



STORMWATER MANAGEMENT PROGRAM (SWMP) FOR THE CITY OF PEACHTREE CORNERS GEORGIA PHASE II MS4

NPDES Permit No: GAG610000

**STATE OF GEORGIA DEPARTMENT OF NATURAL RESOURCES
ENVIRONMENTAL PROTECTION DIVISION**

**Prepared By:
THE CITY OF PEACHTREE CORNERS
IN COORDINATION WITH THE GWINNETT COUNTY
DEPARTMENT OF WATER RESOURCES**

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STORMWATER MANAGEMENT PROGRAM (SWMP)

General NPDES Permit No. GAG610000 for
Small Municipal Separate Storm Sewer Systems (MS4)

1. General Information

A. Name of MS4:

City of Peachtree Corners

B. Name of Responsible Official:

Julian Jackson, City Manager
147 Technology Parkway
Suite 200
Peachtree Corners, Georgia 30092
Phone: 678-691-1202
jjackson@peachtreecornersga.gov

C. Designated Stormwater Management Program Contact:

Melissa Schwartz, CIP Manager
147 Technology Parkway
Suite 200
Peachtree Corners, Georgia 30092
Phone: 470-395-7022
mschwartz@peachtreecornersga.gov

2. Sharing Responsibility

A. Has another entity agreed to implement a control measure on your behalf?

a. Name of entity: Gwinnett County

b. A component of the following control measure that will be implemented in part by Gwinnett County on our behalf:

- i. MCM #1
- ii. MCM #2
- iii. MCM #3
- iv. MCM #5
- v. MCM #6

B. Attach an additional page if necessary to list additional shared responsibilities.
See Appendix P - Sharing Responsibility for a copy of the Intergovernmental Agreement.

3. Minimum Control Measures and Appendices

- 1) Public Education and Outreach
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- 3) Illicit Discharge Detection and Elimination
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4. Certification Statement

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

Signature: _____

Printed Name: Julian Jackson

Title: City Manager, City of Peachtree Corners

Date: April 7, 2015

Stormwater Management Program - Minimum Control Measure 1

Public Education and Outreach on Stormwater Impacts

40 CFR Part 122.34(b)(1) Requirement: The permittee must implement a public education program to distribute educational materials to the community and/or conduct equivalent outreach activities about the impacts of stormwater discharges on waterbodies and the steps that the public can take to reduce pollutants in stormwater runoff. Determine the appropriate best management practices (BMPs) and measurable goals to meet this minimum control measure.

See Table 4.2.1(b) Public Education - Best Management Practices

BMPs	Measurable Goals
1. Public Education Program	1.a. Develop a stormwater public education program as part of the SWMP and submit the program to EPD for review and approval, in accordance with Part 3.2.2 of this permit.
	1.b. Implement the public education program in accordance with the implementation schedule specified for each BMP in the SWMP.
	1.c. Details on the implementation of each BMP, including the status of implementation and documentation of any activities performed during the reporting period, must be provided in each annual report.

MCM 1- Public Education and Outreach on Stormwater Impacts

See Table 4.2.1(b) (1), Public Education Program - Best Management Practices

Best Management Practice (BMP) #1.1 Educational Articles

1. **Target audience:** General Public

2. **Description of BMP:** Publication of educational articles related to Stormwater Management and NonPoint Source Pollution (NPS) in the City's newsletter, *Inside Peachtree Corners*. Topics of these articles will include, but will not be limited to:
 - Septic Tank Maintenance
 - Detention Pond Maintenance
 - Household Hazardous Waste Management
 - The Adopt-a-Road Program
 - Rainwater Harvesting
 - Composting
 - Fertilizer, Herbicide, and Pesticide Use
 - Stormwater Project Highlight

- Some of these articles will target the public, while others will target a more specific audience, for example, Household Hazardous Waste Management targets the public, while septic tank maintenance targets septic system owners specifically. Additionally, many of the articles will outline public reporting procedures, which will direct citizens to the appropriate contacts to report water quality and stormwater concerns.

3. **Measurable goals:** Provide documentation of the publication of educational articles relating to stormwater management and NonPoint Source Pollution throughout the reporting year. Each reporting year, a minimum of four (4) articles will be published in the City's newsletter *Inside Peachtree Corners*.

4. **Documentation to be submitted with each annual report:** A copy of the educational articles that are published in the newsletter will be provided within the annual report as well as any other published material or strategies that were utilized during the reporting year.

5. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2015
 - c. **Frequency of actions (if applicable):** Four (4) articles per year
 - d. **Month/Year of each action (if applicable):** Months of publication vary

6. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)

7. **Rationale for choosing BMP and setting measurable goal(s):** *Inside Peachtree Corners* is a monthly publication sent to approximately two thousand (2,000) property owners and businesses within the City. This broad distribution allows the educational articles to reach a diverse population of citizens and business owners.

8. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Public support is critical to ensure success of the program, which includes funding mechanisms for programs, volunteer opportunities, and responses to the articles. Articles will be published according to the time of year that would corresponded to the appropriate timing of activities, for example an article regarding the importance of leaf removal will occur just before fall. Inclusion in the newsletter mailing list implies that recipients are reading the information and acquiring knowledge of stormwater management and NonPoint Source Pollution principles and considerations.

MCM 1- Public Education and Outreach on Stormwater Impacts

See Table 4.2.1(b) (1), Public Education Program - Best Management Practices

Best Management Practice (BMP) #1.2 Workshops

1. **Target audience:** General Public
2. **Description of BMP:** The City of Peachtree Corners will hold workshops each year to address issues related to stormwater management and NonPoint Source Pollution. The annual workshop will be located inside the city limits and advertised to city residents and businesses. The topics covered in this workshop will vary in order to reach a larger percentage of the city population. Workshop topics include, but are not limited to:

- Septic Tank Maintenance
- Detention Pond Maintenance
- Household Hazardous Waste Management
- Rainwater Harvesting
- Fall Gardening and Composting
- Lawn Care with an Integrated Pest Management Program

Some of the workshop topics will target the public, while others focus on a more specific group. For example, Household Hazardous Waste Management targets the public, while lawn care with integrated pest management specifically targets the “do it yourself” yard workers.

3. **Measurable goals:** Each reporting year, at least one (1) workshop will be held within the City limits of Peachtree Corners. Attendance will be recorded, including requesting how each attendee was notified of the event, this will assist the City in understanding which advertisements or notifications are the most successful at reaching interested participants.
4. **Documentation to be submitted with each annual report:** All copies of the workshop advertisement(s) will be provided in the annual report along with the sign in sheet, topics discussed, and all handouts.
5. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** Spring 2015
 - c. **Frequency of actions (if applicable):** One (1) workshop per year
 - d. **Month/Year of each action (if applicable):** The month of each workshop may vary based on the topic’s relevance to the season. For example, a workshop on Fall Gardening and Composting should be held in the fall while most of the leaves are falling, while a topic about Lawn Care with Integrated Pest Management should be held in the spring when lawns are greening and chemical applications are more prevalent.

6. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
7. **Rationale for choosing BMP and setting measurable goal(s):** The workshops are free to all City residents and business owners. At least one (1) workshop will be located within the City limits per year, to ensure ease of availability. This allows residents to have the opportunity to attend a workshop and not be restricted by cost or distance from home. Workshops are also offered several times a year by Gwinnett County and are free to all residents and business owners. The City will advertise all Gwinnett County workshops on the City's website and Facebook page and in the City's Newsletter.
8. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The effectiveness of this BMP will be determined through two methods: attendance and evaluation. It can be assumed that if a resident attends the workshop, he/she will gain the knowledge that is being presented. Workshop attendants will be provided with an evaluation form to assess their perception of the presentation and the printed materials available and receive a list of topics to be presented at future workshops.

MCM 1- Public Education and Outreach on Stormwater Impacts

See Table 4.2.1(b) (1), Public Education Program - Best Management Practices

Best Management Practice (BMP) #1.3 Distribution of Printed Public Education Materials

1. **Target audience:** General Public

2. **Description of BMP:** The City will distribute and make available printed public education materials and brochures. A list of subjects that will be available include, but are not limited to, the following:
 - Clean Water Begins with You – A Citizen’s Guide to NonPoint Source Pollution
 - Owner’s Guide to Detention Pond Maintenance
 - Is Your Yard as Green as You Think? - Tips for Keeping Pollutants From Entering Streams
 - Composting at Home in Georgia
 - Hazards at Home – A Guide to Managing Household Hazardous Wastes
 - Solutions to Stormwater Pollution – Septic Tank Maintenance
 - Put the Brakes on Water Pollution – Tips for Maintaining or Repairing Your Vehicle at Home
 - Here’s the Scoop...Pick Up After Your Pet

Brochures are available at the Peachtree Corners City Hall lobby and will be made available at all stormwater workshops (BMP #1.2). The printed materials will be distributed to residents and businesses during activities, which do include code enforcement field visits.

3. **Measurable goals:** Staff will track of the number and type of brochure materials that are on display at City Hall, as well as how often they are restocked. The brochures will be restocked as the display runs low. Field Inspectors have brochures in their vehicles for distribution for common code violations; each inspector will track their distribution of material. During IDDE activities, the number and specific type of brochure that is distributed will be tracked. For example, if during an IDDE investigation, the potential offender is identified; all relevant brochures will be provided to the offender along with other applicable enforcement procedures.

4. **Documentation submitted with each annual report:** Copies of printed educational materials that are used during the reporting period will be provided in each annual report. If, during the reporting year, a new brochure is developed or an existing brochure is updated, a copy of that publication will also be provided, with the date of the update or creation. Brochures distributed as part of IDDE activities will be reported in the annual report.

5. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2015
 - c. **Frequency of actions (if applicable):** Ongoing
 - d. **Month/Year of each action (if applicable):** Ongoing

6. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)

7. **Rationale for choosing BMP and setting measurable goal(s):** Brochures and other printed public education materials provide specific information pertaining to a particular polluting activity. Since the urban environment allows for multiple sources of pollution, having a broad range of educational topics in a format that are easy to transport, dispense, and understand is a good way to educate the public. By committing to the distribution of these materials during IDDE activities, the City can ensure that stormwater quality is protected as soon as problems are identified and/or detected.

8. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The target for this BMP is to ensure the distribution of printed education materials to the public, especially during IDDE activities. The effectiveness of this BMP will be determined by recording the number of brochures that are distributed, including the display at City Hall and any that are circulated as part of IDDE activities. The material given out during IDDE activities will also be reported within the IDDE Complaint Response documentation.

