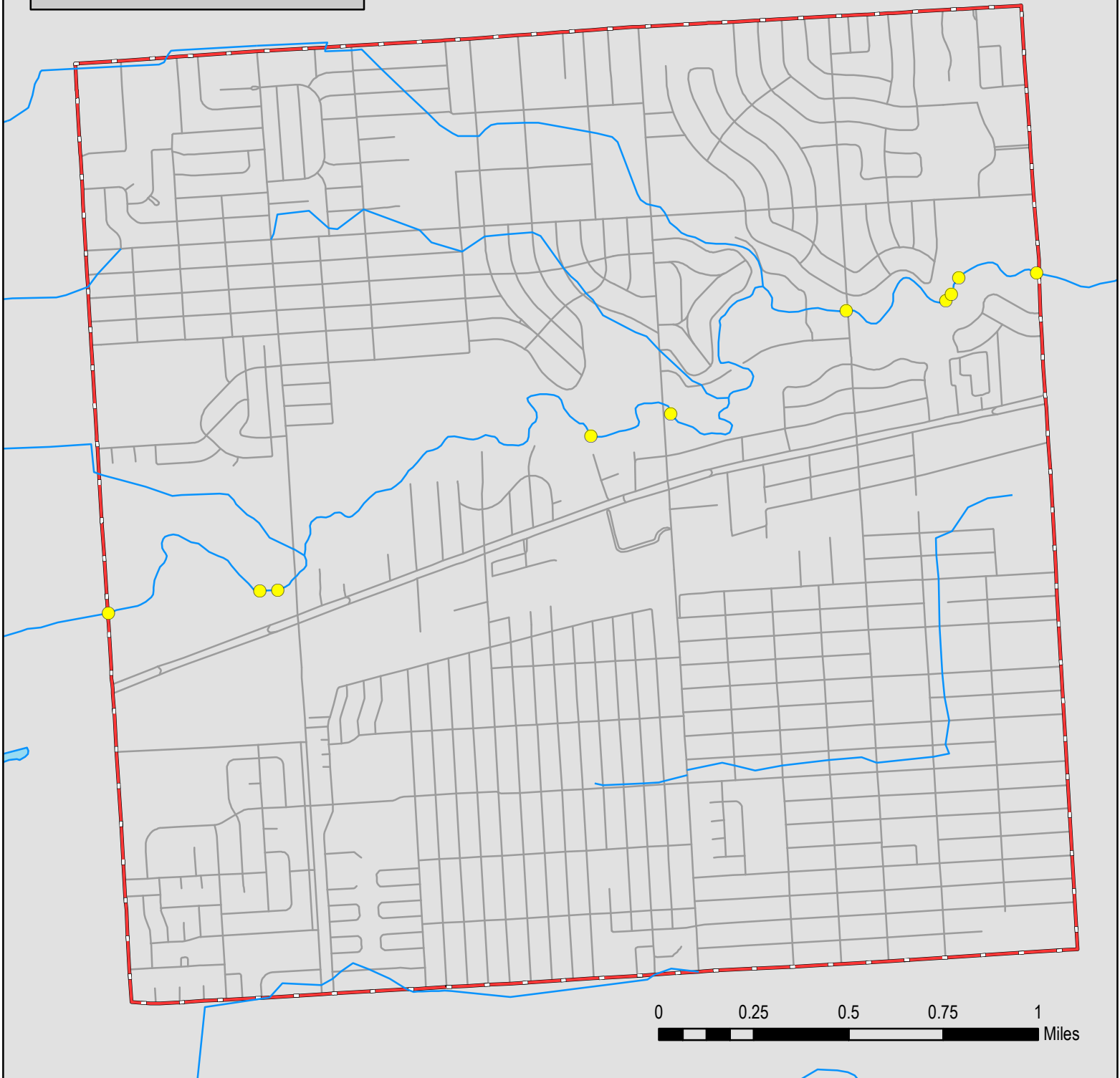


City of Inkster - Urbanized Area
 Detroit Area Cluster
 Alliance of Rouge Communities



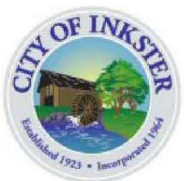
Legend

- Outfall
- ▭ City of Inkster
- Watercourse



City of Inkster - Outfall Location Map

Alliance of Rouge Communities

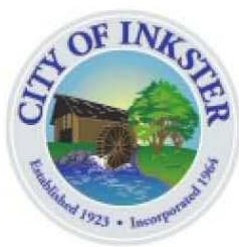


APPENDIX B
Enforcement Response Procedure

STANDARD OPERATING PROCEDURE ENFORCEMENT RESPONSE

PREPARED FOR:

THE CITY OF INKSTER
26900 PRINCETON STREET, INKSTER, MICHIGAN 48141



APRIL 2016

SECTION A – PURPOSE

The Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II Stormwater Discharge Permit Application requires a procedure for Enforcement Response to address violations of the ordinances or regulatory mechanism identified in the Stormwater Management Plan.

SECTION B – GENERAL PENALTY

Chapter 10.99 of Title 1 General Provisions of the City of Inkster Code of Ordinances defines the penalties levied by the City for ordinance violations. The section specifically defines penalties for misdemeanors or civil infractions and continuing violations.

B.1 Chapter 10.99a&b – General Penalty

(A) “Whenever in this code of the city, any act is prohibited, made or declared to be unlawful or an offense, or whenever is this code the doing of any act is required or the failure to do any act is declared to be unlawful, the violation of any such provision of this code by any person shall, upon conviction, be punished by a fine of not more than \$500 and the costs of prosecution or by imprisonment for not more than 90 days, or both such fine and imprisonment in the discretion of the court; said imprisonment may be in the county jail or city prison or in any work house in the state authorized by law to receive prisoners from the city.” (’68 Code, § 1-108)

(B) “In addition to the penalties whenever provided, any condition caused or permitted to exist in violation of any of the provisions of any ordinance shall be deemed a new and separate offense for each day that such condition continues to exist.” (’68 Code, § 1-109)

SECTION C – ENFORCEMENT TRACKING

The City will track all violations and issued permits. The following information will be collected and used for tracking records for each violation that is imposed by the City.

1. Name
2. Date
3. Location of the Violation (address, cross streets, etc.)
4. Business, Agency, Organization as applicable
5. Description of the Violation
6. Applicable Correspondence
7. Follow-up Actions
8. Key Dates
9. Descriptions of the City’s Enforcement Response
10. Schedules for Achieving Compliance
11. Date the Violation was Resolved

SECTION D – PROCESS FOR REVISION

Any questions on this policy and procedure should be directed to the Stormwater Manager or the City Manager. This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.

APPENDIX C

Collaborative Public Participation/Involvement Program (PPP)

Click [here](#) for link to Collaborative PPP Plan

[Print](#)

Inkster, MI Code of Ordinances

§ 10.99 GENERAL PENALTY.

(A) Whenever in this code of the city, any act is prohibited, made or declared to be unlawful or an offense, or whenever in this code the doing of any act is required or the failure to do any act is declared to be unlawful, the violation of any such provision of this code by any person shall, upon conviction, be punished by a fine of not more than \$500 and the costs of prosecution or by imprisonment for not more than 90 days, or both such fine and imprisonment in the discretion of the court; said imprisonment may be in the county jail or city prison or in any work house in the state authorized by law to receive prisoners from the city. ('68 Code, § 1-108)

(B) In addition to the penalties whenever provided, any condition caused or permitted to exist in violation of any of the provisions of any ordinance shall be deemed a new and separate offense for each day that such condition continues to exist. ('68 Code, § 1-109)

(Ord. 30, passed - -)

APPENDIX D

Collaborative Public Education Program (PEP)

Click [here](#) for link to Collaborative PEP Plan

APPENDIX E

Collaborative Illicit Discharge Elimination Plan (IDEP)

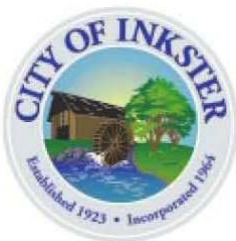
Click [here](#) for link to Collaborative IDEP

APPENDIX F
Construction Stormwater Runoff Control

STANDARD OPERATING PROCEDURE CONSTRUCTION STORMWATER RUNOFF CONTROL PROGRAM

PREPARED FOR:

THE CITY OF INKSTER
26900 PRINCETON STREET, INKSTER, MICHIGAN 48141



APRIL 2016

SECTION A – PURPOSE

The Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II Stormwater Discharge Permit Application requires a description of current and proposed BMPs to meet the minimum control measure requirements for the construction stormwater runoff control program to the maximum extent practicable. The City of Inkster does not administer a Part 91 program and is not a designated municipal enforcement agency. The following standard operating procedure provides a description of the procedures the City employs for construction site runoff control that includes notification procedures and ensuring proper permits are obtained by those disturbing greater than one acre of soil.

SECTION B – NOTIFICATION PROCEDURE

The City will notify the Wayne County Water Quality Management Division (WCWQMD) when soil or sediment is discharged into the City's MS4 in a quantity that could negatively impact surface waters of the state. Complaints received by the City will be referred to WCWQMD within 24 hours.

Through the site plan review process, The City ensures that construction activity one acre or greater in total earth disturbance with the potential to discharge to the MS4 does obtain a Part 91 Permit and/or a State of Michigan Permit by Rule or is reviewed by an approved Authorized Public Agency through the site plan review process.

SECTION C – MEASUREABLE GOALS

To demonstrate the effectiveness of the County's Part 91 program, the following metrics will be tracked for reporting purposes:

- Number of Part 91 related complaints received and referred to the County by the City building inspector.
- Number of Part 91 permits issued by the County within the City.

These metrics will be tracked over the reporting cycle that is specified in the City's Certificate of Coverage.

SECTION D – REPORTABLE DISCHARGES

The City will not report instances of *de minimis* soil discharges to MDEQ. For instances where the discharge of sediment cannot be immediately contained on site, or if there are other pollutants

that include pesticides, petroleum derivatives, construction chemicals, and solid waste associated with the discharge in quantities that are consistent with the spill response plan as defined in Appendix H of the Stormwater Management Plan (SWMP), the City will notify the MDEQ through the Pollution Emergency Alert System (PEAS) at 1-800-292-4706.

SECTION E –STATE OF MICHIGAN PERMIT BY RULE

The City shall advise the landowner or recorded easement holder of the State of Michigan Permit by Rule (Rule 323.2190) for storm water discharge from construction activity if the area of the disturbance is greater than 5 acres. These criteria will be identified during the site plan review process and will be included in correspondence with the landowner as appropriate.

SECTION F – PROCESS FOR REVISION

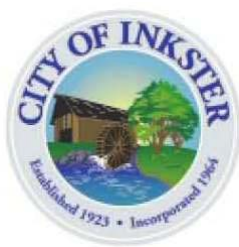
Any questions on this policy and procedure should be directed to the Stormwater Manager or the City Manager. This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.

