

STORM WATER MANAGEMENT PROGRAM
FOR
YAVAPAI COUNTY ARIZONA

in support of the
NOTICE OF INTENT

Submitted to the
STATE OF ARIZONA
DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER QUALITY DIVISION
WATER PERMITS SECTION
PHOENIX, ARIZONA 85012-2809

ARIZONA POLLUTANT DISCHARGE ELIMINATION SYSTEM
GENERAL PERMIT FOR DISCHARGE AZG-2002-002
FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)

Located in the Unincorporated Areas of Yavapai County
and
within the Prescott Urbanized Boundary

March 10, 2003
Revised February 2, 2004

Prepared by

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Program Coverage's and Jurisdictional Areas

This permit application (Notice of Intent or NOI) is a request by Yavapai County, Arizona, for authorization to discharge stormwater under the Arizona Pollutant Discharge Elimination System (A.R.S. Title 49, Chapter 2, Article 3.1 and Arizona Administration Code, Title 18, Chapter 9, Articles 9 and 10), as an operator of small municipal separate storm sewer systems (MS4s).

This NOI specifically requests authorization of discharge of stormwater from small MS4s as defined by 40 CFR 122.26(b)(16), and designated under 40 CFR 122.32(a)(1) and 40 CFR 122.32(a)(2). Yavapai County is a small MS4 as designated. Hence, Yavapai County is requesting coverage on this permit for only those unincorporated areas that are located in the Prescott urbanized area as determined by 2000 Decennial Census by the US Bureau of Census; and owned and operated by the County of Yavapai. The unincorporated area boundaries of Yavapai County are shown on Attachment 1.

This permit application covers only stormwater collection systems and networks. It does not include stormwater discharges associated with industrial activity as defined in 40 CFR 122.26(b)(14)(I)-(IX) and (xi). It does not include stormwater discharges associated with construction activity as defined in 40 CFR 122.26 (b)(14)(x) or 40 CFR 122.26 (b)(15). This permit does not include separate storm sewers in discrete areas, such as individual buildings, or discharges covered under other NPDES programs.

Yavapai County has determined that the following discharges are not significant contributors of pollutants to the municipal MS4s, and are considered allowable Non-Stormwater Discharges:

- | | |
|---|--|
| a. Water line flushing, | k. Springs, |
| b. Landscape irrigation, | l. Water from crawl space pumps, |
| c. Diverted stream flows, | m. Footing drains, |
| d. Rising ground waters, | n. Lawn watering, |
| e. Uncontaminated ground water infiltration | o. Individual residential car washing, |
| f. Uncontaminated pumped groundwater, | p. Discharges from riparian habitats and wetlands, |
| g. Discharges from potable water sources, | q. De-chlorinated swimming pool discharges, |
| h. Foundation drains, | r. Street wash water, and |
| i. Air conditioning condensate, | s. Discharges or flows from emergency fire fighting activities |
| j. Irrigation water, | |

Unless explicitly specified otherwise in the Stormwater Management Program (SWMP), all actions proposed to be undertaken exclusively apply to the designated urbanized areas only. Actions taken beyond these geographic bounds are done so at the discretion of Yavapai County. The county intends to fully implement the conditions in this SWMP no later than December 19, 2007.

Area Information

Area of Yavapai County 8125 square miles

Area of Phase II designated urbanized area 39 sq. miles.

Area of Yavapai County with urbanized area 5 sq. miles

(See Attachment 1)

Excluded Areas and Sites

Areas in the urbanized boundaries not covered under this permit: City of Prescott, Town of Prescott Valley, and Yavapai Prescott Tribe lands. Also excluded, State Highway Routes 69, 89, and 89A, Iron Springs Road, Copper Basin Road, Williamson Valley Road, and Glassford Hill Road. Additional exclusions from this permit are all private roads and private commercial and residential development not connected to a County owned and operated stormwater collection and conveyance system.

Coordinator For All Control Measures

Agency: Yavapai County Development Services
Contact: Kenneth E. Spedding, Director
Phone: (928) 771-3216

Staffing and Resource Allocations

The initial funding for the SWMP will be through the general fund and utilizing existing staff. In the first year of the program, the County will evaluate the overall costs to support the program and allocate sufficient funding and resources for its continuation.

The Development Services Department in cooperation with the Public Works Department will be responsible for implementing and coordinating all activities. Other departments, agencies, and associations will be included as need be to fully comply with the requirements of the General Permit.