Stormwater Management Program – Minimum Control Measure 2

Public Involvement/Participation

40 CFR Part 122.34(b) (2) Requirement: The permittee must, at a minimum, comply with State, Tribal and local public notice requirements when implementing a public involvement and participation program. The public can provide valuable input and assistance to a regulated small MS4 municipal stormwater management program, therefore it is suggested that the public be given the opportunities to play an active role in both the development and implementation of the program.

See Table 4.2.2(b) Public Involvement/Participation – Best Management Practices

BMPs	Measurable Goals
1. Public Involvement/Participation Program	1.a. Develop a public involvement/participation program as part of the SWMP and submit the program to EPD for review and approval in accordance with Part 3.2.2 of this permit.
	1.b. Implement the public involvement/participation program in accordance with the implementation schedule specified for each BMP in the SWMP.
	1.c. Details on the implementation of each BMP, including the status of implementation and documentation of any activities performed during the reporting period, must be provided in each annual report.

MCM 2 - Public Involvement/Participation

See Table 4.2.2(b) (1), Public Involvement/Participation - Best Management Practices

Best Management Practice (BMP) #2.1 Adopt-A-Stream Program

1. **Target audience:** General Public - Volunteers
2. **Description of BMP:** The City of Peachtree Corners will utilize volunteers to support the Adopt-a-Stream (AAS) program, this will give residents and business owners the opportunity to learn about NonPoint Source Pollution (NPS) as well as participate in stream monitoring.
3. **Measurable goals:** Currently, there are no identified AAS monitoring sites within the limits of the City of Peachtree Corners; however, the goal is to increase the level of participation and knowledge of water quality and its effects on local water bodies and provide a cost effective means of stream monitoring. The goal is to advertise the AAS Program in the City's E-Newsletter, *Inside Peachtree Corners*, at least once during the permit year, and thereby spark interest in AAS monitoring.
4. **Documentation submitted with each annual report:** A copy of each newsletter edition containing an advertisement about the AAS Program will be provided with the annual report.
5. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2015
 - c. **Frequency of actions (if applicable):** Ongoing
 - d. **Month/Year of each action (if applicable):** Annually
6. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
7. **Rationale for choosing BMP and setting measurable goal(s):** The City would like to raise awareness and encourage participation in the AAS Program, our goal is to accomplish this by advertising in the City's E-Newsletter, *Inside Peachtree Corners*, at least once during the permit year, and thereby stimulate interest in AAS Program.
8. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The City will determine the effectiveness of this BMP by tracking the rate of participation. This BMP will be effective if the citizens and business owners of the City of Peachtree Corners are taking part in the Adopt-A-Stream Program.

MCM 2 - Public Involvement/Participation

See Table 4.2.2(b) (1), Public Involvement/Participation - Best Management Practices

Best Management Practice (BMP) #2.2 Storm Drain Stenciling Program

1. **Target audience:** General Public - Volunteers
2. **Description of BMP:** The City will utilize volunteers to apply the stencil that reads “No Dumping, Drains to Stream” to catch basins and distribute door hangers within the City limits. All necessary supplies, including safety equipment and maps of the catch basins to be stenciled, will be provided to the volunteers by the City.
3. **Measurable goals:** The City will organize at least one event per year, with the goal of increasing the level of participation and awareness within the City, thereby increasing the number of events per year.
4. **Documentation to be submitted with each annual report:** The City will provide documentation of any storm drain stenciling events held during the reporting period, which will include location of event, map of storm drains that were stenciled, number of volunteers, number of door hangers distributed, and any organizations that participate in the event.
5. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2015
 - c. **Frequency of actions (if applicable):** As Scheduled/Ongoing
 - d. **Month/Year of each action (if applicable):** Annually
6. **Person (position) responsible for overall management and implementation of the BMP:** The Public Works Director will manage the overall program.
7. **Rationale for choosing BMP and setting measurable goal(s):** Storm drain stencils are a visible reminder that the storm drains lead to streams and waterways. As part of the stenciled message, the volunteers learn about the importance of water quality. The stenciled message could also be located at sites of a suspected or potential illicit discharge.
8. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By raising public awareness of urban runoff, the storm drain-stenciling program should discourage practices that generate stormwater pollution.

MCM 2 - Public Involvement/Participation

See Table 4.2.2(b) (1), Public Involvement/Participation - Best Management Practices

Best Management Practice (BMP) #2.3 Stream Clean-up Event

1. **Target audience:** General Public - Volunteers
2. **Description of BMP:** The City of Peachtree Corners will help organize, promote and participate in at least one (1) stream cleanup event within the City limits each year. The event(s) will be either open to the public and/or will be coordinated with any private clean-up groups that would like to participate, potentially yielding more than one (1) a year.
3. **Measurable goals:** The City will complete a minimum of one (1) stream cleanup event within the City limits during each reporting year.
4. **Documentation to be submitted with each annual report:** Each annual report will include the results of the stream cleanup event, including the number of volunteers, type and amount of trash collected, as well as the location of the event. A map will be submitted with that highlights the area of the stream that was cleaned.
5. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2015
 - c. **Frequency of actions (if applicable):** Ongoing
 - d. **Month/Year of each action (if applicable):** As scheduled
6. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
7. **Rationale for choosing BMP and setting measurable goal(s):** Stream Cleanup events are a great way to involve the public in community ownership of their water resources and facilitate a better understanding of water quality issues. These events often expose volunteers to areas they may not otherwise see, and fully illustrates the connection between storm drains and streams. Often, this sort of exposure encourages behavioral changes in the volunteers as well as through sharing their experience with friends and family. Scheduling at least one event each year within the City will help create a consistent opportunity for volunteer exposure.
8. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Community cleanups are a hands-on opportunity that are effective in increasing public awareness of pollutions sources and will help keep trash and debris out of the streams. The City will track the number of volunteers and pounds of trash collected to determine the effectiveness of this BMP.

Stormwater Management Program – Minimum Control Measure 3

Illicit Discharge Detection and Elimination

40 CFR Part 122.34(b) (3) Requirement: The permittee must develop, implement and enforce a program to detect and eliminate illicit discharges (as defined in 40 CFR Part 122.26(b) (2)) into its MS4. You must:

- A. Develop, if not already completed, a storm sewer system map, showing the location of all outfalls and the names and location of all waters of the State that receive discharges from those outfalls;
- B. Effectively prohibit, through ordinance, or other regulatory mechanism, non-stormwater discharges into your storm sewer system and implement appropriate enforcement procedures and actions;
- C. Develop and implement a plan to detect and address non-stormwater discharges, including illegal dumping, to your system; and
- D. Inform public employees, businesses, and the public of hazards associated with illegal discharges and improper disposal of waste.

See Table 4.2.3(b) Illicit Discharge Detection and Elimination – Best Management Practice

BMPs	Measurable Goals
1. Legal Authority	1.a. Develop and adopt an Illicit Discharge and Illegal Connection (IDIC) Ordinance that prohibits non-stormwater discharges into the MS4. Submit a copy of the adopted ordinance to EPD within one (1) year of designation.
2. Outfall Map and Inventory	<p>2.a. Develop/update a map and inventory showing the location of all outfalls from the MS4 and the names and locations of all waters of the State that receive discharges from those outfalls. The SWMP must include a schedule for completing the map, with a completion date of no later than four (4) years following the date of designation. The completed map and inventory must be submitted to EPD with the first annual report following completion of the map and inventory.</p> <p>2.b. Provide a status of the mapping and the inventory of identified outfalls in each annual report.</p> <p>2.c. After completion of the initial outfall map and inventory, provide an updated map and inventory showing any outfalls added during the reporting period and the total number of outfalls on the MS4 in subsequent annual reports.</p>
3. IDDE Plan	3.a. Develop an IDDE Plan, including field-screening procedures, source-tracing procedures, and discharge elimination procedures.

BMPs	Measurable Goals
3. IDDE Plan	<p>3.a. (continued) The program must include example forms, such as an inspection form, example enforcement letters, etc. Submit the IDDE Plan to EPD for review and approval within one year following the date of designation with that year’s annual report.</p> <p>3.b. Implement the IDDE Plan by conducting dry weather screening (DWS) inspections on outfalls as the mapping occurs in Item 2.a. above. Provide documentation of the outfall inspections conducted during the reporting period with each annual report.</p> <p>3.c. Upon completion of the mapping, conduct dry weather screening inspections on 100% of the outfalls within a 5-year period. If the permittee conducts stream walks in conjunction with the dry weather screening inspections, then 100% of the stream miles must be inspected within the 5-year permit term. Provide the number of outfall inspections conducted during the reporting period and documentation of the outfall inspections in each annual report.</p> <p>3.d. Implement investigative procedures when the results of the dry weather screening indicate a potential for an illicit discharge, including the sampling and/or inspection procedures described in the IDDE Plan. Provide information on any investigative activities performed during the reporting period in each annual report.</p> <p>3.e. Ensure any identified illicit discharges are eliminated. If necessary, implement enforcement procedures described in the SWMP and in accordance with the ERP in Part 4.3 of this permit. Provide information on any eliminated discharges or on any enforcement actions taken to eliminate illicit discharges during the reporting period in each annual report.</p>
4. Education	<p>4.a. Develop and implement a program to educate the public, businesses, and government employees about the hazards of illicit discharges. Submit the program to EPD for review and approval within one year of designation with that year’s annual report.</p> <p>4.b. Implement the education program upon approval by EPD. Provide documentation of any activities conducted during the reporting period in each annual report.</p>
5. Complaint Response	<p>5.a. Develop procedures for receiving, investigating, and tracking the status of illicit discharge complaints and submit the procedures to EPD for review and approval within one year of designation with that year’s annual report.</p> <p>5.b. Implement the complaint response procedures upon approval by EPD. Provide a report on each illicit discharge related complaint received and investigated during the reporting period (e.g. complaint date, type of complaint, complaint status) in each annual report.</p>

MCM 3 - Illicit Discharge Detection and Elimination

See Table 4.2.3(b) (1), Legal Authority - Best Management Practices

Best Management Practice (BMP) #3.1 Legal Authority – IDIC Ordinance

1. **Description of BMP:** The City must prohibit, through ordinance or other regulatory mechanisms, non-stormwater discharges into the MS4 and adopt appropriate enforcement procedures and actions. The City adopted the Illicit Discharge and Illegal Connection (IDIC) Ordinance on January 20, 2015. This ordinance gives City of Peachtree Corners the right to enter private property to investigate potential illicit discharges or illegal connections and enforce immediate remediation. This will grant the City of Peachtree Corners the authority to require illicit connections into the MS4 to be removed, and implement compliance against violators. See Appendix A for a copy of the adopted IDIC Ordinance.
2. **Measurable goal:** The Mayor and City Council have adopted the IDIC Ordinance in January of 2015. The City will continue to evaluate the ordinance and if necessary, make and necessary modifications during the reporting period.
3. **Documentation submitted with each annual report:** If the ordinance is revised during the reporting period, the City will provide a copy of modified adopted ordinance in the subsequent annual report.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 20, 2015.
 - c. **Frequency of actions (if applicable):** Revisions as needed.
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Public Works Director, City of Peachtree Corners
6. **Rationale for choosing BMP and setting measurable goal(s):** An illicit discharge ordinance protects the public health, safety, environment, and general welfare by controlling the introduction of pollutants into the stormwater systems; it also provides enforcement procedures and required actions.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Through regular inspections and enforcement, illicit discharges can be identified, addressed and removed in a timely manner.