APPENDIX G
Post-Construction Stormwater Runoff Program

STANDARD OPERATING PROCEDURE POST CONSTRUCTION STORMWATER RUNOFF CONTROL

PREPARED FOR:

THE CITY OF INKSTER
26900 PRINCETON STREET, INKSTER, MICHIGAN 48141



APRIL 2016

SECTION A – PURPOSE

The Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II Stormwater Discharge Permit Application requires a description of current and proposed BMPs to meet the minimum control measure requirements for the post-construction stormwater runoff control program to the maximum extent practicable. Post-construction stormwater runoff controls are necessary to maintain or restore stable hydrology in receiving waters by limiting surface runoff rates and volumes and reducing pollutant loadings from sites that undergo development or significant redevelopment.

SECTION B – ADOPTION OF COUNTY STANDARDS

The City of Inkster intends to adopt the Wayne County Stormwater Management Standards. Should any revisions to these standards be implemented by the County, the City will subsequently review and implement the revised standards as appropriate.

SECTION C – MEASURABLE GOALS

To demonstrate the effectiveness of the post construction stormwater runoff control program, the following metrics will be tracked for reporting purposes:

- Number of stormwater site plan reviews requested and completed
- Number of maintenance violations of constructed BMPs
- Number of instances where the City had to undertake corrective measures

These metrics will be tracked over the reporting cycle that is specified in the City's Certificate of Coverage.

SECTION D – PROCESS FOR REVISION

This procedure shall be reviewed every two years by the Stormwater Manager for any updates to streamline the requirements.

[Print](#)

Inkster, MI Code of Ordinances

§ 155.286 SITE PLAN REVIEW (ALL DISTRICTS).

(A) Intent. The site plan review procedures and standards set forth herein provide a consistent and uniform method for review of proposed development plans, to ensure full compliance with the standards contained in this chapter, other applicable local ordinances, standard engineering practices, and county, state, and federal rules, and laws. The procedures set forth herein are further intended to:

- (1) Achieve efficient use of the land;
- (2) Strengthen and maintain vibrant residential neighborhoods and business districts;
- (3) Provide a mechanism for review of new development and redevelopment or reuse of existing sites to ensure compliance with current standards;
- (4) Minimize adverse impacts on adjoining or nearby properties;
- (5) Protect the natural environment; and
- (6) Encourage cooperation and consultation between the city and the applicant to facilitate development in accordance with the city's land use objectives.

(B) Site plan review applicability and type. A building permit shall not be issued until a site plan is approved in accordance with the procedures and standards set forth herein, compliance with the land division, subdivision and other city ordinances and all necessary review, inspection, and permit fees have been fully paid. The extent of site plan review for various types of projects is classified into four types below.

(1) Exempt. Projects include new or expanded single-family homes on individual lots in a residential zoning district, change in commercial business use without utility improvements, exterior site, building or structural alteration.

(2) Administrative review. These projects are required to provide a site plan and may not require review by the Planning Commission; but shall undergo a formal review for approval by the Community Development Department. Projects include:

- (a) Increase in parking or loading area up to 20% of existing area;
- (b) Change in building height that does not add floor area;
- (c) Building additions to non-single-family uses that do not affect parking and meet all requirements of this chapter.
- (d) Accessory buildings and structures for non-single-family uses;
- (e) Architectural design changes to non-residential uses;
- (f) Sidewalks or pathways;
- (g) Screens or fences for non-one-family uses;

(h) Modifications to one-family or multiple-family dwellings to comply with ADA or other barrier-free regulations;

(i) Sign relocation or replacement;

(j) Site improvements meeting zoning code standards; and

(k) Waste storage relocation or installation of screening around receptacle.

(l) Minor deviations of site plans previously approved by the Planning Commission, which shall comply with all applicable city regulations. Minor deviations are defined as changes that shall not cause any of the following:

1. A change in character of the development.

2. An increase in the ratio of gross floor area to zoning-lot area.

3. An increase in coverage by structure unless justified by changes in other factors.

4. A reduction in approved open space or off-street parking and loading space unless justified by changes in other factors.

5. The creation of or increase in injurious effects to adjacent or contiguous land uses.

(3) Full site plan. The most involved process for larger and more intense residential and all non-residential projects not included in the other classifications. All special condition uses shall be subject to full site plan review.

(4) Planned unit development. Site plans for planned unit developments shall follow the procedure as provided in § 155.152, Planned unit development. Site condominiums shall be required to meet the same design standards as required in § 155.151, Condominium development.

(C) Planning Commission site plan review procedures and requirements. Site plans must be submitted in accordance with the following procedures and requirements. The Community Development Director performs an administrative review. Subsequently, the Planning Commission reviews and determines if the site plan is approved, conditionally approved, or denied.

(1) Applicant attendance. The owner of an interest in the land for which site plan approval is sought, or the designated agent of said owner shall submit the application. The application shall contain current written proof of ownership or current ownership option in the property. The applicant or a designated representative must be present at all scheduled review meetings or consideration of the plan shall be tabled due to lack of representation. Absence at two consecutive meetings without prior notice to the City Planner shall result in denial of the application. The City Planner may recommend to the Planning Commission Chairperson that the applicant's architect and/or engineer be present at the meeting in order to address technical matters related to the application.

(2) Pre-planning meeting. The applicant is encouraged to schedule a meeting with the Community Development Director to discuss the project, submittal requirements and review procedures. The purpose of this meeting is to discuss applicable standards and technical issues, and to determine the appropriate type of review process. If the project is determined to be eligible for administrative approval, the procedures of this section shall be followed; in other cases, the process shall proceed as described below.

(3) Preliminary site plan submittal. The applicant shall submit four copies (five if in the

Downtown Development Area) of the following items to the Community Development Department for Administrative Review at least two weeks prior to the scheduled Planning Commission meeting for the subject site plan:

- (a) A complete application form supplied by the city.
 - (b) A complete site plan that includes the information listed in division (E) of this section.
 - (c) Any additional information the Planning Commission finds necessary to make the determinations required herein.
- (4) Technical (staff) review.
- (a) The Community Development Department shall forward the application and site plan(s) to the city's public safety officials, Department of Public Works and applicable consultants. All reviews shall be submitted back to the Community Development Department.
 - (b) Upon completion of the technical review, the applicant shall submit 11 copies of the above documents, including possible changes by the Planning Commission and/or Community Development Department to the Planning Commission for final review.
- (5) Planning Commission consideration of preliminary site plan. Following technical review and comment, and compliance with administrative procedures, the site plan shall be placed on the agenda of the Planning Commission. The Planning Commission shall review the application for site plan approval, together with the reports and recommendations from staff, consultants and other reviewing agencies, as appropriate. The Planning Commission shall then make a determination based on the requirements and standards of this chapter. The Planning Commission is authorized to postpone, grant approval, approve subject to revisions or deny as follows:
- (a) Postpone. The application may be postponed if it is determined to be incomplete, the applicant has not fully responded to deficiencies identified in the technical review, code interpretation is needed from the Board of Zoning Appeals, or that revisions are necessary to bring the site plan into compliance with applicable standards and regulations. The Planning Commission shall direct the applicant to prepare additional information, revise the site plan or direct the city staff to conduct additional analysis. The applicant shall be required to prepare revised plans accompanied by a complete list of all changes, certified as such by the applicant's design professional. Full sets of plans must be resubmitted.
 - (b) Approval. Upon determination that all requirements for site plan approval, as set forth herein, are met and a recommendation has been forwarded to the Planning Commission by all reviewing agencies of the city, approval shall be granted subject to the applicant providing copies of all required outside agency approvals. In those instances where approval authority is vested with the City Council, the Planning Commission shall make a recommendation to City Council.
 - (c) Approval subject to revisions. Upon determination that a site plan is in compliance except for minor revisions, said revisions shall be identified and the applicant shall be given the opportunity to correct the site plan prior to applying for final site plan approval. The applicant shall submit, with the final site plan, a complete list of all changes, certified by the applicant's design professional, to the Community Development Department for final approval after said revisions have been completed. At its discretion, the Planning Commission may require the right to review the revised final site plan.
 - (d) Denial of approval. Upon determination that a site plan does not comply with standards and regulations set forth in this chapter, requires extensive revision in order to comply with said

standards and regulations, or the applicant has not satisfactorily addressed all reasons for postponing action, site plan approval shall be denied. The applicant must revise the plans and resubmit if still interested in pursuing the project. A re-submittal shall be considered a new site plan and be required to re-initiate the full site plan review process.

(6) Effect of site plan review action. Any preliminary site plan approved under this provision shall expire after one year from the date of such approval. If construction has not commenced within one year of site plan approval by the Planning Commission or the City Community Development Department (as applicable), approval becomes null and void and a new application for site plan review shall be required. The applicant may request a six month extension by the Planning Commission or the Community Development Department (as applicable), provided a written request is received before the expiration date and the site plan complies with current standards (i.e. any amendments to the zoning code since the site plan was approved). Applicant or designated representative of the applicant shall appear in front of the appropriate body to be eligible to receive an extension. This limitation shall not apply to preliminary planned development site plans accompanying approved planned development rezoning.

(7) Final site plans (detailed construction, landscape and engineering plans). Except where otherwise set forth in this chapter, final site plan approval may be given administratively when all conditions set forth herein for final site plans are complied with, except the Planning Commission may, at the time of preliminary site plan approval, require final site plan approval by the Commission as well. The Community Development Department shall grant final site plan approval where the following requirements are met:

(a) All local, county and state requirements as may apply to the proposed use are met. The applicant shall be required to obtain all other necessary agency permits from the Michigan Department of Environmental Quality, Wayne County Road Commission, Drain Commission, Environmental Department and Health Department, and all applicable utility companies. Copies of applications and approvals from all applicable outside agencies shall accompany submission of the application and final site plan to the city.

(b) All applicable engineering requirements are met. Complete engineering plans shall be submitted to the Department of Public Service for approval.

(c) The design shown on the final site plan shall remain unchanged from the approved preliminary site plan. Upon determination that the final site plan does not comply with the conditions of preliminary site plan approval or that required engineering plan revisions alter the site plan configuration approved by the Planning Commission, the applicant shall be required to revise the site plan and engineering plans and resubmit the site plan to the body that approved the site plan for review and approval as an amended site plan.

(8) Final site plan approval, except as specifically permitted in divisions (a) and (b) below, shall not be given until all the above requirements are met. No work shall commence on any site, except as specifically permitted herein, or any buildings requiring site plan approval and no permits shall be issued until after final site plan approval is granted.

(a) Upon request, the city may permit, when justifiable conditions are found to exist, and after preliminary site plan approval has been given, the movement of soil on the site, prior to final site plan approval, provided:

1. A grading and soil erosion and sedimentation control plan, drawn to local specifications and, when necessary, to county specifications, has been reviewed and approved; and

2. A soil erosion permit, when required, has been secured.

(b) Upon request of the applicant, the city may permit the layout of footings and the construction of foundation walls prior to final site plan approval, provided:

1. When justifiable conditions are found to exist;

2. Preliminary site plan approval has been given;

3. A grading and soil erosion and sedimentation control plan, drawn to local specifications and, when necessary, to county specifications, has been reviewed and approved;

4. A soil erosion permit, when required, has been secured;

5. Detailed engineering plans for all above ground and below ground utilities have been submitted for review and approval; and

6. Footing and foundation design plans have been approved by all applicable state, county, local departments and consultants.

(9) Completion of site design in accordance with approved site plan.

