

**MUNICIPAL SEPARATE STORM SEWER SYSTEM
(MS4) PROGRAM
STORMWATER QUALITY MANAGEMENT PLAN
(SWQMP)**

for

**Town of Brownsburg
NPDES Stormwater Permit #INR040002**

As required by

Indiana Department of Environmental Management
MS4 General Permit #INR040000

Prepared by:



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1.0 PROGRAM OVERVIEW

1.1 Introduction

The Town of Brownsburg has been designated a Municipal Separate Storm Sewer System (MS4) by the Indiana Department of Environmental Management (IDEM). An MS4 is defined as a conveyance or system of conveyances owned by a public entity that discharges to Waters of the United States and is designed or used for collecting and/or conveying stormwater. Regulated conveyance systems include roads with drains, municipal streets, catch basins, curbs, gutters, storm drains, piping, channels, ditches, tunnels, and conduits. Brownsburg's MS4 boundaries are the same as the municipality's corporate boundaries. Refer to **Appendix A, Exhibit A-1**.

MS4s were regulated by 327 IAC 15-13 (Rule 13) until December 18, 2021 when IDEM revised the regulations and converted to an administratively issued general National Pollutant Discharge Elimination System (NPDES) permit, which is known as the MS4 General Permit (MS4GP).

This Stormwater Quality Management Plan (SWQMP) meets the requirements of the MS4GP, includes information about the MS4, and describes Best Management Practices (BMPs) and other provisions to reduce the discharge of pollutants from the MS4 into receiving waters.

1.2 Program Compliance

In compliance with Rule 13, Brownsburg's original Notice of Intent (NOI) was submitted to IDEM in 2003. A Notice of Sufficiency and permit number INR040002 was issued by IDEM and Brownsburg has maintained compliance and coverage to date.

Brownsburg submitted a new NOI to IDEM, under the MS4GP, in July 2022. Permit documentation is included in **Appendix B**.

The Water Quality Characterization Report (WQCR) will be submitted to IDEM on or before April 1, 2023 and shall be updated as needed.

1.3 Purpose

The purpose of this SWQMP is to build from Brownsburg's WQCR, previous versions of the SWQMP, and other progress made by the MS4. This report includes a detailed program description including BMPs and measurable goals for each of the six Minimum Control Measures (MCMs). The following is a list of the MCMs:

- MCM 1 and 2: Public Education, Outreach, Participation, and Involvement;
- MCM 3: Illicit Discharge Detection and Elimination;
- MCM 4: Construction Site Stormwater Run-off Control;
- MCM 5: Post Construction Stormwater Run-off Control; and
- MCM 6: Municipal Operations Pollution Prevention and Good Housekeeping.

The BMP Implementation Schedule provides the dates each BMP will be identified, reviewed or revised, and completed, as well as the schedule for BMPs that are routinely implemented. Refer to **Appendix C, Table C-1**. Attachments to this report include worksheets and forms to be used by Brownsburg for recordkeeping.

2.0 GENERAL REQUIREMENTS

2.1 Responsible Entities

The overall MS4 Program is the responsibility of the Town Manager, who serves as the MS4 Operator, as designated by the Town Council. The MS4 Coordinator maintains program documentation and is responsible for implementation. The BMP sheets in the SWQMP identify responsible entities for each MS4 activity or requirement. A list of responsible entities or individuals and contact information for each person administering the program is included in **Appendix C, Table C-2**.

2.2 MS4 Jurisdiction

The MS4 has jurisdiction within the Town's corporate boundaries, as identified on the MS4 Boundary Map in **Appendix A, Exhibit A-1**. The MS4 implements all of the MCMs of the SWQMP within these boundaries.

The MS4 maintains the Town's geographic information system (GIS). Relevant construction projects are uploaded as they are completed.

2.3 Minimum Control Measure Descriptions

Specifics of each BMP, including descriptions, measurable goals, responsible entities, schedule, reporting and recordkeeping, target constituents (if applicable), and whether the BMP is new or existing, are detailed within **Section 3.0** of the SWQMP. BMP sheets that require further explanation or instruction are provided with a Standard Operating Procedure (SOP). Several BMPs are implemented for each MCM. Some BMPs apply to multiple MCMs, as indicated on the BMP detail page.

In addition, summary tables, included as **Appendix C**, are used to quantify measurable goals. The MS4 will use the summary tables to document improvements of the measurable goals and BMPs each year of the permit term.

3.0 STORMWATER QUALITY MANAGEMENT PLAN

3.1 Public Education, Outreach, Participation, and Involvement

The purpose of the public education and outreach program is to inform constituents within the MS4 area about the impacts pollution can have on water quality and provide information on how they can prevent stormwater pollution.

The purpose of the public participation and involvement program is to allow targeted constituents to provide input into the SWQMP, improve community stormwater practices, and take part in stormwater quality improvement projects. Brownsburg's public participation and involvement program will implement a community stormwater pollution prevention program that will invite participation from all constituent groups. This program will center on pollution prevention and reporting, public meetings, volunteer activities, and interactive educational programs in combination with other local entities. An inventory of educational materials and public events is maintained in **Appendix C, Table C-3 and Table C-4**.

Brownsburg's strategy for implementing the Public Education, Outreach, Participation, and Involvement MCMs are identified in the BMPs sheets in this section.

Community Stormwater Issue - Construction		
<p><i>BMP Description</i> Brownsburg has identified education with regard to construction stormwater erosion and sediment control and the CSGP as its target stormwater issue. This topic will be included in educational materials that are distributed and made available on the Town’s website.</p> <p>The Town will continue to provide stormwater pollution prevention and erosion control information/brochures when permits are applied for or when they are issued. The information may include erosion control BMPs, CSGP regulations, or spill prevention and spill response planning.</p>		
<p><i>Measurable Goals</i> Increases awareness and knowledge regarding construction stormwater erosion and sediment control and the CSGP by providing educational materials and information to construction personnel.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator</p>		
<p><i>Schedule</i> Identify issue in first year. Determine event by end of second year. Revise/develop educational material(s) by second year. Provide with each permit approval under the CSGP. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> List of Educational Materials (Table C-3) and CSGP Project Inventory (Table C-6)</p>		
<p><i>Environmental Impact</i> This educational effort will reduce the release of sediment and other pollutants from construction sites.</p>		
<p><i>Reporting and Recordkeeping</i> Identify stormwater quality issue and revise as necessary throughout permit term. Track the number of local building permits issued and CSGPs approved that were provided education.</p> <p>Section 4.3 (h)(1) – Report status update on BMP and the number of permits issued. Section 4.2 (h)(3) – Report the number and types of other construction and/or post-construction stormwater training opportunities provided.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input checked="" type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (a)(2)(A)</p> <p><i>Reporting:</i> Section 4.3 (h)(1) & (3) Annual Report</p>	<p><input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Community Stormwater Issue – Residential		
<i>BMP Description</i>		
<p>The Town has identified household hazardous waste (HHW) and yard waste disposal as its targeted stormwater issue for residential activities.</p> <p>The Town will provide stormwater information/brochures for the selected stormwater issue specific to the residential community. The Town will maintain educational materials at the Town Hall, on the website, and at public events. Other distribution methods may include mailers, social media posts, Soil and Water Conservation District (SWCD)/Solid Waste Management District (SWMD) events, or other events.</p>		
<i>Measurable Goals</i>		
<p>Increase public awareness and knowledge of the identified residential stormwater issue by providing educational materials and information to the public.</p>		
<i>Responsible Entity</i>		
<p>MS4 Coordinator</p>		
<i>Schedule</i>		
<p>Identify issue in first year. Determine event by end of second year. Revise/develop educational material(s) by second year. Refer to BMP Implementation Schedule (Table C-1).</p>		
<i>Additional Documentation</i>		
<p>List of Educational Materials (Table C-3) and List of Public Events (Table C-4)</p>		
<i>Environmental Impact</i>		
<p>Educates residents on potential impacts to stormwater for stormwater issue.</p>		
<i>Reporting and Recordkeeping</i>		
<p>Identify stormwater quality issue and revise as necessary throughout permit term. Track the number of outreach activities conducted for target issue (brochures, mailers, website, etc.). Track the approximate number of residents educational materials reached (materials distributed, views, hits, etc.).</p> <p>Section 4.3 (h)(2) – Report each public participation/outreach event(s) and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met.</p> <p>Section 4.3 (h)(5) – Report number of activities conducted and approximate total of residents reached. Discuss if a change of behavior was observed.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.3 (a)(2)(B)</p> <p><i>Reporting:</i></p> <p>Section 4.3 (h)(1), (2) & (5) Annual Report</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Community Stormwater Issue – Commercial/Industrial		
<i>BMP Description</i> The Town will educate commercial/industrial facilities through their existing Wellhead Protection (WHP) Program. The WHP Program provides materials on the proper disposal of hazardous waste and proper spill clean-up procedures every 5 years. An educational brochure will be developed highlighting stormwater concerns, spill response, and illicit discharges for distribution to commercial and industrial constituents.		
<i>Measurable Goals</i> Increase knowledge of stormwater issues to industrial/commercial sites through educational materials.		
<i>Responsible Entity</i> MS4 Coordinator and Water Superintendent		
<i>Schedule</i> Identify issue in first year. Determine event by end of second year. Revise/develop educational material(s) by second year. (e.g., WHP materials are distributed every 5 years). Refer to BMP Implementation Schedule (Table C-1).		
<i>Additional Documentation</i> List of Educational Materials (Table C-3)		
<i>Environmental Impact</i> Educates industrial/commercial facilities on potential impacts to stormwater.		
<i>Reporting and Recordkeeping</i> Obtain list of industrial/commercial facilities WHP information was provided to every 5 years. Section 4.3 (h)(1) – Report status update on BMP and the number of sites receiving educational information. Section 4.3 (h)(2) – Report each public participation/outreach event(s) and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met. Section 4.3 (h)(5) – Report number of activities conducted and approximate total of commercial/industrial facilities reached. Discuss if a change of behavior was observed.		
<i>Minimum Control Measures:</i> <input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations	<i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (a)(2)(C) <i>Reporting:</i> Section 4.3 (h)(1), (2) & (5) Annual Report	<input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP BMP Revision Date: 2022

Public Events		
<p><i>BMP Description</i> The Town will conduct at least two public events annually (individually or collaboratively) that provide stormwater educational materials or messages.</p> <p>Public events may include surveys, Stormwater Planning Team Meetings, community cleanup events, HHW collections, board presentations, school activities, festivals, other community events, or events for stormwater quality issue identified for construction, residential, and commercial and industrial constituents.</p>		
<p><i>Measurable Goals</i> Increase local knowledge on stormwater issues by providing two public events for participation.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator</p>		
<p><i>Schedule</i> Two public events are to be completed each year. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> List of Educational Materials (Table C-3) and List of Public Events (Table C-4)</p>		
<p><i>Environmental Impact</i> These educational efforts target stormwater education and benefit the environment.</p>		
<p><i>Reporting and Recordkeeping</i> Track the number of public events completed, information provided/reviewed, and the approximate number of participants.</p> <p>Section 4.3 (h)(1) – Report status update on BMP. Section 4.3 (h)(2) – Report each public participation/outreach event(s) and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met. Section 4.3 (h)(5) – Describe each targeted audience selected, how they were reached during the reporting period, and describe behavioral changes observed.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (a)(3)</p> <p><i>Reporting:</i> Section 4.3 (h)(1), (2) & (5) Annual Report</p>	<p><input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Educational Materials		
<p><i>BMP Description</i> The Town will develop a list of educational materials for distribution and outreach opportunities for constituents. Maintain a list of all public education materials developed and used throughout the permit cycle, including those resources from existing programs.</p> <p>Identify all educational materials developed for constituents to learn about MS4 and stormwater and list in a form/table/spreadsheet. Develop additional materials as needed.</p>		
<p><i>Measurable Goals</i> Organize and review educational materials to ensure the information is relevant prior to distribution.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator</p>		
<p><i>Schedule</i> Revise/develop educational materials in the first permit year. Distribute as applicable during the permit term. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> List of Educational Materials (Table C-3)</p>		
<p><i>Environmental Impact</i> Keep community interest by reviewing and updating materials and developing new materials.</p>		
<p><i>Reporting and Recordkeeping</i> Track educational materials used throughout the year on the List of Educational Materials.</p> <p>Section 4.3 (h)(1) – Report status update on BMP. Section 4.3 (h)(5) – Describe each targeted audience selected and how they were reached during the reporting period and describe behavioral changes observed. Section 4.3 (h)(6) – Report (list) all the public education materials used during the reporting period.</p>		
<p><i>Minimum Control Measures:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Public Education/Involvement <input checked="" type="checkbox"/> Illicit Discharge <input checked="" type="checkbox"/> Construction Site Control <input checked="" type="checkbox"/> Post-Construction Site Control <input checked="" type="checkbox"/> Municipal Operations 	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (a)(4) and (d)</p> <p><i>Reporting:</i> Section 4.3 (h)(1), (5) & (6) Annual Report</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP <p>BMP Revision Date: 2022</p>

Construction/Post-Construction Training for Builders, Developers, Contractors and Engineers		
<p><i>BMP Description</i></p> <p>The Town will provide annual training (individually or collaboratively) for builders, developers, contractors, and engineers related to construction and post-construction site run-off. The annual training may take the form of a workshops or individual educational handouts and discussions.</p> <p>Develop materials or identify online resources for training. Training may take the form of educational brochures, forms, checklists, online training, pre-construction meetings, or workshops.</p>		
<p><i>Measurable Goals</i></p> <p>Increase knowledge of MS4 construction and post-construction processes and procedures to contractors through training.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Hendricks County Partnership for Water Quality</p>		
<p><i>Schedule</i></p> <p>Annually. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>List of Educational Materials (Table C-3) and List of Public Events (Table C-4)</p>		
<p><i>Environmental Impact</i></p> <p>These educational efforts target stormwater education and construction site pollution prevention.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Document completed training through attendance sheets, online training confirmation, completed quizzes, etc.</p> <p>Section 4.3 (h)(1) – Report status update on BMP. Section 4.3 (h)(3) – Report the number and types of construction and/or post-construction stormwater training opportunities that were provided to contractors, developers and builders, property owners (commercial, industrial, residential), homeowner associations, and other targeted entities during the reporting period.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input checked="" type="checkbox"/> Construction Site Control <input checked="" type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (a) (5)</p> <p><i>Reporting:</i> Section 4.3 (h)(1) & (3) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Illicit Discharge Public Education		
<p><i>BMP Description</i> The Town will develop and implement a program to educate constituents on illicit discharges and proper disposal of waste. Constituents include public employees, schools, businesses, and residents. Education may include brochures, guides, or online information. The Town will determine an outreach plan/schedule to distribute education to constituents.</p>		
<p><i>Measurable Goals</i> Increase public knowledge regarding illicit discharges through public education and outreach efforts.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator</p>		
<p><i>Schedule</i> Develop an outreach program/schedule in the first year. Revise or develop educational materials in the second year and implement the rest of the permit term. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> List of Educational Materials (Table C-3)</p>		
<p><i>Environmental Impact</i> Community knowledge helps to identify and eliminate illicit discharges to keep pollutants out of the MS4 system and receiving waters.</p>		
<p><i>Reporting and Recordkeeping</i> Outreach program/schedule to be developed on in 2023. Materials revised/developed in 2023. Section 4.3 (h)(1) – Report status update on BMP. Section 4.3 (h)(5) – Describe each targeted audience (constituent) selected, how they were reached during the reporting period, and describe behavioral changes observed.</p>		
<p><i>Minimum Control Measures:</i> <input checked="" type="checkbox"/> Public Education/Involvement <input checked="" type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (b) <i>Reporting:</i> Section 4.3 (h)(1) & (5) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP BMP Revision Date: 2022</p>

Stormwater Website		
<p><i>BMP Description</i> The Town of Brownsburg maintains a stormwater information website. The site must include the following:</p> <ul style="list-style-type: none"> Location for the public to report stormwater quality issues; Information and resources to educate visitors to the site; MS4 stormwater ordinances; Stormwater fees and rates; and MS4 program information (SWQMP, annual reports, and other applicable information). 		
<p><i>Measurable Goals</i> Increase public awareness and participation by providing stormwater information on the MS4 website.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and IT personnel/contractual staff</p>		
<p><i>Schedule</i> Review annually and update when needed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> List of Educational Materials (Table C-3)</p>		
<p><i>Environmental Impact</i> These educational efforts target stormwater education and benefit the environment.</p>		
<p><i>Reporting and Recordkeeping</i> Record the dates the website was updated and annually reviewed.</p> <p>Section 4.3 (h)(1) – Report status update on BMP and the dates the website was reviewed/updated.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.3 (c)</p> <p><i>Reporting:</i></p> <p>Section 4.3 (h)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Elected Officials Update		
<i>BMP Description</i> The Town will report stormwater program updates to the Brownsburg Town Council. Currently, the MS4 provides the Town Council with MS4 Program updates three times each year. Town Council Meetings are open to the public to discuss drainage issues, stormwater quality or quantity issues, or other complaints that the public may have in the Town.		
<i>Measurable Goals</i> Provide an opportunity to inform elected officials of MS4 Program status and achievements and for the community to be involved with stormwater drainage planning and to express concerns.		
<i>Responsible Entity</i> MS4 Coordinator and Town Council		
<i>Schedule</i> Annually. Refer to BMP Implementation Schedule (Table C-1).		
<i>Additional Documentation</i> List of Educational Materials (Table C-3)		
<i>Environmental Impact</i> Educate elected officials and other attendees on stormwater issues, budgets, and completed projects.		
<i>Reporting and Recordkeeping</i> Record the date of the meeting and the information reviewed. Section 4.3 (h)(1) – Report status update on BMP. Section 4.3 (h)(4) – Documentation that presentations were made to elected officials or boards.		
<i>Minimum Control Measures:</i> <input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations	<i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (e) <i>Reporting:</i> Section 4.3 (h)(1) & (4) Annual Report	<input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP BMP Revision Date: 2022

Hendricks County Partnership for Water Quality (HCPWQ) Meetings and Educational Materials		
<i>BMP Description</i> The Town of Brownsburg has teamed with other MS4s in Hendricks County to create the HCPWQ. The partnership focuses on public education throughout the County. The HCPWQ, at a minimum meets annually and more frequently as needed, to discuss public education and stormwater issues throughout the County. The Town will participate in the meetings and promote the HCPWQ efforts.		
<i>Measurable Goals</i> Increase public knowledge regarding illicit discharges through public education and outreach efforts.		
<i>Responsible Entity</i> MS4 Coordinator and HCPWQ		
<i>Schedule</i> Meetings will continue to be held as needed. Additional meetings will be held as needed.		
<i>Additional Documentation</i> List of Public Events (Table C-4)		
<i>Environmental Impact</i> Community knowledge helps to identify and eliminate illicit discharges to keep pollutants out of the MS4 system and receiving waters.		
<i>Reporting and Recordkeeping</i> Report the number of meetings held by the HCPWQ each year. Sign-in sheets and meeting minutes will be kept on file by the Hendricks County MS4. Information will be recorded in the Annual Report. Section 4.3 (h)(1) – Report status update on BMP.		
<i>Minimum Control Measures:</i> <input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations	<i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No N/A <i>Reporting:</i> N/A	<input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP BMP Revision Date: 2022

3.2 Illicit Discharge Detection and Elimination

The goal of the illicit discharge detection and elimination (IDDE) MCM is to detect, address, and eliminate illicit discharges into the MS4 conveyance system. Per the MS4GP, illicit discharge means any discharge to a MS4 conveyance that is not composed entirely of stormwater, except naturally introduced floatables, such as leaves or tree limbs. Sources of illicit discharges include, but are not limited to sanitary wastewater, septic tank effluent, commercial car wash wastewater, oil spills or disposal, radiator flushing disposal, laundry wastewater, roadway accident spillage, pollutant run-off, and HHWs.

