

SUNSET CITY

STORM WATER MANAGEMENT PROGRAM



Submitted to:
State of Utah
Department of Environmental Quality
Division of Water Quality

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Submitted by:
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Permit No.: UTR090000

FINAL DRAFT
August 2011

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 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.

Chad Bangerter, Mayor



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LOCATION

The town of Sunset is a small residential community that is located at the north end of Davis County between the Wasatch Mountain Range and the Great Salt Lake. It lies 25 miles north of Salt Lake City and 10 miles south of Ogden City. See vicinity map in Appendix A.

PURPOSE

Sunset City's Storm Water Management Plan (SWMP) plan is intended to give direction to the City in satisfying Federal and State water quality requirements as set forth under the National Pollutant Discharge Elimination System (NPDES) and the Utah Pollutant Discharge Elimination System (UPDES). The purpose of the SWMP is to establish a program which will effectively limit the discharge of pollutants from the Sunset City storm drainage system to the maximum extent practicable (MEP).

In an effort to prevent harmful pollutants from being carried by storm water runoff into local water bodies, this program outlines the implementation of controls in specific areas. The six minimum control measures addressed under NPDES are:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection And Elimination (IDDE)
4. Construction Site Storm Water Runoff Control
5. Long-Term Storm Water Management in New Development and Redevelopment
6. Pollution Prevention and Good Housekeeping for Municipal Operations

Sunset City will develop and implement the SWMP within five years from the issuance date of permit coverage. The SWMP includes the following information for each of the six minimum control measures:

- The best management practices (BMPs) that the City will implement.
- The measurable goals for each of the minimum control measures.
- A rationale for how and why each of the BMPs and measurable goals for the program was selected.
- The persons responsible for implementing or coordinating the BMPs.

LEGAL AUTHORITY

FEDERAL

In 1972 Congress enacted the Clean Water Act (CWA). The primary purpose of this federal statute is to protect the nation's waters. The objective of the Act is the total elimination of the discharge of pollutants into the nation's waters. The NPDES is a provision of the CWA. This provision prohibits discharge of pollutants into waters of the United States unless a special permit is issued by Environmental Protection Agency (EPA), a state, or another delegated agency. As authorized by the CWA, the NPDES permit program controls water pollution by regulating point sources that discharge into waters of the United States. Point sources are discrete conveyances such as pipes or man-made ditches.

Phase II of the NPDES permit program focuses on Small Municipal Separate Storm Sewer Systems (MS4s). The regulated entities must obtain coverage under an NPDES storm water permit and implement a SWMP. The main objective of the program is to control point source pollution in urbanized areas to the maximum extent practicable.

STATE

The State Department of Environmental Quality (DEQ) administers the NPDES permit program in the State of Utah. The State has filed a General Permit. The DEQ issues UPDES permits under the State's general permit.

COUNTY

Each of the 15 cities in Davis County will file for separate permits. Although Sunset City will be issued a separate permit, the City will work jointly with the County to facilitate a program addressing the first three minimum control measures:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection And Elimination (IDDE)

Components of the County's program will include public education, mapping, training, and common ordinances among joint partners in the County.

The Davis County Public Works Department has prepared a SWMP that outlines the program it will implement. The contacts for the County are:

Kirk Schmalz, Director, phone (801) 444-2230

Adam Wright, Program Manager, phone (801) 444-2230

CITY

Sunset is located in Davis County. The population of the community according to the 2010 Census is 5,122. The majority of the land use in the City is residential. There are some commercial areas and very little undeveloped land.

Sunset City will implement management practices that will effectively limit, to the maximum extent practicable, the discharge of pollutants from the storm drainage system. The City will establish legal authority to control discharges to and from the storm drainage system through a combination of statute, ordinance, permit, contract, or order.