(a) Following approval of the site plan and final approval of the engineering plans by the Department of Public Services and the Community Development Department, a building permit may be obtained. It shall be the responsibility of the applicant to obtain all other applicable city, county, state, federal or utility permits prior to issuance of a building permit.

(b) The approval of any site plan under this provision, other than subdivisions (subdivisions shall follow the procedures of the Land Division and Subdivision Acts), shall expire six months after the date of such approval, unless actual construction and development has commenced in accordance with the site plan. If construction and development is commenced within the six month period, then the approval shall continue for a period of six months from the approval date. However, a lapse of more than six months in continuous substantial construction and development shall cause the approval to expire. The Building Official or other official responsible for code enforcement shall not issue a building permit for any type of construction on the basis of the approved site plan after the approval has expired unless the plan has received an extension from the Planning Commission or City Council. Fees for review of an expired site plan may be waived or reduced in those instances where no substantial change in conditions of the site plan or of abutting uses has taken place. In those instances where substantial conditions have changed, the fee for review of an expired site plans shall be the same as for the initial submittal.

(c) It shall be the responsibility of the owner of a property for which site plan approval has been granted to maintain the property in accordance with the approved site design on a continuing basis until the property is razed, or until new zoning regulations supersede the regulations upon which site approval was based, or until a new site design approval is sought. Such maintenance shall include all building and site elements depicted on the site plan including parking configuration, lighting and landscaping. Any property owner who fails to maintain a site as approved shall be deemed in violation of the applicable use provisions of this chapter and shall be subject to penalties.

(d) A development agreement with suitable guarantee and performance bond may be required by the city to assure compliance with an approved final site plan.

(D) Administrative plan review. For uses and projects eligible for administrative review, the following procedure shall apply:

(1) Submittal requirements. Five copies of the site plan that contains the information listed in division (E) below, shall be submitted to the Community Development Department.

(2) Review. The Community Development Department shall review and either approve the site plan, approve the site plan with a condition that certain revisions be made, or deny the site plan.

(3) Appeal. Either the Community Development Department, Building Department or applicant shall have the option to request site plan review by the Planning Commission.

(4) Issuance of building permit. A building permit shall be issued following review and approval of any engineering or construction plans by the Building Department or Community Development Department, as appropriate.

(E) Submittal requirements. The following information shall be included with and as part of a site plan submitted for review. The Planning Commission, upon recommendation of the City Planner, shall not review applications considered to be incomplete by the Community Development Department. The Planning Commission may waive information considered not applicable to the proposed site plan.

(1) Application form. Including written proof of property ownership or option to purchase (with specified time limit) and signed authorization designating a representative.

(2) Site plan description and identification data.

(a) Site plans shall consist of an overall plan for the entire development, drawn to an engineer's scale of not less than 1 inch = 50 feet for property less than 3 acres, or 1 inch = 100 feet for property 3 acres or more in size. Sheet size shall be at least 24 x 36 inches. If a large development is shown in sections on multiple sheets, then one overall composite sheet shall be included;

(b) Written project description, including proposed use, building(s) and site improvements;

(c) Title block with sheet number/title; name, address and telephone number of the applicant and firm or individual who prepared the plans; and date(s) of submission and any revisions (month, day, year);

(d) Scale and north-point;

(e) Location map drawn to a separate scale with north-point, showing surrounding land, water features, zoning and streets within a quarter mile;

(f) Legal and common description of property;

(g) Identification and seal of architect, engineer, land surveyor, or landscape architect who prepared drawings;

(h) Zoning classification of petitioner's parcel and all abutting parcels;

(i) Proximity to section corner and major thoroughfares; and

(j) Net acreage (minus rights-of-way) and total acreage.

(3) Site analysis.

(a) Survey of existing lot lines, building lines, structures, parking areas and other improvements on the site and within 100 feet of the site;

- (b) Surrounding land uses and zoning;
 - (c) All existing easements;
 - (d) Existing roadways and driveways within 100 feet of the site;
 - (e) Existing sidewalks and non-motorized pathways.
- (4) Site plan.
- (a) Proposed lot lines, lot dimensions, property lines and setback dimensions;
 - (b) Structures, and other improvements;
 - (c) Proposed easements;
 - (d) Location of exterior lighting (site and building lighting) in accordance with site lighting standards;
 - (e) Location of trash receptacle(s) and transformer pad(s) and method of screening;
 - (f) Extent of any outdoor sales or display area.
- (5) Access and circulation.
- (a) Dimensions, curve radii and centerlines of existing and proposed access points, roads and road rights-of-way or access easements;
 - (b) Opposing driveways and intersections within 100 feet of site;
 - (c) Cross section details of proposed roads, driveways, parking lots, sidewalks and non-motorized paths illustrating materials and thickness;
 - (d) Dimensions of acceleration, deceleration, and passing lanes;
 - (e) Dimensions of parking spaces, islands, circulation aisles and loading zones;
 - (f) Dimensions and details of wall and sidewalk protection;
 - (g) Calculations for required number of parking and loading spaces;
 - (h) Designation of fire lanes;
 - (i) Traffic regulatory signs and pavement markings;
 - (j) Location of existing and proposed sidewalks/pathways within the site or right-of-way;
 - (k) Location, height, and outside dimensions of all storage areas and facilities.
- (6) Landscape plans.
- (a) Location of existing and proposed lawns and landscaped areas;
 - (b) Planting plan, including location and type of all proposed shrubs, trees, and other live plant material;
 - (c) Planting list for proposed landscape materials with caliper size or height of material, method of installation, botanical and common names, and quantity;

- (d) Proposed dates of plant installation;
 - (e) Description of methods to preserve existing plant materials;
 - (f) Landscape maintenance schedule; and
 - (g) A bond held in escrow may be required for up to three years to ensure landscape health and maintenance.
- (7) Building and structure details.
- (a) Location, height, and outside dimensions of all existing and proposed buildings or structures;
 - (b) Building floor plans and total floor area;
 - (c) Details on accessory structures and any screening;
 - (d) Location, size, height, and lighting of all proposed site and wall signs;
 - (e) Location, size, height and material of construction for all obscuring walls, berms and fences with cross-sections, where required;
 - (f) Building facade elevations for all sides, drawn at an appropriate scale;
 - (g) Description of exterior building materials and colors (samples may be required).
- (8) Drainage, soil erosion, sedimentation control and utilities.
- (a) Location and size of existing and proposed storm sewers;
 - (b) Soil erosion and sedimentation control measures;
 - (c) Location of existing and proposed sanitary sewers;
 - (d) Location and size of existing and proposed water mains, well sites, water service and fire hydrants;
 - (e) Location of existing and proposed gas, electric and telephone lines, above and below ground;
 - (f) Location of transformers and utility boxes; and
 - (g) Assessment of potential impacts from the use, storage, processing, or movement of hazardous materials or chemicals, if applicable.
- (9) Lighting plan.
- (a) Location and height of all freestanding, building-mounted and canopy light fixtures on the site plan and building elevations;
 - (b) Photometric grid overlaid on the proposed site plan indicating the overall light intensity throughout the site (in foot-candles);
 - (c) Specifications and details for the type of fixture being proposed including the total lumen output, type of lamp and method of shielding; and
 - (d) Use of the fixture proposed.

(10) Additional information maybe required as determined by the city Building Department, Planning Commission and other applicable city departments and codes, to properly review an application.

(Ord. 792, passed 12-3-01)

§ 155.287 STANDARDS FOR SITE PLAN APPROVAL.

Site plan approval shall be granted only if the site plan meets all applicable standards set forth in this chapter as outlined below:

(A) Adequacy of information. The site plan shall include all required information in sufficiently complete and understandable form to provide an accurate description of the proposed use(s) and structure(s). All sheets must be consistent. The Planning Commission, upon recommendation of the City Planner, has the right to waive any of the submittal requirements if not applicable to the proposed project.

(B) Site design characteristics. All elements of the site design shall be designed and organized in relation to scale, character and architectural features of the adjoining properties, the size and type of subject property, the type and size of buildings and environmentally sensitive areas. The property shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted by this chapter. The site shall be designed to conform to all provisions of this chapter. Redevelopment of existing sites shall be brought into conformance with all site improvement provisions of this chapter which are relative to and proportionate to the extent of redevelopment, as determined by the Planning Commission.

(C) Buildings. Buildings and structures will meet or exceed setback standards, build-to lines, height and other dimensional standards, and placed to preserve environmentally sensitive areas. Redevelopment of existing structures shall meet or exceed all standards for which a variance has not been obtained.

(D) Architecture. All proposed development subject to site plan approval shall utilize sensitive design and quality architecture materials to ensure that buildings are compatible with surrounding uses, protects the investment of adjacent landowners, blends harmoniously into the streetscape, and maintains a positive image for the city.

(E) Materials and colors. Building and sign materials and colors shall relate well and not deviate from the surrounding area. Subtle earth tone colors shall be used for building and roofing material. The Planning Commission or City Council, if applicable, may require a color rendering.

(F) Scale and compatibility. Buildings shall possess architectural variety, but enhance the overall cohesive community character. Buildings shall consider the scale and proportion of existing structures in the area. Roof shape and materials shall be architecturally compatible with adjacent buildings and enhance the predominant streetscape.

(G) Architectural features. All buildings are encouraged to provide architectural features, details and ornaments such as archways, colonnades, cornices, peaked rooflines or towers. Building walls over 100 feet in length shall be broken up with varying building lines, windows, architectural accents and trees. Building entrances are encouraged to have windows, canopies and awnings; provide unity of scale, texture, and color; and provide a distinct exterior entry area between a building and access lanes or parking areas.

- (H) Equipment screening. All rooftop HVAC and other mechanical equipment shall be screened.
- (I) Privacy. The site design shall provide reasonable visual and sound privacy for dwelling units located therein and adjacent thereto. Fences, walks, barriers, buffers and plantings shall be used, as appropriate, for the protection and enhancement of property and the privacy of its occupants.
- (J) Emergency vehicle access. All buildings or groups of buildings shall be arranged so as to permit emergency vehicle access.
- (K) Ingress and egress. Safe, convenient, and well-defined vehicular and pedestrian circulation within and to the site shall be provided. Drives, streets, parking and other elements shall be designed to discourage through-traffic, while promoting safe and efficient traffic operations within the site and at its access points. Access to the site shall be designed to minimize conflicts with traffic on adjacent streets.
- (L) Non-motorized circulation. The site plan shall provide a non-motorized circulation system that is insulated as completely as is reasonably possible from the vehicular circulation system.
- (M) Vehicular, pedestrian and bicycle circulation layout. The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. The width of streets and drives shall be appropriate for the volume of traffic they will carry, on-street parking, where appropriate, and the desired character of the streetscape and neighborhood or district.
- (N) Soil erosion. The proposed development shall include measures to prevent soil erosion and sedimentation.
- (O) Exterior lighting. Exterior lighting shall be designed so that it is deflected away from adjacent properties, does not impede the vision of drivers on public streets and meets the intent of this chapter.
- (P) Public services. The scale and design of the proposed development shall facilitate acceptable and adequate provision of services currently furnished by or that may be required of the city or other public agencies including, but not limited to, fire and police protection, stormwater and sanitary sewage removal and treatment, water supply, traffic control and administrative services.
- (Q) Hazardous materials. Sites which include storage of hazardous materials or waste, fuels, salt, or chemicals shall be designed to prevent spills and discharges of polluting materials to the surface of the ground, groundwater or nearby surface water bodies.
- (R) Consistency with the Master Plan and any applicable subarea or corridor plans.