MCM 3 - Illicit Discharge Detection and Elimination

See Table 4.2.3(b) (2), Outfall Inventory and Map - Best Management Practices

Best Management Practice (BMP) #3.2 Outfall Inventory and Map

1. **Description of BMP:** The City will develop and update the outfall inventory and map that will show the location of each outfall within the MS4. This will include the names and locations of all waters of the State that receive discharges from those outfalls. The map will help facilitate the tracking of illicit discharges during the yearly Dry Weather Screening (DWS) events. When any outfall structures are added, deleted, or errors and omissions are discovered, the map will be updated.
2. **Measurable goal(s):** The City will update the outfall inventory and map showing all existing outfalls and any new outfalls added during the reporting year, these documents will be submitted to EPD with the City's first annual report. A current copy of the inventory list and outfall map is in Appendix K.
3. **Documentation submitted with each annual report:** The City will provide an updated inventory of the total number of outfalls within the MS4, including a list of the outfalls added during the reporting period and an updated map within each annual report.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 20, 2015
 - c. **Frequency of actions (if applicable):** Annually
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
6. **Rationale for choosing BMP and setting measurable goal(s):** It is important to continuously maintain the stormwater system information to easily identify problems and ensure proper function.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By having accurate information on the locations of outfalls and updates to the inventory list, the City's IDDE program can respond quickly and take the necessary steps to ensure a successful program.

MCM 3 - Illicit Discharge Detection and Elimination

See Table 4.2.3(b) (3), IDDE Plan - Best Management Practices

Best Management Practice (BMP) #3.3 IDDE Plan

- 1. Description of BMP:** The City will conduct dry weather screening inspections so that 100% of the outfalls are inspected within the 5-year period. Staff will follow the *Dry Weather Screening Inspection and Investigate Procedures* and record each inspection on the Dry Weather Outfall Screening Form (Appendix B). If flow is documented, then staff will initiate source tracing and enforcement activity to eliminate the flow. The Dry Weather Screening Manual is included in Appendix B. Once approved, this document will serve as a guidance manual for education of IDDE detection and enforcement. Enforcement actions are identified and enforceable as part of the IDIC Ordinance, which can be found in Appendix B.

- 2. Measurable goal(s):**
 - a. The City has developed an IDDE Plan and Guidance Manual, which are being submitted to EPD for review and approval. The Plan includes field-screening procedures, source tracing procedures and discharge elimination procedures. These include investigative and enforcement procedures to remove all illicit discharges. The Guidance Manual will profile the IDDE minimum control measure as required as part of the stormwater management program.
 - b. As part of the implementation of the IDDE plan, staff will conduct dry weather screening (DWS) inspections on outfalls as the mapping occurs.
 - c. Upon completion of the mapping, conduct dry weather screening inspections on 100% of the outfalls within a 5-year period. If the permittee conducts stream walks in conjunction with the dry weather screening inspections, then 100% of the stream miles must be inspected within the 5-year period. Provide the number of outfall inspections conducted during the reporting period and documentation of the outfall inspections in each annual report.
 - d. The City will implement investigative procedures when the results of the DWS indicate a potential for an illicit discharge, including sampling and/or inspection procedures described in the IDDE Plan.
 - e. Ensure any identified illicit discharges are eliminated and enforcement procedures are implemented, they are documented in the Enforcement Response Plan Procedures that can be found in Appendix N.

- 3. Documentation to be submitted with each annual report:** Documentation of all outfall inspections, any lab data and a spreadsheet noting the results of the Dry Weather Screening activities within the City will be submitted with each year's annual report. The City will provide information on any eliminated discharges and/or any enforcement actions taken during the reporting period in each annual report.

4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2015 IDDE Plan
January 2016 Develop Procedures
 - c. **Frequency of actions (if applicable):** Continuously
 - d. **Month/Year of each action (if applicable):** Annually

5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)

6. **Rationale for choosing BMP and setting measurable goal(s):** The detection and elimination of illicit discharges is important to protect and restore urban waterways.

7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By routinely inspecting outfalls, this will help to ensure the stormwater system is operating properly, while also identifying and eliminating illicit discharges.

MCM 3 - Illicit Discharge Detection and Elimination

See Table 4.2.3(b) (4), Education- Best Management Practices

Best Management Practice (BMP) #3.4 IDDE Education Program

1. **Description of BMP:** Public educational materials will be distributed to the public, businesses, and government employees about the hazards of illicit discharges.
 - a. **Public** – The plan for educating the public on illicit discharges and illegal connections will involve the distribution of brochures during water quality investigations, ensuring that workshops are available to the citizens of Peachtree Corners as well as offering opportunities to schedule speakers at homeowners association (HOA) meetings, community organization, and/or youth group meetings.
 - b. **Businesses** – Businesses will be educated in a similar fashion as the public. During a water quality investigation, if a business is found to be associated with an illicit discharge or illegal connection, that business will receive education in the form of brochures and guidance documents. This information can be shared with all employees and will have the illicit discharge discussed thoroughly so that the impact of the discharge is understood and tactics for removing the discharge are implemented.
 - c. **Government Employees** – The City staff will ensure that all suspected illicit discharges or illegal connections and any activities associated with IDDE are investigated and corrected.
2. **Measurable goal(s):** The City will provide, at a minimum, one educational document to the public, businesses, and government employees during the reporting year.
3. **Documentation submitted with each annual report:** A summary of the total number of brochures distributed, an agenda of any speaking engagements performed, and a copy of the Workshop schedule will be included in each annual report. This will also include the date and type of education information provided.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2016 Develop Procedures
 - c. **Frequency of actions (if applicable):** Ongoing
 - d. **Month/Year of each action (if applicable):** Annually
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County)

under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)

6. **Rationale for choosing BMP and setting measurable goal(s):** Educating the community about the negative impacts of illicit discharges and their effect on the watershed can help identify problems that may be occurring, which will have a positive effect on the environment once eliminated.

7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The benefits of providing the public with information can be difficult to measure, but is an effective way to instill environmental awareness. The comparisons of any water quality sampling results compared to future sampling results can help evaluate the effectiveness of the BMP.

MCM 3 - Illicit Discharge Detection and Elimination

See Table 4.2.3(b) (5), Complaint Response Program - Best Management Practices

Best Management Practice (BMP) #3.5 IDDE Complaint Response Program

1. **Description of BMP:** The City maintains ordinances that give legal enforcement authority to require the removal and/or discontinuation of illicit discharges and connections into the drainage system. Detection of an illicit discharge by concerned citizens, through the complaint forms or Fix it App, or by departmental monitoring, source-tracking methods are utilized to determine the source of any illicit discharges and tracks their elimination. See Appendix B for Illicit Discharge Complaint Response Procedures, which include an online complaint form and the City's Fix It App. Illicit discharge complaints are entered into a work order and directed to the IDDE investigatory staff. Trained staff members identify illicit discharges and the appropriate enforcement action. Education and awareness is always a part of any investigation, which aims towards a change in behavior so that the activities do not continue.
2. **Measurable goal(s):** The City will provide a report on each illicit discharge related complaint received and investigated during the reporting year, this will include the complaint date, type of complaint, and status or resolution.
3. **Documentation submitted with each annual report:** The City will provide a summary of all IDDE complaints received, which will contain the complaint date, type of complaint and complaint status, which will include the results of the field investigation in each annual report.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2014
 - c. **Frequency of actions (if applicable):** As needed
 - d. **Month/Year of each action (if applicable):** Annually
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
6. **Rationale for choosing BMP and setting measurable goal(s):** By tracking the illicit discharge and illegal connection complaints, this will assist staff with record keeping and will help monitor problem areas and violators within the City.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The citizen complaint process is a great opportunity for citizens and the

local government to work together. This process will be effective if the proper information is collected and provided to the appropriate authority and is investigated in a timely manner.

Stormwater Management Program - Minimum Control Measure 4

Construction Site Stormwater Runoff Control

40 CFR Part 122.34(b)(4) Requirement: The permittee must develop, implement, and enforce a program to reduce pollutants in any stormwater runoff into the MS4 from construction activities that result in a land disturbance of greater than or equal to one (1) acre. Stormwater discharges from construction activity disturbing less than one acre must be included in the permittee's program if that construction activity is part of a larger common plan of development or sale that would disturb one (1) acre or more. The program must include:

- 4.2.4.1 An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance;
- 4.2.4.2 Requirements for construction site operators to implement appropriate erosion and sediment control best management practices;
- 4.2.4.3 Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
- 4.2.4.4 Procedures for site plan review which incorporate consideration of potential water quality impacts;
- 4.2.4.5 Procedures for receipt and consideration of information submitted by the public; and
- 4.2.4.6 Procedures for site inspection and enforcement of control measures.

See Table 4.2.4(b) Construction Site Stormwater Runoff Control - Best Management Practices

BMPs	Measurable Goals
1) Legal Authority	1.a. Develop an ordinance(s) that requires construction site operators to implement erosion and sediment controls and control waste at the construction site, such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste. Submit the adopted ordinance(s) to EPD within one year of designation with that year's annual report.
2) Site Plan Review Procedures	2.a. Develop procedures for conducting site plan reviews. Submit the procedures to EPD for review and approval within one year of designation. 2.b. Implement the site plan review procedures upon approval by EPD. Submit a list of the site plans received and the number of site plans reviewed, approved, or denied during the reporting period in each annual report.

