

City of Scottsbluff

Stormwater Management Plan

NPDES Stormwater Discharge Authorization Number NER310009

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City of Scottsbluff

Stormwater Management Plan

The Stormwater Management Plan (SWMP) strives to reduce the amount of pollutants released to the North Platte River from the City of Scottsbluff's municipal separate storm sewer system (MS4) to the maximum extent possible, protect water quality, and satisfy water quality requirements of the Clean Water Act.

Six minimum control measures (MCMs), defined in the NDEQ Administrative code and General NPDES Permit NER310000, set the framework for the SWMP. Each MCM houses a program detailing policies, procedures, best management practices (BMPs), and measurable goals created by City of Scottsbluff, to fulfill the water quality requirements of the Clean Water Act and National Pollution Discharge and Elimination System (NPDES).

The effectiveness of the SWMP is evaluated annually in accordance with NER310000 permit requirements. Copies of program performance reports may be obtained through City of Scottsbluff Stormwater Department, the Stormwater page of the City of Scottsbluff website, or Nebraska H2O website. Based on the evaluations, the SWMP may be changed or updated to improve water quality programming for the city.

National Pollution Discharge and Elimination System (NPDES) Minimum Control Measures

1. Public Education and Outreach
2. Public Involvement
3. Illicit Discharge, Detection and Elimination (IDDE)
4. Construction Site Runoff Control
5. Post-Construction Site Runoff Control
6. Pollution Prevention and Good Housekeeping

1.1 Permit References

This Stormwater Management Plan is designed in accordance with the requirements set forth in:

- NDEQ Administrative Code Title 119, Chapter 10 002.12 and 00.12A
- General NPDES Permit NER310000 Part IV
- Scottsbluff Municipal Code Chapter 24

1.2 Contact Information

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Email: lsato@scottsbluff.org

Scottsbluff, NE 69361

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MCMs 1 & 2: Public Education & Outreach, Public Involvement

The public education and outreach program aims to educate and motivate individuals to reduce stormwater pollution. The Tri-City Stormwater Partnership, comprised of Scottsbluff, Gering, and Terrytown, believes education provides the most effective solution to reducing stormwater pollution and that the individual possesses the most power to actively pursue stormwater management and its inherent issues of pollution prevention, water quality, and sustainable living practices.

The Partnership employs a single public education and outreach program spearheaded by the City of Scottsbluff to address audiences common to the three communities. The PEO program targets General, Residential, Construction, Industrial and Commercial audiences with information empowering them to assume active roles in stormwater management. Programming utilizes Television PSA's, radio PSA's, Stormwater Pamphlets, Facebook, Press Releases, print media and collaboration with Nebraska H2O cities for other resources and formats. Each PEO Best Management Practice (BMP) complies with NDEQ Permit NER 310000 IV.A.5. and IV.B.1.a and NDEQ Administrative Code Title 119, Chapter 10 002.12A and 002.12B.

Developing public support and community partnerships are vital to the success of the stormwater program. Public involvement fosters stormwater program development by employing the community's expertise, generating public support and utilizing community partnerships. *An actively involved public not only adopts the idea of stormwater pollution prevention but also integrates the practices as part of a sustainable lifestyle.* Public Involvement Best Management Practices (BMPs) adhere to the following in accordance with the NDEQ permit:

1. Provide public notice to review and comment on new policies drafted by the MS4
2. Create opportunities for citizens to participate in implementing stormwater controls
3. Ensure the public can easily find information about the Storm Water Management Plan

2.1 Goals/Objectives for MCM 1 and 2:

1. Distribute general stormwater education or outreach materials explaining the impact of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff. (NER 310000 II.A.5,6 AND NER 310000 IV.B.1.A)
2. Provide general stormwater education outreach activities, presentations, tours and events that raise awareness for the impact of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff (NER 310000 IV.B.1.A.1.E)
3. Provide involvement opportunities through public notice, participation and accessibility to information in planning and implementing programs and activities of the SWMP. (NER 310000 IV.B.1.A.2)
4. Promotion, publicizing and facilitation for Reporting of Illicit Discharges for both public and municipal audiences. (NER 310000 IV.B.2.B.1)
5. Provide municipal training for IDDE(NER310000 IV.B.2.c)
6. Provide training and certification options for municipal SWPPP, construction site, and industry site inspectors. (NER 31000 IV.B.3.B.2, NER 31000 IV.B.3.c.2, NER 31000 IV.B.3.d)

7. Provide training opportunities and materials to construction site operators (NER 31000 IV.B.3.c.F.1)
8. Provide municipal training for Pollution Prevention and Good Housekeeping procedures. (NER 31000 IV.B.5.E)
9. Establish image for Tri-City Stormwater as unified program for the three cities.

2.2 Public Education and Involvement BMPs

MCM 1.1 Rationale:		
Meet with contract partners to review, update and coordinate the Tri-City Stormwater Interlocal Agreement. The Partnership will identify high priority, community-wide issues, ways to address residential, construction, industrial and commercial audiences and review and/or update materials/resources, programs and activities for those audiences.		
Permit Requirement: NER 310000 II.A.5,6 and NER 310000 IV.B.1.a		
BMP 1: Review and update the Tri-City Stormwater Interlocal Agreement and PEO BMPs, specifically: A.) goals, objectives, target messages and audiences and B.) Resources and frequency of distribution		
Frequency: Annually	Responsible: Tri-City Stormwater Partners	References: PEO BMPs, Tri-City Interlocal Agreement
Last Review:	Last Update:	Activity Satisfied Yes No

MCM 1.2 Rationale:				
Distribute education and outreach materials for general explaining the impact of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff. Education <i>impacts</i> specific to MCM 3: IDDE, MCM 4: Construction, and MCM 6: Pollution Prevention & Good Housekeeping are recorded in their respective MCMs.				
Permit Requirement: NER 310000 IV.B.1.a.1.e				
Administrative BMP 2: Record resources used with number produced and number of public reached				
Frequency: Ongoing	Responsible: Stormwater Program Specialist		Supplements: PEO Tracking Form	
<i>Effectiveness Goals</i>		<i>Evaluation & Assessment</i>		<i>Performance</i>
Stormwater Awareness Information		Target:	Number:	Total Audience Reached:
Key: B- Business, CN – Construction, GP – General Public, M - Municipal				
Goal 1	Printed Materials			
Goal 2	PSAs Internet			
Goal 3	PSAs Radio			
Goal 4	PSAs Television			
Goal 5	Social Media Posts			
Goal 6	Storm Drain Markers			
Goal 7	Stormwater branded materials			
Goal 8	Website Posts (City, NeH2O)			

MCM 1.3 Rationale:

Provide general stormwater education or outreach tours and events that raise awareness for the impact of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.