(Ord. 792, passed 12-3-01)

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CHAPTER 55: STORMWATER MANAGEMENT

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GENERAL PROVISIONS

§ 55.001 STATUTORY AUTHORITY.

This chapter is enacted pursuant to the Federal Water Pollution Control Act of 1972, 33 U.S.C. §§ 1251 et seq., as amended; Part 31 of the Natural Resources and Environmental Protection Act of 1994 ("Part 31"), MCLA §§ 324.3101 et seq., as amended; the Voluntary Stormwater General Permit (MIG619000) issued by the Michigan Department of Environmental Quality pursuant to Part 31; Act 288 of 1967 (Subdivision Control Act), MCLA §§ 560.101 et seq., as amended; Act 40 of 1956 (Drain Code), MCLA §§ 280.1 et seq., as amended; and Act 96 of 1987 (Mobile Home Commission Act), MCLA §§ 125.2301 et seq., as amended.

(Ord. 826, passed 11-9-09)

§ 55.002 PURPOSE.

The prevention of pollution from stormwater runoff and the protection of the quality of waters of the State of Michigan are of utmost importance to the people of the City of Inkster. It is the purpose of this chapter and any rules promulgated pursuant to this chapter:

(A) To protect the environment against pollution and other effects from stormwater runoff, and to protect the public health and safety;

(B) To provide for the implementation of a stormwater management program in the City of Inkster to manage and prevent flooding, stream bank erosion, pollution, and other effects from stormwater runoff;

(C) To establish standards and criteria for the design and construction of stormwater management systems subject to the requirements of this chapter;

(D) To establish best management practices for the design, construction, maintenance, and operation of stormwater management systems subject to the requirements of this chapter;

(E) To provide for the issuance of stormwater construction approvals for construction activities subject to the requirements of this chapter;

(F) To provide for the long-term preservation and maintenance of stormwater management systems subject to the requirements of this chapter;

(G) To authorize the inspection of stormwater management systems subject to the requirements of this chapter; and

(H) To provide for the administration, implementation and enforcement of this chapter.

(Ord. 826, passed 11-9-09)

§ 55.003 TITLE.

This chapter shall be known and may be cited as the “City of Inkster Stormwater Management Ordinance.”

(Ord. 826, passed 11-9-09)

§ 55.004 ADMINISTRATION.

This chapter shall be administered jointly by the City of Inkster Department of Public Works and the Department of Engineering.

(Ord. 826, passed 11-9-09)

§ 55.005 DEFINITIONS.

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

APPLICANT. A person responsible for regulated construction activity on a development site who is seeking to obtain stormwater construction approval.

BEST MANAGEMENT PRACTICE or **BMP.** A practice or combination of practices that have been determined by the city to be the preferred method of preventing, minimizing, or reducing pollution and other effects of stormwater runoff.

CITY. The City of Inkster.

CONSTRUCTION ACTIVITY. A human-made activity, including without limitation clearing, grading, excavating, construction and paving, that results in an earth change or disturbance in the existing cover or topography of land, including any modification or alteration of a site or the “footprint” of a building that results in an earth change or disturbance in the existing cover or topography of land.

CONVEYANCE. Any structure or other means of safely conveying stormwater and stormwater runoff within a stormwater management system, including without limitation a watercourse, closed conduit, culvert, or bridge.

COUNTY. The Charter County of Wayne.

COUNTY DRAINS. Open or closed drains within the jurisdiction of Wayne County pursuant to Act 40 of 1956 (Drain Code), MCLA §§ 280.1 et seq., as amended.

DEVELOPMENT SITE. The property on which regulated construction activity will occur or is occurring or has occurred.

DIRECTOR. The Director of the City of Inkster Department of Public Works.

ENGINEER. The City Engineer of the City of Inkster or his or her designee.

PERMIT SECTION. The permit section of the City of Inkster Department of Public Works, and the City Engineer.

PERSON. A natural person, trustee, court-appointed representative, syndicate, association, partnership, firm, club, company, corporation, business trust, institution, agency, government corporation, municipal corporation, city, county, municipality, district, or other political subdivision department, bureau, agency or instrumentality of federal,

state, or local government, or other entity recognized by law as the subject of rights and duties.

REGULATED CONSTRUCTION ACTIVITY. A construction activity that is subject to the provisions of this chapter or a rule promulgated pursuant to this chapter.

STORMWATER. Water resulting from a period of precipitation, including without limitation rain, snow, and snowmelt.

STORMWATER CONSTRUCTION APPROVAL. An approval issued pursuant to this chapter and rules promulgated pursuant to this chapter.

STORMWATER MANAGEMENT PROGRAM. Stormwater management program consists of ordinances, orders, rules, regulations, and other mechanisms that provide for the management of stormwater to prevent flooding and to ensure the restoration and/or protection of rivers, lakes, and streams in the City of Inkster. The **STORMWATER MANAGEMENT PROGRAM** consists of the requirements of this chapter and any rules or regulations promulgated under this chapter, and activities mandated by the certificate of coverage issued by MDEQ to the city pursuant to the Michigan Voluntary Stormwater General Permit No. MIG619000.

STORMWATER MANAGEMENT SYSTEM. Any structure, feature or appurtenance subject to this chapter or a rule promulgated pursuant to this chapter that is designed to collect, retain, treat, or convey stormwater runoff, including without limitation buffer strips, swales, gutters, catch basins, closed conduits, detention basins, wetland, pavement, unpaved surfaces, structures, watercourses, or any surface from which stormwater drains off site or directly or indirectly drains to the water of the state.

STORMWATER RUNOFF. The excess portion of precipitation that does not infiltrate the ground, but “runs off” and reaches a stream, water body, storm sewer, conveyance, surface water, or watercourse.

SURFACE WATER. A body of water, including without limitation seasonal and intermittent waters, in which the surface of the water is exposed to the atmosphere, including without limitation lakes, open detention basins, forebays, watercourses, bioretention areas, retention basins, wetlands, and impoundments.

WATERCOURSE. An open conduit, either naturally or artificially created, that periodically or continuously conveys water, including without limitation rivers, streams, vegetated swales, open channels, and open county drains.

(Ord. 826, passed 11-9-09)

§ 55.006 APPLICABILITY.

General. This chapter and rules promulgated pursuant to this chapter shall apply to all of the following:

(A) Construction activity that impacts **stormwater** runoff into or around new or existing road rights-of-way within the jurisdiction of the city;

(B) Construction activity that impacts **stormwater** runoff into or around city drains;

(C) Construction activity that impacts **stormwater** runoff in projects that are subject to the requirements of Act 288 of 1967 (Subdivision Control Act), MCL 560.101 et seq., as amended;

(D) Construction activity that impacts **stormwater** runoff from projects that are subject to Act 96 of 1987 (Mobile Home Commission Act), MCL 125.2301 et seq., as amended;

(E) Construction activity that impacts **stormwater** runoff into, on, or through property owned by the city;

(F) Construction activity that impacts new or existing storm sewer systems owned, operated or controlled by the city; and

(G) Construction activity that occurs within and impacts or may impact water quality or water resources in watersheds or sub-watersheds included in the certificate of coverage issued by the Michigan Department of Environmental Quality to the city pursuant to the general permit “**Stormwater** Discharges from Municipal Separate Storm Sewer Systems (MS4s) Subject to Watershed Plan Requirements” (General Permit No. MIG619000).

(Ord. 826, passed 11-9-09)

STORMWATER CONSTRUCTION APPROVALS

§ 55.020 GENERAL REQUIREMENTS.

It shall be a violation of this chapter to engage in regulated construction activity except in accordance with this chapter and rules promulgated pursuant to this chapter, and pursuant to a valid **stormwater** construction approval issued by the city. **Stormwater** construction approval shall be issued in a form and manner approved by the city, and may be incorporated into a construction permit or other approval issued under or required by another ordinance, statute or regulation. The **stormwater** from any development site (new or redevelopment), after adequate treatment and then required storage (per the city/engineering standards) shall be discharged to the city’s separated **stormwater** system having adequate capacity discharging directly to the river.

(Ord. 826, passed 11-9-09)

§ 55.021 APPLICATION FOR STORMWATER CONSTRUCTION APPROVAL.

(A) Applicants shall submit a written application for a **stormwater** construction approval to the city. The application shall be made in a form and manner approved by the city, and shall include all information and documentation required by the city pursuant to this chapter or rules promulgated pursuant to this chapter.

(B) All proposed modifications to a **stormwater** management system that has received a **stormwater** construction approval issued by the city shall be submitted to the city in writing, together with all information and all supporting documentation required by the city pursuant to this chapter or rules promulgated pursuant to this chapter to support the proposed modification. A person shall not commence regulated construction activity associated with a proposed modification without the approval of the city.

(Ord. 826, passed 11-9-09)

§ 55.022 FINANCIAL ASSURANCE FOR REGULATED CONSTRUCTION ACTIVITY.

(A) The city may require an applicant to provide financial assurance for regulated construction activity.

(B) Financial assurance provided pursuant to this section shall be in the form of a performance bond, cash deposit, or unconditional irrevocable letter of credit. The city may accept, with prior approval, an equivalent instrument that guarantees that a **stormwater** management system that has received **stormwater** construction approval from the city is constructed in compliance with the regulated **stormwater** construction activity.

(C) The city may promulgate rules that establish the form and amount of financial assurance to be provided; the events, circumstances, or occurrences that will cause the city to release the financial assurance mechanism; and other requirements for financial assurance to satisfy the purposes of this chapter.

(Ord. 826, passed 11-9-09)

DESIGN AND CONSTRUCTION REQUIREMENTS FOR STORMWATER MANAGEMENT SYSTEMS

§ 55.035 GENERAL.

(A) **Stormwater** management systems shall be designed in accordance with the minimum requirements for performance and design that are set forth in this chapter and in rules promulgated pursuant to this chapter.

(B) The city encourages the development and use of innovative **stormwater** management system designs and construction techniques, including without limitation the use of nonstructural practices to reduce water quality impact and/or the generation of **stormwater** runoff, to achieve the flood control and water quality objectives of this chapter and the rules promulgated hereunder.

(C) Notwithstanding any provision in this chapter or a rule promulgated pursuant to this chapter, the city may require **stormwater** management systems to satisfy performance and/or design standards more stringent than the minimum requirements for performance and design set forth in this chapter and in rules promulgated pursuant to this chapter when necessary to address unique flood control or water resources protection issues at a development site, on adjacent properties, or downstream of a development site.

(Ord. 826, passed 11-9-09)

§ 55.036 REQUIREMENTS FOR DESIGN OF STORMWATER MANAGEMENT SYSTEMS.

(A) Selecting and designing **stormwater** management systems to meet the requirements of this chapter and the rules promulgated pursuant to this chapter shall be the responsibility of the applicant or its designee, subject to the approval of the city pursuant to this chapter and rules promulgated pursuant to this chapter. The city may deny a **stormwater** construction approval for a system design that is not in compliance with these requirements.

