

HURON, SD

STORM WATER MANAGEMENT PLAN

June 2013

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HURON, SD BACKGROUND

Regulatory Program Information

Phase I of the United States Environmental Protection Agency's (USEPA) municipal storm water program was promulgated in 1990 under the authority of the Clean Water Act (CWA). Phase I relied on the National Pollutant Discharge Elimination System (NPDES) permit coverage to address storm water runoff from medium and large municipal separate storm sewer systems (MS4s), serving populations of 100,000 or greater.

The Storm water Phase II Final Rule (promulgated December 8, 1999) was the next step in the USEPA's efforts to preserve, protect, and improve the nation's water resources from polluted storm water runoff. The Phase II program requires additional operators (small MS4s in urbanized areas) to implement programs and practices to control polluted storm water runoff, through the NPDES permit program. The State of South Dakota Department of Environment and Natural Resources (SD DENR) has primacy for the federal NPDES program and is charged with implementing the program. The program requires Phase II MS4s to develop a Storm water Management Program/Plan (SWMP).

In 2003, the City of Huron ("Huron") submitted a Notice of Intent (NOI) as required by the Phase II Storm water Regulations and was issued a General Permit from SD DENR dated December 2002.

Location

Huron is located approximately in the center of eastern SD on the west bank of the James River. The city is approximately 10 square miles and hosts a population of approximately 12,592 (2010 US Bureau of Census.) The city has experienced a recent growth in population after decades of slowly declining populations.

The Street Department is responsible for approximately 80 miles of asphalt streets and 33 miles of gravel roads and alleys. Street, road and alley maintenance, street sweeping and snow removal are handled by the Street Department. Storm water improvements are installed by private contractors or the City Water Sewer Department (Water Sewer.)

In the Huron MS4 discharges into the James River and to Ravine Lake.

Organization

The City is governed by five (5) elected city commissioners. The City Commission ("Commission") is governed by South Dakota Codified Law. South Dakota Codified Law has delegated responsibilities to city commissions to adopt and enforce regulations designed for the purpose of promoting health, safety, morals and the general welfare of the City.

The Commission appoints a seven (7) member commission known as the Planning Commission for the purposes of review and recommendation to the Commission on Planning and Zoning related items.

According to SDCL §11-6-26, the City of Huron can elect to approve subdivision plats outside of but not exceeding three (3) miles from its corporate limits, and not located in any other municipality in an area identified as and called the Joint Jurisdictional Area. All subdivision of property (plats) located within the City's MS4 are approved through the City of Huron. The City of Huron's regulations pertaining to subdivision of property are located in Title 24 of the Municipal Code.

According to SDCL §9-29-1, The City of Huron has the power to exercise jurisdiction for all authorized purposes over all territory within one mile of the corporate limits for the purpose of promoting health, safety, morals, and general welfare of the community, and of enforcing its ordinances and resolutions.

Ordinances

The City's Ordinances that may be affected by the SWMP are:

- Title 23. Zoning Ordinance
- Title 24. Subdivision Regulations
- Title 21, Sewers and Water
- Title 18, Building Regulations
- Title 15. Streets and Sidewalks

Management and Responsibility

The CITY will manage the SWMP through the use of existing City Engineer and City Planning Departments. The Street Department is responsible for the maintenance and construction of some city streets including street sweeping, storm drain cleaning. The Water Sewer Department maintains and constructs some storm drainage facilities. These four departments will perform construction site inspections with some assistance from the City Building Official.

The City Planner and the Building Official are responsible for Planning and Zoning related items as well as issuance of building permits.

Primary responsibility for the city SWMP rests with the City Engineer.

The City Commission and the City Planning Commission regulate development within the MS4 boundaries – inside city limits. The City of Huron receives and administers development projects within the MS4. Any subdivision of property located within the MS4 is performed through the City of Huron.

Inspection and Enforcement

Inspections are performed by City staff on a complaint or as needed basis. The City Engineer, City Planner, and Building Official have the authority to request all inspection information from the contractor and/or landowner and may implement a Stop Work Order. Any Building Permit for a project that will disturb one acre or more will also require a “Storm Water Permit” obtained through the state environment and natural resources office. Applications for the state permit can be obtained from the state website. Use the Notice of Intent for Construction activities located at <http://denr.sd.gov/des/sw/eforms/D2112LDV1-StormWaterConstNOI.pdf> The Storm Water Management Permit requires the contractor and/or landowner to install and maintain and then inspect their BMPs at least weekly and have documentation of such inspections available upon request.

Program Funding

At this time, the program is funded by the City Engineering Department budget. During development the developer is responsible for the implementation of Best Management Practices (BMPs) and the operation and maintenance of those BMPs.

Outreach and Training

The City provides public outreach and education to citizens through the Huron Website direct mailings to property owners and businesses, or workshops held by the Engineer and Planner. Staff attends various trainings pertaining to storm water and erosion control at least bi-annually. The City Engineer’s Office has a licensed Professional Engineer on staff.

