



CITY OF RAPID CITY
Stormwater Management Plan

APPENDIX A
NOTICE OF INTENT MARCH 7, 2003



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

File copy

NOTICE OF INTENT (NOI)
to Obtain Coverage Under the SWD General Permit for
Storm Water Discharges from Small Municipal Separate Storm Sewer Systems

Return to: SD Department of Environment and Natural Resources
Surface Water Quality Program
523 East Capitol Avenue
Pierre, South Dakota 57501-3181
Telephone: (605) 773-3351 or 1-800-SDSTORM

GENERAL INFORMATION

Form with fields: Name of owner or agency with operational control of the MS4 (city, town, county, SDDOT, etc.): City of Rapid City; Contact person responsible for permit compliance; Telephone no. 605-394-4154; Mailing address 300 6th Street; City Rapid City; State SD; Zip code 57701.

MS4 INFORMATION

Form with fields: Name of the MS4 (city, town, county, SDDOT, etc.): City of Rapid City; Briefly describe the location/area of the MS4 (Please attach a location map for the MS4 - see Part 3.2 of the permit for requirements): The City of Rapid City is located in western South Dakota about 50 miles from the Wyoming border...; Briefly Describe the receiving waters for your MS4 (include the names of water bodies and other MS4s receiving storm water from your system): The receiving waters for Rapid City's MS4 include: 1. Rapid Creek with the beneficial uses of a domestic water supply, coldwater permanent fishery, immersion recreation and limited contact recreation; 2. Canyon Lake with the beneficial uses of a domestic water supply and a cold water fishery; 3. Box Elder Creek with the beneficial uses of a coldwater fishery, immersion recreation and limited contact recreation; 4. Roosevelt Pond with the beneficial use of a warm water semi-permanent fishery; 5. Lime Creek with the beneficial uses of a coldwater permanent fishery and limited contact recreation; and 6. The Cement Plant Lake has the beneficial use of a coldwater permanent fishery. No other MS4's receive storm water from our system.

Provide the location of transportation facilities with vehicle maintenance activities, public works maintenance yards, and wastewater treatment works with a design flow of 1.0 mgd or greater. *Storm water discharges from these facilities may be covered under this permit if appropriate storm water pollution prevention plans are developed and implemented.*

Transportation facilities with maintenance activities within City limits:

1. Rapid Delivery Inc., 29 Main Street
2. Aulick Leasing Corp., 825 Century Road
3. Ricer Co. Trucking, 651 Industrial Co. (minor repairs, brakes, oil, tires)
4. U-haul Co., 20 Deadwood Avenue
5. City Street Shop and Utility Maintenance Yard, Steele Avenue
6. DM&E Railroad, Roundhouse and Switch Yard, W. Main by Street Shop and Hwy 79 South
7. Rapid City School District Bus Barn, Hwy 79 South
8. Pennington County Highway, Hwy 79 South
9. South Dakota Department of Transportation, Egin Street
10. Nash Finch (maintenance facility is located a few blocks east of the warehouse on St Patrick Street)

Many facilities falling into this category are not listed because they are separately permitted by the state for their storm water runoff (for example: UPS, Fed Ex, UTI, Dakota Cartage, Pete Lien, Rapid City Regional Airport, etc.).

A location map showing the location (with corresponding numbers) of each of these facilities is included in Attachment B.

Provide the location and description of systems operated by other public entities within the MS4. (include a description of the level of control you have over the interconnected or contributing system(s)). For example, a storm sewer system within a college campus or military complex.

1. Pennington County Fairgrounds – The City Street Shop assists the Fairgrounds with street sweeping, snow plowing, and storm sewer flushing as necessary. This system has a minimum of two direct outfalls to the creek. City assistance provides us with more control.
2. South Dakota Department of Transportation (DOT) – The City does not have access to the DOT yard. Runoff from this facility is discharged directly into the grassed ditch along the interstate. All domestic wastewater is discharged to on-site holding ponds.
3. Pennington County Highway – The County maintains this yard as fill in work and during off-season. Presently a subdivision, approved by the City, on the west side of this facility causes a variety of storm water drainage problems for the County. The County has constructed a sedimentation basin on the Juvenile Detention Facility immediately north of the County Highway yard to handle runoff from City property.
4. Camp Rapid, South Dakota National Guard – The City does not have access to Camp Rapid. According to the state, an industrial storm water permit that includes a pollution prevention plan covers the Camp Rapid Complex. This pollution prevention plan covers the entire complex.
5. South Dakota School of Mines and Technology – Aramark Services contracts with the School of Mines to maintain their buildings and grounds, including the storm sewer system. The City does not have any control over this system. Presently procedures for maintenance include inspections and cleaning as necessary. They are open to guidance and education on storm sewer pollution prevention and maintenance.
6. Rapid City School District – The School District has many parking areas around schools, athletic areas, many playgrounds and the city/School Administration Building under their control for maintenance and upkeep. Each of these areas is interconnected to the City storm sewer system. Storm sewers are cleaned as plugging occurs.
7. Landfill and MRF Facility – This facility holds an NPDES permit for surface and storm water discharges which includes a pollution prevention plan. This plan covers the entire facility.
8. Western Dakota Technical Institute – The School District has supported maintenance and upkeep at this location. This facility is interconnected to the City system. Maintenance and cleaning occurs as plugging occurs.