BMPs	Measurable Goals
3. Inspection Program	<p>3.a. (continued) and that construction site waste is properly controlled. At a minimum, inspections must occur following the installation of initial BMPs, during active construction and after final site stabilization. Submit the procedures to EPD for review and approval within one year of designation with that year’s annual report.</p> <p>3.b. Implement the inspection procedures upon approval by EPD. Provide a list of active construction sites and any Erosion and Sediment Control inspections conducted during the reporting period in each annual report.</p>
4. Enforcement Procedures	<p>4.a. Upon approval of the ERP (required by Part 4.3 of this permit) by EPD, implement enforcement procedures for Erosion and Sediment Control violations documented at construction sites during the reporting period. Provide documentation of any enforcement actions taken during the reporting period in each annual report, including the number and type (e.g. Notice of Violation, Stop Work Order) and status (e.g. pending, resolved).</p>
5. Complaint Response	<p>5.a. Develop erosion and sediment control complaint receipt, investigation, response, and electronic tracking procedures. Submit the procedures to EPD for review and approval within one year of designation with that year’s annual report.</p> <p>5.b. Implement the erosion and sediment control complaint response procedures upon approval by EPD. Provide information on complaints received and investigated during the reporting period (e.g. complaint date, type of complaint, complaint status) in each annual report.</p>
6. Certification	<p>6.a. Ensure that any MS4 staff involved in construction activities subject to the Construction General Permit (CGPs) are trained and certified in accordance with the rules adopted by the Georgia Soil and Water Conservation Commission.</p> <p>6.b. Provide the number and type of current certifications held by MS4 staff in each annual report.</p>

MCM 4 - Construction Site Stormwater Runoff Control

See Table 4.2.4(b) Construction Site Stormwater Runoff Control - Best Management Practices

Best Management Practice (BMP) #4.1 Legal Authority - Erosion and Sediment Control Ordinance

- 1. Description of BMP:** The City must ensure that the Erosion and Sediment Control Ordinance, Construction Site Waste Ordinance and Property Maintenance Code require construction site operators to control waste at the construction site, this includes discarded building materials, concrete truck washout, chemicals, litter and sanitary waste. A draft copy of the Construction Site Waste Ordinance can be found in Appendix C, which will be reviewed and approved by the Mayor and City Council during 2015. The City of Peachtree Corners has adopted the Soil Erosion, Sedimentation and Pollution Control Ordinance as well as the Property Maintenance Code to perform this BMP; both ordinances are included in Appendix C for your reference. The City of Peachtree Corners is a Local Issuing Authority (LIA) a copy the letter from Georgia DNR is include in Appendix C.
- 2. Measurable goal(s):** Adopt the Construction Site Waste Ordinance and continue to evaluate the Soil Erosion, Sedimentation and Pollution Control Ordinance to ensure that they meet or exceed the minimum requirements of the State's Model Ordinance.
- 3. Documentation to be submitted with each annual report:** If any changes are made to the adopted ordinances or if new ordinances are adopted, they will be submitted with the subsequent year's annual report.
- 4. Schedule:**
 - a. Interim milestone dates (if applicable):** N/A
 - b. Implementation date (if applicable):** May 7, 2013
 - c. Frequency of actions (if applicable):** As needed
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** Community Development Director and the Public Works Director of the City of Peachtree Corners. The Community Development Department works in conjunction with the Public Works Department to issue permits for developments and ensure compliance with the Ordinances during construction.
- 7. Rationale for choosing BMP and setting measurable goal(s):** The Soil Erosion, Sedimentation and Pollution Control Ordinance, Construction Waste provides the regulations that reduce construction activity pollutants from entering adjacent properties, right of way and waters of the State. The City has implemented the Erosion and Sediment Control Ordinance and the Property Maintenance Code, to ensure that any identified non-compliant project sites are fixed or appropriate enforcement action is taken.

7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Through enforcement of land disturbance activities, construction sites will handle and dispose of waste materials properly. The adopted ordinances give the City enforcement powers during the construction process to ensure construction site waste is properly taken care of or provide support in court actions against non-compliant developments, which ultimately lead to compliance or stop work.

MCM 4 - Construction Site Stormwater Runoff Control

See Table 4.2.4(b) Construction Site Stormwater Runoff Control - Best Management Practices

Best Management Practice (BMP) #4.2 Site Plan Review Procedures

1. **Description of BMP:** The City of Peachtree Corners reviews erosion and sedimentation site plans submitted for land disturbing activity permits for sites within the city limits. A land disturbance permit will not be issued without an approved sediment and erosion control plan. The City of Peachtree Corners has effective plan review procedures in place performed by Level II Certified Plan Reviewers. See Appendix D Site Plan Reviews, for the following documents:
 - Development Handbook
 - Erosion and Sediment Control Checklist
 - Local Issuing Authority (LIA) Certification
2. **Measurable goal(s):** The City will review 100% of the site plans submitted for a land disturbance permit within the City during the reporting year. The City will submit the procedures for conducting site plan reviews to EPD for review and approval within the first year of designation. All plans are reviewed for compliance with Federal, State and Local Regulations and Ordinances.
3. **Documentation submitted with each annual report:** The City will submit a list of all site plans received by the City, including the number of site plans reviewed, approved and/or denied during the reporting year. Detailed information will be submitted in the annual report, this will include the type of plan, permit date and any subsequent plan revision dates.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** February 1, 2013
 - c. **Frequency of actions (if applicable):** Continuously
 - d. **Month/Year of each action (if applicable):** Annually
5. **Person (position) responsible for overall management and implementation of the BMP:** The Community Development Director and Public Works Director of the City of Peachtree Corners, work in conjunction to issue permits for new developments and ensure compliance with all ordinances during the site plan review process.
6. **Rationale for choosing BMP and setting measurable goal(s):** The City is performing this effort as part of their responsibility to EPD as a Local Issuing Authority (LIA). The site plan review process allows the City to require compliance with the requirements for issuing a land disturbance permit. This procedure is essential in assuring that proposed construction projects comply with the Erosion and Sediment Control Ordinance.

7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The Land Disturbance Permit (LDP) review process ensures that design plans have been prepared using the appropriate sediment and erosion controls measures. It also allows field modifications be made, if additional measures are required because of site-specific conditions to ensure property BMPs on the site.

MCM 4 - Construction Site Stormwater Runoff Control

See Table 4.2.4(b) Construction Site Stormwater Runoff Control - Best Management Practices

Best Management Practice (BMP) #4.3 Site Construction Inspection Program

- 1. Description of BMP:** The City of Peachtree Corners has a detailed inspection program for all active construction sites within the City that have obtained a land disturbance permit (LDP). Sites are inspected for compliance by way of their approved phased Erosion and Sediment Control Plans. After plan approval, at the preconstruction meeting, the owner/contractor receives an Erosion Control Permit; only the perimeter and initial phased erosion control measures can be installed at this time. Once the installation of the initial phase erosion controls are signed off by the City Inspector, an LDP can be issued. Copies of the permits can be found in Appendix E. Staff inspects all active construction sites weekly for deficiencies; inspection forms are completed for each inspection and filed electronically. The site is inspected after qualifying rainfall events, as well as when any complaints are received for the site. The final site inspection is after site stabilization, at this time as-built certifications are required to ensure that all sediment has been removed from structures and BMPs. See Appendix E for Erosion and Sediment Control Inspection Procedures, Weekly and Monthly Inspection Reports, Qualifying Event, Notice of Violation, and Active LDP Site List.
- 2. Measurable goal(s):** At a minimum in the following inspections will be made of all active construction sites. An initial inspection following the installation of phase I controls on the site before the issuance of the full LDP, weekly inspections for all active construction sites under normal conditions, inspections within 24 hours of a rain event that is greater than 0.5 inch and when a complaint is received from the public. Final inspections are completed after final stabilization. Any contractor that continues to underperform will be inspected more frequently, to deficiencies before the downstream is affected and issue violations to ensure immediate compliance.
- 3. Documentation submitted with each annual report:** The City will provide a list of active construction sites and any erosion and sediment control inspections conducted during the reporting period, including all enforcement actions taken.
- 4. Schedule:**

 - a. Interim milestone dates (if applicable):** N/A
 - b. Implementation date (if applicable):** February 1, 2013
 - c. Frequency of actions (if applicable):** Weekly
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** The Community Development Director and Public Works Director of the City of Peachtree Corners, work in conjunction to issue permits for new developments and ensure compliance with all ordinances during construction.

- 6. Rationale for choosing BMP and setting measurable goal(s):** This procedure is essential in insuring that active construction sites remain in compliance with the Erosion and Sediment Control Ordinance. The City is required, as part of the responsibility as a Local Issuing Authority (LIA) under the State of Georgia's Erosion and Sedimentation Control Act, to safeguard the water quality of the streams, rivers and lakes.

- 7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By inspecting project BMPs, this ensures property installation and maintained, which results in a reduction of pollutants from entering the waters of the State. Weekly inspection of all active construction sites are inspected weekly, at a minimum. Violations or deficiencies identified and the appropriate enforcements procedures are followed to ensure prompt repairs.

MCM 4 - Construction Site Stormwater Runoff Control

See Table 4.2.4(b) Construction Site Stormwater Runoff Control - Best Management Practices

Best Management Practice (BMP) #4.4 Enforcement Procedures for Erosion and Sediment Control Violations

1. **Description of BMP:** The City maintains ordinances that provide legal enforcement authority to address any constructed related violations. If a violation of the City ordinance is found, then appropriate enforcement action is taken, which may include a verbal warning, written warning, stop work order, etc. All violations will be investigated and resolutions will be recorded. See Appendix N for Site Enforcement Procedures.
2. **Measurable goal(s):** The City will inspect, respond, and document 100% of the erosion and sediment control violations during the reporting period.
3. **Documentation to be submitted with each annual report:** The City will provide a summary of erosion and sediment control violations, any enforcement actions taken, including number and type of violation and the status of the violation in each annual report. Violations will including verbal warnings, written warnings, stop work orders, etc. and when their status was corrected, including pending items.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** February 1, 2013
 - c. **Frequency of actions (if applicable):** Ongoing
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director and the Public Works Director of the City of Peachtree Corners. The Community Development Department works in conjunction with the Public Works Department to issue permits for developments and ensure compliance with the Ordinances during construction.
6. **Rationale for choosing BMP and setting measurable goal(s):** The City is performing this effort as part of its responsibility as a Local Issuing Authority (LIA) under the State of Georgia's Erosion and Sedimentation Control Act.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The enforcement procedures are effective when all enforcement actions result in compliant control measures.

