

Guideline for Your  
**STORM WATER POLLUTION PREVENTION PLAN**  
**(SWPPP)**

**SWPPP REQUIREMENTS**

You are required by law to submit a SWPPP with your permit application and designated fee to obtain your facility's OKC Storm Water Quality Industrial Permit. You must develop and implement the SWPPP, which is designed to prevent pollution sources before environmental damage occurs. **Your SWPPP must:**

1. Be prepared in accordance with good engineering practices, though the permit does not require use of a registered professional engineer for the SWPPP.
2. Identify all sources of pollution that may reasonably be expected to affect the quality of storm water discharges from your facility.
3. Describe those procedures and devices that you will use to reduce the pollutants in storm water discharges from your facility.
4. Include appropriate elements to assure compliance with terms and conditions of this permit.

Keep your Permit documentation, a copy of your current Application, the SWPPP and inspection records in a common file or binder, readily available to inspectors, workers and the public upon request.

This guideline has the required elements that are to be addressed in your Plan. It includes pages and tables, which can be filled out and inserted into your Plan. Other supplemental forms are attached for clarification and inclusion into the SWPPP.

| SITE DESCRIPTION            |  |
|-----------------------------|--|
| Facility Name               |  |
| Industrial Activity         |  |
| Facility Type & Description |  |
| Location                    |  |
| Owner Name<br>Phone No.     |  |
| Receiving Waters            |  |

**Receiving Waters and Wetlands:** You must provide the name of the receiving water(s), including intermittent streams, dry sloughs, arroyos, creeks, rivers, wetlands, and any other “special aquatic sites” that may receive discharges from your facility.

| SWPPP EMERGENCY INFORMATION             |                      |
|---|----------------------|
| Emergency Contact:                      | Work Phone:          |
| Title:                                  | Emergency Phone:     |
| Cleanup Co. Contractor (if applicable): | Cleanup Co. Phone:   |
| Operating Hours:                        | Number of Employees: |
| POLLUTION PREVENTION TEAM               |                      |
| Name/Phone                              | Responsibilities     |
|   |                      |
|   |                      |
|   |                      |

Your Pollution Prevention Team is responsible for assisting the facility/plant manager in developing, implementing, maintaining and revising the SWPPP. Responsibilities of each staff member on the team must be listed.

## **SITE MAP DEVELOPMENT**

With a minimum scale of 1 inch =100 feet, draw a map of your facility including a footprint of all buildings, structures, paved areas, and parking lots. Assure enough detail to identify the location of your facility and the receiving waters within one mile of the facility. Indicate on the map:

1. Directions of storm water flow and drainage areas
2. All outfalls and discharge points of storm water from your facility
3. Location of all storm drains on your property
4. Structural storm water pollution control measures in place, such as:
  - a. Flow diversion structures
  - b. Retention/detention ponds
  - c. Vegetative swales
  - d. Sediment traps
  - e. Creeks, ditches
5. Locations of exposed significant materials
6. Locations of past spills and leaks
7. Location and description of non-storm water discharges
8. Locations of high-risk, waste-generating areas and activities, such as:
  - a. Fueling stations
  - b. Vehicle/equipment washing and maintenance areas
  - c. Loading/unloading areas
  - d. Aboveground tanks and drums for liquid storage
  - e. Industrial waste management areas (landfills, waste piles, treatment plants, disposal areas)
  - f. Outside storage areas for raw materials, by-products, and finished products
  - g. Outside manufacturing/process areas
  - h. Other areas of concern (specify: \_\_\_\_\_)

See form on page 23.

## **MATERIALS & ACTIVITIES INVENTORY** **(Summary of Potential Pollutant Sources)**

You must identify all industrial materials or activities, and their locations, which are exposed to storm water and have a potential to pollute.

Industrial materials or activities include, but are not limited to:

- ?? Material handling equipment and their operation
- ?? Manufacturing or processing
- ?? Industrial machinery and their operation
- ?? Dust or particulate generating activities
- ?? Storage, loading and unloading, or transportation of any
  - Raw materials
  - Intermediate products
  - By-products
  - Final products
  - Waste products
  - “Significant materials”

*(DEF: raw materials; fuels; materials such as solvents, detergents, and plastic pellets; finished materials such as metallic products; raw materials used in food processing or production; hazardous substances designated under section 101(14) of CERCLA; any chemical the facility is required to report pursuant to EPCRA, Section 313; fertilizers; pesticides; and waste products such as ashes, slag, and sludge that have the potential to be released with storm water discharges [40 CFR 122.26(b)(12)].*

The potential pollutant list must include all known significant materials that have been handled, treated, stored or disposed of in a manner to allow exposure to storm water between the time of three (3) years prior and the date of the Permit application submittal. You must list all materials used, stored or produced on-site and activities performed outside or uncovered. Then a Risk Assessment will be done on each for their potential to contribute pollutants to storm water runoff.