Permit Requirement: NER 310000 IV.B.1.a.

Administrative BMP 3: Record education or outreach activities, events or tours

Frequency: Ongoing

Responsible: Stormwater Program Specialist

Supplements: [PEO Tracking Form](#)

<i>Effectiveness Goals</i>		<i>Evaluation & Assessment</i>		<i>Performance</i>
Stormwater Tours and Events		Target:	Number:	Audience Reached:
Key: B- Business, CN – Construction, GP – General Public, M - Municipal				
Goal 1	Adult Education Event			
Goal 2	Booths			
Goal 3	Clean-up Events			
Goal 4	Presentations			
Goal 5	Student-Age Events			
Goal 6	Tours			

MCM 1.4 Rationale:

Provide the public opportunities to review and comment on policy, implement stormwater controls in the community, and provide accessibility to the SWMP.

Permit Requirement: NER 310000 IV.B.1.a.2

BMP 1: Record public notices, community stormwater projects, and SWMP access

Frequency: Ongoing

Responsible: Stormwater Program Specialist

Supplements: [PEO Tracking Form](#)

<i>Effectiveness Goals</i>		<i>Evaluation & Assessment</i>		<i>Performance</i>
Policy - Public Review and Comment		Number:		Audience Reached:
Goal 1	Public meetings or forums	Number:		
Goal 2	Notice published one week in advance	Yes	No	
Implementation of Stormwater Controls		Number:		Audience Reached:
Goal 1	Clean up Events			
Goal 2	Community Partnerships			
Goal 3	Community One to One Projects			
SWMP Information Accessibility		Sources Available:		Updated:
Goal 1	Public accessibility to: <ul style="list-style-type: none"> MS4 Permit Storm Water Management Plan IDDE Ordinance CSW Ordinance Post-CSW Ordinance 			
Goal 2	Web and telephone resources for information, potential pollution situations and recommendations.	Phone: 308-630-8011 Stormwater@scottsbuff.org NebraskaH2O.org CityofScottsbuff.org		

MCM 3: Illicit Discharge Detection and Elimination (IDDE) Program

"Only rain in the drain," summarizes the IDDE program. Any substance in the MS4, other than stormwater, constitutes an illicit discharge and potentially carries pollution levels high enough to degrade receiving waters and threaten aquatic, wildlife, and human health. Common pollutants in illicit discharges include litter, heavy metals, toxics, oil, grease, solvents, nutrients, viruses, and bacteria.

The IDDE program is designed to detect, investigate and eliminate non-stormwater discharges to the city's MS4. The City of Scottsbluff, in accordance with NDEQ Administrative Code Title 119, Chapter 10 002.12C, General NPDES Permit NER3100000 IV.A.5. and IV.B.2., and Scottsbluff Municipal Code Chapter 24, Article 2, utilizes the following IDDE program.

IDDE Program Elements:

- 1. IDDE Ordinance**
- 2. Storm Sewer Map**
- 3. Outfall Screening Procedures**
- 4. Investigating and Tracing an Identified Illicit Discharge**
- 5. Illicit Discharge Removal and Enforcement**
- 6. Allowable Non-stormwater Discharges**
- 7. Adjacent MS4 IDDE**
- 8. Public Education and Reporting of Non-Stormwater Discharges**
- 9. Illicit Discharge Municipal Education and Training**

3.1 IDDE Ordinance

Requirement: NDEQ Administrative Code 119.10.002.12C2 and Scottsbluff Municipal Code 24-2

Copies of the ordinance may be viewed at:

- http://www.scottsbluff.org/your_government/municipal_code/docs/24_Stormwater.pdf

MCM 3.1 Rationale: Review and update IDDE ordinance as necessary to remain effective and compliant with current state and federal regulation.			
BMP 1: Review IDDE ordinance annually, revise if necessary			
Permit Reference: NDEQ Administrative Code 119.10.002.12C1, NER 310000 IV.B.2.a.1.a.			
Frequency: Annual	Responsible: Stormwater Program Specialist		Supplement: Ordinance
Activity Satisfied: Yes	No	Last review:	Last update:
Report:			

3.2 Storm Sewer Map

Requirement: NDEQ Administrative Code 119.10.002.12C1, NER 310000 IV.B.2.a.1.a.

The storm sewer map is annually updated to reflect the following information:

1. The geographic location, identification number, and drainage boundary for each known outfall
2. The location of all state-designated waters receiving direct discharges from MS4 outfall pipes
3. Dry-weather field screening locations
4. Storm drain infrastructure and collection system to the maximum extent practicable
5. Municipal structural water quality BMP locations
6. Land use within outfall drainage area boundaries

The storm sewer (MS4) map may be viewed at:

- Direct Public Link: <https://scottsbluffne.map.beehere.net/> (select Stormwater in the Layers feature)
 - To access through city website: www.Scottsbluff.org/Business/GIS/Homebase
- Wastewater Treatment Plant at 3702 Rebecca Winters Road, Scottsbluff.

MCM 3.2 Rationale: Review and update storm sewer map to keep current.			
BMP 2: Review and update storm sewer map annually			
Permit Reference: NDEQ Administrative Code 119.10.002.12C1, NER 310000 IV.B.2.a.1.b			
Frequency: Annual	Responsible: Stormwater Program Specialist		Supplement: Map
Activity Satisfied: Yes	No	Last review:	Last update:

3.3 Outfall Screening Procedures

Requirement: NDEQ Administrative Code 119.10.002.12C3, NER31000 IV.B.2.a.1.b

Nine outfalls receive monthly dry weather inspections by the Stormwater Program Specialist. These outfalls discharge either directly into or infiltrate the North Platte River. Two other outfalls also discharge directly to the North Platte River but lie within private property and are not considered readily accessible by the city. Discharge is considered normal if clear and free of bubbles or foam, odor, or other physical indicators of pollutants. Should an inspection reveal abnormal characteristics, further investigation is conducted following IDDE investigation procedures. Inspection results may viewed on Scottsbluff’s Beehive Application. The monitored outfalls include:

- **SO-154 and SO- 155**
21st Avenue & East Beltline -Southwest side of intersection
Always wet with irrigation runoff during summer, groundwater fall and winter
- **SO-113**
Railroad on East Beltline (Scottsbluff Drain) - north side of road
Always wet, carries groundwater all year
- **SO-109**
5th Avenue - South on gravel area
Normally dry
- **SO-116**
South of eastern most Monument Valley Pathway Trailhead
Wet all year, carries groundwater
- **SO-117**
Broadway - between bridges
Normally dry
- **SO-118**
Avenue A – Monument Valley Pathway behind historic sign
Normally dry
- **SO-119**
Avenue B – Monument Valley Pathway, behind Warehouse Fitness and Humane Society
Wet all year with groundwater
- **SO-164**
708 South Beltline Highway West - East side of parking lot
Wet all year with groundwater
- **SO-102**
Avenue P & 14th Street - south side of 14th Street dead end
Wet all year with groundwater

MCM 3.3 Rationale: Conduct regular outfall inspections for indications of illicit discharges.		
Administrative BMP 3: Conduct and record outfall inspections, identifying all investigations that exceeded pollutant concentration action levels.		
Permit Reference: IV.B.2.a.1.c		
Frequency: Monthly	Responsible: Stormwater Program Specialist	Supplements: Inspection Records
Above concentration:		Resolved:

3.4 Investigating and tracing the source of an identified illicit discharge

Requirement: NER310000 IV.B.2.a.1.d

3.4.1 The City of Scottsbluff reports immediately the occurrence of any dry weather flows believed to be an immediate threat to human health or the environment to NDEQ by calling 402-471-2186 or 402-471-4545 after business hours, weekends, and holidays.

3.4.2 All investigations are documented in BMP 3.4 to track at a minimum the date(s) the illicit discharge was observed; the results of the investigation; any follow-up of the investigation; and the date the investigation was closed. Tracking reports are kept on computer and may be requested from the Stormwater Program Specialist.

3.5 Illicit Discharge Removal and Enforcement

Reference: NDEQ Administrative Code 119.10.002.12C3, NER310000 III.B and IV.B.2.a.1.d and Scottsbluff Municipal Code 24-2-15 to 23

3.5.1 Procedure: Once the source of the illicit discharge has been determined, the City of Scottsbluff will take immediate action so the responsible party of the problem can be notified, and require the responsible party to conduct all necessary corrective actions to eliminate the non-stormwater discharge in a timely manner. The City will document all interactions with potentially responsible parties as well as follow-up investigations to confirm illicit discharges have been removed. Enforcement follows the procedure detailed in Municipal Code Chapter 24, Article 2.

MCM 3.4 Rationale: Record all notifications, investigations and resolutions to IDDE calls.			
BMP 4: Record dates of all notifications, investigations, and resolutions to remove spills, illicit discharges or connections including IDDE, construction, post construction and municipal site incidents.			
Permit References: IV.B.2.a.1.d; IV.B.2.b.3, IV.B.3.f.2, IV.B.4.d.2			
Frequency: As required	Responsible: Stormwater Program Specialist or designated investigator	Supplements: IDDE Reports	
<i>Effectiveness Goals</i>		<i>Evaluation & Assessment</i>	<i>Performance</i>
IDDE Investigation and Tracking		Number:	% of Reports
Goal 1	Investigate within two business days of notification		%
Goal 2	Notify responsible party within one working day		%
Goal 3	Update open records weekly until resolved		%
Goal 4	Incidents closed without resolution		%
Goal 5	Violations/enforcement issued		%
Report:			

3.6 Allowable Non-stormwater Discharges

Requirement: NDEQ Administrative Code 119.10.002.12C5 , NER 31000 IV.B.2.a.1

The following categories of non-stormwater discharges or flows (i.e., illicit discharges) shall be addressed only if they are identified as significant contributors of pollutants to the MS4: routine water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined in 40 CFR 35.2005(20)), uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, and street wash water (discharges from emergency firefighting activities are excluded from the effective prohibition against non-stormwater and need only be addressed where they are identified as significant sources of pollutants to water of the State of Nebraska).

3.7 Adjacent MS4 IDDE

Requirement: NER 310000 IV.B.2.a.2-4

3.7.1 If illicit connections or illicit discharges are observed related to an adjacent MS4 operator's municipal storm sewer system then the City of Scottsbluff will notify the other operator within 48 hours of discovery or as soon as practicable.

3.7.2. If another operator notifies the City of Scottsbluff of an illegal connection or illicit discharge to the MS4 then the city of Scottsbluff will follow the requirements for detection, investigation and removal as stated within this SWMP Chapter 3 and in accordance with the state NPDES permit.

3.8 Public Education and Reporting of Non-Stormwater Discharges

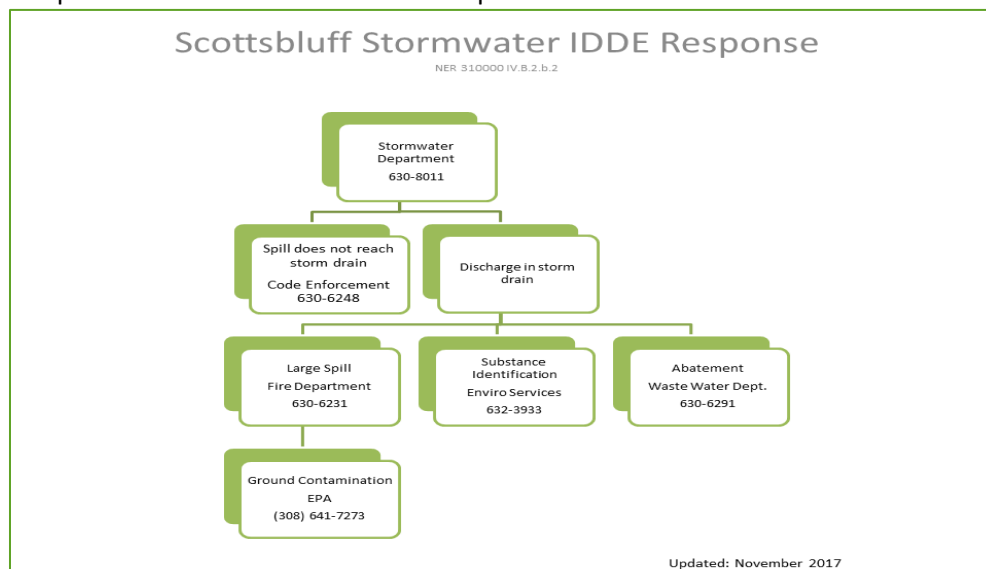
Requirement: NDEQ Administrative Code 119.10.002.12C4, NER 310000 IV.B.2.b