Contact Information

The City has determined that two coordinators will oversee the implementation of all the storm water minimum control measures. The contact information for the coordinators is:

Mike Wever, PE
City Engineer
City Engineering Department
(605) 353-8509 / 8510

Ralph Borkowski
City Planner
Planning Department
(605) 353-8500 / 8512

MINIMUM CONTROL MEASURES

This plan outlines the six minimum control measures as required by the Phase II Regulations. The Storm Water Management Plan is intended to reduce pollutant levels to “maximum extent possible” to protect water quality and comply with the Clean Water Act. The SWMP includes best management practices for the six minimum control measures. Each of the six minimum control measures have measurable goals that are expected to result in reductions in pollutants discharged within the City of Huron.

Minimum Control Measure 1. Public Education and Outreach

USEPA Program Requirement

Distributing educational materials and performing outreach to inform citizens about the impacts polluted storm water runoff discharges can have on water quality.

Current Programs

The City currently provides public education through the Engineering Department and the Planning Department. In addition, the City maintains a website for information on City services, which includes storm water education for citizens.

Best Management Practice (BMPs) for Public Education and Outreach

Label Storm Drain Inlets

The city's approximately 1350 storm water inlets are located within the city's MS4 boundaries shall be clearly labeled with the message: "NO DUMPING, DRAINS TO RIVER". An example of the label is illustrated in Appendix B.

Educational Information

Informational brochures will be provided to property owners within the city. In addition, businesses that are located within the city will receive additional information. These brochures will focus on the impact of storm water discharges on receiving water bodies and steps that can be taken to reduce pollutants in storm water runoff. Different combinations of information will be addressed depending upon the audience (residential property owners, business owners or contractors). An example of brochures is included in Appendix C. Initially, the city will create two different brochures. The first will be designed with information for residential homeowners. The second will be intended for business owners and contractors.

Website

A city webpage has a section that addresses storm water issues. The webpages provide educational information regarding the storm drain system, pollution sources, pollution prevention, illicit discharges, and construction BMPs. Huron's Storm Water Program information can be found at: <http://www.huronsd.com/city-government/city-departments/engineering-traffic>

Implementation Schedule for Public Education and Outreach

Table 1. Public Education and Outreach Implementation Schedule

Program	BMP	Measureable Goal	Completion/ Frequency	Responsible Party
Public Education and Outreach	Storm Drain Inlets	Label all storm drain inlets within the MS4.	500/yr starting in June 2015	City Engineer
		Inspect storm drain inlets for relabeling.	<i>After 2017 annually from May to August –</i>	City Engineer
		Replace missing storm drain labels/add new labels.	<i>After 2017 annually from May to August</i>	City Engineer
Public Education and Outreach	Education Information	Develop informational brochure(s) for residents and business owners regarding storm water pollution and prevention.	May 2015 (residential) <i>March 2016 (business)</i>	Engineer & Planner
		Develop building permit construction BMP insert.	May 2015	Engineer & Planner
Public Education and Outreach	Website	Include information regarding storm water pollution, prevention and BMPs on City website.	2015	Engineer & Planner
		Review and update website	<i>Annually in December.</i>	Engineer & Planner

Minimum Control Measure 2 - Public Involvement

USEPA Program Requirement

Providing opportunities for citizens to participate in program development and implementation including effectively publicizing public hearings where public comment can be taken.

Current Programs

The SWMP is available on the city website and can be accessed at any time. Public comments can be taken at City Commission meetings or Planning Commission meetings. In addition, the public can make comments directly to the City Engineer, City Planner or Engineering Department staff.

Formal requests and comments can be made to the City Commission regarding the SWMP during a public hearing in February or March of each year when the annual MS4 update is presented for approval. In addition, comments or requested changes can be made at any time through the City Commission.

Best Management Practice (BMPs) for Public Education and Outreach

State and Local Public Notice Requirements

Notice of meetings of all public bodies in South Dakota are required to provide public notice, with the proposed agenda, that is visible, readable, and accessible for at least an entire 24 hours before any meeting, by posting a copy of the notice, visible to the public, at the principal office of the public body holding the meeting per SDCL §1-25-11.

Public Meetings

The Huron City Commission convenes at 5:30 p.m. every Monday, except Monday holidays, to address agenda issues and take action on items such as: allocation of funds, budgets, planning and zoning items, and other pertinent agenda items. The agenda is posted in the south lobby of the Municipal Building at 289 Wisconsin Avenue SW, Huron, SD 57350 and on the city website at <http://www.huronsd.com>. In addition to posting in the Municipal Building and on the website, the Huron Daily Plainsman publishes the meeting dates and lists some agenda items.

Implementation Schedule for Public Involvement

Table 2. Public Involvement Implementation Schedule

Program	BMP	Measureable Goal	Completion/ Frequency	Responsible Party
Public Involvement	State and Local Public Notice Requirement	Hold Public Meetings	<i>Annually in February</i>	Engineer
	Public Meetings	Hold at least one public meeting that addresses storm water issues (SWMP) per year	<i>Annually in February</i>	Engineer
		Document meetings	<i>Annually</i>	Engineer

Minimum Control Measure 3 – Illicit Discharge Detection and Elimination

USEPA Program Requirement

Developing and implementing a plan to detect and eliminate illicit discharge to the storm sewer system includes developing a system map and informing the community about hazards associated with illegal discharges and improper disposal of waste.