See form on next page.





## MEASURES AND CONTROLS (BMPs)

The Federal Stormwater Regulation and the City of Oklahoma City's Ordinances emphasize the implementation of Pollution Prevention measures, structural, nonstructural and "other" BMPs that reduce the possible pollution discharges at the source. You must provide a short written narrative description of each control measure, reflecting your company's policies and procedures. At a minimum, your SWPPP must incorporate the following "baseline BMPs":

### 1. Good Housekeeping \_\_\_\_\_

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You must keep all exposed areas of the facility in a clean, orderly manner where such exposed areas could contribute pollutants to storm water discharges. Common problem are around trash containers, storage areas and loading docks. Measures must also include a schedule for regular pickup and disposal of garbage and waste materials and routine inspections and conditions of drums, tanks and containers.

### 2. Minimizing Exposure \_\_\_\_\_

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Where practicable, industrial materials and activities should be protected by a storm resistant shelter to prevent exposure to rain, snow, snowmelt, or runoff. NOTE: Eliminating exposure to all industrial areas may make the facility eligible for the "No Exposure" exclusion from needing to have a permit.

### 3. Preventive Maintenance \_\_\_\_\_

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You must have a Preventive Maintenance Program, which includes timely inspection, testing, maintenance, and repairing of storm water management devices and systems, such as, cleaning oil/water separators, catch basins, sediment traps, sawdust collectors, etc. This will avoid breakdowns or failures that may result in discharges of pollutants to surface waters. All maintenance must be documented.

### 4. Spill Prevention and Response Procedures \_\_\_\_\_

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You must describe the procedures that will be followed for cleaning up spills or leaks of pollutants. Those procedures, training, and necessary spill response equipment must be made available to those employees that may cause or detect a spill or leak. Where appropriate, you must explain existing or planned material handling procedures, storage requirements, secondary containment, and equipment (such as, a diversion valve), which is intended to minimize spills or leaks at the facility. Measures for cleaning up hazardous materials spills or leaks and their disposal must be consistent with applicable RCRA regulations at 40 CFR Part 264 and 40 CFR Part 265, as adopted by reference in OAC 252:605-3-2 (F) and (G).

## 5. Employee Training

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You must describe the storm water employee-training program for the facility. The description should include the topics to be covered; spill response, good housekeeping, material management practices and the components and goals of the SWPPP. You must identify the date(s) it will be held. You must provide, at least annually, training for all employees that work in areas where industrial materials or activities are exposed to storm water, and for employees that are responsible for implementing activities identified in the SWPPP (inspectors, maintenance people). The *Training Roster form* is attached.

## 6. Routine Facility Inspections

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You must conduct regular, routine facility inspections at least once a year, though quarterly is recommended. The inspections will be done by qualified personnel (you may use either your own employee or outside consultants that you have hired, provided they are knowledgeable and possess the skills to assess conditions at your facility that could impact storm water quality and assess the effectiveness of the BMPs you have chosen to use to control the quality of your storm water discharges. You must specify in the SWPPP the frequency of your inspections. It is recommended that you design the *Routine Facility Inspection form or checklist* that is specific for your business. Both the inspection report and any reports of follow up actions must be signed and dated.

Your inspections must include all areas where industrial materials or activities are exposed to storm water, and areas where spills and leaks have occurred within the past 3 years. Inspectors should look for:

- ?? Industrial materials, residue, or trash on the ground that could contaminate or be washed away in storm water
- ?? Leaks or spills from industrial equipment, drums, barrels, tanks or similar containers
- ?? Offsite tracking of industrial materials or sediment where vehicles enter or exit the site
- ?? Tracking or blowing of raw, final, or waste materials from areas of no exposure to exposed areas
- ?? Evidence of, or the potential of, pollutants entering the drainage system, and
- ?? Assurance that BMPs identified in the SWPPP are operating correctly, preventing significant impacts to receiving waters.