Management and oversight of the Sunset City Storm water Management Plan is funded by the Sunset City Storm Water Utility. The Sunset City SWMP will be coordinated by:

Mickey Hennessee, Public Works Director, phone (801) 614-0014

SWMP REVIEW AND MODIFICATION

Sunset City will participate in an annual review of the SWMP. In conjunction with that review, an annual report will be prepared and submitted to the State. Any changes or modifications will be described and submitted. This review will include the following:

- A status review of program implementation and compliance with the schedule of compliance contained in the SWMP
- A review of any revision or change of BMPs in the reporting year and assessment of the change or revision for effectiveness
- An overall assessment of the goals and direction of the SWMP and effectiveness of BMPs

The annual report will include the following:

- Current copy of the SWMP
- Status and assessment of BMP implementation
- Annual expenditures for permit compliance and projected budget for the year following each annual report
- A summary describing the activities, progress and accomplishments in each of the minimum control measures

The SWMP may be modified in compliance with the following.

- Adding BMPs or other components to the SWMP can be made at any time provided the BMPs or components are defined in writing
- Subtracting a BMP identified in the SWMP or replacing with an alternate BMP must be made in written notice submitted to and approved by the State prior to change
- Current copy of the Appendices of the Permit

CHAPTER ONE

PUBLIC EDUCATION AND OUTREACH

Public Education and Outreach outlines a program to target specific audiences to teach about the importance of storm water management, thus promoting behavior changes to reduce impact on water quality. Outreach efforts are made to the following audiences: 1) residents 2) businesses, institutions, and commercial facilities 3) developers and contractors and 4) MS4 industrial facilities.

REQUIREMENTS

1. Target specific pollutants and pollutant sources that impact or could impact storm water quality. Educate by providing information about the pollutant and actions that can be taken.
2. Provide and document information given to the four target audiences associated with illicit discharges and improper disposal of waste.
3. Provide documentation pertaining to why a particular BMP was chosen for the public education and outreach program.

BEST MANAGEMENT PRACTICES

In partnership with the Davis County Storm Water Coalition (DCSWC), the following BMPs have been adopted by Sunset City in order to comply with the above requirements. Following discussions with the other cities in the Coalition, it was determined that the BMPs and goals outlined here are the best approach to the Public Education and Outreach requirements and are in line with the objectives put forth by the City and the Coalition.

A. Education Utilizing Media

Sunset will provide funding and support through the DCSWC for the Davis County television ad campaign. These ads reach a large audience and are an effective way of education.

B. Classroom Storm Water Education

The 4th Grade Outreach Program provides education for all 4th grade classes in Davis County. Sunset will provide funding, participation, and review of the 4th grade outreach program in cooperation with the DCSWC. Feedback from teachers and parents on this program has been very positive in the past; therefore it was decided to continue this program.

C. General Public Storm Water Education

Sunset will provide funding and participation for the annual Water Fair in cooperation with the DCSWC. This event has been very successful in previous years and it was determined that it should continue.

D. Education Materials

Sunset will provide and distribute education materials to the public in partnership with the DCSWC. Booklets and balls will be distributed to all 4th grade classes through the 4th Grade Outreach Program. BMP Manuals will be reviewed annually. Specific pollutants are targeted based on the needs identified by the DCSWC and featured in annual pamphlets that are distributed to the general public. Stickers, pencils, and magnets will be available for distribution. Curb markers will also be supplied.

E. Storm Water Training

Sunset will provide funding and support for contractor, municipal employee, and developer training. Employee trainings include the annual DCSWC training, the APWA Storm Water Expo,

and the UFSMA Storm Water Manager's Conference. Contractors and Developers are invited and encouraged to attend the annual DCSWC training.

GOALS

The following table outlines the goals that Sunset City has set in order to satisfy the requirements of the Final Storm Water Phase II Rule for Public Education and Outreach and establish the above mentioned BMPs.