For the purposes of the SWQMP, the Town limits of Brownsburg will also serve as the MS4 area. Refer to **Appendix A, Exhibit A-1**. Mapping updates are conducted as a BMP.

The Town of Brownsburg operates combined and separate sewer systems. The Town's Combined Sewer Overflow Operational Plan (CSOOP) and Long-Term Control Plan (LTCP) have been reviewed for consistency with the SWQMP. All pollution prevention activities conducted in the MS4 area will also be conducted in the Town's combined sewer areas.

The Town's CSOOP and LTCP are reviewed for consistency with the SWQMP as a BMP.

The MS4 is currently implementing BMPs to detect and eliminate illicit discharges. In conjunction with the public outreach and education MCM, the Town of Brownsburg has established BMPs to educate all constituent groups with regard to the dangers of illicit discharges, proper disposal of commonly dumped wastes, and the reporting of illicit discharges. Training efforts related to IDDE, and other aspects of the SWQMP, are summarized in **Appendix C, Table C-5**.

This section of the SWQMP provides specific information on the IDDE BMPs and constitutes the IDDE Plan to be reviewed and updated per Section 4.4 (b) of the MS4GP.

Illicit Discharge Ordinance Updates		
<p><i>BMP Description</i></p> <p>The Town will review and update its illicit discharge ordinance, which prohibits illicit discharges into MS4 conveyances and establishes enforcement policies and procedures.</p> <p>The Town currently maintains and enforces an illicit discharge ordinance. The illicit discharge ordinance will be reviewed and updated to meet the requirements of the MS4GP. This will include a review of enforcement procedures and update, as necessary, to make the enforcement measures effective.</p>		
<p><i>Measurable Goals</i></p> <p>Continue to maintain and enforce the illicit discharge ordinance. Review and update to meet the MS4's needs and the permit requirements.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Town Council</p>		
<p><i>Schedule</i></p> <p>Illicit discharge ordinance will continue to be enforced. Review and update the ordinance within 730 days of NOI submittal. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>N/A</p>		
<p><i>Environmental Impact</i></p> <p>The ordinance will prevent pollutants from entering the MS4 system by providing a mechanism to prohibit illicit discharges and enforce penalties.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Retain a copy of the ordinance and record the status of any updates. Record the number of enforcement actions taken.</p> <p>Section 4.4 (k)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.4 (a)</p> <p><i>Reporting:</i></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Dry Weather Screening		
<p><i>BMP Description</i></p> <p>The Town will perform dry weather field screenings of all known outfalls during the five-year permit term. In addition, the stormwater conveyance system will also be monitored by staff to address any maintenance or illicit discharge issues.</p> <p>The MS4 maintains an SOP for dry weather screening.</p>		
<p><i>Measurable Goals</i></p> <p>Develop a schedule and perform visual inspections of outfalls and screen for illicit discharges. Perform regular inspections of the stormwater conveyance by training staff to address issues. Maintain SOP for staff to follow in performing dry weather screenings.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Water Utilities Department</p>		
<p><i>Schedule</i></p> <p>Screen all outfalls per the schedule within the five-year permit term. The stormwater system will be screened on an ongoing basis. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Visual Inspection and Stormwater Sampling Form (Appendix D), Outfalls and Receiving Waters (Table C-10), and Dry Weather Screening Schedule (Table C-11)</p>		
<p><i>Environmental Impact</i></p> <p>Dry weather screenings will be used to identify and eliminate illicit discharges to keep pollutants out of the MS4 system and receiving waters.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Document screenings and retain copies of Dry Weather Screening Forms. Retain list of which outfalls were screened each year.</p> <p>Section 4.4 (k)(1) – Report status update on BMP. Section 4.4 (k)(5) – Report the number and location of dry weather outfalls screened for illicit discharges. Section 4.4 (k)(6) – Report the number and location of illicit discharges detected. Section 4.4 (k)(7) – Report the number and location of illicit discharges eliminated.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement <input checked="" type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.4 (b)(1) & (2), (h)</p> <p><i>Reporting:</i> Section 4.4 (k)(5-7) Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Industrial Facility Mapping		
<i>BMP Description</i> The Town will identify and map industrial facilities located within the MS4 area. An inventory and map of industrial facilities will be maintained in the SWQMP.		
<i>Measurable Goals</i> Locations and information on industrial facilities will be uploaded into GIS within the first year of the permit term and maintained in the SWQMP.		
<i>Responsible Entity</i> MS4 Coordinator		
<i>Schedule</i> Identify and map industrial facilities in the first year of the permit term. Information will be maintained on an as-needed basis. Refer to BMP Implementation Schedule (Table C-1).		
<i>Additional Documentation</i> Inventory of Industrial Facilities (Table C-8)		
<i>Environmental Impact</i> Mapping will allow the MS4 to track and eliminate illicit discharges from industrial facilities more effectively, thereby reducing pollution.		
<i>Reporting and Recordkeeping</i> Record the date that mapping is completed and the status of any updates. Section 4.4 (k)(1) – Report status update on BMP.		
<i>Minimum Control Measures:</i> <input type="checkbox"/> Public Education/Involvement <input checked="" type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations	<i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.4 (b)(3) <i>Reporting:</i> Section 4.4 (k)(1) Annual Report	<input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP BMP Revision Date: 2022

Collection of Hazardous Waste		
<p><i>BMP Description</i> The Town promotes waste collection activities provided by the Hendricks County Recycling District. The Town maintains a link to the Hendricks County Recycling District on its website.</p> <p>Five household hazardous waste collection events are scheduled each year and are held at various locations throughout Hendricks County. The District operates 24-hour recycling drop-off centers located in Lizton, Coatesville, and North Salem. Curbside recycling services are offered to residents of Brownsburg.</p>		
<p><i>Measurable Goals</i> Promote household hazardous waste collection opportunities on the Town website. Coordinate with Hendricks County Recycling District to obtain records of materials collected.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Hendricks County Recycling District</p>		
<p><i>Schedule</i> Contact the Hendricks County Recycling District annually for reporting information. Maintain website information throughout permit term. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> N/A</p>		
<p><i>Environmental Impact</i> Hazardous waste collection efforts promote proper disposal and keep potential pollutants from entering the MS4 system and receiving waters.</p>		
<p><i>Reporting and Recordkeeping</i> Report the amount of material collected. Report efforts used to promote the programs.</p> <p>Section 4.4 (k)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.4 (b) (4)</p> <p><i>Reporting:</i></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Illicit Discharge Detection and Elimination SOPs		
<p><i>BMP Description</i> The Town will develop and maintain SOPs for illicit discharge investigation, dry weather outfall screenings, and complaint tracking. These SOPs will include procedures and forms for investigating illicit discharges within two business days of being notified of the discharge, inspection requirements in response to complaints, follow-up inspections to ensure corrective actions, methods used to eliminate illicit discharges, a prioritization system, procedures for reporting immediate threats to human health or the environment, and a system to track illicit discharges. SOPs will be reviewed and updated as necessary. Staff will receive training with regard to SOPs as applicable to their job functions.</p>		
<p><i>Measurable Goals</i> Maintain SOPs for illicit discharge investigation, dry weather screening, and complaint tracking. Review the SOPs annually. Conduct training for applicable staff annually.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator, Water Utilities Department, and Street Department</p>		
<p><i>Schedule</i> SOPs will be reviewed annually when preparing for staff training. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> Stormwater Complaint Form (Appendix D) and Visual Inspection and Stormwater Sampling Form (Appendix D)</p>		
<p><i>Environmental Impact</i> IDDE SOPs will be used to identify and eliminate illicit discharges to keep pollutants out of the MS4 system and receiving waters.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain copies of the SOPs. Section 4.4 (k)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i> <input type="checkbox"/> Public Education/Involvement <input checked="" type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.4 (b) (1) and (b) (5) <i>Reporting:</i> Section 4.4 (k)(1) Annual Report</p>	<p><input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP BMP Revision Date: 2022</p>

Public Reporting of Illicit Discharges		
<p><i>BMP Description</i></p> <p>The Town encourages public reporting of illicit discharges on the Town’s website, “Report-A-Polluter”.</p> <p>Complaints are received by phone, email, or in person and logged on a tracking form. Complaints include drainage and/or flooding, dumping, spills, erosion, construction site issues, and other illicit discharges. The form is used to track documentation of the date(s) the illicit discharge was observed, the results of the investigation, follow-up to the investigation, and the date the investigation was closed. The Town will maintain SOPs for staff to follow in logging and tracking complaints. Locations of illicit discharges are also mapped for identification of target areas.</p>		
<p><i>Measurable Goals</i></p> <p>Information on reporting stormwater complaints is advertised on the website. All complaints of illegal discharges and dumping to storm drains and local streams are investigated within two business days and actions taken will be documented. SOPs for complaint tracking will be maintained.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator</p>		
<p><i>Schedule</i></p> <p>Update/implement program in first year of permit and continue implementation. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Stormwater Complaint Form (Appendix D) and IDDE Complaints and Tracking Log (Table C-7)</p>		
<p><i>Environmental Impact</i></p> <p>Complaint tracking allows members of the community to identify and report potential pollutants. This will help to identify and eliminate illicit discharges to keep pollutants out of the MS4 system and receiving waters.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Retain copies of IDDE complaints. Track the number and type of outreach efforts to promote the reporting system and educate the public on the hazards of illicit discharges. Track number of complaints. Track locations of complaints to assist in identifying high priority areas.</p> <p>Section 4.4 (k)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Sections 4.4 (b) (5), 4.4 (b) (6) (B), and 4.5 (m) (6)</p> <p><i>Reporting:</i></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Develop Storm Sewer System Map		
<p><i>BMP Description</i></p> <p>A storm sewer map depicting conveyances and outfall locations is maintained by the Town through Beacon (Schneider Corp). Outfalls are inventoried and mapped by latitude and longitude.</p> <p>Receiving waters are mapped and their status on the 303(d) list and/or U.S. Environmental Protection Agency (USEPA) approved Total Maximum Daily Load (TMDL) is noted, if applicable. Mapping of public and private systems is updated when new projects are completed. Mapping of additional outfalls and conveyances are added as they are identified.</p> <p>Mapping of high priority areas for dry weather screening and IDDE will be completed in the first year of the permit term based on complaints, illicit discharges, land use, and other issues and updated as needed.</p>		
<p><i>Measurable Goals</i></p> <p>Maintain storm sewer and outfall mapping. Map outfalls and conveyances as they are identified. Identify high priority areas based on complaints, illicit discharges, and other issues.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Contractual Staff</p>		
<p><i>Schedule</i></p> <p>Complete mapping of all outfalls and conveyance systems within the five-year permit term. Identify and map high priority areas in the first year of the permit term. Review mapping annually. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>N/A</p>		
<p><i>Environmental Impact</i></p> <p>Mapping will allow the MS4 to track and eliminate illicit discharges from more effectively, thereby reducing pollution.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>The mapping is ongoing and is part of a GIS database, record the status of maintaining the database, the total number of outfalls, the number of outfalls added to the database, and the status of including high priority areas.</p> <p>Section 4.4 (k)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.4 (d-f)</p> <p><i>Reporting:</i></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

IDDE Training for MS4 Staff		
<p><i>BMP Description</i></p> <p>The Town will regularly review and update the IDDE training program for MS4 staff responsible for detecting illicit discharges or illicit connections and implementing good housekeeping for MS4 facilities.</p> <p>The Town shall provide the required hours of education annually to appropriate municipal staff on stormwater pollution prevention, good housekeeping practices for municipal operations, and illicit discharge detection and elimination. Additional training on SOPs will be included annually. Training will be conducted using videos, individual training materials, and multi-departmental meetings. Training topics are maintained in a training matrix which will be updated to reflect MS4GP permit requirements and MS4 staff training needs.</p>		
<p><i>Measurable Goals</i></p> <p>Develop training topics based upon review of current practices. Provide the required number of hours of education for applicable staff members annually. Applicable new hires will be trained within two months of their hire date and applicable seasonal employees will be trained within 30 days of their hire date.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator</p>		
<p><i>Schedule</i></p> <p>Refer to BMP Implementation Schedule (Table C-1). Provide training on IDDE to applicable staff members as follows:</p> <ul style="list-style-type: none"> • Within 180 days of submitting an updated SWQMP (360 days after permit coverage); • Annually thereafter, starting the second year of the permit term; • Within two months of their hire date; and • Within 30 days of their hire date for seasonal employees. 		
<p><i>Additional Documentation</i></p> <p>Training Matrix (Table C-5)</p>		
<p><i>Environmental Impact</i></p> <p>Training staff to track and eliminate illicit discharges, as well as monitoring the storm sewer system, reduces stormwater pollution.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Training will be documented by recording the name and title of participating employee(s), date of training and a description of training provided.</p> <p>Section 4.4 (k)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Sections 4.4 (g) and 4.7 (m)</p> <p><i>Reporting:</i></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Review of CSOOP and LTCP		
<p><i>BMP Description</i> The Town will review and modify the SWQMP as needed to ensure consistency with the Town’s Combined Sewer Overflow Operational Plan (CSOOP) and Long-Term Control Plan (LTCP).</p> <p>The CSOOP/LTCP are consistent with the SWQMP. The plans were prepared in 2002 and 2014, respectively. The following programs are implemented: combined and storm sewer mapping, cleaning of combined and storm sewer inlets, street sweeping, industrial pre-treatment, and public education.</p>		
<p><i>Measurable Goals</i> Review the CSOOP and LTCP in the first year the permit term.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator</p>		
<p><i>Schedule</i> Review the CSOOP and LTCP in the first year the permit term. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> N/A</p>		
<p><i>Environmental Impact</i> To reduce pollution to the waterways, pollution prevention programs implemented through the CSOOP and LTCP will be implemented throughout the MS4 in both combined and separate storm sewer areas.</p>		
<p><i>Reporting and Recordkeeping</i> Update plans as needed. Document plan reviews in MS4 Annual Reports.</p> <p>Section 4.4 (k)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.4 (j)</p> <p><i>Reporting:</i></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Review of Receiving Water TMDLs		
<p><i>BMP Description</i></p> <p>The Town will determine if stormwater discharges within the MS4 boundaries flow to waterbodies with USEPA approved TMDLs. As applicable, the Town will determine if the discharges contain any pollutants of concern relative to the TMDL. Determine if receiving waters are on the Indiana 303(d) list of impaired waterbodies.</p> <p>The Town maintains an inventory of receiving waters with approved TMDLs and waters listed on the Indiana 303(d) list.</p>		
<p><i>Measurable Goals</i></p> <p>Review the USEPA approved TMDLs and 303(d) lists at the beginning of each permit term. Add information to SWQMP and WQCR and update BMPs accordingly.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator</p>		
<p><i>Schedule</i></p> <p>In the first year of each permit term, review the USEPA approved TMDLs and Indiana 303(d) list and incorporate into the SWQMP and WQCR as needed. In year two, BMPs must be incorporated into the SWQMP to reduce identified pollutants of concern. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Outfalls and Receiving Waters (Table C-10)</p>		
<p><i>Environmental Impact</i></p> <p>To better target BMPs, the MS4 will incorporate TMDL and 303(d) list information into its SWQMP and WQCR.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Update plans as needed. Document plan reviews in MS4 Annual Reports.</p> <p>Section 4.4 (k)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 3.1, 4.1 (h), 4.4 (e) (3), and 5.1</p> <p><i>Reporting:</i></p> <p>Section 4.4 (k)(1) Annual Report</p> <p>Section 8.1 (a)(7) TMDL</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

3.3 Construction Site Stormwater Run-Off

Sediment loss and erosion from construction sites are a main contributor to stormwater pollution. This pollution source can be minimized through the installation of structural BMPs during development and the implementation of nonstructural BMPs. In order to enforce these BMPs and address construction site runoff concerns, the Town of Brownsburg has established a construction site stormwater runoff control ordinance. Stormwater pollution control standards have been developed to support the ordinance. The ordinance and standards adhere to the requirements of the CSGP and regulate projects with a land disturbance greater than or equal to one acre. The MS4 will also be required to follow these standards regarding qualifying projects owned by the Town. Projects owned by the Town shall have their plans reviewed by the Hendricks County SWCD.

In accordance with the MS4GP, construction site plan review, inspection, and enforcement for projects with a land disturbance greater than or equal to one acre is the responsibility of the MS4. The Town of Brownsburg is responsible for construction site plan review, inspection, and enforcement.

In conjunction with the public education and outreach MCM, the Town will implement BMPs to solicit and receive public complaints and inquiries regarding construction sites. In conjunction with the illicit discharge MCM, the Town will implement BMPs to investigate and track public inquiries and potential illicit discharges, including those resulting from construction activities.

Brownsburg's strategy for implementing the Construction Site Stormwater Runoff Control MCM is identified in the BMP sheets of this section.

