

**STATE OF GEORGIA DEPARTMENT OF NATURAL RESOURCES
ENVIRONMENTAL PROTECTION DIVISION**

Stormwater Management Program (SWMP)

General NPDES Permit No. GAG610000 for
Small Municipal Separate Storm Sewer Systems (MS4)

1. General Information

- A. Name of small MS4: City of Perry
- B. Name of responsible official: Robert Smith
Title: Assistant City Manager
Mailing Address: 1211 Washington Street
City: Perry State: GA Zip Code: 31069
Telephone Number: 478/988-2757
- C. Designated stormwater management program contact:
Name: Sarah L. Nottingham
Title: Stormwater Inspector II
Mailing Address: 1211 Washington Street
City: Perry State: GA Zip Code: 31069
Telephone Number: 478/988-2735
Email Address: sarah.nottingham@perry-ga.gov
- D. Provide the river basin(s) to which your MS4 discharges: Ocmulgee
- E. Provide the latitude and longitude of the MS4 center (e.g. City Hall, County offices, MS4 mailing address) using Global Positioning System (GPS) –WG 84:
Latitude: 32.4766 Longitude: - 83.7319

2. Sharing Responsibility

- A. Has another entity agreed to implement a control measure on your behalf?
Yes _____ No X (If no, skip to Part 3)

Control Measure or BMP:

1. Name of entity _____
2. Control measure or component of control measure to be implemented by entity on your behalf:

- B. Attach an additional page if necessary to list additional shared responsibilities. **It is mandatory that you submit a copy of a written agreement between your MS4 and the other entity demonstrating written acceptance of responsibility.**

3. Minimum Control Measures and Appendices

- A. Public Education and Outreach
- B. Public Involvement/Participation
- C. Illicit Discharge Detection and Elimination
- D. Construction Site Stormwater Runoff Control
- E. Post-Construction Stormwater Management in New Development and Redevelopment
- F. Pollution Prevention/Good Housekeeping
- G. Appendix A – Enforcement Response Plan
- H. Appendix B – Impaired Waters

4. 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 upon 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.

Printed Name: Robert Smith Date: _____

Signature: _____ Title: Assistant City Manager

Stormwater Management Program

Public Education and Outreach on Storm Water Impacts

Table 4.2.1(a) of the Permit

A. Best Management Practice (BMP) #1: Stormwater Webpage

1. **Target audience:** General Public
2. **Description of BMP:** The City maintains a Stormwater Management webpage on the City's official website for disseminating information to the public. This page contains stormwater related educational materials. The website is updated annually to include new stormwater related information. The website includes a "Report an Issue" button that allows a resident to request a service order. The City has the ability to track the number of visitors to the website. The website can be accessed at:
<https://perry-ga.gov/business-services/community-development/stormwater-management>
3. **Measurable goal(s):** Annually obtain analytics to track the number of visitors to the webpage.
4. **Documentation to be submitted with each annual report:** Screenshot of the current stormwater webpage. Analytics showing the number of webpage views during the reporting period.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Senior Communications Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of views will allow the City to determine if the webpage is effective in disseminating educational information to City residents.

B. BMP #2: Newsletter

1. **Target audience:** General Public
2. **Description of BMP:** The City publishes an online newsletter, Perry Preview. The newsletter can be accessed at: <https://perry-ga.gov/perry-preview-monthly-newsletter>. The newsletter is used to provide educational information, the latest news related to water, sewer and stormwater issues and to solicit volunteers. Periodically, the City includes articles in the newsletter covering stormwater related topics such as household hazardous waste management, illicit discharges, the stormwater management program, etc.
3. **Measurable goal(s):** Publish two stormwater related articles in the newsletter during each reporting period.
4. **Documentation to be submitted with each annual report:** A copy of each newsletter that includes stormwater related articles.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of viewers of the newsletter will be a measure of the number of residents reached with the educational message.