MCM 1 - Public Education and Outreach

Target Audience(s)		Desired Result	Measurable Goal	Milestone Date	Associated BMP's	Measure of Success (Effectiveness)
Pollutant(s)	Audience(s)					
All Pollutants	All Audiences	Educate audiences about the impacts from storm water discharge and actions individuals can take to improve water quality.	Purchase TV advertisements annually.	Ongoing	A	Ads continue to run.
Selected Pollutants	-Residents	Educate audiences about ways to avoid, minimize, reduce, and eliminate adverse impacts of storm water discharge. Also provide information associated with illicit discharges and improper disposal of waste.	Teach all public 4 th grade classes annually.	Annually	B, D	Obtain feedback from teachers.
Selected Pollutants	Residents	Educate audiences about ways to avoid, minimize, reduce, and eliminate adverse impacts of storm water discharge. Also provide information associated with illicit discharges and improper disposal of waste.	Attend and assist in the annual Water Fair through Davis Coalition.	Annually	C	Document invoices.
All Pollutants	All Audiences	Provide information that describes the potential impacts from storm water discharge and illicit discharges and improper disposal of waste.	Purchase education materials and have them continually available. Publish and distribute pamphlets to businesses and the public annually.	Ongoing	D	Document invoices and finished products.
All Pollutants	Developers and Contractors	Provide information concerning SWPPPS and BMPs for reducing adverse impacts from storm water runoff from development sites.	Hold coalition meetings 10 times annually.	Ongoing	E	Document agenda, minutes, and attendance lists.
All Pollutants	City Employees	Provide training on illicit discharges and improper disposal of waste.	Assist and attend in the annual coalition training, send half of the Storm Water Expo, and half of the members to the UFSMA Storm Water Manager's Conference. Have 1 voting member and 1 alternate assigned and present at 90% of the SWAC Meetings.	Ongoing	E	Document invoices, agendas, and attendance lists.

All Pollutants	Developers, Contractors, and MS4 Industrial Facilities	Provide training on LID, green infrastructure, and post-construction BMPs.	Attend one training annually.	Annually	E	Document invoices, agendas, and attendance lists.
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CHAPTER TWO

PUBLIC INVOLVEMENT AND PARTICIPATION

Public Involvement and Participation implements a program that promotes and provides ongoing opportunities for public involvement. The program complies with all applicable State and Local public notice requirements.

REQUIREMENTS

1. Create opportunities to provide input during the decision making processes in developing and updating the SWMP document.
2. Make the revised SWMP document available to the public for review and input.
3. Allow the current SWMP to be available to the public for review and input for the life of the permit.

BEST MANAGEMENT PRACTICES

The following BMP has been adapted by Sunset City in order to comply with the above requirements. It was determined that the BMPs and goals outlined here are the best approach to the Public Involvement and Participation requirements and are in line with the objectives put forth by the City.

A. Public Involvement

All public documents will be available to the public upon request for review and input. A public meeting to solicit input on potential updates to the SWMP will be held. All comments will be openly received and considered. The updated SWMP will be posted to the Sunset City Website.

GOALS

The following table outlines the goals that Sunset City has set in order to satisfy the requirements of the Final Storm Water Phase II Rule for Public Involvement and Participation and establish the above mentioned BMP.

MCM 2 - Public Involvement and Participation

Target		Desired Result	Measurable Goal	Milestone Date	Associated BMP's	Measure of Success (Effectiveness)
Pollutant(s)	Audience(s)					
All Pollutants	General Public	To adopt a policy to provide opportunities for the public to be involved in the development of the SWMP.	Notify the public of the city council meeting in which the SWMP will be reviewed.	Sept. 2011	A	Policy is in place.
All Pollutants	General Public	To make the revised SWMP document available for public review and input.	Maintain a draft of the permit available to the public at the city offices.	Sept. 2011	A	SWMP document is available for public review.
All Pollutants	General Public	To have a current version of the SWMP available to the public.	Post the SWMP on the city website and maintain a current hard copy in the city offices.	Oct. 2011	A	The updated SWMP is posted online and a copy is held in the city offices.

CHAPTER THREE

ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

Illicit Discharge Detection and Elimination program focuses on identifying and eliminating sources of non-storm water discharges from the MS4 and outlines procedures to prevent illicit connections and discharges.

REQUIREMENTS

1. Maintain a current storm sewer system map.
2. Develop a plan to detect and address non-storm water discharges to the MS4, including SOPs for tracing, characterizing, preventing, and documenting all illicit discharges.
3. Services for the collection of household hazardous waste shall be promoted.
4. A hotline will be publicized and maintained to receive reports of illicit discharges.

BEST MANAGEMENT PRACTICES

In partnership with the DCSWC, the following BMPs have been adapted by Sunset City in order to comply with the above requirements. Repeat offenders of illicit discharge or specific contaminants in the system have not been encountered; thus it was determined to continue targeting all possible pollutants from all possible sources in accordance with the Illicit Discharge Detection and Elimination program requirements.