Construction Stormwater Ordinance and Standards		
<p><i>BMP Description</i></p> <p>The Town will revise and implement a construction stormwater run-off ordinance that establishes at least the following:</p> <ul style="list-style-type: none"> Regulate projects with a land disturbance greater than or equal to one acre, or disturbances of less than one acre of land that are part of a larger common plan or development or sale when the larger common plan will ultimately disturb one or more acres; Contains the requirement of the CSGP apart from state permitting process references and submittal deadlines for construction plans and permit applications; and Establish a requirement that any project within the MS4 area that meets the applicability of the CSGP must submit a NOI to obtain permit coverage from IDEM in addition to any procedural requirements for submittal to the MS4 entity or MS4 designated entity. <p>The Town will develop and/or adopt written standards and specifications for the implementation of stormwater quality measures on construction sites.</p>		
<p><i>Measurable Goals</i></p> <p>Develop and implement an ordinance that is consistent with the requirements of the MS4GP and CSGP. Review ordinance and standards annually and revise as appropriate.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Town Council</p>		
<p><i>Schedule</i></p> <p>Complete ordinance revisions within 730 days of permit coverage. Review the ordinance and standards annually. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>N/A</p>		
<p><i>Environmental Impact</i></p> <p>Establishes regulatory mechanism and construction stormwater standards aimed at reducing sediment loss/migration and preventing other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Record reviews and revisions of the ordinance and standards within MS4GP Annual Report.</p> <p>Section 4.5 (m)(1) – Report status update on BMP and the date of any ordinance or standards revisions.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (b) (1-3), (e), (f) and (i)</p> <p><i>Reporting:</i></p> <p>Section 4.5 (m)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Construction Stormwater Plan Review		
<p><i>BMP Description</i></p> <p>The Town will establish permitting procedures, internal processes, and timetables for submittal and review of construction plans and applications. At a minimum the Town will complete the following:</p> <ul style="list-style-type: none"> • Establish written procedures to review and determine compliance with the ordinance for construction plans submitted to the MS4 for private projects before construction starts; and • Utilize a form or checklist to document the review with a method to notify responsible individuals of the status, the review MS4, reviewer’s name, and contact information. <p>CSGP submittals are submitted to the Department of Development Services. The plan reviewer evaluates the submittal for compliance with the CSGP, MS4GP, ordinance, and standards and documents on a plan review form. Deficiencies identified during plan review are to be resolved prior to plan approval and NOI submittal.</p>		
<p><i>Measurable Goals</i></p> <p>Review construction projects under the CSGP. Develop and maintain SOPs for the plan review process.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i></p> <p>CSGP submittals are to be reviewed within ten business days of receipt. Review plan review process and SOPs annually and update as needed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Construction/Stormwater Pollution Prevention Plan Technical Review Form (Appendix D) and CSGP Project Inventory (Table C-6)</p>		
<p><i>Environmental Impact</i></p> <p>Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Record reviews and revisions of the plan review SOPs. Record the number of construction sites reviewed by the MS4.</p> <p>Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs. Section 4.5 (m)(3) – Report the number of construction sites obtaining MS4 approval for the CSGP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (c) (1-2), (i)</p> <p><i>Reporting:</i></p> <p>Section 4.5 (m)(1) and (3) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

CSGP Compliance for MS4 Owned Projects		
<p><i>BMP Description</i> MS4 owned and/or operated projects are to comply with the Construction Stormwater Ordinance and CSGP requirements by submitting construction plans and Stormwater Pollution Prevention Plans (SWPPPs) to the Hendricks County SWCD as applicable for plan review. The Town will develop and maintain an SOP for this process. The Town will comply with requirements of the CSGP and MS4GP. The Town strictly enforces project self-monitoring.</p>		
<p><i>Measurable Goals</i> Submit all CSGP qualifying construction projects for plan review. Develop an SOP for CSGP submittals across all MS4 departments.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator, Department of Development Services, and Hendricks County SWCD</p>		
<p><i>Schedule</i> CSGP review will be completed as needed for MS4-owned projects. Review MS4-owned CSGP submittal process and SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> CSGP Project Inventory (Table C-6)</p>		
<p><i>Environmental Impact</i> Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances for MS4 owned and/or operated projects.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain all MS4's CSGP submittal documents. Record each construction project owned and/or operated by the MS4.</p> <p>Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs. Section 4.5 (m)(3) - Report the number of active construction projects owned and/or operated by the MS4 active when the Annual Report is submitted.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input checked="" type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.5 (k) and (i)</p> <p><i>Reporting:</i> Section 4.5 (m)(1) and (3) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Construction Priority Sites		
<p><i>BMP Description</i></p> <p>As construction plans are submitted for review, the Town will identify priority sites for inspection based on the nature and extent of the construction activity, topography, threat to the degradation of water quality, characteristics of soils, complaints, and other factors as determined by MS4 priorities.</p> <p>Priority designation is recorded on a plan review form during plan review. All identified priority sites are to be inspected biannually (Section 4.5 (d)(3)(a)(1)).</p>		
<p><i>Measurable Goals</i></p> <p>Evaluate all qualifying construction projects for priority during the plan review process. Include the identification of priority sites in the plan review process SOP.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i></p> <p>Qualifying construction sites will be evaluated according to priority as construction plans are received by the MS4. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Construction/Stormwater Pollution Prevention Plan Technical Review Form (Appendix D) and CSGP Project Inventory (Table C-6)</p>		
<p><i>Environmental Impact</i></p> <p>Construction activities within and/or directly adjacent to priority sites and other sensitive natural resources will receive priority designation for inspection.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Record the number of construction projects designated as a priority each year.</p> <p>Section 4.5 (m)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (d) (2)</p> <p><i>Reporting:</i></p> <p>Section 4.5 (m)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Construction Site Inspections		
<p><i>BMP Description</i></p> <p>The Town conducts construction stormwater inspections on CSGP construction sites to ensure stormwater quality measures are properly installed and maintained.</p> <p>At a minimum, inspections consist of a completed form or checklist, method for the notification of compliance status, and inspection of priority sites. Inspections are completed monthly. Follow-up inspections and/or enforcement actions for non-compliant construction sites are completed.</p>		
<p><i>Measurable Goals</i></p> <p>Complete construction site inspections per required frequency. Develop and maintain SOPs for inspections.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i></p> <p>Refer to BMP Implementation Schedule (Table C-1). Review inspection SOP annually and update as needed. Inspection frequency is as follows:</p> <ul style="list-style-type: none"> • At least once for 100% of all new construction sites during the initial phase of construction that includes the installation of infrastructure followed by: <ul style="list-style-type: none"> ○ Biannually for 100% of all active construction sites with land-disturbing activities of five acres or more; ○ Biannually for identified priority sites; and ○ Annually for 50% of active construction sites with land-disturbing activities of less than five acres, but at least one acre. • Investigate 100% of all complaints that are received; and • Conduct follow-up inspections for sites that have violations of the local ordinance. Follow-up inspections are conducted until all violations are resolved. 		
<p><i>Additional Documentation</i></p> <p>CSGP Evaluation for Construction Projects (Appendix D) and CSGP Project Inventory (Table C-6)</p>		
<p><i>Environmental Impact</i></p> <p>Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Document all construction site inspections and enforcement actions on the form. Record the number of construction sites inspected annually.</p> <p>Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs. Section 4.5 (m)(4) – Report the number of construction sites inspected.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (d) (1) and (3) and (i)</p> <p><i>Reporting:</i></p> <p>Section 4.5 (m)(1) & (4) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Construction Enforcement		
<p><i>BMP Description</i></p> <p>The Town will revise existing policies and procedures to enforce the construction stormwater ordinance including compliance and escalating enforcement actions.</p> <p>Enforcement actions, depending on the level of severity of violation, may include any of the following: warning letters of noncompliance, required corrective actions, failure to correct noncompliance, violation notices, assessment of penalties, and stop work orders.</p>		
<p><i>Measurable Goals</i></p> <p>Develop and maintain SOP(s) for enforcement actions. Document non-compliance and enforcement actions on the inspection form.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i></p> <p>Review enforcement SOP annually and update as needed. Enforcement actions are taken as appropriate. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>CSGP Evaluation for Construction Projects (Appendix D) and CSGP Project Inventory (Table C-6)</p>		
<p><i>Environmental Impact</i></p> <p>Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Maintain inspection forms documenting non-compliance issues. Maintain all correspondence related to an enforcement action. Record the number and type of enforcement actions taken each year.</p> <p>Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs. Section 4.5 (m)(5) – Report the number and type of enforcement actions taken each year.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (e) and (i)</p> <p><i>Reporting:</i></p> <p>Section 4.5 (m)(1) and (5) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Construction Stormwater Project Inventory		
<p><i>BMP Description</i></p> <p>The Town maintains an inventory of all construction site projects subject to the CSGP and ordinance, as well as those that are owned and/or operated by the MS4. The inventory includes project name, latitude/longitude or address, receiving water(s), project start date, project status, and compliance status/enforcement actions.</p> <p>Upon notification by IDEM, the MS4 will produce the inventory within 48 hours of notification or on a regular schedule as designated by IDEM, but no more frequently than monthly.</p>		
<p><i>Measurable Goals</i></p> <p>Track all CSGP construction sites and activities. Evaluate a project’s regulatory compliance status.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i></p> <p>Update form at least monthly. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>CSGP Project Inventory (Table C-6)</p>		
<p><i>Environmental Impact</i></p> <p>Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Maintain the following in the CSGP Project Inventory and use for Annual Reporting:</p> <ul style="list-style-type: none"> • The number of active construction projects owned and/or operated by the MS4; • The number of construction sites obtaining a MS4-issued stormwater run-off permit; • The number of construction sites inspected; and • The number and type of enforcement actions taken. <p>Section 4.5 (m)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (l)</p> <p><i>Reporting:</i></p> <p>Section 4.5 (m)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Construction Training for Inspection, Plan Review, and Enforcement		
<i>BMP Description</i> The Town will complete and document annual training attended by MS4 staff and/or contractual staff that are specific to their MS4 responsibility (e.g., plan review, inspection, compliance, and enforcement). Documentation must include the following: <ul style="list-style-type: none"> • Responsibility of staff member; • Dates and types of training attended; and • List of professional certifications MS4 staff have obtained or maintain. 		
<i>Measurable Goals</i> Increase plan reviewer and construction inspector knowledge by receiving annual training through a certification or by being managed by a certified individual.		
<i>Responsible Entity</i> MS4 Coordinator, Department of Development Services, Contractual Staff		
<i>Schedule</i> Annual training. Refer to BMP Implementation Schedule (Table C-1).		
<i>Additional Documentation</i> Training Matrix (Table C-5)		
<i>Environmental Impact</i> Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.		
<i>Reporting and Recordkeeping</i> Track completed training by MS4 staff. Contractual staff retain documentation of annual construction stormwater training specific to the responsibility the individual performs for the MS4 entity. Annual training completed according to the employees' certifications. Section 4.5 (m)(1) – Report status update on BMP.		
<i>Minimum Control Measures:</i> <input type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input checked="" type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations	<i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.1 (d) and 4.5 (j) <i>Reporting:</i> Section 4.5 (m)(1) Annual Report	<input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP BMP Revision Date: 2022

Construction Complaints		
<p><i>BMP Description</i> The Town maintains and promotes a stormwater hotline, "Report-A-Polluter," for reporting of stormwater pollution concerns, including construction stormwater complaints. The phone number is 317-852-1121. The hotline is posted on the Town's webpage. Complaints are investigated, tracked, and resolved by MS4 staff per an SOP.</p>		
<p><i>Measurable Goals</i> Reduce sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances. Develop and maintain SOP(s) for complaints.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i> The Town solicits stormwater complaints via a "Report-A-Polluter" stormwater hotline. Complaints are investigated, tracked, and resolved in a timely manner. Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> CSGP Project Inventory (Table C-6), Stormwater Complaint Form (Appendix D), and IDDE Complaints and Tracking Log (Table C-7)</p>		
<p><i>Environmental Impact</i> Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i> Record the number of public information requests and/or complaints received. Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs. Section 4.5 (m)(6) – Report the number of public information requests and/or complaints received.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (g) and (i)</p> <p><i>Reporting:</i></p> <p>Section 4.5 (m)(1) and (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

3.4 Post-Construction Stormwater Run-Off

The purpose of the Post Construction Stormwater Run-off Control MCM is to develop and implement a comprehensive program to address long-term stormwater quality for discharges from new development and redevelopment within the Town of Brownsburg.

The Town of Brownsburg will require developers and designers to plan for the minimization of pollutants in stormwater discharges on the project property, which is more effective and cost efficient than reducing the discharge of pollutants after the discharge enters the MS4 drainage system or flows to a receiving water.

In accordance with the MS4GP, the MS4 must do the following:

- Adopt an ordinance and provide for enforcement of the ordinance;
- Develop standards to address the quality and quantity of stormwater discharges;
- Register Class V injection wells within the MS4 area;
- Regulate infiltration practices in wellhead protection areas;
- Regulate direct discharges to karst features;
- Require long-term operation and maintenance of post-construction measures;
- Inspect post-construction measures;
- Receive and address complaints; and
- Provide training for plan reviewers, inspectors, and compliance officers.

Training efforts related to post-construction, and other aspects of the SWQMP, are summarized in **Appendix C, Table C-5**.

Post-Construction Site Stormwater Run-off Control BMPs are included in the following BMP detail sheets.

Post-Construction Stormwater Ordinance and Standards		
<p><i>BMP Description</i></p> <p>The Town will review and update an ordinance and standards to include the requirements of the MS4GP that contains the following:</p> <ul style="list-style-type: none"> • Regulate land disturbance of 1 acre or more and areas less than 1 acre that are part of a larger plan of development; • Require plans to be reviewed and approved by the MS4; • Regulate all gas stations and fueling areas regardless of amount of disturbance; • Develop standards for the design of stormwater detention and water quality treatment; • Develop list of measures and standards to include structural and non-structural practices as well as low impact and green infrastructure principals; • Require pretreatment for infiltration practices or direct discharges to groundwater in WHP areas and karst features; • Require the owner of the BMP to have a written O&M Manual to inspect and maintain stormwater practices for proper function; and • Include inspection and enforcement authority. 		
<p><i>Measurable Goals</i></p> <p>Adopt the ordinance to require the implementation of water quality practices for land disturbances.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator, Department of Development Services, and Town Council</p>		
<p><i>Schedule</i></p> <p>The Town maintains requirements for post construction in its ordinance and standards. Complete ordinance revisions within 730 days of permit coverage. Review the ordinance and standards annually. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>N/A</p>		
<p><i>Environmental Impact</i></p> <p>Control the flow rate and improve water quality of stormwater run-off.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Annually review ordinance and standards. Record reviews and any revisions of the ordinance and standards.</p> <p>Section 4.6 (j)(1) – Report status update on BMP and the review date of the ordinance or standards and any revisions.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (f), 4.6 (b), (c)(1) - (5), and (d)</p> <p>Section 4.6 (h)</p> <p><i>Reporting:</i></p> <p>Section 4.6 (j)(1) and (2) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Post-Construction Plan Review		
<p><i>BMP Description</i></p> <p>The post-construction plan review process is incorporated into the Construction Stormwater Plan Review BMP, process, and SOPs.</p> <p>CSGP submittals are submitted to the Department of Development Services. The plan reviewer evaluates the submittal in accordance with the CSGP, MS4GP, ordinance, and standards. The plan review is documented on a plan review form. Deficiencies identified during plan review are resolved prior to plan approval and NOI submittal.</p>		
<p><i>Measurable Goals</i></p> <p>Review construction plans under the CSGP. Develop and maintain SOPs for the plan review process.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i></p> <p>CSGP submittals are to be reviewed within ten business days of receipt. Review plan review process and SOPs annually and update as needed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Construction/Stormwater Pollution Prevention Plan Technical Review Form (Appendix D) and CSGP Project Inventory (Table C-6)</p>		
<p><i>Environmental Impact</i></p> <p>Control the flow rate and improve water quality of stormwater run-off by ensuring that all plans meeting the applicability requirements will be reviewed according to the post-construction ordinance and standards.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Record the number of plan reviews with post-construction controls. Record the number, type and location of post-construction measures installed.</p> <p>Section 4.6 (j)(1) – Report status update on BMP and reviews/revisions to SOPs. Section 4.6 (j)(3) – Report the number of sites requiring post-construction controls. Section 4.7 (j)(4) – Report the number, type and location of post-construction measures installed.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.5 (c), 4.6 (h)</p> <p><i>Reporting:</i></p> <p>Section 4.6 (j)(1), (3) and (4) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Post-Construction Inspections (MS4-Owned)		
<p><i>BMP Description</i></p> <p>The Town will develop and/or revise an Operation and Maintenance (O&M) Manual for MS4-owned/operated post-construction structural BMPs that includes an inspection and maintenance schedule.</p> <p>Update and administer an inspection program for MS4-owned/operated BMPs to ensure the practices are maintained and operating as designed. Develop procedures for the inspections and utilize an inspection form/checklist that documents corrective actions.</p>		
<p><i>Measurable Goals</i></p> <p>Develop and maintain an O&M Manual for MS4-owned BMPs. Develop and maintain SOPs for inspections. Complete post-construction inspections for MS4-owned BMPs per the schedule.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Water Utilities Department</p>		
<p><i>Schedule</i></p> <p>Refer to BMP Implementation Schedule (Table C-1). Review inspection SOP annually and update as needed. Perform maintenance as needed per O&M Manual routine schedule (Table C-12). Inspection frequency is as follows:</p> <ul style="list-style-type: none"> • Inspect all MS4-owned BMPs at least once in the 5-year permit term; • Inspect MS4-owned BMPs more frequently than 5 years if specified in the O&M Manual; and • Inspect a BMP if a complaint is received. 		
<p><i>Additional Documentation</i></p> <p>BMP Inspection Form (Appendix D)</p>		
<p><i>Environmental Impact</i></p> <p>Improve water quality by ensuring post-construction BMPs are functioning through inspections.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Complete inspections and maintain copies of inspection forms. Track/record the number, type, and location of BMPs inspected and/or modified to function properly or improve stormwater quality.</p> <p>Section 4.6 (j)(1) – Report status update on BMP and reviews/revisions to SOPs. Section 4.6 (j)(5) – Report the number, type, and location of structural BMPs modified. Section 4.6 (j)(6) – Report the number, type, and location of structural BMPs inspected.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.6 (d), (e), (f)(1), (2) & (4), and (h)</p> <p><i>Reporting:</i></p> <p>Section 4.7 (j)(1), (5) & (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Post-Construction Inspections (Privately-Owned)		
<p><i>BMP Description</i></p> <p>The Town will update and administer an inspection program for all privately-owned/operated post-construction structural BMPs to ensure the practices are maintained and operating as designed per the O&M Manual submitted for the measure(s). The Town will develop procedures for the inspections and utilize an inspection form/checklist that documents corrective actions.</p> <p>Maintain the submitted private-BMP's O&M Manuals.</p>		
<p><i>Measurable Goals</i></p> <p>Develop and maintain SOPs for inspections by the MS4. Complete inspections for private-BMPs immediately after construction. Complete routine inspections for private-BMPs per schedule.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i></p> <p>Refer to BMP Implementation Schedule (Table C-1). Review inspection SOP annually and update as needed. Inspection frequency is as follows:</p> <ul style="list-style-type: none"> • Inspect new private-BMPs after construction is completed; • Inspect all private-BMPs once in the 5-year permit term. MS4 may cap the number of inspections at 250 per 5-year term and prioritize and inspection the remaining private-BMPs in the next permit cycle; and • Inspect complaints for private BMPs. 		
<p><i>Additional Documentation</i></p> <p>BMP Inspection Form (Appendix D)</p>		
<p><i>Environmental Impact</i></p> <p>Improve water quality by ensuring post-construction BMPs are functioning through inspections.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Complete inspections and maintain copies of inspection forms. Track/record the number, type, and location of private-BMPs inspected.</p> <p>Section 4.6 (j)(1) – Report status update on BMP and reviews/revisions to SOPs. Section 4.6 (j)(6) – Report the number, type, and location of structural BMPs inspected.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.6 (d), (e), (f) (1), (3) & (4), and (h)</p> <p><i>Reporting:</i></p> <p>Section 4.6 (j)(1) and (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Post-Construction BMP Complaints		
<p><i>BMP Description</i> The Town will develop or revise written SOPs for receipt, resolution, and tracking of public inquiries, complaints, and other information submitted regarding local construction projects.</p> <p>The Town maintains and promotes a stormwater hotline for reporting of stormwater pollution concerns, including post-construction stormwater complaints. The hotline is posted on the Town's webpage. Complaints are investigated, tracked, and resolved by Town staff.</p>		
<p><i>Measurable Goals</i> Reduce water quality issues by following-up on all complaints received to ensure compliance with the MS4 ordinance. Track complaints, inspections, follow-up, and any enforcement actions for post-construction BMPs. Develop and maintain SOP(s) for complaints.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Department of Development Services</p>		
<p><i>Schedule</i> The Town solicits stormwater complaints via a "Report-A-Polluter" stormwater hotline. Complaints are investigated, tracked, and resolved in a timely manner. Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> CSGP Project Inventory (Table C-6), Stormwater Complaint Form (Appendix D), and IDDE Complaints and Tracking Log (Table C-7)</p>		
<p><i>Environmental Impact</i> Improve water quality by ensuring post-construction BMPs are functioning through inspections.</p>		
<p><i>Reporting and Recordkeeping</i> Record the number of public information requests and/or complaints received for post-construction BMPs.</p> <p>Section 4.5 (m)(1) – Report status update on BMP. Section 4.5 (m)(6) – Report the number of public information requests and/or complaints received. Section 4.6 (j)(5) – Report the number, type, and location of structural BMPs modified. Section 4.6 (j)(6) – Report the number, type, and location of structural BMPs inspected.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.6 (f) (4)</p> <p><i>Reporting:</i></p> <p>Section 4.5 (m)(1) and (6) Annual Report Section 4.6 (j)(1), (5) and (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Post-Construction Training for Inspection, Plan Review and Enforcement		
<p><i>BMP Description</i></p> <p>The Town will document annual training attended by MS4 staff and/or contractual staff that is specific to the responsibility (e.g., plan review, inspection, compliance, and enforcement) the individual performs. Documentation includes the following:</p> <ul style="list-style-type: none"> • Responsibility of staff member; • Dates and types of training attended; and • List of professional certifications MS4 staff have obtained or maintain. 		
<p><i>Measurable Goals</i></p> <p>Increase plan reviewer and inspector knowledge by receiving annual training through a certification or by being managed by a certified individual.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator</p>		
<p><i>Schedule</i></p> <p>Training is completed annually. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Training Matrix (Table C-5)</p>		
<p><i>Environmental Impact</i></p> <p>Improve water quality by training personnel on proper management of post-construction BMPs.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Track completed training by MS4 staff. Contractual staff retain documentation of annual construction stormwater training specific to the responsibility the individual performs for the MS4 entity. Annual training completed according to the employees' certifications.</p> <p>Section 4.6 (j)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.6 (i)</p> <p><i>Reporting:</i></p> <p>Section 4.6 (j)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

3.5 Municipal Operations Pollution Prevention & Good Housekeeping

The purpose of the Municipal Operations Pollution Prevention and Good Housekeeping MCM is to prevent or reduce pollutant run-off from municipal operations within the Town of Brownsburg. This program will address stormwater discharges from MS4 activities through a program of municipal employee education, proper municipal operations, and maintenance. This MCM incorporates the BMPs in this section to reduce floatables and other pollutants from discharging into the storm sewer system.