MCM 4 - Construction Site Stormwater Runoff Control

See Table 4.2.4(b) Construction Site Stormwater Runoff Control - Best Management Practices

Best Management Practice (BMP) #4.5 Erosion and Sediment Control Complaint Response

1. **Description of BMP:** Anyone can submit erosion and sediment control complaints verbally or in writing to the Public Works Department. Each complaint is electronically logged into the filing system, investigated and the results documented. The City has staff available 24 hours per day to receive complaints either by telephone or online with our complaint system. See Appendix F for Complaint Form and Fix It App information for filing complaints.
2. **Measurable goal(s):** The City will respond and document 100% of the erosion and sediment control complaints received during the reporting period.
3. **Documentation to be submitted with each annual report:** The City will provide a summary of the erosion and sediment control complaints received, including complaint date, type of complaint and status in each annual report.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** February 1, 2013
 - c. **Frequency of actions (if applicable):** Ongoing
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director and the Public Works Director of the City of Peachtree Corners. The Community Development Department works in conjunction with the Public Works Department to issue permits for developments and ensure compliance with the Ordinances during construction.
6. **Rationale for choosing BMP and setting measurable goal(s):** The City is performing this effort as part of its responsibility as a Local Issuing Authority (LIA) under the State of Georgia's Erosion and Sedimentation Control Act.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Citizens are provided a way to make a complaint, either anonymously and publically to the City. All issues found to be legitimate after field investigations will be resolved.

MCM 4 - Construction Site Stormwater Runoff Control

See Table 4.2.4(b) Construction Site Stormwater Runoff Control - Best Management Practices

Best Management Practice (BMP) #4.6 Erosion and Sediment Control Certifications

1. **Description of BMP:** The City MS4 staff involved in construction activities subject to Construction General Permits (CGPs) are trained and certified in accordance with the rules adopted by the Georgia Soil and Water Conservation Commission (GASWCC) including site inspection and enforcement of control measures a list of Certified Staff can be found in Appendix F
2. **Measurable goal(s):** The City will ensure that all MS4 staff involved in construction activities are trained and certified in accordance with the rules adopted by the GASWCC. All plan reviewers, inspectors and managers will maintain all required current certifications.
3. **Documentation to be submitted with each annual report:** The City will provide the number and type of current certifications held by MS4 staff in each annual report. A staff listing by position and certification will be submitted annually to ensure compliance; the report will specifically document any changes in staff and/or changes in certification.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** 2013
 - c. **Frequency of actions (if applicable):** Every two years
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director and the Public Works Director of the City of Peachtree Corners. The Community Development Department works in conjunction with the Public Works Department to issue permits for developments and ensure compliance with all ordinances and regulations during construction.
6. **Rationale for choosing BMP and setting measurable goal(s):** The City is performing this effort as part of its responsibility as a Local Issuing Authority (LIA) under the State of Georgia's Erosion and Sedimentation Control Act.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The certification requirement is effective when all personnel who work directly with construction activity and enforcement have completed the certification process and maintain active status. This means all inspectors are properly trained to identify areas for correction.

Stormwater Management Program - Minimum Control Measure #5

Post-Construction Stormwater Management in New Development and Redevelopment

40 CFR Part 122.34(b)(5) Requirement: The permittee must develop, implement, and enforce a program to address Stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into your small MS4. The program must ensure that controls are in place that would prevent or minimize water quality impacts. You must:

- A. Develop and implement strategies which include a combination of structural and/or non-structural best management practices (BMPs) appropriate for your community;
- B. Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State and local law; and
- C. Ensure adequate long-term operation and maintenance of BMPs.

Requirements from the MS4 Permit No. GAG610000:

4.2.5.1 Stormwater Design Manual

- a. GSMM – The permittee must implement either the latest Georgia Stormwater Management Manual (GSMM) or an equivalent local design manual, which must include the performance standards listed below;
 - i. Applicability
 1. New development that creates or adds 5,000 square feet or greater of new impervious surface area, or that involves land disturbing activity of 1 acre or greater.
 2. Redevelopment that creates or adds 5,000 square feet or greater of new impervious surface area, or that involves land disturbing activity of 1 acre or more.
 - ii. Performance Standards - The permittee must ensure that the following minimum standards are implemented where practicable during the site plan preparation process.
 1. Stormwater Runoff Quality/Reduction – All stormwater runoff shall be adequately treated prior to discharge. The stormwater management system shall be designed to remove 80% of the average annual post-development total suspended solids (TSS) load or equivalent as defined in the GSMM or in the equivalent manual. Compliance with this performance standard is presumed to be met if the stormwater management system is sized to capture and treat the water quality treatment volume, which is defined as the runoff volume resulting for the first 1.2 inches of rainfall from a site.
 2. Stream Channel/Aquatic Resource Protection – Stream channel and/or aquatic resource protection shall be provided by using the following approaches: 1) 24-hour extended detention storage of the 1-year, 24-hour return frequency storm event; 2) erosion prevention measures such as energy dissipation and velocity control; and 3) preservation of the applicable stream buffer.

3. Overbank Flood Protection – Downstream overbank flood protection shall be provided by controlling the post-development peak discharge rate to the predevelopment rate for the 25-year, 24-hour storm event.

4. Extreme Flood Protection – Extreme flood protection shall be provided by controlling the 100-year, 24-hour storm event such that flooding is not exacerbated.

4.2.5.2 Green Infrastructure/Low Impact Development (GI/LID)

Ordinance Review – EPD encourages the used of GI/LID practices and approaches on both new and redeveloped sites. The permittee shall continue to review and revise, where necessary, building codes, ordinances, and other regulations to ensure they do not prohibit or impede the used of GI/LID practices, including infiltration, reuse, and evapotranspiration. At a minimum, the permittee shall assess those regulations governing road design and parking requirements. During the review, the permittee should consider the inclusion of incentives for use of GI/LID practices into the regulatory documents.

See Table 4.2.5(b) of the Permit

BMPs	Measurable Goals
1) Legal Authority	1.a. Develop and adopt a post-construction ordinance that includes the adoption of the GSMM or a local design manual. Submit a copy of the adopted ordinance to EPD within one year of designation with that year’s annual report.
2) Inventory	<p>2.a. Develop an inventory of all publicly owned post-construction stormwater management structures (e.g. detention/retention ponds, water quality vaults, infiltration structures) and those privately owned structures designed after the adoption of the GSMM. The inventory shall include information on the number and type of structures, and ownership (i.e. publicly owned, privately owned). The SWMP must include a schedule for completing the inventory with a completion date of no later than 3 years following designation. The completed inventory must be submitted to EPD with the first annual report following completion.</p> <p>2.b. Provide the status of the inventory development and/or update of the inventory in each annual report.</p> <p>2.c. After completion of the initial outfall inventory, update the inventory as new structures are completed or additional structures are identified. Provide an updated inventory of post-construction stormwater management structures, including those structures added during the reporting period in each subsequent annual report.</p>

BMPs	Measurable Goals
3. Inspection Program	<p>3.a. Develop an inspection program and provide details in the SWMP. The program must include a schedule for conducting inspections on all post-construction Stormwater management structures included on the inventory required in BMP #2 above, so that 100% of the structures are inspected within a 5-year period. Submit the program to EPD for review and approval no later than 3 years following designation with that year's annual report.</p> <p>3.b. Conduct inspections in accordance with the approved program contained in the SWMP. Provide documentation of the inspection conducted during the reporting period in each annual report.</p>
4. Maintenance Program	<p>4.a. Develop a long-term operation and maintenance program for post-construction Stormwater management structures. At a minimum, the program must address all publicly owned structures and those privately owned structures with construction completed after the date of designation. Submit the program to EPD for review and approval no later than 3 years following designation with that year's annual report.</p> <p>4.b. Upon approval by EPD, implement the long-term operation and maintenance program of post-construction stormwater management structures. The maintenance may be performed by the permittee or by the owner/operator of the structure.</p> <p>4.b.1. For publicly owned structures, provide a list of structures maintained and the type of maintenance performed, including documentation of maintenance activities performed during the reporting period with each annual report.</p> <p>4.b.2. For privately owned structures with construction completed after the date of designation, the permittee must either conduct maintenance or require maintenance agreements. If maintenance is to be performed by an owner/operator in accordance with a maintenance agreement, the permittee must submit a summary list of finalized maintenance agreements with the first annual report following program implementation. Any maintenance agreements executed during subsequent reporting periods should be added to the summary list and submitted with each annual report. The total number of executed maintenance agreements must be provided in each annual report.</p>

BMPs	Measurable Goals
5. GI/LID Structures	<p>5.a. Develop an inventory of water quality-related GI/LID structures located within the permitted area and at a minimum, constructed after the date of designation, including the total number of each type of structure, e.g. bioswales, pervious pavement, rain gardens, cisterns, and green roofs. Provide the inventory within one year of designation with that year’s annual report.</p> <p>5.b. Track the addition of new water quality-related GI/LID structures through the plan review process and ensure the structures area added to the inventory. Provide an updated inventory, including those structures added during the reporting period, in subsequent annual reports.</p>

MCM 5 - Post-Construction Stormwater Management in New Development and Redevelopment

See Table 4.2.5(b) (1), Legal Authority - Best Management Practices

Best Management Practice (BMP) #5.1 Legal Authority – Post Construction Ordinance

- 1. Description of BMP:** The City of Peachtree Corners has adopted Development Regulations to address post-construction runoff from new development and redevelopment projects to the extent allowable under State and local law. See Appendix G for a copy of the City's Peachtree Corners Development Regulations, Gwinnett County Stormwater Manual (SSFISS), the Post Construction Stormwater Ordinance and the Stream Buffer Protection Ordinance.
- 2. Measurable goal(s):** The City will evaluate the existing stormwater ordinances that we currently use, and if necessary, modify the ordinance and submit to EPD for review and approval within one year of designation or with our first annual report.
- 3. Documentation to be submitted with each annual report:** If the current ordinances are revised during the reporting period, the City will provide a copy of the adopted ordinance with the annual report or if any new ordinances are drafted, they the City they will be submitted with that year's annual report.
- 4. Schedule:**
 - a. Interim milestone dates (if applicable):** NA
 - b. Implementation date (if applicable):** February 2013
 - c. Frequency of actions (if applicable):** As necessary
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** The Public Works Director for the City of Peachtree Corners.
- 6. Rationale for choosing BMP and setting measurable goal(s):** As the rate of imperviousness increases across the City, there is an increase in stormwater volume downstream and a degradation of water quality. The ordinances that are in place help to reduce the harm to the lakes, rivers and streams. The Post Construction Stormwater Management Regulations will mitigate the impacts of new developments on the watershed, these practices will help treat, store and promote infiltration of runoff before it can affect the downstream water bodies.
- 7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Through enforcement of the stormwater ordinances, the city will be able to ensure that the post construction stormwater is being handled properly.