3.8.1 Scottsbluff's IDDE PEO programming includes information for employees, businesses, and the general public about the hazards associated with illegal discharges and improper disposal of waste. These materials are included in the BMPs for MCM 1: Public Education and Outreach

MCM 3.5 Rationale: Educate employees, businesses and public about hazards of illicit discharges, improper disposal and reporting procedures.				
BMP 5: Public Education & Outreach for Public Reporting of Illicit Discharges				
Permit References: IV.B.2.b.1				
Frequency: Ongoing	Responsible: Stormwater Program Specialist		Supplements: PEO Tracking Form	
Effectiveness Goals		Evaluation & Assessment		Performance
IDDE Reporting		Target:	Number:	Audience Reached:
Key: B – Business, CN- Construction, GP – General Public, M - Municipal				
Goal 1	Internet PSAs			
Goal 2	Printed Materials			
Goal 3	Radio PSAs			
Goal 4	Social Media Posts			
Goal 5	Storm Drain Markers			
Goal 6	Stormwater branded materials			
Goal 7	Television PSAs			
Goal 8	Website Posts (City, NeH2O)			

3.8.2 Public reporting of illicit discharges or other water quality impacts are encouraged through NebraskaH2O.org, calling the stormwater direct line at 308-630-8011, and other media BMPs.

3.8.3 Spill Response Procedure and flow chart or phone tree.



MCM 3.6 Rationale: Review and update Response Flow Chart to reflect current chain of communication		
BMP 6: Review and update Response Flow Chart		
Permit References: IV.B.2.b.2		
Frequency: Annually	Responsible: Stormwater Program Specialist	Supplements: Flow Chart
Reviewed : (Date)	Changes:	

3.8.4 Inspections and investigations for all reports are tracked and are available from the stormwater program specialist.

3.9 Illicit Discharge Municipal Education and Training

3.7.1 Reference: *NER31000IV.B.2.c*

3.9.1 Scottsbluff conducts annual IDDE training for all full time municipal employees. Training is administered both online and in-person depending on department preference. Training records are available from the Stormwater Program Specialist. Report data is recorded in MCM 6, BMP 6.4

MCM 4: Construction Stormwater Program

Sediment constitutes the largest pollutant from a construction site. As such, the majority of the Construction Stormwater Program focuses on sediment and erosion control (SEC). Solid and sanitary wastes, phosphorous (fertilizer), nitrogen (fertilizer), pesticides, oil and grease, concrete truck washout, construction chemicals and construction debris round out the list of major pollutants from construction sites.

The policies contained herein apply to land disturbances equal or greater than one acre or construction activities disturbing less than one acre if part of a larger common plan of development. However, the City of Scottsbluff encourages SEC and waste control measures be applied to all construction within the city.

In accordance with NDEQ Administrative Code 119.10.002.12D , NER310000 IV.B.3, and Scottsbluff Municipal Code Chapter 24 Article 3, the Construction Stormwater Program includes and adheres to the following elements:

Construction Program Elements

- 1. Construction Requirements and Control Measures**
- 2. Construction Ordinance**
- 3. Stormwater Pollution Prevention Plan (SWPPP) and Site Map**
- 4. Site Inspection and Enforcement Procedures**
- 5. Construction Public Education, Outreach & Involvement**

4.1 Construction Requirements and Control Measures

Requirement: 40 CFR 450.21, NDEQ Administrative Code 119.10.002.12D2, NER 31000 IV.B.3.a and Scottsbluff Municipal Code 24-3

All construction activities in within the Scottsbluff City boundaries larger than one acre or less than an acre but part of a larger common development must ensure the following requirements are met in the site plan, SWPPP, and on-site inspections.

4.1.1 Erosion and sediment controls. Design, install and maintain effective erosion controls and sediment controls to minimize the discharge of pollutants. At a minimum, such controls must be designed, installed and maintained to:

- a. Control stormwater volume and velocity to minimize soil erosion in order to minimize pollutant discharges;
- b. Control stormwater discharges, including both peak flowrates and total stormwater volume, to minimize channel and streambank erosion and scour in the immediate vicinity of discharge points;
- c. Minimize the amount of soil exposed during construction activity;
- d. Minimize the disturbance of steep slopes;
- e. Minimize sediment discharges from the site. The design, installation and maintenance of erosion and sediment controls must address factors such as the amount, frequency, intensity and duration of precipitation, the nature of resulting stormwater runoff, and soil characteristics, including the range of soil particle sizes expected to be present on the site;
- f. Provide and maintain natural buffers around waters of the United States, direct stormwater to vegetated areas and maximize stormwater infiltration to reduce pollutant discharges, unless infeasible;
- g. Minimize soil compaction. Minimizing soil compaction is not required where the intended function of a specific area of the site dictates that it be compacted; and
- h. Unless infeasible, preserve topsoil. Preserving topsoil is not required where the intended function of a specific area of the site dictates that the topsoil be disturbed or removed.

4.1.2 Soil stabilization. Stabilization of disturbed areas must, at a minimum, be initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently ceased on any portion of the site, or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days. In arid, semiarid, and drought-stricken areas where initiating vegetative stabilization measures immediately is infeasible, alternative stabilization measures must be employed as specified by the permitting authority. Stabilization must be completed within a period of time determined by the permitting authority. In limited circumstances, stabilization may not be required if the intended function of a specific area of the site necessitates that it remain disturbed.

4.1.3 Dewatering. Discharges from dewatering activities, including discharges from dewatering of trenches and excavations, are prohibited unless managed by appropriate controls.

4.1.4 Pollution prevention measures. Design, install, implement, and maintain effective pollution prevention measures to minimize the discharge of pollutants. At a minimum, such measures must be designed, installed, implemented and maintained to:

- a. Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other wash waters. Wash waters must be treated in a sediment basin or alternative control that provides equivalent or better treatment prior to discharge;
- b. Minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on the site to precipitation and to stormwater.
- c. Minimization of exposure is not required in cases where the exposure to precipitation and to stormwater will not result in a discharge of pollutants, or where exposure of a specific material or product poses little risk of stormwater contamination (such as final products and materials intended for outdoor use); and
- d. Minimize the discharge of pollutants from spills and leaks and implement chemical spill and leak prevention and response procedures.