The stormwater system is maintained by various Town departments. Each BMP in this section identifies the responsible department for implementation. The O&M Plan is comprised of BMPs, SOPs, schedules, disposal methods, and documentation of activities identified in Section 4.7 (g) (1) and (2) of the MS4GP. The BMPs in the O&M Plan include the following:

- Periodic Litter Collection;
- Structure Cleaning;
- Roadside Shoulder and Ditch Stabilization;
- Roadside Vegetation;
- Outfall Scouring;
- Street Sweeping; and
- Outfall Inspections.

Written documentation for maintenance activities, schedules, and inspection procedures are provided for the municipal operations O&M Plan BMPs through SOPs. SOPs are comprised of the following:

- Responsible individuals;
- Maintenance schedules or map locations;
- Procedures for the removal and tracking disposal of trash and debris;
- Documentation methods confirming maintenance has been completed.

Surface visual inspections are considered the accumulation of all trained personnel visually assessing the stormwater system through their normal daily activities. Personnel attend annual training sessions and the process for reporting an identified issue is reviewed annually.

From the identified activities, the system is sufficiently visually inspected annually through routine tasks and activities. In addition, inspections of all outfalls will be conducted during the five-year permit term.

An inventory of properties, owned and operated by the Town, is provided in **Appendix C, Table C-9**. The inventory identifies properties by name/description, address, longitude/latitude, site permits (if any), and contacts. An evaluation was completed to determine whether each MS4 facility has the potential to generate stormwater pollution.

These are identified as priority sites. Refer to **Appendix A, Exhibit A-2** for a Map of MS4 Facilities.

The Town of Brownsburg's strategy for implementing the Municipal Operations Pollution Prevention and Good Housekeeping MCM is identified in the BMP sheets of this section.

Inventory of MS4-Owned/Operated Facilities		
<p><i>BMP Description</i></p> <p>The Town will develop and maintain an inventory of MS4 owned/operated facilities and include a location map, facility name/description, address, longitude/latitude, site permits, primary contact, alternate contact, and determine if the site has the potential to generate stormwater pollution (priority site).</p> <p>The Town will complete an evaluation of each MS4 facility to determine whether the potential to generate stormwater pollution exists. MS4 facilities with the potential to generate stormwater pollution will be considered priority sites.</p>		
<p><i>Measurable Goals</i></p> <p>Identify MS4 facilities, prioritize pollution generating sites, and a maintain list and map.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator</p>		
<p><i>Schedule</i></p> <p>Develop a list in the first six months of permit coverage. Identify priority sites and develop a map in the first year of coverage. Annually review/update the list and map. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Inventory of MS4-Owned Facilities (Table C-9) and Map of MS4-Owned Facilities (Exhibit A-2)</p>		
<p><i>Environmental Impact</i></p> <p>The inventory will allow the MS4 to ensure appropriate stormwater pollution prevention BMPs are identified for each MS4-owned facility.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Maintain Inventory of MS4 Facilities and Map of MS4 Facilities.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and the dates of development and review/revisions to the inventory and map.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (b)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Stormwater Pollution Prevention Plans (SWPPP)		
<p><i>BMP Description</i></p> <p>The Town will develop and/or revise SWPPPs for priority sites including site maps, corrective actions, maintenance activities, operations, and other SOPs. Each SWPPP will address good housekeeping, proper storage, maintenance activities, vehicle and equipment washing and storage, site snow disposal/salt management, site pesticide use, site waste disposal, spill prevention and response, plan review and updates to the plan, and Spill Prevention Control and Countermeasures (SPCC) compliance as applicable.</p> <p>SWPPPs were revised in September 2021.</p>		
<p><i>Measurable Goals</i></p> <p>Maintain site SWPPPs and update annually.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police and Fire, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i></p> <p>Review and revise existing SWPPPs. Review annually and revise as needed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Inventory of MS4-Owned Facilities (Table C-9), Map of MS4-Owned Facilities (Exhibit A-2), MS4 Facility SWPPPs, and SWPPP Inspection Form</p>		
<p><i>Environmental Impact</i></p> <p>SWPPPs will prevent or reduce pollutant run-off from municipal operations.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Maintain a copy of the SWPPP at each site. Maintain Quarterly Facility Inspections and Annual Facility Assessments with the SWPPP.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and the number of facilities identified as requiring a SWPPP and their revision date(s).</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (d) & (e)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Quarterly Facility Inspections		
<p><i>BMP Description</i></p> <p>The Town will complete and document quarterly inspections to ensure materials and equipment are clean and orderly and to minimize the potential for pollutant discharge for all MS4 facilities with SWPPPs. The inspection report must include any identified deficiencies and the corrective actions taken or planned to address the deficiencies.</p> <p>Site-specific inspection forms have been developed as part of each SWPPP and include the above information. At a minimum, one quarterly inspection will be completed by MS4 Coordinator and serve as the Annual Facility Assessment (see Annual Facility Assessment BMP).</p>		
<p><i>Measurable Goals</i></p> <p>Complete inspections quarterly and maintain with SWPPPs.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i></p> <p>Review and revise the existing SWPPP inspection forms. Review annually and revise as needed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>SWPPP Inspection Forms</p>		
<p><i>Environmental Impact</i></p> <p>Minimize the potential for pollutant discharged for MS4 facilities.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Maintain quarterly inspections with the SWPPP at each site and provide a copy to the MS4 Coordinator. Record all deficiencies on the inspection form and associated corrective action.</p> <p>Section 4.7 (n)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (f)</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Annual Facility Assessment		
<p><i>BMP Description</i></p> <p>Each year, the Town will assess identified priority facilities (from inventory) for potential pollutants, existing operations (material storage, housekeeping practices, erosional features, vehicle washing, proximity of activities to drains and outfalls, etc.), the overall good housekeeping program, and other activities. Assess existing structural and non-structural stormwater management measures.</p> <p>The annual assessment will utilize the SWPPP inspection form and a written description of observed practices and activities and corrective actions.</p>		
<p><i>Measurable Goals</i></p> <p>Complete assessments annually and maintain with SWPPP.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police and Fire, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i></p> <p>Annually. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Facility SWPPPs, SWPPP Inspection Form, and Inventory of MS4-Owned Facilities (Table C-9)</p>		
<p><i>Environmental Impact</i></p> <p>Minimize the potential for pollutant discharged for MS4 facilities.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Maintain the Annual Assessments with the SWPPP at each site. Record all deficiencies on the inspection form and associated corrective action. Update SWPPP as needed.</p> <p>Section 4.7 (n)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (c)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Periodic Litter Collection		
<p><i>BMP Description</i> Periodic litter collection is part of the O&M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for litter collection at their facilities. Along with routine schedules, areas are identified through surface visual inspections and complaints. Litter is disposed of as trash or recycling.</p> <p>The Parks and Street Departments hire a contractor to mow grass at their facilities. Contractors pick up litter prior to mowing.</p>		
<p><i>Measurable Goals</i> Collect litter to prevent conveyance contamination and clogging. Develop and maintain SOP.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police and Fire, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i> Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1). In general, litter collection is completed weekly during the growing season and as needed at MS4 facilities. Refer to SOP and O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i> N/A</p>		
<p><i>Environmental Impact</i> Reduces the amount of floatables and other pollutants discharged to stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(A), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Structure/Catch Basin Cleaning		
<p><i>BMP Description</i> Stormwater structure cleaning is part of the O&M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Department Supervisors are responsible for notifying the MS4 Coordinator when stormwater structures require cleaning.</p>		
<p><i>Measurable Goals</i> Reduce the amount of floatables and other pollutants discharged by cleaning stormwater structures and conveyances. Develop and maintain SOP.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator, Water Utilities Department-Wastewater Division, Department Supervisors (Fleet Maintenance, Parks, Police, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i> Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1). In general, the BMP is completed by sections per a schedule, a complaint, and as needed at MS4 facilities. Refer to SOP and O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i> N/A</p>		
<p><i>Environmental Impact</i> Reduces the amount of floatables and other pollutants discharged to stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP. Section 4.7 (n)(3) – Report the estimated amount of material removed from stormwater drainage system cleaning including the disposal methods utilized.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(B), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) and (3) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Roadside Shoulder and Ditch Stabilization		
<p><i>BMP Description</i> Roadside shoulder and ditch stabilization is part of the O&M Plan. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for stabilization after a project (e.g., utility line installation). Areas are identified through surface visual inspections and complaints.</p>		
<p><i>Measurable Goals</i> Repair shoulders and ditches to prevent accidents and sedimentation from entering conveyances. Develop and maintain SOP.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police and Fire, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i> Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1). In general, the BMP is completed when personnel observe an issue or a complaint is received. Refer to SOP and O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i> N/A</p>		
<p><i>Environmental Impact</i> Prevent sedimentation from entering stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP. Section 4.7 (n)(2) – Report the number and location of stormwater conveyances that have been repaired.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(C), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) and (2) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Roadside Vegetation		
<p><i>BMP Description</i> Planting and proper care of roadside vegetation is part of the O&M Plan. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for restoring vegetation after a project (e.g., utility line installation). Areas are identified through surface visual inspections and complaints.</p>		
<p><i>Measurable Goals</i> Repair shoulders and ditches to prevent sedimentation from entering stormwater conveyances. Develop and maintain SOP.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police and Fire, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i> Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1). In general, the BMP is completed when personnel observe an issue or a complaint is received. Refer to SOP and O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i> N/A</p>		
<p><i>Environmental Impact</i> Prevent erosion and sedimentation to stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP. Report the number of areas planted.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(D)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Remediation of Outfall Scouring		
<p><i>BMP Description</i> Remediation of outfall scouring is part of the O&M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for notifying the MS4 Coordinator and/or designated personnel when an outfall requires remediation. Along with routine schedules/inspections, areas are identified through surface visual inspections and complaints.</p>		
<p><i>Measurable Goals</i> Repair outfalls to prevent sedimentation from entering stormwater conveyances. Develop and maintain SOP.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police and Fire, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i> Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1). In general, the BMP is completed per a schedule, a complaint, and as needed at MS4 facilities. Refer to SOP and O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i> Visual Inspection and Stormwater Sampling Form (Appendix D)</p>		
<p><i>Environmental Impact</i> Prevents erosion and sedimentation to stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP. Section 4.7 (n)(2) – Report the number and location of stormwater outfalls that have been repaired.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(E), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) & (2) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Repairing Stormwater Conveyances		
<p><i>BMP Description</i> Repairing stormwater conveyances and infrastructure is part of the O&M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for notifying the MS4 Coordinator and/or designated personnel when conveyances require cleaning. Along with routine schedules, areas are identified through surface visual inspections and complaints.</p>		
<p><i>Measurable Goals</i> Repair stormwater conveyances (infrastructure) to prevent sedimentation from entering conveyances. Develop and maintain SOP.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police and Fire, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i> Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1). In general, the BMP is completed per a schedule, a complaint, and as needed at MS4 facilities. Refer to SOP and O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i> N/A</p>		
<p><i>Environmental Impact</i> Reduces the amount of pollutants entering stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP. Section 4.7 (n)(2) – Report the number and location of stormwater conveyances that have been repaired.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(E), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) & (2) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Disposal of Pet Waste		
<p><i>BMP Description</i> Dog parks contribute to stormwater pollution in the form of E.coli and high nutrient levels associated with accumulations of pet wastes. Stormwater runoff, including pet wastes, have the potential to discharge to local water ways, adversely affecting local wildlife habitat.</p> <p>The Town maintains pet waste stations at the Cardinal Park Bark Park, along numerous pedestrian trails, and at various Town parks and recreation areas. The Parks Department is responsible for maintenance and disposal of pet waste stations throughout the MS4.</p>		
<p><i>Measurable Goals</i> Properly dispose of pet waste.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator and Parks Department</p>		
<p><i>Schedule</i> Refer to Parks Department SWPPP, SOP, and O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i> N/A</p>		
<p><i>Environmental Impact</i> Reduces the amount of pollutants entering stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i> Track maintenance activities.</p> <p>Section 4.7 (n)(1) – Report status update on BMP</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (d)(6)(C)</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Snow and Salt Management		
<p><i>BMP Description</i></p> <p>The Town will establish designated snow disposal area(s) that have minimal potential for the discharge of run-off to receiving waters.</p> <p>The Town will manage and store salt and other de-icing materials in a way that minimizes stormwater run-off from the facility. The following will be considered to minimize stormwater run-on and run-off:</p> <ul style="list-style-type: none"> • Utilize and maintain permanent structures and/or coverings, thereby reducing the discharge of polluted stormwater run-off; and • Manage operations to address tracking and spillage of salt and other de-icing materials. <p>Snow and salt management is addressed in the Brownsburg Street Department SWPPP.</p>		
<p><i>Measurable Goals</i></p> <p>Reduce salt and de-icing material exposure to stormwater through proper management.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Street Department</p>		
<p><i>Schedule</i></p> <p>Update SWPPP within first year of permit coverage. Refer to BMP Implementation Schedule (Table C-1). On-going management measures. Refer to O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i></p> <p>Street Department SWPPP</p>		
<p><i>Environmental Impact</i></p> <p>Decrease salt run-off to stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Document the snow disposal area(s) and salt/sand management measures and storage locations in the SWPPP.</p> <p>Section 4.7 (n)(1) – Report status update on BMP.</p> <p>Section 4.7 (n)(5) – Number and location of deicing salt and sand storage areas and methods used to minimize stormwater exposure.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (d)(6)(D) and (E)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) and (5) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Street and Parking Lot Sweeping		
<p><i>BMP Description</i></p> <p>Sweeping streets and municipal parking lots is part of the O&M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for notifying the MS4 Coordinator and/or designated personnel when parking lots require cleaning. Along with routine schedules, areas are identified through surface visual inspections and complaints.</p>		
<p><i>Measurable Goals</i></p> <p>Reduce the amount of pollutants discharged to stormwater infrastructure by sweeping public streets and municipal parking lots. Develop and maintain SOP.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Street Department</p>		
<p><i>Schedule</i></p> <p>Review SOP annually and update as needed. Refer to BMP Implementation Schedule (Table C-1). In general, the BMP is completed per a schedule, a complaint, and when requested for MS4 facilities. Refer to SOP and O&M Routine Schedule (Table C-12).</p>		
<p><i>Additional Documentation</i></p> <p>N/A</p>		
<p><i>Environmental Impact</i></p> <p>Reduces the amount of pollutants discharged to stormwater conveyances.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions.</p> <p>Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP. Section 4.7 (n)(4) – Report the estimated amount of material collected from street sweeping and the disposal method utilized.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (g)(3) - (5)</p> <p>Section 4.7 (i) Annual Review</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) and (4) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Stormwater Practices for Vendors and Subcontractors		
<p><i>BMP Description</i> The Town will establish procedures to ensure contractors or third-party entities hired by the MS4 to perform maintenance or other operational activities associated with the stormwater system are required to comply with stormwater good housekeeping practices and facility-specific stormwater management policies and procedures.</p>		
<p><i>Measurable Goals</i> Provide training to contractors regarding MS4 stormwater management policies and procedures.</p>		
<p><i>Responsible Entity</i> MS4 Coordinator</p>		
<p><i>Schedule</i> As needed, but prior to work being completed. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i> Training Matrix (Table C-5) and List of Educational Materials (Table C-3)</p>		
<p><i>Environmental Impact</i> Minimize the potential for pollutant discharged for maintenance and other activities conducted by outside entities on behalf of the MS4.</p>		
<p><i>Reporting and Recordkeeping</i> Maintain training records from contractors. Section 4.7 (n)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (j)</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n) (1) Annual Report</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Flood Control Structures		
<p><i>BMP Description</i></p> <p>The Town will provide written documentation that new flood control structures are assessed for their impacts on water quality and quantity during the planning and design phase.</p> <p>The Town will evaluate existing flood control structures owned and/or operated by the Town with the purpose to modify the structure to improve water quality within the MS4.</p> <p>MS4 projects follow the stormwater quality and quantity requirements established in the ordinance and CSGP requirements as applicable. The MS4 does not own or operate any flood control structures.</p>		
<p><i>Measurable Goals</i></p> <p>Identify potential flood control structures and evaluate them for their impacts on water quality and quantity.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator</p>		
<p><i>Schedule</i></p> <p>Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>N/A</p>		
<p><i>Environmental Impact</i></p> <p>Incorporating water quality measures into flood control structures will improve water quality.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Section 4.7 (n)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (k) & (l)</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n) (1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

Municipal Operations Training		
<p><i>BMP Description</i></p> <p>The Town will implement an annual training program for employees directly involved in implementing good housekeeping for MS4 facilities and/or infrastructure. The Town will customize training and topics to an employee’s job responsibilities and review spill prevention and response, site-specific stormwater issues, and the SWPPP.</p> <p>All municipal operations BMPs will be addressed annually at training sessions. Training may take the form of safety meetings, online training, webcasts, webinars, articles, checklists, presentations, workshops, and conferences.</p>		
<p><i>Measurable Goals</i></p> <p>Increase employee awareness of stormwater issues by providing annual training.</p>		
<p><i>Responsible Entity</i></p> <p>MS4 Coordinator and Department Supervisors (Fleet Maintenance, Parks, Police and Fire, Street, Water, and Wastewater Treatment Plant)</p>		
<p><i>Schedule</i></p> <p>New and part-time hires within two months and annually. Seasonal hires within 30 days. Refer to BMP Implementation Schedule (Table C-1).</p>		
<p><i>Additional Documentation</i></p> <p>Training Matrix (Table C-5) and List of Educational Materials (Table C-3)</p>		
<p><i>Environmental Impact</i></p> <p>Increase employee’s response to stormwater issues by providing annual training to increase stormwater pollution prevention awareness.</p>		
<p><i>Reporting and Recordkeeping</i></p> <p>Completed training to be documented through attendance sheets. Documentation must include employee name, position, date, and description of the training.</p> <p>Section 4.7 (n)(1) – Report status update on BMP.</p>		
<p><i>Minimum Control Measures:</i></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><i>Permit Requirement:</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Section 4.7 (m)</p> <p><i>Reporting:</i></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

4.0 MS4 PROGRAM EVALUATION AND ANNUAL REPORT

4.1 Annual Assessment of Programs

The following sections of the MS4GP state an annual review or performance evaluation is required. The requirement for the annual review has been included in each applicable BMP sheet.