MCM 5 - Post-Construction Stormwater Management in New Development and Redevelopment

See Table 4.2.5(b) (2), BMP Inventory - Best Management Practices

Best Management Practice (BMP) #5.2 BMP Inventory

- 1. Description of BMP:** The City will create an inventory of all publically owned post – construction stormwater management structures (e.g. detention/retention ponds, water quality vaults, infiltration structures) and all privately owned BMPs constructed since February 2013, the adoption of the City’s Development Regulations (e.g. new structures). The inventory shall include information on the number and type of structures, and ownership (e.g. publically owned or privately owned). A BMP Inventory List can be found in Appendix H along with copies of each of the Maintenance Agreements.
- 2. Measurable goal(s):** The City will complete the inventory of all publically owned post construction structures and all privately owned structures that were designed after the adoption of the development Regulations. The completed inventory will be submitted to EPD with the first annual report following completion. Each subsequent annual report will include any updates to the inventory that occurred during that reporting year.
- 3. Documentation to be submitted with each annual report:** Provide the status of the inventory development and/or update of the inventory in each year’s annual report. After completion of the initial inventory, update the inventory as new structures are completed or additional structures are identified.
- 4. Schedule:**
 - a. Interim milestone dates (if applicable):** February 2016
 - b. Implementation date (if applicable):** February 2017
 - c. Frequency of actions (if applicable):** As needed
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** Community Development Director and the Public Works Director of the City of Peachtree Corners.
- 6. Rationale for choosing BMP and setting measurable goal(s):** It is important to maintain the post-construction information to identify problems that arise and maintain property function.
- 7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By having accurate information, the City can quickly respond and take the necessary steps to ensure proper function of the post-construction structures.

MCM 5 - Post-Construction Stormwater Management in New Development and Redevelopment

See Table 4.2.5(b) (3), BMP Inspection Program - Best Management Practices

Best Management Practice (BMP) #5.3 BMP Inspection Program

- 1. Description of BMP:** The City will create an inspection program that will include a schedule for conducting inspections on all post-construction stormwater management structures within the City. The City will inspect all publically and privately maintained post-construction stormwater management structures, so that 100% are inspected within the 5-year period. Each inspection will be documented and if maintenance and/or repairs are needed, the owner will be notified. See Appendix I Inspection Program and City Inspection Forms.
- 2. Measurable goal(s):** The City will inspect 20% of all post-construction stormwater management structures during the reporting year to ensure that 100% are inspected within the 5-year period.
- 3. Documentation submitted with each annual report:** The inspection program will be included within the annual report, which will include a summary table of the inspections completed, the detailed reports, and a summary listing of enforcement actions.
- 4. Schedule:**
 - a. Interim milestone dates (if applicable):** N/A.
 - b. Implementation date (if applicable):** February 2013
 - c. Frequency of actions (if applicable):** Annually
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
- 6. Rationale for choosing BMP and setting measurable goal(s):** Routine inspections help prevent potential nuisances, reduce the need for repair maintenance, and reduce the change of polluting stormwater runoff by finding and fixing the problems, this is essential to protection of the water quality.
- 7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By inspection each facility on a routine basis, this will help ensure that they are being maintained, functioning properly, and if any deficiencies are found, they can be addressed in a timely manner.

MCM 5 - Post-Construction Stormwater Management in New Development and Redevelopment

Table 4.2.5(b) (4), BMP Maintenance Program - Best Management Practices

Best Management Practice (BMP) 5.4 BMP Maintenance Program

1. **Description of BMP:** The City will implement a long-term operation and maintenance program for post-construction stormwater management structures. At a minimum, the maintenance program must address all publically owned structures and those privately owned structures with construction completed after the effective date of the permit, which is January 2015. For information, see Appendix I Maintenance Program.
2. **Measurable goal(s):** Within three (3) years of the date of designation or before July 1, 2017, the City will submit a long-term operation and maintenance program for the post-construction structures, which will be submitted to EPD for review and approval. The City will document maintenance, as needed, on both public and private ponds to ensure proper function during the reporting period.
3. **Documentation to be submitted with each annual report:** The City will provide the pond inventory, ownership, and maintenance activities and/or maintenance agreement during the reporting period in each annual report, to include:

Publically-Owned Ponds – The City will provide a list of ponds maintained and the type of maintenance performed, including documentation of maintenance activities performed.

Privately-Owned Ponds – The City will provide a list of structures/ponds and will note what maintenance is to be performed by the owner/operator in accordance with the maintenance agreement. The City will retain copies of all maintenance agreements. See Appendix I for a copy of a BMP Facility Maintenance Agreement.

4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A.
 - b. **Implementation date (if applicable):** July 1, 2017
 - c. **Frequency of actions (if applicable):** Annually
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)

6. **Rationale for choosing BMP and setting measurable goal(s):** Routine maintenance helps prevent the potential nuisances, reduces the need for repair maintenance and reduces the chance of polluting stormwater runoff by finding and fixing problems.

7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By performing systematic maintenance, this will help to ensure the structure is functioning properly and minimize health and safety issues, property damage, etc.

MCM 5 - Post-Construction Stormwater Management in New Development and Redevelopment

See Table 4.2.5(b) (5), GI/LID Structure Inventory - Best Management Practices

Best Management Practice (BMP) #5.5 Green Infrastructure/Low Impact Development (GI/LID) Structure Inventory

- 1. Description of BMP:** The City will develop and maintain an inventory of water quality related GI/LID structures located within the permitted area and at a minimum, constructed after the effective date of the permit. The City will complete the Inventory within one (1) year of designation, or before July 1, 2015. The Inventory shall include total number of each structure (e.g. bioswales, pervious pavement, rain gardens, cisterns, and green roofs) as of March 12, 2015; no GI/LID structures have been constructed.
- 2. Measurable goal(s):** The City will provide the inventory and document each GI/LID structure within the first year of designation or before July 1, 2015. Once the initial inventory has been completed, the City will document each GI/LID structure constructed during the reporting period.
- 3. Documentation to be submitted with each annual report:** The City will provide the GI/LID inventory within one year of designation, which will include the total number of each type of structure (e.g. bioswales, pervious pavement, rain gardens, cisterns, and green roofs) in each annual report. Any updates to inventory will be submitted each year with the associated annual report.
- 4. Schedule:**
 - a. Interim milestone dates (if applicable):** N/A.
 - b. Implementation date (if applicable):** January 2015
 - c. Frequency of actions (if applicable):** Annually
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
- 6. Rationale for choosing BMP and setting measurable goal(s):** Green infrastructure and low impact development is an approach that communities can choose to maintain healthy waters and provide multiple environmental benefits.
- 7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By incorporating natural process into the built environment, the overall stormwater management can be improved.

MCM 5 - Post-Construction Stormwater Management in New Development and Redevelopment

See Table 4.2.5(b) (6), GI/LID Ordinance Evaluation - Best Management Practices

Best Management Practice (BMP) #5.6 Green Infrastructure/Low Impact (GI/LID) Ordinance Evaluation

- 1. Description of BMP:** The City will review and revise, where necessary, building codes, ordinances, and other regulations, to ensure they do not prohibit or impede the use of GI/LID practices, including infiltration, reuse, and evapotranspiration. At a minimum, the city shall assess the regulations governing road design and parking requirements. The City is working to complete the Code of Ordinance Work Sheets, which will be submitted to EPD for review. A blank copy of the Code of Ordinance Work Sheets can be found in Appendix J.
- 2. Measurable goal(s):** The City will review the current ordinances and regulations that are in place to determine if additional regulations are required or if modifications need to be made ensure they do not prohibit or impede the use of GI\LID. The Code of Ordinances Work Sheets will be submitted within the first year of designation. The City will submit any proposed revisions for review and approval before December of 2016. All Ordinance revisions will be completed and adopted within four (4) years of designation.
- 3. Documentation to be submitted with each annual report:** The City will provide a written report to EPD with an evaluation of existing ordinances and regulations. If any modifications are required, they will be documented and submitted yearly with the annual report.
- 4. Schedule:**
 - a. Interim milestone dates (if applicable):** N/A
 - b. Implementation date (if applicable):** December 2017
 - c. Frequency of actions (if applicable):** Annually
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** Community Development Director and the Public Works Director of the City of Peachtree Corners. The Community Development Department works in conjunction with the Public Works Department to issue permits for developments and ensure compliance with the Ordinances during construction.
- 6. Rationale for choosing BMP and setting measurable goal(s):** Removing obstacles to the city codes, ordinances, and regulations will encourage the inclusion of GI/LID practices in development and redevelopment projects, which will maintain healthy waters and provide multiple environmental benefits.

7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By incorporating natural processes into the built environment, stormwater management can be improved significantly; this can be evaluated in future permit cycles by water quality testing.

Stormwater Management Program - Minimum Control Measure 6

Pollution Prevention/Good Housekeeping for Municipal Operations

40 CFR Part 122.34(b) (6) Requirement: The permittee must develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Your program must include employee training to prevent and reduce Stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and Stormwater system maintenance.