Current Programs

The Street Department is responsible for the day-to-day maintenance of 80 miles of asphalt streets and 33 miles of gravel streets and alleys as well as various drainage structures. This includes patching and crack sealing, minor repairs, street sweeping, snow removal, street striping, some curb and gutter repair, some drainage-way maintenance, and gravel road maintenance. The Street Department is also responsible for storm sewer maintenance which includes storm water catch basin cleaning and repair.

Storm sewer inlet mapping has been completed in AutoCAD. The city has recently purchased Global Positioning Systems / Geographic Information System (GPS/GIS) equipment and software. The storm sewer inlets within the MS4 will be located through GPS/GIS and mapped. A map illustrating the location of the storm sewer inlets in the city is available at the Office of the City Engineer at 239 Wisconsin Avenue SW, Huron.

Best Management Practices (BMPs) for Illicit Discharge Detection and Elimination

Complete Storm Sewer Map

The CITY has developed AutoCAD maps showing the location of all storm water inlets within the city as well as the locations of all outfalls and the names and locations of all Waters of the State that receive discharges from those outfalls. Maps that show the storm sewer system are available at the Office of the City Engineer at 239 Wisconsin Avenue SW, Huron.

Illicit Discharge Detection Plan

The CITY has developed a plan to detect and address non-storm water discharges including illegal dumping into the storm sewer system. A copy of the plan is located in Appendix E.

Direct Mailings on Illicit Discharges and Improper Disposal of Wastes

The City will develop a public education effort to inform employees, business and property owners of hazards associated with illegal discharges and improper disposal of waste. The information will emphasize controlling the discharges into and near the James River adjacent to Huron and Ravine Lake.

Industries will receive information regarding protocol for notification and reporting of spills. The information will be added to the “Statement of Basis” in their industrial permits.

Implementation Schedule for Illicit Discharge Detection and Elimination

Table 3. Illicit Discharge Detection and Elimination Implementation Schedule

Program	BMP	Measureable Goal	Completion/ Frequency	Responsible Party
Illicit Discharge Detection and Elimination	Complete Storm Sewer Map	Map all storm sewer inlets	2003 <i>Update Annually</i>	Engineer
		Map storm sewer outfalls and drainage structures	2003 <i>Update Annually</i>	Engineer
		Map and identify waters of the state	2003	Engineer
		GPS all storm drain inlets	Start in 2015, finish in 2017	City Engineer
	Illicit Discharge Detection Plan	Develop a draft plan	November 2014	Engineer & Planner
		Implement plan	March 2015	Engineer & Planner
		Notification of spills added to Industrial Permits	August 2014	Engineer & Sewer Treatment
		Grab samples during summer rain events.	June 2012 <i>Summer Months</i>	Sewer Treatment Department
	Direct Mailings – Public Education	Develop/acquire education materials	June 2015	Engineer & Planner
		Distribute materials to employees.	June 2015	Engineer & Planner
		Distribute materials to businesses.	June – August 2015	Engineer & Planner
		Distribute materials to property owners.	June – August 2015	Engineer & Planner

Minimum Control Measure 4 – Construction Site Storm Water Controls

USEPA Program Requirement

Developing, implementing, and enforcing an erosion and sediment control program for construction activities that disturb one or more acres of land (controls could include silt fences and temporary storm water detention ponds).

Current Programs

Title 18 of the City Ordinance requires a storm water permit from the South Dakota state environment and natural resources office, storm water division. Applications for the state permit can be obtained from the state website. Use the Notice of Intent for Construction activities located at <http://denr.sd.gov/des/sw/stormwater.aspx>. The applicant must provide an erosion and sediment control plan which must be completed prior to applying for the state permit. The erosion and sediment control plan shall be a scaled drawing indicating the specific location and measures to be used to control sediment and erosion on a development site during and after construction. The erosion and sediment control plan must also include a sequence of operations including start dates and duration for each phase of construction.

Best Management Practices (BMPs) for Construction Site Storm Water Control

Revise Plan Review

As part of the Building Permit review process for any construction site that disturbs more than one acre, Site Plans and SWMPs will be evaluated to determine the adequacy of the proposed BMPs on the site and how they will prevent storm water pollution and water quality impacts. Building Permits will not be provided for the project until the City Engineer approves the plan and the State provides a letter of authorization.

Project Inspection Procedures

Each Construction Permit will have a condition placed upon it that will require the contractor and/or responsible party to submit the weekly (or monthly in inclement weather) inspection reports to the City on a monthly basis. An example of an acceptable inspection form is located in Appendix F. The inspection forms will be filed with the building permit and reviewed periodically by staff to ensure the erosion and storm water controls are being maintained. In addition, the city will perform site inspections on at least 10% of building permits in the MS4 and on any building permits that fail to meet the conditions of the Permit. The city will utilize the inspection forms located in Appendix F.

