

COMMONWEALTH
ENGINEERS, INC.
A wealth of resources to master a common goal.

Town of Whiteland

Stormwater Quality Management Plan
INR040052
December 2022

A Wealth of Resources to Master a Common Goal.

TOWN OF WHITELAND

STORMWATER QUALITY MANAGEMENT PLAN

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Attachment A Outfall Reconnaissance Inventory Field Sheet
Attachment B MS4 Employee Training Requirements
Attachment C INAFSM Education Resources Help Sheet
Attachment D SWPPP Review Sheet
Attachment E Local Technical Assistance Program Construction Plan Review Form
Attachment F Construction and Post-Construction Permit Inventory and Tracking System
Attachment G Post-Construction Field Inspection Form

SECTION 0

EXISTING STORMWATER QUALITY MANAGEMENT OVERVIEW

The Town of Whiteland, a Municipal Separate Storm Sewer System (MS4) entity (INR040052), must prepare a Stormwater Quality Management Plan as required by 327 IAC 15-13 (Rule 13). The Town of Whiteland's MS4 boundary covers the corporate boundaries of the Town of Whiteland. In order to maintain permitted as an MS4 entity under the MS4 General Permit, the Town of Whiteland is required to submit a Notice of Intent (NOI) to the Indiana Department of Environmental Management (IDEM) Office of Water Quality (OWQ). This NOI was submitted to the OWQ's Department of Stormwater Management on June 29, 2022. Following this submittal, the Town of Whiteland must review and/or revise its MS4 SWQMP within 180 days of the NOI submittal to IDEM OWQ. The existing SWQMP was last revised in January of 2006. As such, the Town of Whiteland has decided to replace the existing SWQMP with this management plan to maintain compliance with the MS4 General Permit.

This section of the Town of Whiteland SWQMP presents the existing Land Uses, Best Management Practices, Sensitive Areas, and Areas Having Reasonable Potential for Causing Water Quality Problems in order to establish a baseline characterization of the waters of the Town of Whiteland. The data within the baseline characterization was evaluated to conclude which identified areas, or specific discharge points, are in need of additional consideration.

0.1 MS4 Boundary Narrative

The Town of Whiteland does not own or operate any combined sewers or publicly owned treatment works. The MS4 conveyances may include:

- Roads with drainage systems
- Municipal streets
- Catch basins
- Curbs
- Gutters
- Ditches
- Manmade channels
- Storm drains

Any drainage systems and ditches associated with federal, state, or municipality owned roads within the Town of Whiteland that are not owned and maintained by the Town of Whiteland are not part of the Town of Whiteland MS4.

0.2 Watersheds

As was acknowledged in the NOI, two (2) primary watersheds were identified within the MS4 Area Boundary using the Indiana Map Watershed Boundary Dataset. The 12-digit

hydrogeological unit codes (HUCs) the watersheds within the Town of Whiteland MS4 boundary are listed in **Table 0-1**:

**Table 0-1
Whiteland MS4 Watersheds**

| Hydrologic Unit Code (12 digit) | Watershed Name |
|---------------------------------|---------------------------|
| 051202040603 | Canary Ditch-Youngs Creek |
| 051202040601 | Grassy Creek-Youngs Creek |

0.3 Receiving Streams

The following water bodies are identified as receiving streams by the Town of Whiteland’s stormwater outfalls.

- Brewer Ditch
- East Grassy Creek
- Canary Ditch

0.4 Outfalls

MS4 outfalls include a point source discharge via a conveyance of stormwater run-off into a receiving stream or other body of water. All of the Town's stormwater outfalls are found on the MS4 map and identified with a numeric sequence. There are thirty-four (34) stormwater outfalls owned and operated by the Town of Whiteland.

0.5 Description of Current Structural and Nonstructural BMPs

Structural Best Management Practices (BMPs) are measures designed with the purpose of stormwater quality, stormwater management, and flood control. This may include, but is not limited to, outfalls, detention and retention ponds, constructed wetlands, or swales. The Town of Whiteland owns and operates thirty-four (34) outfalls, which are any point source discharge via a conveyance of stormwater run-off into a receiving stream or other body of water. Outfalls include pipes, ditches, and swales. **Table 0-2** represents all outfalls operated by the Town of Whiteland.

Table 0-2
Whiteland MS4 Structural BMPs

| ID # | Location | Size | Receiving | Latitude | Longitude |
|-------------|------------------------------------|--------------------|------------------|-----------------|------------------|
| 1 | Meadow Creek Subdivision Outlet | 30" RCP | Grassy Creek | 39.559376 | -86.086487 |
| 2 | Meadow Creek East Subdivision | 24" RCP | Grassy Creek | 39.562369 | -86.083072 |
| 3 | Chad Lo Subdivision | 18" RCP | Grassy Creek | 39.56054 | -86.08405 |
| 4 | Chad Lo Subdivision Phillip Ct. | 18" RCP | Grassy Creek | 39.560036 | -86.084651 |
| 5 | Chad Lo Lori Ann Drive | 18" CMP | Grassy Creek | 39.559379 | -86.086337 |
| 6 | St Charles Way | 14" RCP | Grassy Creek | 39.558643 | -86.087348 |
| 7 | CPCSC Operations Bldg | 30" RCP | Grassy Creek | 39.563017 | -86.082182 |
| 8 | NE Town Storm | 14" HDPE | Brewer Ditch | 39.549936 | -86.081558 |
| 9 | Main St Storm | 14" HDPE | Brewer Ditch | 39.549938 | -86.081636 |
| 10 | Pearl St Outfall | 12" HDPE | Brewer Ditch | 39.549213 | -86.082292 |
| 11 | Springdale Dr | 14" HDPE | Brewer Ditch | 39.548423 | -86.083053 |
| 12 | Colony Dr | 14" HPDE | Brewer Ditch | 39.547869 | -86.083621 |
| 13 | Myers St. Outfall | 14" HDPE | Brewer Ditch | 39.545993 | -86.085674 |
| 14 | Briar Hill Rd | 18" RCP" | US 31 Ditch | 39.545514 | -86.084741 |
| 15 | Clearwater Blvd | 20" RCP | US 31 Ditch | 39.543447 | -86.084615 |
| 16 | Paul Hand Road and US 31 | 18" HDPE | US 31 Ditch | 39.53511 | -86.081358 |
| 17 | Deborah Ln. | 48" RCP | Brewer Ditch | 39.539328 | -86.09259 |
| 18 | Joseph Ln. Outfall | 15" RCP | Brewer Ditch | 39.537374 | -86.094402 |
| 19 | Sara Ct. | 18" RCP | Brewer Ditch | 39.537234 | -86.094405 |
| 20 | Adams Ct. | 20" RCP | Brewer Ditch | 39.53598 | -86.095237 |
| 21 | Erins Ct. | 18" RCP | Brewer Ditch | 39.534999 | -86.095263 |
| 22 | Brunnemer Ridge | 24" RCP | Demaree LD Tile | 39.538507 | -86.103818 |
| 23 | Chad Lo Subdivision | 18" RCP | Grassy Creek | 39.5601 | -86.0844 |
| 24 | Rascals Fun Zone | 18" PVC | Grassy Creek | 39.5584 | -86.088 |
| 25 | Main St Storm | 24" CMP | Brewer Ditch | 39.5499 | -86.0816 |
| 26 | Main St Storm | 24" CMP | Brewer Ditch | 39.5499 | -86.0816 |
| 27 | US 31 Outfall (NE side) | 20" HDPE | Brewer Ditch | 39.5465 | -86.0852 |
| 28 | Whiteland Exchange Bldg 4&5 (West) | 48" HDPE | Canary Ditch | 39.5432 | -86.0546 |
| 29 | Whiteland Exchange Bldg 4&5 (East) | 24" RCP | Canary Ditch | 39.5433 | -86.0545 |
| 30 | Westbrook Drive | 60" RCP | Grassy Creek | 39.5555 | -86.0958 |
| 31 | North Side Main St. Bridge | 32" Concrete/Swale | Brewer Ditch | 39.550113 | -86.081569 |
| 32 | Briar Hill US 31 | 24" Concrete/Swale | Brewer Ditch | 39.546371 | -86.08516 |

0.6 Land Use Classifications

As identified in the Water Quality Characterization report, the majority of land in Whiteland is zoned as residential and industrial, with smaller but still significant portions of land zoned as commercial and agricultural.

0.7 Existing Sensitive Areas

At this time, there are no known sensitive areas in the Town of Whiteland. There are no drinking water intakes, no known high-quality habitats, and no outstanding resource waters.

0.8 New Information on Water Quality

No receiving waters within the Town of Whiteland have an approved or established Total Maximum Daily Load (TMDL). The current Section 303(d) list of impaired waters was reviewed to determine if any receiving streams were listed for impairments. East Grassy Creek and Canary Ditch are on this list for *E. Coli*.

0.9 SWQMP Minimum Control Measures

As established in the MS4 General Permit, the Stormwater Quality Management Plan (SWQMP) must implement programs under the five minimum control measures (MCMs):

- (1) Public Education, Outreach, Participation, and Involvement;
- (2) Illicit Discharge Detection and Elimination;
- (3) Construction Site Stormwater Run-off;
- (4) Post-Construction Run-off Control; and
- (5) Municipal Operations Pollution Prevention and Good Housekeeping.

These minimum control measures aim to preserve, protect, and improve the Town of Whiteland's water resources with respect to polluted stormwater run-off. This is completed through established goals for the programs within each MCM. The programs, or best management practices (BMPs), direct the Town's efforts to improving stormwater and water resource quality. The goals of each program are to be achieved by the end of the 5-year MS4 General Permit term:

- **Public Education, Outreach, Participation, and Involvement:** Increase public education of stormwater and potential pollutants
- **Illicit Discharge Detection and Elimination:** Reduce amount of stormwater pollution caused by illicit discharges
- **Construction Site Stormwater Run-off:** Reduce the amount of total suspended solids leaving individual construction sites
- **Post-Construction Run-off Control:** Reduce the amount of total suspended solids leaving any new site development or redevelopment after construction

- **Municipal Operations Pollution Prevention and Good Housekeeping:** Reduce the amount of stormwater pollution currently caused within MS4 owned and operational areas

0.10 MCM Implementation Schedule

Table 0-3 on the following pages identifies the primary goals of the SWQMP in order to achieve compliance with the MS4 General Permit and to meet the goals of the MCMs as listed above. The MS4 Coordinator will be in charge of monitoring the progress of each program to meet compliance in accordance with the schedule. The SWQMP is required to be reviewed annually and update under Section 4.1(k) to ensure the program is reflecting the goals set in this implementation schedule.

**Table 0-3
Town of Whiteland MCM Implementation Schedule**

| MCM | General Permit Section | Goals | Date |
|--|------------------------|--|---------------|
| Annual SWQMP Review | 4.1(k) | Conduct an annual review of the SWQMP and as necessary update the plan to ensure it reflects the goals of the MS4 program | Annually |
| Public Education, Outreach, Participation, and Involvement | 4.3(a)(2) | <ul style="list-style-type: none"> • Identify three (3) community-wide stormwater issues to present to each target constituent during events throughout the permit cycle. • Evaluate educational material needs for additional stormwater issues. Revise as necessary. | June 29, 2023 |
| | 4.3(a)(3) | Organize at minimum one (1) event which will be targeted to Commercial and/or Development groups | June 29, 2023 |
| | 4.3(c) | Supplement the Whiteland Stormwater Webpage to include the following and then update annually: <ul style="list-style-type: none"> • SWQMPs • Water Quality Characterization Reports (WQCRs) • Annual Reports • MS4 Map Links to social media accounts operated by the Town of Whiteland MS4 or JCPWQ | June 29, 2023 |
| | 4.3(g) | Implement and assess the program and update as necessary | Annually |

| MCM | General Permit Section | Goals | Date |
|---|------------------------|---|---------------|
| Illicit Discharge Detection and Elimination | 4.4(a) | Adopt the LTAP Model Stormwater Management Ordinance | June 29, 2024 |
| | 4.4(b) | Update the IDDE Plan to include SOPs for classifying priority areas, updating mapping information, and investigating illicit discharge points | June 29, 2023 |
| | 4.4(b)(5) | Update the IDDE Plan to include an inspection SOP | June 29, 2023 |
| | 4.4(e) | Update the IDDE Map to include: <ul style="list-style-type: none"> The longitude and latitude of outfalls to 5 decimal degrees All receiving waters and indicate those that are on the 303(d) list or in the US EPA approved TMDL | Annually |
| | 4.4(f) | Update the IDDE Map to identify high priority areas | Annually |
| | 4.4(g) | Establish an updated process for documenting annual training for employees | TBD |
| | 4.4(i) | Review and assess the IDDE program and update as necessary | Annually |
| Construction Site Stormwater Run-off | 4.5(b), 4.5(e) | Adopt the LTAP Model Stormwater Management Ordinance | June 29, 2024 |
| | 4.5(f) | Adopt the LTAP Stormwater Technical Standards Manual | June 29, 2024 |
| | 4.5(c) | Establish a timetable for permit application review | TBD |
| | 4.5(d) | Review the construction site SOP and revise as necessary | TBD |
| | 4.5(d)(3) | Inspect active construction sites at the following minimum frequencies: <ul style="list-style-type: none"> 100% of all new construction sites must be inspected during the initial phase of construction 100% of all active construction sites with disturbances greater than 5 acres or considered priority must be inspected biannually 50% of active construction sites with disturbance less than 5 acres must have at least 1 acre inspected annually | Annually |
| | 4.5(g) | Establish a complaint reception and tracking process | TBD |
| | 4.5(i) | Perform an evaluation and assessment of the program effectiveness and update as necessary | Annually |
| | 4.5(j) | Establish and updated process for documenting annual training for employees | TBD |

| MCM | General Permit Section | Goals | Date |
|---|------------------------|--|---------------|
| | 4.5(k) | Comply with the requirements of the Construction Stormwater General Permit for projects owned/operated by the Town | Annually |
| Post-Construction Site Stormwater Run-Off Control | 4.6(b), 4.6(e) | Adopt the LTAP Model Stormwater Management Ordinance | June 29, 2024 |
| | 4.6(c) | Adopt the LTAP Stormwater Technical Standards Manual | June 29, 2024 |
| | 4.6(f) | Develop a post-construction inspection SOP and tracking system | Annually |
| | 4.6(f)(1) | Develop a post-construction checklist or form | Annually |
| | 4.6(h) | Review and assess the program and update as necessary | Annually |
| | 4.6(i) | Establish an updated process for documenting annual training for employees | TBD |
| Municipal Operations Pollution Prevention and Good Housekeeping | 4.7(b) | Review and update the MS4 facility inventory list | Annually |
| | 4.7(d) | Review and update MS4 facility SWPPPs | Annually |
| | 4.7(f) | Perform MS4 Facility inspections, at minimum quarterly | Monthly |
| | 4.7(g)(3) | Complete a surface visual inspection of all catch basins, outfalls, and conveyance systems | June 29, 2026 |
| | 4.7(i) | Review and assess the program and update as necessary | Annually |
| | 4.7(k) | Evaluate existing flood control structures owned and/or operated by the MS4 | TBD |
| | 4.7(l) | Evaluate existing flood control measures for stormwater quality impacts | TBD |
| | 4.7(m) | Implement Training for MS4 Personnel Reporting Form | June 29, 2023 |