**You must correct any deficiencies or implement any opportunities of improvement you find as soon as possible, not later than within 14 days of the inspection, and before the next anticipated storm event. You must document in your SWPPP the results of your inspections and the corrective actions taken.** You must retain a record of actions taken as part of the SWPPP for at least three years from the date that permit coverage is terminated. The inspection reports must identify any incidents of non-compliance. Where an inspection report does not identify any incidents of non-compliance, the report must contain a certification that the facility is in compliance with the SWPPP and this permit.

## 7. Quarterly Visual Monitoring

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You must perform and document a quarterly visual examination of a stormwater discharge associated with an industrial activity from each outfall.

- ?? The “visual” exam will be done during daylight and your normal working hours. Analytical tests are not required.

- ?? If no storm event occurs during the quarter, document in your monitoring records that “No runoff occurred this quarter”.
- ?? The monitoring form must be signed, dated and certified.
- ?? The visual exam must be done of samples collected within the first 30 minutes to 1 hour of **when the runoff begins discharging from your facility**.
- ?? **500 ml or 1 qt** of sample must be taken. The clear, flat-bottomed container must be filled for a good representative sample, and all test parameters be observed and documented quickly, except the “settled solids”. Settled Solids results are documented after the sample has set for 24 hours.
- ?? The recommended *Quarterly Visual Monitoring Report form* is attached.

## **8. Annual Comprehensive Site Compliance Evaluation Report** \_\_\_\_\_

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All industrial facilities receiving a permit to discharge storm water must conduct an Annual Comprehensive Site Compliance Evaluation Report. The report summarizes the scope of the **Routine Facility Inspection** findings, the **Quarterly Visual Monitoring Report** results, name(s) of the personnel making the inspections, the date(s) of the inspections, and other major observations and response actions relating to the implementation of the SWPPP. The 2-page *Report form* is attached.

## **9. Sediment and Erosion Control** \_\_\_\_\_

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You must identify the areas of your facility, which, due to topography, land disturbance, or other factors, have a potential for significant soil erosion. You must describe the structural, vegetative, and/or stabilization BMPs that you will be implementing to limit erosion.

## **10. Management of Runoff** \_\_\_\_\_

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You must describe the permanent structural BMPs that currently exist or that are planned for your facility. These BMPs are typically used to divert, infiltrate, reuse, or otherwise reduce pollutants in storm water discharges from the site. All BMPs that you determine are reasonable and appropriate, or are required by a local authority, or are necessary to maintain eligibility for the permit, must be implemented and maintained. Factors to consider when selecting BMPs should include:

- ?? The industrial materials and activities that are exposed to storm water, and the associated potential of those materials and activities,
- ?? The beneficial and potential detrimental effects on surface water quality, ground water quality, dry weather stream flow, and the physical integrity of receiving waters,
- ?? The ability to avoid wetlands and floodplains, by building structural measures on upland soils, and
- ?? The placement of velocity dissipation devices at discharge locations and along any length of any outfall channel to provide a non-erosive flow velocity.

NOTE: Structural BMPs may require a separate permit with the Oklahoma Department of Environmental Quality, under Section 404 of the CWA, BEFORE installation begins.

**11. Solid Materials and Floatable Debris** \_\_\_\_\_

\_\_\_\_\_

No solid materials, including floatable debris, may be discharged to waters of the State. Off-site vehicle tracking of raw, final, or waste materials or sediments, and the generation of dust must be minimized. Tracking or blowing of raw, final, or waste materials to areas of potential stormwater exposure must be minimized.

**12. Maintenance of Non-structural BMPs** \_\_\_\_\_

\_\_\_\_\_

All BMPs you identify in your SWPPP must be maintained in effective operating condition. To assure effectiveness and availability, maintenance must be performed before the next storm event, or as soon as practicable, such as having spill response supplies stocked and readily accessible, and personnel trained, etc.

## IDENTIFY PAST SPILLS & LEAKS

Provide a list of spills and leaks that have occurred at areas that are exposed to storm water or that otherwise drain to a storm water conveyance at the facility in the past 3 years, updating this list as spills and leaks occur. You are encouraged to list spills and leaks of nonhazardous pollutants as well as toxic and hazardous material pollutants. Those areas on your facility where spills and leaks have occurred are the areas on which you should focus very closely when selecting BMPs.