C. **BMP #3: Utility Banner**

1. **Target audience:** City Utility Users
2. **Description of BMP** The City operates municipally owned utilities serving the citizens of Perry. Customers are billed monthly for these services through the issuance of a single bill, with approximately 95% of citizens receiving a utility bill. The City provides educational materials addressing stormwater issues to the public in the form of a stormwater related message included on the bill that is mailed to 100% of utility customers once each year. The message includes information on the impacts of stormwater discharges, steps the public can take to reduce pollutants in runoff, hazards associated with the improper disposal of wastes, water conservation, etc.
3. **Measurable goal(s):** The City will distribute a utility bill containing an educational message to 100% of the City's utility customers one time each year.
4. **Documentation to be submitted with each annual report:** A copy of a utility bill containing an educational message, including the month the information was mailed.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Customer Service Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Since 95% of City residents receive a utility bill, the number of utility bills distributed will be a measure of the number of residents reached with the educational message.

D. BMP #4: Stormwater Brochure

1. **Target audience:** General Public
2. **Description of BMP:** The City will stock educational brochures with stormwater related information at public places, such as City Hall, the Customer Service Department, and the Leisure Services building. On a monthly basis, the number of brochures will be counted and replenished as needed. The City will track the number of brochures stocked, distributed, and replaced using a log.
3. **Measurable goal(s):** Maintain 25 copies of an educational brochure at each location and track the number distributed on a monthly basis.
4. **Documentation to be submitted with each annual report:** Copy of a tracking log showing the number of copies of the brochure stocked, distributed, and replaced.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Monthly
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of brochures distributed will allow the City to gauge if the public is interested in the brochure provided or if another brochure should be stocked.

Note: For those permittees with a population of less than 10,000, the MS4 should implement at least 2 BMPs. For those permittees with a population greater than 10,000, the SWMP must include at least four BMPs. For each additional BMP, you should attach an additional BMP page in the SWMP.

Public Involvement/Participation

Table 4.2.2 (a) of the Permit

A. BMP #1: Curbside Recycling

1. **Target audience/stakeholder group:** Perry citizens
2. **Description of BMP:** The City provides free curbside recycling to 100% of the citizens. This weekly service allows residents to place certain items (e.g. aluminum cans, newspaper, cardboard, etc.) curbside. Pickup and proper handling of these materials reduces the amount of waste materials sent to the local landfill. The materials are handled by the City's contract waste hauler. The City advertises this service on the website at <https://perry-ga.gov/public-works/solid-waste>.
3. **Measurable goal(s):** Track the amount of material recycled on a monthly basis.
4. **Documentation to be submitted with each annual report:** A table showing the amount of recycled materials collected and invoices.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Public Works Superintendent
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the amount of waste picked up for recycling will allow the City to evaluate citizen participation in the recycling program.

B. BMP #2: Perry Trash Dash

1. **Target audience/stakeholder group:** Perry citizens
2. **Description of BMP:** The City organizes an annual City-wide cleanup event called the Perry Trash Dash, usually in April. The event consists of residents removing bulk waste, litter and debris from public areas, yards, ditches, and stormwater structures within the City. The event is advertised through the City's website and social media. Registration for the event can be performed on the City's website.
3. **Measurable goal(s):** Hold one cleanup event annually.
4. **Documentation to be submitted with each annual report:** A copy of the advertisement. A list of participants generated from the registration website.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of participants will allow the City to evaluate public interest in the event and BMP effectiveness.

C. **BMP #3: Citizen Hotline**

1. **Target audience/stakeholder group:** Perry citizens
2. **Description of BMP:** The City receives complaints from citizens through walk-ins and through the hotline. The hotline number is posted on the City's website. Complaints can also be submitted to the City using a "Report an Issue" form on the City's website or through the City's "Your Perry" phone application. Complaints are received by City staff, who document the information on a spreadsheet, such as the date, name and contact information for the complainant, the location and nature of the complaint, etc. The complaint is then forwarded to the appropriate City department for investigation. The City investigates all complaints within 3 business days of receipt. If necessary, the City will take enforcement against the responsible party. The spreadsheet is updated to show when the complaint is resolved.
3. **Measurable goal(s):** Investigate 100% of complaints within 3 business days of receipt.
4. **Documentation to be submitted with each annual report:** A log showing the complaint calls received and listing specifics regarding the investigation and resolution of each complaint.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Responding to complaints in a timely manner and resolving the complaints to the complainant's satisfaction will result in a determination of BMP effectiveness.