SECTION 1

PUBLIC EDUCATION, OUTREACH, PARTICIPATION, AND INVOLVEMENT

In accordance with Section 4.3 of the MS4 General Permit, the MS4 must implement a public education, outreach, and participation and involvement program with measurable goals and a timetable for implementation to inform identified constituent groups about the impacts of stormwater run-off. The goals of this minimum control measure (MCM) have been updated to meet the requirements of the MS4 General Permit, and will include the following:

- **Section 4.3(a):** Update and revise the Public Education and Involvement Plan
- **Section 4.3(b):** Develop and implement a program for educating public employees, schools, businesses, and the general public about illicit discharges and proper disposal of waste
- **Section 4.3(c):** Update the stormwater public information web page or links to direct the public to a location that contains the required information
- **Section 4.3(d):** Maintain a list of all public education materials developed and used throughout the permit cycle
- **Section 4.3(e):** Report stormwater program updates to elected officials or an advisory board annually

1.1 The Johnson County Partnership for Water Quality

The Town of Whiteland is a member of the Johnson County Partnership for Water Quality (JCPWQ), a group of MS4 communities and interested water quality parties which implements the Public Education, Outreach, Participation, and Involvement requirements of the MS4 General Permit. The Partnership communities include:

- City of Franklin
- City of Greenwood
- Town of Bargersville
- Town of Whiteland
- Town of New Whiteland
- Town of Edinburgh
- City of Shelbyville
- Town of Trafalgar
- Johnson County Planning and Zoning
- Johnson County Recycling District
- Johnson County Soil and Water Conservation District

This agreement was signed into effect in a Memorandum of Understanding (MOU) on November 1, 2010. As such, the Town of Whiteland implements its Public Education, Outreach, Participation, and Involvement plan via the JCPWQ.

1.2 Update and Revise Public Education and Involvement Plan

The current public education and involvement goal is to increase public education of the MS4 program and stormwater impacts on local receiving stream health. In order to increase public education and involvement, the SWQMP has been updated to meet the standards of the MS4 General Permit Section 4.3(a). The planned programs, summarized below, are:

- Identify target constituents
- Identify at minimum three (3) community wide stormwater quality issues
- Conduct a minimum of two (2) public events annually
- Develop educational materials for distribution
- Provide annual training for builders/developers related to the Construction and Post-Construction MCMs

1.2.1 Identify Target Constituents

At present, all MS4 education materials and outreach events conducted by the Town of Whiteland and the JCPWQ are targeted to the general public and school-age children. This has allowed for the greatest distribution of education materials and participation from the constituents of the partnership entities. In order to maintain compliance with Section 4.3(a)(1) of the MS4 General Permit, the Town of Whiteland and the JCPWQ have updated their education and involvement targets to be one of three categories:

- Residents
- Industrial and Commercial Users
- Construction and Development Entities

Residents of the MS4 will include residents of the Town of Whiteland and residents within partnering MS4 communities. Industrial and commercial users will include those entities with individual stormwater permits as well as entities within areas that discharge stormwater to the Town of Whiteland and other partnering MS4 communities. Construction and development users will be entities which require stormwater permitting for projects within the Town of Whiteland and participating partnership MS4 areas.

Altering the target constituents of the Town of Whiteland MS4 and JCPWQ's education and involvement plan will require further alterations to materials distributed and targeted events for the different constituents. Additional details of these changes are discussed in the next sections.

1.2.2 Identify Three (3) Community Wide Stormwater Quality Issues and Present to Target Constituents

The Town of Whiteland currently participates in one (1) event annually, the Greater Whiteland Community Day, to present stormwater quality issues to the Town

residents and participating partnering MS4 communities through demonstrations and distribution of brochures.

As part of Section 4.3(a)(2), the Town of Whiteland, either through participation in JCPWQ events or through their own Town events, is required to develop and promote at least three (3) stormwater quality issues to promote at events for the each of the three target constituents. These issues will need to be presented to each of the target constituents at least once during the permit cycle.

In order to develop these issues, the Town of Whiteland will utilize the Indiana Association for Floodplain and Stormwater Management (INAFSM) Community Stormwater Issues Help Sheet to create educational materials for these events and distribution. Development of these materials and their presentation throughout the permit cycle at events satisfies Section 4.3(a)(2) of the MS4 General Permit.

1.2.3 Conduct at Minimum Two (2) Public Events Annually

The Town of Whiteland attends at least one (1) annual event, the Greater Whiteland Community Day. This does not meet the MS4 General Permit Section 4.3(a)(3) requirement of two (2) events per year. The Town of Whiteland, either on its own or in conjunction with JCPWQ representatives, will need to add at least one other public event per year to satisfy the requirements.

1.2.4 Develop Educational Materials for Distribution and Outreach to Constituents

The Town of Whiteland as well as the JCPWQ utilize several different educational materials and handouts to distribute to the general public at events throughout the year. The number of materials handed out during events is recorded for inclusion in the Town of Whiteland's annual report. The current educational materials used by the Town of Whiteland include:

- 10 Steps to Stormwater Pollution Prevention on Small Residential Construction Sites
- Pollution Prevention Q&A for Residential Construction
- Pond Edge Enhancement
- Drainage Easement Q&A
- Auto Fluids Fact Sheet
- Car Wash Fact Sheet
- Cold Weather Practices
- Draining Swimming Pool and Spa
- Fertilizer Fact Sheet
- Use Your Brain Before Pouring Anything Down the Drain
- Pet Waste Fact Sheet
- Separate Storm Sewers Fact Sheet

- Stopping Sediment Pollution Fact Sheet
- Tox Box household hazardous waste disposal brochure
- What is an Illicit Discharge?
- Working with Concrete brochure

The educational materials used are posted on the [JCPWQ website](#) for public access. All materials will be reviewed for content that is applicable to the conditions of the MS4 program. At present the materials used satisfy the requirements of Sections 4.3(a)(4) and 4.3(d) of the General Permit. Additional materials will be generated with a focus on the three (3) targeted issues previously identified in the plan cycle.

1.2.5 Provide Annual Training Related to Construction Site Run-Off and Post-Construction MCMs

At present, the Town of Whiteland participates in required kickoff meetings with builders, developers, contractors, engineers, and other entities to outline the Construction and Post-Construction MCMs and design criteria for projects under the County's MS4 program jurisdiction. These meetings are logged in each project file for reference during inspections and compliance with project Construction Permits. Attendance at this meeting will not change as a part of the construction permitting process and is to be used to target developers with MS4 related materials. These meetings with developers account for compliance under Section 4.3(a)(5) of the MS4 General Permit.

1.3 Illicit Discharges Educational Program

The [Town of Whiteland stormwater webpage](#) contains information on illicit discharges and contact information to report potential polluters to the Town of Whiteland Stormwater Department either by phone or the Report-A-Polluter complaint box on the Town's stormwater webpage. The JCPWQ has developed different educational materials available on their website, which includes one (1) brochure related to illicit discharges to stormwater conveyance systems and receiving streams.

The amount of material distributed by the JCPWQ and Town of Whiteland is recorded after every event. The materials presented at annual events satisfy the requirements of the MS4 General Permit 4.3(b).

1.4 Annually Update the Stormwater Public Information Web Page

The [Johnson County Partnership for Water Quality website](#) has been implemented and is periodically updated by the County. The JCPWQ website includes the following content:

- Education materials, which include:
 - Brochures on the following topics:
 - Stormwater pollution prevention on small residential construction sites

- Pollution prevention Q&A for residential construction
- Pond edge enhancement
- Drainage easement Q&A
- Activities for kids
- Good housekeeping posters:
 - General housekeeping
 - Fleet maintenance
 - Spill response procedures
 - Materials & chemical storage
 - Parks & grounds maintenance
 - Utility & street repair
- Handout materials:
 - Arbor Day free tree tags
- Extra information/additional brochures & flyers on the following topics:
 - Auto fluids
 - Car washing
 - Cold weather practices
 - Draining swimming pools and spas
 - Fertilizer facts
 - Household hazardous waste
 - Pet waste
 - Separate storm sewer systems
 - Stopping sediment pollution
 - The Tox-Box
 - Illicit discharges
 - Working with concrete

The Town of Whiteland also has implemented a [stormwater webpage](#) on the Town's website. Which is periodically updated by the Town. This webpage contains the following content:

- What is an MS4?
- Minimum control measures with links to more information about each measure
- Best management practices with a link to the Indiana Storm Water Quality Manual
- Forms, permits, applications, and codes, with links to the following:
 - Stormwater permit application
 - Stormwater user fees ordinance
 - Flood hazard areas ordinance
 - Illicit discharge and illegal connection ordinance
 - Erosion and sediment control ordinance
 - Post construction stormwater runoff ordinance
- FAQs, including contact information and information on illicit discharge and a Report-A-Polluter complaint box
- Link to the Johnson County Partnership for Water Quality website

In order to meet compliance with the MS4 General Permit Section 4.3(c), the Town of Whiteland must update their webpage with the following information:

- MS4 program information, including:
 - SWQMPs
 - Water Quality Characterization Reports (WQCRs)
 - Annual Reports
 - Links to social media accounts operated by the Town of Whiteland Stormwater Department and the JCPWQ

The Town of Whiteland [stormwater webpage](#) as described above will be updated according to the implementation schedule from the date of the SWQMP acceptance.

1.5 Provide an Annual Stormwater Program Update to the Stormwater Board

At present, the MS4 Coordinator presents updates to the Whiteland Stormwater Board once per month during public meetings. The presentation is a review of the tasks performed by the Town's MS4 program to meet compliance with the General Permit and provides an opportunity for the Whiteland MS4 Coordinator to outline their implementation strategy for the following year. The presentations satisfy the MS4 General Permit Requirement 4.3(e) of updating the Stormwater Board at minimum once per year.

1.6 MCM Implementation Schedule

The Public Education, Outreach, Participation, and Involvement best management practices (BMPs) will be updated on the following schedule in **Table 1-1**.

**Table 1-1
Public Education, Outreach, Participation, and Involvement Control
Implementation Schedule**

| General Permit Section | Goals | Date |
|------------------------|--|---------------|
| 4.3(a)(2) | <ul style="list-style-type: none"> • Identify three (3) community-wide stormwater issues to present to each target constituent throughout the permit cycle. • Evaluate educational material needs for additional stormwater issues. Revise as necessary. | June 29, 2023 |
| 4.3(a)(3) | Organize at minimum one (1) event which will be targeted to Commercial and/or Development groups | June 29, 2023 |
| 4.3(c) | Supplement the Whiteland Stormwater Webpage to include the following and then update annually: <ul style="list-style-type: none"> • SWQMPs • WQCRs • Annual Reports • MS4 Map • Links to social media accounts operated by the Town of Whiteland MS4 or JCPWQ | June 29, 2023 |
| 4.3(g) | Implement and assess the program and update as necessary | Annually |

SECTION 2

ILLICIT DISCHARGE DETECTION AND ELIMINATION

In accordance with the MS4 General Permit, the MS4 must develop and implement an Illicit Discharge Detection and Elimination (IDDE) program. The program must detect, address, and eliminate illicit discharges into the MS4 conveyance system in order to achieve the requirements of the MS4 General Permit. The goals of this minimum control measure have been updated to meet the requirements of the MS4 General Permit, and include the following:

- **Section 4.4(a):** Review and update ordinances which prohibit illicit discharges into the MS4 conveyance system
- **Section 4.4(b):** Review and update the IDDE Plan
- **Section 4.4(d) and Section 4.4(e):** Map all stormwater outfalls and conveyance systems
- **Section 4.4(f):** Review and update the stormwater map to identify high priority areas for administering the IDDE Plan
- **Section 4.4(g):** Develop and implement a training program for employees involved in the implementation of the IDDE Plan
- **Section 4.4(h):** Conduct dry weather screening for illicit discharges for elimination for all mapped outfalls

2.1 Review and Update Ordinances

The Town of Whiteland IDDE Ordinance was codified into [Ordinance No. 2006-08](#), which was signed into effect on November 27, 2006. The ordinance includes the following provisions:

- Prohibition of Illicit Discharge
- Prohibition of Illegal Connections
- Industrial or Construction Activity Discharges
- Access and Inspection of Properties and Facilities
- Notification of Accidental Discharges and Spills
- Violations
- Notice of Violation
- Appeal of Violation Notice
- Enforcement Measures after Appeal
- Costs of Abatement of the Violation
- Violations Deemed a Public Nuisance
- Remedies not Exclusive
- Penalty

The MS4 General Permit requires all MS4-related ordinances to be reviewed and updated within 730 days (two years) of the submission of the renewal Notice of Intent (NOI). During the development of this SWQMP, the Town of Whiteland determined that the existing IDDE ordinance was out of compliance with the provisions of the MS4 General Permit and

has decided to replace it with a new IDDE ordinance. The Town of Whiteland is planning to revise and adopt the Local Technical Assistance Program's (LTAP) Stormwater Management Ordinance. Section 3 of the LTAP Stormwater Management Ordinance includes "Prohibited Discharges and Connections", which will replace [Ordinance No. 2006-08](#).

Adopting the LTAP Stormwater Management Ordinance will meet the requirements listed in Section 4.4(a) of the MS4 General Permit.

2.2 Review and Update IDDE Plan

At present, the Town of Whiteland IDDE plan includes the following four-step process for removal of illicit discharges:

- Locate problems within priority areas via dry weather screening
- Find the source
- Remove/correct illicit connections
- Documentation actions taken

As a part of Section 4.4(b) of the MS4 General Permit, the IDDE plan will be revised and updated to reflect the Standard Operating Procedures (SOPs) implemented by the MS4 coordinator and MS4 staff, and to provide employees with reference and inspection materials. The IDDE Plan will be developed with the following SOPs:

- Stormwater Outfall Screening and Schedule of Implementation
- Adding Facilities to the MS4 Map
- Coordinate Household Pollution Prevention Activities
- Illicit Discharge Investigation Procedures

2.2.1 Identifying and Correcting Problem Areas

If an outfall appears to have an illicit discharge, Town employees will move up the drainage system to detect the source(s) of illicit discharge. Once the source is determined, the following steps will occur to report the discharge for corrective action:

- Date, time, and estimated volume of the discharge
- Detailed description of the composition of the discharge
- Narrative description of the events leading up to the discharge and the believed cause of the discharge
- All measures taken to correct or cease the discharge
- All contact information for the reporting party, as well as information from parties involved in the discharge and its clean up.