Locations of these sub-systems are shown on Attachment B.

If applicable, provide the name and contact information of entity that will be responsible for implementing a portion of the storm water management program and a brief detail of their responsibility.

Contacts for City of Rapid City Storm Water Management Program:

Carolyn L Trautman, Project Engineer
City of Rapid City
300 6th Street
Rapid City, SD 57701
Phone: 605-394-4154 or 394-5377 ext 258
Email: carolyn.trautman@rcgov.org

Dan Bjerke, Public Works Director
City of Rapid City
300 6th Street
Rapid City, SD 57701
Phone: 605-394-4165
Email: dan.bjerke@rcgov.org

Responsibilities: Program development, compliance coordination and annual reporting

FOR DENR USE ONLY

Postmark Date: _____

Permit Number: _____

APPLICATION REQUIREMENTS AND PREREQUISITES –

The general permit requires that a Storm Water Management Program be developed and implemented. A summary, or outline, of the program must be included as part of your application. The summary must include the information for each of the six minimum control measures indicated in the general permit for storm water discharges from small MS4s (See Parts 4 & 5 of the permit). For each of the measures you must indicate the Best Management Practices (BMPs) you intend to implement, the measurable goals for the BMPs, estimated timelines for the BMPs and indicate who is responsible for implementing each measure. Continue by completing the check lists regarding your planned program and summary.

***See Attachment C for outline of Rapid City Storm Water Program.

Does your planned Storm Water Pollution Prevention Program address the following minimum control measures?

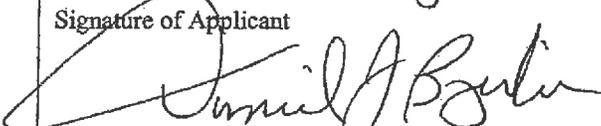
1. Public education and outreach on storm water impacts	Yes	x	No	<input type="checkbox"/>
2. Public participation and involvement	Yes	x	No	<input type="checkbox"/>
3. Illicit discharge detection and elimination	Yes	x	No	<input type="checkbox"/>
4. Construction site storm water runoff control	Yes	x	No	<input type="checkbox"/>
5. Post construction storm water management in new development and redevelopment	Yes	x	No	<input type="checkbox"/>
6. Pollution prevention/good housekeeping for municipal operations	Yes	x	No	<input type="checkbox"/>

Are the following items addressed for each of the control measures in the attachment to this application summarizing the Storm Water Management Program:

1. The Best Management Practices (BMPs) that you will implement for each of the minimum control measures described in the permit	Yes	x	No	<input type="checkbox"/>
2. The measurable goals for the BMPs you plan to implement, including as appropriate, a description of the planned actions, timing and frequency of actions, and milestones	Yes	x	No	<input type="checkbox"/>
3. Rationale for how and why each of the BMPs and their measurable goals were selected	Yes	x	No	<input type="checkbox"/>
4. Estimated timeline(s) (months, years) in which you will implement each Best Management Practice	Yes	x	No	<input type="checkbox"/>
5. Person(s) responsible for implementing and/or coordinating each component of the Storm Water Pollution Prevention Program. (This should be the person(s) you want the Department to contact regarding the overall program or the particular components)	Yes	x	No	<input type="checkbox"/>

CERTIFICATION AND SIGNATURE

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

Printed Name of Applicant CITY OF RAPID CITY Daniel L. Bjork	Title Public Works Dir.
Signature of Applicant 	Date 3-6-03

CERTIFICATION OF APPLICANT (COA)

City of Rapid City, the applicant in the above matter after being duly sworn upon oath hereby certify the following information in regard to this application:

South Dakota Codified Laws Section 1-40-27 provides:

"The secretary may reject an application for any permit filed pursuant to Titles 34A or 45, including any application by any concentrated swine feeding operation for authorization to operate under a general permit, upon making a specific finding that:

(1) The applicant is unsuited or unqualified to perform the obligations of a permit holder based upon a finding that the applicant, any officer, director, partner or resident general manager of the facility for which application has been made:

- (a) Has intentionally misrepresented a material fact in applying for a permit;*
- (b) Has been convicted of a felony or other crime involving moral turpitude;*
- (c) Has habitually and intentionally violated environmental laws of any state or the United States which have caused significant and material environmental damage;*
- (d) Has had any permit revoked under the environmental laws of any state or the United States; or*
- (e) Has otherwise demonstrated through clear and convincing evidence of previous actions that the applicant lacks the necessary good character and competency to reliably carry out the obligations imposed by law upon the permit holder; or*

(2) The application substantially duplicates an application by the same applicant denied within the past five years which denial has not been reversed by a court of competent jurisdiction. Nothing in this subdivision may be construed to prohibit an applicant from submitting a new application for a permit previously denied, if the new application represents a good faith attempt by the applicant to correct the deficiencies that served as the basis for the denial in the original application.

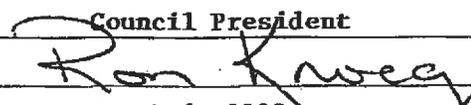
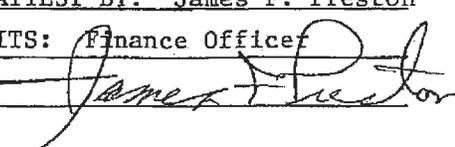
All applications filed pursuant to Titles 34A and 45 shall include a certification, sworn to under oath and signed by the applicant, that he is not disqualified by reason of this section from obtaining a permit. In the absence of evidence to the contrary, that certification shall constitute a prima facie showing of the suitability and qualification of the applicant. If at any point in the application review, recommendation or hearing process, the secretary finds the applicant has intentionally made any material misrepresentation of fact in regard to this certification, consideration of the application may be suspended and the application may be rejected as provided for under this section.

Applications rejected pursuant to this section constitute final agency action upon that application and may be appealed to circuit court as provided for under chapter 1-26."

Pursuant to SDCL 1-40-27, I certify that I have read the forgoing provision of state law, and that I am not disqualified by reason of that provision from obtaining the permit for which application has been made.

NOTE: The Notice of Intent must be signed by the authorized chief elective, an executive officer or a corporate responsible official of the applicant, or by the applicant, if an individual.

I declare and affirm under the penalties of perjury that this certification has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Name (print)	<u>Ronald Kroeger</u>	ATTEST BY:	<u>James F. Preston</u>
Title	<u>Council President</u>	ITS:	<u>Finance Officer</u>
Signature			
Date	<u>March 6, 2003</u>		

PLEASE ATTACH SHEET DISCLOSING ALL FACTS PERTAINING TO SDCL 1-40-27 (1) (a) THROUGH (e). ALL VIOLATIONS MUST BE DISCLOSED, BUT WILL NOT AUTOMATICALLY RESULT IN THE REJECTION OF AN APPLICATION.

Attachment C
Notice of Intent for
General Permit for Storm Water Discharges from Small MS4

City of Rapid City
Storm Water Management – Phase II
Program Outline

Introduction

Rapid City is automatically required to comply with Phase II storm water permitting requirements because the City has a population greater than 50,000. Phase II is a federally mandated program originating from the Clean Water Act. An amendment to the Act in 1987 required a two-phase implementation of a comprehensive storm water program to improve water quality. Phase I affected medium and large urban areas.

Rapid Creek and Box Elder Creek are both affected by Rapid City's storm water run-off. Their locations and urban growth increase the potential impacts. Rapid Creek's uses include a domestic water supply, a permanent coldwater fishery, and total immersion recreation waters. Box Elder Creek has the same uses except domestic water supply. These uses require the highest water quality.

Storm water runoff from lands modified by human activities can harm surface water and cause or contribute to exceedances of water quality standards by changing where water naturally flows and how fast it flows, destroying aquatic habitat, and increasing pollutant concentrations and loadings. Common pollutants include oil and grease from roadways and parking lots, pesticides from lawns, sediment from construction sites, and carelessly discarded trash, such as cigarette butts, paper wrappers, and plastic bottles.

Urban development increases the amount of impervious surface in a watershed as farmland, forests, and meadowlands are converted into buildings with rooftops, driveways, sidewalks, roads, and parking lots with virtually no ability to absorb storm water. Storm water and snowmelt runoff wash over impervious areas, picking up pollutants along the way while gaining speed and volume because of their inability to disperse and filter into the ground.

The Program

The following pages define the Storm Water Program for the City of Rapid City. Each program objective has annual goals, contains a short explanation, and specifies the measurement of efforts toward meeting each goal. The program will have an overall director/coordinator and task implementation is initially assigned to existing City Public Works Divisions.