D. BMP #4: Storm Drain Marking Program

1. **Target audience/stakeholder group:** Perry citizens
2. **Description of BMP:** The City advertises the storm drain marking program in the newsletter. Also, volunteers involved in the Perry Trash Dash are solicited to perform drain marking. The City coordinates with volunteer groups to mark drainage structures within the public right-of-way. The City provides the volunteers with a kit containing the drain marking supplies (e.g. tile, glue). A City staff member works closely with the group leader during the marking event to ensure that the drains are marked properly and to record the number and location of drains marked.
3. **Measurable goal(s):** Hold one drain marking event each reporting period.
4. **Documentation to be submitted with each annual report:** Sign-in sheet, photographs of event.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of participants will allow the City to gauge public interest and evaluate BMP effectiveness.

Note: For those permittees with a population of less than 10,000, the MS4 should implement at least 2 BMPs. For those permittees with a population greater than 10,000, the SWMP must include at least four BMPs. For each additional BMP, you should attach an additional BMP page in the SWMP.

Illicit Discharge Detection and Elimination
Table 4.2.3 (a) of the Permit

A. BMP #1 – Legal Authority

1. **Description of BMP:** The City was designated as a Phase II MS4 on March 7, 2014. The City maintains a stormwater management ordinance, containing illicit discharge prohibition requirements, within the City of Perry’s Code of Ordinances. The ordinances have been codified by municode. The ordinance, adopted December 19, 2017, provides the City with the authority to conduct inspections and monitoring, control illicit discharges and connections, and control illegal dumping and spills into the MS4. The ordinance also provides the legal authority to take enforcement action to eliminate illicit discharges and connections.
2. **Measurable goal(s):** Annually evaluate the existing ordinance and if necessary, revise the ordinance.
3. **Documentation to be submitted with each annual report:** If the ordinance is revised during the reporting period, a copy of the adopted ordinance.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to take enforcement action and eliminate any illicit discharges or connections will provide an indication that the ordinance is effective.

SWMP Attachments:

- Stormwater management (Illicit Discharge Detection and Elimination) ordinance

B. BMP #2 – Outfall Map and Inventory

1. **Description of BMP:** The City maintains an updated map and inventory showing the location of all outfalls from the MS4 and the names and locations of all waters of the State that receive discharges from those outfalls. Each year, the City will update the map to reflect the addition of outfalls from new construction projects or developments. Additionally, the City will remove outfalls that have been reclassified or removed.
2. **Measurable goal(s):** Annually update the inventory and map showing the location of all outfalls from the MS4 and the names and locations of all waters of the State that receive discharges from those outfalls.
3. **Documentation to be submitted with each annual report:** The outfall map and inventory will be submitted with each annual report. The number of outfalls added or deleted, and the total number of outfalls will be provided in each annual report.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continually
 - d. Month/Year of each action (if applicable): Annually
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Maintaining an updated outfall map and inventory will allow the City to continually evaluate potential illicit discharge sources.

SWMP Attachments:

- Outfall inventory
- Outfall map

C. BMP #3 – IDDE Plan

1. **Description of BMP:** The City's Illicit Discharge Detection and Elimination (IDDE) Plan consists of inspecting outfalls to ensure illegal dumping is not occurring, sampling any dry weather flow to determine if upstream facilities are discharging non-stormwater flows to the drainage system, and eliminating all identified illicit discharges.

The City inspects outfalls during a period of dry weather, which is defined as a period of precipitation of <0.1" per day within the previous 72 hours. The City inspects at least 5% of the outfalls annually, but ensures that 100% of the total outfalls are inspected within the 5-year permit term. The City will track the outfalls inspected by inserting an inspection date on the inventory next to the outfall inspected.

If a dry weather flow is encountered, the City implements investigative and follow-up procedures including the performance of field tests, sampling, and source tracing to identify any potential illicit discharges. If the source of an illicit discharge is identified as deriving from an adjacent MS4, the City will notify that MS4. Source tracing activities are documented using a memorandum with lab results attached.

The City ensures all identified illicit discharges are eliminated. If necessary, the City implements enforcement procedures described in the Enforcement Response Plan (ERP) in accordance with Part 4.3 of the Permit. More detailed outfall screening, source tracing, and illicit discharge detection procedures are included in the IDDE Plan.