2.2.2 Stormwater Outfall Screening and Schedule of Implementation

At present, the Town of Whiteland conducts dry weather screening for all its outfalls semiannually. Outfall inspections will grade the condition of the outfall and determine if maintenance is necessary. The condition of each outfall inspection will be recorded on the Outfall Reconnaissance Inventory Field Sheet (**Attachment A**). Performing inspections meets the requirements of Section 4.4(b)(2).

All owned and/or operated outfalls must be screened by the end of the five-year permit cycle under Section 4.4(h) of the MS4 General Permit. As the Town of Whiteland evaluates all of its outfalls semiannually, the requirement is satisfied.

2.2.3 Adding Facilities to the MS4 Map

Currently, the Town of Whiteland has three (3) industries with an industrial stormwater discharge permit discharging to the stormwater conveyance system, which can be seen in Table 2-1. The industrial permits were issued under 327 IAC 15-6, or a Rule 6 Industrial Stormwater Permit. This information was gathered from the [IDEM List of NPDES Permits](#).

Table 2-1
Town of Whiteland Industrial Stormwater Permits

| NPDES No. | Name | Latitude | Longitude |
|-----------|------------------------------|-----------|------------|
| INRM01371 | Irving Materials Inc | 39.564012 | -86.082623 |
| INRM02021 | Cellofoam North America Inc. | 39.572519 | -86.089435 |
| INRM02662 | Amazon.com Services LLC MQJ2 | 39.548889 | -86.046667 |

In order to maintain compliance with Section 4.4(b)(3) of the MS4 General Permit, any industry discharging to the MS4 must be included in a database, which will be reviewed and updated as needed throughout the permit cycle. The database collects the following details from the industrial facilities:

- Facility name
- Facility address
- Facility permit number
- Permit expiration date
- Permit status (sufficient, deficient, exempt, or terminate)
- The Standard Industrial Classification (SIC) Code

For the SWQMP update and IDDE Plan update, the industrial database will be used as reference to update the Town of Whiteland's MS4 mapping service. This information will be included with each industry's metadata. Additional documentation, such as permits and inspection documents, will be included.

The industrial facilities list may also be updated from the Rule 6 permit to an Industrial Stormwater General Permit. If any industries within the Town of

Whiteland obtain this permit, the industrial facilities database will be updated accordingly.

Updating the SOP for mapping industrial users satisfies Section 4.4(b)(3) of the MS4 General Permit.

2.2.4 Public Activity Preparation

Currently, the Town of Whiteland participates in multiple public activities promoting clean stormwater conveyance and healthy receiving streams as a part of the Johnson County Partnership for Water Quality. As a member of the partnership, the Town of Whiteland and town residents have participated in a bi-weekly recycling program and monthly heavy trash pickup, as well as special recycling events such as e-recycling, household hazardous waste, etc., which is posted on the Town's webpage and social media outlets.

When these activities occur, it is the responsibility of the JCPWQ to:

1. Determine if partnership MS4 employees are needed to run the event
2. Distribute event reminders to participants and on-site supervisors
3. Prepare education materials relevant to the event
4. Coordinate with the event team for optimal staging and public participation
5. At the conclusion of the event, determine the amount of material distributed and any results of the event

Additional coordination, including the providing of cleaning materials, monitoring equipment, and training may be necessary and should be scheduled with partnership staff prior to the event day. Following the above SOP for events will be sufficient for Section 4.4(b)(4) of the MS4 General Permit.

2.2.5 SOP for Investigators Investigating Known Illicit Discharges

The investigator's current SOP, last updated June 1, 2011, outlines the tasks to be completed by the investigator through the removal or correction of the discharge. Presently the majority of IDDE problems are located when a spill occurs during a construction project, or when the public reports illicit spills and dumping by calling the **Town of Whiteland MS4 Coordinator [(317) 535-5531]**. The reporting number is included on a number of the informational brochures and flyers handed out at public events and is linked on the Stormwater Webpage.

Currently, the SOP is as follows:

- Investigate within 24 hours complaints about illicit discharges received via phone, mail, or online reporting form
- Find the source, typically through visual inspection, tracing discharges upstream, or using dye or smoke testing
- Remove or correct illicit connections

- Document actions taken
- Retain a binder with each complaint and prescribed remedy of complaint

In order to meet the compliance requirements within the MS4 General Permit, the investigator's SOP will be updated to include the requirements of Section 4.4(b)(5). The new SOP will include the following:

- After receiving notification of an illicit discharge, an investigation will be scheduled within two (2) business days of receiving the notice.
- The investigator will begin a new compliance file for the investigative process. This will include:
 - Date and time notice was received
 - Date and time of investigation
 - Location of discharge
 - Condition of discharging material
 - Source of discharge if different than location
 - Analysis of cause, scheduling of follow-up inspection date
- The inspector will refer to any additional documentation as necessary, including the above SOPs, to determine the source of discharges
- After determining the source of the discharge, the investigator will assess elimination responsibility and prepare a report outlining the responsibilities for elimination.
- The MS4 team will develop a tracking and prioritization system for investigations

If any flows are judged to be an immediate threat to human health or the environment, the MS4 will report such discharge to the IDEM emergency spill line at either:

- Toll free – (888) 233-7745
- Local – (317) 223-7745

2.3 Development of a MS4 Conveyance Map

The Town of Whiteland currently uses a mapping system to track its MS4 system, mapping known outfalls and ditches discharging to receiving streams throughout the town within the MS4 jurisdiction. The current map includes:

- Outfalls, identified with an alphanumeric identifier
- Ditches 24" or greater
- Inlets
- Manholes
- Culvert pipes

The current MS4 map is used to identify outfalls for annual screening and to identify impacted conveyance systems during inspections. The map is also used to identify high priority areas within the MS4 to focus inspection efforts and to eliminate illicit discharges.

To meet compliance with Section 4.4(e) of the General Permit, the map must be updated to include:

- Receiving waters, including water quality characteristics like the inclusion of being on the 303(d) impaired waters list or having a TMDL.

To meet compliance with Section 4.4(f) the General Permit, the map must be reviewed and updated to include the prioritization system based on land use, prior history, frequency of discharges, and to include the locations of listed industrial facilities.

2.4 Annual Training of MS4 Personnel

Town of Whiteland MS4 employees are trained in handling testing equipment, inspection procedures, and the illicit discharge reporting process. The current annual training for MS4 employees is:

- Current employees are given annual refresher courses on testing equipment, inspection procedures, and reporting requirements.
- New employees are trained within the first sixty (60) days of employment on monitoring equipment, inspection processes, and reporting requirements

Documentation of completed training and certifications is recorded by each individual employee. The current training requirements in the MS4 General Permit Section 4.4(g) are met with the current training schedule.

According to the MS4 General Permit Section 4.1(d), MS4 staff responsible for implementing the MS4 program must receive 12 hours of annual training with at least eight (8) of the twelve (12) hours of training distributed amongst the specific minimum control measures (MCMs) for which they are responsible for administering. Using this guidance, the Town of Whiteland has developed a training guidance document for all MS4 employees and non-MS4 employees involved in the application of the IDDE Program in **Attachment B**.

In order to meet the requirements of the MS4 General Permit, additional training is available for MS4 employees at the [Indiana Association for Floodplain and Stormwater Management \(INAFSM\) website](#), and the INAFSM Educational Resources Help Sheet (**Attachment C**). Additional training modules for specific MCMs and the General Permit are being evaluated and adopted as necessary to meet the requirements of Section 4.1(d).

2.5 Consistency with the Long-Term Control Plan (LTCP)

The Town of Whiteland does not own or operate a combined sewer system. As such, no CSO Long-Term Control Plan nor Combined Sewer Overflow Operational Plan has been developed. Therefore, the efforts of this SWQMP are not in conflict with either document and no modifications are required under Section 4.4(j) of the General Permit.

2.6 MCM Implementation Schedule

The Illicit Discharge Detection and Elimination best management practices (BMPs) will be updated on the following schedule in **Table 2-2**.

**Table 2-2
Illicit Discharge Detection and Elimination Control
Implementation Schedule**

| General Permit Section | Goal | Date |
|-------------------------------|---|---------------|
| 4.4(a) | Adopt the LTAP Model Stormwater Management Ordinance | June 29, 2024 |
| 4.4(b) | Update the IDDE Plan to include SOPs for classifying priority areas, updating mapping information, and investigating illicit discharge points | June 29, 2023 |
| 4.4(b)(5) | Update the IDDE Plan to include an inspection SOP | June 29, 2023 |
| 4.4(e) | Update the IDDE Map to include: <ul style="list-style-type: none"> • The longitude and latitude of outfalls to 5 decimal degrees • All receiving waters and indicate those that are on the 303(d) list or in the US EPA approved TMDL | Annually |
| 4.4(f) | Update the IDDE Map to identify high priority areas | Annually |
| 4.4(g) | Establish process for documenting training for employees | TBD |
| 4.4(i) | Review and assess the IDDE program and update as necessary | Annually |

SECTION 3

CONSTRUCTION SITE STORMWATER RUN-OFF CONTROL

For the General Permit, the construction site stormwater run-off MCM is administered through an erosion and sediment control program which conducts site plan reviews and construction site inspections. The goals of this program have been updated to meet the requirements of the MS4 General Permit and will include:

- **Section 4.5(b):** Updating and revising the ordinance(s) codifying the erosion and sediment control plan
- **Section 4.5(c):** Update the construction permitting procedures
- **Section 4.5(d):** Update construction site inspection SOPs.
- **Section 4.5(e):** Update enforcement language in ordinance
- **Section 4.5(f):** Review and update stormwater standards and specifications
- **Section 4.5(g):** Update inquiry and complaint SOPs
- **Section 4.5(j):** Review employee training procedures
- **Section 4.5(k):** Comply with the requirements of the Construction Stormwater General Permit (CSGP) for MS4-owned projects
- **Section 4.5(l):** Maintain an inventory of all construction site projects under the CSGP, the MS4 ordinance, and those operated by the MS4

To meet the requirements of the MS4 General Permit, the SWQMP has updated and outlined the programs' goals and measures to be administered through the MS4 General Permit.

3.1 Updating the Erosion and Sediment Control Ordinance

The Town of Whiteland's Erosion and Sediment Control Ordinance was codified on November 27, 2006, under [Ordinance No. 2006-9](#). Due to the requirements of the MS4 General Permit, the ordinance must be either updated or replaced to meet the requirements of the MS4 General Permit. As such, [Ordinance No. 2006-9](#) has been reviewed and was found deficient in the following:

- Does not regulate projects with disturbances of less than one (1) acre of land that are part of a larger common plan of development or sale when the larger common plan will ultimately disturb one (1) or more acres of land.
- Does not contain the requirements of the Construction Stormwater General Permit (CSGP).
- Does not establish a requirement that any project within the MS4 area that meets the applicability of the CSGP must submit a Notice of Intent (NOI) to obtain permit coverage from IDEM.

Due to this deficiency and to remain in compliance with the MS4 General Permit, the Town of Whiteland is replacing the current [Ordinance No. 2006-9](#) with the Local Technical Assistance Program's (LTAP) Model Stormwater Management Ordinance. The LTAP

model ordinance is being used because it was developed to be consistent with the MS4 General Permit requirements. The new construction site stormwater run-off ordinance will be adopted by the Town of Whiteland within 730 days (two years) of the submittal of the Notice of Intent for coverage under the MS4 General Permit to IDEM. Adoption of the new ordinance will be in compliance with Sections 4.5(b) and 4.5(e) of the General Permit.

3.2 Updating the Erosion and Sediment Control Program

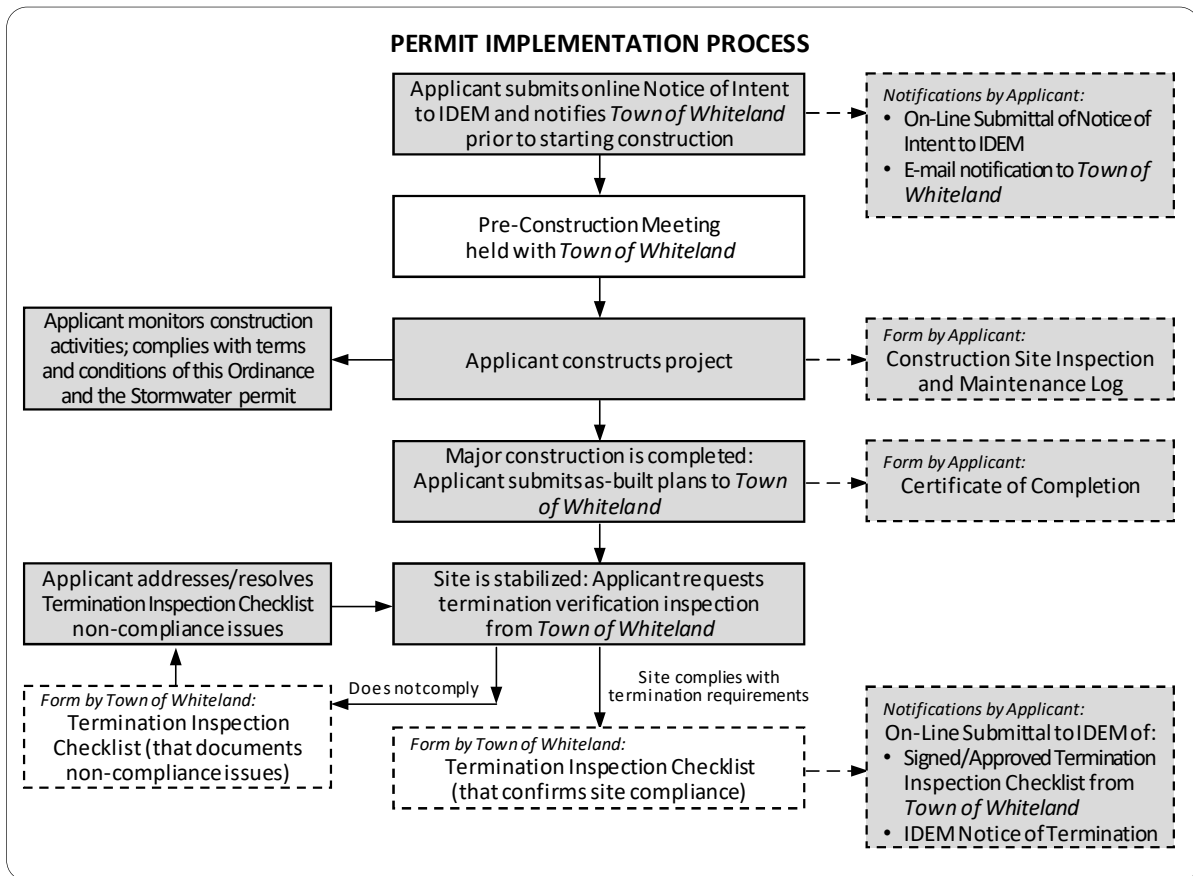
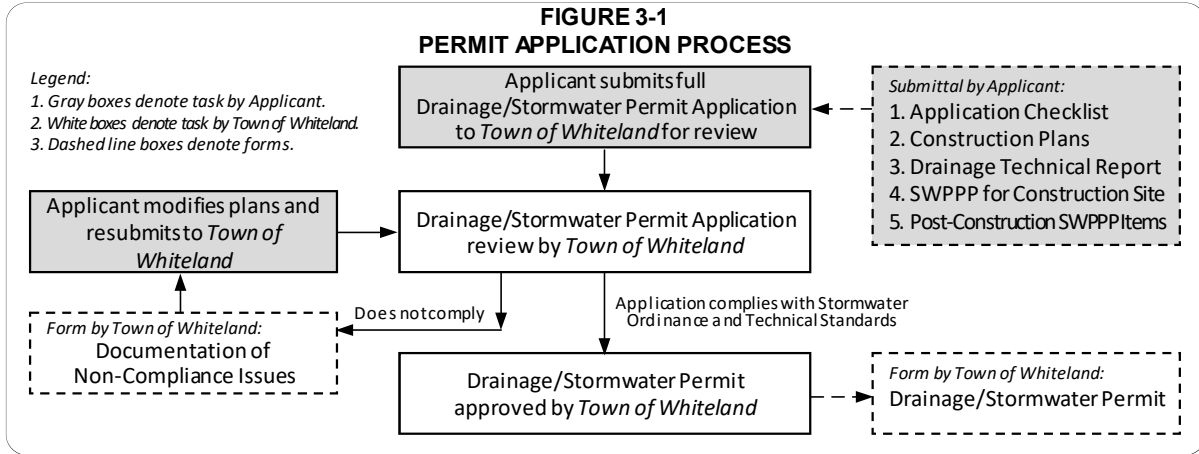
3.2.1 Reviewing and Updating the Construction Permitting Process