Options for financing the program are still in discussion. Two viable options include user fees and general fund revenue. Funding must cover program administration, ongoing education, operations, maintenance, inspection, enforcement and capital improvements.

PUBLIC EDUCATION AND OUTREACH

1. 2003

- 1.1 Potential public education workgroup, brochure distribution and/or public involvement participants listed below were selected because they represent a cross-section of the stakeholders in this program. Some may be partners in funding, some in education, some in resources, some as conduits to other groups, and some for technical expertise. (workgroup participation - one member acting as **liaison** to represented group):
- 1.1.1 Rapid City Common Council
 - 1.1.2 The Sierra Club – local
 - 1.1.3 Safe Drinking Water Protection Committee
 - 1.1.4 Local Chapter Audubon Society
 - 1.1.5 Action for the Environment (ACT)
 - 1.1.6 Black Hills Homebuilders (BHHB)
 - 1.1.7 Construction Industry Center (CIC)
 - 1.1.8 Rapid City Public Schools
 - 1.1.9 Rapid City Realtors Association
 - 1.1.10 South Dakota School of Mines and Technology (Dr. Scott Kenner)
 - 1.1.11 Black Hills Fly Fisherman
 - 1.1.12 All City Departments
 - 1.1.13 Downtown Association
 - 1.1.14 West River Water Development Association
 - 1.1.15 General Public
 - 1.1.16 Pennington County
 - 1.1.17 Ellsworth Air Force Base (EAFB)
 - 1.1.18 Black Hills Homeowners Association
 - 1.1.19 South Dakota Department of Transportation (DOT)
 - 1.1.20 South Dakota Department of Environment and Natural Resources (DENR)
 - 1.1.21 Natural Resources Conservation Service (NRCS)
 - 1.1.22 National American University (NAU)
 - 1.1.23 Meade County/Black Hawk
 - 1.1.24 Neighborhood Watch Groups

Letters will be sent to the above listed entities soliciting participation in the education phase of the program. Phone call solicitation will follow each letter. Summaries of contacts made, partnerships formed, information prepared and meetings attended will measure this public education goal.

- 1.2 Overall goals of the workgroup will include a cross sectional representation of community stakeholders, itemizing public education methods appropriate to Rapid City, determining target audiences, outlining program content for each audience, evaluating/revising program, and

developing long term plans for continued education and outreach. Monthly workgroup meetings will focus on goals. Meeting minutes and attendance rosters will track progress toward goal of public education and outreach program development.

- 1.3 Advertise Rapid City Cleanup Week activities to include a household hazardous waste collection component in the fall. Public access channels and public service announcements will publicize the information. Flyers will be prepared for this event stressing proper disposal and impacts of improper disposal. Amount of waste collected and number of flyers distributed will measure goal success.
- 1.4 Develop a web page on City web site for Storm Water Phase II program background, requirements, goals and plan for implementation. Web page will include upcoming information.

2. 2004

- 2.1 Host public information meetings (two minimum - complete with official public notices), offer presentations to all interested groups and schools, and distribute information about the importance of water resources and the purpose and goals of Phase II. These outreach efforts are meant to educate all age groups, income levels, and ethnic groups.
 - 2.1.1 Group or location description, attendance rosters and/or a head count will measure the success of this outreach phase of the public education.
 - 2.1.2 Number of information sheets and brochures distributed to targeted audiences will measure progress of information distribution.
- 2.2 Solicit support from Rapid City School District and all 4th grade teachers for incorporation of water resource education modules in the classrooms. Solicitation letters will explain the significance of our local water resources and importance of early education in future protection. The letter will offer the packets and require response prior to school starting in the fall. Responses and written support of the School District will measure goal.
- 2.3 Begin storm drain stenciling with local volunteers. This is a public involvement/ participation and education goal. Number of participating groups, number of storm drains stenciled (goal of 50), flyers distributed to stenciling area, and media publicity received will track progress.
- 2.4 Advertise Rapid City Cleanup Week activities to include a household hazardous waste collection component in the fall. Flyers will be prepared for this event stressing proper disposal and impacts of improper disposal

on all local water resources. Amount of waste collected and number of flyers distributed will measure progress toward public education goal.

- 2.5 Develop information sheet on Phase II for distribution by City industrial pretreatment inspector and DENR hazardous waste inspector. These inspectors have contact with approximately 400-500 facilities on an annual basis. These include restaurants, garages, warehouses, service stations, car washes, body shops and all of large industrial businesses in Rapid City. Number of contacts made based on number of inspections logged by each inspector will measure goal.
- 2.6 Continue with web page development. Regular updates to the web page, including present and upcoming information will provide a solid information avenue for all stakeholders. The web page address will be publicized over public access channels and through public service announcements. Copies of updated web page information will measure goal.