2. **Measurable goal(s):** The City will dry weather screen at least 5% of the outfalls annually and ensure that 100% of the total outfalls are screened within the 5-year permit term. The City will investigate 100% of suspected illicit discharges and ensure that 100% of all identified illicit discharges are eliminated.

3. **Documentation to be submitted with each annual report:** The number and percentage of outfall inspections conducted during the reporting period and copies of completed outfall screening checklists. In addition, source tracing reports will be submitted for any outfalls with suspected illicit discharges.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): Annually
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** A reduction in the number of dry weather flows identified as illicit discharges over time will be an indication of BMP effectiveness.

SWMP Attachments:

- Illicit Discharge Detection and Elimination Plan
- Outfall inspection form

D. BMP #4 – Education

1. **Description of BMP:** The City maintains a Stormwater Management webpage on the City’s official website for disseminating information to the public. This page contains stormwater related educational materials, including information on illicit discharges. The website is updated periodically to include new stormwater related information. The website includes a “Report an Issue” button that allows a resident to request a service order. The City has the ability to track the number of visitors to the website. The website can be accessed at: <https://perry-ga.gov/business-services/community-development/stormwater-management>
2. **Measurable goal(s):** Annually obtain analytics to track the number of visitors to the webpage.
3. **Documentation to be submitted with each annual report:** Screenshot of the current stormwater webpage. Analytics showing the number of webpage views during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Senior Communications Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of views will allow the City to determine if the webpage is effective in disseminating educational information to City residents.

E. BMP #5 – Complaint Response

1. **Description of BMP:** The City receives complaints from citizens through walk-ins and through the hotline. The hotline number is posted on the City’s website. Complaints can also be submitted to the City using a “Report an Issue” form on the City’s website or through the City’s “Your Perry” phone application. Complaints are received by City staff, who document the information on a spreadsheet, such as the date, name and contact information for the complainant, the location and nature of the complaint, etc. The complaint is then forwarded to the appropriate City department for investigation. The City investigates all complaints within 3 business days of receipt. If necessary, the City will take enforcement against the responsible party. The spreadsheet is updated to show when the complaint is resolved.
2. **Measurable goal(s):** Investigate 100% of complaints within 3 business days of receipt.
3. **Documentation to be submitted with each annual report:** A log showing the complaint calls received and listing specifics regarding the investigation and resolution of each complaint.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Responding to complaints in a timely manner and resolving the complaints to the complainant’s satisfaction will result in a determination of BMP effectiveness.

SWMP Attachments:

- Complaint form

Construction Site Stormwater Runoff Control
Table 4.2.4 (a) of the Permit

A. BMP #1 – Legal Authority

1. **Description of BMP:** The City is certified as a Local Issuing Authority (LIA). As such, the City maintains a Soil Erosion, Sedimentation and Pollution Control ordinance within the City of Perry’s Stormwater Management Ordinances, which was last updated and adopted on December 19, 2017. The requirement to control construction waste is included in the litter ordinance, adopted September 4, 2018 and codified in municode.

In accordance with the LIA requirements, the City submits semi-annual reports to the Georgia Soil and Water Conservation Commission. The report covering the January- June period is submitted by July 30th. The report covering the July- December period is submitted by January 31st of the following year.

2. **Measurable goal(s):** Annually evaluate the existing ordinances and if necessary, revise the ordinances.
3. **Documentation to be submitted with each annual report:** If the ordinance is revised during the reporting period, a copy of the adopted ordinance.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): N/A
- c. Frequency of actions (if applicable): Annually
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Community Development Director

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to properly regulate construction site activities will indicate that the ordinance is effective.

SWMP Attachments:

- Stormwater Management (Soil erosion, sedimentation and pollution control) ordinance
- Litter ordinance (municode)

B. BMP #2 – Site Plan Review Procedures

1. **Description of BMP:** The City is certified as a Local Issuing Authority and remains in compliance with the Georgia Erosion and Sedimentation Control Act (GESA) of 1975, as amended. Accordingly, all developers are required to comply with the local Soil Erosion, Sedimentation and Pollution Control ordinance and obtain a land disturbance permit prior to the start of any land disturbing activities that will disturb one (1.0) or more acres of land within the City limits.