A. Storm Water System Map

A storm water system map identifying all outfalls and major components of the system will be kept and updated annually by the Public Works Department of Sunset City. All new developments and redevelopments will be added to the map.

B. Ordinance Development

The Sunset City Storm Water Ordinance will be updated. Adequate legal authority to detect and enforce non-storm water discharges into the system will be provided to the City through the Ordinance. Escalated penalties will be applied to repeat offenders.

Currently Hill Air Force Base discharges storm water into the City boundaries. Modifications to the ordinance will be made to allow the City to bill any entity discharging storm water into the system.

C. Dry Weather Screening and Testing

Standard procedures will be taken to identify illicit discharges in Sunset City. In collaboration with the Davis County Health Department, dry weather screening will take place at all five outfalls in the system each year. Flows at the outfalls during dry weather will also be tested on an annual basis. The number of outfalls tested will depend on the demands on the Health Department and if any contamination is identified at that specific site.

Documentation is key in the identification of any possible illicit discharges. All reports from the Spill Report Hotline, from the Davis County Health Department testing of outfalls, and from all sources will be taken into consideration, investigated, and documented through the Public Works office.

D. Illegal Dumping Control

Public education is an integral part of illegal dumping control. Familiarizing residents and businesses with what is considered illegal dumping, ways in which it occurs, and how it can affect

storm water is critical to preventing and eliminating such practices. As residents and businesses become aware of the risks and learn how to properly dispose of potentially contaminating materials, the many risks to public safety and water quality associated with illegal disposal actions can be prevented. Sunset City will work with the Davis County Storm Water Coalition to educate the general public and businesses about storm water management.

All reports of possible contamination will be investigated and every plausible action will be taken to contain the contaminant and prevent further discharge. Enforcement actions will be taken on the part of Sunset City against any repeat offenders in accordance with the Storm Water Management Ordinance.

Sunset City will also develop procedures outlining proper protocol when handling a contamination incidence. Appropriate response personnel will be trained on these standard procedures.

E. Employee Training

It is critical that all appropriate City staff members be familiar with and carry out all standard procedures. Employees will be trained on the Illicit Discharge Detection and Elimination program in employee safety training meetings.

F. Public Reporting

The City will maintain procedures for the receipt and consideration of public inquiries, concerns and information submitted regarding illegal pollutants of storm water systems. Sunset City will implement a program for recording and responding to public reports of noncompliance.

As part to the joint partnership, Davis County will promote public reporting of illegal dumping and illicit discharges. A Spill Report Hotline is maintained and available to the public. The purpose of public reporting is to enable the County or the Davis County Health Department to respond to citizen complaints regarding water quality. Reports may be made by calling (801) 451-3296.

GOALS

The following table outlines the goals that Sunset City has set in order to satisfy the requirements of the Final Storm Water Phase II Rule for Illicit Discharge Detection and Elimination and establish the above mentioned BMPs.

MCM 3 - Illicit Discharge Detection and Elimination (IDDE)

Target		Desired Result	Measurable Goal	Milestone Date	Associated BMP's	Measure of Success (Effectiveness)
Pollutant(s)	Audience(s)					
N/A	Public Works	Maintain a current storm sewer system map with all outfalls identified.	Implement a policy to update the map with all new developments.	Update Annually	A	Consistently updated Storm Sewer Map.
All Pollutants	City Council	Effectively prohibit non-storm water discharges to the MS4. Provide adequate legal authority to detect and enforce non-storm water discharges.	Update the Storm Water Ordinance to allow for detection and enforcement of illicit discharge regulations, including escalating penalties for repeat offenders. Make modifications to allow billing to entities that discharge into City limits.	Feb. 1, 2012	B	Ordinance is in place and outside entities are paying fees.
All Pollutants	All Audiences	Implement a program to detect and address non-storm water discharges into the MS4.	Perform a dry weather screening at 5 outfalls each year. Complete inspection form for documentation purposes.	July Annually	C	Any illicit discharge is documented and on file.
All Pollutants	All Audiences	Implement a program to detect and address non-storm water discharges into the MS4.	Test for contamination at outfalls in coordination with the Davis County Health Department.	Annually	C	Establish a documented baseline for water quality.
All Pollutants	All Audiences	Implement SOPs for tracing the source of an illicit discharge.	Train employees on procedures for tracing an illicit discharge.	Ongoing	C, D, E	Any discovered illicit discharge is reported to the Public Works Director and the County Health Dept., properly documented, and enforcement measures are applied per City ordinance.
All Pollutants	All Audiences	Publicly list and publicize a hotline for the public to report illicit discharges.	Document all reports and responses to calls from the Davis County Health Department's Spill Report Hotline. Post the hotline information on City website.	Ongoing	F	Document all reports of discharges from hotline.
All Pollutants	All Audiences	Inform audiences of hazards associated with illicit discharges and improper disposal of waste.	See MCM1	Ongoing	D	See MCM1