The Town of Whiteland's current Erosion and Sediment Control Ordinance does include a stormwater construction permit process. The process includes:

- Submission of an Erosion and Sediment Control plan
- Review and approval process
- Erosion and Sediment Control plan requirements
- Design requirements
- Inspections
- Enforcement
- Penalties

A construction permit process will be implemented with the proposed LTAP ordinance. The permit process will also include a SOP for reviewers to follow to determine if the application adheres to the requirements of the CSGP (**Attachment D**). Implementing the construction permitting process will be in compliance with Sections 4.5(c) and 4.5(g) of the MS4 General Permit.

The updated erosion and sediment control permitting process will follow a similar structure as outlined in **Figure 3-1** on the following page:



3.2.2 Reviewing and Updating the Construction Site Inspection Process

At present, the Town of Whiteland's Erosion and Sediment Control [Ordinance 2006-9](#) gives the Town the authority to perform construction site inspections. The Town utilizes an Erosion and Sediment Control Site Inspection Checklist which contains the project name, name of the inspector, contractor, and owner, inspection date, and a checklist for the required BMPs. The Town also uses a Storm Water Quality Control Field Inspection SOP to help guide the inspector in ensuring compliance with BMPs.

The above inspection process will be updated based on the requirements of the MS4 General Permit and will include a SOP for reviewers to follow to determine if construction sites are in compliance with the Construction Site General Permit (CSGP).

The updated inspection SOP will include the following:

- Contact information for the project owner, on-site administrator of the CSGP controls, and inspector
- A checklist, form, or other document to track controls implemented and compliance.
- A list of priority sites for inspection based on the extent of construction, topography, complaints, and threat to degrade water quality.
- The date and location of the inspection
- Determination of compliance with the approved stormwater management plan
- Variations from the approved construction specifications
- Any violations that exist
- A timetable for conducting inspections and notifying the site owner of compliance with the CSGP.

A construction site inspection form can be found in **Attachment E**. Updating the construction permitting process will be in compliance with Section 4.5(d) of the MS4 General Permit.

3.2.3 Implementation of a Permit Inventory

A permitted project inventory is kept up to date when permits are filed with the Town of Whiteland. The permit inventory includes:

- Project name
- Permit number
- Permit date
- Project address
- The name of the permit holder
- Project representative and address

In order to update the list to meet the requirements of the MS4 General Permit, the permit inventory will also include:

- Latitude and longitude of project as applicable
- Receiving water(s)
- Project start date
- Status of project (Active or terminated)
- An indication of compliance status including enforcement actions undertaken
- Coordination with other departments within the MS4

The current permit project inventory is found in **Attachment F**. Updating the construction permitting process will be in compliance with Section 4.5(l) of the MS4 General Permit.

3.2.4 Reviewing and Updating the Town of Whiteland Stormwater Technical Standards

At present, the Town of Whiteland utilizes the Indiana Stormwater Quality Manual for their technical standards for erosion and sediment controls and post-construction stormwater quality control BMPs. The Indiana Stormwater Quality Manual was last updated in 2007.

In order to meet the requirements of the MS4 General Permit Section 4.5(f), the Town of Whiteland has decided to adopt the LTAP Stormwater Technical Standards Manual. The LTAP Technical Standards Manual was developed to adhere to the standards of the MS4 General Permit, the CSGP, and modern stormwater management standards and technologies.

3.3 Annual Training of MS4 Personnel

MS4 employees must attend an annual training event for the construction site stormwater control MCM. At present, MS4 employees are required to attend at minimum one (1) of the following events:

- MS4 Annual Meeting
- IWEA Annual Meeting
INAFSM inspection group meetings/training.
- MS4 Compliance and Enforcement Inspector Certification (MS4CECI)
- MS4 Stormwater Inspector Certification

Records of training received are kept on file for Town employees, which include dates and types of training attended and the professional certifications obtained. The training requirements of the MS4 General Permit Section 4.5(j) are met by the current training schedule.

According to the MS4 General Permit Section 4.1(d), MS4 staff responsible for implementing the MS4 program must receive twelve (12) hours of annual training with at

least eight (8) of the twelve (12) hours of training distributed amongst the specific minimum control measures (MCMs) for which they are responsible for administering. Using this guidance the Town of Whiteland has developed a training guidance document for all MS4 employees and non-MS4 employees involved in the application of the Construction Site Run-Off Control Program in **Attachment B**.

In order to meet the requirements of the MS4 General Permit, additional training is available for MS4 employees at the Indiana Association for Floodplain and Stormwater Management (INAFSM) website (<https://www.inafsm.net/webinars-videos-menu>), and the attached INAFSM Educational Resources Help Sheet (**Attachment C**). Additional training modules for specific MCMs and the General Permit are being evaluated and adopted as necessary to meet the requirements of Section 4.1(d).

3.4 MCM Implementation Schedule

The Construction Site Stormwater Run-Off Control best management practices (BMPs) will be updated on the following schedule in **Table 3-1**.

**Table 3-1
Construction Site Stormwater Run-Off Control
Implementation Schedule**

| General Permit Section | Goals | Date |
|------------------------|--|---------------|
| 4.5(b), 4.5(e) | Adopt the LTAP Model Stormwater Management Ordinance | June 29, 2024 |
| 4.5(f) | Adopt the LTAP Stormwater Technical Standards Manual | June 29, 2024 |
| 4.5(c) | Establish a timetable for permit application review (SWPPP Review Form – Attachment D) | TBD |
| 4.5(d) | Review the construction site SOP and revise as necessary | TBD |
| 4.5(d)(3) | Inspect active construction sites at the following minimum frequencies: <ul style="list-style-type: none"> • 100% of all new construction sites must be inspected during the initial phase of construction • 100% of all active construction sites with disturbances greater than 5 acres or considered priority must be inspected biannually • 50% of active construction sites with disturbance less than 5 acres must have at least 1 acre inspected annually (Inspection form – Attachment E) | Annually |
| 4.5(g) | Establish a complaint reception and tracking process | TBD |
| 4.5(i) | Perform an evaluation and assessment of the program effectiveness and update as necessary | Annually |
| 4.5(j) | Establish and updated process for documenting annual training for employees | TBD |
| 4.5(k) | Comply with the requirements of the Construction Stormwater General Permit for projects owned/operated by the Town | Annually |

SECTION 4

POST-CONSTRUCTION SITE STORMWATER RUN-OFF CONTROL

In the MS4 General Permit, the post-construction site stormwater run-off MCM is a monitoring program to ensure completed construction projects are adhering to the municipal ordinances to uphold water quality and are implementing effective stormwater control structures. The requirements of the MS4 General Permit include:

- **Section 4.6(b):** Update and revise the post-construction ordinance
- **Section 4.6(c):** Review and update performance standards for stormwater quantity and quality
- **Section 4.6(d):** Review and update operations and maintenance plans
- **Section 4.6(e):** Review and update the post-construction inspection program
- **Section 4.6(f):** Review and update inspections for MS4-owned and operated measures
- **Section 4.6(i):** Review and update employee training for post-construction measures

To meet the requirements of the MS4 General Permit, the SWQMP has updated and outlined the programs' goals and measures to be administered through the MS4 General Permit.

4.1 Development of a Regulatory Mechanism

The Town of Whiteland's Post-Construction Stormwater Runoff Ordinance is codified in [Ordinance No. 2006-10](#), which was signed into effect on November 27, 2006. However, the current ordinance must either be updated or replaced to meet the requirements of the MS4 General Permit due to the lack of the following requirements:

- Requirements for new gasoline outlets, new MS4-owned fueling areas, and existing fueling areas replacing their tanks to install measures to reduce lead, copper, zinc, and polyaromatic hydrocarbons in stormwater run-off.
- Establish design criteria to reduce pollutants according to the Construction Stormwater General Permit (CSGP)

As such, the Town of Whiteland is replacing the current Ordinance No. 2006-10 with the Local Technical Assistance Program's (LTAP) Model Stormwater Management Ordinance. The LTAP model ordinance is being used because it was developed to be consistent with the MS4 General Permit requirements in Section 4.6(b). The new post-construction site stormwater run-off ordinance will be adopted by the Town of Whiteland within 730 days (two years) of the submittal of the Notice of Intent for coverage under the MS4 General Permit to IDEM.

4.2 Post-Construction Standards

The post-construction stormwater run-off controls standards used by the Town of Whiteland are found in the Indiana Stormwater Quality Manual. The standards include applicable design criteria and information for water quality best management practices (BMPs). The requirements include:

- Anticipated Total Suspended Solids (TSS) removal rates for BMPs
- Designing treatment for water quality volume (WQv) or the first flush runoff
- Pre-approved structural BMPs

As with the Post-Construction Stormwater Run-off Ordinance, the Stormwater Development Manual is deficient in meeting the requirements of the MS4 General Permit Section 4.6(c) and the CSGP. As such, the Stormwater Quality Manual will be replaced with the LTAP Stormwater Technical Standards Manual. This manual addresses the following topics omitted from the current Stormwater Development Manual:

- Conventional approach BMPs
- Low Impact Development (LID) approach BMPs
- BMP Performance Criteria
- Provisions for “Hot Spot” land uses
- Construction sequencing considerations
- Inspection and maintenance requirements
- BMP sizing methodology
- Agreements for the construction, maintenance and repair of structural BMPs

The new stormwater standards manual will be adopted by the Town of Whiteland within 730 days (two years) of the submittal of the Notice of Intent for coverage under the MS4 General Permit to IDEM.

4.3 Post-Construction Operation and Maintenance Plans

At present, the post-construction operation and maintenance plan requirements are codified into [Ordinance No. 2006-10](#). The submitted stormwater management plans are reviewed by the Town of Whiteland MS4 Coordinator. Design criteria for the stormwater management plans are found in the Indiana Stormwater Quality Manual. Additionally, operations and maintenance plans have been kept with the project permit file for reference. The post-construction management plan must include:

- Stormwater management concept plan
- Maintenance agreement
- Review fees
- Final stormwater management plan

In addition, the current post construction ordinance requires that the applicant or owner of the site must execute a maintenance agreement that shall be binding on all subsequent

owners of land served by the stormwater management facility. The agreement will address when and how often maintenance will occur and provides access for periodic inspections.

The above operation and maintenance plan requirements satisfy the provisions of the MS4 General Permit Section 4.6(d).

4.4 Current Structural and Nonstructural BMPs

Structural Best Management Practices (BMPs) are measures designed with the purpose of stormwater quality, stormwater management, and flood control. This may include, but is not limited to, outfalls, detention and retention ponds, constructed wetlands, or swales. The Town of Whiteland owns and operates thirty-four (34) outfalls, which are any point source discharge via a conveyance of stormwater run-off into a receiving stream or other body of water. Outfalls include pipes, ditches, and swales. **Table 4-1** represents all outfalls operated by the Town of Whiteland.