The City has entered into a Memorandum of Agreement with the Georgia Soil and Water Conservation District (GSWCD) such that in-house plan reviews of Erosion, Sedimentation and Pollution Control (ES&PC) plans are performed by the City. The City ensures 100% of all ES&PC plans are reviewed and approved prior to issuance of a Land Disturbance Permit (LDP). The plans received and reviewed and their status (approved or denied) are tracked in a spreadsheet. A separate log is maintained for issued LDPs.

2. **Measurable goal(s):** Ensure that 100% of site plans for projects disturbing 1.0 or more acres of land are reviewed and approved prior to issuance of a LDA permit.

3. **Documentation to be submitted with each annual report:** The City will provide a list of the site plans received; the number of site plans reviewed, approved or denied; and the total number of LDA permits issued during the reporting period.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): Continuous
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of site plans reviewed and receiving approval will allow the City to gauge if the procedures are working.

SWMP Attachments:

- Example plan review tracking log
- Example plan review checklists

C. BMP #3 – Inspection Program

1. **Description of BMP:** The City inspects all active construction sites within the City limits that have been issued a Land Disturbance Activity permit. Inspections usually occur after the initial installation of construction site BMPs, during active construction, and after final stabilization. The inspection ensures that the sites are in compliance with the Manual for Erosion and Sediment Control in Georgia, including the design and installation of structural and non-structural BMPs. In addition, the City ensures that construction site waste is properly controlled.
2. **Measurable goal(s):** Conduct at least one inspection at each active construction site during the reporting period.
3. **Documentation to be submitted with each annual report:** The City will provide a list of active construction sites and the number and dates of inspections conducted on each site during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Routine inspections of active construction sites will allow the City to verify compliance with E&S regulations.

SWMP Attachments:

- Example inspection forms
- Example inspection tracking log

D. BMP #4 – Enforcement Procedures

1. **Description of BMP:** If an inspection of a construction site results in the site being found to be in non-compliance with the Soil Erosion, Sedimentation and Pollution Control ordinance, the LDA permit holder will be notified and given a timeline for compliance. The E&S inspector then re-inspects the site to ensure that the appropriate measures have been implemented. Following the third and subsequent violation, an immediate stop work order is issued. No work is allowed on the site except to address those deficiencies identified during the inspections.

Stop work orders are issued immediately without prior warning if any of the following are identified on site:

- Regulated land disturbing activities are being undertaken without a LDA permit
- Failure to maintain a stream buffer
- Significant amounts of sediment are being discharged into State waters

The City implements enforcement procedures described in the ERP in Part 4.3 of the Permit and ensures all identified E&S violations are addressed.

2. **Measurable goal(s):** The City will take enforcement for 100% of E&S violations identified during construction site inspections.
3. **Documentation to be submitted with each annual report:** The City will provide documentation of any enforcement actions taken during the reporting period, including the number and type (e.g. Notice of Violation, Stop Work Order) and status (e.g. pending, resolved).
4. **Schedule:**
- a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): As needed
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The City will consider this BMP effective if all E&S violations are addressed and resolved.

SWMP Attachments:

- Example enforcement forms or letters (e.g. Stop Work Order, Warning Notice)

- Example enforcement action tracking log

E. BMP #5 – Complaint Response

1. **Description of BMP:** The City receives complaints from citizens through walk-ins and through the hotline. The hotline number is posted on the City’s website. Complaints can also be submitted to the City using a “Report an Issue” form on the City’s website or through the City’s “Your Perry” phone application. Complaints are received by City staff, who document the information on a spreadsheet, such as the date, name and contact information for the complainant, the location and nature of the complaint, etc. The complaint is then forwarded to the appropriate City department for investigation. The City investigates all complaints within 3 business days of receipt. If necessary, the City will take enforcement against the responsible party. The spreadsheet is updated to show when the complaint is resolved.
2. **Measurable goal(s):** Investigate 100% of complaints within 3 business days of receipt.
3. **Documentation to be submitted with each annual report:** A log showing the complaint calls received and listing specifics regarding the investigation and resolution of each complaint.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Responding to complaints in a timely manner and resolving the complaints to the complainant’s satisfaction will result in a determination of BMP effectiveness.