Building Permit Insert

A storm water information insert has been developed and will be handed out with all new building permits in the city where one acre or more of land will be disturbed. This insert will address proper installation of erosion control measures during construction and the importance of erosion and sediment control for prevention of storm water pollution. A copy of the building permit insert is located in Appendix D.

The City of Huron is developing design standards and as part of these standards Chapter 12 will define erosion and sediment control.

Implementation Schedule for Construction Site Storm water Controls

Table 4. Implementation Schedule for Construction Site Storm Water Controls

Program	BMP	Measureable Goal	Completion/ Frequency	Responsible Party
Construction Site Storm water Controls	Project Inspection Procedures	Require contractors/ responsible person to submit weekly inspection forms monthly.	March 2015	City Engineer, Building Inspector, City Planner
	Building Permit Inserts	Develop building permit construction BMP insert.	June 2015	City Engineer, Building Inspector, City Planner
	Design Standards	Complete Design Standards Chapter 12 Erosion & Sediment Control	March 2015	City Engineer,

Minimum Control Measure 5 - **Post Construction Storm Water Management for New Development/Redevelopment**

USEPA Program Requirement

Developing, implementing, and enforcing a program to address discharges of post-construction storm water runoff from new development and redevelopment areas. Applicable controls could include preventative actions such as protecting sensitive areas or the use of structural BMPs.

Current Programs

The City of Huron is developing design standards and as part of these standards Chapter 12 will define erosion and sediment control. The City of Huron has programs in place to manage growth within the MS4. The Joint Planning Commission is the recommending body for the City Commission and County Commission regarding development and redevelopment through the three-mile platting jurisdiction within the MS4 area. The City of Huron's Engineering Department is responsible for review of developer designs, survey, and inspection of subdivision

construction (streets and drainage). The City Planning and Inspections Department is responsible for zoning and the issuance of building permits.

Best Management Practices for Post Construction Storm Water Management for New Development/Redevelopment

Inspection Programs for Post-Construction BMPs

The City will inspect post-construction BMPs within the MS4. Existing BMPs installed for post-construction storm water quality and control will be inspected annually and if discrepancies are found, notification will be given to the responsible party to take corrective measures.

List of Permanent Structural and Non-structural BMPs

The City will identify and evaluate existing permanent structural and non-structural BMPs located in the MS4. In addition, a list of existing BMPs with a map will be developed and updated as new BMPs are implemented and constructed.

Maintenance Plan for Non-structural BMPs

The City will develop maintenance activities, schedules, and long-term inspection procedures for controls to reduce contaminants. The City will prepare a checklist for annual inspection and cleaning of permanent storm water controls and conveyances. This checklist will include the number of basins cleaned; number of miles swept, and anticipated frequency of maintenance activities.

Implementation Schedule for Post Construction Storm Water Management

Table 5. Implementation Schedule for Post Construction Storm water Management

Program	BMP	Measureable Goal	Completion/ Frequency	Responsible Party
Post Construction Storm water Management	Ordinance and Storm water Quality Manual	Update and make changes to existing ordinance as needed.	August 2014 <i>At least annually</i>	City Engineer City Planner
	Inspection Program	Develop a post construction inspection program.	June 2015	City Engineer City Planner
	Inspection Program	Inspection of post construction BMPs.	<i>Annually</i>	City Engineer City Planner
Post Construction Storm water Management	List of BMPs	Develop a list of permanent structural and non-structural BMPs.	June 2015	City Engineer City Planner
		Develop a maintenance plan for non-structural BMPs.	June 2015	City Engineer City Planner

Minimum Control Measure 6 - Pollution Prevention/Good Housekeeping of City Operations and Facilities

USEPA Program Requirement

Developing and implementing a program with the goal of preventing or reducing pollutant runoff from municipal operations.

Current Programs

City staff will attend training related to storm water pollution prevention every other year. The City staff includes the City Engineer, City Planner, Building Inspector, Street Supt., Water/Sewer Supt and Solid Waste Supt.

The Street Supt is responsible for providing a regular street sweeping program. The 2 street sweepers run 8-hour days, 5 days a week as temperature allows and this material is prevented from entering the storm sewer. Sediment removed from street sweeping operations is disposed of at the city rubble site located east of Huron.

Patch crews from the street department are sent out to clean inlets on a weekly basis, preventing the removed material from entering the storm sewer system and preventing flooding from blocked inlets.

Street Department has increased use of environmentally safe chemical deicing agents in lieu of salt-sand and maintain spring and fall cleanup programs as well as summer leaf, grass and tree branch pickup program.

Encourage recycling program for used motor oil, tires, batteries, etc. and annually review Storm Water Management Plan.

Best Management Practices (BMPs) for City Operation Facilities

Source Controls

A list of all currently implemented source control measures will be developed. Maintenance activities, schedules and long-term inspection procedures for structural and nonstructural storm water controls to reduce pollutants discharge from the site will be evaluated. Current methods and control for reducing discharges from the parking lot, maintenance areas, storage areas, and stockpiles will be evaluated.