System Overview

Yavapai County is located in the central portion of the State of Arizona. The Prescott Urbanized area is located in the central portion of Yavapai County. Prescott Valley and Prescott have jurisdiction over 87% of the land area within the urbanized area boundary, which consists of roughly 93% of the population for the urbanized area boundary. The unincorporated County areas consist of residential developments (99%) with a few scattered commercial (1%) frontages along State Route 69 and Iron Springs Road. These commercial properties are in the areas of Castle Canyon Mesa, Diamond Valley, and Forbing Park. (see Attachment 1)

The storm drain systems in these unincorporated areas compose of culverts and roadside drainage ditches. Stormwater flow that exits the roadside drainage ditch system generally follows the natural topography and within natural swales, drainageways, and small watercourses.

Most of the County areas are located within what is commonly referred to as the Prescott Basin. Major watercourses are Willow Creek, Miller Creek, Aspen Creek, Granite Creek, Bannon Creek, Government Canyon, and Slaughter House Gulch. These receiving watercourses all flow into Granite Creek, which eventually flows into the Verde River near Paulden, Arizona. The remainder of the County areas flow into either the Agua Fria River or Lynx Creek. None of these waters are listed on the 303(d) list of impaired waters.

Annual Reports

The County will submit an Annual Report to ADEQ by September 30, 2004, for the period of time between March 10, 2003 and June 30, 2004. Starting in 2005, the County

will submit additional annual reports by September 30th of each year for the preceding period of July 1 through June 30.

Six Minimum Control Measures

Yavapai County is proposing to develop, implement and enforce a stormwater management program by December 19, 2007, to reduce pollutants discharged from municipally owned MS4s to the maximum extent practicable, given available financing and manpower, in order to protect water quality. To achieve this goal, Yavapai County has developed a five year program consisting of the six required control measures described below. This program will result in the identification of Best Management Practices (BMP's) and measurable goals for the BMP's. Complete implementation of the County's Stormwater Management Program is expected to be an ongoing process, and outlined in the following pages.

1. MINIMUM CONTROL MEASURES FOR PUBLIC EDUCATION AND OUTREACH PERMIT CONDITION V.B.1

Goal Yavapai County will implement a public education program to distribute educational materials to residents and businesses and conduct equivalent outreach activities about the impacts of stormwater discharges and the steps that the public can take to reduce pollutants in stormwater runoff. Yavapai County (population 167,517) will communicate thru its Stormwater Management Website, also making available on this website its Stormwater Management Program and NOI. The County will implement its educational outreach to residents within the County's MS4 urban area. The County's urban area population is 4,440

Best Management Practices

1 BMP-1 Stormwater Web page:

The County will amend its web site to include a stormwater management page. This web page will include: explanation of what citizens and businesses can do, and should not do, to reduce pollutants such as chemical and petroleum products, animal waste, and trash in stormwater. Citizens will also have access to event schedules, links for users to obtain additional educational information, and a public comment/reporting form. Links to other community stormwater management web sites/pages, such as Prescott, Prescott Valley, and ADEQ will also be provided on the web page.

Responsible Party: Development Services staff and Management Information Systems staff

Dates: Initial development to begin July 2003, implement by July 2004

Measurable Goal: Page developed, counter added to document hits, document comments, update as needed

1 BMP-2 Educational Flyer(s):

The County will collect brochures, fact sheets, and other educational materials and prepare a flyer(s) about its stormwater management program. This flyer will be made available through the web site, posted in County buildings, distributed to community groups and included with the issuance of building permits. The flyer(s) will explain what residents and business owners can do, and should do to reduce pollutants in stormwater. It will also explain what the County is doing to manage stormwater and to eliminate illicit connections. Other topics will include, hazardous waste management, pet waste management, and trash management.

Flyers will also be used to announce and invite the public to participate in community clean-ups and hazardous waste disposal days. It will also contain a “hot line” phone number.

Responsible Party: Development Services, and Public Works staff

Dates: Begin collection and preparation July 2003, implement by July 2004, and update as needed to announce community clean up and hazardous waste disposal days

Measurable Goal: Flyers prepared and distributed to public access areas as needed and to various target groups such as homeowners associations and community groups, contractor associations, and businesses

2. MINIMUM CONTROL MEASURES FOR PUBLIC PARTICIPATION/INVOLVEMENT PERMIT CONDITION V.B.2

Goal

The County will continue existing programs and develop new opportunities for the public to become involved and to participate in the development and implementation of the Stormwater Management Program.