3. **2005**

- 3.1 Continue storm drain stenciling project with local volunteers and associated media publicity, public service announcements, and interviews for public outreach and participation. Number of participating groups, number of storm drains stenciled (goal 50), flyers distributed to stenciling area, and media publicity received will track progress.
- 3.5 Evaluate public education program. An awareness form to measure success of public education will be developed for the City's web site. The public access channel and local television channels will publicize this form on web site. A random response will receive a water recreation related prize. Number and summary of responses will measure public education goal.
- 3.6 Evaluate public school education partnership. All participating 4th grade teachers will be asked to complete a satisfaction survey on the educational quality and student response to the water resource education modules. Students will be encouraged to log on and complete awareness survey via the web site. Response tracking and summaries will measure public education goal.
- 3.7 Advertise Rapid City Cleanup Week activities to include a household hazardous waste collection component in the fall. Flyers will be prepared for this event stressing proper disposal and impacts of improper disposal. Amount of waste collected and number of flyers distributed will measure public education goal.

4. 2006

- 4.1 Support and organize Spring Water Festival in conjunction with surrounding Phase II communities. Festival will target all 4th grade students in public and private schools. Festival layout, pre-registrations, sponsor list and other relevant information will measure goal.
- 4.2 Continue storm drain stenciling project with local volunteers and associated media publicity, public service announcements, and interviews for public outreach and participation. Number of participating groups, number of storm drains stenciled (goal 50), flyers distributed to stenciling area, and media publicity received will track progress.
- 4.3 Continue web page interaction with public. Tracking number of contacts, questions, and responses will be measurement toward goal.
- 4.4 Advertise Rapid City Cleanup Week activities to include a household hazardous waste collection component in the fall. Flyers will be prepared for this event stressing proper disposal and impacts of improper disposal. Amount of waste collected and number of flyers distributed will measure public education goal.
- 4.5 Web page will continue to offer opportunity for input and evaluation of public education and outreach. Web page updates will follow evolution of entire program and related activities.

5. 2007

- 5.1 Organize and support a Spring Water Festival in conjunction with surrounding Phase II communities. Target audience will be all 4th grade students in public and private schools. This age group is a successful target for many water festivals. Festival layout, pre-registrations, sponsor list, and other relevant information will measure goal.
- 5.2 Continue storm drain stenciling project with local volunteers and associated media publicity, public service announcements, and interviews for public outreach and participation. Number of participating groups, number of storm drains stenciled (goal 50), flyers distributed to stenciling area, and media publicity received will track progress.
- 5.3 Continue web page interaction with public. Tracking number of contacts, questions, and responses will be measurement toward goal.
- 5.4 Advertise Rapid City Cleanup Week activities to include a household hazardous waste collection component in the fall. Flyers will be prepared for this event stressing proper disposal and impacts of improper disposal.

Amount of waste collected and number of flyers distributed will measure public education goal.

- 5.5 Web page will continue to offer opportunity for input and evaluation of public education and outreach. Web page updates will follow evolution of entire program and related activities

PUBLIC PARTICIPATION AND INVOLVEMENT

1. 2003

- 1.1 Public attitude and understanding survey on web site. This will help to shape articles and direct educational information. Number (goal 5% of Rapid City population) and summary of responses will be goal measurement.
- 1.2 Begin series of articles in Journal discussing Rapid Creek water quality and Dr. Scott Kenner studies. These articles will highlight uses of Rapid Creek, required water quality to maintain uses, present water quality discussion, water quality changes with storm water flows, human impact on storm water flows, changes coming with Phase II over the next five years to maintain and improve water quality of Rapid Creek, and publication of web site for input, comment, and information. Measurement of goal will be copies of all published articles and a summary of all web site and phone in comments.
- 1.3 Host a public meeting for the construction community (including official public notice, public notice through public service announcements, CIC bulletin, and invitation letters) providing an overview of the Phase II program layout including planned activities, timelines, and goals. Meeting will include information on present water quality issues and areas, and solicit contribution of ideas and concerns. Meeting minutes and attendance roster (including, mailing and e-mail addresses for distribution of meeting minutes and future meeting notices) will track goal measurement.
- 1.4 Prepare news release providing overview of public meeting and publicizing web site. Copy of published release will measure goal.
- 1.5 Update web page with information from public meeting and provide opportunity for additional comment via e-mail or letter. Additional comments will track goal measurement.