**NOTE: Any material, substance, solid, liquid, particle that goes into a storm drain EXCEPT STORM WATER is a POLLUTANT and must be documented, removed, and investigated.**

| SPILLS AND LEAKS |           |      |                                |
|------------------|-----------|------|--------------------------------|
| Date             | Pollutant | Amt. | Response & Preventive Measures |
|                  |           |      |                                |
|                  |           |      |                                |
|                  |           |      |                                |
|                  |           |      |                                |
|                  |           |      |                                |
|                  |           |      |                                |
|                  |           |      |                                |
|                  |           |      |                                |
|                  |           |      |                                |

| In case of a toxic or hazardous material spill, notify: |  |
|---|--|
| 911   | Emergency – Fire, Police (for assistance in Emergency Response)    |
| 800-869-1400  | DEQ Spill Reporting Hotline (24-hr) (for any amount of material)   |
| 297-1774  | OKC Storm Water Quality Mgt (for assistance in Emergency Response) |

## NON-STORM WATER DISCHARGES

Your SWPPP must include a certification that all non-storm water discharges have been tested and evaluated for the presence of pollutants. This certification will be updated as conditions at the facility change, and a copy must be included in the SWPPP. It must be signed appropriately and include:

- ?? **Identification** of all on-going and potential non-storm water discharges at the site, allowable and otherwise,
- ?? **Date** of the testing and evaluation,
- ?? Description of the **Evaluation criteria** or **Testing method** used,
- ?? **Results** of any test/evaluation (visual or analytical) for pollutants,
- ?? **Indication** on the facility site map and certification what outfall or drainage system is affected, and the
- ?? **BMP description**, if required.

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### Examples of “Allowable” Non-storm Water

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|  |  |
|--|--|
| Fire-fighting activity discharges  | Fire hydrant flushings   |
| Potable water flushings  | Irrigation drainage  |
| Uncontaminated air conditioning or compressor condensate   | Routine external building wash down without detergents   |
| Uncontaminated ground or spring water  | Uncontaminated flows from foundation or footing drains   |
| Landscape watering, providing all pesticides and fertilizers are properly applied  | Pavement wash waters, providing no detergents are used and no spills have occurred (or have been cleaned up) |
| Incidental windblown mist from cooling towers that collect on rooftops, but NOT INTENTIONAL discharges from the cooling tower (“piped” blowdown or drains) |  |

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Other non-storm water discharges require testing for chemical contamination, such as manufacturing process water, vehicle wash waters, or sanitary wastewaters. **If the test finds the discharge to be contaminated, a BMP would have to be implemented to control the discharge. The discharge would then be noted on the “Materials and Activities Inventory and BMPs”.**

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**CERTIFICATION OF NON-STORM WATER DISCHARGES**

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List all sources and location of non-storm water discharges:

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Give results of tests/evaluations and what method (visual or analytical) was used for each:

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What outfalls are affected by the discharge (note on map)?

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*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.*

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Name & Title (print and sign)

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Telephone No.

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Date

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## QUARTERLY VISUAL MONITORING

You must perform and document a “quarterly” visual examination of a storm water discharge from each outfall identified on your site map.

The sample(s) must be taken within the first 30 minutes, not later than 1 hour, of **when the runoff begins discharging from your facility**, preferably during regular working hours. The storm event must be greater than 0.1 inches in magnitude and at least 72 hours from the last measurable storm event.

If your facility has two or more outfalls that you believe discharge identical effluents, based on similar industrial activities, materials, or storm water management practices occurring within the outfalls’ drainage areas, you may examine only one of the outfalls for the Quarterly Visual Monitoring. For this to be permissible, you must describe in your SWPPP:

- ?? Locations of the outfalls,
- ?? Why the outfalls are expected to discharge identical effluents, and
- ?? Estimates of the size of the drainage areas (in sq.ft.) for each outfall.