See Table 4.2.6(b) of the Permit

BMPs	Measurable Goals
1. MS4 Control Structure Inventory and Map	<p>1.a. Develop an inventory and map of the MS4 control structures. At a minimum, the inventory and map must include catch basins, ditches (miles or linear feet), detention/retention ponds, and storm drain lines (miles or linear feet). Submit the completed inventory and map with the annual report following inventory and map completion, but no later than 4 years from the date of designation.</p> <p>1.b. Upon completion of the inventory and map, update the inventory and map as necessary. Provide the number of structures added during the reporting period and the total number of structures in each annual report.</p>
2. MS4 Inspection Program	<p>2.a. Develop an inspection program and provide details in the SWMP. The program must include a schedule for conducting inspections of the MS4 control structures so that 100% of the structures are inspected within a 5-year period. Submit the program to EPD for review and approval with the SWMP.</p> <p>2.b. Upon EPD approval, begin implementing the inspection program. The MS4 inspections may performed during mapping of the system or in accordance with the schedule contained in the approved inspection program. Provide the number and percentage of structures inspected during the reporting period in each annual report.</p>
3. MS4 Maintenance Program	<p>3.a. Develop a storm sewer system maintenance program specifying such things as prioritization, factors determining the need for maintenance, etc. Submit the program to EPD for review and approval with the first annual report following designation.</p> <p>3.b. Upon EPD approval, implement the maintenance program for MS4 control structures. Provide the number of each type of structure maintained during the reporting period in each annual report.</p>

BMPs	Measurable Goals
4. Street and Parking Lot Cleaning	<p>4.a. Develop street and parking lot cleaning procedures. The procedures may address the use of a street sweeper, trash/litter removal, or another method. Submit the procedures to EPD for review and approval with the first annual report following designation.</p> <p>4.b. Upon EPD approval, implement the street and parking lot cleaning procedures. Provide documentation of the litter removal activities conducted during the reporting period in each annual report.</p>
5. Employee Training	<p>5.a. Develop an employee-training program and submit the program to EPD for review and approval with the SWMP.</p> <p>5.b. Upon EPD approval, implement the employee-training program. Provide documentation of the educational activities conducted during the reporting period in each annual report.</p>
6. Waste Disposal	<p>6.a. Develop procedures for the proper disposal of waste removed from the MS4. Submit the procedures to EPD for review and approval with the SWMP.</p> <p>6.b. Upon EPD approval, implement procedures regarding the proper disposal of waste removed from the MS4. Provide documentation of activities performed during the reporting period in each annual report.</p>
7. New Flood Management Projects	<p>7.a. Develop procedures for ensuring proposed flood management projects are assessed for water quality impacts during the design phase. Submit the procedures to EPD for review and approval with the SWMP.</p> <p>7.b. Upon EPD approval, implement the procedures. Provide the number of plans reviewed where flood management projects were assessed for water quality impacts during the reporting period in each annual report.</p>
8. Existing Flood Management Projects	<p>8.a. Develop procedures for assessing existing flood management projects for retrofitting to address water quality impacts. Submit the procedures to EPD for review and approval with the first annual report following designation.</p> <p>8.b. Upon EPD approval, implement the approved procedures. Provide information on any assessment activities conducted during the reporting period in each annual report.</p>

BMPs	Measurable Goals
9. Municipal Facilities	<p>9.a. Develop an inventory of municipal facilities with the potential to cause pollution. The inventory must be submitted to EPD within one (1) year of designation with that year’s annual report. The inventory must be updated annually and shall be submitted with each subsequent annual report.</p> <p>9.b. Develop inspection procedures. Submit the procedures to EPD for review and approval within one year of designation with that year’s annual report.</p> <p>9.c. Upon EPD approval, implement the inspection procedures. Conduct inspections on 100% of the municipal facilities within the 5-year permit term in accordance with the approved procedures. Provide documentation of the inspections conducted during the reporting period in each annual report.</p>

MCM 6 - Pollution Prevention/Good Housekeeping For Municipal Operations

See Table 4.2.6(b) (2), MS4 Control Structure Inventory and Map - Best Management Practices

Best Management Practice (BMP) #6.1 MS4 Control Structure Inventory and Map

1. **Description of BMP:** This City will develop an inventory and map of the MS4 control structures. At a minimum, the inventory and map will include catch basins, ditches, detention ponds, retention ponds, and storm drain lines. Please refer to Appendix K for the most up to date inventory of the following structures, outfalls, catch basins, ditches, and pipes, within the City of Peachtree Corners, the pond inventory and the mapping of all the inventory has not yet been completed, it will be submitted within the first year of designation.
2. **Measurable goal(s):** The City will submit a complete MS4 control structure inventory and map to include all new structures that are added during the reporting period. Once this is completed, the City will submit updates and revisions with each year's annual report.
3. **Documentation to be submitted with each annual report:** Updated MS4 Inventory Lists will be submitted with all future annual reports. These lists will include the number of catch basins, ditches, storm drain lines, and detention/retention ponds (privately owned and publicly owned) added during the reporting year, along with the total number of catch basins, ditches, storm drain lines, and detention/retention ponds (privately owned and publicly owned).
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2015
 - c. **Frequency of actions (if applicable):** Annually
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
6. **Rationale for choosing BMP and setting measurable goal(s):** Due to the complexity and age of the stormwater system, it is importance to have it mapped for the overall function, which is dependent on inspection, maintenance and familiarity of the system. This will allow the city to effectively manage the publicly owned stormwater system.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By keeping the stormwater infrastructure up-to-date and digitally available, this will allow for improved maintenance records and management of the system as it continues to grow and change.

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See Table 4.2.6(b) (2), MS4 Inspection Program - Best Management Practices

Best Management Practice (BMP) #6.2 MS4 Inspection Program

1. **Description of BMP:** The City conducts inspections on the MS4 control structures (e.g. catch basins, ditches, ponds and storm pipes) so that 100% are inspected within the 5-year period. Each inspection is documented and tracked using GIS technology, where applicable. See Appendix K for Inspection Forms.
2. **Measurable goal(s):** Inspections of the MS4 control structures (catch basins, ditches, pipes, ponds, etc.) will be completed on a rotating five (5) year schedule, the City will inspect on average 20% of the MS4 control structures (catch basins, ditches, pipes, ponds etc.) during the reporting period.
3. **Documentation to be submitted with each annual report:** The City will provide the number and percentage of MS4 control structures inspected during the reporting year in each annual report.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A.
 - b. **Implementation date (if applicable):** January 2014
 - c. **Frequency of actions (if applicable):** Continuously
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
6. **Rationale for choosing BMP and setting measurable goal(s):** Periodic inspections of the MS4 control structures help prevent potential nuisances, reduce the need for repair, maintenance, and reduce the chance of polluting stormwater runoff by finding and fixing problems.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By inspecting MS4 control structures on a routine basis, this will help to ensure the MS4 control structures are being properly maintained, functioning, and if there are any deficiencies are found and maintenance or repairs can be addressed in a timely manner.

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See Table 4.2.6(b) (3), MS4 Maintenance Program - Best Management Practices

Best Management Practice (BMP) #6.3 MS4 Maintenance Program

- 1. Description of BMP:** The City will conduct maintenance on the MS4 control structures (catch basins, ditches, ponds and storm pipes) within the city limits, so that 100% of the structures receive an inspection and any required maintenance within the 5-year period. A draft copy of the maintenance procedures can be found in Appendix K; this includes inspection, maintenance and waste procedures. The City is currently utilizing Gwinnett County to perform the maintenance on the City's MS4 control structures as well as a private contractor, which is completing maintenance of the city right-of-ways. At the time of preparing this document, our current contracts and agreements do not include the specifics of the maintenance program; however, we are currently working to revise the agreement with the Contractor as well as implementing a revised IGA with the County. The revised IGA will include the specifics to comply with the permit requirements. All information including the inspection forms, which may include photos and a condition report and any required maintenance that was performed will be documented and tracked electronically.
- 2. Measurable goal(s):** The City will perform maintenance as needed on the publically owned MS4 control structures. Through inspections, the subsequent maintenance information and the condition of each structure will be documented each year, as new inspections are completed, the City will be able to update condition ratings, which can be used to complete a list of structures that need to be repaired or replaced on a schedule that can be managed with funding availability.
- 3. Documentation to be submitted with each annual report:** The City will provide information on all the maintenance, repairs or replacement of structures that were completed during the reporting year; this will include; the number of each type of structure (catch basins, ditches, ponds and storm drainpipes) and the maintenance that was performed. This includes repairs, replacements or additional inspections that might have occurred from the project.
- 4. Schedule:**
 - a. Interim milestone dates (if applicable):** N/A.
 - b. Implementation date (if applicable):** January 2014
 - c. Frequency of actions (if applicable):** Continuously
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)

- 6. Rationale for choosing BMP and setting measurable goal(s):** Routine maintenance of the catch basins, ponds, ditches, and storm pipes helps to prevent potential nuisances, significant repairs and reduces the chance of polluting stormwater runoff by finding and fixing problems. MS4 structures and facilities allow the City to manage and enhance the publicly owned stormwater system.

- 7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By performing regular repairs on the MS4 structures, this will help maintain the proper operation of the complete system and will also reducing the amount of debris reaching the waters of the State.

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See Table 4.2.6(b) (4), Street Cleaning and Parking Lot Cleaning - Best Management Practices

Best Management Practice (BMP) #6.4 Street Cleaning and Parking Lot Cleaning

- 1. Description of BMP:** The City of Peachtree Corners will develop a street and parking lot cleaning procedures. The procedures may address the use of a street sweeper, trash/litter removal and/or other effective methods.
- 2. Measurable goal(s):** The City will submit procedures to EPD for review and approval with our first annual report following designation. These procedures will include a minimum number, miles or area, to be cleaned each reporting year. Any subsequent year changes to the procedures will be submitted with that annual report.
- 3. Documentation to be submitted with each annual report:** The City will submit the procedures within the first year and will provide the total amount of cleaning that was completed each year in that year's annual report.
- 4. Schedule:**
 - a. Interim milestone dates (if applicable):** N/A.
 - b. Implementation date (if applicable):** July 2015
 - c. Frequency of actions (if applicable):** As weather permits
 - d. Month/Year of each action (if applicable):** N/A
- 5. Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
- 6. Rationale for choosing BMP and setting measurable goal(s):** By removing debris from the streets and enforcing property maintenance of parking lots, this will improve the safety along the roads and reduce the amount of pollutants and debris that enter the waterways through catch basins, storm pipes and structures.
- 7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Reducing the amount of litter and debris that is being deposited into the MS4 system will help to increase the water quality in the local streams and in the water of the State.

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See Table 4.2.6(b) (5), Employee Training - Best Management Practices

Best Management Practice (BMP) #6.5 Employee Training

1. **Description of BMP:** Employees will be provided educational opportunities on the importance of stormwater management and pollution prevention, this could be done through, email, online training, classroom training, workshops, etc.
2. **Measurable goal(s):** The City will host at least one (1) training session per reporting year with municipal employees and will send out emails or provide education to the employees at least three times a year.
3. **Documentation to be submitted with each annual report:** The City will provide documentation on the education information that is shared, copies of the agenda, sign-in sheet, and any relevant printed materials (e.g. power point presentation) will be included in each annual report
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A
 - b. **Implementation date (if applicable):** January 2015
 - c. **Frequency of actions (if applicable):** Various
 - d. **Month/Year of each action (if applicable):** NA
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
6. **Rationale for choosing BMP and setting measurable goal(s):** By training municipal employees in this way, topics and examples relevant to the local jurisdiction can be showcased during the training sessions. Employees will have an increased awareness on illicit discharges, dumping and spills so they can recognize, change and report issues.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The City will track all employee training progress throughout the permit cycle. This is the most important aspect of pollution prevention and good housekeeping.