Good Housekeeping Training Component

Engineering, Planning, Street, Water Sewer and Inspections staff will begin attending seminars and/or webinars that address erosion control, storm water pollution prevention and storm water quality. This training will promote awareness of pollution reduction methods, new technologies, proper SWPPP review and writing procedures and water quality improvement methods.

Implementation Schedule for Pollution Prevention/Good Housekeeping

Table 6. Implementation Schedule for Pollution Prevention/Good Housekeeping

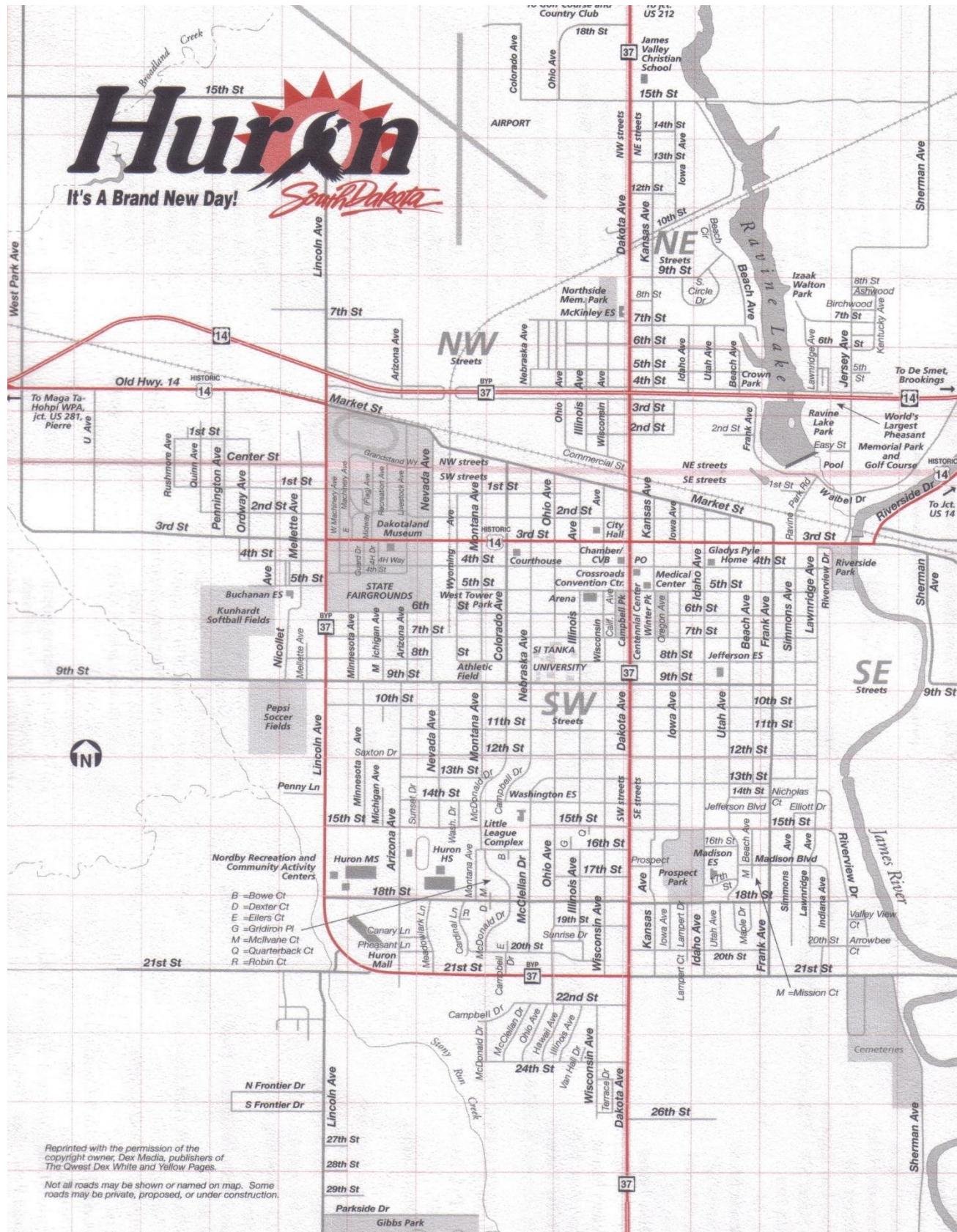
Program	BMP	Measureable Goal	Completion/ Frequency	Responsible Party
Pollution Prevention/Good Housekeeping	Current Source Controls	Evaluate Current Source Controls.	<i>Annually</i>	Engineer
		Street Sweeping	<i>Twice per year</i>	Street Dept
		Storm Sewer Inlet Inspection	<i>Annually</i>	Street Dept
		Household Hazardous Waste	<i>Every other year</i>	Solid Waste Supt
		Free Compost Drop Off	<i>Daily</i>	Solid Waste Supt
		Free Disposal at Solid Waste	<i>Monthly</i>	Solid Waste Supt
		Grass & Leaf Pickup	<i>Weekly (seasonal)</i>	Solid Waste Supt
		Battery & Tire Disposal	<i>Daily</i>	Solid Waste Supt
		Used Motor Oil Disposal	<i>Daily</i>	Solid Waste Supt
		Removal of sediment from Storm Sewer Inlets.	<i>As needed</i>	Street Dept
		Removal of sediment from Storm Sewer Inlets.	<i>As needed</i>	Street Dept
Pollution Prevention/Good Housekeeping	Training	Planner, Engineer, Inspector, Street Supt and Water-Sewer Supt attend storm water training.	<i>Annually, if available</i>	

Reporting and Program/Plan Maintenance

The City Engineer will submit an annual report to the South Dakota Department of Environment and Natural Resources annually for each plan year. As part of the Annual Report submission, the SWMP will be evaluated and updated, if needed. Updates to the SWMP or Storm water Quality Manual will be included in the Annual Report.