(B) In designing a **stormwater** management system, the applicant shall consider all relevant and appropriate factors, including without limitation the following:

- (1) The public health, safety, welfare, and the environment;
- (2) The inconvenience caused by **stormwater** runoff on the subject property;
- (3) The long-term impact of regulated construction activity on **stormwater** runoff on, from, and beyond the property;

- (4) The natural drainage pattern of the land;
 - (5) The impact of the regulated construction activity on the affected watershed(s);
 - (6) The effect of complete upstream development on the subject property as determined by applicable master plans and/or stormwater plans; and
 - (7) The extent of downstream improvements necessary for proper stormwater drainage.
- (Ord. 826, passed 11-9-09)

FEES

§ 55.050 FEES FOR STORMWATER CONSTRUCTION APPROVALS.

The City Manager or designee(s) may recommend to the City Council a written schedule to be adopted by the city to establish a fee system for administering and implementing the stormwater management program. The fee system may include fees for application submittal and review, project overview, compliance inspections, appeals, and any other task or service performed by the city to administer or implement the requirements of this chapter or rules promulgated hereunder. Fees may be refundable or non-refundable, as determined appropriate by the city, and may include charges for time, labor and materials utilized by the city in implementing and administering the requirements of this chapter or rules promulgated pursuant to this chapter. The schedule of fees and/or permits shall be incorporated into the Code of Ordinances of the City of Inkster, as amended and/or pursuant City Council resolution as may be amended from time to time.

(Ord. 826, passed 11-9-09)

LONG-TERM MAINTENANCE

§ 55.065 DEMONSTRATION OF LONG-TERM MAINTENANCE.

The applicant for a stormwater construction approval shall demonstrate to the city in the application or during the application review process, as determined appropriate by the city, that the stormwater management system shall be maintained in perpetuity. This demonstration shall be made in the manner specified in rules

promulgated pursuant to this chapter.

(Ord. 826, passed 11-9-09)

§ 55.066 SCOPE OF LONG-TERM MAINTENANCE.

For purposes of this chapter and rules promulgated pursuant to this chapter, long-term maintenance shall include site monitoring and preventative maintenance activities necessary to ensure that a **stormwater** management system is functioning properly as designed; remedial actions necessary to repair, modify, or reconstruct the system in the event the system does not function properly as designed at any time; notification to subsequent owners of limitations or restrictions on the property; actions necessary to enforce the terms of restrictive covenants or other instruments applicable to the property pursuant to this chapter and rules promulgated pursuant to this chapter; and such other actions as may be set forth in rules promulgated hereto.

(Ord. 826, passed 11-9-09)

AUTHORITY AND DUTIES OF INSPECTORS

§ 55.080 AUTHORITY.

Upon presentation of proper credentials and identification, and after stating the authority and purpose of the inspection, city inspectors shall be promptly permitted to enter and inspect any property on which regulated construction activity is in progress or has been completed. The inspection shall be for the purpose of investigating any development site, **stormwater** management systems or their components in order to determine compliance or noncompliance with this chapter, rules or regulations promulgated pursuant to this chapter, and/or **stormwater** construction approvals issued pursuant to this chapter.

(Ord. 826, passed 11-9-09)

§ 55.081 DUTIES OF INSPECTORS.

While entering and performing an inspection on private property pursuant to § [55.080](#) above, a city inspector shall observe and comply with all safety rules applicable to the premises.

(Ord. 826, passed 11-9-09)

COMPLIANCE AND ENFORCEMENT

§ 55.095 GENERAL.

All persons are encouraged to cooperate with the city to ensure that the requirements of this chapter, rules promulgated pursuant to this chapter, and stormwater construction approvals issued hereunder are satisfied. Whenever possible, the city shall attempt to enter into voluntary agreements to resolve violations of this chapter, rules promulgated pursuant to this chapter, and stormwater construction approvals issued hereunder.

(Ord. 826, passed 11-9-09)

§ 55.096 INVESTIGATIONS, INFORMAL CONFERENCE AND VOLUNTARY AGREEMENTS.

(A) If the city believes that a violation of this chapter, a rule promulgated pursuant to this chapter, or a stormwater construction approval issued hereunder may have occurred or exists, the city shall make a prompt investigation. If, after this investigation, the city determines that a violation has occurred or exists, the city shall attempt to enter into a voluntary agreement to resolve or correct the violation. An informal conference may be requested by the city or by any other person to facilitate a voluntary agreement.

(B) If a voluntary agreement cannot be reached, the city shall take appropriate enforcement action pursuant to this chapter and/or other applicable provisions of law.

(Ord. 826, passed 11-9-09)

§ 55.097 NOTIFICATION OF VIOLATION.

(A) If a voluntary agreement pursuant to § [55.096](#) cannot be reached, the city shall issue written notice of a violation to the person or persons alleged to have caused or contributed to a violation of this chapter, a rule promulgated pursuant to this chapter, and/or an approval issued hereunder. A written notice of violation shall include a statement of facts upon which the violation is based.

(B) Within 14 days of the receipt of a written notice of violation, the alleged violator shall submit to the city an explanation of the violation and a plan for correcting the violation to comply with this chapter, rules promulgated pursuant to this chapter, and/or approvals

issued hereunder. Submission of this plan in no way relieves the alleged violator of liability for any previous violation not addressed by the plan or future violation.

(C) Within 14 days of the receipt of a written response to a notice of violation, the city shall determine whether the response resolves and/or corrects the alleged violation. If the city determines that the response resolves and/or corrects the violation, then the plan for correcting the violation shall be incorporated into a consent agreement pursuant to § [55.098](#).

(Ord. 826, passed 11-9-09)

§ 55.098 CONSENT AGREEMENT.

(A) A consent agreement may be entered into at any time by and between the city and the person or persons alleged to have caused or contributed to the violation. The consent agreement shall be mutually acceptable to both the city and the recipient(s) and shall reflect the recipient's agreement to assume responsibility for and correct violations of this chapter, rules promulgated pursuant to this chapter, and approvals issued hereunder.

(B) The consent agreement shall contain a short statement of facts, describe the actions necessary to correct the noncompliance, contain a compliance schedule, and be signed by all parties. The agreement may contain a monetary or other relief as agreed to by the parties for the noncompliance, including, without limitation, amounts necessary to compensate the city for costs incurred investigating, administering and/or enforcing this chapter or rules promulgated hereto.

(Ord. 826, passed 11-9-09)

§ 55.099 ADMINISTRATIVE COMPLIANCE ORDERS.

(A) If the city determines that a violation of this chapter, a rule promulgated pursuant to this chapter, or a stormwater construction approval issued hereunder has occurred or exists, the city may issue an administrative compliance order pursuant to this section.

(B) Except as provided in § [55.100](#), the city may issue an administrative compliance order in the following circumstances:

(1) The city determines that a person has violated a consent agreement entered into with the city; or

(2) The city determines that a person has violated or continues to violate this chapter, a rule promulgated pursuant to this chapter, or a stormwater construction approval issued hereunder, and the city has attempted to resolve the violation pursuant to §§ [55.096](#) and [55.097](#)

but no voluntary agreement or consent agreement has been entered into.

(C) The administrative compliance order shall contain a statement of facts upon which the order is based, a description of the actions that must be taken to correct the noncompliance, a compliance schedule, and other requirements as might be reasonably necessary to address the noncompliance. Administrative compliance orders also may contain administrative fines and penalties, and such other monetary relief as may be necessary to compensate the city for costs incurred investigating, administering, and enforcing this chapter or rules promulgated hereto.

(D) Within 28 days of being issued an administrative compliance order, the person or persons receiving the order may appeal the issuance of the order pursuant to §§ [55.115](#) and [55.116](#) of this chapter.

(Ord. 826, passed 11-9-09)

§ 55.100 IMMINENT AND SUBSTANTIAL INJURY ORDERS.

(A) The city may issue an administrative order without attempting to resolve a violation by using the enforcement procedures described in §§ [55.096](#) and [55.097](#) if the city finds that a violation of this chapter, a rule promulgated pursuant to this chapter, or a stormwater construction approval issued hereunder constitutes or causes, or will constitute or cause, a substantial injury to the public health, safety, welfare, or the environment, and it is prejudicial to the interests of the people of the city to delay action.

(B) Administrative orders issued pursuant to this section shall contain a statement of facts upon which the order is based, and notification to the person that it must immediately take action to discontinue, abate, correct, or otherwise address the imminent and substantial injury caused or likely to be caused by the noncompliance.

(C) Within seven days, the city shall provide the person an opportunity to be heard and to present any proof that the noncompliance does not or will not constitute imminent and substantial injury to the public health, safety, welfare or the environment.

(D) An order issued pursuant to this section is effective on issuance and shall remain in effect for a period of not more than seven days, unless the city brings an action to restrain the alleged noncompliance pursuant to § [55.102](#) or § [55.103](#) before the expiration of that period. If the city brings such an action within the seven-day period, the order issued by the city shall remain in effect for an additional seven days or such other period as is authorized by the court in which the action is brought.

(Ord. 826, passed 11-9-09)

§ 55.101 MUNICIPAL CIVIL INFRACTIONS.

(A) *Violation; municipal civil infraction.* Except as provided by § [55.102](#), a person who violates any provision of this chapter or rules promulgated hereunder, including without limitation any notice, order, stormwater construction approval, agreement, decision, or determination promulgated, issued, made, or entered by the city under this chapter or rules promulgated pursuant to this chapter, is responsible for a municipal civil infraction, subject to payment of a civil fine of not less than \$1,000 per day and not more than \$27,500 per day for each infraction, plus costs and other sanctions.

(B) *Repeated offenses; increased fines.*

(1) Increased fines may be imposed for repeat offenses. As used in this section, “repeat offense” means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision of this chapter or rule promulgated hereunder that is committed by a person within any 12-month period and for which the person admits responsibility or is determined to be responsible.

(2) The increased fine for a repeat offense under this section shall be as follows:

(a) The fine for any offense that is a first repeat offense shall be not less than \$2,500, plus costs.

(b) The fine for any offense that is a second repeat offense or any subsequent repeat offense shall be not less than \$5,000, plus costs.

(C) *Amount of fines.*

(1) *Municipal civil infraction citations.*

(a) Subject to the minimum fine amounts specified in divisions (A) and (B), the following factors shall be considered in determining the amount of a municipal civil infraction fine following the issuance of a municipal civil infraction citation for a violation of this chapter or rules promulgated pursuant to this chapter:

1. The type, nature, gravity, magnitude, severity, frequency, duration, preventability, potential and actual effect, cause (including whether negligent or intentional) and economic benefit to the violator (such as delayed or avoided costs or competitive advantage) of the violation;

2. The violator’s recalcitrance, cooperation or efforts to comply;

3. The violator’s compliance history (regardless whether

prior enforcement proceedings were commenced);

4. The economic impacts of the fine on the violator; and
5. Such other factors as justice may require.

(b) A violator shall bear the burden of demonstrating the presence and degree of any mitigating factors to be considered in determining the amount of a fine. However, mitigating factors shall not be considered unless it is determined that the violator has made all good faith efforts to correct and terminate all violations.