All Pollutants	Residents	Educate the public on proper ways to dispose of potentially contaminating materials.	Work with the Davis County Storm Water Coalition to distribute pamphlets with information to residents. Put the Spill Report Hotline number on the website.	Ongoing	D, F	Information is available.
All Pollutants	All Audiences	Follow a documentation procedure for program evaluation and assessment.	Create a procedure to track all illicit discharges and responses.	Ongoing	D	Procedure is in place.
All Pollutants	Public Works	Educate employees about the IDDE program.	Attend the annual Coalition meeting. Add IDDE as a topic at the employee safety training meetings.	Feb. 1, 2012	F	Document minutes and attendance list.

CHAPTER FOUR

CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Construction Site Storm Water Runoff Control outlines a program designed to reduce pollutants in storm water from construction sites. This will be achieved through a combination of both structural and non-structural BMPs. This section also addresses water quality concerns for construction sites greater than or equal to one acre.

REQUIREMENTS

1. Create and implement an ordinance to require construction operators to use erosion and sediment controls. Establish sanctions to ensure compliance.
2. Require construction site operators to implement appropriate erosion and sediment control BMPs.
3. Develop procedures to review and document SWPPPs
4. Develop SOPs for construction site inspection and enforcement of storm water pollution control measures.

BEST MANAGEMENT PRACTICES

Sunset City has very little undeveloped land and is considered to be bordering on build-out. All construction projects within the city limits are primarily redevelopment projects. Taking that into consideration, the following BMPs have been adapted by Sunset City.

A. Ordinance Development

Sunset will adopt an ordinance requiring all construction sites over one acre to have a Storm Water Pollution Prevention Plan.

B. SWPPP Management and Control

In accordance with the SWPPP Ordinance, a preconstruction review of all SWPPPs for construction sites over one acre will be overseen by the Public Works Director. The SWPPP must adequately demonstrate that all debris, fuel, oil, sediments, etc. will be contained within the limits of disturbance of the construction site. Plans will include descriptions and locations of soil stabilization practices, perimeter controls, and runoff treatment facilities that will be installed and maintained before and during construction activities. Inspections by Registered Storm Water Inspector (RSI) certified personnel shall be regularly performed and the State Inspection Form will be completed and documented demonstrating continued compliance. An escalating enforcement procedure will be implemented on behalf of the City and actions will be taken when it is found that a construction site is non-compliant.

C. Inspector Training

All inspectors must have a prior knowledge and experience with SWPPP plans and protocols. All storm water employees will be required to be RSI certified so that they are qualified to carry out inspections and take action when action is necessary.

GOALS

The following table outlines the goals that Sunset City has set in order to satisfy the requirements of the Final Storm Water Phase II Rule for Construction Site Storm Water Runoff Control and establish the above mentioned BMPs.