SWMP Attachments:

- Example complaint log

F. BMP #6 – Certification

1. **Description of BMP:** The City ensures that any staff involved in construction activities subject to the Construction General Permits, such as conducting plan reviews or E&S inspections, are trained and obtain the proper certification in accordance with the rules adopted by the GSWCC.
2. **Measurable goal(s):** Ensure that 100% of all staff involved in construction activities subject to the Construction General Permits are certified.
3. **Documentation to be submitted with each annual report:** Copies of GSWCC certification cards or printouts from the GSWCC website.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): As needed
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The BMP will be determined to be effective if all staff involved in construction activities maintain current certification

**Post-Construction Stormwater Management in
New Development and Redevelopment
Table 4.2.5 (a) of the Permit**

A. BMP #1 – Legal Authority

1. **Description of BMP:** The City was designated as a Phase II MS4 on March 7, 2014. The City maintains a stormwater management ordinance, containing post-development requirements, within the City of Perry’s Code of Ordinances. The ordinances have been codified by municode. The ordinance, adopted December 19, 2017, addresses stormwater management and stormwater facilities, including the long-term maintenance of detention/retention ponds. The ordinance includes the requirement to use the most recent local design manual, which is at least as stringent as the latest edition of the Georgia Stormwater Management Manual. The ordinance provides the City with the authority to conduct inspections and take enforcement for the failure to maintain post-construction structures.

The City is required to continue to review and revise, where necessary, ordinances, building codes, and other regulations to ensure they do not impede or prohibit the use of Green Infrastructure/Low Impact Development (GI/LID) practices. The City will conduct the evaluation using the Center for Watershed Protection’s Code and Ordinance worksheet during the first year of the permit cycle. During subsequent permit years, the City will reference this first-year evaluation, and either provide the status of any ordinance revisions or certify that revisions to the codes and ordinances were not necessary.

2. **Measurable goal(s):** Complete a comprehensive evaluation of the building codes and ordinances during the first permit year. Annually thereafter, evaluate the post-construction ordinance and if necessary, revise the ordinance.
3. **Documentation to be submitted with each annual report:** In the first-year annual report, provide a completed Center for Watershed Protection Code and Ordinance worksheet and if needed, a schedule for completing ordinance or code revisions. In each subsequent annual report, provide the status of any revisions or a certification that no revisions were needed. If the ordinance is revised during the reporting period, a copy of the adopted ordinance.

4. **Schedule:**

- a. Interim milestone dates (if applicable): February 15, 2024
- b. Implementation date (if applicable): N/A
- c. Frequency of actions (if applicable): Annually
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to properly regulate post-construction structure design and maintenance will indicate the BMP is effective.

SWMP Attachments:

- Post-Construction ordinance (municode)
- Center for Watershed Protection's Code and Ordinance Worksheet
- Local design manual

B. BMP #2 – Inventory

1. **Description of BMP:** The City was designated as a Phase II MS4 on March 7, 2014. Therefore, the privately-owned and publicly-owned by other entities post-construction structures required to be included on the inventory will be designed after March 7, 2015. The City maintains an inventory of post-construction stormwater management structures (e.g. detention / retention ponds, underground detention) as follows:
 - All publicly-owned post-construction structures
 - Privately-owned structures designed after March 7, 2015
 - Publicly-owned structures by other entities (e.g. Board of Education and other entities that the City has the legal authority to inspect) with construction completed after March 7, 2015

The requirement to identify publicly-owned structures by other entities was a new requirement in the December 2022 NPDES Permit. The City will modify its inventory of publicly-owned ponds to create separate inventories. The inventories will include information on the number and type of structures, and ownership (i.e. publicly-owned, privately-owned, publicly-owned by other entities). The inventories will be updated as new structures are completed or existing structures are identified.
2. **Measurable goal(s):** Submit an inventory of privately-owned structures and revised inventories for the publicly-owned structures and publicly-owned structures by other entities with the 2023 annual report on February 15, 2024. Update all the inventories as new structures are completed or existing structures are identified, with the update to occur at least annually.
3. **Documentation to be submitted with each annual report:** Updated inventories of post-construction structures, including those structures added during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): February 15, 2024
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Maintaining an updated inventory will allow the City to

ensure that post-construction structures are being inspected and maintained as needed.