Reference	Requirement
Section 3.2 (b) WQCR	Review the WQCR to determine if revisions are required and then provide updated WQCR in the Annual Report.
Section 4.1 (e) General Performance	Maintain and evaluate potential overall program performance improvement opportunities in implementing the six MCMs
Section 4.1 (k) General Performance	Conduct an annual review of the SWQMP and as necessary update the plan to ensure it reflects the goals of the MS4 program are being met.
Section 4.2 (a)(6) SWQMP	Annual updates based on changes in priorities, technology, goals, etc.
Section 4.3 (g) MCM 1 & 2	Implement and assess the program annually and update goals as necessary. Describe changes in public awareness resulting from implementation of the program.
Section 4.4 (i) MCM 3	Review and assess the program annually and update as necessary.
Section 4.5 (i) MCM 4	Perform an evaluation and an assessment of the effectiveness of the program annually and update as necessary. (1) Evaluate and assess the following: (A) Regulatory mechanism(s) (i.e. ordinance). (B) Plan review process, policy, and procedures. (C) Site Inspection process, policy, and procedures. (D) Standards and specification manual and/or guidance documents. (E) Policy and procedures related to management and compliance of MS4 owned and/or operated projects. (F) Assess coordination with other departments within the MS4 departments. (2) Develop and implement a plan and schedule to address program deficiencies, improvements, and modifications to the program.
Section 4.6 (h) MCM 5	Review and assess the program annually and update as necessary. (1) Evaluate and assess the following: (A) Regulatory mechanism(s) (i.e. ordinance). (B) Plan review process, policy, and procedures. (C) Site Inspection process, policy, and procedures. (D) Standards and specification manual and/or guidance documents. (E) Policy and procedures related to management and compliance of MS4 owned and/or operated projects. (F) Assess coordination with other MS4 departments. (2) Develop and implement a plan and schedule to address program deficiencies, improvements, and modifications to the program.

Reference	Requirement
Section 4.7 (d) (3) MCM 6 SWPPP	Procedures to review the SWPPP annually and update as needed.
Section 4.7 (i) MCM 6	Review and assess the good housekeeping program for adequacy and accuracy annually and update as necessary.

4.2 Annual Report

Each MCM identifies specific information to include in the Annual Report. This information is included in each BMP sheet. The MS4 will incorporate all annual reporting information into a spreadsheet for tracking and reporting.

5.0 ABBREVIATIONS

BMP – Best Management Practice

CSOOP – Combined Sewer Overflow Operational Plan

CSGP – Construction Stormwater General Permit

IDDE – Illicit Discharge Detection and Elimination

IDEM – Indiana Department of Environmental Management

GIS – Geographical Information System

LTCP – Long Term Control Plan (for Combined Sewer Overflows)

MCM – Minimum Control Measure

MOA – Memorandum of Agreement

MOU – Memorandum of Understanding

MS4 – Municipal Separate Storm Sewer System

MS4GP – Municipal Separate Storm Sewer System General Permit

NOI – Notice of Intent

NOT – Notice of Termination

NPDES – National Pollution Discharge Elimination System

O&M – Operations and Maintenance

SOP – Standard Operating Procedures

SWCD – Soil and Water Conservation District

SWMD – Solid Waste Management District

SWPPP – Stormwater Pollution Prevention Plan

SWQMP – Stormwater Quality Management Plan

TMDL – Total Maximum Daily Load

USEPA – U.S. Environmental Protection Agency

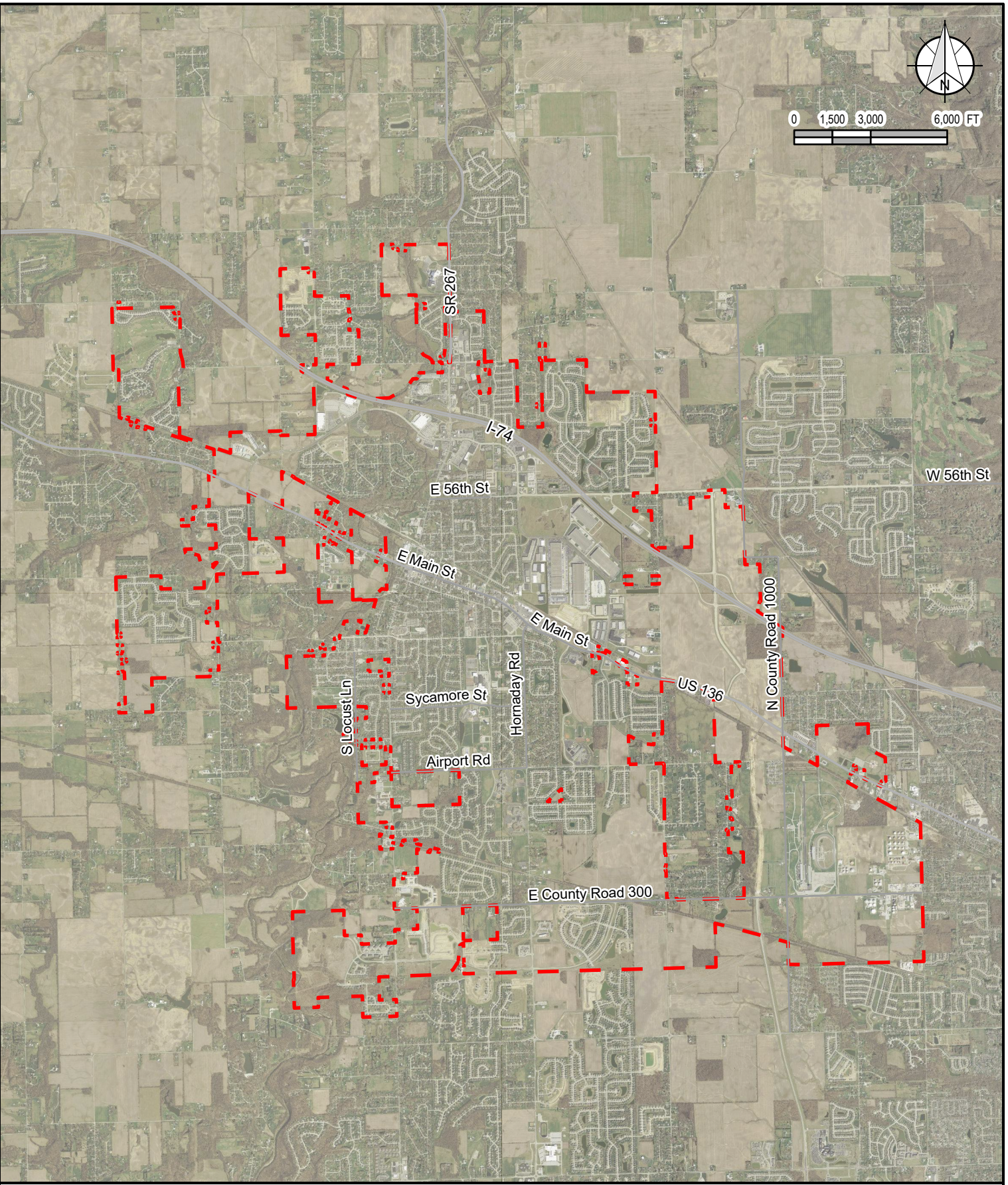
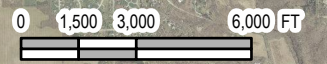
WHP – Wellhead Protection

WQCR – Water Quality Characterization Report

WWTP – Wastewater Treatment Plant

APPENDIX A

Program Exhibits



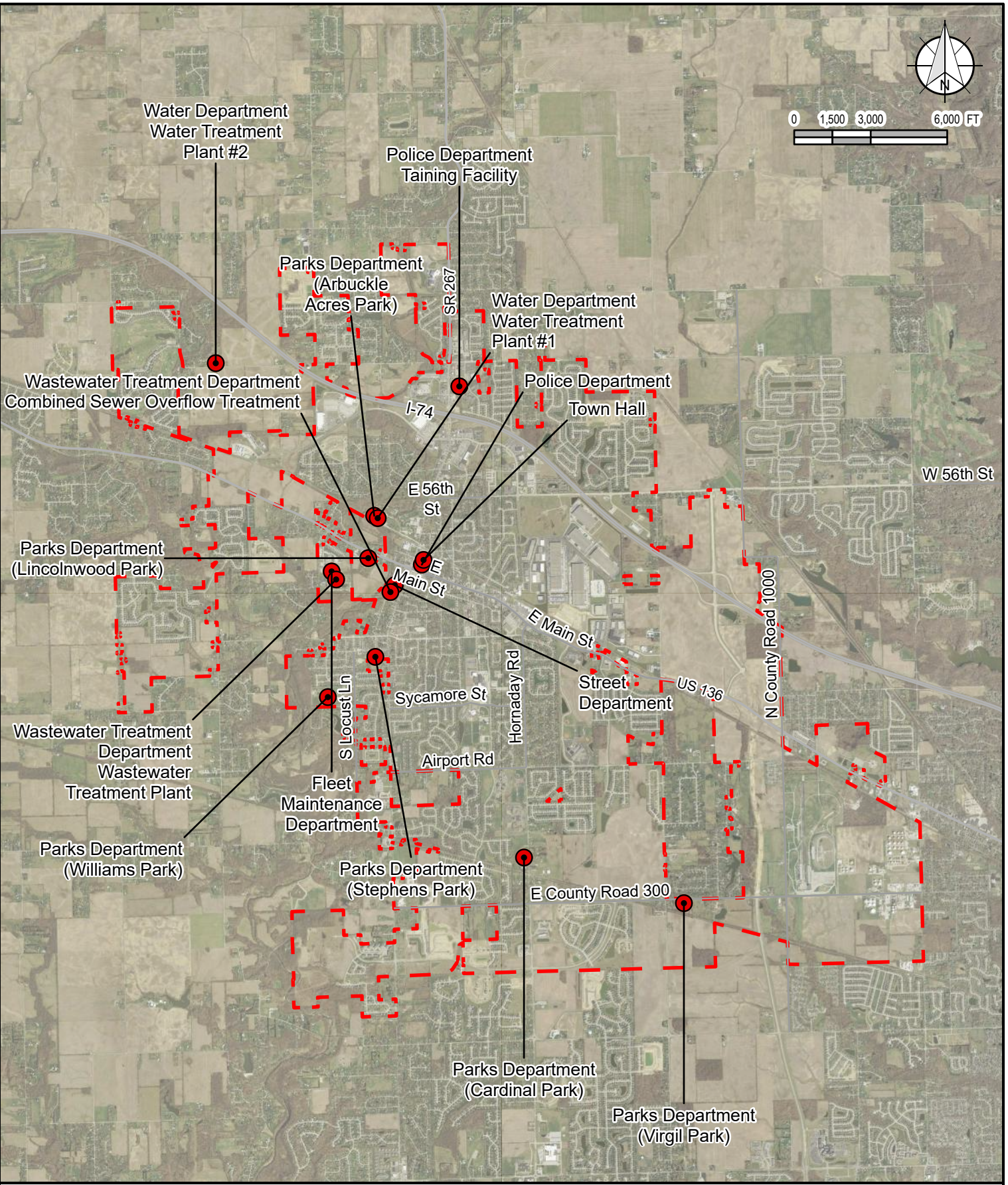
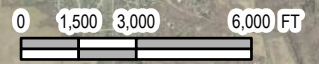
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Legend
[Red dashed line symbol] MS4 Boundary

Exhibit A-1
MS4 Boundary Map

Stormwater Quality Management Plan
Town of Brownsburg, Indiana
099705.58.31ES01
December 2022



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- Legend
-  MS4 Facility
 -  MS4 Boundary

Exhibit A-2
MS4 Facilities

Stormwater Quality Management Plan
Town of Brownsburg, Indiana
099705.58.31ES01
December 2022

APPENDIX B

Permit Documentation



**MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)
NOTICE OF INTENT (NOI)**

State Form 51270 (R5 / 3-22)
Form Approved by State Board of Accounts, 2003
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

- NOTE:**
- This form must be used to apply for a general NPDES permit to obtain permit coverage under the MS4 General Permit MS4 GP - (INR040000)
 - Please type or print in ink.
 - Return this form, required addenda, and payment by mail to the IDEM Stormwater Program at the address listed below.

IDEM, Stormwater Program
100 North Senate Avenue
IGCN Rm 1255
Indianapolis, IN 46204-2251

For questions regarding this form, contact:

Phone: (317) 234-1601 or
(800) 451-6027, ext. 41601 (within Indiana)

Stormwater Program Email: Stormwat@idem.IN.gov

Web Access:
<http://www.in.gov/idem> (Search for Stormwater)

MS4 General Permit (MS4GP) may be obtained at:
<https://www.in.gov/idem/stormwater/municipal-separate-storm-sewer-systems-ms4/>

APPLICABILITY

- Permit coverage under the MS4 General Permit applies to all entities that:**
- Are not required to obtain an individual NPDES permit under 327 IAC 15-2-9(b)
 - Meet the general permit rule applicability requirements under 327 IAC 15-2-3
 - Do not have coverage under an individual MS4 permit; and
 - Operate, maintain, or otherwise have responsibility for an MS4 conveyance within a designated MS4 area.

APPLICATION TYPE (check one)

- Initial NOI
- Renewal NOI
• NPDES Number: INR040002
- Amended NOI
• NPDES Number:

Part A: GENERAL INFORMATION FOR PRIMARY MS4 OPERATOR

(1) MS4 Name (Primary):	Town of Brownsburg	County: Hendricks
(2) Operator Name (Individual):	First: Debbie	Last: Cook
(3) Operator Title:	Town Manager, Town of Brownsburg	
(4) Mailing Address and Contact Information:		
Address 1: 61 North Green Street		
Address 2:	City: Brownsburg	State: Indiana Zip: 46112
Phone: 317-858-6032	Cell Phone:	Email: dcook@brownsburg.org

Part B: MS4 COORDINATOR (MS4 Listed in Part A)

(1) Is the MS4 Coordinator the same person as the MS4 Operator listed in Part A?		
<input type="checkbox"/> Yes (Do not complete items 2 through 5) <input checked="" type="checkbox"/> No (Complete Items 2 through 5)		
(2) Name of MS4 or Name of Company: Town of Brownsburg		
(3) Contact Name (Individual):	First: Kathy	Last: Dillon
(4) Contact Title:	Water Utilities Director and MS4 Coordinator	
(5) Mailing Address and Contact Information:		
Address 1: 225 South Mardale Drive		
Address 2:	City: Brownsburg	State: Indiana Zip: 46112
Phone: 317-852-1114	Cell Phone:	Email: kdillon@brownsburg.org

PART C: OTHER CONTACTS

Application Preparer:

(Complete Items (1) and (2) below and only complete Item (3) if different than the information listed in Part A or Part B)

(1) Contact Name (Individual): First Name: Jacob Last Name: Barker
 (2) MS4 or Company Name: Wessler Engineering
 (3) Mailing Address and Contact Information:
 Address 1: 6219 South East Street
 Address 2: _____ City: Indianapolis State: Indiana Zip: 46227
 Phone: 317-788-4551 Cell Phone: _____ Email: JacobB@wesslerengineering.com

Consultant:

Not Applicable
 The MS4 has retained a consultant to assist with the program
 (Complete Items (1) through (3) if different than the information listed for the Application Preparer)

(1) Contact Name: (Individual): First Name: _____ Last Name: _____
 (2) Company Name: _____
 (3) Mailing Address and Contact Information:
 Address 1: _____
 Address 2: _____ City: _____ State: _____ State Abbreviation: _____ Zip: _____
 Phone: _____ Cell Phone: _____ Email: _____

PART D: MS4 GENERAL INFORMATION (Primary Permittee Only (Co-permittees will provide in Appendix A))

(1) Primary Receiving Water: White Lick Creek
 (2) Coverage Area (Acres): 10,464
 (3) Population: 28,973
 (4) Funding Sources: Storm Water Utility user fees and municipal annual budgets
 (5) Stormwater Fees: Not Applicable Yes, the fees are based on or calculated on (provide a brief description): Fee is based on impervious surface and an Equivalent Residential Unit (ERU) is used for fee calculation.

(6) Administration of the Minimum Control Measures:

Minimum Control Measure	Primary MS4 will Administer	Another MS4 (List Entity) will Administer	A Third Party (List Entity) will Administer	Legally Binding Agreement
Public Education	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Hendricks County Partnership for Water Quality	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Public Involvement	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Illicit Discharge	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Construction	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Post-construction	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Good Housekeeping	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No

PART E: MS4 CO-PERMITTEE INFORMATION

(1) Is the MS4 listed as Primary applying for permit coverage that will include co-permittees?

- Yes (*List the MS4 entities below*) No (*Proceed to Part F*)

- | | |
|-----|-----|
| (a) | (f) |
| (b) | (g) |
| (c) | (h) |
| (d) | (i) |
| (e) | (j) |

Part F: GENERAL DISCHARGE INFORMATION FOR MS4 ENTITIES

(1) Hydrologic Unit Codes (12 Digit) associated with the MS4 area including those associated with co-permittees.
(*Attach separate sheets as necessary.*)

Hydrologic Unit Code (12 Digit)	Name of MS4 or MS4s
(a) 051202011303	Town of Brownsburg
(b) 051202011308	Town of Brownsburg
(c) 051202011110	Town of Brownsburg
(d) 051202011108	Town of Brownsburg
(e) 051202011302	Town of Brownsburg
(f) 051202011301	Town of Brownsburg
(g)	
(h)	

(2) Primary Hydrologic Unit Code selected from the list above: 051202011303

(3) Receiving Waters: List all separate stormwater system outfall receiving waters. The receiving waters must represent all entities seeking coverage under this NOI. (*Attach separate sheets as necessary.*)

Receiving Water	Approved TMDL (Name the TMDL)	Identify if the Water is on the current 303d (List Impairments Below)
(a) White Lick Creek	None	E. coli, Biological Integrity
(b) Mary Gibbs Legal Drain	None	E. coli, Biological Integrity
(c) Timothy Quinn Legal Drain	None	E. coli, Biological Integrity
(d) Joseph Holloway Legal Drain	None	E. coli, Biological Integrity
(e) West Fork White Lick Creek	None	E. coli
(f) Chris Truckses Legal Drain	None	None
(g) Mary E Wilson Legal Drain	None	None
(h) John Garvey Legal Drain	None	None
(i) John Garvey and Neal Legal Drain	None	None
(j) East Fork White Lick Creek	None	E. coli, Biological Integrity
(k) Tavner Neal Legal Drain	None	None
(l) Pollard and Todd Legal Drain	None	None
(m) William Brown Legal Drain	None	E. coli, Biological Integrity
(n) Ballard Creek	None	E. coli, Biological Integrity
(o) Mario Creek	None-Eagle Creek WMP	E. coli
(p) Tansel Branch	None-Eagle Creek WMP	E. coli

(4) Do any outfalls within the MS4 discharge to another MS4 conveyance?
(These conveyances may either be regulated or non-regulated under the MS4 General Permit.)