(2) *Municipal civil infraction notices; schedule of fines.*

(a) Notwithstanding any provision of this chapter to the contrary, the amount of a municipal civil infraction fine due in response to the issuance of a municipal civil infraction notice for a violation as provided by division (A) shall be according to the following schedule:

1. First offense: \$1,000.
2. Second offense: \$2,500.
3. Third offense (or any subsequent offense): \$5,000.

(b) For any fine not paid in full within 30 days of the time specified for appearance in the municipal civil infraction violation notice, the fine amount due shall automatically be double the amounts listed immediately above. A copy of this schedule shall be posted at the City of Inkster City Hall and Department of Public Works.

(D) *Authorized city officials.* The following persons are authorized city officials for purposes of issuing municipal civil infraction citations (directing alleged violators to appear in district court) or municipal civil infraction violation notices (alleged violators to appear at the Wayne County-Municipal Ordinance Violations Bureau) for violations under this chapter: the Director of Department of Public Works; the City Engineer, or the Director of Building, and their respective designees and authorized representatives.

(E) *Procedures.* Except as otherwise provided by this section, the procedures for municipal civil infractions shall be as set forth in the Code of Ordinances of the City of Inkster.

(Ord. 826, passed 11-9-09)

§ 55.102 CIVIL ACTIONS.

The city, by and through the City Attorney, may bring a civil action in the name of the city to enforce the provisions of this chapter and rules promulgated pursuant to this chapter. Nothing in this chapter shall preclude the city from instituting an action for appropriate legal

and/or equitable relief in Wayne County Circuit Court to restrain, correct, or abate a violation of this chapter, a rule or regulation promulgated pursuant to this chapter, or a **stormwater** construction approval issued hereunder; or to stop an illegal act; or to abate a nuisance; or to prevent pollution or flooding.

(Ord. 826, passed 11-9-09)

§ 55.103 CRIMINAL PENALTIES; IMPRISONMENT.

Any person who at the time of a violation, knew or should have known that a violation of this chapter, or any notice, order, **stormwater** construction approval, or decision or determination promulgated, issued or made by the city under this chapter; or intentionally makes a false statement, representation, or certification in any application for, or form pertaining to, a **stormwater** construction approval, or in any other correspondence or communication, written or oral, with the city regarding matters regulated by this chapter ; or commits any other act that is punishable under state law by imprisonment for up to 90 days; shall, upon conviction, be guilty of a misdemeanor punishable by a fine of \$500 per violation, per day, or imprisonment for up to 90 days, or both such fine and imprisonment, in the discretion of the court.

(Ord. 826, passed 11-9-09)

§ 55.104 SEPARATE OFFENSES.

Each act of violation, and each day or portion of a day that a violation of this chapter, rules or regulations promulgated pursuant to this chapter, **stormwater** construction approval, order, notice, or determination issued, made or entered into under this chapter is permitted to exist or occur constitutes a separate offense and shall be punishable as provided by this chapter.

(Ord. 826, passed 11-9-09)

APPEAL

§ 55.115 APPEAL.

(A) Any person whose legal rights, duties, or privileges are determined by the city pursuant to this chapter or a rule promulgated pursuant to this chapter, and who is aggrieved by the city's determination, may appeal to the Stormwater Appeals Board for relief of that grievance. An appeal shall be made according to the

procedure set forth in this chapter.

(B) The Stormwater Appeals Board shall consist of the Director of the Department of Public Works; the City Administrator; and the City Engineer; or their designees. Meetings of the Stormwater Appeals Board shall be in person and shall be open to all interested parties.

(Ord. 826, passed 11-9-09)

§ 55.116 APPEAL PROCEDURE.

(A) An appeal shall be in writing, shall be addressed to the Stormwater Appeals Board, to the Department of Public Works, and shall be received within 20 days of the decision or act that is the subject of the appeal. The appeal shall be made in triplicate, shall set forth the specific act or matter complained of and in dispute, and shall include all documentation that supports the appellant's position. The appellant may be required to post a fee at the time of filing to cover the cost of processing the appeal.

(B) Within 30 days of receipt of a written appeal, the Department of Public Works shall acknowledge such receipt in writing, and shall set a day and time for an appellate hearing to be conducted in accordance with division (D) of this section. If appropriate, the Department of Public Works may schedule a conciliation meeting with the appellant in accordance with division (C) of this section.

(C) *Conciliation meeting.*

(1) The purpose of a conciliation meeting is to attempt to resolve the matter before an appeal is forwarded to the Stormwater Appeals Board. If a conciliation meeting is held, it shall occur as soon as practicable, at the mutual convenience of the parties. Conciliation meetings shall be open to all interested parties and their representatives.

(2) After a conciliation meeting, if the appellant or the Department of Public Works determines that an appeal cannot be resolved through a conciliation meeting, the parties shall so inform the Stormwater Appeals Board in writing, and an appellate hearing shall be conducted in accordance with division (D) of this section. Additional conciliation meetings shall not be necessary.

(3) If the Department of Public Works and/or City Engineer and the appellant determine that the subject of the appeal has been satisfactorily resolved through the conciliation meeting process or otherwise, the agreement shall be incorporated into a consent agreement pursuant to § [55.098](#).

(D) *Hearing procedure.*

(1) A notice shall be sent to the appellant at least ten days prior to the hearing. The notice shall include:

(a) A statement of the date, time place, and nature of the hearing;

(b) A statement of the legal authority and jurisdiction under which the hearing will be held;

(c) A reference to the particular sections of this chapter involved in the appeal;

(d) A short statement of the issues involved.

(2) At the hearing, the **Stormwater Appeals Board** shall receive testimony and evidence provided by the appellant, the city and/or others as the **Stormwater Appeals Board** deems necessary. During the hearing, the **Stormwater Appeals Board** shall not be bound strictly by the rules of evidence that would apply in a court, but shall have the authority to receive such evidence as deemed relevant and material. The **Stormwater Appeals Board** may give the evidence as is received such weight and probative value as, in the Board's discretion, is deemed proper.

(3) Within 30 days after the hearing, the **Stormwater Appeals Board** shall render a decision in writing. This 30-day period may be extended for good cause. The decision shall include a brief statement of factual matters at issue, the nature of the testimony and evidence received, and a decision as to whether the Board affirmed, rescinded, or modified the decision or action at issue.

(4) The decision of the **Stormwater Appeals Board** shall be final and enforceable at law. A person aggrieved by a final decision of the **Stormwater Appeals Board** may seek judicial review of the decision by the Wayne County Circuit Court. A petition for judicial review shall be filed not later than 60 days following the receipt of the final decision of the **Stormwater Appeals Board**. An aggrieved person shall exhaust all administrative remedies provided in this chapter before seeking judicial review.

(Ord. 826, passed 11-9-09)

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Kropf Mechanical Service Company

October 08, 2015

Jerome Bivins
Inkster DPS
26900 Princeton
Inkster, Mi. 48141

Dear Jerome:

We are pleased to present the following:

Subject: Recreation Center/ Boiler & HVAC Equipment replacement costs

We submit the following quote to replace existing equipment for budget purposes' only

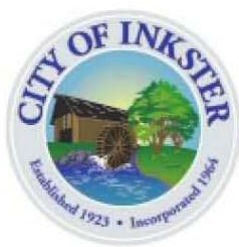
1. Removal and replacement of two [2] Raypak boilers--- \$ 60,000.00
2. Removal and replacement of one [1] heating and ventilating unit for the Locker Room --\$70,000.00
3. Removal and replacement of one [1] heating and ventilating unit for the Racquetball Court --\$70,000.00
4. Removal and replacement of one [1] air handler that serves main portion of your building. This unit serves seven [7] zones -- \$120,000.00
5. Removal and replacement of one [1] return air fan ---\$60,000.00

APPENDIX H
Pollution Prevention and Good Housekeeping

STANDARD OPERATING PROCEDURE POLLUTION PREVENTION AND GOOD HOUSEKEEPING

PREPARED FOR:

THE CITY OF INKSTER
26900 PRINCETON STREET, INKSTER, MICHIGAN 48141



APRIL 2016

SECTION A – PURPOSE

The Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II Stormwater Discharge Permit Application requires a description of current and proposed BMPs to meet the minimum control measure requirements for the Pollution Prevention and Good Housekeeping Program to the maximum extent practicable to prevent or reduce the discharge of pollutants from municipal facilities and operations.

SECTION B – FACILITY ASSESSMENT AND PRIORITIZATION

City of Inkster owned and operated facilities have been assessed for their potential to discharge pollutants to the waters of the state. Each facility was evaluated based on the following criteria as outlined in the NPDES permit application:

1. Amount of urban pollutants stored at the site (i.e. sediment, nutrients, metals, hydrocarbons, pesticides, fertilizers, herbicides, chlorides, trash, bacteria, or other site-specific pollutants)
2. Identification of improperly stored materials
3. Potential for polluting activities to be conducted outside (i.e. vehicle washing)
4. Proximity to water bodies
5. Poor housekeeping practices
6. Discharge of pollutants of concern to impaired waters

Based on these criteria, the potential for each facility to discharge pollutants to the waters of the state were rated high, medium, or low. For low priority facilities where no assessment factors are present, catch basin cleaning and street sweeping will be performed as indicated in the applicable procedures for these activities. For medium priority facilities, appropriate BMPs are considered based on the assessment factors present to prevent or minimize the potential for pollutants from entering surface waters of the state. High priority facilities have specific procedures that are included in this document, when appropriate.

SECTION C – UPDATES AND PRIORITY REVISION

This inventory will be updated within 120 days as facilities and structural stormwater controls are added, removed, or no longer owned or operated by the applicant. Priority level assessments will be revised within 120 days of discharging stormwater at a new facility, or when the storage of materials, equipment, or vehicles changes at a facility.

SECTION D – MUNICIPAL INVENTORY AND ASSESSMENT

The following table identifies the City's owned or operated facilities with a discharge of stormwater to surface waters of the state. **Table 1** includes a list of properties owned or operated by the City that has stormwater controls on site and provides the estimated number of stormwater structural controls (i.e. catch basins, detention basins, etc.) at each site, along with the priority level of potential discharge of pollutants to waters of the state.

Table 1

Facility Name	Structural Controls	Priority Level	Assessment Factors	BMP's Implemented
City Hall	Catch Basins (2)	Low	1	Catch basin cleaning Street sweeping
Civic Arena	Catch Basins (4)	Low	1	Catch basin cleaning Street sweeping
Recreation Center	Catch Basins (11) Dumpsters (1)	Low	1	Catch basin cleaning Street sweeping
Police Department	Catch Basins (1)	Low	1	Catch basin cleaning Street sweeping
Library	Catch Basins (1)	Low	1	Catch basin cleaning Street sweeping

In addition to the properties listed in Table 1, the City owns several parks with no structural stormwater controls and have been assessed as low priority sites.

SECTION E – SITE SPECIFIC SOP FOR HIGH PRIORITY SITES

The MDEQ NPDES Phase II Stormwater Discharge Permit Application requires a standard operating procedure (SOP) for identifying the structural and non-structural stormwater controls implemented and maintained to prevent or reduce pollutant runoff at each facility with the high potential for pollutant runoff.