2. **2004**

- 2.1 Begin storm drain stenciling with local volunteers. This is a public involvement/ participation and education goal. Progress will be tracked by number of participating groups, number of storm drains stenciled (goal 50), flyers distributed to stenciling area, and media publicity received.
- 2.2 Host a public meeting (including official public notice, public notice through public service announcements, CIC bulletin, and invitation letters) providing an overview of the Phase II program layout including planned activities, timelines, and goals. Meeting will include information on present water quality issues and areas, and solicit contribution of ideas and concerns. Meeting minutes and attendance roster (including, mailing and e-mail addresses for distribution of meeting minutes and future meeting notices) will track goal measurement.
- 2.3 Continue use of web page to inform and update people and groups concerned with Phase II. Goal measurement will include dates and logs of updates to web page.

3. **2005**

- 3.1 Establish a storm water hotline. Home Show magnet distribution and illicit discharge identification, recognition and reporting literature will publicize hotline. Additionally, web page and public service announcements will publicize hotline. Distribution numbers will measure goal.
- 3.2 Publicize and host two public education seminars about the detection and reporting of illicit discharges. Measurement of goal will be seminar participant rosters.
- 3.3 Continue use of web page to inform and update people and groups concerned with Phase II. Goal measurement will include dates and logs of updates to web page.

4 **2006**

- 4.1 Continue storm drain stenciling project with local volunteers and associated media publicity, public service announcements, and interviews. Progress will be tracked through number of participating groups, number of storm drains stenciled (goal 50), flyers distributed to stenciling area, and media publicity received.
- 4.2 Continue use of web page to inform and update people and groups concerned with Phase II. Goal measurement will include dates and logs of updates to web page.

- 4.3 Continue storm water hotline. Home Show magnet distribution and illicit discharge identification, recognition and reporting literature will publicize hotline. Hotline will be publicized on web page and through public service announcements. Distribution numbers and number of contacts will measure goal.
5. **2007**
 - 5.1 Continue storm drain stenciling project with local volunteers and associated media publicity, public service announcements, and interviews. Progress will be tracked through number of participating groups, number of storm drains stenciled (goal 50), flyers distributed to stenciling area, and media publicity received.
 - 5.2 Continue use of web page to inform and update people and groups concerned with Phase II. Goal measurement will include dates and logs of updates to web page.
 - 5.3 Continue storm water hotline. Home Show magnet distribution and illicit discharge identification, recognition and reporting literature will publicize hotline. Hotline will be publicized on web page and through public service announcements. Distribution numbers and number of calls will measure goal.

ILLICIT DISCHARGE DETECTION AND ELIMINATION

1. **2003**
 - 1.1 Complete storm sewer map for entire City after Geographic Information System (GIS) entry of all field-collected data. This will include field location and verification of all outfalls and descriptions of each including dry weather flows related to springs, sump pumps, and other acceptable water sources. This map will be provided to the state and used in the City's program. Completed map is measure of meeting goal.
 - 1.2 Review all existing City ordinances with any impact or relationship to storm water discharges. Add or revise ordinances to bring them in line with program requirements and goals. Tracking of proposed changes, public notice and input, and copies of new or revised ordinances will document effort toward meeting goal.
 - 1.3 Develop information sheet on Phase II for distribution by City industrial pretreatment inspector and DENR hazardous waste inspector. These inspectors have contact with approximately 400-500 facilities on an annual basis. These include restaurants, garages, warehouses, service

stations, car washes, body shops and all of large industrial businesses in Rapid City. Number of contacts made based on number of inspections logged by each inspector will measure goal.

- 1.4 Develop standard operating procedure for all City departments to respond to hazardous and non-hazardous spills within the City. This will include notification, tracking, calling tree and responsibility procedures. A list of City departments accepting standard procedure will be provided as goal measurement.

2. **2004**

- 2.1 Develop illicit discharge detection and elimination plan. This plan will include methods for locating priority areas, means of prioritizing and tracing illicit discharges and procedures for removing illicit discharges. A complete copy of the formal plan will be submitted for goal measurement.
- 2.2 Develop information sheet on illicit discharge program component of Phase II for distribution by City industrial pretreatment inspector and DENR hazardous waste inspector. Sheet will outline how illicit discharge program will work. It will encourage spill prevention, response plans and good housekeeping practices. Flyers will also publicize City web site address for more detail on program. A copy of the fact sheet and number of inspections will measure goal.

3. **2005**

- 3.1 Implement illicit discharge detection and elimination plan. The measurable goal for this program will be a summary of inlets inspected as compared to a 35 % annual goal and the number of illicit discharges detected and removed.
- 3.2 Evaluate and track spill prevention and response, sanitary sewer inspections, and household hazardous waste collection program. These preventative measures will eliminate some illicit discharges. Measurable goals will include the number of spill responses, feet of sewer inspected and quantity of waste collected.
- 3.3 Develop training program and train parks, utility maintenance and street maintenance staff in outfall field screening procedures. The measurable goal for this will be the program developed and number of staff trained.