4.1.5 Prohibited discharges. The following discharges are prohibited:

- a. Wastewater from washout of concrete, unless managed by an appropriate control;
- b. Wastewater from washout and cleanout of stucco, paint, form release oils, curing compounds and other construction materials;
- c. Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance; and
- d. Soaps or solvents used in vehicle and equipment washing.

4.1.6 Surface outlets. When discharging from basins and impoundments, utilize outlet structures that withdraw water from the surface, unless infeasible.

4.2 Construction Ordinance

Requirement: NDEQ Administrative Code 119.10.002.12D1-2, NER 310000 IV.B.3.b and Scottsbluff Municipal Code 24-3

Copies of the ordinance may be viewed at:

- Direct: http://www.scottsbluff.org/document_center/Municipal%20Code/24-Stormwater.pdf
 - To access through city website: www.Scottsbluff.org/Government/MunicipalCode/Stormwater

MCM 4.1 Rationale Review and update Construction Stormwater ordinance as necessary to remain effective and compliant with current state and federal regulation.		
BMP 1: Review Scottsbluff Municipal Code for Construction annually, update as needed		
Permit Reference: NDEQ Administrative Code 119.10.002.12D, NER 31000 IV.B.3.b, Scottsbluff Municipal Code 24-3		
Frequency: Annual	Responsible: Stormwater Program Specialist	Supplement: Ordinance
Last review:	Last update:	

4.3 Stormwater Pollution Prevention Plan (SWPPP) and Site Map

Requirement: NDEQ Administrative Code 119.10.002.1D3, NER 31000 IV.B.3.c and Scottsbluff Municipal Code 24-3-9

The City of Scottsbluff requires a Stormwater Pollution Prevention Plan (SWPPP) or sediment & erosion control plan. The plan must be approved by a qualified reviewer using the city’s checklist before a city stormwater permit will be issued and any construction begins. An inventory of all active permitted construction sites is available from the Stormwater department.

MCM 4.2 Rationale: A Stormwater Pollution Prevention Plan (SWPPP) must be approved by a qualified reviewer using the city’s checklist to be issued a city stormwater permit.			
BMP 2: Review site SWPPP/SEC plans for construction sites for city stormwater permit approval			
Permit Reference: NDEQ Administrative Code 119.10.002.1D3, NER 31000 IV.B.3.c and Scottsbluff Municipal Code 24-3-9			
Frequency: Per new project		Responsible: Stormwater Program Specialist	Supplement: SWPPP Checklist
Effectiveness GoWerals		Evaluation & Assessment	Performance
SWPPP/SEC Plan Review		Number:	Active:
			% of Total Plans
Goal 1	Plans reviewed within 2 business days		
Goal 2	Plans needing revision		

4.4 Site Inspection and Enforcement Procedures

Requirement: NDEQ Administrative Code 119.10.002.1D4, NER 31000 IV.B.3.d and Scottsbluff Municipal Code 24-3-22 through 26

Typically, the City of Scottsbluff will conduct monthly site inspections to insure compliance and BMP effectiveness on active permitted sites. At a minimum the City will inspect: 1.) after the installation of perimeter controls, but before construction begins and 2.) after final grading, installation of permanent drainage/SEC, and final stabilization of the site. Any deficiencies will be addressed according to the ERP in section 3.5. Inspection and follow-up reports are retained at the site, the Stormwater department and Beehive. Enforcement procedures for non-compliance are detailed in Municipal Code 24-3-26,27.

MCM 4.3 Rationale: Update and revise form to meet permit requirements.		
BMP 3: Review written inspection form, revise if needed.		
Permit Reference: NDEQ Administrative Code 119.10.002.1D3 and 4, NER 31000 IV.B.3.d.2		
Frequency: Annual	Responsible: Stormwater Program Specialist	Supplement: Inspection Form
Reviewed : (Date)	Changes:	

MCM 4.4 Rationale: Track inspections of active permitted construction sites and any needed follow-up.
BMP 4: Track monthly inspections of active permitted construction sites and any needed follow-up.

Permit Reference: NER 31000 IV.B.3.d.3				
Frequency: Monthly		Responsible: Stormwater Program Specialist		Supplements: Inspection reports
Effectiveness Goals			Evaluation & Assessment	
Active Site Inspections			Number:	Active:
			% of Total Plans	
Goal 1	On-site inspections			
Goal 2	Visits requiring follow-up/compliance			

MCM 4.5 Rationale: Insure reviewers and inspectors have current skills and information for CSW programming, permitting, plan review, site inspections, and enforcement.				
BMP 5: Initiate, renew or verify credentials of SWPPP/SEC reviewer(s) and inspector(s) annually				
Permit Reference: NER 31000 IV.B.3.c.2, NER 31000 IV.B.3.d.2, NER 31000 IV.B.3.e				
Frequency: Annual		Responsible: Stormwater Program Specialist		Supplements: Certificates
Effectiveness Goals			Evaluation & Assessment	
SWPPP/SEC Inspector Credential Summary				
Goal 1	SWPPP/SEC Inspector Certification	Number:	Active:	Total Certified
Summary	StormwaterONE Qualified Compliance Inspector of Stormwater (QCIS) certificate #3658392 valid until April 22, 2018.			
	StormwaterONE Qualified Preparer of Stormwater Pollution Prevention Plans (QPSWPPP) certificate #3658392 valid until April 22, 2018.			

4.5 Construction Site Operator Education and Public Involvement

Requirement: NER 31000 IV.B.3.e

4.5.1 The City of Scottsbluff offers training opportunities and educational materials on an ongoing basis to construction site operators for control measure selection, installation, implementation, and maintenance as well as overall program compliance.