**Table 4-1
Whiteland MS4 Structural BMPs**

| ID # | Location | Size | Receiving | Latitude | Longitude |
|------|------------------------------------|--------------------|-----------------|-----------|------------|
| 1 | Meadow Creek Subdivision Outlet | 30" RCP | Grassy Creek | 39.559376 | -86.086487 |
| 2 | Meadow Creek East Subdivision | 24" RCP | Grassy Creek | 39.562369 | -86.083072 |
| 3 | Chad Lo Subdivision | 18" RCP | Grassy Creek | 39.56054 | -86.08405 |
| 4 | Chad Lo Subdivision Phillip Ct. | 18" RCP | Grassy Creek | 39.560036 | -86.084651 |
| 5 | Chad Lo Lori Ann Drive | 18" CMP | Grassy Creek | 39.559379 | -86.086337 |
| 6 | St Charles Way | 14" RCP | Grassy Creek | 39.558643 | -86.087348 |
| 7 | CPCSC Operations Bldg | 30" RCP | Grassy Creek | 39.563017 | -86.082182 |
| 8 | NE Town Storm | 14" HDPE | Brewer Ditch | 39.549936 | -86.081558 |
| 9 | Main St Storm | 14" HDPE | Brewer Ditch | 39.549938 | -86.081636 |
| 10 | Pearl St Outfall | 12" HDPE | Brewer Ditch | 39.549213 | -86.082292 |
| 11 | Springdale Dr | 14" HDPE | Brewer Ditch | 39.548423 | -86.083053 |
| 12 | Colony Dr | 14" HPDE | Brewer Ditch | 39.547869 | -86.083621 |
| 13 | Myers St. Outfall | 14" HDPE | Brewer Ditch | 39.545993 | -86.085674 |
| 14 | Briar Hill Rd | 18" RCP" | US 31 Ditch | 39.545514 | -86.084741 |
| 15 | Clearwater Blvd | 20" RCP | US 31 Ditch | 39.543447 | -86.084615 |
| 16 | Paul Hand Road and US 31 | 18" HDPE | US 31 Ditch | 39.53511 | -86.081358 |
| 17 | Deborah Ln. | 48" RCP | Brewer Ditch | 39.539328 | -86.09259 |
| 18 | Joseph Ln. Outfall | 15" RCP | Brewer Ditch | 39.537374 | -86.094402 |
| 19 | Sara Ct. | 18" RCP | Brewer Ditch | 39.537234 | -86.094405 |
| 20 | Adams Ct. | 20" RCP | Brewer Ditch | 39.53598 | -86.095237 |
| 21 | Erins Ct. | 18" RCP | Brewer Ditch | 39.534999 | -86.095263 |
| 22 | Brunnemer Ridge | 24" RCP | Demaree LD Tile | 39.538507 | -86.103818 |
| 23 | Chad Lo Subdivision | 18" RCP | Grassy Creek | 39.5601 | -86.0844 |
| 24 | Rascals Fun Zone | 18" PVC | Grassy Creek | 39.5584 | -86.088 |
| 25 | Main St Storm | 24" CMP | Brewer Ditch | 39.5499 | -86.0816 |
| 26 | Main St Storm | 24" CMP | Brewer Ditch | 39.5499 | -86.0816 |
| 27 | US 31 Outfall (NE side) | 20" HDPE | Brewer Ditch | 39.5465 | -86.0852 |
| 28 | Whiteland Exchange Bldg 4&5 (West) | 48" HDPE | Canary Ditch | 39.5432 | -86.0546 |
| 29 | Whiteland Exchange Bldg 4&5 (East) | 24" RCP | Canary Ditch | 39.5433 | -86.0545 |
| 30 | Westbrook Drive | 60" RCP | Grassy Creek | 39.5555 | -86.0958 |
| 31 | North Side Main St. Bridge | 32" Concrete/Swale | Brewer Ditch | 39.550113 | -86.081569 |
| 32 | Briar Hill US 31 | 24" Concrete/Swale | Brewer Ditch | 39.546371 | -86.08516 |

4.5 Post-Construction Inspections

Within the current Ordinance No. 2006-10, following project completion, the Town of Whiteland assumes responsibility for having annual inspections of the stormwater quality facilities completed. Inspections are to demonstrate compliance with the approved permit, the post-construction ordinance, and the Stormwater Development Manual. An example post-construction site inspection form is in **Attachment G**.

Under the adopted LTAP Model Stormwater Management Ordinance, the Town of Whiteland retains the authority to conduct inspections to ensure full compliance with the adopted ordinance, the Stormwater Technical Standards Manual, the approved Stormwater Pollution Prevention Plan (SWPPP), and terms and conditions of the approved permit and standards.

As such, the post-construction inspection program is satisfactory under 4.6(e) of the General Permit.

4.6 Post-Construction Inspections for MS4-Owned Measures

At present, the Town of Whiteland utilizes an inspection checklist and generates inspection reports for MS4-owned facilities. Under the adopted LTAP Model Stormwater Management Ordinance, the Town of Whiteland will retain the authority to conduct MS4 facilities in addition to construction site inspections.

Inspections of MS4-owned measures will utilize the same standards and forms as those performed for privately owned measures. As such, the MS4-owned measures inspection program meets the requirements of Section 4.6(f).

4.7 Annual Training of MS4 Personnel

MS4 employees must attend an annual training event for the post-construction site stormwater control MCM. At present, MS4 employees are required to attend at minimum one of the following events:

- MS4 Annual Meeting
- IWEA Conference
- INAFSM inspector group meetings/training

Records of training received are kept on file for Town employees, which include dates and types of training attended and the professional certifications obtained. The training requirements of the MS4 General Permit Section 4.5(i) are met by the current training schedule.

According to the MS4 General Permit Section 4.1(d), MS4 staff responsible for implementing the MS4 program must receive 12 hours of annual training with at least eight (8) of the twelve (12) hours of training distributed amongst the specific minimum control measures (MCMs) for which they are responsible for administering. Using this guidance,

the Town of Whiteland has developed a training guidance document for all MS4 employees and non-MS4 employees involved in the application of the Post-Construction Site Stormwater Run-Off Control Program in **Attachment B**.

In order to meet the requirements of the MS4 General Permit, additional training is available for MS4 employees at the [Indiana Association for Floodplain and Stormwater Management \(INAFSM\) website](#), and the attached INAFSM Educational Resources Help Sheet (**Attachment C**). Additional training modules for specific MCMs and the General Permit are being evaluated and adopted as necessary to meet the requirements of Section 4.6(d).

4.8 MCM Implementation Schedule

The Post-Construction Site Stormwater Run-Off Control best management practices (BMPs) will be updated on the following schedule in **Table 4-2**.

Table 4-2
Post-Construction Site Stormwater Run-Off Control
Implementation Schedule

| General Permit Section | Task | Date |
|------------------------|---|---------------|
| 4.6(b), 4.6(e) | Adopt the LTAP Model Stormwater Management Ordinance | June 29, 2024 |
| 4.6(c) | Adopt the LTAP Stormwater Technical Standards Manual | June 29, 2024 |
| 4.6(f) | Develop a post-construction inspection SOP and tracking system (Inspection Form – Attachment H) | Annually |
| 4.6(f)(1) | Develop a post-construction checklist or form (SWPPP Checklist – Attachment D) | Annually |
| 4.6(h) | Review and assess the program and update as necessary | Annually |
| 4.6(i) | Establish an updated process for documenting annual training for employees | TBD |

SECTION 5

MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING

In accordance with the General Permit, the comprehensive pollution prevention and good housekeeping program must be reviewed for content that is in compliance with the General Permit. The goals of this program will be reviewed and updated as necessary as required under the General Permit requirements of:

- **Section 4.7(b):** Maintain an inventory of MS4 owned and operated facilities
- **Section 4.7(c):** Complete an annual assessment of all MS4-owned and operated facilities
- **Section 4.7(d):** Update and revise MS4-owned and operated facilities' Stormwater Pollution Prevention Plans (SWPPPs)
- **Section 4.7(f):** Perform facility inspections
- **Section 4.7(g):** Review and update operation and maintenance plans for MS4 owned and operated stormwater infrastructure
- **Section 4.7(k) and Section 4.7(l):** evaluate existing and new flood control structures for their impact on water quality within the MS4
- **Section 4.7(m):** Review and update the employee training program as necessary

5.1 MS4 Facility Inventory

The Town of Whiteland owns and operates three (3) facilities across its jurisdiction, which are listed in **Table 5-1** below. Each facility has its own individual SWPPP.

Table 5-1
Town of Whiteland Municipally Owned and Operated Facilities

| Facility Name | Address | Stormwater Pollution Potential ¹ | Facility Contact |
|--|---------------------------------|---|---|
| Town of Whiteland Wastewater Treatment Plant | 500 South US-31, Whiteland, IN | Improbable | Wastewater Superintendent (317) 535-7627 |
| Town of Whiteland Street Department | 170 Boone Street, Whiteland, IN | Improbable | Street Superintendent (317) 535-5531 |
| Town of Whiteland Fire Station | 141 S State St, Whiteland, IN | Improbable | Fire Chief (317) 535-8280 |

¹ – rankings for potential are incredible (unlikely to ever occur), improbable (unlikely but may occur), occasional (may occur sometimes), probable (likely to occur), and frequent (frequent occurrence). Rankings are on consideration of history and controls in place at the site.

Table 5-1 represents the inventory which meets requirements of Section 4.7(b) of the General Permit.

5.2 Annual Assessment of MS4 Facilities

According to the SWPPPs, a comprehensive annual assessment will be performed each year by the facility MS4 Coordinator. Each inspection includes observations relating to the discharge of pollutants from each facility, BMPs needed for maintenance, BMPs which failed to operate as designed, locations where additional BMPs are needed, corrective actions taken, and any updates to the SWPPPs. Each annual inspection has to be documented in a “Site Inspection Checklist”.

The SWPPPs include a list of potential pollutants stored and used at each facility, housekeeping activities to prevent stormwater pollution, and maps of each facility detailing management measures in place for pollutant sources.

With the implemented Inspection Checklists and the SWPPPs, the annual assessment of the MS4 facilities satisfies Section 4.7(c) of the General Permit.

5.3 MS4 Facility SWPPP

All Town of Whiteland SWPPPs include the following information as required by the General Permit:

- Site maps which include stormwater management measures
- Procedures to review the SWPPP annually and update as needed
- Procedures to take corrective action upon identification of an issue
- Procedures for minimizing pollutant sources
- Prohibits the discharge of wash water
- Storage of salt and deicers
- Spill prevention SOPs

The SWPPPs do not contain the following information as required by the General Permit:

- The most current facility inspection report
- Written documentation of maintenance activities performed
- Designated snow disposal areas

Due to the omission of the above information, the Town of Whiteland will need to revise the implemented SWPPPs to be in compliance with Section 4.7(d) of the General Permit.

A copy of each facility’s SWPPP can be found in the main office of the facility, in accordance with the General Permit Section 4.7(e).

A site inspection checklist is used for inspections of facilities and a report documenting issues and corrective actions is generated by the MS4 Coordinator. Facility inspections are completed annually, not quarterly as required by the General Permit. The Town of Whiteland will need to correct these deficiencies in inspections to meet the requirements of Section 4.7(f) of the General Permit.

5.4 MS4 Stormwater Infrastructure Operations and Maintenance

The following pollution prevention and good housekeeping measures include procedures for inspection, waste material removal, and record keeping for the Town of Whiteland.

- Street sweeping
- Stormwater structure and conveyance cleaning, inspection, and maintenance

Materials and debris gathered during these activities are disposed of at the landfill in accordance with applicable solid waste disposal regulations. All maintenance activities are reported with the date of the activity, location, work performed, type of work completed, and amount of debris removed. These procedures for waste removal meet the requirements in Section 4.7(g)(1) of the General Permit, and the procedures for maintenance documentation meet the requirements of Section 4.7(g)(2).

In order to achieve compliance with the MS4 General Permit Section 4.7(g)(3), a surface visual inspection of all catch basins, outfalls, and conveyance systems must be completed by the end of the five (5) year permit period, with a minimum of 15 percent completed annually. At present, all BMPs are inspected annually. When the inspections indicate erosion occurring at the outfall or conveyance, work orders are generated to ensure corrective action is taken, which meets the requirements of Section 4.7(g)(4).

Currently, the Town of Whiteland Street Department has a street sweeping schedule, street and parking lot maps, and procedures to properly remove and dispose of waste from these areas, including procedures for cleanup after Town events. The MS4 Coordinator has access to and reviews this documentation for street sweeping regularly. As such, the Town is in compliance with Section 4.7(g)(5) of the MS4 General Permit.

Contractors and third-party entities hired by the MS4 to perform maintenance or other operation activities associated with the stormwater system are required to follow procedures in the project contract documents and specifications, which prevent the discharge of pollutants that degrade water quality. This meets the requirements of Section 4.7(j) of the General Permit.

5.5 Flood Management and Stormwater Quality Standards

At present the Town of Whiteland reviews flood control structures on a case-by case basis, adding water quality measures into the design as applicable. These structures are to be reviewed as a part of the floodplain development permitting process (Ordinance No. 2015-03, adopted on November 9, 2015). Flood control structures are also subject to the construction and post-construction permitting processes described in previous sections of this SWQMP, when disturbance is greater than one (1) acre. Under this permitting process, the stormwater management plans must take into account design storms and establish appropriate sizing for all stormwater management practices. As such, the current construction and post-construction ordinances require evaluation of flood control structures that meets the requirements of Section 4.7(k) of the MS4 General Permit.

In order to achieve compliance with the MS4 General Permit Section 4.7(l), existing flood control structures owned by the Town of Whiteland will need to be evaluated for options to modify the structure to improve water quality.

5.6 Annual Training of MS4 Personnel

At present, staff from all Town departments which supervise or conduct field operations attend training presentations for the following topics:

- Proper vehicle washing and maintenance procedures
- Proper equipment and chemical storage procedures
- Proper spill reporting and response procedures
- Identification of illicit connections and practices
- Proper street maintenance procedures
- Proper lawn and landscaping procedures

MS4 employees also attend multiple annual training from the following events:

- Annual MS4 Conference
- Annual IWEA Conference
- Road School

According to the MS4 General Permit Section 4.1(d), MS4 staff responsible for implementing the MS4 program must receive 12 hours of annual training with at least eight (8) of the twelve (12) hours of training distributed amongst the specific minimum control measures (MCMs) for which they are responsible for administering. Using this guidance, the Town of Whiteland has developed a training guidance document for all MS4 employees and non-MS4 employees involved in the application of the Good Housekeeping Program in **Attachment B**.

In order to meet the requirements of the MS4 General Permit, additional training is available for MS4 employees at the [Indiana Association for Floodplain and Stormwater Management \(INAFSM\) website](#), and the attached INAFSM Educational Resources Help Sheet (**Attachment C**). Additional training modules for specific MCMs and the General Permit are being evaluated and adopted as necessary to meet the requirements of Section 4.7(m).

At present, the training received is recorded personally by each MS4 employee. In order to meet compliance with the MS4 General Permit Section 4.7(m), a Training for MS4 Personnel Reporting Form is to be developed to track all MS4 employee training. The MS4 Personnel Reporting Form will include:

- The date training was received
- The names of the employees trained
- The type of employee being trained
- Name of the trainer

- The event the training was completed
- Type of training received at event.

Training for non-MS4 personnel may be required for individuals which perform tasks which fall under the MS4 MCMs. This may include tasks performed by employees of the Street Department, Parks Department, or Sewer Department. Non-MS4 employee training may include, but is not limited to:

- Spill prevention and clean up
- Facility inspections
- Site-specific stormwater issues
- Permitting requirements
- New technology

New full-time and part-time employees must be trained within the first two months (60 days) of their hire date. Seasonal employees are to be trained within the first month (30 days) of their hire date.

5.7 MCM Implementation Schedule

The Pollution Prevention and Good Housekeeping BMPs will be updated according on the following schedule in **Table 5-2**.