MCM 4 - Construction Site Storm Water Runoff Control

Target		Desired Result	Measurable Goal	Milestone Date	Associated BMP's	Measure of Success (Effectiveness)
Pollutant(s)	Audience(s)					
Selected Pollutants	Developers and Contractors	Adopt an ordinance requiring the use of erosion and sediment control practices at construction sites.	Adopt the ordinance. Require a SWPPP for every construction site over 1 ac.	Feb. 1, 2012	A	Ordinance is in place and all construction sites have a SWPPP.
Selected Pollutants	Developers and Contractors	Develop a written enforcement strategy and implement the enforcement provisions.	Develop an enforcement strategy including escalating enforcement procedures and documentation processes.	Feb. 1, 2012	B	All violations and enforcement activities are documented and in the file.
Selected Pollutants	Developers and Contractors	Develop SOPs for preconstruction SWPPP review and documentation.	The Public Works Director will oversee the review all SWPPPs.	Feb. 1, 2012	B	Documentation of all SWPPP reviews are in the file.
Selected Pollutants	Developers and Contractors	Implement policies for construction site inspection and enforcement of construction storm water pollution control measures.	Inspection of construction sites is to conform to State Inspection Form requirements.	Feb. 1, 2012	B	Document inspection reports. Any violations, and enforcement activities.
Selected Pollutants	Inspection and Review Staff	Ensure that all staff whose primary job duties are related to implementing the construction storm water program are trained to conduct these activities.	All storm water employees are required to be RSI certified.	Feb. 1, 2012	C	Document agenda, meeting minutes, training materials, and attendance lists.

CHAPTER FIVE

LONG-TERM STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

The Post-Construction Storm Water Management in New Development and Redevelopment program addresses the importance of storm water runoff management in new development and redevelopment projects (land disturbance of greater than or equal to one acre), including projects less than one acre that are part of a larger common plan of development or sale. Substantial impacts of post-construction runoff are caused by an increase in the type and quantity of pollutants in storm water runoff. The BMPs described in this chapter include the development of structural and non-structural storm water runoff strategies.

REQUIREMENTS

1. Develop and implement a program to address storm water runoff from new development and redevelopment projects. The program will ensure that controls are in place that will protect water quality and reduce the discharge of pollutants to the maximum extent practicable.
2. Develop and implement strategies that include a combination of structural and/or non-structural BMPs appropriate for the City that will reduce the discharge of pollutants to the maximum extent practicable.
3. Ensure adequate long-term operation and maintenance of BMPs.
4. Use an ordinance or other regulatory mechanism to address post-construction runoff to the maximum extent allowable under local law.

BEST MANAGEMENT PRACTICES

Sunset City has very little undeveloped land and is considered to be bordering on build-out. All construction projects within the city limits are primarily redevelopment projects. Taking that into consideration, the following BMPs have been adapted by Sunset City.

A. Ordinance Development

An ordinance addressing long-term post-construction storm water controls at redevelopment sites will be adopted by Sunset City. The ordinance will outline a program that will prevent or minimize the impacts to storm water quality.

B. Construction Inspections

An inspection of all water quality devices will be performed by a certified inspector during construction to ensure conformance to the plan intent.

C. Post Construction Storm Water Management

A Post Construction Storm Water Management program will be put into effect through the ordinance. The program will prevent or minimize impacts on storm water quality. Procedures are outlined for site plan review. Protocols are also in place for site inspections and enforcement measures that can be taken when necessary. An inventory of all water quality devices installed throughout the City will be performed and added to the storm water map.

D. Employee Training

All applicable employees will be trained on the post construction storm water management program, including planning, review, inspections, and enforcement.

GOALS

The following table outlines the goals that Sunset City has set in order to satisfy the requirements of the Final Storm Water Phase II Rule for Long-term Storm Water Management in New Development and Redevelopment and establish the above mentioned BMPs.

MCM 5 - Long-Term Storm Water Management in New Development and Redevelopment							
Pollutant(s)	Target		Desired Result	Measurable Goal	Milestone Date	Associated BMP's	Measure of Success (Effectiveness)
	Pollutant(s)	Audience(s)					
All Pollutants		City Council	Adopt an ordinance that requires long-term post-construction storm water controls at new or redevelopment sites.	Adopt the ordinance.	Feb. 1, 2012	A, C	The ordinance is in place.
All Pollutants		Developers and Contractors	Implement procedures for site plan review that includes optimizing water quality.	Determine the types of water quality devices and controls that will best fit the city. Add these items to the site plan review checklist.	Feb. 1, 2012	C	The program is in place and enforced.
All Pollutants		Developers and Contractors	Implement SOPs for site inspection and enforcement of post-construction storm water control measures.	Inspect and document inspection of water quality devices and controls.	Ongoing	B	Documentation is in the file.
All Pollutants		City Staff	Provide adequate training for all staff involved in post-construction storm water management, planning and review, and inspections and enforcement.	Train all appropriate staff members on the development/redevelopment program.	Ongoing	D	Document meeting minutes and attendance lists.
All Pollutants		City Staff	Maintain an inventory of all water quality devices installed.	Maintain an inventory of all water quality devices and updated storm water map.	Feb. 1, 2012	C	The storm water map is updated with all the water quality devices.