MCM 4.6 Rationale: Provide education events and materials to construction site operators for control measure selection, installation, implementation, maintenance and overall program compliance.				
BMP 6: Training opportunities and educational materials made available to construction site operators				
Permit Reference: NER 31000 IV.B.3.c.f				
Frequency: Ongoing		Responsible: Stormwater Program Specialist		Supplements:
Effectiveness Goals			Evaluation & Assessment	
Construction Stormwater Information			Target:	Audience Reached:
			Number:	
Goal 1	Printed Materials			
Goal 2	Social Media Posts			
Goal 3	Training Seminars			
Goal 4	Website Posts (City, NeH2O)			

4.5.2. Public information and complaints regarding construction projects are routed through NebraskaH2O.org or by calling the stormwater direct line at 308-630-8011. These incidents are counted and handled as IDDE calls.

MCM 5:

Post Construction Stormwater Program

The Post-Construction program aims to preserve water quality by preventing or minimizing the impact of runoff from new development or redeveloped sites greater than one acre or less than an acre but part of a larger common plan of development. Post-construction runoff affects water quality in two general ways. First, runoff picks up sediment and chemicals as it flows over areas affected by development which are carried into receiving waters. Second, as development increases so does impervious surface area. This increases both the quantity and velocity of runoff that scours and floods the receiving water body. Pollutants carried in runoff combined with its erosive power lead to loss of aquatic life, habitat and property damage.

According to the EPA, “prior planning and design for the minimization of pollutants in post-construction stormwater discharges is the most cost-effective approach to stormwater quality management.” Consequently, the Post-Construction Stormwater Program focuses on adequate planning to manage runoff in new and redeveloped areas and the permanent maintenance of these facilities to ensure future water quality.

Post-Construction Stormwater Management

- 1. Program Requirements**
- 2. Site Performance Standards**
- 3. Post- Construction Site Plan Review**
- 4. Long-Term Maintenance of Post-Construction Stormwater Control Measures**
- 5. Tracking Post-Construction Stormwater Control Measures**
- 6. Post- Construction Stormwater Inspection and Enforcement**

5.1 Program Requirements

Requirement: NDEQ Administrative Code 119.10.002.12E1, NER 31000 IV.B.4 and proposed Scottsbluff Municipal Code 24-4

The City of Scottsbluff will develop, implement and enforce a post-construction stormwater management program during the current permit period for new development or redeveloped sites greater than one acre or less than an acre but part of a larger common plan of development applying to both public and private sites, including roads. Procedures to implement and maintain the program, are detailed in the BMPs.

MCM 5.1 Rationale: Adopt basic measures immediately to meet post-construction water quality and water volume design standards. Enforcement measures are already in place in Chapter 24-2-15 through 24-2-23			
BMP 1: As an immediate measure, Scottsbluff will adopt a post-construction ordinance within a year that includes design standards for water quality, water volume and inspection procedures for privately owned post-construction stormwater management facilities to insure perpetual maintenance.			
Permit Reference: NER 31000 IV.B.4.a			
Responsible: Stormwater Program Specialist		Supplement: Proposed Ordinance	
Effectiveness Goals		Evaluation & Assessment	Performance
Post-Construction program implementation		Target Date:	Accomplished
Goal 1	Develop ordinance content and format	December 2017	(Date)
Goal 2	Public meetings or forums	Number:	
	Notice published one week in advance	Yes No	
Goal 3	Planning Commission recommendation	January 2018	
Goal 4	Approval of ordinance by City Council	March 2018	

MCM 5.2 Rationale: Develop and implement municipally owned regional STF post-construction facilities.			
BMP 2: Within the permit term, Scottsbluff plans to create and adopt a program for all new construction and re-development to route runoff to municipally designed, installed, implemented, and maintained stormwater treatment facilities.			
Permit Reference: NER 310000 IV.B.4.a			
Responsible: Stormwater Program Specialist		Supplement: Proposed Ordinance	
Effectiveness Goals		Evaluation & Assessment	Performance
Regional post-construction program implementation		Target Date:	Accomplished
Goal 1	Develop ordinance content and format	March 2018	(Date)
Goal 2	Public meetings or forums	Number:	
	Notice published one week in advance	Yes No	
Goal 3	Planning Commission recommendation	October 2018	
Goal 4	Approval of ordinance by City Council	January 2019	

5.2 Site Performance Standards

Requirement: NDEQ Administrative Code 119.10.002.12E2, NER 31000 IV.B.4.b and proposed Scottsbluff Municipal Code 24-4

Post –Construction site performance standards will be detailed in Municipal code Chapter 24, Article 4 Post Construction Design Standards and Procedures. Basic standards will be adopted as outlined in BMP 1.

Copies of the ordinance, *once adopted*, may be viewed at:

- Direct: http://www.scottsbluff.org/document_center/Municipal%20Code/24-Stormwater.pdf
 - To access through city website: www.Scottsbluff.org/Government/MunicipalCode/Stormwater

5.3 Post Construction Site Plan Review

Requirement: NER 310000 IV.B.4.c and proposed Scottsbluff Municipal Code 24-4

5.3.1 All land development greater than one acre or less than an acre but part of a larger common plan of development must address stormwater runoff quantity and quality. STFs shall be provided for in the drainage plan for any subdivision plat, annexation plat, development agreement, subdivision agreement or other local development plan.

Drainage and post construction for major subdivision applications shall be discussed at the pre-application conference, followed by initial review of the general design at the preliminary platting stage and detailed design carrying over into the final design review.

5.3.2. As built certification is confirmed with the project’s engineering firm within 90 days of project completion submitted to the City.

5.4 Long-Term Maintenance of Post-Construction Stormwater Control Measures

Requirement: NDEQ Administrative Code 119.10.002.12E3, NER 310000 IV.B.4.d

5.4.1 Procedures to assure structural stormwater control measures meet plan specifications are included in a three step verification process.

1. Final design review plans must include the engineer’s signature.
2. Correct installation of stormwater control measure must be verified with the developer, site contractor, or engineer
3. As built certification and arrangements for perpetual maintenance is confirmed with the project’s engineering firm within 90 days of project closing.

MCM 5.3 Rationale: Insure post-construction facilities are planned, installed and function as designed and will be maintained in perpetuity.				
BMP 3: Inspect STFs during three stages: Site Plan Review, Installation and Implementation to assure STFs meet the plan and function as designed.				
Permit Reference: NER 310000IV.B.4.c, d				
Goal: Per Project		Responsible: Stormwater Program Specialist		Supplement: Inspection Records
Effectiveness Goals			Evaluation & Assessment	
Site Plan Review, Installation and Implementation			Reviewed	Passed
			% Total of New	
Goal 1	Site plans have engineer signatures			
Goal 2	Installation inspection			
Goal 3	As-built certification			
Goal 4	Arrangements for perpetual maintenance			

5.4.2 Complaints and notifications about long-term stormwater structural controls are routed through NebraskaH2O.org , by calling the stormwater direct line at 308-630-8011, or reported to the Stormwater department directly. These incidents are counted and handled as IDDE calls.