Table 5-2
Municipal Operations Pollution Prevention and Good Housekeeping
Implementation Schedule

| General Permit Section | Task | Date |
|------------------------|--|---------------|
| 4.7(b) | Review and update the MS4 facility inventory list | Annually |
| 4.7(d) | Revise and update the MS4 facility SWPPPs | Annually |
| 4.7(f) | Perform MS4 facility inspections, at minimum quarterly | Monthly |
| 4.7(g)(3) | Complete a surface visual inspection of all catch basins, outfalls, and conveyance systems | June 29, 2026 |
| 4.7(i) | Review and assess the program and update as necessary | Annually |
| 4.7(k) | Evaluate existing flood control structures owned and/or operated by the MS4 | TBD |
| 4.7(l) | Evaluate existing flood control measures for stormwater quality impacts | TBD |
| 4.7(m) | Implement Training for MS4 Personnel Reporting Form | June 29, 2023 |



Attachment A

Outfall Reconnaissance Inventory Field Sheet

OUTFALL RECONNAISSANCE INVENTORY/ SAMPLE COLLECTION FIELD SHEET

Section 1: Background Data

| | | | |
|---|-----------------|--|----------------|
| Subwatershed: | | Outfall ID: | |
| Today's date: | | Time (Military): | |
| Investigators: | | Form completed by: | |
| Temperature (°F): | Rainfall (in.): | Last 24 hours: | Last 48 hours: |
| Latitude: | Longitude: | GPS Unit: | GPS LMK #: |
| Camera: | | Photo #s: | |
| Land Use in Drainage Area (Check all that apply): | | | |
| <input type="checkbox"/> Industrial | | <input type="checkbox"/> Open Space | |
| <input type="checkbox"/> Ultra-Urban Residential | | <input type="checkbox"/> Institutional | |
| <input type="checkbox"/> Suburban Residential | | Other: _____ | |
| <input type="checkbox"/> Commercial | | Known Industries: _____ | |
| Notes (e.g., origin of outfall, if known): | | | |

Section 2: Outfall Description

| LOCATION | MATERIAL | SHAPE | DIMENSIONS (IN.) | SUBMERGED |
|--|--|---|---|---|
| <input type="checkbox"/> Closed Pipe | <input type="checkbox"/> RCP <input type="checkbox"/> CMP <input type="checkbox"/> PVC <input type="checkbox"/> HDPE <input type="checkbox"/> Steel <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Circular <input type="checkbox"/> Single <input type="checkbox"/> Elliptical <input type="checkbox"/> Double <input type="checkbox"/> Box <input type="checkbox"/> Triple <input type="checkbox"/> Other: _____ | Diameter/Dimensions: _____ | In Water: <input type="checkbox"/> No <input type="checkbox"/> Partially <input type="checkbox"/> Fully With Sediment: <input type="checkbox"/> No <input type="checkbox"/> Partially <input type="checkbox"/> Fully |
| <input type="checkbox"/> Open drainage | <input type="checkbox"/> Concrete <input type="checkbox"/> Earthen <input type="checkbox"/> rip-rap <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Trapezoid <input type="checkbox"/> Parabolic <input type="checkbox"/> Other: _____ | Depth: _____ Top Width: _____ Bottom Width: _____ | |
| <input type="checkbox"/> In-Stream | (applicable when collecting samples) | | | |
| Flow Present? | <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If No, Skip to Section 5</i> | | | |
| Flow Description (If present) | <input type="checkbox"/> Trickle <input type="checkbox"/> Moderate <input type="checkbox"/> Substantial | | | |

Section 3: Quantitative Characterization

| FIELD DATA FOR FLOWING OUTFALLS | | | | |
|----------------------------------|-----------------|-------------|------------------|--------------|
| PARAMETER | RESULT | UNIT | EQUIPMENT | |
| <input type="checkbox"/> Flow #1 | Volume | | Liter | Bottle |
| | Time to fill | | Sec | |
| <input type="checkbox"/> Flow #2 | Flow depth | | In | Tape measure |
| | Flow width | ____' ____" | Ft, In | Tape measure |
| | Measured length | ____' ____" | Ft, In | Tape measure |
| | Time of travel | | S | Stop watch |
| Temperature | | °F | Thermometer | |
| pH | | pH Units | Test strip/Probe | |
| Ammonia | | mg/L | Test strip | |

Outfall Reconnaissance Inventory Field Sheet

Section 4: Physical Indicators for Flowing Outfalls Only

Are Any Physical Indicators Present in the flow? Yes No (If No, Skip to Section 5)

| INDICATOR | CHECK if Present | DESCRIPTION | RELATIVE SEVERITY INDEX (1-3) | | |
|---|--------------------------|--|---|---|---|
| Odor | <input type="checkbox"/> | <input type="checkbox"/> Sewage <input type="checkbox"/> Rancid/sour <input type="checkbox"/> Petroleum/gas <input type="checkbox"/> Sulfide <input type="checkbox"/> Other: | <input type="checkbox"/> 1 – Faint | <input type="checkbox"/> 2 – Easily detected | <input type="checkbox"/> 3 – Noticeable from a distance |
| Color | <input type="checkbox"/> | <input type="checkbox"/> Clear <input type="checkbox"/> Brown <input type="checkbox"/> Gray <input type="checkbox"/> Yellow <input type="checkbox"/> Green <input type="checkbox"/> Orange <input type="checkbox"/> Red <input type="checkbox"/> Other: | <input type="checkbox"/> 1 – Faint colors in sample bottle | <input type="checkbox"/> 2 – Clearly visible in sample bottle | <input type="checkbox"/> 3 – Clearly visible in outfall flow |
| Turbidity | <input type="checkbox"/> | See severity | <input type="checkbox"/> 1 – Slight cloudiness | <input type="checkbox"/> 2 – Cloudy | <input type="checkbox"/> 3 – Opaque |
| Floatables -Does Not Include Trash!! | <input type="checkbox"/> | <input type="checkbox"/> Sewage (Toilet Paper, etc.) <input type="checkbox"/> Suds <input type="checkbox"/> Petroleum (oil sheen) <input type="checkbox"/> Other: | <input type="checkbox"/> 1 – Few/slight; origin not obvious | <input type="checkbox"/> 2 – Some; indications of origin (e.g., possible suds or oil sheen) | <input type="checkbox"/> 3 – Some; origin clear (e.g., obvious oil sheen, suds, or floating sanitary materials) |

Section 5: Physical Indicators for Both Flowing and Non-Flowing Outfalls

Are physical indicators that are not related to flow present? Yes No (If No, Skip to Section 6)

| INDICATOR | CHECK if Present | DESCRIPTION | COMMENTS |
|---------------------|--------------------------|---|----------|
| Outfall Damage | <input type="checkbox"/> | <input type="checkbox"/> Spalling, Cracking or Chipping <input type="checkbox"/> Peeling Paint <input type="checkbox"/> Corrosion | |
| Deposits/Stains | <input type="checkbox"/> | <input type="checkbox"/> Oily <input type="checkbox"/> Flow Line <input type="checkbox"/> Paint <input type="checkbox"/> Other: | |
| Abnormal Vegetation | <input type="checkbox"/> | <input type="checkbox"/> Excessive <input type="checkbox"/> Inhibited | |
| Poor pool quality | <input type="checkbox"/> | <input type="checkbox"/> Odors <input type="checkbox"/> Colors <input type="checkbox"/> Floatables <input type="checkbox"/> Oil Sheen <input type="checkbox"/> Suds <input type="checkbox"/> Excessive Algae <input type="checkbox"/> Other: | |
| Pipe benthic growth | <input type="checkbox"/> | <input type="checkbox"/> Brown <input type="checkbox"/> Orange <input type="checkbox"/> Green <input type="checkbox"/> Other: | |

Section 6: Overall Outfall Characterization

Unlikely
 Potential (presence of two or more indicators)
 Suspect (one or more indicators with a severity of 3)
 Obvious

Section 7: Data Collection

| | | |
|---|-------------------------------|-------------------------------|
| 1. Sample for the lab? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. If yes, collected from: | <input type="checkbox"/> Flow | <input type="checkbox"/> Pool |
| 3. Intermittent flow trap set? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If Yes, type: <input type="checkbox"/> OBM <input type="checkbox"/> Caulk dam | | |

Section 8: Any Non-Illicit Discharge Concerns (e.g., trash or needed infrastructure repairs)?



Attachment B
MS4 Employee Training Requirements

MS4 EMPLOYEE TRAINING REQUIREMENTS

Under the MS4 general permit, MS4 staff are to undergo annual training for the programs which they are responsible for implementing. All full-time MS4 personnel are required under Section 4.1(d), to complete twelve (12) hours of annual training, with at least eight (8) of these training hours distributed amongst specific MCMs that they are responsible to administrate. The following MCM training requirements are summarized:

- **Section 4.4(g):** IDDE training requirements
- **Section 4.5(j):** Construction site stormwater run-off training requirements
- **Section 4.6(i):** Post-construction stormwater run-off training requirements
- **Section 4.7(m):** Municipal Operations Pollution Prevention and good housekeeping training requirements

To meet the requirements of the MS4 General Permit, the SWQMP has outlined training requirements and resources to be utilized for the implementation of training for MS4 employees. The first two sections of this document detail the training requirements of MS4 employees and non-MS4 employees, while Sections 3 through 6 reiterate the training requirements as stated in the MS4 General Permit.

1 MS4 Employee/Coordinator Training Requirements

According to Section 4.1(d) of the MS4 General Permit, MS4 staff (including the MS4 Coordinator) responsible for implementing the MS4 program must receive twelve (12) hours of annual training. At least eight (8) hours of the twelve (12) hours of training is to be distributed across the specific minimum control measures for which the employee is responsible for administering.

MS4 employees are any employees who directly report to the MS4 coordinator and assist the MS4 coordinator in implementing the MS4 program. Non-MS4 employees include employees who perform tasks related to the MS4 program in addition to their tasks within their department or organization.

For MS4 Employees and the MS4 Coordinator, the twelve (12) hours of training must be divided among the four (4) MCMs with training requirements:

- MCM 2 – Illicit Discharge Detection and elimination
- MCM 3 – Construction Site Stormwater Run-off Control
- MCM 4 – Post-Construction Site Stormwater Run-off Control
- MCM 5 – Municipal Operations Pollution Prevention and Good Housekeeping

If the twelve (12) hours was to be distributed evenly among the above MCMs, each MCM would require three (3) hours of training for each MS4 employee. Additionally, MS4 overview or general training can also be utilized. To break this down further, **Table 1** has been created to demonstrate the number of hours required for MS4 employees and the MS4 Coordinator.

Table 1
Example MS4 Employee/Coordinator Training Requirements

| Category | Example 1 - Training Hours | Example 2 - Training Hours |
|---|----------------------------|----------------------------|
| General MS4 | - | 2 |
| Illicit Discharge Detection and Elimination | 3 | 2 |
| Construction Site Stormwater Run-off | 3 | 3 |
| Post-Construction Site Stormwater Run-off Control | 3 | 3 |
| Municipal Operations Pollution Prevention and Good Housekeeping | 3 | 2 |
| Total Hours | 12 | 12 |

All training completed by MS4 employees must be documented to include:

- Staff names,
- Staff Title,
- Program responsibilities,
- Training Title,
- Content overview,
- Training Provider/Speakers,
- Date, and
- Duration.

This documentation must also include professional certifications employees have earned or maintain.

2 Non-MS4 Employee Training Requirements

Non-MS4 employees are employees which do not report directly to the MS4 Coordinator and are responsible for the administration of any of the aforementioned MCMs are required to obtain training for the MCM they are responsible for administrating. According to the Indiana Department of Environmental Management (IDEM) Office of Water Quality

(OWQ) Stormwater Section, eight (8) hours is to be distributed across MCMs for which the employee is responsible for administering.

Table 2 has been created to demonstrate the number of hours required for non-MS4 employees administering MCMs on behalf of the MS4 program.

Table 2
Non-MS4 Employee Training Requirements

| Number of MCMs Responsible for Administrating | Number of Training Hours per MCM | Total Training Hours |
|---|----------------------------------|----------------------|
| 1 | 8 | 8 |
| 2 | 4 | 8 |
| 3 | 2.7 | 8 |
| 4 | 2 | 8 |

All training completed by non-MS4 employees must be documented to include:

- Staff names,
- Staff Title,
- Program responsibilities,
- Training Title,
- Content overview,
- Training Provider/Speakers,
- Date, and
- Duration.

According to the IDEM OWQ Stormwater Section, non-MS4 employees who have responsibilities relating to MCM 5 – Good Housekeeping are required to undergo annual training with no specified time requirements. It is then recommended that the MS4 Coordinator provides these employees with brief (under 15 minutes) training videos concurrently with the employee’s annual safety training requirements. Training topics which may be included can be found in Section 6 of this document.

3 IDDE Training Requirements

In accordance with Section 4.4(g) of the MS4 General Permit, an IDDE employee (non-MS4 or MS4) training program must be implemented no later than 180 days after submittal of the updated SWQMP. Annual training must be provided to employees responsible for

investigating an illicit discharge or illicit connection to the stormwater conveyance system. Employee training for IDDE programs will be recorded as outlined in Section 6.1 of this SWQMP.

4 Construction Site Stormwater Run-Off Training Requirements

Employees and/or contractual staff (non-MS4 or MS4) responsible for administering the Construction Site Stormwater Run-Off MCM must complete annual training specific to their responsibilities, which may include:

- Plan reviews
- Inspections
- Compliance
- Enforcement

At minimum, documentation of training must adhere to the requirements of Section 6.1 of this SWQMP. Documenting this training satisfies the requirements of Section 4.5(j) of the MS4 General Permit.

5 Post-Construction Site Stormwater Run-Off Training Requirements

Employees (non-MS4 or MS4) administering the Post-Construction Site Stormwater MCM must complete training relevant to their responsibilities. These responsibilities may include:

- Plan reviews
- Inspections
- Compliance
- Enforcement

At minimum, documentation of training must adhere to the requirements of Section 6.1 of this SWQMP. Documenting this training satisfies the requirements of Section 4.6.(i) of the MS4 General Permit.

6 Municipal Operations Pollution Prevention & Good Housekeeping Training Requirements

According to Section 4.7(m) of the MS4 General Permit, the MS4 must develop an annual training program for **ALL employees involved in implementing good housekeeping for MS4 owned and/or operated infrastructure and facilities**. Training topics must be directly related to the employee's responsibilities and may include, but are not limited to:

- New technology
- Operations
- Fueling spill prevention and clean-up
- Additional responsibilities

MS4 Employee Training Requirements

- Site specific stormwater run-off issues
- Staff-specific permit requirements
- SWPPP reviews

Training for the Municipal Operations Pollution Prevention & Good Housekeeping MCM must be provided to full-time, part-time, and seasonal employees according to the following schedule:

- Full time and part-time employees must be trained within the first two months (60 days) of their hire date.
- Seasonal employees must be trained within the first thirty (30) days

Documentation must be maintained for all employees who have received training. Documentation of employee training satisfies Section 4.7(m)(3) of the MS4 General Permit.