4. **2006**

- 4.1 Continue illicit discharge detection and elimination plan. The measurement goal for this phase will be a summary of inlets inspected

compared to a 35% annual goal and the number of illicit discharges detected and removed.

- 4.2 Evaluate and track spill prevention and response, sanitary sewer inspections, and household hazardous waste collection program. These preventative measures will eliminate some illicit discharges. Measurable goals will include the number of spill responses, feet of sewer inspected and quantity of waste collected.
- 4.3 Provide refresher course for City staff in outfall screening procedures. The measurable goal will be number of staff trained or refreshed.

5. **2007**

- 5.1 Continue illicit discharge detection and elimination plan. The measurement goal for this phase will be a summary of inlets inspected compared to a 30% annual goal and the number of illicit discharges detected and removed.
- 5.2 Evaluate and track spill prevention and response, sanitary sewer inspections, and household hazardous waste collection program. These preventative measures will eliminate some illicit discharges. Measurable goals will include the number of spill responses, feet of sewer inspected and quantity of waste collected.

CONSTRUCTION SITE and POST-CONSTRUCTION STORM WATER RUNOFF CONTROL

1. **2003**

- 1.1 Host a public input meeting with invitation to local general construction contractors and design engineers (complete with security guards and or bouncers) to review preliminary plan for meeting the requirements of these Phase II program goals. Meeting will overview existing ordinances, potential changes to ensure compliance, modification of plan review procedures to include water quality impacts, public watch facet of program, internal procedures for handling complaints, proposed procedures for site inspection and enforcement, and a contact list for parties interested in participating in the review and revision of the drainage criteria manual beginning in 2004. Measurement of this goal will include the public notice, attendance roster, and list of comments received during meeting. An additional measurement will be the list of parties interested in the review and revision of drainage criteria manual.
- 1.2 Outline Phase II affects on the construction industry and begin education and assistance by promoting performance based Best Management

Practices (BMPs) and giving examples on the website. This begins the education process that lays the foundation and encourages participation before active enforcement begins. The measurement of this goal will be a printed copy of all information included in web page.

2. **2004**

- 2.1 Contact all parties interested in drainage criteria review and revision in writing. Outline goals of review including construction and post construction runoff controls for all new development and redevelopment construction activities greater than or equal to one acre. Request they complete and return an enclosed interest form (by mail, e-mail or on the website) to begin process of workgroup development. Responses received and interest expressed will be measurement toward the goal of workgroup formation for manual review.
- 2.2 Form workgroups and begin review of assigned sections of drainage criteria manual. General goal guidelines will be provided to each group. Updates should include a guide to selecting and designing appropriate BMPs for erosion, sediment and waste control (focusing on water quality improvement); an outline of performance-based specifications; and standards for temporary, seasonal and final stabilization (post construction). *Update of manual should consider requiring catch basins instead of inlets.* Progress reports from workgroups will measure this goal.
- 2.3 Develop procedures for plan review, permit issuance, site inspection, and enforcement actions. This will include a review checklist and database development to track project from inception through post construction maintenance. The database method will streamline future reporting for goal measurement. A written procedure and printout of database format will measure this goal.
- 2.4 Begin series of training sessions for City and public inspectors, engineers, and contractors teaching use and consideration of performance based BMPs for construction and post construction runoff controls. Number of seminars (goal of four per year) and attendance will measure achievement of goal.

3. **2005**

- 3.1 Review all and draft any necessary ordinances or regulatory methods related to construction and post-construction storm water runoff. Since the City is the permittee, responsibility for compliance is on the City. Specific items needing to be addressed include performance based requirements for construction and post-construction runoff BMPs for new development and redevelopment, defined physical and financial

responsibility for post construction BMP operation and maintenance, means of recording this responsibility on the plat for enforcement of operations and maintenance obligation (may be possible to include in development approval process), legal authority to levy an assessment to pay for operations and maintenance in a homeowners group situation, assignment of all maintenance responsibilities to the owner, inspection authority, right of entry, penalties and fines for non-compliance (generally prefer a strike three system), etc. Measurement of this goal will include listing of all existing and all proposed ordinances.

- 3.2 All drafted ordinances and regulations will be posted on the website for comment prior to being officially public noticed. All comments received and ordinances and regulations promulgated will measure success of this goal.
- 3.3 Compile a complete draft of drainage criteria manual. Complete draft review workgroup will include one person from each section workgroup. Final council approved manual will be measurement toward this goal.
- 3.4 Continue series of training sessions for City and public inspectors, engineers, and contractors (goal of four per year) teaching use and consideration of performance based BMPs for construction and post construction runoff controls. Number of seminars and attendance will measure achievement of goal.
- 3.5 Develop standard inspection forms for all construction and post construction runoff. Begin formal inspections providing technical assistance to contractors to encourage proper operations, maintenance, and compliance. Database tracking of inspections will report number of annual inspections and measurement of goal.