CHAPTER SIX
POLLUTION PREVENTION AND GOOD HOUSEKEEPING
FOR MUNICIPAL OPERATIONS

The Pollution Prevention and Good Housekeeping Program addresses routine activities in the operation and maintenance for drainage systems, roadways, parks and open spaces, and other municipal operations to help ensure a reduction in pollutants entering the storm drain systems. This program will also focus on storm drainage system maintenance and employee training.

REQUIREMENTS

1. Develop and maintain a written inventory of City-owned or operated facilities. Assess the inventory, identify "high priority" facilities and develop facility specific SOPs.
2. Develop and implement an operation and maintenance program that includes a training component and is designed to reduce the discharge of pollutants to the maximum extent practicable.
3. Include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

BEST MANAGEMENT PRACTICES

In order to comply with the above requirements and meet the objectives of the City, the following BMPs have been adapted by Sunset City.

A. Housekeeping Practices

The first step in maintaining good housekeeping practices includes keeping a written inventory of all City owned and operated facilities and storm water controls. Each individual facility will be examined for possible contaminants and the potential for discharge into the storm water system. Standard procedures are outlined for all facilities that pose a high risk of contamination.

One of Sunset City's core values is to be an example to the rest of the city in maintaining clean and respectable facilities. An operations and maintenance program including a SWPPP shall be designed and implemented for all City owned and operated facilities. The City will prepare a SWPPP for their own utility and other City construction projects, which will be reviewed by the Public Works Director.

B. Employee Training

All employees shall be trained on the housekeeping practices and procedures through safety meetings and monthly Coalition meetings.

GOALS

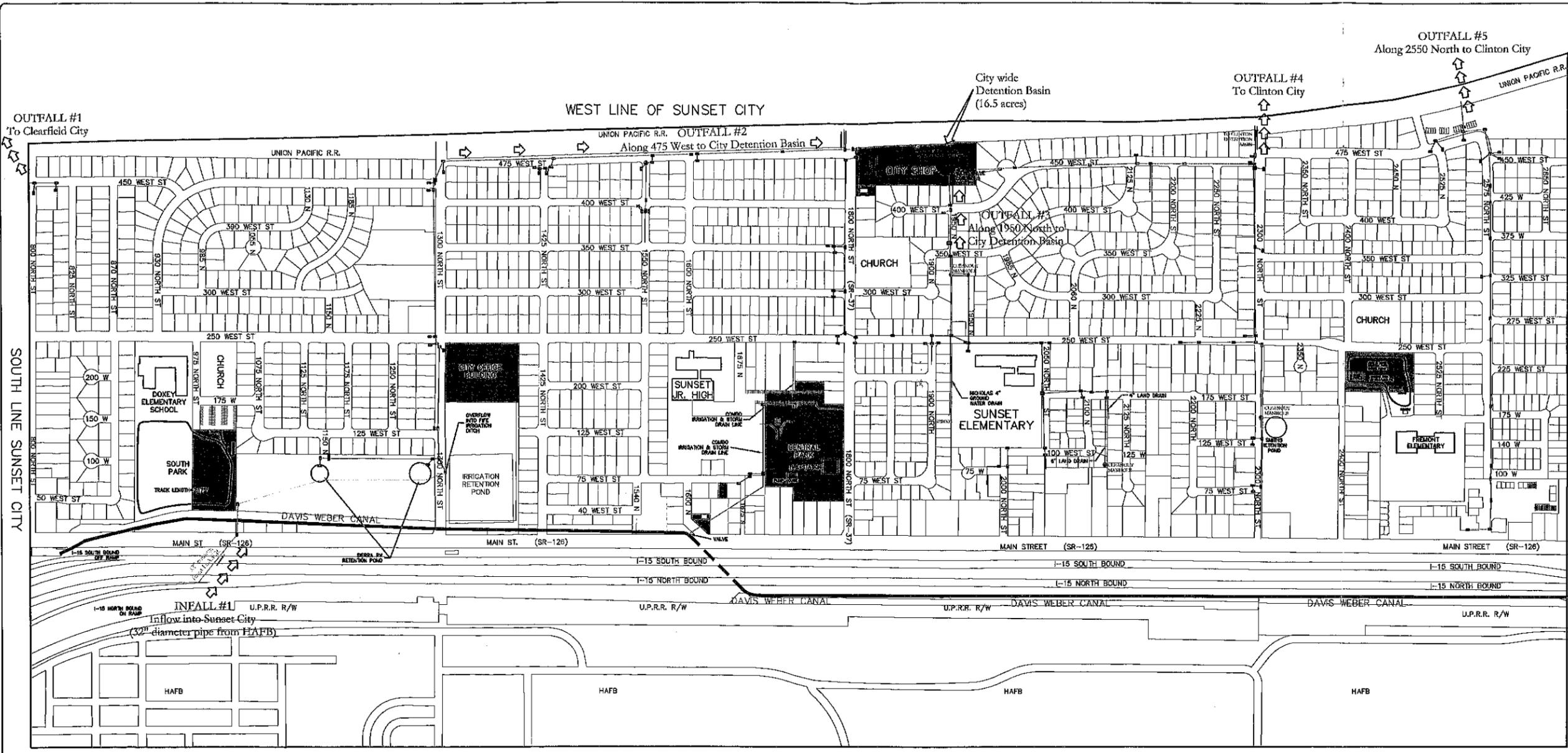
The following table outlines the goals that Sunset City has set in order to satisfy the requirements of the Final Storm Water Phase II Rule for Pollution Prevention and Good Housekeeping for Municipal Operations and establish the above mentioned BMPs.