Attachment C

INAFSM Education Resources Help Sheet



Prepared by the INAFSM Stormwater Committee

EDUCATIONAL RESOURCES FOR MS4s

The Stormwater Committee has compiled various webinars, videos, and other resources for MS4s to use for elected officials, administrative personnel, municipal operations employees, and construction/post-construction personnel.

Tippecanoe County Partnership for Water Quality (TCPWQ) – TCPWQ produced a series of videos for training MS4 employees.

1. Good Housekeeping and Pollution Prevention: Module 1 – [Why Do We Have To Do What We're Doing?](#) Duration: 12:42.
2. Good Housekeeping and Pollution Prevention: Module 2 – [How to Identify the Problem?](#) Duration: 10:33.
3. Good Housekeeping and Pollution Prevention: Module 3 – [Which Products Cause Us Concern?](#) Duration: 11:43.
4. Good Housekeeping and Pollution Prevention: Module 4 – [How to Control the Problem?](#) Duration: 17:43.
5. Good Housekeeping and Pollution Prevention: Module 5 – [Cleanup – What Do I Do With This Stuff?](#) Duration: 9:50.
6. Spill Prevention, Control, and Countermeasures – [Spill Prevention Training Module](#). Duration: 22:09.

Toledo Metropolitan Area Council of Governments (TMACOG) - TMACOG produced series of videos and posters to help workers meet regulations and protect stormwater during shop and maintenance operations.

1. [Training Playlist](#) on YouTube.
2. [TMACOG Good Housekeeping & Pollution Prevention for Municipal Crews | Introduction to Series - YouTube](#). Date: 9/18/20. Duration: 4:42
3. [TMACOG Good Housekeeping & Pollution Prevention for Municipal Crews | Spill Response - YouTube](#). Date: 9/18/2020. Duration: 2:09.
4. [TMACOG Good Housekeeping & Pollution Prevention | Materials Storage, Handling, and Clean up - YouTube](#). Date 9/18/2020. Duration: 4:30.
5. [TMACOG Good Housekeeping & Pollution Prevention for Municipal Crews | Streets Maintenance - YouTube](#). Date: 9/18/20. Duration: 4:20
6. [TMACOG Good Housekeeping & Pollution Prevention for Municipal Crews | Parks and Grounds Management - YouTube](#). Date: 9/18/2020. Duration: 4:42

San Diego County, CA Department of Public Works (website) – multiple videos discussing erosion and sediment controls to municipal operations.

1. [Stormwater Strategies: Housekeeping - YouTube](#). Video reviews municipal operations BMPs and housekeeping. Date: 8/16/2011. Duration: 14:03.
2. [Stormwater Strategies: Erosion & Sediment Control - YouTube](#). Review of erosion and sediment control using BMPs. Date: 7/5/11. Duration: 9:12.

Stormwater Partners of SW Washington (website) - Independent coalition of jurisdictions, agencies and non-profit organizations working together to protect water quality and watersheds in SW Washington.

1. [Training Playlist](#) on YouTube.
2. [Stormwater Facilities](#). Extensive information on stormwater facilities (ponds, catch basins, drywells, swales, etc.) including maintenance manuals and trouble-shooting problems.
3. [Stormwater runoff - YouTube](#). Video What is stormwater runoff and its effect on our environment. Also, how stormwater facilities work and who is responsible for their upkeep. Date: 4/20/2011. Duration: 5:15.
4. [Preventing Pollution – Businesses](#). Information for businesses on wastes and spills.
5. [Stormwater management: the basics - YouTube](#). An introduction to stormwater and how we can protect the health of waterways and reduce the risk of flooding. Date: 2/21/2011. Duration: 7:17.



Prepared by the INAFSM Stormwater Committee

EDUCATIONAL RESOURCES FOR MS4s

U.S. Environmental Protection Agency – [NPDES Stormwater Webcasts](#)

1. [EPA: The Scoop on Stormwater - YouTube](#). Review of water pollution in urban areas. Date: 07/18/2017. Duration 1:43.
2. [Construction SWPPPs from A to Z: Everything You Ever Wanted to Know and More - YouTube](#). Duration: 2:06:05. Date 12/16/2015.
3. [Developing Your IDDE Program \(IDDE 101\) - YouTube](#). Provides a basic overview of how municipal stormwater permittees can develop an illicit discharge detection and elimination program. Date: 12/16/2015. Duration: 2:09:04.
4. [Conducting Illicit Discharge Detection and Elimination Investigations \(IDDE 201\) - YouTube](#). Discusses the field and lab methods necessary to conduct IDDE investigations. Date: 12/16/2015. Duration: 1:58:15.
5. [Illicit Discharge Detection and Elimination IDDE 301 - YouTube](#). Focuses on finding and eliminating illicit discharges. Topics include methods for tracing illicit discharges to their sources via various methods and eliminating illicit discharges. Date: 12/16/2015. Duration: 2:00:39.
6. [EPA's Stormwater Pollution Prevention Webinar Series - YouTube](#). Discusses stormwater, coal-tar sealcoats, and polycyclic aromatic hydrocarbons. Date: 12/16/2015. Duration: 2:45:28.
7. [EPA's Stormwater Pollution Prevention Webinar Series: Road Salt Pollution Prevention Strategies - YouTube](#). Provides information on the impacts of road salt on the environment, implementation of TMLDs involving road salt, successful reduction strategies used by states, and possible groundwater impacts. Date: 12/16/2015. Duration: 2:11:03.

City of Columbia, Missouri – Michael J. Heimos. Series of short videos on municipal operations.

1. [Training Playlist](#) on YouTube.
2. [Waste Management - YouTube](#). Date: 11/24/2020. Duration: 2:45.
3. [Municipal Facility Management - YouTube](#). Date:11/24/2020. Duration: 2:01.
4. [Landscaping & Ground Maintenance - YouTube](#). Date:11/24/2020. Duration: 4:05.
5. [Spill Control - YouTube](#). Date:11/24/2020. Duration: 2:19.
6. [Good House Keeping - YouTube](#). Date:11/24/2020. Duration: 2:48.
7. [Material Management - YouTube](#). Date:11/24/2020. Duration: 2:49.
8. [Vehicle Fuel - YouTube](#). Date:11/24/2020. Duration: 2:12.
9. [Parking Lots & Streets - YouTube](#). Date:11/24/2020. Duration: 2:07.
10. [Vehicle Wash - YouTube](#). Date:11/24/2020. Duration: 2:16.
11. [Storm Drains - YouTube](#). Date:11/24/2020. Duration: 1:22.
12. [Vehicle Maintenance - YouTube](#). Date:11/24/2020. Duration: 1:15.
13. [Working Over Or Near Water Surfaces - YouTube](#). Date:11/24/2020. Duration: 2:01.
14. [Good House Keeping - YouTube](#). Date:11/24/2020. Duration: 2:48.



Prepared by the INAFSM Stormwater Committee

EDUCATIONAL RESOURCES FOR MS4s

University of British Columbia, Land and Food Systems (mlws.landfood.ubc.ca) – video series on Urban Stormwater Management.

1. [Training Playlist](#) on YouTube.
2. [Introduction to Innovative Stormwater Management - YouTube](#). Date: 2/19/2014. Duration: 4:49.
3. [Innovative Stormwater Management at the Property Scale - YouTube](#). Date: 2/19/2014. Duration: 15:34.
4. [Innovative Stormwater Management at the Neighbourhood Scale - YouTube](#). Date: 2/24/2014. Duration: 14:18.
5. [Innovative Stormwater Management at the Watershed Scale - YouTube](#). Date: 3/5/2014. Duration: 10:11.

Center for Watershed Protection (<https://www.cwp.org/>) – several videos on construction BMPs and LID. Created by Chesapeake Stormwater Network.

1. [Weekly webcasts](#). Subjects vary.
2. [Training Playlist](#) on YouTube.
3. [Stormwater BMP & LID Maintenance - YouTube](#). Date: 12/17/2012. Duration: 14:59.
4. [LID Stormwater Construction Practices - YouTube](#). Date: 11/7/2012. Duration: 14:58.
5. [Inspecting LID Stormwater Practices - YouTube](#). Date: 11/30/2012. Duration: 11:29.
6. [BMP Construction \(Spanish\) - YouTube](#). Date: 4/19/2010. Duration: 18:12.
7. [BMP Maintenance \(Spanish\) - YouTube](#). Date: 4/19/2013. Duration: 16:51.
8. [Stormwater Retrofitting - YouTube](#). Date: 8/11/2011. Duration: 5:01.

Virginia Department of Transportation (VDOT) – Videos provide training for contractors and Street Department personnel.

1. [Training Playlist](#) on YouTube.
2. [VDOT Good Housekeeping and Pollution Prevention Training - YouTube](#). Date: 5/16/2019. Duration: 7:10.
3. [VDOT Best Practices – Maintenance – Tree trimming and removal of downed trees - YouTube](#). Date: 8/17/2018. Duration: 4:38.
4. [VDOT Best Practices – Maintenance – Skin Patching - YouTube](#). Date: 8/17/2018. Duration: 5:05.
5. [VDOT Best Practices – Maintenance – Pothole Patching - YouTube](#). Date: 8/17/2018. Duration: 5:05.
6. [VDOT Best Practices – Maintenance – Gravel Road Maintenance - YouTube](#). Date: 8/17/2018. Duration: 5:32.
7. [VDOT Best Practices – Maintenance, Snow Removal Equipment Desalting - YouTube](#). Date: 8/17/2018. Duration: 5:06.
8. [VDOT Best Practices – Maintenance, Concrete Bridge Deck Patching - YouTube](#). Date: 8/17/2018. Duration: 3:45.
9. [VDOT: Shoulder maintenance - YouTube](#). Date: 9/5/2018. Duration: 3:31.



Prepared by the INAFSM Stormwater Committee

EDUCATIONAL RESOURCES FOR MS4s

Misc. Videos and Training:

1. [Erosion & Sediment Control Inspection Basics - YouTube](#). The inspection basics for construction erosion and sediments. Provided by Ohio EPA. Date: 5/29/2013. Duration: 11:18.
2. [NPDES Refresher Training: Erosion & Sedimentation Control - YouTube](#). This refresher course in Stormwater Pollution Prevention covers erosion and sedimentation control or E&SC, and is intended to be a brief refresher course to help staff and contractors review the E&SC concepts. Provided by Water Atlas and Orange County, FL. Date: 4/30/2018. Duration: 28:15.
3. [Stormwater Pollution & Green Infrastructure Solutions - YouTube](#). An educational film on Stormwater Pollution and Green Infrastructure. Provided by Nassau County Soil and Water Conservation District and the New York State Department of Environmental Conservation ([website](#)). Date: 1/27/2016. Duration: 29:29.
4. [Parks Staff Keep Water Clean](#). A video over landscaping, repairs, and maintenance specific to Parks Departments. Provided by Minnesota State Academy for Parks Maintenance, Preservation and Beautification. Date: 4/23/2018. Duration: 11:43.
5. [How to Spot and Report Stormwater Pollution - YouTube](#). North Central Texas Council of Governments and the Illicit Discharge Detection and Elimination Task Force. This video is a tool to train non-storm water, municipal personnel to be able to recognize and report water pollution while traveling the community to conduct municipal business. Date: 10/1/2013. Duration: 7:06.
6. [Inspecting LID Stormwater Practices - YouTube](#). Review of LID features and functions, inspections, and management. Provided by Center for Watershed. Date: 11/30/2012. Duration: 11:29.
7. [MCM 6 Pollution Prevention/Good Housekeeping - Minnesota Stormwater Manual \(state.mn.us\)](#). The Minnesota Pollution Control Agency provides various resources, fact sheets, and videos on PP & GH.
8. Partners for a Clean Environment (PACE), Colorado – [Municipal Stormwater Operations](#)
9. Local Technical assistance Program (LTAP), Purdue – training events are posted on [website](#).

Other Training Resources:

1. NPDES Training Institute ([website](#)) – Stormwater training and certification for MS4, Construction, Industrial, and Green Infrastructure Stormwater Inspectors.
2. Stormwater One ([website](#)) – online training and credentials. Some courses are paid, but there are some that are free. [Free Training \(stormwaterone.com\)](#).
3. Excal Visual, Inc. ([website](#)) – online and purchased storm water training.
4. International Erosion Control Associations (IECA) – various live webinars and on-demand courses through their [eHUB](#).
5. NPDES Stormwater Center ([website](#)) – various live webinars and on-demand courses.
6. Continuing Education & Development ([website](#)) – online courses for erosion and sediment control.
7. Hoosier Riverwatch ([website](#)) – hosts various workshops.
8. Indiana Master Naturalist Program ([website](#)) – provides classes on natural resources.



Attachment D
SWPPP Review Sheet

| | |
|-------------------|--|
| Town of Whiteland | Construction/ Stormwater Pollution Prevention Plan Technical Review Name of Local Ordinance Link to Local Ordinance IDEM Construction Stormwater General Permit: https://www.in.gov/idem/stormwater/construction-land-disturbance-permitting/ (INRA00000 effective 12/18/2021) |
|-------------------|--|

Construction/Stormwater Pollution Prevention Plan Technical Review and Comment

| | |
|---|---|
| Project Name: Scope of Project: County(ies): Latitude: Longitude: | Plan Submittal Date: Click here to enter a date. Plan Review Date: Click here to enter a date. |
|---|---|

| | |
|--|---------------------|
| Plan Preparer: Address: City: State: Zip: Phone: Cell Phone: Email: | Affiliation: |
|--|---------------------|

| | |
|---|--------------------------------------|
| Project Site Owner: Address: City: State: Zip: Phone: Cell Phone: Email: | Company Name (if applicable): |
|---|--------------------------------------|

| | | |
|--|---------------------|----------------------|
| Plan Reviewer: Address: City: State: Zip: Phone: Cell Phone: Email: | Affiliation: | On behalf of: |
|--|---------------------|----------------------|

Plan Review Status:

| | | |
|--------------------------|-------------------------------|--|
| <input type="checkbox"/> | Plan is Adequate | A comprehensive plan review has been completed and it has been determined that the plan satisfies the minimum requirements of the Relevant Local Ordinance(s) and the Construction Stormwater General Permit INRA00000 (Effective 12-18-2021). |
| <input type="checkbox"/> | Preliminary Review | A comprehensive review will not be completed at this time. The plan review authority reserves the right to perform a comprehensive review at a later date, and revisions may be required at that time. |
| <input type="checkbox"/> | Conditional Acceptance | Acceptance of the plan is conditional. The conditional acceptance is contingent upon addressing the issues identified in the comment sections. |
| <input type="checkbox"/> | Plan is Deficient | Significant deficiencies were identified and must be addressed. Refer to the comment sections. |

Action:

| | |
|--------------------------|---|
| <input type="checkbox"/> | Submit a Notice of Intent: • Submit the Notice of Intent (NOI) online through the IDEM Regulatory ePortal. It is required to upload a copy of this review form when submitting the NOI through the IDEM Regulatory ePortal: (https://stormwater.idem.in.gov/ncore/external/home) |
| <input type="checkbox"/> | Do not file a Notice of Intent or commence land-disturbing activities: Deficiencies must be adequately addressed and an acceptable plan review completed. |
| <input type="checkbox"/> | Comments: Refer to Plan Review Comments Sections of this document. |
| <input type="checkbox"/> | Revisions: Update and submit the revised Construction/Stormwater Pollution Prevention Plan as indicated below. |
| <input type="checkbox"/> | Update and submit a complete plan set that addresses plan deficiencies. |
| <input type="checkbox"/> | Update and submit a document (narrative and/or plan sheets) that address plan deficiencies. |
| <input type="checkbox"/> | Update and submit a complete plan set that addresses plan deficiencies. A comprehensive plan review will not be completed. |

Plan Review Information

- The technical review and comment is intended to evaluate the completeness of the Construction/Stormwater Pollution Prevention Plan for the project. The Plan submitted was not reviewed for the adequacy of engineering design. All measures included in the plan, as well as those recommended in the comments should be evaluated as to their feasibility by a qualified individual with structural measures designed by a qualified engineer. The Plan has not been reviewed for other local, state, or federal permits that may be required to proceed with this project.
- Additional information, including design calculations may be requested to further evaluate the plan.
- All proposed stormwater pollution prevention measures and those referenced in this review must meet the design criteria and standards set forth in the "Indiana Stormwater Quality Manual" from the Indiana Department of Environmental Management or similar Guidance Documents.
- Construction activities and unforeseen weather conditions may affect the performance of the erosion and sediment control system, individual measures, or the effectiveness of the plan. The plan must be a flexible document, with provisions to modify or substitute measures as necessary to ensure compliance.