4. 2006

- 4.1 Continue training sessions (goal of four per year) for City and public inspectors, engineers, and contractors teaching use and consideration of performance based BMPs for construction and post construction runoff controls. Number of seminars and attendance will measure achievement of goal.
- 4.2 Continue inspections offering technical assistance and providing timeline for compliance. Begin using enforcement actions as a tool in gaining compliance. An annual number of inspections performed and compliance mechanisms used will measure achievement of goal.
- 4.3 Evaluate program for construction and post construction runoff program by direct solicitation and web site solicitation of the regulated community. Solicitation will request their input on entire program from plan review to

inspection/enforcement to long-term operations/maintenance. Summary comments will measure this goal.

5. **2007**

- 5.1 Continue inspections offering technical assistance and providing timeline for compliance. Begin using enforcement actions as a tool in gaining compliance. An annual number of inspections performed and compliance mechanisms used will measure achievement of goal.
- 5.2 Evaluate and implement necessary changes to construction and post construction storm water run off program resulting from issues raised during 2006 program evaluation solicitation. Measurement of goal will be an overview of changes resulting from evaluation.

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

1. **2003**

- 1.1 Develop spreadsheet to inventory and rank municipal facilities for development of runoff control plans. Spreadsheet will describe service provided and rank facilities as major or minor storm water pollution sources. Providing a listing and ranking of municipal facilities will provide measurement of this goal.
- 1.2 Develop storm sewer cleaning procedures. These procedures will include a method for tracking location, number of feet, and number of inlets cleaned. Cleaning procedures will be written, with a copy given to all street maintenance operators, and training provided. A copy of written procedures, in-house training rosters, and number of feet and inlets cleaned annually will be submitted as documentation toward meeting this goal.
- 1.3 Develop and distribute information to all City operations regarding the purpose and affect of the Phase II program on them. This information will encourage each entity to begin observing and logging activities and locations within their facilities that will become part of their pollution prevention plans. Copy of information sheet and number distributed will measure this goal.

2. **2004**

- 2.1 Develop procedures for snow and sweeping operations, and pesticide, herbicide, and fertilizer application and use. These procedures will

specifically be developed for City operations and will be taught to all employees. A copy of written procedures and copy of associated staff training rosters will be as tracked to measure this goal.

- 2.2 Develop runoff control plans for 25% of the facilities listed in the inventory and ranking. Copies of these plans will measure this goal.
- 2.3 Develop training program for vital city staff departments. The measurable goal for this will be the program developed and number of staff trained.
- 2.3 Continue storm sewer cleaning program. Documentation of number of feet and inlets cleaned will measure this goal.

3. **2005**

- 3.1 Develop procedures for requiring water quality BMPs on all new flood control projects and examining existing projects for incorporation of water quality protection BMPs. These procedures will be consistent with post construction requirements. A written copy of these procedures will document this goal.
- 3.2 Develop runoff control plans for 25% of the facilities listed in the inventory and ranking. Copies of these plans will measure this goal.
- 3.3 Continue pollution prevention activities consistent with written procedures. Documentation of employee training activities, number of feet of storm sewer, number of inlets, volume of sand, sweepings, pounds/gallons of pesticide, herbicide and fertilizer and proximity to surface water will document this goal.

4. **2006**

- 4.1 Develop runoff control plans for 25% of the facilities listed in the inventory and ranking. Copies of these plans will measure this goal.
- 4.2 Continue pollution prevention activities consistent with written procedures. Documentation of employee training activities, number of feet of storm sewer, number of inlets, volume of sand, sweepings, pounds/gallons of pesticide, herbicide and fertilizer and proximity to surface water will measure progress toward this goal.
- 4.3 Continue evaluation and use of BMPs for water quality on City flood control projects. Any retrofits and new construction activities will be tracked and reported as goal documentation.

5. **2007**

- 5.1 Develop runoff control plans for 25% of the facilities listed in the inventory and ranking. Copies of these plans will measure this goal.
- 5.2 Continue pollution prevention activities consistent with written procedures. Documentation of employee training activities, number of feet of storm sewer, number of inlets, volume of sand, sweepings, pounds/gallons of pesticide, herbicide and fertilizer and proximity to surface water will track goal progress.
- 5.3 Continue evaluation and use of BMPs for water quality on City flood control projects. Any retrofits and new construction activities will be tracked and reported as goal documentation.