Best Management Practices

2 BMP-1 Encourage Participation and Citizen Action:

In the web page and flyer prepared for 1 BMP-1 & 2, the County will invite public participation in all events. Offering an opportunity for the public to give advice and guidance on best management practices. The web page and flyer will encourage residents to get involved within their community/neighborhood. Expose citizens to such groups as the Prescott Creeks Preservation Association and the University of Arizona Cooperative Extension. The web page and flyer will also encourage residents to report any undocumented and illicit discharges and connections.

Responsible Party: Included in 1 BMP-1 and 1 BMP-2

Dates: See 1 BMP-1 & 2

Measurable Goal: Maintain complaint report file, document meetings and communication, identify a principle contact and “hot line” phone number.

2 BMP-2 – Involve Residents in Prescott Valley Clean-up Day:

The County will develop a working agreement with the Town of Prescott Valley to allow neighboring unincorporated areas to participate in Prescott Valley Clean-up Day.

Responsible Party: Development Services, Town of Prescott Valley

Dates: Annually, coordinated with Town beginning January 2004

Measurable Goal: Approval and implementation of working agreement between the County and Town of Prescott Valley, document participation

2 BMP-3 – Master Watershed Steward (MWS) Program:

This existing program, presented by the University of Arizona, offers residents an opportunity to become highly valued volunteers, knowledgeable about watersheds and water resources

of Yavapai County. Master Watershed Steward Volunteers will take an active role in educating County residents about regional watersheds and critical watershed issues.

Responsible Party: University of Arizona Cooperative Extension and Development Services staff

Dates: Next course, October/November 2003 continue annually through December 2007

Measurable Goal: Documentation on number of participants and progress of the required 40 hours of volunteer services required upon completion of the MWS program

2 BMP-4 – Prescott Creek Watch Network:

Establish a working partnership with the Prescott Creeks Preservation Association (PCPA). The PCPA is established, and one of their new programs is the Prescott Creek Watch Network (PCWN). This program, a network of citizen led volunteers, works to protect, restore, and celebrate their nearby creeks. This group works within the Prescott (Granite Creek) Basin. This will be an opportune group for the County to partner with.

Responsible Party: Development Services staff and the Prescott Creeks Preservation Association

Dates: Annually, beginning July 2004 through December 2007

Measurable Goal: Establishment of program partnership, documentation of all volunteers involved, and activities performed, education in identifying illicit discharges, signage of watercourses

2 BMP-5 – Public Notice Requirements:

The County will comply with all public notice requirements for Board of Supervisor actions on this permit. The public will be notified through publication of agendas in the newspapers, web sites, and postings. At a minimum, public meetings will be held prior to submitting to ADEQ the NOI, annual report, and for the renewal of this permit in Year Five.

Responsible Party: Development Services, Clerk of the Board

Dates: Annual, beginning March 2003, and as necessary for program changes and updates, through December 2007

Measurable Goal: Meeting announcements, meeting minutes, and any revisions or updates to the program

3. MINIMUM CONTROL MEASURES FOR ILLICIT DISCHARGES DETECTION AND ELIMINATION PERMIT CONDITION V.B.3

Goal

Develop a program to identify, eliminate, and prohibit discharges into the storm drain system to reduce to the maximum extent possible the discharge of pollutants into stormwater runoff impacting the small MS4, except those discharges previously identified in the section titled “Program Coverage’s and Jurisdictional Areas”, on Page 3.

Best Management Practices

3 BMP-1 Create Drainage Network Mapping:

The County will review existing maps and studies, and develop new maps as necessary, showing all outfalls, and the names and locations of all drainageways and receiving waters. The County will systematically inventory drainage areas concurrently with the mapping to identify all discharge pipe locations.

Responsible Party: County staff – Development Services and Public Works

Dates: Initiate July 2003, completed July 2004, updated through December 2007

Measurable Goal: Production of maps and use for analysis of illicit connections and discharges, make available on web page

3 BMP-2 Ordinance Development/Revisions:

The County will review existing ordinances, then revise or adopt new regulatory mechanisms to prohibit non-stormwater discharges to the storm drainage system abatement of stormwater violation. This process will involve public participation and the public hearing process, also see 2 BMP-1.

Responsible Party: Development Services staff

Dates: Initiate Ordinance review January 2004, adopted by January 2005

Measurable Goal: Adopt or revise ordinance(s), document public participation

3 BMP-3 Illicit Discharge Identification:

During surveys, inventories, clean-ups, etc., staff and trained volunteers will note whether unusual odors, colors, or non-stormwater materials are being discharged or note unusual pipes. All outfalls will be visually inspected annually. The County will initiate dry weather screening and train volunteers to further detect and address non-stormwater discharges. The public will be able to report illicit discharges and improper waste disposal utilizing the web site, 1 BMP-1 and the “hot line”, 2 BMP-1.