MCM 6 - Pollution Prevention/Good Housekeeping For Municipal Operations

See Table 4.2.6(b) (6), Waste Disposal - Best Management Practices

Best Management Practice (BMP) #6.6 Waste Disposal

1. **Description of BMP:** The City will develop proper waste disposal procedures for all debris removed from the MS4, which will include the removal of debris from catch basins and other structures during street cleaning and other maintenance activities performed within the MS4. A copy of the maintenance procedures is attached in Appendix K; this includes inspection, maintenance and waste procedures. The City is currently utilizing Gwinnett County to perform the maintenance of our MS4, which includes disposal, we do not have landfill information at this time, as they collect waste from several municipalities as well as their own facilities, and it would be difficult to trace our waste material. The City also utilizes a contractor to perform maintenance of the city right of ways, at the time of preparing this document; our current contract with both entities does not specify a landfill. The City will update our existing agreements, with both the County and the contractor, to reach compliance with the permit requirements. The City has not yet adopted waste disposal procedures, however procedures will be submitted to EPD for review and approval before August of 15, 2015.
2. **Measurable goal(s):** The City will submit Waste Disposal Procedures on or before August 15, 2015 and will follow those waste disposal procedures when debris is removed from the MS4 during the reporting period.
3. **Documentation to be submitted with each annual report:** The City will provide the total number of structures cleaned in each annual report, and a spreadsheet noting the number of work orders for removal of debris from the MS4 that occurred in the City of Peachtree Corners.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A.
 - b. **Implementation date (if applicable):** 2015 - Develop Procedures
 - c. **Frequency of actions (if applicable):** Continuously
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
6. **Rationale for choosing BMP and setting measurable goal(s):** The cleaning and removal of debris from the MS4 will reduce the amount of pollutants and trash from entering the waters of the State.

7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The City will document all MS4 inspections, maintenance and cleanings and the amount of debris removed from the City's MS4 system and disposed of in a proper manner.

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See Table 4.2.6(b) (7), New Flood Management Projects - Best Management Practices

Best Management Practice (BMP) #6.7 New Flood Management Projects

1. **Description of BMP:** The City will develop procedures for ensuring proposed flood management projects are assessed for water quality impacts during the design phase and submitted to EPD for review. This evaluation will incorporate appropriate water quality BMPs during the design phase; this will result in the development improving the quality of post construction runoff. See Appendix L for *Flood Management Project Design Checklist and Water Quality Improvement Worksheet Proposed MS4 Facility Form*.
2. **Measurable goal(s):** Continue to ensure new flood management projects (e.g. detention and retention basins) are assessed for water quality impacts, the City will document the plans reviewed where flood management projects were assessed for water quality impacts during the reporting period. Report the number of development or re-development plans that were reviewed each year in the annual report.
3. **Documentation to be submitted with each annual report:** The City will provide the number of plans that were reviewed where flood management projects were assessed for water quality impacts in each annual report.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A.
 - b. **Implementation date (if applicable):** January 2016
 - c. **Frequency of actions (if applicable):** As needed
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director and the Public Works Director of the City of Peachtree Corners. The Community Development Department works in conjunction with the Public Works Department to issue permits for developments and ensure compliance with the Ordinances during construction.
6. **Rationale for choosing BMP and setting measurable goal(s):** To ensure that all proposed flood management projects are design for water quality to prevent further degradation of the waters of the state.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By addressing water quality impacts at the design phase, this will help reduce pollution significantly and provide long-term water quality benefits.

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See Table 4.2.6(b) (8), Existing Flood Management Projects - Best Management Practices

Best Management Practice (BMP) #6.8 Existing Flood Management Projects

1. **Description of BMP:** The City will assess the existing flood management projects for potential retrofitting to address water quality impacts so that 100% are evaluated. This program will systematically assess individual drainage basins/watersheds within the City of Peachtree Corners, to determine conditions within the watershed and the health of the streams within these basins. The goal of this assessment is to develop a plan to improve or repair any damage to habitat and/or water quality that may have been caused by past or current conditions. See Appendix L for *Water Quality Improvement Worksheet: Existing MS4 Facility Form*.
2. **Measurable goal(s):** The City will assess the existing publically owned flood management projects and will continue to incorporate reviews of detention/retention basins as part of the watershed improvement projects.
3. **Documentation to be submitted with each annual report:** The City will provide a summary of the flood management projects assessed in each year's annual report.
4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A.
 - b. **Implementation date (if applicable):** January 2015
 - c. **Frequency of actions (if applicable):** Annually
 - d. **Month/Year of each action (if applicable):** N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)
6. **Rationale for choosing BMP and setting measurable goal(s):** By evaluating existing ponds, we could weigh the expansion of existing functions for a pond that only addresses volume to include water quality and channel protection benefits. All watershed improvements projects will include an assessment of water-quality to make any appropriate retrofits.
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By identifying the ponds that need to be modified and tracking the competition date of the retrofit, this will include an assessment of the water-quality benefits that will be achieved.

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See Table 4.2.6(b) (9), Municipal Facilities - Best Management Practices

Best Management Practice (BMP) #6.9 Municipal Facility Inventory and Inspection Program

1. **Description of BMP:** City of Peachtree Corners will develop and update an inventory of municipal facilities with the potential to cause pollution. The current inventory is zero, however, since the City is new, this number could change and the inspection form is in Appendix M *Municipal Facility Pollution Prevention Plans Inspection*.

Inspection Program

The municipal facilities will be inspected at least once within the five (5) year permit period. All municipal facilities will be listed on the most recent Peachtree Corners municipal facility inventory

At a minimum, an inspection will consist of:

- Review of the file history for the facility prior to inspection.
- Contacting the Facility Management to arrange for the inspection.
- A site visit, which includes a site tour, both inside and outside all buildings. This site tour will concentrate on;
 - educating the facility manager (or appointee)
 - identifying actual or potential pollutant sources(s)
 - discussing potential pollutant source containment and control practices,
 - addressing identifiable discharges, i.e. illicit discharges or illegal connections
 - Discussions concerning good housekeeping, secondary containment, etc.
- Developing a written report, which will include a completed inspection form, an aerial drawing, appropriate pictures, enforcement documents, and notes on any other issues of concern.
- Appropriate educational materials will be provided at the time of the inspection, or as soon as possible thereafter.

Issues of concern will be discussed with the management contact at the time of the inspection. The written report will be provided to the contact after report compilation is completed. Any illicit discharges will be addressed and appropriate enforcement actions taken. Re-inspections will be completed as appropriate to ensure compliance with the Illicit Discharge and Illegal Connection Ordinance, the forms can be found in Appendix M.

2. Measurable goal(s): This BMP consists of two measurable goals:

- a) Inventory List of Municipal Facilities with the Potential to Cause Pollution - This inventory list can be found in Appendix M and it will be updated each year and added to the annual report.
- b) Municipal Facility Inspection Program - Continue to inspect these municipal facilities located within the City of Peachtree Corners. All municipal facilities

located on the most recent Peachtree Corners municipal facility inventory will be inspected at least once within the five-year permit term.

3. **Documentation to be submitted with each annual report:** The Annual Report will include the following documents:
 - a) Inventory List of Municipal Facilities with the Potential to Cause Pollution - This inventory list will be updated each year and added to the annual report.
 - b) Municipal Facility Inspection Program - Completed inspection reports of the municipal facilities inspected within the City of Peachtree Corners, during the Permit Year.

4. **Schedule:**
 - a. **Interim milestone dates (if applicable):** N/A.
 - b. **Implementation date (if applicable):** January 2014.
 - c. **Frequency of actions (if applicable):** Inspections of all municipal facilities within 5 years period.
 - d. **Month/Year of each action (if applicable):** N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** City of Peachtree Corners Public Works Director (coordinate with Gwinnett County under the current Intergovernmental Agreement IGA – which is attached in Appendix P – Shared Responsibility.)

6. **Rationale for choosing BMP and setting measurable goal(s):** Inspecting all municipal facilities will ensure that these facilities are not contributing to the pollution of the local streams and waterways and will identify any deficiencies with storage activities.

7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The BMP will be effective if each municipal facility is inspected once every five years and all illicit discharges are eliminated.

Impaired Waters Plan

The population based on the 2010 U.S. Census was 38,550 people.

Requirements (Section 4.4.2 Populations exceeding 10,000)

The City of Peachtree Corners received its designation on July 1, 2014; the City will develop the Impaired Waters/Monitoring and Implementation Plan and will submit it to EPD for Review within 4 years of designation or before July 1, 2018. The Plan will include the following information:

1. A list of all impaired waters and their pollutant(s) of concern, within the City of Peachtree Corners, using the latest approved Georgia 305(b)/303(d) List of Waters, which contain MS4 Outfalls or are within one (1) linear mile downstream of MS4 outfalls. The pollutant(s) of concern will be identified.
2. The City will develop a Monitoring and Implementation Plan to address each pollutant of concern for all identified impaired waters, that will include the following;
 - a. Sample location;
 - b. Sample type, frequency, and seasonal considerations;
 - c. Monitoring Implementation schedule for each pollutant(s) of concern;
 - d. A map showing the location of the impaired waters, the monitoring location, and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters or a schedule for confirming those outfalls; and
 - e. Description of proposed BMPs to be used to control and reduce the pollutant(s) of concern
3. Annually review the latest 305(b)/303(d) list to determine whether an impaired waterbody within the City of Peachtree Corners has been added to the list. Newly listed waterbodies must be addressed with the plan and the SWMP must be revised accordingly.
4. Assess data trends for each pollutant of concern - This assessment shall include a characterization of baseline conditions to determine the effectiveness of the BMPs employed and what, if any, additional adaptive BMP measures may be necessary to return the waters to compliance with State water quality standards.

See Appendix O for the current list of Impaired Waters, a draft copy of an Outfall Map for Monitoring and the most current MS4 Outfall List. The Impaired Waters Plan/Monitoring and Implementation Plan, once approved will become part of the SWMP.

Completion date/date of submittal to EPD: _____