Appendices

APPENDIX A – MAP OF CITY OF HURON



APPENDIX B – ILLUSTRATION OF STORM DRAIN LABEL



APPENDIX C – INFORMATIONAL BROCHURE EXAMPLES

What is a Watershed?

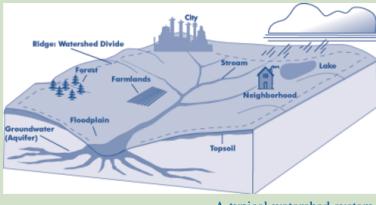
A watershed is an area of land that drains to a common point, such as a nearby creek, stream, river or lake. Every small watershed drains to a larger watershed that eventually flows to the ocean.

Watersheds support a wide variety of plants and wildlife and provide many outdoor recreation opportunities. By protecting the health of our watersheds we can preserve and enhance the quality of life for Kansas City area residents.

What is Stormwater Runoff?

Stormwater is water from rain or melting snow. It flows from rooftops, over paved streets, sidewalks and parking lots, across bare soil, and through lawns and storm drains. As it flows, runoff collects and transports soil, pet waste, salt, pesticides, fertilizer, oil and grease, litter and other pollutants. This water drains directly into nearby creeks, streams and rivers, without receiving treatment at sewage plants.

Polluted stormwater contaminates streams, rivers and lakes. It can kill or damage plants, fish and wildlife, while degrading the quality of our water.



For more information,
visit www.marc.org/Environment/Water
or call 816/474-4240.



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Summer Watershed Tip

Pick Up After Your Pet



If not disposed of properly, pet waste flows directly into waterways, untreated



Clean Water. Healthy Life.

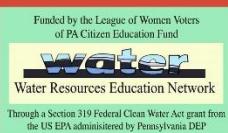
Storm Drains Are Not Trash Cans



Trash thrown in storm drains travels into our streams and disturbs aquatic life. Trash can also clog storm drains and cause flooding. Dispose of your trash properly, not in the storm drain.



Healthy Stream Habits!



Restaurant Grease Trap Brochure -- revised

DID YOU KNOW?

Municipal by-laws limit what you can put down sanitary sewers and storm sewers.

Sanitary Sewers

Sanitary sewers are connected to your sink, grease trap, dishwasher and kitchen drain. These sewers carry waste water to a water treatment facility before going into a river or stream.

Limits: Only small amounts of solids, grease and detergent are allowed down the sanitary sewer.

Storm Sewers

Storm sewers located outside your restaurant carry untreated rainwater directly into a river or stream.

Limits: You can put absolutely nothing down the storm sewer.

Food Industry Problems

The by-products of food related businesses can cause harm to water life if they enter a storm sewer.

By putting food waste into leaky dumpsters, or by littering food products can cause it to spill into the storm drain system which can harm the aquatic life.

Oil and grease can decrease the level of oxygen in water, which aquatic life needs to live; it also clogs the gills of a fish.

Fats, oils and grease (FOG) discharge causes serious problems for sewer maintenance and wastewater treatment plant operations.

WHAT IS THE PENALTY?

Restaurants found to violate sewer use by-laws can face fines up to \$50,000 per violation.



HOW DO I AVOID A FINE?

Follow the simple Best Management Practices.

BEST MANAGEMENT PRACTICES:

1. Capture Food/Liquid Food Waste

The kitchen sink is not a garbage disposal.

No solid or liquid food (milkshake/grease) can be put down the sink. Try not to put anything down the sink.



How do I prevent food or liquid food from going into the sanitary sewers?

ALWAYS:

- Scrape food from plate and utensils into trash (or food recycling bin if available), before washing in sink or dishwasher.
- Place liquid foods such as: dairy products, milkshake syrup, condiment, batters, and gravy into trash (or food recycling bin).
- Place fryer or cooking grease into grease recycling container.

Use sink basket strainers to collect food residue and dispose of in trash.

What are the advantages?

* Collecting all food and liquid food waste in a food recycling program could save money for your restaurant.
(Ask your waste hauler/recycler about an organics recycling program.)

* Uncontaminated cooking oil/grease has value - ask your grease recycler for free collection or cash rebate.

2. Clean Grease Trap Regularly

By-laws state all restaurants must have a properly sized grease trap.

What is a grease trap?

A grease trap (or grease interceptor) is the container usually found under the sink, connecting the sink to the sanitary sewer line. Its purpose is to separate oil/grease and solids from going into the sewer system.