Responsible Party: County Staff, Development Services and Public Works Staff

Dates: Initiate program by January 2005, follow-up annually and as needed based on reports and observations through December 2007

Measurable Goal: Staff and volunteers trained, quantify illicit discharges identified, offenders notified and corrective measures taken

3 BMP-4 Illicit Discharge Enforcement:

The County will require elimination of all illegal tie-ins and unauthorized discharges into the stormwater discharge system. The County will review whether existing enforcement authorities and abatement procedures are sufficient to ensure adequate enforcement, and revise or adopt new procedures as may be necessary.

Responsible Party: Development Services staff

Dates: Review existing authority by January 2005, initiated by July 2005, enforcement as needed based on reports and observations through December 2007

Measurable Goal: Adoption of adequate enforcement authority, staff trained, track and document illicit discharges identified, notify offender and take corrective actions to abate violation

3 BMP –5 Public Information on Illicit Connections:

Public Information flyers and the web page will include information about hazards associated with illegal discharges and improper disposal of waste. The flyers and web page will also specify whom to call when illicit discharges are found or observed. Reports from citizens will be documented and investigated.

Responsible Party: Included in 1 BMP

Dates: Included in 1 BMP

Measurable Goal: Document and maintain a complaint report file, follow-up and take necessary enforcement actions to abate violations

3 BMP - 6 Staff Training

The County will hold annual training for Development Services and Public Works staff, also volunteers as needed, on identifying illicit and illegal connections.

Responsible Party: County Staff, Development Services and Public Works

Dates: Annually in January, beginning January 2005

Measurable Goal: Training held, list of participating staff, document training program

4. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL PERMIT CONDITION V.B.4

Goal

To develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to the small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. To include addressing stormwater runoff from post-construction as related to new development and redevelopment projects.

Best Management Practices

4 BMP-1 Regulation Review and Change Ordinance/Code:

The County will review existing zoning ordinances, subdivision regulations, Drainage Criteria Manual and building codes, to determine if they are adequate to address the requirements of this permit. If regulatory changes are needed, appropriate measures will be taken to ensure the adoption of appropriate regulations that implement regulations pertaining to construction site activities and post-construction activities including the practice of erosion and sediment control, and on-site management of wastes generated, and long term protection.

Responsible Party: Development Services staff

Dates: Initiate review by March 2003, propose any recommended changes to the Board of Supervisors. Change existing regulations after necessary public hearings are conducted by January 2005

Measurable Goal: Necessary regulation changes made, public hearings documented, regulations adopted

4 BMP-2 Permitting and Compliance:

The County currently reviews all site plans, stormwater pollution prevention plans, development proposals, and requires grading permits. The County will make available to construction operators brochures describing BMP's and require construction operators to discuss their BMP's with County officials prior to issuance of a grading permit. The County will incorporate necessary changes required under 4 BMP-1. The County will incorporate the requirement for erosion and sediment controls as well as other waste management in the plan review process, requiring developers and contractors to submit appropriate documentation for review and approval to include long term maintenance. This will include a copy of the NOI submitted to the State for compliance with the construction general permit and a requirement that the stormwater pollution prevention plan be made available on the construction site. Staff will develop a checklist for stormwater pollution prevention plan completeness. In the meantime the County will use ADEQ's checklist for compliance. The County will inspect the construction sites to ensure that approved controls are in place, are maintained and are functioning as designed. The County will require construction operators to be in compliance with best management practices, any BMP deficiency will require correction. Appropriate corrective action will be taken based on existing and if need be, new abatement procedures.

Responsible Party: Development Services

Dates: Complete review of existing ordinances, regulations, and codes by March 2004. Adoption/Revisions by March 2005

Measurable Goals: Incorporate requirements for construction site management, identify BMP's for erosion and sediment control, inspection of construction sites, development of checklists for review and inspection

4 BMP-3 Receipt, Acknowledgement and Consideration of Information Submitted by the Public:

The County will utilize "Public Education and Outreach", in order to provide education on construction site water quality issues and impacts.