The following table is an example of what you should look for in a visual examination of storm water runoff. The sample will be collected in a wide-mouth, clear glass or plastic container, 500 ml or 1 qt in size. The container must be completely filled.

| PARAMETER   | METHOD                               | RESULTS   |
|---|--------------------------------------|---|
| Color   | Visual                               | Clear, yellow, red, brown, milky, etc.  |
| Odor  | Smell                                | None, earthy, sewage, musky, rotten eggs, petroleum, etc.   |
| Clarity   | Visual (look through the container)  | 1) Can't see through the bottle<br>2) Can see through, but can't read newsprint<br>3) Can see through, and can read newsprint<br>4) Pretty clear, but not as clear as bottled water<br>5) As clear as bottled water |
| Floating solids                                   | Visual                               | Yes / No Describe   |
| Suspended solids                                  | Visual (look through the container)  | Yes / No Describe   |
| Oil/fuel sheen                                    | Visual (top of water)                | Color and amount  |
| Foam  | Visual                               | Yes / No Describe thickness, color, how much surface it covers  |
| Other obvious indicators of storm water pollution | Visual                               | Tell it like you see it.  |
| Settled solids                                    | Visual (after settling for 24 hours) | Measure solids that have settled out  |

For every “finding” provide the Response Action taken, documenting the source investigation and any remediation taken, with the date of correction. The Quarterly Visual Monitoring Reports must be maintained in the SWPPP. The *Report form* is attached.

While your facility, or a site, is temporarily inactive and unstaffed, you may exercise a waiver of the monitoring requirement. To do this, you must sign and certify the waiver in

your SWPPP, stating that “the site is inactive and unstaffed and that performing visual examinations during a qualifying event is not feasible”.

## SWPPP IMPLEMENTATION

At this point, the SWPPP has been designed and requires implementing. You will have:

- ?? **Developed** a schedule for implementation. Some BMPs may be immediately put into action, others will be phased in. See the page 6 document, “BMPs Development”.
- ?? **Assigned** members of your team with responsibilities for implementing and monitoring the different parts of the plan. See the page 2 document, “Pollution Prevention Team”.
- ?? **Ensured** management approval of the implementation schedule. See the page 17 document, “Pollution Prevention Plan Certification”.

## SWPPP EVALUATION

Once your SWPPP has been put into action, you must keep it up-to-date by regularly evaluating the information you collect. This is done by:

- ?? Conducting regular, **Routine Facility Inspections**,
- ?? Doing **Quarterly Visual Monitoring** during rain events,
- ?? Preparing the **Annual Site Compliance Evaluation Report**,
- ?? **Maintaining all records** of inspections, monitoring results and reports, and by
- ?? **Revising** your SWPPP as changes occur.

## RECORDKEEPING

You must keep records of all monitoring information, copies of all reports required by this permit, and records of all data used to complete the application for this permit for a period of at least three (3) years from the date of the sample, measurement, evaluation or inspection, report, or application. The SWPPP must be kept for three (3) years after the last modification to the plan, and at least three (3) years after termination of the permit.

The SWPPP must be available for review at the time of an on-site inspection, and available to the public for viewing during normal working hours.

A few sample forms are attached at the end of this guideline.

## **Maintenance**

You must modify/amend the SWPPP whenever there is a change in design, construction, operation, or maintenance at your facility, which has a significant effect on the discharge, or potential for discharge, of pollutants from your facility.

You must amend the SWPPP whenever inspections or investigations by local, state or federal officials determines your SWPPP is ineffective in eliminating, or significantly minimizing, pollutants from sources identified, or is not effective in controlling pollutants in discharges from your facility.

## **Signatures**

As with the Application, your SWPPP and other forms must be signed by an “authorized representative”, who is a person at or near the top of your facility’s management chain, who has been delegated the authority to sign and certify this type of document.

The final page of your SWPPP will be a signed certification, noting management approval. A sample form is on the next page.

**STORM WATER POLLUTION PREVENTION PLAN  
CERTIFICATION**

*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 gathered and evaluated 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 submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

## FORMS

|  | Page      |
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## Annual Comprehensive Compliance Site Evaluation Report - Part B

Reporting Period: \_\_\_\_\_  
 Name: \_\_\_\_\_ Date: \_\_\_\_\_

*How many routine facility inspections did you perform during the reporting period?* \_\_\_\_\_

How many total deficiencies in implementing your SWP3 and complying with your permit were noted in any inspection? If more than 4, list on the back of this page.

| Date  | Deficiencies | Corrected (Y or N) | Date Corrected |
|-------|--------------|--------------------|----------------|
| _____ | _____        | _____              | _____          |
| _____ | _____        | _____              | _____          |
| _____ | _____        | _____              | _____          |
| _____ | _____        | _____              | _____          |