Yes No

If yes, provide the name of the responsible MS4 entity for the storm system and provide the name of the initial receiving water.

Outfall Discharges Directly to a MS4 (List the MS4):	Initial Receiving Water
(a) Hendricks County MS4	White Lick Creek, East Fork White Lick Creek, West Fork White Lick Creek
(b) Hendricks County MS4	Various Legal Drains
(c) City of Indianapolis MS4	Mario Creek and Tansel Branch
(d)	

Part G: Public Notification

The designated entities have notified the public of their intent to submit an application to IDEM to obtain permit coverage as a MS4. The notification was achieved by one of the two options below (select the option utilized):

- A notification was placed on the MS4 web page or community calendar for 30 days prior to submittal of the NOI. The notification included the information required in the MS4GP as required by 6.1 (b)(2).
- A notification was placed on a local newspaper of general circulation for a minimum of one (1) day. The notification included the information required in the MS4GP as required by 6.1 (b)(2).

Part H: INFORMATION TO BE SUBMITTED WITH THE NOI

In addition to the information in Parts A through G and applicable appendices a MS4 operator must provide:

- (1) Proof that a notice was posted to the MS4 web page / community calendar or in a newspaper with the greatest circulation in the affected MS4 area.
- (2) Application Fee (the MS4 Operator shall pay a fee in accordance with IC 13-18-20-12 and Section 6.4 and 6.5 of the MS4GP).
- (3) Certification that appropriate legally-binding agreements or contracts between MS4 entities have been obtained.


Part I: CERTIFICATION AND SIGNATURE

The Primary MS4 Operator listed in Part A must sign the following certification statement:

I swear or affirm under penalty of perjury as specified by IC 35-44.1-2-1 and other penalties specified in IC 13-30-10, that the statements and representations in this notification are true, accurate, and complete.

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

Type or print Operator Name: Debbie Cook

Signature of Operator: 

Date: 6/23/2022
(mm/dd/year)

The NOI must be signed by an individual who has the appropriate signatory authority as required by 40 CFR 122.22. Wet ink signatures are required.

COPY

Appendix A: Co-permittees (Complete this form for each Co-Permittee)

(1) Name of MS4 Co-Permittee:

MS4 Operator (An individual): First: _____ Last: _____ Title: _____
 Address 1: _____
 Address 2: _____ City: _____ State: Indiana Zip: _____
 Phone: _____ Cell Phone: _____ Email: _____
 MS4 Coordinator (An individual): First: _____ Last: _____ Title: _____
 Address 1: _____
 Address 2: _____ City: _____ State: Indiana Zip: _____
 Phone: _____ Cell Phone: _____ Email: _____

(2) MS4 Information for Co-permittee:

MS4 (Co-permittee) Population: _____
 MS4 (Co-Permittee) Primary Receiving Water: _____
 Funding Sources: _____
 Does the MS4 have a Stormwater Fee: Yes No
 If Yes, provide a general description of how the fee is calculated (*i.e. impervious surface, etcetera*) _____

(3) Administration of the Minimum Control Measure:

Minimum Control Measure	Co-Permittee Listed Above will Administer	Another MS4 (List Entity) will Administer	A Third Party (List Entity) will Administer	Legally Binding Agreement
Public Education	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Public Involvement	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Illicit Discharge	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Construction	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Post-construction	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Good Housekeeping	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No

(4) Co-permittee Certification:

I swear or affirm under penalty of perjury as specified by IC 35-44.1-2-1 and other penalties specified in IC 13-30-10, that the statements and representations in this notification are true, accurate, and complete.

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

Type or Print MS4 Operator Name: _____

Signature of MS4 Operator (co-Permittee): _____ Date: _____

The NOI must be signed by an individual who has the appropriate signatory authority as required by 40 CFR 122.22. Wet ink signatures are required. (mm/dd/year)

Appendix B: Additional Program Contacts Administering Minimum Control Measures (Optional) <i>(Add additional Pages as needed)</i>			
MS4 Representative			Administering the Following MCMs
Name (Individual): First Name:	Last Name:		<input type="checkbox"/> Public Education
MS4 or Company Name:			<input type="checkbox"/> Public Involvement
Address:			<input type="checkbox"/> Illicit Discharge
City:	State:	Zip:	<input type="checkbox"/> Construction
Phone:	Cell Phone:	Email:	<input type="checkbox"/> Post-Construction
			<input type="checkbox"/> Good Housekeeping
Name (Individual): First Name:	Last Name:		<input type="checkbox"/> Public Education
MS4 or Company Name:			<input type="checkbox"/> Public Involvement
Address:			<input type="checkbox"/> Illicit Discharge
City:	State:	Zip:	<input type="checkbox"/> Construction
Phone:	Cell Phone:	Email:	<input type="checkbox"/> Post-Construction
			<input type="checkbox"/> Good Housekeeping
Name (Individual): First Name:	Last Name:		<input type="checkbox"/> Public Education
MS4 or Company Name:			<input type="checkbox"/> Public Involvement
Address:			<input type="checkbox"/> Illicit Discharge
City:	State:	Zip:	<input type="checkbox"/> Construction
Phone:	Cell Phone:	Email:	<input type="checkbox"/> Post-Construction
			<input type="checkbox"/> Good Housekeeping
Name (Individual): First Name:	Last Name:		<input type="checkbox"/> Public Education
MS4 or Company Name:			<input type="checkbox"/> Public Involvement
Address:			<input type="checkbox"/> Illicit Discharge
City:	State:	Zip:	<input type="checkbox"/> Construction
Phone:	Cell Phone:	Email:	<input type="checkbox"/> Post-Construction
			<input type="checkbox"/> Good Housekeeping
Name (Individual): First Name:	Last Name:		<input type="checkbox"/> Public Education
MS4 or Company Name:			<input type="checkbox"/> Public Involvement
Address:			<input type="checkbox"/> Illicit Discharge
City:	State:	Zip:	<input type="checkbox"/> Construction
Phone:	Cell Phone:	Email:	<input type="checkbox"/> Post-Construction
			<input type="checkbox"/> Good Housekeeping
Name (Individual): First Name:	Last Name:		<input type="checkbox"/> Public Education
MS4 or Company Name:			<input type="checkbox"/> Public Involvement
Address:			<input type="checkbox"/> Illicit Discharge
City:	State:	Zip:	<input type="checkbox"/> Construction
Phone:	Cell Phone:	Email:	<input type="checkbox"/> Post-Construction
			<input type="checkbox"/> Good Housekeeping

APPENDIX C

Program Tables

Table C-1 BMP Implementation Schedule
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

Effective date of MS4GP: 12/18/21
 Date NOI Available from IDEM: 03/22/22
 Date NOI Submitted/Received by IDEM (coverage starts): 07/05/22

SWQMP BMPS	SECTION	BMP IMPLEMENTATION SCHEDULE						ROUTINE BMP SCHEDULE			Notes
		Identify		Create/Revise		Due Date	Completion Date	Frequency	Due Date	Completion Date	
		Days	Due Date	Days	Due Date						
SWQMP - Review and revise SWQMP within 6 months of permit coverage (from NOI received date)	4.1 i	180				01/01/23		-	-		
Edu/Participation - Community Stormwater Issue - Construction	4.3 a 2	365	07/05/23	730	07/04/24	07/04/27		-	-		
Edu/Participation - Community Stormwater Issue - Construction Event (decide on event by end of year 2)	4.3 a 2	730	07/04/24	1095	07/04/25	07/04/27		-	-		
Edu/Participation - Community Stormwater Issue - Residential	4.3 a 2	365	07/05/23	730	07/04/24	07/04/27		-	-		
Edu/Participation - Community Stormwater Issue - Residential Event	4.3 a 2	730	07/04/24	1095	07/04/25	07/04/27		-	-		
Edu/Participation - Community Stormwater Issue - Commercial/Industrial	4.3 a 2	365	07/05/23	730	07/04/24	07/04/27		-	-		
Edu/Participation - Community Stormwater Issue - Commercial/Industrial Event	4.3 a 2	730	07/04/24	1095	07/04/25	07/04/27		-	-		
Edu/Participation - Hold 2 public events annually; MS4 only or with other groups.	4.3 a 3	365	-	-	-	07/05/23		-	-		
Edu/Participation - develop educational materials for distribution for constituents	4.3 a 4	365	07/05/23	730	07/04/24	07/04/27		-	-		See Table C-3, List of Educational Materials
Edu/Participation - provide annual training for builders, developers, contractors, engineers for Con/Post-Con	4.3 a 5	365	-	-	-	07/05/23		-	-		
Edu/Participation - develop program/outreach plan to educate on IDDE & waste disposal for employees, schools, businesses, citizens.	4.3 b	365	07/05/23	730	07/04/24	07/04/27		-	-		
Edu/Participation - update SW webpage annually	4.3 c	365	-	-	-	07/05/23		-	-		
Edu/Participation - develop a list of all educational materials	4.3 d	365	07/05/23	730	07/04/24	07/04/27		-	-		
Edu/Participation - report MS4/SW program updates to elected officials annually	4.3 e	365	-	-	-	07/05/23		-	-		
<i>Edu/Participation - New MS4s develop program and submit certification</i>	4.3 f	180	-	-	-	01/01/23		-	-		
IDDE - Existing MS4 update ordinance (from NOI submittal date)	4.4 a	730	-	-	-	07/04/24		-	-		
IDDE - Develop/review and update an IDDE plan - dry weather screening SOP	4.4 b 1	365	-	-	-	07/05/23		-	-		
IDDE - Develop/review and update an IDDE plan - screening schedule	4.4 b 2	365	-	-	-	07/05/23		-	-		
IDDE - Develop/review and update an IDDE plan - industry map	4.4 b 3	365	-	-	-	07/05/23		-	-		
IDDE - Develop/review and update an IDDE plan - participate or coordinate HHW events	4.4 b 4	365	-	-	-	07/05/23		-	-		
IDDE - Develop/review and update an IDDE plan - SOP (flow chart) for investigators, guidance, forms for consistency, etc.	4.4 b 5	365	-	-	-	07/05/23		-	-		
IDDE - Review/update public reporting & tracking system for IDDE	4.4 b 6	365	-	-	-	07/05/23		-	-		
<i>IDDE - New MS4s submit IDDE Plan, ordinance and certification</i>	4.4 c	365	-	-	-	07/05/23		-	-		

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SWQMP BMPS	SECTION	BMP IMPLEMENTATION SCHEDULE						ROUTINE BMP SCHEDULE			Notes
		Identify		Create/Revise		Due Date	Completion Date	Frequency	Due Date	Completion Date	
		Days	Due Date	Days	Due Date						
IDDE Mapping - New MS4s to develop plan to map outfalls in first year.	4.4 d	365	-	-	-	07/05/23		-	-		
IDDE Mapping - New MS4s to map all outfalls by end of permit term.	4.4 d	1825	-	-	-	07/04/27		-	-		
IDDE Mapping - Existing MS4s to review/update mapping as changes occur and annually and ID all receiving waters in MS4.	4.4 d	365	-	-	-	07/05/23		-	-		
IDDE Mapping - SW System map including outfalls, MS4-operated conveyances; review IDs, lon/lat, receiving waters, 303(d) list	4.4 e	365	07/05/23	1095	07/04/25	07/04/27		-	-		
IDDE Mapping - complete a high priority map for IDDE inspections (1st year)	4.4 f	365	-	-	-	07/05/23		-	-		
IDDE - Develop/update IDDE training program for employees (180 days after SWQMP)	4.4 g	360	-	-	-	06/30/23		-	-		
IDDE - Complete dry-weather field screening of all MS4 outfalls per schedule (all screened by end of permit term)	4.4 h	1825	-	-	-	07/04/27		-	-		
IDDE - review LTCP/CSOOP to incorporate IDDE language for consistency into SWQMP	4.4 j	180	-	-	-	01/01/23		-	-		
Const - Develop/update program including SOPs, procedures, policies, etc.	4.5 a	730	07/04/24	910	12/31/24	07/04/27		-	-		
Const - Existing MS4s review and update ordinance/standards	4.5 b	730		910		07/04/24		-	-		
Const - Develop/update procedures including timing, applications, plan review, approval and notifications; plan review form.	4.5 c	730	07/04/24	910	12/31/24	07/04/27		-	-		
Const - written procedures to inspect const. sites, schedule, use form, notify site owners, ID priority sites.	4.5 d	730	07/04/24	910	12/31/24	07/04/27		-	-		
Const - written procedures for enforcement	4.5 e	730	07/04/24	910	12/31/24	07/04/27		-	-		
Const - develop/adopt written standards/specs for ESC measures	4.5 f	730	07/04/24	910	12/31/24	07/04/27		-	-		
Const - Develop/update written procedures for public hotline for construction sites	4.5 g	365	-	-	-	07/05/23		-	-		
Const - New MS4s ordinance & certification	4.5 h	365	-	-	-	07/05/23		-	-		
Post-Con - develop/review and update program, SOPs, etc.	4.6 a		07/05/22		07/05/22	07/04/27		-	-		
Post-Con - Existing MS4s review and update ordinance/standards	4.6 b c	730	-	-	-	07/04/24		-	-		
Post-Con - develop written O&M Plan/legal requirement for long-term management of Post-Con BMPs (ord/stds)	4.6 d	730	07/04/24	910	12/31/24	07/04/27		-	-		
Post-Con - develop inspection program for all MS4-owned post-construction measures and private as appropriate.	4.6 e	730	07/04/24	910	12/31/24	07/04/27		-	-		
Post-Con - develop written procedures to inspect MS4 post-con measures and private as appropriate.	4.6 f 1	730	07/04/24	910	12/31/24	07/04/27		-	-		
Post-Con - inspect all MS4 post-con measures	4.6 f 2	1825	-	-	-	07/04/27		-	-		
Post-Con - inspect all private post-con measures (implemented at adoption of Post Con Ord) or cap at 250/term	4.6 f 3	1825	-	-	-	07/04/27		-	-		

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Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

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SWQMP BMPS	SECTION	BMP IMPLEMENTATION SCHEDULE					ROUTINE BMP SCHEDULE			Notes	
		Identify		Create/Revise		Due Date	Completion Date	Frequency	Due Date		Completion Date
		Days	Due Date	Days	Due Date						
<i>Post-Con - New MS4 ordinance and certification</i>	4.6 g	548	-	-	-	01/04/24		-	-		
MOPs - Develop or review/update program	4.7 a	365	07/05/23	730	07/04/24	07/04/27		-	-		
MOPs - Develop a list of MS4 facilities with map, address, long/lat, permits, pollution potential, and contacts	4.7 b	365	07/05/23	730	07/04/24	07/04/27		-	-		
MOPs - Conduct Annual Facility Assessment	4.7 c	365	-	-	-	07/05/23		-	-		
MOPs - Update MS4-owned facility SWPPPs, SOPs, etc.	4.7 d			425		09/03/23		-	-		
MOPs - Written O&M Plan = review/update existing SOPs for waste disposal, litter, cleaning, shoulder/ditches, vegetation, scouring, etc.	4.7 g	365	07/05/23	730	07/04/24	07/04/27		-	-		
MOPs - Surface visual inspections of all catch basins, outfalls, and conveyances	4.7 g	365	07/05/23			07/04/27		-	-		
MOPs - Develop program for maintenance activities, SOPs, documentation & corrective actions from surface visual inspections	4.7 g	365	07/05/23	730	07/04/24	07/04/27		-	-		
<i>MOPs - New MS4 certification</i>	4.7 h	365	-	-	-	07/05/23		-	-		
MOPs - Employee training plan/procedure	4.7 m	365	07/05/23	730	07/04/24	07/04/27		-	-		See Table C-5 Training Matrix
Water Quality - As applicable, ID parameters for TMDLs for waterbodies in MS4	5.1 c	365	-	-	-	07/05/23		-	-		
Water Quality - revise SWQMP to include SW management measures to reduce loadings to TMDL waters	5.1 c	180	-	-	-	01/01/23		-	-		
NOI Submittal - Publish public notice on MS4 website for 30 days or	6.1 b 1 a	30	-	-	-	06/05/22		-	-		
NOI Submittal - Publish public notice in newspaper for 1 day (processing and proof usually take 14-21 days)	6.1 b 1 b	21	-	-	-	06/14/22		-	-		
<i>NOI Submittal - New MS4s to submit NOI within 90 days of the MS4GP effective date</i>	6.3 a	90	-	-	-	10/03/22		-	-		
NOI Submittal - Existing MS4s to submit NOI within 90 days of the NOI form being available from IDEM	6.3 b	90	-	-	-	07/05/22		-	-		
WQCR - annual review (provide updates in Annual Report for existing)	3.2 b	-	-	-	-	-		Annual	1-Apr		
Annual MS4 Staff Training (minimum 12 hours, 8 of which to employee's MCM)	4.1 c	-	-	-	-	-		Annual	31-Dec		See Table C-5 Training Matrix
SWQMP - overall program review/annual review/updates for priorities/technology	4.1 e k; 4.2	-	-	-	-	-		Annual	31-Dec		
Edu/Participation - Conduct two public participation events annually	4.3 a	-	-	-	-	-		Annual	31-Dec		
Edu/Participation - Provide annual training for construction contractors, engineers, etc. (related to MCMs 4 & 5)	4.3 a	-	-	-	-	-		Annual	31-Dec		See Table C-5 Training Matrix
Edu/Participation - Develop educational materials for constituents (as needed)	4.3 a	-	-	-	-	-		As needed	31-Dec		
Edu/Participation - Review website annually and update if needed.	4.3 c	-	-	-	-	-		Annual	31-Dec		

Table C-1 BMP Implementation Schedule
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