Responsible Party: Development Services Department

Dates: See 1 BMP

Measurable Goal: Document and respond according to public comments

5. MINIMUM CONTROL MEASURES FOR POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT PERMIT CONDITION V.B.5

Goal

Develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one (1) acre. Include projects less than one (1) acre that are part of a larger common plan of development, and discharged into the small MS4. This program will ensure that controls are in place that would prevent or minimize water quality impacts, and ensure long term operation and maintenance of best management practices. The County will include in its Stormwater Management website information for engineers, architects and designers, pertaining to BMP's for project designs for the protection of water quality.

Best Management Practices

NOTE: Post construction, maintenance, inspection, and enforcement will also be addressed in BMP's: 4 BMP1-3 for construction site stormwater runoff control.

5 BMP-1 Regulation Review, Revision, and Adoption:

The County will review current ordinances and regulations to determine if they are adequate to address requirements of this permit. If regulatory changes are needed, the County will develop and adopt appropriate regulatory mechanisms used to address post-construction activities and runoff control. The ordinance will ensure site designs address long term protection for water quality by use of structural or non-structural design feature. The ordinance will address defining maintenance responsibilities and enforcement strategies. Construction site inspections will be conducted by County officials to insure that post construction complies with approved design methods and BMP's. This BMP will be accomplished in conjunction with 4 BMP-1.

Responsible party: Development Services Staff

Dates: Initiate review by March 2003, propose any recommended changes to the Board of Supervisors. Change existing regulations after necessary public hearings are conducted. Adoption/Revisions by March 2005

Measurable Goal: Adoption of a new stormwater ordinance, additional language added to existing Drainage Criteria Manual, Subdivision Regulations, and Zoning Ordinance.

5 BMP-2 Staff Planning:

The County Development Services and Public Works Departments will meet semi-annually to discuss holistic approach to management of stormwater quality and quantity.

Responsible Party: Development Services and Public Works

Dates: Meeting to begin January 2004, held twice a year through December 2007

Measurable Goals: Creation of a work group, critique existing programs and process, make necessary changes to programs and process, implement new practices

6. POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATION PERMIT CONDITION V.B.6

Goal

Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing floatable and pollutant runoff from municipal operations and properties due to activities, including but not limited to park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and roadway and stormwater system maintenance, parking lots and storage yards.

Best Management Practices

6 BMP-1 Operations and Maintenance Program:

The County will review current maintenance practices and schedules, storage of materials, and incorporate changes as necessary to ensure that the drainage system functions effectively and meet regulatory requirements.

Responsible Party: Public Works Department

Dates: Initiate study of current practices July 2005, make recommendation for operational changes by July 2006, update as needed through December 2007

Measurable Goal: Staff will meet to discuss and document existing practices and propose necessary changes, incorporate changes and put into practice new policies and procedures

6 BMP-2 Audit County Facilities:

The County will evaluate all owned facilities to ensure that pollution prevention practices are either currently carried out or are instituted where necessary to ensure that County owned facilities minimize or eliminate pollutant contaminants to stormwater discharges within the small MS4. To include, Public Works Department, Roads Division, Facilities Department, Fleet Management, and Development Services

Responsible Party: Public Works Department, Facilities Department, Fleet Management, and Development Services

Dates: See 6 BMP-1

Measurable Goal: Document finding, make necessary changes and document, develop pollution prevention plan, and employee training

6 BMP-3 Annual Training:

The County will conduct annual training of applicable staff in stormwater and pollution prevention, to ensure appropriate practices are followed to reduce or eliminate the risk of polluting stormwater runoff. To include, NPDES Industrial Permit requirements, application of chemicals, roadway and drainage maintenance, vehicle washing and maintenance, and construction and/or maintenance of County facilities to include parks and open spaces.

Responsible Party: See 6 BMP-2, to include Development Services

Dates: Develop training program by December 2005 and implement over the life of the permit through December 2007

Measurable Goal: Document training program and materials, and number of employees trained.