MCM 6 - Pollution Prevention and Good Housekeeping for Municipal Operations						
Target		Desired Result	Measurable Goal	Milestone Date	Associated BMP's	Measure of Success (Effectiveness)
Pollutant(s)	Audience(s)					
All Pollutants	City Staff	Develop and keep current a written inventory of City owned or operated facilities and storm water controls. Manage pollutants at these facilities.	Prepare SOPs for each facility.	Feb. 1, 2012	A	Desired result completed.
All Pollutants	City Staff	Implement an O & M program designed for City owned and operated facilities.	Develop a 5 year plan for operations and maintenance.	Feb. 1, 2015	A	Comply with 70% of maintenance schedule. Refer to MCM3
All Pollutants	City Staff	Asses the storm water quality through annual testing.	Refer to MCM3			
All Pollutants	City Staff	All City projects shall comply with the SWPPP preparation and review process.	SWPPP plans shall be reviewed by the Public Works Director for all utility projects and other city projects.	Feb. 1, 2012	A	Document all SWPPP reviews.
All Pollutants	City Staff	Provide training for all employees who have primary construction, operation, or maintenance job functions that are likely to impact storm water quality.	Employees are to attend all safety meetings and monthly Coalition meetings.	Ongoing	B	Document minutes, agenda, and attendance lists.

APPENDIX A

STORM DRAIN MAP

i



CEC
 CIVIL ENGINEERING
 CONSULTANTS, PLLC.
 5141 SOUTH 1500 WEST
 RIVERDALE, UT 84405
 801.866.0550

NO.	DATE	BY	REVISIONS
1	8/29/11	NSN	MAP UPDATES FROM SUNSET CITY

DATE: AUGUST 2011
 DRAWN: JLS
 CHECKED: NSN / RTF

PROJECT / LOCATION:
APPENDIX A
 STORM DRAIN MAP

TITLE:

CLIENT: SUNSET CITY
 PROJECT NUMBER: SC00001
 FILE: Sunset City.dwg
 SHEET: 1 of 1



- Storm Drain Legend:**
- Catch basin
 - Clean-out box
 - Clean-out manhole
 - 12" Storm drain
 - 15" Storm drain
 - 18" Storm drain
 - 21" Storm drain
 - 24" Storm drain
 - 30" Storm drain
 - 36" Storm drain
 - 42" Storm drain
 - Land drain pipe & misc.