Restaurants should acquire grease traps that comply with the new standard (reference CSA 481.2).

Contact the Canadian Standards Association, equipment supplier or local plumber for information on grease trap sizes, how they work and maintenance requirements.

How do I maintain a grease trap?

Regularly clean your grease trap.

Option 1: Contact a waste disposal company that specializes in grease trap cleaning.

Option 2: Clean it yourself by following this procedure at regular intervals.

APPENDIX D – BUILDING PERMIT INSERT.

Erosion and Sediment Control for Building Sites



What is Erosion and Sediment Control?

Erosion and sediment control practices are used to prevent runoff from occurring at construction sites with disturbed soils. These practices may include silt fencing, wattles, and erosion mats and are often referred to as Best Management Practices or BMPs. Pollutants that can leave a construction site include sediment, sanitary waste, debris, oil and grease, chemicals, and concrete wash water. Implementation of BMPs at construction sites can significantly reduce runoff from occurring. Sediment is the largest source of pollution from construction sites.

Why is Erosion and Sediment Control Important?

Construction activities without proper erosion and sediment controls can contribute large amounts of sediment and pollutants to streams, creeks, rivers and lakes. Sediment can cloud the water and make it difficult or impossible for aquatic plants to grow. It can also destroy aquatic habitats. In addition, the U.S. Environmental Protection Agency makes it illegal to discharge sediment-laden water and/or construction-related pollutants to storm sewers or waterways. By keeping sediment and other pollutants out of streams, creeks, and rivers, you can maintain water quality for drinking, recreation, wildlife, and aquatic life.

PENNINGTON COUNTY

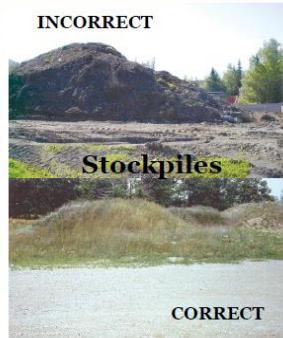
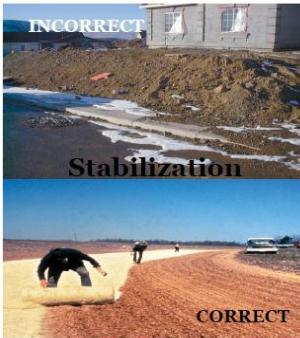
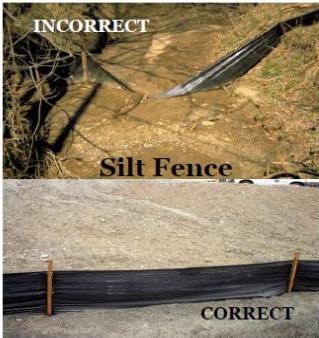


"PRIDE IN THE PAST; FAITH IN THE FUTURE"

According to the Environmental Protection Agency, polluted runoff is the nation's greatest threat to clean water.

For more information, contact the Pennington County Planning Department at (605) 394-2186.

Common Erosion Control Measures



CORRECT

CORRECT

CORRECT

CORRECT

Soil Erosion and Sediment Control Tips:

- Design site to infiltrate stormwater into the ground and keep out of storm drains and drainage ways.
- Minimize the amount of exposed soil on the site.
- Reduce the velocity of stormwater both onto and away from project area.
- Protect defined channels immediately with measures adequate to handle the storm flows expected.
- Keep sediment on site.
- Maintain all BMPs to ensure their effectiveness throughout the life of the project.

APPENDIX E – ILLICIT DISCHARGE AND ELIMINATION PLAN

Introduction

The City of Huron has identified major municipal separate storm sewer inlets (MS4) within the city. This was completed to fulfill the requirement of Environmental Protection Agency's Phase II Storm Water Regulations.

In order to comply with the Environmental Protection Agency's Phase II Storm Water Regulations, The City of Huron has developed a plan to detect and eliminate illicit discharges into the MS4. Examples of common illicit discharges that should be eliminated are as follows:

- Materials, such as used motor oil, paints, solvents, or grass clippings that have been dumped into a storm drain
- Sanitary wastewater piping that is directly connected from a home to a storm drain
- Cross-connections between the sanitary sewer and storm sewer systems
- Damaged sanitary sewers that are leaking into storm sewers
- Improper washing of concrete trucks
- Sediment laden runoff from construction sites
- Improper disposal of restaurant grease
- Leaking dumpsters
- Fuel spills
- Automotive fluids that drip from vehicles onto parking lots

This plan outlines Huron's strategy to detect and eliminate illicit discharges to the MS4.

Authorized Enforcement Agency

Zoning Ordinance designates the City Commission and designees as the authorized enforcement agency.

Procedures for Responding to Known or Suspected Illicit Discharges

Concerns and complaints regarding illicit discharges or pollution concerns can be made anonymously through the Engineering Department by calling 605-353-8510.