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SWQMP BMPS	SECTION	BMP IMPLEMENTATION SCHEDULE						ROUTINE BMP SCHEDULE			Notes
		Identify		Create/Revise		Due Date	Completion Date	Frequency	Due Date	Completion Date	
		Days	Due Date	Days	Due Date						
Edu/Participation - Review/maintain list of all public education materials	4.3 a	-	-	-	-	-	-	Annual	31-Dec		
Edu/Participation - Report SW program updates at Board meetings annually	4.3 e	-	-	-	-	-	-	Annual	31-Dec		
Edu/Participation - Annual program review	4.3 g	-	-	-	-	-	-	Annual	31-Dec		
IDDE - update mapping annually	4.4 d 2	-	-	-	-	-	-	Annual	31-Dec		
IDDE - train employees responsible for IDDE	4.4 g	-	-	-	-	-	-	Annual	31-Dec		See Table C-5 Training Matrix
IDDE - complete dry weather field screening per schedule	4.4 h	-	-	-	-	-	-		31-Dec		
IDDE - Annual program review	4.4 i	-	-	-	-	-	-	Annual	31-Dec		
Const - Inspect 100% of all new construction sites during initial phase of construction	4.5 d 3 A	-	-	-	-	-	-	Once	31-Dec		
Const - Inspect 100% of active construction sites >5 acres and priority sites twice/year	4.5 d 3 A	-	-	-	-	-	-	6 months	31-Dec		
Const - Inspect 50% of active construction sites <5 acres, > 1 acre at least annually	4.5 d 3	-	-	-	-	-	-	Annual	31-Dec		
Const - Investigate all complaints	4.5 d 3	-	-	-	-	-	-	All	31-Dec		
Const - Annual program review	4.5 i	-	-	-	-	-	-	Annual	31-Dec		
Const - Annual training for staff and contractual staff (plan reviewers, inspectors)	4.5 j	-	-	-	-	-	-	Annual	31-Dec		See Table C-5 Training Matrix
Const - Maintain an inventory of active sites	4.5 l	-	-	-	-	-	-	Annual	31-Dec		
Post-Con - Inspect all MS4-owned post-con measures	4.6 f	-	-	-	-	-	-	Annual	31-Dec		
Post-Con - Inspect all privately-owned post-con measures; 100% or 250/term	4.6 f	-	-	-	-	-	-	Annual	31-Dec		
Post-Con - Inspect all post-con measures when a complaint is received	4.6 f	-	-	-	-	-	-	Annual	31-Dec		
Post-Con - Annual program review	4.6 h	-	-	-	-	-	-	Annual	31-Dec		
Post-Con - Annual training for staff and contractual staff (plan reviewers, inspectors)	4.6 i	-	-	-	-	-	-	Annual	31-Dec		See Table C-5 Training Matrix
Muni Ops - Assess/inspect annually MS4-owned sites	4.7. c	-	-	-	-	-	-	Annual	31-Dec		
Muni Ops - Complete MS4 facility inspections; at least 1 done by MS4 Coordinator or designee	4.7 f	-	-	-	-	-	-	Annual	31-Dec		
Muni Ops - Visual surface insp of all catch basins, outfalls, and conveyances	4.7 g	-	-	-	-	-	-	Annual	31-Dec		
Muni Ops - Annual program review	4.7 i	-	-	-	-	-	-	Annual	31-Dec		
Muni Ops - Annual training	4.7 m	-	-	-	-	-	-	Annual	31-Dec		See Table C-5 Training Matrix
Annual Report	8.2	-	-	-	-	-	-	Annual	1-Apr		

Table C-2 MS4 Responsible Entities
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

Responsible Entity			
Name	Title	Phone	Email
Debbie Cook	Town Manager and MS4 Operator	317-858-6032	dcook@brownsburg.org
Kathy Dillon	Water Utilities Director and MS4 Coordinator	317-852-1114	Kdillon@brownsburg.org
Steve Fletcher	Department of Development Services	317-852-1128	sfletcher@brownsburg.org
Aaron Love	Street Department	317-852-1113	Alove@brownsburg.org
Matt Griner	Street Department	317-852-1113	mgriner@brownsburg.org
Chris Keers	Fleet Maintenance	317-852-1115	ckeers@brownsburg.org
Greg Dickenson	Parks Department	317-858-4172	gdickenson@brownsburgparks.com
Frank Monts	Water Department, Water Superintendent	317-858-4147	fmonts@brownsburg.org

Table C-3 List of Educational Materials
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

MCM	EDUCATIONAL MATERIAL	DEVELOP	REVIEW AND REVISE	RESPONSIBLE ENTITY	TARGET CONSTITUENT	LOCATION	DISTRIBUTION	RECORD KEEPING NOTES
1/2	YARD WASTE EDUCATION	X		MS4 COORDINATOR	RESIDENTIAL	TOWN HALL, TOWN WEBSITE, NOTICES	SPRING AND FALL	
1/2	CLEAN STREETS EDUCATION	X		MS4 COORDINATOR	COMMERCIAL/ INDUSTRIAL	TOWN HALL, TOWN WEBSITE, NOTICES	ONGOING	
1/2/4/5	CONSTRUCTION EDUCATION	X		MS4 COORDINATOR	CONSTRUCTION	TOWN HALL, TOWN WEBSITE	ONGOING	
1/2	EDUCATIONAL MATERIALS		X	MS4 COORDINATOR	GENERAL	TOWN WEBSITE, HANDOUTS	ONGOING	
1/2	ILLICIT DISCHARGE EDUCATION		X	COUNTY	RESIDENTIAL	TOWN WEBSITE, HANDOUTS	ONGOING	
1/2	SWCD AGRICULTURAL EDUCATION		X	MS4 COORDINATOR SWCD	AGRICULTURE	SWCD WEBSITE, HANDOUTS	ONGOING	
1/2	HCPWQ EDUCATION		X	HCPWQ	PUBLIC, RESIDENTIAL, COMMERCIAL, INDUSTRIAL, CONSTRUCTION	TOWN WEBSITE, HCPWQ WEBSITE, PUBLIC EVENTS	ONGOING	
1/2	INFORMATIONAL WEBSITE		X	MS4 COORDINATOR	PUBLIC, RESIDENTIAL, COMMERCIAL, INDUSTRIAL, CONSTRUCTION	TOWN WEBSITE	ONGOING, ANNUALLY, AND AT IDEM SUBMITTAL DEADLINES	
1/2/3	TOX DROP/TRASH PICK/HEAVY TRASH PICKUP EDUCATION		X	MS4 COORDINATOR	RESIDENTIAL	TOWN HALL, TOWN WEBSITE, MAILERS	ONGOING, IN ADVANCE OF EVENTS	
6	PERSONNEL TRAINING MATERIALS	X		STORMWATER	TOWN STAFF	TOWN TRAINING EVENTS, HANDOUTS TO STAFF AND OUTSIDE ENTITIES	ANNUALLY	

Table C-4 List of Public Events
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

EVENT TITLE	PROVIDED BY	SCHEDULE	DATE(S) OCCURRED	TARGET AUDIENCE	EST. # OF ATTENDEES	DESCRIBE INFORMATION PROVIDED OR ACTIVITY CONDUCTED	OBJECTIVE MET? (Y/N)	BEHAVIORAL CHANGES OBSERVED? (Y/N)
SW Planning Team Meetings	Town	November		Town Employees				
4-H Fair Booth	HCPWQ	July		General Public		Rain garden with educational materials.		
Farmers Markets	Town	Spring, Summer, and Fall		General Public				
Community Clean-Up Day	Town	April		General Public				
Town Council Meeting	Town	TBD		Elected Officials, General Public				
HHW Waste Collection	County	On Going		General Public				
Construction/Post-Construction Training	HCPWQ	Permit Term		Construction				
Community SW Issue - Construction	Town	Permit Term		Construction				
Community SW Issue - Residential	Town	Permit Term		Residential				

Table C-5 Training Matrix
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

Entity/Department	Content	Schedule/Frequency	Number of Hours	Record Keeping	Notes
Contractors and Developers	Construction and post-construction requirements. Target issue: New CSGP Requirements	Annual	No requirement specified	Maintain sign-in sheet for any training events. Maintain list of materials distributed. Track number of local building permits issued and CSGPs approved that were provided educational materials.	Training may be conducted in cooperation with other entities. Includes distribution of educational materials with building permits and drainage approvals.
MS4 Employee responsible for administering program (MS4 Coordinator)	Public Education/Involvement IDDE Construction Site Post-Construction Municipal Operations/Good Housekeeping All SOPs All Facility SWPPPs	Annual	12 hours Annual Training with at least 8 hours specific to the MCM(s) they are responsible for	Maintain list of workshops, webinars, and other training events attended. Maintain list of videos, journal articles, etc. reviewed. MS4 Coordinator shall maintain copies of training sign-in sheets/checklists.	Training may be conducted via a combination of events, workshops, webinars, videos, journal articles, and other resources.
MS4 Staff involved in activities that could impact stormwater	Applicable SOPs Facility SWPPP General Stormwater Education	Annual	No requirement specified	Name, Title, and responsibility of staff who attend. MS4 Coordinator shall maintain copies of training sign-in sheets/checklists.	Annual training plan is required to be in place starting 180 days after SWQMP submittal. Note: New hires shall be trained within 2 months of hiring and seasonal staff shall be trained within 30 days of starting.
MS4 Staff (administrative)	Public Complaint SOP Other applicable SOPs IDDE recordkeeping, inspection, and investigation General Stormwater Education	Annual	No requirement specified	Name, Title, and responsibility of staff who attend. MS4 Coordinator shall maintain copies of training sign-in sheets/checklists.	Annual training plan is required to be in place starting 180 days after SWQMP submittal. Note: New hires shall be trained within 2 months of hiring and seasonal staff shall be trained within 30 days of starting.
MS4 Staff and contractors assisting with Construction Plan Review, Inspection, Compliance, and Enforcement	Applicable SOPs Construction plan review, inspection, compliance, enforcement.	Annual	No requirement specified	Name, Date, Type of Training, Professional Certifications obtained/maintained MS4 Coordinator shall maintain copies of training sign-in sheets/checklists.	Annual training plan is required to be in place starting 180 days after SWQMP submittal. Note: New hires shall be trained within 2 months of hiring and seasonal staff shall be trained within 30 days of starting.
MS4 Staff and contractors assisting with this Post-Construction Plan Review, Inspection, Compliance, and Enforcement	Applicable SOPs Post-construction plan review, inspection, compliance, enforcement.	Annual	No requirement specified	Name, Date, Type of Training, Professional Certifications obtained/maintained MS4 Coordinator shall maintain copies of training sign-in sheets/checklists.	Annual training plan is required to be in place starting 180 days after SWQMP submittal. Note: New hires shall be trained within 2 months of hiring and seasonal staff shall be trained within 30 days of starting.

Table C-5 Training Matrix
 Town of Brownsburg MS4 Program
 Stormwater Quality Management Plan

Entity/Department	Content	Schedule/Frequency	Number of Hours	Record Keeping	Notes
Staff of facilities with SWPPPs (DPW, Fire Dept., Parks Dept., Town Hall/Police Dept., Water Dept.)	Applicable SOPs Implementation of good housekeeping for MS4 owned and/or operated infrastructure and facilities General Stormwater Education	Annual	No requirement specified	Name, position, date of training, description of training. MS4 Coordinator shall maintain copies of training sign-in sheets/checklists.	Annual training plan is required to be in place starting 180 days after SWQMP submittal. Note: New hires shall be trained within 2 months of hiring and seasonal staff shall be trained within 30 days of starting.
Contractors hired by the MS4, such as for maintenance and small construction projects	Applicable SOPs Good housekeeping practices Facility-specific stormwater management policies and procedures	Annual	No requirement specified	Name, position, date of training, description of training. MS4 Coordinator shall maintain copies of training sign-in sheets/checklists.	Annual training plan is required to be in place starting 180 days after SWQMP submittal.

**Table C-8 Inventory of Industrial Facilities
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan**

NAME	NPDES ID	SITE PERMIT(S)	ADDRESS (Brownsburg, IN 46112)	LATITUDE	LONGITUDE	SIC CODE	FACILITY DESCRIPTION	RECEIVING WATER
Brownsburg Auto Parts (Gonzales Auto Parts)	INRM00608	Industrial Stormwater	9345 E US HWY 136	39.829658	-86.356134	5015	Motor Vehicle Parts (Used)	East fork White Lick Creek
Enterprise Terminals & Storage LLC - Indianapolis Terminal	IN0038059	Industrial	10731 E CR 300 N	39.806889	-86.331889	5171	Petroleum Bulk Stations & Terminals	Eagle Creek
Weston Foods US, LLC	INP000209	Industrial Non-Stormwater	50 Maplehurst Dr	39.861056	-86.399194	2051	Bread, Cake, And Related Products	White Lick Creek
Alcatraz Storage	N/A	N/A	650 Dale Schrier Dr	39.852746	-86.381131	4225	Storage Facility	White Lick Creek
Ameri-Stor Self Storage (aka Access Self Storage)	N/A	N/A	1410 N Green St	39.864325	-86.395141	4225	Storage Facility	White Lick Creek
Biosafe Engineering LLC (aka Biosafe Life Sciences)	N/A	N/A	485 Southpoint Cir # 200	39.844572	-86.38031	2836, 4953	Waste Treatment Equipment	White Lick Creek
Brownsburg East Storage LLC (aka Brownsburg East Self Storage)	N/A	N/A	1400 E Main St	39.834488	-86.372997	4225	Storage Facility	Quinn Ditch
Brownsburg Self Storage Locker	N/A	N/A	39 N Grant St	39.843489	-86.391908	4225	Storage Facility	White Lick Creek
Buttons Galore Inc (aka Button Designs Inc.)	N/A	N/A	110 1/2 East College	39.841911	-86.396189	3965	Celluloid Button Production	White Lick Creek

**Table C-8 Inventory of Industrial Facilities
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan**

NAME	NPDES ID	SITE PERMIT(S)	ADDRESS (Brownsburg, IN 46112)	LATITUDE	LONGITUDE	SIC CODE	FACILITY DESCRIPTION	RECEIVING WATER
C F Roark Welding & Engineering Co., Inc.	N/A	N/A	136 North Green Street	39.846095	-86.398300	3728	Electron Beam Welding and Metal Fabricating	White Lick Creek
Composite Specialties	N/A	N/A	464 Johnson Ln Ste D	39.844441	-86.408860	3624	Carbon Fiber Racing Products	White Lick Creek
D & E Printing Co Inc	N/A	N/A	2 E Main St	39.843436	-86.397597	2752	Commercial Printing	White Lick Creek
Davis Tool & Gage Co Inc	N/A	N/A	5125 E CR 450 N	39.828069	-86.436484	3545	Machining and Tooling	White Lick Creek
Descon Inc	N/A	N/A	108 E College Ave	39.84269	-86.380903	3999	Graphic Design	East Fork White Lick Creek
Hendricks County Self Storage (aka Infinite Self Storage)	N/A	N/A	1670 S Green St	39.820248	-86.402173	4225	Storage Facility	White Lick Creek
Homegoods Indiana Distributors, Inc.	N/A	N/A	850 E Northfield Dr	39.844071	-86.377777	4225	Distribution Facility	East Fork White Lick Creek
AAF-Indy	N/A	N/A	1185 E Northfield Dr	39.83974	-86.369935	4215	Trucking Company	Quinn Legal Drain
Indy Performance Composites	N/A	N/A	1185 E Northfield Dr Ste A	39.839838	-86.370022	3089	Composite Designer and Fabricator	East Fork White Lick Creek

**Table C-8 Inventory of Industrial Facilities
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan**

NAME	NPDES ID	SITE PERMIT(S)	ADDRESS (Brownsburg, IN 46112)	LATITUDE	LONGITUDE	SIC CODE	FACILITY DESCRIPTION	RECEIVING WATER
Integrated Orthotic Lab	N/A	N/A	1650 E Northfield Dr	39.836997	-86.370986	3821	Orthotics and Prosthetics Manufacturing	Quinn Legal Drain
Northfield Public Storage	N/A	N/A	1530 W Northfield Dr	39.856695	-86.419351	4225	Storage Facility	TBD
Platinum Transport Inc	N/A	N/A	65 E Garner Rd Ste 800	39.865291	-86.390248	4212	Trucking Company	White Lick Creek
Saldana Racing Tanks Inc	N/A	N/A	3800 SR 267	39°49'10.8"N	86°19'41.7"W	3714, 7539	Racing parts and aluminum production	Eagle Creek
Schindler Electric Inc	N/A	N/A	25 S Green St	39°50'33.8"N	86°23'52.8"W	2899	Heat treating equipment	White Lick Creek
Schumacher Racing	N/A	N/A	1681 E Northfield Dr A	39.835895	-86.370306	3711, 7948	Drag Racing Team Headquarters	Quinn Legal Drain
Soh Distribution Co Inc	N/A	N/A	1105 E Northfield Dr	39.838081	-86.369234	2096	Logistics Facility	Quinn Legal Drain
Sur La Table Inc	N/A	N/A	901 E Northfield Dr	39.846588	-86.374441	4225	Cookware Warehouse	East Fork White Lick Creek
TONY STEWART RACING	N/A	N/A	438 SOUTHPOINT CIR	39.840494	-86.379936	3711, 7948	Racing Team Corporate Headquarters	Quinn Legal Drain
Top Shelf Storage (aka 136 Self Storage)	N/A	N/A	4698 N County Road 900 E	39.832404	-86.3647	4225	Storage Facility	White Lick Creek

Table C-8 Inventory of Industrial Facilities
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

NAME	NPDES ID	SITE PERMIT(S)	ADDRESS (Brownsburg, IN 46112)	LATITUDE	LONGITUDE	SIC CODE	FACILITY DESCRIPTION	RECEIVING WATER
United States Postal Service	N/A	N/A	411 E Northfield Dr	39.856219	-86.385809	4311	Post Office	White Lick Creek
WELD TECH	N/A	N/A	1789 S GREEN ST	39.81762	-86.399902	3714	Welding Shop	White Lick Creek

Table C-9 Inventory of MS4-Owned Facilities
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

NAME	ADDRESS	LATITUDE	LONGITUDE	SITE PERMITS	CONTACT	ALTERNATE CONTACT	PRIORITY SITE? (Y/N)	SWPPP NAME OR N/A
Fleet Maintenance Department	221 South Mardale Drive	39.843069	-86.409073	SPCC Plan (40 CFR 112)	Chris Keers: 317-852-1115	Kath Dillon: 317-852-1114	Yes	2021-09-30 Fleet Maintenance Department SWPPP
Parks Department (Arbuckle Acres Park)	326 North Green Street	39.849037	-86.403078	N/A	Greg Dickenson : 317-858-4172	Kath Dillon: 317-852-1114	Yes	2021-09-30 Parks Department SWPPP
Parks Department (Williams Park)	940 South Locust Lane	39.8295361	-86.4097139	N/A	Greg Dickenson : 317-858-4172	Kath Dillon: 317-852-1114	Yes	2021-09-30 Parks Department SWPPP
Parks Department (Cardinal Park)	3432 Hornaday Road	39.812112	-86.382471	N/A	Greg Dickenson : 317-858-4172	Kath Dillon: 317-852-1114	No	N/A
Parks Department (Stephens Park)	605 South Stephen Drive	39.833837	-86.403045	N/A	Greg Dickenson : 317-858-4172	Kath Dillon: 317-852-1114	No	N/A
Parks Department (Lincolnwood Park)	315 West Main Street	39.844478	-86.40394	N/A	Greg Dickenson : 317-858-4172	Kath Dillon: 317-852-1114	No	N/A
Parks Department (Virgil Park)	9145 East 300 North	39.807074	-86.360189	N/A	Greg Dickenson : 317-858-4172	Kath Dillon: 317-852-1114	No	N/A
Police Department	31 North Green Street	39.843745	-86.396464	N/A	Patrick Bullock: 317-852-1109 x2129	Kath Dillon: 317-852-1114	Yes	2021-09-30 Police Department SWPPP
Police Department Training Facility	75 Whittington Drive	39.862918	-86.391056	N/A	Patrick Bullock: 317-852-1109 x2129	Kath Dillon: 317-852-1114	Yes	2021-09-30 Police Department SWPPP
Street Department	200 South Green Street	39.841542	-86.400268	N/A	Aaron Love: 317-852-1113	Kath Dillon: 317-852-1114	Yes	2021-09-30 Street Department SWPPP
Water Department Field Services Office	220 South Mardale Drive	39.841963	-86.402588	N/A	Frank Monts: 317-858-4147	Kath Dillon: 317-852-1114	Yes	2021-09-30 Water Department SWPPP
Water Department Water Treatment Plant #1	Lucas Drive (Arbuckle Acres Park)	39.848777	-86.402588	N/A	Frank Monts: 317-858-4147	Kath Dillon: 317-852-1114	Yes	2021-09-30 Water Department SWPPP
Water Department Water Treatment Plant #2	5752 East CR 700 North	39.865584	-86.425078	N/A	Frank Monts: 317-858-4147	Kath Dillon: 317-852-1114	Yes	2021-09-30 Water Department SWPPP
Wastewater Treatment Department Wastewater Treatment Plant	225 South Mardale Drive	39.842204	-86.408456	N/A	Kathy Dillon: 317-852-1114	N/A	Yes	2021-09-30 WWTP SWPPP
Wastewater Treatment Department Combined Sewer Overflow Treatment	200 South Green Street	39.8408083	-86.4008833	N/A	Kathy Dillon: 317-852-1114	N/A	Yes	2021-09-30 WWTP SWPPP
Town Hall	61 North Green Street	39.8442417	-86.3962222	N/A	Kathy Dillon: 317-852-1114	N/A	No	N/A