5.5 Tracking Post-Construction Stormwater Control Measures

Requirement: NER 310000 IV.B.4.e

5.5.1 A current inventory or certified post-construction structural stormwater control measures and their owners will be built during the current permit period then maintained and updated annually.

The Stormwater Treatment Facility map, work in progress, is available:

- Direct link: <https://scottsbluffne.map.beehere.net/> (select Stormwater in the Layers feature)
 - To access through city website: www.Scottsbluff.org/Business/GIS/Homebase
- Wastewater Treatment Plant at 3702 Rebecca Winters Road, Scottsbluff.

MCM 5.4 Rationale: Build a maintain a current inventory and map of stormwater control measures within the city to insure MS4 efficiency, effectiveness and maintenance.				
BMP 4: Build, review and update stormwater control inventory and map annually.				
Permit Reference: NER 310000 IV.B.5.d.4				
Frequency: Ongoing		Responsible: Stormwater Program Specialist		Supplement: Map and database
Last review:			Last update:	
Effectiveness Goals			Evaluation & Assessment	
Build and maintain Stormwater Structure Inventory			Performance	
			Target Date	Accomplished
Goal 1	Develop database format for use in Beehive Ownership, Public/Private, Location, Type, Inspection, Maintenance		December 2018	
Goal 2	Enter data for existing facilities		December 2023	
Goal 3	Add new inventory annually		On-going	Number:
Goal 4	Update current information annually as needed		On-going	Number:

5.6 Post-Construction Stormwater Inspection and Enforcement

Requirement: NER 310000 IV.B.4.f

5.6.1 A post-construction inspection process for both public and privately owned STF's will be established during the permit term. The strategy, description of inspection and reporting procedures will be available for review.

The current proposal includes annual inspections utilizing a visual checklist and inspection form to verify that STF standards are met and maintained. Privately owned STF owners would submit results back to the City annually and be subject to random physical inspection by the city. Municipal facilities would be regularly inspected by the Stormwater Program Specialist or Wastewater Department.

MCM 5.5 Rationale: Develop and implement post-construction facilities inspection procedure during current permit term to assure effectiveness and perpetual maintenance.			
BMP 5: Design and adopt inspection program for stormwater treatment facilities, both public and private.			
Permit Reference: NER 310000IV.B.4.f			
Responsible: Stormwater Program Specialist		Supplement: Proposed Ordinance	
Effectiveness Goals		Evaluation & Assessment	Performance
Regional post-construction program implementation		Target Date:	Accomplished
Goal 1	Develop ordinance content and format	March 2018	(Date)
Goal 2	Public meetings or forums	Number:	
	Notice published one week in advance	Yes No	
Goal 3	Planning Commission recommendation	October 2018	
Goal 4	Approval of ordinance by City Council	January 2019	

MCM 5.5 Rationale (after policy adoption) : Inspect STF's, both public and private, to assure STF effectiveness and perpetual maintenance. Effectiveness goals will be designed based on the inspection process employed.			
BMP 5: Record inspection records, both private and public, of all STF's annually.			
Permit Reference: NER 310000IV.B.4.f			
Frequency: Annual	Responsible: Stormwater Program Specialist	Supplement: Inspection Records	
Effectiveness Goals		Evaluation & Assessment	Performance
STF Inspections			
Goal 1	To be determined		

MCM 6: Pollution Prevention & Good Housekeeping

Scottsbluff aims to reduce pollutants entering the storm drain system, and receiving waters, from municipal facilities, operations or activities. The City promotes pollution prevention/good housekeeping techniques through Municipal training, standard operating procedures, and record-keeping.

The overall management and implementation of the Good Housekeeping and Pollution Prevention Program is the responsibility of the Stormwater Program Specialist who coordinates with each Department/Division involved to implement their activities.

Pollution Prevention & Good Housekeeping

- 1. Municipal Facility and Control Inventory**
- 2. Municipally Owned or Operated Facility Assessment**
- 3. Storm Sewer Maintenance Activities**
 - a. MS4 Stormwater Inlet and Catch Basin Maintenance**
 - b. Municipal Activities and Operations**
 - c. Street Sweeping and Cleaning**
 - d. Maintenance of Municipally Owned or Maintained Structural Stormwater Controls**
- 4. Training and Education**
- 5. Contractor Requirements and Oversight**

6.1 Municipal Facility and Control Inventory

Requirement: NER 310000 IV.B.5.a

6.1.1 The City of Scottsbluff maintains an inventory of municipally-owned or operated facilities and stormwater controls with a map identifying the facilities within the MS4. The Facility Guide is available for review by the permitting authority.

6.1 Rationale: The Municipal Facility and Control Inventory provides record of municipal owned or operated facilities and their stormwater controls.		
BMP 1: Review and update municipal facility inventory and map		
Permit Requirement: NER 310000 IV.B.5.a		
Frequency: Annual	Responsible: Stormwater Program Specialist	Supplement: Facility Guide
Last Reviewed: (Date)	Changes:	

6.2 Municipally- Owned or Operated Facility Assessment

Requirement: NER 310000 IV.B.5.b, c

6.2.1 Assessments of all municipally-owned or operated facilities are kept in the Facility Guide. The annual assessment utilizes a standardized assessment form . Results are included in the annual report to identify current structural and operation effectiveness in preventing stormwater pollution and areas of improvement. The strategy and description of the procedure is included in the annual report.

6.2.2 Scottsbluff has no high priority facilities based on assessment scores, visible concerns or procedures as determined by the interview process.

6.2.3 Should the assessment process reveal a high-priority facility, a Facility-Specific Storm Water Management Standard Operating Procedures and Runoff Control Plan will be developed identifying control measures, inspection strategy, and visual monitoring procedures. Provisions for general good housekeeping practices, storage of de-icing materials, fueling operations, vehicle maintenance, and equipment and vehicle washing will be included. The RCP will be kept on-site and updated as necessary.