SWMP Attachments:

- Inventories of detention/retention ponds

C. BMP #3 – Inspection Program

1. **Description of BMP:** The City conducts inspections of 100% of the post-construction stormwater management structures included on the inventory required by BMP #2 above, within the 5-year permit term. The City will ensure that at least 5% of the structures are inspected annually. The purpose of the inspection is to determine if the structure is functioning as designed or if maintenance is required. A pond inspection form is utilized. At a minimum, the inspector will check the pond inlets, outlets and the forebay (if present) for any sediment buildup that could restrict flow or any structural issues (e.g. erosion, scour). The side slopes and dam are inspected for structural integrity (e.g., erosion, rills, animal burrows) and vegetative growth (e.g. invasive species, bare spots, mowing needed). The bottom of the pond is checked for sediment build-up, algal growth, the presence of trash or debris, oil sheen, or ponding water. Finally, the outlet control structure is inspected for blockage, including sediment, trash, or vegetation.

2. **Measurable goal(s):** Inspect at least 5% of the post-construction structures on the inventory annually, with 100% of the structures inspected within the 5-year permit term.

3. **Documentation to be submitted with each annual report:** Copies of completed inspection forms and the number and percentage of the total structures inspected during the reporting period.

4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Inspections showing improved maintenance of stormwater management structures over time will indicate BMP effectiveness.

SWMP Attachments:

- Example inspection form

D. BMP #4 – Maintenance Program

1. **Description of BMP:** The City implements a long-term operation and maintenance program for post-construction stormwater management structures. Permittee-owned structures will be maintained by the City to the maximum extent practicable. General maintenance, such as mowing and litter removal, is tracked using a log. If the inspection of a City-owned post-development structure determines that a structural repair is needed, a work order will be issued. The work order will be closed upon completion.

Privately-owned structures and publicly-owned structures owned by other entities are maintained by the owners. For those structures with construction completed after March 7, 2014, the owners are required to enter into a maintenance agreement with the City. The City does not release a certificate of occupancy for a project until the maintenance agreement is executed. The City maintains a list of executed maintenance agreements. This list is updated as new agreements are signed. If inspections of these structures identify maintenance deficiencies, then letters of violation are transmitted to the owners listing the deficiencies and setting a time frame for correction.

2. **Measurable goal(s):** Maintain 100% of permittee-owned structures after inspection indicates needed maintenance. Require executed maintenance agreements for all newly constructed post-construction structures that are privately-owned or publicly-owned by other entities. Notify owners of privately-owned or publicly-owned by other entities post-construction structures of any corrective action needed within 6 months of inspection.

3. **Documentation to be submitted with each annual report:** The City will provide copies of the maintenance log and any completed work orders, listing the structure maintained and the type of maintenance performed. For privately-owned structures or those publicly-owned structures owned by other entities, the City will provide a summary list of maintenance agreements, the total number of executed agreements and copies of letters notifying the structure owners of any required maintenance.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): As needed
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Public Works Superintendent/Stormwater Inspector

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Properly maintained stormwater management structures within the City will indicate this BMP is effective.

SWMP Attachments:

- Example log for documenting routine maintenance
- Example maintenance agreement
- List of executed maintenance agreements

E. BMP #5 – GI/LID Program

1. **Description of BMP:** The City developed a GI/LID program that includes background information on the MS4, procedures for evaluating the feasibility of different GI/LID techniques and practices, the GI/LID structures allowed to be constructed within the City, and procedures for the inspection and maintenance of the GI/LID structures. This GI/LID program was approved by EPD on July 21, 2020. The City will evaluate the GI/LID program each reporting period for any needed revisions.
2. **Measurable goal(s):** Annually evaluate the GI/LID program.
3. **Documentation to be submitted with each annual report:** If the GI/LID program is revised during the reporting period, then the revised program will be submitted for EPD review.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The consideration of GI/LID structures during the design and review of development plans will be an indication of BMP effectiveness.