E.1 Inventory and Description of Materials and Activities

The City does not have any sites that are considered a high priority. The City’s public works operations are conducted at their Department of Public Works (DPW) facility located at 26900 Princeton Street. The site is located within an area that is served by a combined sewer and is therefore not covered under the MS4 permit. A map is attached that shows the approximate location of the sewers at the DPW facility and their connection to the combined sewer system.

SECTION F – CATCH BASIN MAINTENANCE PRIORITY

Catch basins that are inspected and maintained by the City have been prioritized for routine inspection, maintenance, and cleaning. The criteria for the priority levels that include low, medium, and high are defined as follows:

Low Priority – Catch basins that are of low priority have very little sediment accumulation and do not require routine maintenance. Low priority catch basins are inspected on a 5-year cycle in conjunction with cleaning activities.

Medium Priority – Catch basins that are of medium priority have a higher rate of sediment accumulation and will require maintenance more frequently than low priority catch basins.

High Priority – Catch basins that are of high priority have a high rate of sediment accumulation and will require regular routine maintenance and inspection. These catch basins are typically located in areas where sediment is easily mobilized and transported by runoff.

All of the City's catch basins have very little sediment accumulation rates, require little maintenance and are of low priority. Catch basins that prompt resident complaints or are subject to isolated instances where structures are plugged or damaged will be maintained and inspected by DPW as needed. At that time, it will be determined if the catch basin will require maintenance on a more frequent interval and warrants a reclassification to a medium priority rating. In the event the priority rating of a catch basin is changed, or new catch basins are constructed, this procedure will be updated and revised to reflect the change in priority within 120 days.

SECTION G – CATCH BASIN INSPECTION, MAINTENANCE, AND CLEANING

Catch basins are visually inspected on a 5-year cycle, or if a complaint is registered by a resident. A visual inspection of the structure will identify any structural defects which may include collapse, cracking, frame damage, pipe collapse, blockage, etc. and will be documented using a standardized form. Structure repairs are prioritized based on public safety concerns. City owned catch basins are inspected concurrently with cleaning activities on an annual and as needed basis. DPW field staff utilize a Vactor truck to remove all solids and liquids from the structure to the extent possible. At no time is collected sediment and water allowed to be discharged back into the storm sewer system during the cleaning process. Catch basins that are located on private property are not inspected, cleaned, or maintained by the City.

SECTION H – DISPOSAL OF COLLECTED MATERIAL

Collected material from catch basin maintenance and street sweeping activities are stockpiled and dewatered at the DPW yard. Once dewatered, it is transported off-site where it is disposed of by a third party.

SECTION I – STREET SWEEPING PRIORITIZATION

City owned and maintained streets have been prioritized for street sweeping. The criteria for the priority levels that include low, medium, and high are defined as follows:

Low Priority – All streets within the City are of low priority due to their minimal sediment accumulation rates. All City streets are swept approximately three (3) times per year.

Medium Priority – Major roads throughout the City are of medium priority due to the higher rate of sediment accumulation rates in comparison to low priority residential streets. Medium priority areas that have been identified by the City are swept at the same frequency as low priority areas and on an as needed basis based on accumulation rates.

High Priority – Areas that are of high priority have a high rate of sediment accumulation and will require regular, frequent sweeping. These areas are typically located in areas

where sediment is easily mobilized and transported by runoff. Additionally, areas that prompt resident complaint or are subject to excessive road sediments are also considered a high priority area. There are currently no areas that have been assigned a high priority rating due to excessive road sediments and resident complaints. However, if DPW receives a complaint, a determination of the area will be made by DPW staff to increase sweeping on a more frequent interval as well as a reclassify the area to high priority rating.

The City does not own or operate any major roads. In the event a priority rating is changed, or new City owned streets are constructed, this procedure will be updated and revised to reflect the change in priority within 120 days.

Street sweeping activities are conducted contracted 3rd party who operates mechanical street sweeping equipment per the manufacturers operating recommendations. Collected sediment from street sweeping activities is disposed of as described in Section H.

SECTION J – WINTER OPERATIONS

The City's DPW field staff applies rock salt as part of their deicing procedures during the winter months. Bulk storage of road salt is located at the City's DPW facility. Salt trucks are calibrated before every application.

SECTION K – ROAD, PARKING LOT, AND SIDEWALK MAINTENANCE

Road, parking lot, and sidewalk maintenance activities includes pothole repair, sidewalk repair/replacement, and curb and gutter repair. These services are addressed by DPW field staff as determined in the field on an as needed basis. In cases where a contractor is retained to perform these activities, a City representative is on site to oversee the work and ensure that left over material, concrete washout, and other associated pollutants are disposed of properly. Disposing of concrete washout and other excess repair materials into the storm sewer is strictly prohibited by the City.

SECTION L – VEHICLE WASHING AND MAINTENANCE

Vehicle maintenance activities are conducted by DPW staff for the City's DPW vehicle fleet. Maintenance activities conducted by DPW staff include, but are not limited to, oil changes and other vehicle fluids, brakes, tune ups, and general repair tasks. All vehicle maintenance activities take place at the DPW facility.

SECTION M – OTHER STRUCTURAL STORMWATER CONTROLS

The City does not maintain any other structural controls that are located on City owned and operated properties in addition to catch basin cleaning and street sweeping activities.

In the event additional structural stormwater controls are constructed, this procedure will be updated and revised to include the new controls within 120 days.

SECTION N – NON-STRUCTURAL CONTROLS

The City is committed to employing preventative maintenance practices through the use of several non-structural controls to prevent stormwater pollution. These non-structural controls are everyday types of activities undertaken by employees at the facility. The non-structural controls implemented at the DPW facility are as follows:

O.1 Routine Inspections and Good Housekeeping Procedures

Preventive maintenance involves the regular inspection, testing, and cleaning of facility equipment, vehicles, and operational systems. DPW foremen meet with DPW field staff on a daily basis to discuss daily assignments and objectives. Staff inspects all vehicles consistent with Commercial Drivers License Procedures, and performs detailed vehicle inspections every month. Completed vehicle maintenance records and fueling logs are kept on file at the DPW facility.

SECTION O – NEW APPLICANT OWNED FACILITIES

In the event the City acquires or constructs new structural stormwater controls, the design of these structures will comply with the stormwater standards that have been established by Wayne County. Site plans will be reviewed by the City, or its consultants, to ensure the appropriate standards are met.

SECTION P – CERTIFIED PESTICIDE APPLICATOR

The DPW does not have any certified pesticide applicators on staff and does not utilize pesticides, herbicide, or fertilizers on City owned properties on a regular basis. If needed, the City will retain the services of a pesticide application contractor that possesses a state applicator’s license. Any application activities that occur are overseen by a City representative to ensure quality of work and proper application and disposal.

SECTION Q – EMPLOYEE TRAINING

Employee training programs will be implemented to inform appropriate personnel at all levels of responsibility of safety, environmental impacts, and good housekeeping practices. The City participates in training opportunities that are made available by SEMCOG, Wayne County, the Alliance of Rouge Communities, and others as deemed appropriate. Employee training components for the City’s DPW field staff includes:

Employees Trained	Training Description and Frequency
New City DPW Employees	Upon hire, employees will: <ul style="list-style-type: none">• Read and become familiar with the City of Inkster’s SOPs.• Participate in a job shadow program where new staff is paired with a DPW foreman or grounds crewman for 30 days.

Employees Trained	Training Description and Frequency
All City DPW Staff	Once per permit cycle: <ul style="list-style-type: none"> • Review each proper material storage and handling. • Review good housekeeping and pollution prevention practices. • Review examples of illicit discharges to the storm sewer system. • Review the City’s Spill Response Procedure • Incorporation of stormwater BMPs into recurring staff meetings. • View the Municipal Storm Water Pollution Prevention Storm Watch training video.
Key Staff	<ul style="list-style-type: none"> • Attend relevant training workshops by the Alliance of Rouge Communities, SEMCOG, or others, when available.

SECTION R – CONTRACT REQUIREMENTS AND OVERSIGHT

Contractors retained by the City to perform municipal operations that potentially impact stormwater are required to follow appropriate pollution prevention BMPs indicated in the City’s contract language. All work performed by outside contractors are monitored by DPW staff through daily observation to ensure quality of work, adherence to the specified contract language, and to ensure that potential impacts to stormwater are minimized to the Maximum Extent Practicable. The City will also modify bid specification requirements when applicable to minimize the risk of pollution to storm water discharges.

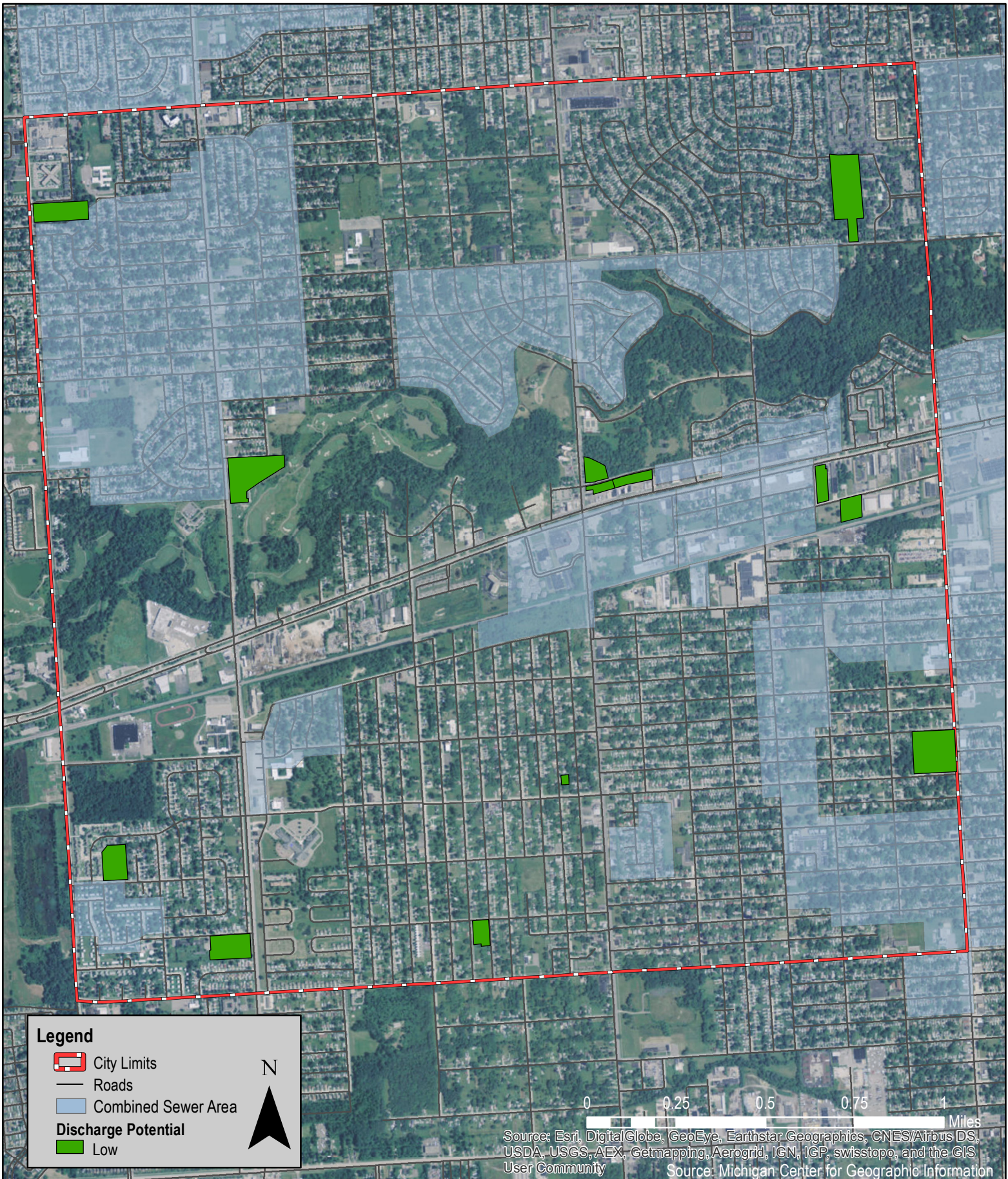
Measureable Goals – To demonstrate the effectiveness of this procedure, the following metrics will be tracked for reporting purposes.