The City will notify South Dakota Department of Environment and Natural Resources (DENR) immediately upon discovering a spill or hazardous substance which may result in discharge of pollutants to waters of the state. The DENR can be notified at 605-773-3151 or 1-800-737-8676 <http://denr.sd.gov>. Huron will cooperate with the DENR in efforts to investigate and prevent such discharges from polluting waters of the state.

Source Identification

The City will attempt to identify the source of any dry weather discharges. Field screening will be performed at least yearly by the city Water Sewer Department staff. The screening will

include qualitative field tests based on color, odor, or visually observed characteristics as indicators of illicit discharge sources. In cases where the discharges are not constant, identifying the source of the illicit discharge may not be possible. For each dry weather discharge, staff will attempt to determine the general location from which the discharge originates and will continue upstream so that he or she can attempt to pinpoint the source or general vicinity of the discharge. If staff cannot identify the specific source by qualitative field tests or visual observation, other techniques may be required in order to attempt to determine the source of the discharge. Other techniques may include testing of the discharge for selected chemical parameters.

On-going Field Inspections

Maps will be created and used to assist in the dry weather inspections. Storm water inlets will be inspected at least every three years by the Street or Water Sewer Department and at that time, any necessary maintenance and repairs that are needed will be done or budgeted. Staff will observe and document physical observations at each inlet. If physical observations suggest water quality problems, staff may choose to collect samples. Inspection, maintenance, and repair records of the storm water inlets will be maintained by the Engineering Department.

Drainage Area Inspections

If the City determines that there is reasonable evidence of an illicit discharge, a drainage area inspection may be conducted. The inspection consists of a parcel by parcel analysis of potential generating sites within the drainage area of a problem outfall. Techniques used to inspect the drainage area include:

- Land use investigations
- Building permit review

Correction and Enforcement

If the City of Huron finds a person(s) has violated or failed to meet requirements as set forth in Section 18.46 of the City Ordinance as determined through the procedures above, the City may order compliance by written notice of violation to the responsible person or those enforcement actions in Section 18.46.

APPENDIX F – CONSTRUCTION PERMIT INSPECTION FORM

Storm water Construction Site Inspection Report

General Information			
Project Name			
NPDES Tracking No.		Location	
Date of Inspection		Start/End Time	
Inspector's Name(s)			
Inspector's Title(s)			
Inspector's Contact Information	605-353-8510		
Describe present phase of construction			
Type of Inspection: <input type="checkbox"/> Regular <input type="checkbox"/> Pre-storm event <input type="checkbox"/> During storm event <input type="checkbox"/> Post-storm event			
Weather Information			
Has there been a storm event since the last inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, provide: Storm Start Date & Time: Storm Duration (hrs): Approximate Amount of Precipitation (in):			
Weather at time of this inspection? <input type="checkbox"/> Clear <input type="checkbox"/> Cloudy <input type="checkbox"/> Rain <input type="checkbox"/> Sleet <input type="checkbox"/> Fog <input type="checkbox"/> Snowing <input type="checkbox"/> High Winds <input type="checkbox"/> Other: Temperature:			
Have any discharges occurred since the last inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe:			
Are there any discharges at the time of inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe:			

Site-specific BMPs

- *Number the structural and non-structural BMPs identified in your SWPPP on your site map and list them below (add as many BMPs as necessary). Carry a copy of the numbered site map with you during your inspections. This list will ensure that you are inspecting all required BMPs at your site.*
- *Describe corrective actions initiated, date completed, and note the person that completed the work in the Corrective Action Log.*

	BMP	BMP Installed?	BMP Maintenance Required?	Corrective Action Needed and Notes
1	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
11	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
12	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
13	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
14	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
15	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
16	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
17	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
18	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
19	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
20	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
21	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
22	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
23	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
24	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
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31	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
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37	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
38	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
39	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
40	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
41	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
42	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
43	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
44	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
45	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
46	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
47	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
48	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
49	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
50	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
51	Inlet Protection	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Overall Site Issues

Below are some general site issues that should be assessed during inspections. Customize this list as needed for conditions at your site.

	BMP/activity	Implemented?	Maintenance Required?	Corrective Action Needed and Notes
1	Are all slopes and disturbed areas not actively being worked properly stabilized?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2	Are natural resource areas (e.g., streams, wetlands, mature trees, etc.) protected with barriers or similar BMPs?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3	Are perimeter controls and sediment barriers adequately installed (keyed into substrate) and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4	Are discharge points and receiving waters free of any sediment deposits?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5	Are storm drain inlets properly protected?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6	Is the construction exit preventing sediment from being tracked into the street?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7	Is trash/litter from work areas collected and placed in covered dumpsters?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8	Are washout facilities (e.g., paint, stucco, concrete) available, clearly marked, and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9	Are vehicle and equipment fueling, cleaning, and maintenance areas free of spills, leaks, or any other deleterious material?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10	Are materials that are potential storm water contaminants stored inside or under cover?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
11	Are non-storm water discharges (e.g., wash water, dewatering) properly controlled?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
12	(Other)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Non-Compliance

Describe any incidents of non-compliance not described above:

CERTIFICATION STATEMENT

"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."

Print name and title: _____

Signature: _____ **Date:** _____