Section A: Construction Plan Elements

| Adequate | Deficient | NA | A | |
|--------------------------|-------------------------------------|--------------------------|----|---|
| | | | | <i>The construction plan elements include general information associated with the project site that are critical for the evaluation of the stormwater pollution prevention plan component. This information includes, but is not limited to an index, resource information, reference maps, grading information, project layout and design, and drainage plan</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1 | Index of the location of required plan elements in the construction plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2 | A vicinity map depicting the project site location in relationship to recognizable local landmarks, towns, and major roads |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3 | Narrative of the nature and purpose of the project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4 | Latitude and longitude to the nearest fifteen (15) seconds |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5 | Legal description of the project site |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6 | 11 X 17-inch plat showing building lot numbers/boundaries and road layout/names |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7 | Boundaries of the one hundred (100) year floodplains, floodway fringes, and floodways |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8 | Land use of all adjacent properties |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9 | Identification of a U.S. EPA approved or established TMDL |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 10 | Name(s) of the receiving water(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 11 | Identification of discharges to a water on the current 303d list of impaired waters and the pollutant(s) for which it is impaired |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 12 | Soil map of the predominant soil types |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 13 | Identification and location of all known wetlands, lakes and water courses on or adjacent to the project site (construction plan, existing site layout) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 14 | Identification of any other state or federal water quality permits or authorizations that are required for construction activities |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 15 | Identification and delineation of existing cover, including natural buffers |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16 | Existing topography at a contour interval appropriate to indicate drainage patterns |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17 | Location(s) of where run-off enters the project site |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 18 | Location(s) of where run-off discharges from the project site prior to land disturbance |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 19 | Location of all existing structures on the project site |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 20 | Existing permanent retention or detention facilities, including manmade wetlands, designed for the purpose of stormwater management |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 21 | Locations where stormwater may be directly discharged into ground water, such as abandoned wells, sinkholes, or karst features |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 22 | Size of the project area expressed in acres |

| Adequate | Deficient | NA | A | <i>The construction plan elements include general information associated with the project site that are critical for the evaluation of the stormwater pollution prevention plan component. This information includes, but is not limited to an index, resource information, reference maps, grading information, project layout and design, and drainage plan</i> |
|--|--------------------------|--------------------------|----|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 23 | Total expected land disturbance expressed in acres |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 24 | Proposed final topography |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 25 | Locations and approximate boundaries of all disturbed areas |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 26 | Location, size, and dimensions of all stormwater drainage systems, such as culverts, storm sewers, and conveyance channels |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 27 | Locations of specific points where stormwater and non-stormwater discharges will leave the project site |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 28 | Location of all proposed site improvements, including roads, utilities, lot delineation and identification, proposed structures, and common areas |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 29 | Location of all on-site soil stockpiles and borrow areas |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 30 | Construction support activities that are expected to be part of the project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 31 | Location of any in-stream activities that are planned for the project including, but not limited to stream crossings and pump arounds |
| <p>Section A – Comments:</p> <ul style="list-style-type: none"> Evaluate areas with potential waters of the state and, where required, verify if permits/authorizations are required prior to any impacts to waters of the state. These potential resources include areas with hydric soil, hydrophytic vegetation, pooling water, or evidence of flowing water such as swales, ditches, drains, or natural conveyances. Evaluation of hydric soil, hydrophytic vegetation, or pooling water should conform to the US Army Corps of Engineers Wetlands Delineation Manual," Technical Report Y-87-1, and the applicable regional supplement https://www.usace.army.mil/Missions/Civil-Works/Regulatory-Program-and-Permits/reg_supp/. Avoidance and minimization of impacts to waters of the state should be prioritized. | | | | |

Section B: Stormwater Pollution Prevention Plan – Erosion and Sediment Control/Project Site Management

| Adequate | Deficient | NA | B | <i>The construction component of the Stormwater Pollution Prevention Plan includes stormwater quality measures to address erosion, sedimentation, and other pollutants associated with land disturbance and construction activities. Proper implementation of the plan, maintenance of measures, and administering a self-monitoring program is required to manage the project site to minimize the discharge of sediment and other pollutants. Construction activities and unforeseen weather conditions may affect the performance of the erosion and sediment control system, individual measures, or the effectiveness of the plan. The plan must be a flexible document, with provisions to modify or substitute measures as necessary to ensure compliance.</i> |
|---|--------------------------|--------------------------|-----------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1 | Description of the potential pollutant generating sources and pollutants, including all potential non-stormwater discharges |
| Where applicable, Items in 2 through 10 below will be evaluated for Location, dimensions, detailed specifications, and construction details | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2 | Stable construction entrance locations and specifications |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3 | Specifications for temporary and permanent stabilization |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4 | Sediment control measures for concentrated flow areas |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5 | Sediment control measures for sheet flow areas |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6 | Run-off control measures |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7 | Stormwater outlet protection locations and specifications |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8 | Grade stabilization structure locations and specifications |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9 | Dewatering applications and management methods |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 10 | Measures utilized for work within waterbodies |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 11 | Maintenance guidelines for each proposed temporary stormwater quality measure |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 12 | Planned construction sequence describing the relationship between implementation of stormwater quality measures in relation to land disturbance |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 13 | Provisions for erosion and sediment control on individual building lots regulated under the proposed project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 14 | Material handling and spill prevention and spill response plan meeting the requirements in 327 IAC 2-6.1 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 15 | Material handling and storage procedures associated with construction activity |

Section B – Comments:

- Stormwater quality measures for the reduction of sediment have not been evaluated for adequacy of design. The proposed measures included in this SWP3 are being accepted based on the design engineer’s submittal.
-

Section C: Stormwater Pollution Prevention Plan – Post-Construction

| Adequate | Deficient | NA | C | |
|--------------------------|--------------------------|--------------------------|----------|--|
| | | | | <i>The post-construction component of the Stormwater Pollution Prevention Plan includes the implementation of stormwater quality measures to address pollutants that will be associated with the final project land use. Post-construction stormwater measures should be functional upon completion of the project. Long term functionality of the measures is critical to their performance and should be monitored and maintained.</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1 | Description of pollutants and their sources associated with the proposed land use |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2 | Description of proposed post-construction stormwater measures |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3 | Plan details for each stormwater measure |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4 | Sequence describing stormwater measure implementation |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5 | Maintenance guidelines for proposed post-construction stormwater measures |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6 | Entity that will be responsible for operation and maintenance of the post-construction stormwater measures |

Section C – Comments:

- Post-construction stormwater quality and quantity measures have not been evaluated for adequacy of design. The proposed measures included in this SWP3 are being accepted based on the design engineer’s submittal.
- The rate of stormwater run-off and/or volume from the project site must meet local requirements to address stormwater quantity as established by ordinance or other regulatory mechanism. When a local requirement does not exist, the post-development run-off discharge from the project site must not exceed the pre-development discharge based on the two-year, ten-year, and one-hundred-year peak storm events.
-



Attachment E

Local Technical Assistance Program Construction Plan Review Form

CONSTRUCTION SITE OBSERVATION REPORT

(To Be Completed by Property Owner or Agent)

1. Compliance Requirements

All stormwater pollution prevention BMPs shall be inspected and maintained as needed to document the performance of their intended function during construction. Monitoring of BMPs shall continue until the entire site has been stabilized and a signed copy of Termination Inspection Checklist has been completed and submitted. An inspection of the project site must be completed by the end of the next business day following each measurable storm event. If there are no measurable storm events within a given week, the site should be monitored at least once in that week. Maintenance and repair shall be conducted in accordance with the approved site plans. This log shall be kept as a permanent record and must be made available to the Town of Whiteland, in an organized fashion, within forty-eight (48) hours of a request. Note: This Construction Site Observation Report incorporates items from the 2018 INDOT Storm Water Management Field Guide.

2. Inspection Details

| | |
|--|---|
| Project Name: | IDEM Permit No. ("INR" followed by 6 digits): |
| Address/Lot #: | Inspection Performed By: |
| Type of Inspection (Check all that apply): | |
| <input type="checkbox"/> Routine Inspection <input type="checkbox"/> Measurable Storm Event Related (Must complete Section 3) <input type="checkbox"/> Final Site inspection | |
| Stages of Construction (Check all that apply): | |
| <input type="checkbox"/> Land Development <input type="checkbox"/> Inactive <input type="checkbox"/> Vertical Construction <input type="checkbox"/> Post-Construction | |
| Weather Conditions (Check all that apply): | |
| <input type="checkbox"/> Dry <input type="checkbox"/> Wet <input type="checkbox"/> Flooded <input type="checkbox"/> Frozen Ground | |
| Discharge Description (Check all that apply): | |
| <input type="checkbox"/> None <input type="checkbox"/> Sheen <input type="checkbox"/> Turbid <input type="checkbox"/> Debris <input type="checkbox"/> Clear <input type="checkbox"/> Color | |

3. For "Measurable Storm Event Related" Inspection Only

A "Measurable Storm Event" is a precipitation event that results in a total measured precipitation accumulation equal to, or greater than, one-half (0.5) inch of rainfall, within a 24-hour period.

| | | |
|---|-----------------------|--------------------|
| Estimated date of most recent Storm-Event that triggered this inspection: | | |
| Rainfall Total: | Estimated Start Time: | Duration of Storm: |

4. Overall Management of Erosion & Sediment Control

| ITEM | YES | NO | If "No," then an Action Item is required. Describe all Action Items in Section 9. |
|--|--------------------------|--------------------------|---|
| A. Was the SWPPP accessible at the time of the inspection? | <input type="checkbox"/> | <input type="checkbox"/> | |
| B. Does the SWPPP reflect the current state of the development? | <input type="checkbox"/> | <input type="checkbox"/> | |
| C. Have all Site Observation Report Action Items from preceding reports been resolved? | <input type="checkbox"/> | <input type="checkbox"/> | |
| D. Is site information (NOI, etc.) posted and in compliance with permit requirements? | <input type="checkbox"/> | <input type="checkbox"/> | |

5. Stormwater Management Site BMPs

| ITEM | NOT APPLICABLE | ACCEPTABLE | ACTION ITEM | ASSIGNED TO: |
|---------------------------|--------------------------|--------------------------|--------------------------|--------------|
| A. Diversion Interceptors | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| B. Pump Around | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| C. Dewatering | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| D. Rock Chute | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| E. Slope Drain | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| F. Cofferdam | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

6. Erosion Control Site BMPs

| ITEM | NOT APPLICABLE | ACCEPTABLE | ACTION ITEM | ASSIGNED TO: |
|--|--------------------------|--------------------------|--------------------------|--------------|
| A. Perimeter Vegetative Buffers | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| B. Slope Roughening (Tracks Parallel to Contour) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| C. Temporary Seeding/Mulch | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| D. Stockpile Stabilization/Protection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| E. Rock Check Dam | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

| | | | | |
|--|--------------------------|--------------------------|--------------------------|--|
| F. Erosion Control Blanket | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| G. Permanent Inlet/Outlet Protection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| H. Riprap Ditch (Slow Velocity/Energy Dissipation) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| I. Permanent Seeding/Sod | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| J. Dust Control | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| K. Street Sweeping | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

7. Sediment Control Site BMPs

| ITEM | NOT APPLICABLE | ACCEPTABLE | ACTION ITEM | ASSIGNED TO: |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------|
| A. Construction Entrance | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| B. Silt Fence | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| C. Sediment Trap | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| D. Sediment Basin | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| E. Filter Berm | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| F. Filter Sock | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| G. Temporary Inlet Protection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| H. Temporary Culvert Inlet Protection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| I. Basin Surface Water Skimmers | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| J. Polymer Addition Practices | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

8. Other Stormwater Runoff Pollution Prevention Site BMPs

| ITEM | NOT APPLICABLE | ACCEPTABLE | ACTION ITEM | ASSIGNED TO: |
|---|--------------------------|--------------------------|--------------------------|--------------|
| A. Material Storage (Fuel, Hazardous Materials) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| B. Concrete & Construction Washout Containment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| C. Good Housekeeping (Waste, Trash, Sanitation) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| D. Other: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| E. Other: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| F. Other: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

9. Action Items from Sections 4 through 8 of this Construction Site Inspection Report

| Identify Inspection Item Reference Number, Location and Action Item(s) to be Taken | Date Noted | Date Completed | Initials |
|--|------------|----------------|----------|
| <i>Example: "7.B: 50' west of Construction Entrance, repair torn Silt Fence."</i> | | | |
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Attach additional sheet(s) if needed

10. Discussion of Previous Action Items Not Completed and Updated Compliance Plan Identify any previously noted Action Item(s) that have not been corrected; describe why they have not been completed and note a schedule for completion.

Attach additional sheet(s) if needed

11. Certification and Signature

“I certify under penalty of law that this document was completed to the best of my knowledge and belief on the date listed below per my signature. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

| | |
|---------------------------|-------|
| Inspector Name and Title: | |
| Inspector Signature: | Date: |