What must you do to correct the deficiencies that remain uncorrected? \_\_\_\_\_  
 \_\_\_\_\_

Were all BMPs you indicated you would be using in your SWP3, including good housekeeping practices, actually being implemented at the time of the annual Comprehensive Site Compliance Evaluation?  
 Yes \_\_\_\_\_ No \_\_\_\_\_

If one or more BMPs were not being implemented, were corrective actions taken after the FIRST inspection to find the problem?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ All BMPs were being implemented \_\_\_\_\_

Was/were the same failure(s) to implement a BMP deficiency(ies) noted in more than one inspection?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ No deficiencies noted on any inspection \_\_\_\_\_

Did any of your routine facility inspections find that one or more of your BMPs were not effective in controlling the pollutant source for which it was designed?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ All BMPs were effective \_\_\_\_\_

If you found one or more ineffective BMP, have they all been replaced with an alternative or modified BMP?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ All BMPs were being effective \_\_\_\_\_

At any time during the reporting period, did you discover any illicit discharges from your facility?  
 Yes \_\_\_\_\_ No \_\_\_\_\_

Have all illicit discharges (including any discovered in previous years) been eliminated or permitted?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ Permit applied for \_\_\_\_\_ No known illicit discharges \_\_\_\_\_

Have any significant spills or leaks occurred at your facility during the reporting period?  
 Yes \_\_\_\_\_ No \_\_\_\_\_

If any significant spills or leaks occurred, did they result in either a dry weather discharge or an actual discharge of the spilled or leaked material commingled with storm water (as opposed to the spilled material being washed away by storm water)?  
 Yes \_\_\_\_\_ No \_\_\_\_\_

If any significant spills or leaks occurred, did they result in more than the minimum amounts of material being discharged in storm water? (Base your answer on your knowledge of the material) The minimum amounts could vary with the nature (toxicity, oxygen demand, pH, etc.) of the spilled or leaked material, from amounts left after a normal "sweeping" type of cleanup, to the point at which even trace amounts left after cleanup could cause an environmental problem.

Yes \_\_\_\_\_ No \_\_\_\_\_ No spills or leaks occurred \_\_\_\_\_

Have all known spills or leaks been cleaned up or otherwise prevented from contaminating storm water that would be discharged under the authority of this permit?

Yes \_\_\_\_\_ No \_\_\_\_\_ No spills or leaks occurred \_\_\_\_\_

**How many times did you visually monitor all your storm water discharges during the reporting year? (Count only those done in accordance with the procedures of Quarterly Visual Monitoring.) \_\_\_\_\_**

Would the results of your visual monitoring indicate that there are pollutants in your storm water discharges that are not adequately controlled by your current BMPs?

Yes \_\_\_\_\_ No \_\_\_\_\_



If the results of your visual monitoring indicated a potential problem, was it due to one or more of the following? (Circle one)

1. New pollutant source (including exposure of previously unexposed material)
2. Failure to implement or maintain an existing BMP
3. Less than expected performance from a BMP
4. No BMP was selected to deal with that problem
5. N/A (No problems identified)

If your visual monitoring indicated a potential problem, what have you done to resolve the problem? (Circle one)

1. Eliminated exposure or pollutant source
2. Modified existing BMP
3. Added new BMP
4. Plan to address problem by end of current reporting year
5. Nothing planned
6. N/A (No problems identified)

Did any analysis of any element tested during any previous discharge-monitoring period exceed the numeric limitation value?

Yes \_\_\_\_\_ No \_\_\_\_\_

If your answer to the previous question was "Yes", please name the element and the test results.

| Element | Test Results | Element | Test Results |
|---------|--------------|---------|--------------|
| _____   | _____        | _____   | _____        |
| _____   | _____        | _____   | _____        |
| _____   | _____        | _____   | _____        |

## Quarterly Visual Monitoring Report

|                    |                         |
|--------------------|-------------------------|
| Date _____ Quarter | Amt. Of Water Collected |
| Outfall #          | Time Discharge Began    |
| Rainfall Amt.      | Time of Collection      |

| Parameter                                | Method                                       | Results | Action Taken |
|--|--|---------|--------------|
| Color                                    | Visual                                       |         |              |
| Odor                                     | Smell  |         |              |
| Clarity                                  | Visual (Look through the container and read) |         |              |
| Floating Solids                          | Visual                                       |         |              |
| Suspended Solids                         | Visual (Look through the container)          |         |              |
| Oil/Fuel Sheen                           | Visual (Top of water)                        |         |              |
| Foam                                     | Visual                                       |         |              |
| Other obvious indicators of SW pollution | Visual                                       |         |              |
| Settled Solids                           | Visual (After settling for 24 hours)         |         |              |