6.2 Rationale: The <i>strategy</i> of the annual Municipally-Owned or Operated Facility Assessment is to identify current structural and operation effectiveness and areas of improvement for preventing stormwater pollution. The assessment <i>procedure</i> utilizes a standardized assessment form, an on-site tour of facilities and interview with the Department Supervisor (NER IV.B.5.b.1) Scottsbluff has no high priority facilities are facilities which have the high potential to generate storm water pollutants. The evaluation criteria for determining “high-priority” facilities includes an assessment score of half, or less, of total possible points within an assessment category; visible discharge concerns, or procedure concerns revealed during the interview process. (NER IV.B.5.b.2)
Administrative BMP 2: Document the results of the assessments on each municipal facility and maintain copies of all site evaluation documents used to conduct the assessment
Permit Requirement: NER 310000 IV.B.5.b.3

Frequency: Annual	Responsible: Stormwater Program Specialist	Supplements: Facility Assessment Form , Scottsbluff Facility Guide		
<i>Effectiveness Goals</i>		<i>Evaluation & Assessment</i>		<i>Performance</i>
Municipal Facility Assessment		Number:		% of Reports
Goal 1	Assess each municipal facility annually			%
Goal 2	Corrective actions identified			%
Goal 3	Records updated weekly until resolved			%
Goal 4	Incidents closed without resolution			%

6.3 Storm Sewer Maintenance Activities

Requirement: NER 310000 IV.B.5.d.

6.3.1 MS4 Stormwater Inlet and Catch Basin Maintenance

6.3.1.1 Storm water inlets are inspected and cleaned on an as-needed basis by the Scottsbluff Wastewater Department.

6.3.1.2. Scottsbluff contracts with Keep Scottsbluff-Gering Beautiful to coordinate volunteers in a drain marking program that replaces decals in a specific section of town each year and canvases the entire city every 5 years. Results are reported in MCM 1, BMP 1.2.

6.3.1.3 Scottsbluff Wastewater staff visually monitors the city's open channels and other drainage structures for debris and evidence of ongoing dumping twice a year.

6.3.1.4 Three structures on the Scotts Bluff Drain are cleaned twice year by Scottsbluff Wastewater. Other channel and drain structures are cleaned on as needed basis. A maintenance log is available from the wastewater department upon request.

6.3.1.5 Disposal of water and material from catch basin cleaning includes sorting solid materials into a trash dumpster and releasing the contaminated water into a Wastewater detention pond where it evaporates.

6.3 Rationale: Storm Sewer Maintenance Activities				
BMP 3: Inspect and clean stormwater inlets , municipal open channels and drain structures				
Permit Requirement: NER 310000 IV.B.5.d.1				
Frequency: Annual	Responsible: Scottsbluff Wastewater	Supplement: WW Maintenance Log		
<i>Effectiveness Goals</i>		<i>Evaluation & Assessment</i>		<i>Performance</i>
Storm Sewer Maintenance		Number Inspected:	Number Cleaned:	% of Total Drains
Goal 1	Storm drain inlets inspected and cleaned			%
Goal 2	Open channel/drain structures inspected and cleaned			%

6.3.2 Municipal Activities and Operations

Requirement: NER 310000 IV.B.5.d.2

6.3.2.1 The City of Scottsbluff implements pollution prevention measures that reduce the discharge of pollutants in storm water at municipal facilities and during O&M activities. Measures are visually inspected as a part of the annual facility assessment to ensure they are working properly and procedures reviewed during annual stormwater training. Copies of the facility assessment are available upon request from the Stormwater Program Specialist.

6.3.3 Street Sweeping and Cleaning

Requirement: NER 310000 IV.B.5.d.3

6.3.3.1 City of Scottsbluff Transportation Department sweeps one of five city sectors daily as weather allows and specific areas more often as needed. The entire city is swept at least three times a year.

6.3.3.2 The street sweeper’s collected waste is disposed in a dumpster while dewatering is atop a designated concrete wash area connected to the sanitary sewer. The water inlet is guarded by a wattle changed every other month and the catch basin cleaned monthly by the Scottsbluff Wastewater department.

BMP 6.4 Rationale: Street Sweeping and Cleaning			
Administrative BMP 4: Sweep municipal streets, roads and parking lots as weather allows and specific areas as needed. Sweep entire city at least three times a year.			
Permit Requirement: NER 310000 IV.B.5.d.3			
Frequency: Ongoing	Responsible: Transportation	Supplemental upon request: GPS Sweeping Logs	
Goal 1	Sweeping hours	Hours:	% of Town Swept

6.3.4 Maintenance of Municipally-Owned and/or Maintained Structural Storm Water Controls

Requirement: NER 310000 IV.B.5.d.4

6.3.4.1 The Wastewater Department staff, including the Stormwater Program Specialist, inspects and monitors necessary maintenance of municipally-owned or maintained structural storm water controls throughout the year. Changes to the inventory are recorded in the inventory of stormwater controls also used for MCM 5, Post-Construction 4e (permit reference).

6.3.4.2. The Stormwater Program Specialist monitors regular maintenance of municipally-owned or maintained green infrastructure practices executed by other city departments and/or contracted entities.

6.4 Training and Education

Requirement: NER 310000 IV.B.5.e

6.4.1 Scottsbluff utilizes annual stormwater training emphasizing pollution prevention, illicit discharge reporting, department specific housekeeping practices and spill response procedures. Trainings are presented either on-line or in-person, depending on department preference, to all full-time or regular part-time employees. Training records are available upon request from the Stormwater Program Specialist.

BMP 6.5 Rationale: Municipal Training and Education			
BMP 5: Provide all full time and regular part-time employees stormwater training emphasizing pollution prevention, illicit discharge reporting, department specific housekeeping practices and spill response procedures.			
Permit Requirement: NER 310000 IV.B.5.e			
Frequency: Annual		Responsible: Stormwater Program Specialist	Supplemental: Training Logs
Goal 1	Municipal employees stormwater training	Number:	% of Employees

6.5 Contractor Requirements and Oversight

Requirement: NER 310000 IV.B.5.f

6.5.1 Any contractors hired by the City of Scottsbluff to perform municipal maintenance activities that have the potential to impact storm water quality will be contractually required and overseen by the City to ensure compliance with all of the storm water control measures, good housekeeping practices, and facility-specific Runoff Control Plans. The contract must also state who is responsible for overall management and implementation of your pollution prevention/good housekeeping program and, if different, who is responsible for each of the BMPs identified for this program.