Table C-10 Outfalls and Receiving Waters
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

OUTFALL	LOCATION	RECEIVING WATER	303(d)	TMDL
Winding Creek Subdivision	39.866167;-86.394389	White Lick Creek	E. coli, Biological Integrity	None
Maplehurst Drive	39.86275;-86.398139	White Lick Creek	E. coli, Biological Integrity	None
700 North Drainage Collection System	39.856;-86.396028	White Lick Creek	E. coli, Biological Integrity	None
Stonybrook Drive	39.853722;-86.395889	White Lick Creek	E. coli, Biological Integrity	None
Near Twin Street and Cemetery	39.850833;-86.397056	White Lick Creek	E. coli, Biological Integrity	None
Northside Drainage	39.849333;-86.404417	White Lick Creek	E. coli, Biological Integrity	None
Near the South Swirl Concentrator	39.840444;-86.402361	White Lick Creek	E. coli, Biological Integrity	None
Williams Park	39.832278;-86.414833	White Lick Creek	E. coli, Biological Integrity	None
Self Storage Facility off US 267	39.864333;-86.396444	White Lick Creek	E. coli, Biological Integrity	None
Arbuckle Northridge	39.849694;-86.404139	White Lick Creek	E. coli, Biological Integrity	None
Arbuckle Southwest	39.849556;-86.404639	White Lick Creek	E. coli, Biological Integrity	None
Park Northside	39.83225;-86.414833	White Lick Creek	E. coli, Biological Integrity	None
Near WWTP Outfall	39.838917;-86.406639	White Lick Creek	E. coli, Biological Integrity	None

Table C-11 Dry Weather Screening Schedule
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

		ROUTINE SCHEDULE																			
Outfall ID	Receiving Water	2022				2023				2024				2025				2026			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Winding Creek Subdivision	White Lick Creek		■	■																	
Maplehurst Drive	White Lick Creek		■	■																	
700 North Drainage Collection System	White Lick Creek		■	■																	
Stonybrook Drive	White Lick Creek						■	■													
Near Twin Street and Cemetery	White Lick Creek						■	■													
Northside Drainage	White Lick Creek						■	■													
Near the South Swirl Concentrator	White Lick Creek										■	■									
Williams Park	White Lick Creek										■	■									
Self Storage Facility off US 267	White Lick Creek														■	■					
Arbuckle Northridge	White Lick Creek														■	■					
Arbuckle Southwest	White Lick Creek														■	■					
Park Northside	White Lick Creek																		■	■	
Near WWTP Outfall	White Lick Creek																		■	■	

Table C-12 Stormwater Infrastructure O/M Routine Schedule
Town of Brownsburg MS4 Program
Stormwater Quality Management Plan

ACTIVITY	ROUTINE SCHEDULE											
	January	February	March	April	May	June	July	August	September	October	November	December
Routine Structure Cleaning												
Routine Street Sweeping												
Event Street Sweeping												
Routine Litter Collection												
Event Litter Collection												
Leaf Collection												
Outfall Inspections												
Routine City Trash Collection												
Recycling Collection												
Town Clean-Up Events												
Shoulder & Ditch Stabilization												
Vegetation Care												
Outfall Scouring Repairs												
Conveyance System Repairs												
Disposal of Animal Waste												
City Plowing/Salt Application												

APPENDIX D

Program Forms

**NPDES Storm Water Phase II Permit
Visual Inspection and Storm Water Sampling Form**

General Information:

Inspection location: _____ Inspected by: _____

Temperature: _____ °F (air temperature) Date: _____

Rain: Y N (dry weather inspection) Time: _____

Estimated rainfall at time of sampling: _____ inches

Estimated total rainfall: _____ inches

(rainfall must measure greater than 0.1 inches and occur at least 72 hours from last rain event)

Flow Estimation:

Flow Observed: Y N Approximate depth of water _____ feet or inches

Conveyance type: Pipe or Channel

Channel width (top) _____ inches Pipe Diameter: _____ inches
(bottom) _____ inches

Visual Observation:

Odor: none musty sewage sulfur other _____

Foam: Y N possible source _____

Oil Sheen: Y N possible source _____

Color: clear colored (describe) _____

Turbidity: clear cloudy opaque suspended solids

Floatables: none garbage leaves/twigs other _____

Deposits/Stains: none sediment oil/fuel garbage other _____

Biological signs: none algae insect larvae describe: _____

Sphaerotilus natans Bacteria Indication : dirty grey matting grey-ish coloration none present

Vegetation: normal excessive growth inhibited growth

Outfall Condition: none material cracking scouring describe: _____

Chemical Analysis:

TSS _____ mg/L
COD _____ mg/L
BOD _____ mg/L
O&G _____ mg/L
Nitrogen (as ammonia) _____ mg/L
Phosphorus _____ mg/L

note : If a laboratory sample is collected, attach copy of chain of custody record.

MS4 Operator Certification:

Name: _____ Title: _____

Signature: _____ Date: _____



STORM WATER MANAGEMENT PROGRAM

STORMWATER COMPLAINT FORM

Received by:	<input type="checkbox"/> Hotline	<input type="checkbox"/> Phone Call	<input type="checkbox"/> Web Site	<input type="checkbox"/> Reported by Town employee	<input type="checkbox"/> Other: _____
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COMPLAINANT
(to be used to collect more information and for follow up)

Name:			Date:	
Address:			Time:	
Email:				
Home Phone:		Daytime Phone:		

COMPLAINT INFORMATION

General Description of Complaint: (additional field notes recorded on the next page and on attachments)							
Check all that apply:	<input type="checkbox"/> Drainage or Flooding	<input type="checkbox"/> Dumping	<input type="checkbox"/> Illicit Discharge	<input type="checkbox"/> Construction Site	<input type="checkbox"/> Spill	<input type="checkbox"/> Erosion	<input type="checkbox"/> Other: _____
Frequency or Last Date of Occurrence							
Location Description: (i.e. physical street address, GPS location or written description)							
Property Owner information (if different than person making complaint):							

INVESTIGATION NOTES

Name:		Department:		Date:		Time:	
Field Notes: (attach pictures, maps, aerial photos, spill reports or other associated documentation)							

INVESTIGATION NOTES (Continued)

Field Notes:
(continued)

RESOLUTION

Resolution:
(describe actual or
possible complaint
resolution)

Plan Review Information

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

Priority Site Information:

<input type="checkbox"/>	Nature and Extent of Construction	<input type="checkbox"/>	Close Proximity to Wetlands
<input type="checkbox"/>	Close Proximity to Sensitive Area	<input type="checkbox"/>	Potential for Direct Runoff to Receiving Waters
<input type="checkbox"/>	Steep Topography on Proposed Construction Site	<input type="checkbox"/>	Not a Priority Site

Section A: Construction Plan Elements

Adequate	Deficient	NA	A	
<p>The construction plan elements include general information associated with the project site that are critical for the evaluation of the stormwater pollution prevention plan component. This information includes, but is not limited to an index, resource information, reference maps, grading information, project layout and design, and drainage plan</p>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1	Index of the location of required plan elements in the construction plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	A vicinity map depicting the project site location in relationship to recognizable local landmarks, towns, and major roads
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3	Narrative of the nature and purpose of the project
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4	Latitude and longitude to the nearest fifteen (15) seconds
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	Legal description of the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	11 X 17-inch plat showing building lot numbers/boundaries and road layout/names
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7	Boundaries of the one hundred (100) year floodplains, floodway fringes, and floodways
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8	Land use of all adjacent properties
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9	Identification of a U.S. EPA approved or established TMDL
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	Name(s) of the receiving water(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11	Identification of discharges to a water on the current 303d list of impaired waters and the pollutant(s) for which it is impaired
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12	Soil map of the predominant soil types
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13	Identification and location of all known wetlands, lakes and water courses on or adjacent to the project site (construction plan, existing site layout)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14	Identification of any other state or federal water quality permits or authorizations that are required for construction activities— required 50-foot natural buffer
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	Identification and delineation of existing cover, including natural buffers
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16	Existing topography at a contour interval appropriate to indicate drainage patterns
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17	Location(s) of where run-off enters the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18	Location(s) of where run-off discharges from the project site prior to land disturbance. Erosion measures required at the discharge point.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19	Location of all existing structures on the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20	Existing permanent retention or detention facilities, including manmade wetlands, designed for the purpose of stormwater management
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	21	Locations where stormwater may be directly discharged into ground water, such as abandoned wells, sinkholes, or karst features
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	22	Size of the project area expressed in acres
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	23	Total expected land disturbance expressed in acres
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	24	Proposed final topography
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25	Locations and approximate boundaries of all disturbed areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	26	Location, size, and dimensions of all stormwater drainage systems, such as culverts, storm sewers, and conveyance channels
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	27	Locations of specific points where stormwater and non-stormwater discharges will leave the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	28	Location of all proposed site improvements, including roads, utilities, lot delineation and identification, proposed structures, and common areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	29	Location of all on-site soil stockpiles and borrow areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	30	Construction support activities that are expected to be part of the project
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31	Location of any in-stream activities that are planned for the project including, but not limited to stream crossings and pump arounds
Section A – Comments:				
<ul style="list-style-type: none"> • 				

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

Adequate	Deficient	NA		<i>The construction component of the Stormwater Pollution Prevention Plan includes stormwater quality measures to address erosion, sedimentation, and other pollutants associated with land disturbance and construction activities. Proper implementation of the plan, maintenance of measures, and administering a self-monitoring program is required to manage the project site to minimize the discharge of sediment and other pollutants. Construction activities and unforeseen weather conditions may affect the performance of the erosion and sediment control system, individual measures, or the effectiveness of the plan. The plan must be a flexible document, with provisions to modify or substitute measures as necessary to ensure compliance.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B	1 Description of the potential pollutant generating sources and pollutants, including all potential non-stormwater discharges
Where applicable, Items in 2 through 10 below will be evaluated for Location, dimensions, detailed specifications, and construction details				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	Stable construction entrance locations and specifications. Plan to clear tracking of sediments on road. Dust suppression plan.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3	Specifications for temporary and permanent stabilization. Include seeding and mulching plan and 70% coverage requirement for final stabilization. Include 7-day stabilization requirement.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4	Sediment control measures for concentrated flow areas (sediment basins if used have specific requirements)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	Sediment control measures for sheet flow areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	Run-off control measures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7	Stormwater outlet protection locations and specifications
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8	Grade stabilization structure locations and specifications
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9	Dewatering applications and management methods
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	Measures utilized for work within waterbodies
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11	Maintenance guidelines for each proposed temporary stormwater quality measure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12	Planned construction sequence describing the relationship between implementation of stormwater quality measures in relation to land disturbance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13	Provisions for erosion and sediment control on individual building lots regulated under the proposed project
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14	Material handling and spill prevention and spill response plan meeting the requirements in 327 IAC 2-6.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	Material handling and storage procedures associated with construction activity. Management of waste materials and dumpsters for runoff and wind. Concrete washout management. Fueling areas. Equipment washing. Application of pesticides, herbicides, insecticides and fertilizers. Disposal of hazardous waste. Washing of paint or grout applicators.
Section B – Comments:				
•				

Section C: Stormwater Pollution Prevention Plan – Post-Construction

Adequate	Deficient	NA		<i>The post-construction component of the Stormwater Pollution Prevention Plan includes the implementation of stormwater quality measures to address pollutants that will be associated with the final project land use. Post-construction stormwater measures should be functional upon completion of the project. Long term functionality of the measures is critical to their performance and should be monitored and maintained.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C	1 Description of pollutants and their sources associated with the proposed land use
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	Description of proposed post-construction stormwater measures including stormwater detention and water quality treatment according to the local ordinance (refer also to separate technical review comments)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3	Plan details for each stormwater measure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4	Sequence describing stormwater measure implementation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	Maintenance guidelines for proposed post-construction stormwater measures. Operation and Maintenance (O&M) Manual.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	Entity that will be responsible for operation and maintenance of the post-construction stormwater measures
Section C – Comments: <ul style="list-style-type: none">•				

A trained individual shall perform a written evaluation of the project site:

- a. 24-hours prior to, or by end of the next business day following each rainfall event exceeding 0.5 inches
- b. A minimum of one (1) time per week. Not more than three (3) inspections required in a work week.

Project Name: _____ Inspection Date: _____

Name of Trained Individual: _____

Is this Evaluation following a rainfall? _____ No _____ Yes Weather: _____

If yes, date the rain stopped: _____ Amount of rain: _____ inches

No.	INSPECTION CRITERIA	YES	NO	N/A
1.	Is the site information posted at the entrance?			
2.	Are all necessary permits attained and special provisions being implemented?			
3.	Is a complete project management log maintained onsite?			
4.	Are existing natural buffers, located directly adjacent to Waters of the State, preserved?			
4a.	Stormwater runoff directed to natural buffers is treated and managed to prevent erosion and sedimentation?			
5.	Is an effective construction entrance installed at all points of construction traffic ingress and egress to the project site?			
5a.	Is the construction entrance large enough? (50 feet length for under 2 acres, 150 feet length for 2 acres or more)			
5b.	Are public and private streets clean and free of sediment and/or debris tracking?			
6.	Dust suppression techniques have been implemented to prevent deposition into Waters of the State?			
7.	Are wastes and/or unused building materials (e.g. garbage, debris, concrete washout water, masonry products, etc.) properly managed and disposed of properly?			
7a.	Are waste containers/trash receptacles available onsite and managed to prevent the discharge of pollutants and windblown debris?			
8.	Has a designated washout area been established for concrete trucks and maintained properly?			
9.	Fuel tanks and other toxic materials are safely stored and protected?			
10.	Portable toilets are stored on pervious surfaces and are located at least 50 feet from storm water drainage inlets and conveyances?			
11.	Are erosion and sediment control measures installed in accordance with the approved Construction SWPPP?			
12.	Erosion and sediment control measures have adequate capacity and do not need to be cleaned out?			
13.	Are perimeter protection measures (silt fence, filter tube, etc.) properly installed and maintained?			
13a.	Perimeter protection is entrenched into the ground?			
13b.	Perimeter protection is in the upright position?			
13c.	Perimeter protection fabric and stakes meet specifications?			
13d.	Perimeter protection fabric is not torn?			
13e.	Perimeter protection is terminated to higher ground and properly joined at the ends?			
14.	Sediment basins and traps are installed according to the plan?			
14a.	The pipe or rock spillway is functional?			

No.	INSPECTION CRITERIA	YES	NO	N/A
14b.	Is water being withdrawn from the surface of the water column? Are alternative measures being used? (skimmers, flocculants/polymers, etc.)			
15.	The earthwork for erosion and sediment control practices is properly graded, seeded and/or mulched?			
16.	Check dams and/or diversion swales are installed to plan and protected?			
17.	Inlet protection is installed on all open-grate stormwater sewer inlet structures at risk to receive construction stormwater runoff? (no filter fabric under grate)			
17a.	Inlet protection is installed so water does not flow under the inlet structure?			
17b.	Inlet protection frame, cross-bracing and/or stakes are adequate and meet specifications?			
17c.	The fabric and/or stone is intact without holes or tears?			
17d.	Catch basin insert protection is installed where required?			
17e.	Sediment has been removed from the practice?			
18.	Swales and ditches have been stabilized or protected?			
19.	Stormwater outlets are adequately stabilized?			
20.	Temporary or permanent stabilization of disturbed ground has been addressed (Initiated by end of the 7 th day the area is left idle, and completed within 14 days of initiation)?			
20a.	All protected dormant areas meet a minimum 70% coverage?			
20b.	Growing vegetation has sufficient water and/or nutrients to grow?			
21.	Permanent stabilization of disturbed ground is progressing through the project?			
21a.	Final grading and stabilization are progressing on completed areas?			
21b.	The soil has been properly prepared for seeding?			
21c.	Hard or soft armoring is installed where natural vegetation will erode?			
22.	Discharge waters from dewatering operations are directed to an appropriate sediment control measure, have a protected outlet and discharge water is clear?			
23.	Smaller construction sites not required to file a separate NOI are complying with the overall plan?			
24.	Areas that have been identified to be inspected once per month are maintaining 70% vegetated cover or erosion resistant armoring?			
25.	Other Notes			

IDENTIFY ALL PROBLEMS OR CONCERNS DISCOVERED AND DOCUMENT ALL CORRECTIVE ACTIONS BELOW. ALL PROBLEMS OR CONCERNS SHALL BE ADDRESSED WITH A CORRECTIVE ACTION. CORRECTIVE ACTION MUST BE INITIATED WITHIN 48 HOURS OF DISCOVERY OF DEFICIENCIES WHEN MAINTENANCE IS REQUIRED AND WITHIN SEVEN (7) DAYS OF DISCOVERY OF DEFICIENCIES WHEN A NEW (ALTERNATIVE) OR REPLACEMENT MEASURE IS REQUIRED.

Identified Problem/Concern	Corrective Action Taken	Completed By & Date



STORMWATER POLLUTION PREVENTION BMP INSPECTION FORM

Inspector(s): _____

Inspection Date: _____ Time: _____ Duration: _____

Weather Conditions: _____

Date of last Precipitation: _____ Amount: _____

Reason for Inspection: Routine Flooding Complaint Other: Semi-annual Inspection

Property Address/Location: _____

Type of SWQ Structure: Wet Pond (Retention Pond) Open Channel (Vegetated/Geotextile)
 Dry Pond (Detention Pond) Hydrodynamic Separator/Swirl
 Bioretention Basin Infiltration BMP
 Oil/Grit Separator Other: _____

STORMWATER QUALITY MEASURE INSPECTION ITEMS

- A. Contributing Area
 - 1. Contributing areas are clean and free of debris (trash, grass clippings, sediment, etc.)? Yes No Notes: _____
 - 2. Contributing areas are free of erosion? Yes No Notes: _____
- B. BMP Structural Components
 - 1. All BMPs are in good structural condition, free of cracks, chipping and other structural damage? Yes No Notes: _____
 - 2. BMP inlet grates and covers are in good condition? Yes No Notes: _____
- C. Sediment Deposition
 - 1. Inlet grates and drainage paths are free of sediment, trash and other debris? Yes No Notes: _____
 - 2. Sediment depth in BMP structure is below manufacturer's maintenance limit or designated depth? Yes No Notes: _____
- E. Other
 - 1. Are BMP structures free of trash and other floatables? Yes No Notes: _____
 - 2. Are BMP structures free of signs of oils and greases? Yes No Notes: _____

ALL PROBLEMS OR CONCERNS ARE TO BE ADDRESSED WITH A CORRECTIVE ACTION

Identify the corrective action and provide additional explanation as needed.