SUMMARY SCHEDULE

General Permit Condition	Best Management Plan	Description	Start Date	Implement Date
V.B.1	1 BMP-1	Stormwater Web page	Jul 2003	Jul 2004
V.B.1	1 BMP-2	Educational Flyers	Jul 2003	Jul 2004
V.B.2	2 BMP-1	Encourage Participation & Citizen Action	Jul 2003	Jul 2004
V.B.2	2 BMP-2	Involve Residents In Prescott Valley	Jan 2004	Annually
V.B.2	2 BMP-3	Master Watershed Steward Program	Oct 2003	Annually
V.B.2	2 BMP-4	Prescott Creek Watch Network	Jul 2004	Annually
V.B.2	2 BMP-5	Public Notice Requirements	Mar 2003	Mar 2003
V.B.3	3 BMP-1	Create Drainage Network Mapping	Jul 2003	Jul 2004
V.B.3	3 BMP-2	Ordinance Development/Revisions	Jan 2004	Jan 2005
V.B.3	3 BMP-3	Illicit Discharge Identification	Jan 2005	Dec 2007
V.B.3	3 BMP-4	Illicit Discharge Enforcement	Jan 2005	Jul 2005
V.B.3	3 BMP-5	Public Information on Illicit Connections	Jul 2003	Jul 2004
V.B.3	3 BMP-6	Staff Training	Jan 2005	Annually
V.B.4	4 BMP-1	Regulation Review & Change Ordinance/Code	Mar 2003	Jan 2005
V.B.4	4 BMP-2	Permitting and Compliance	Mar 2004	Mar 2005
V.B.4	4 BMP-3	Receipt, Acknowledgement & Consideration of Information Submitted by the Public	Jul 2003	Jul 2004
V.B.5	5 BMP-1	Regulation Review, Revision, and Adoption	Mar 2003	Mar 2005
V.B.5	5 BMP-2	Staff Planning	Jan 2004	Semi-Annual
V.B.6	6 BMP-1	Operations and Maintenance Program	Jul 2005	Jul 2006
V.B.6	6 BMP-2	Audit County Facilities	Jul 2005	Jul 2006
V.B.6	6 BMP-3	Annual Training	Dec 2005	Annually

ATTACHMENT 1

Attachment 2 - Site Inspection Procedures

The County will inspect construction sites with high priority (larger sites and sites within 0.1 mile of a watercourse) within 2 days of receipt of the NOI submitted to ADEQ. If at the time of inspection, there are any stormwater infractions, the County will refer these non-compliance activities to ADEQ and issue a stop-work order on site until appropriate water protection measures have been installed. The inspector will communicate with site operators during construction activities on-site. If the County finds any further infractions, the County will suspend the operator from any construction activities within the County's jurisdiction (urbanized boundary) for the next 3 days.

Procedures for site inspection

Inspections will begin in the office with a review of maps and familiarization with area roads, land uses and natural features. Inspectors will then review any documents pertaining to the development of the property such as the Stormwater Pollution Prevention Plan (SWPPP), site plan maps, other permits granted to the builder, records of previous compliance, or NOIs. Inspections will be conducted according to the County inspection procedures which will be available in March 2005. Prior to March 2005, inspectors will conduct the inspection as described below:

1. Introduce himself as the County inspector and communicate with the operator the types of things the inspector is looking for while on the inspection.
2. Locate the on-site copy of the SWPPP and become familiar with any changes that have been made to the SWPPP.
3. Walk (or slowly drive) the perimeter of the site and note outfalls to waters and/or drainage channels.
4. Inspect outfalls for signs of wastes and sediment. Document any waste or sediment.
5. Inspect active and inactive portions of the construction areas for properly installed BMPs and material storage.
6. Communicate with the operator the status of compliance and if this site will be referred to ADEQ for further investigation.

Procedures for Site Plan Reviews

Beginning in 2004, County Departments will coordinate to determine what resources will be devoted to stormwater plan reviews. Procedures will vary depending on the department conducting the review. The County expects that the procedures will be similar to those described below:

1. Receive information from the Planning and Design Review Division or Building Safety Unit of Development Services that the operator has applied for a grading permit on a site larger than 1 acre.

2. Review maps and development proposal.
3. Identify waters of the United States, drainages, canals and any other conveyance system on the site, then look for drawings or descriptions of the materials or practices being used to prevent runoff, spills and destruction of flow channel's physical properties.
4. If BMPs are in place and considered appropriate for the duration of the construction activities, rain patterns during the time of year construction is taking place, soil conditions and any other local concerns that the County reviewer is aware of, the operator will receive a phone call telling him that the County has reviewed his plan and according to his plans and maps, the pollution prevention procedures will not adversely impact water quality OR he will receive a call (if plans are insufficient) that indicates that his site does not appear to protect water quality. If the operator agrees to amend his practices, the reviewer may use his discretion as to whether the changes will not adversely affect water quality.
5. Phone calls will be followed by a letter or postcard from the County to the operator. Citizens will be able to send comments via email to the inspection staff with a link on the County's website. Any citizen with a complaint will be asked to fill out a complaint form if there are no inspectors available to speak with the citizen. Inspection staff will respond to citizen comments before the end of the construction period assuming that the comment is provided 48 hours before the construction activity is scheduled to be completed.