- Number of stormwater pollution related incidents pertaining to activities or work performed by the contractor.
- Number of incidents where the City required corrective action by the contractor

These metrics will be tracked over the reporting cycle that is specified in the City’s Certificate of Coverage.

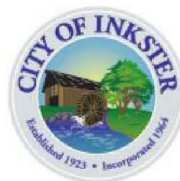
SECTION S – PROCESS FOR REVISION

This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.



City of Inkster Facilities Location Map

Wayne County, Michigan





Legend

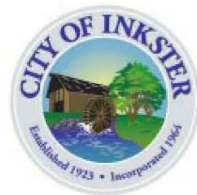
- Catch Basin
- Manhole
- Combined Sewer
- Sewer
- Property Line

0 25 50 75 100 Feet

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community
 Source: Michigan Center for Geographic Information

City of Inkster - Department of Public Service

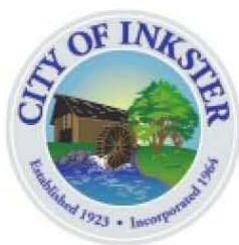
26900 Princeton St
 Inkster, MI 48141



STANDARD OPERATING PROCEDURE POLLUTION PREVENTION AND GOOD HOUSEKEEPING SPILL RESPONSE

PREPARED FOR:

THE CITY OF INKSTER
26900 PRINCETON STREET, INKSTER, MICHIGAN 48141



APRIL 2016

SECTION A – PERSONNEL

The following City of Inkster personnel have been identified as key staff in charge of spill response planning, implementation and maintenance of the Spill Response Plan.

Name	Phone
William T. Riley, III – Chief of Police	(313) 563-9850
John D. Adams – Fire Chief	(313) 563-9874
Jerome Bivins – DPW Director	(313) 563-9774

A.1 Responsibilities

- The **Facility Responsible Person** has primary responsibility for coordinating the response to emergencies, including chemical spills
- **Supervisors** should ensure that employees are familiar with these procedures and receive the necessary training
- **All employees** should follow these procedures in the event of a chemical spill

A.2 Emergency Contact Numbers

The following telephone numbers should be posted near telephones and in other conspicuous locations:

Name	Affiliation	Phone
Inkster Police Dispatch	Inkster Police Department	(313) 563-9850
Inkster Fire Department	Inkster Fire Department	(313) 563-9874
Jerome Bivins	Inkster DPW	(313) 563-9774
MDEQ 24-Hour Pollution Emergency Alerting System (PEAS)		1-800-292-4706
MDEQ Southeast Michigan District Office		(586) 753-3794
City of Detroit Wastewater Treatment Plant		(313) 267-7401
National Response Center		1-800-424-8802
	Environmental Contractor	

SECTION B – CLEAN-UP PROCEDURES

Spilled chemical should be effectively and quickly contained and cleaned up. Employees should clean up spills themselves **only if properly trained and protected**. Employees who are not trained in spill cleanup procedures should report the spill to the Responsible Person(s) listed above, warn other employees, and leave the area.

The following general guidelines should be followed for evacuation, spill control, notification of proper authorities, and general emergency procedures in the event of a chemical incident in which there is potential for a significant release of hazardous materials.

B.1 Evacuation

Persons in the immediate vicinity of a spill should *immediately evacuate* the premises (except for employees with training in spill response in circumstances described below). If the spill is of “medium” or “large” size, or if the spill seems hazardous, immediately notify emergency response personnel.

B.2 Spill Control Techniques

Once a spill has occurred, the employee needs to decide whether the spill is small enough to handle without outside assistance. Only employees with training in spill response should attempt to contain or clean up a spill.

NOTE: If you are cleaning up a spill yourself, make sure you are aware of the hazards associated with the materials spilled, have adequate ventilation, and proper personal protective equipment. Treat all residual chemical and cleanup materials as hazardous waste.

Spill control equipment should be located wherever significant quantities of hazardous materials are received or stored. Material Safety Data Sheets (SDSs), absorbents, over-pack containers, container patch kits, spill dams, shovels, floor dry, acid/base neutralizers, and “caution-keep out” signs are common spill response items.

B.3 Spill Response and Clean-up

Chemical spills are divided into three categories: Small, Medium, and Large. Response and cleanup procedures vary depending on the size of the spill.

Small Spills: Any spill where the major dimension is less than 18 inches in diameter. Small spills are generally handled by internal personnel and usually do not require an emergency response by police or fire department HAZMAT teams.

- Make sure area is safe for entry and the spill does not pose an immediate threat to health or safety of responder.
- Check for hazards (flammable material, noxious fumes, cause of spill). If flammable liquid is spilled, turn off engines and (nearby electrical

equipment). If serious hazard is present leave the area and call 911. When in doubt consult the SDS for hazards.

- Stop source of spill (plug hole, upright the container, shut off valve).
- Notify Spill Response Coordinator.
- Block the nearest storm drain (use absorbent or other material as necessary, close valve to drain, cover or plug drain).
- If spilled material has entered a storm sewer, check catch basins and attempt to isolate contaminated material. Also, contact **Jerome Bivins, DPW Director at 313-563-9774** with a location and description of the spill.
- Clean up spilled material/absorbent (do not flush with water).
- Dispose of cleaned material/absorbent into secure container for proper disposal as required by state and federal law.
- Ensure entire spill area is properly cleaned and all hazards have been removed.
- Complete a Spill Reporting Sheet.

Medium Spills: Spills where the major dimension exceeds 18 inches, but is less than 6 feet. Outside emergency response personnel (police and fire department HAZMAT teams) may be called for medium spills. Common sense, however, will dictate when it is necessary to call them.

- Immediately try to help contain the spill at its source by simple measures only. This means quickly up-righting a container, or putting a lid on a container, if possible. Do not use absorbents unless they are immediately available. Once you have made a quick attempt to contain the spill, or once you have quickly determined you cannot take any brief containment measures, leave the area and alert Emergency Responders at 911. Closing doors behind you while leaving helps contain fumes from spills. Give police accurate information as to the location, chemical, and estimated amount of the spill.
- Evaluate the area outside the spill. Engines and electrical equipment near the spill area must be turned off. This eliminates various sources of ignition in the area. Advise Emergency Responders on how to turn off engines or electrical sources. Do not go back into the spill area once you have left. Help emergency responders by trying to determine how to shut off heating, air conditioning equipment, or air circulating equipment, if necessary.
- If emergency responders evacuate the spill area, follow their instructions in leaving the area.
- After emergency responders have contained the spill, be prepared to assist them with any other information that may be necessary, such as SDSs and questions about the facility. Emergency responders or trained personnel with proper personal protective equipment will then clean up the spill residue. Do not re-enter the area until the responder in charge gives the all clear. Be

prepared to assist these persons from outside the spill area with SDSs, absorbents, and containers.

- Reports must be filed with proper authorities. It is the responsibility of the spiller to inform both his/her supervisor and the emergency responders as to what caused the spill. The response for large spills is similar to the procedures for medium spills, except that the exposure danger is greater.

Large Spills: Any spill involving flammable liquid where the major dimension exceeds 6 feet in diameter; and any “running” spill, where the source of the spill has not been contained or flow has not been stopped.

- Leave the area and notify Emergency Responders (911). Give the operator the spill location, chemical spilled, and approximate amount.
- From a safe area, attempt to get SDS information for the spilled chemical for the emergency responders to use. Also, be prepared to advise responders as to any ignition sources, engines, electrical power, or air conditioning/ventilation systems that may need to be shut off. Advise responders of any absorbents, containers, or spill control equipment that may be available. This may need to be done from a remote area, because an evacuation that would place the spiller far from the scene may be needed. Use radio or phone to assist from a distance, if necessary.
- Only emergency response personnel, in accordance with their own established procedures, should handle spills greater than 6 feet in any dimension or that are continuous. Remember, once the emergency responders or HAZMAT team is on the job cleaning up spills or putting out fires, the area is under their control and no one may re-enter the area until the responder in charge gives the all clear.
- Provide information for reports to supervisors and responders, just as in medium spills.

SECTION C – REPORTING SPILLS

All chemical spills, regardless of size, should be reported as soon as possible to the Facility Responsible Person. The Responsible Person will determine whether the spill has the potential to affect the environment outside of the facility and must be reported to local, state, or federal agencies. Examples of spills that could affect the outside environment include spills that are accompanied by fire or explosion and spills that could reach nearby water bodies.

C.1 Reporting Thresholds

The spill coordinator will report spills to MDEQ PEAS for spills that involve the following:

- Salt spills over 50 pounds or 50 gallons of brine onto the ground or into water (required by Part 5 rules)

- Gasoline release of 32 gallons or more onto the ground (required by Part 201)
- Oil release of 50 pounds (approximately 7½ gallons) onto the ground (required by Part 5 rules)
- Any amount of oil or fuel that reaches surface water or shorelines, call MDEQ PEAS and the National Response Center (as required by the Clean Water Act and Part 31)
- Any spill that is in doubt about reporting

C.2 Reporting Requirements

Within ten (10) days of release, submit a written report for the reportable releases to the following:

- MDEQ Water Resources Division Field Operations Chief, PO Box 30273, Lansing, Michigan 48909-7773
- Wayne County Department of Public Health, 33030 Van Born Road, Wayne, Michigan 48184

Note: the optional report form EPQ 3465 can be found at:

http://www.michigan.gov/deg/0,4561,7-135-3307_29894_5959-20341--,00.html

The MDEQ may request other follow-up reports depending on the situation.

SECTION D – SPILL KIT INVENTORY

The following is a list of spill response equipment that will be maintained by the designated spill response coordinators at all locations where fuel products are stored and dispensed.

D.1 Minimum Spill Response Equipment

- 20 pounds of floor dry
- 1 shovel
- 1 broom
- Caution tape
- 1 Absorbent booms
- 20 Absorbent Pads
- Container for clean-up (30 gallons)
- Sample bottles

SECTION E – PROCESS FOR REVISION

This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.

APPENDIX I
Total Maximum Daily Loads (TMDL)
Click [here](#) for link to Collaborative TMDL