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

Signature: \_\_\_\_\_

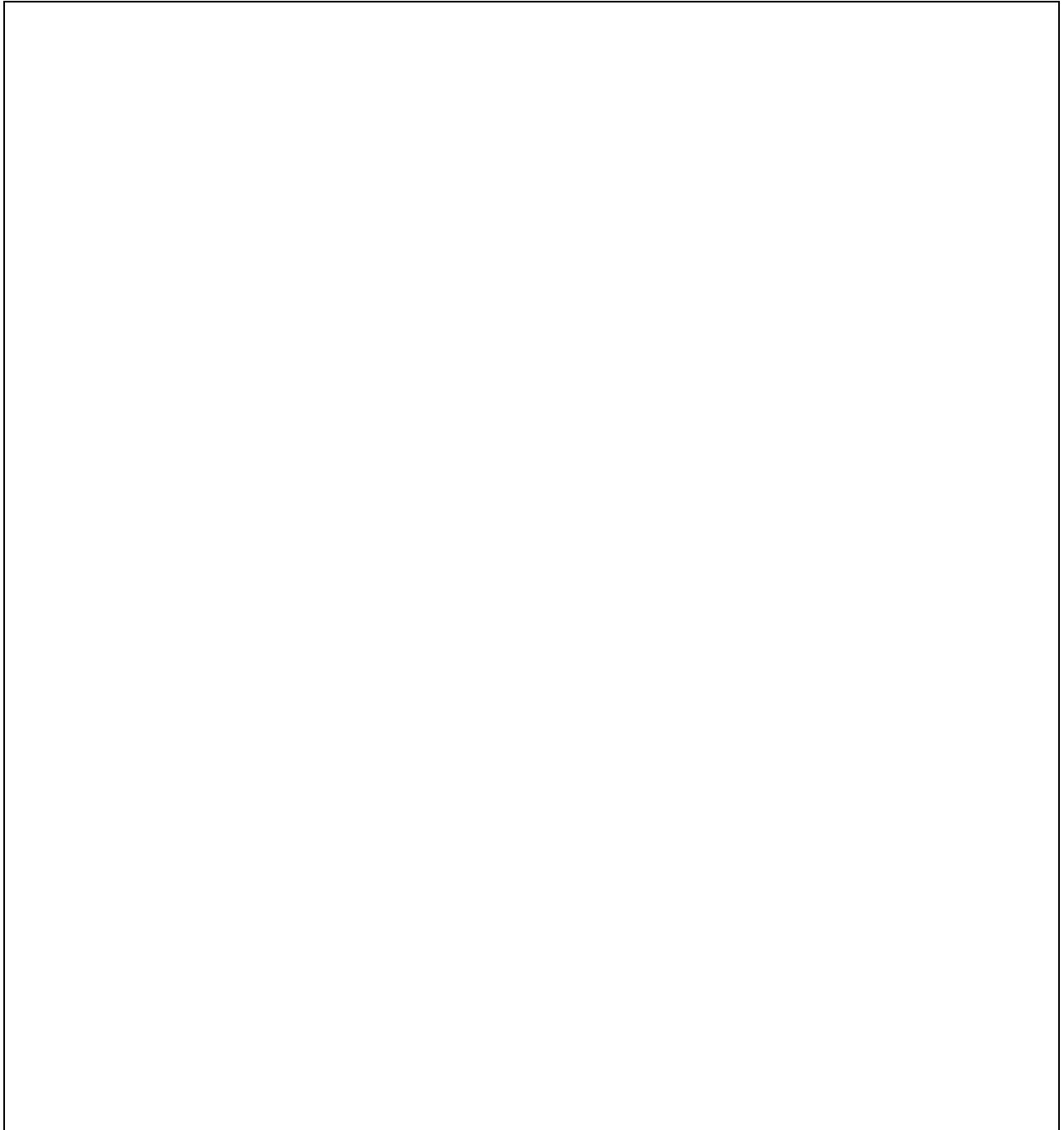
Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_



**FACILITY SITE MAP**

**N**



**S**