SWMP Attachments:

- GI/LID Program

F. BMP #6 – GI/LID Structure Inventory

1. **Description of BMP:** The City will maintain an inventory of water quality-related GI/LID structures constructed after the March 7, 2014 designation date. The inventory will include bioretention areas, infiltration practices, permeable bricks/blocks, pervious concrete, porous asphalt, and rainwater harvesting practices. The inventory includes City-owned, publicly-owned by other entities, and privately-owned non-residential GI/LID structures. The City will track the addition of new water quality-related GI/LID structures through the plan review process and will enter into maintenance agreements for any newly constructed GI/LID structures that are privately-owned or publicly-owned by other entities.
2. **Measurable goal(s):** Update the GI/LID structure inventory annually. Track the addition of new water quality-related GI/LID structures through the plan review process and ensure the structures are added to the inventory.
3. **Documentation to be submitted with each annual report:** Updated inventory of water quality-related GI/LID structures.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The addition of new GI/LID structures to the inventory will demonstrate that the City is maintaining an updated inventory.

SWMP Attachments:

- GI/LID structure inventory

G. BMP #7 – GI/LID Structure Inspection Program

1. **Description of BMP:** The City will conduct inspections and/or ensure inspections are conducted on the water quality-related GI/LID structures listed on the inventory required by BMP #6. Routine inspections are important to keep the structure functioning properly. The inspection will include checking for such things as structural problems, excessive ponding, excessive vegetative growth, erosion, sediment buildup, deterioration of pipes, clogging of inlet and outlets, etc. Due to the diversity in GI/LID structures that the City will consider, specific procedures on the inspection of each of these structure types cannot be described here. Therefore, the inspections will follow the guidance provided by the Georgia Stormwater Management Manual, Volume 2, Appendix E, Operations & Maintenance Guidance Document. Inspection forms will also be taken from this document. If the inventory contains less than 5 structures, then the City will conduct at least one inspection during each reporting period. If there are more than five GI/LID structures, then the City will inspect at least 5% of the structures annually.
2. **Measurable goal(s):** Inspect either one GI/LID structure annually or if the inventory includes more than five structures, inspect 5% of the total structures annually. Ensure that 100% of the GI/LID structures are inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** The number and percentage of GI/LID structures inspected. Completed inspection forms for those structures inspected during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Completed inspection forms will demonstrate that the inspection program is effective.

SWMP Attachments:

- Example inspection forms

H. BMP #8 – GI/LID Structure Maintenance Program

1. **Description of BMP:** The City will conduct maintenance on City-owned GI/LID structures as needed based on the results of structure inspections. Maintenance will include such things as removing excessive sediment, removing debris and litter from the inlet or outlet structures, mowing or maintaining vegetation, etc. The specifics regarding structure maintenance will follow the guidance provided by the Georgia Stormwater Management Manual, Volume 2, Appendix E, Operations & Maintenance Guidance Document. Routine maintenance, such as mowing or brush removal, will be tracked in a maintenance log. More extensive maintenance performed will be tracked using a work order system.

Publicly-owned structures owned by other entities and privately-owned non-residential GI/LID structures are maintained by the owner. For these structures, the City will maintain a list of agreements executed after December 6, 2017. The list of agreements will be updated as new maintenance agreements are executed. When inspections of these GI/LID structures indicate maintenance is needed, the City will transmit letters to the responsible parties notifying them of deficiencies and setting a corrective action date.

2. **Measurable goal(s):** Conduct maintenance on 100% of the City-owned GI/LID structures where inspections noted needed maintenance. Annually update the summary list of executed maintenance agreements for publicly-owned by other entities and privately-owned non-residential GI/LID structures. Notify owners of publicly-owned by other entities and privately-owned non-residential GI/LID structures of needed maintenance through letters transmitted within 6 months of a completed inspection.

3. **Documentation to be submitted with each annual report:** The number of City-owned structures maintained and a maintenance log and/or completed work orders. An updated summary list of maintenance agreements for publicly-owned by other entities and privately-owned non-residential GI/LID structures and copies of any letters sent to these owners regarding needed maintenance.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): Annually
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Public Works Superintendent/Stormwater Inspector

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Properly maintained GI/LID structures, whether City-owned or not, will indicate that this BMP is being properly implemented and is effective.

SWMP Attachments:

- Example form for documenting maintenance
- Example maintenance agreement

Pollution Prevention/Good Housekeeping for Municipal Operations

Table 4.2.6 (a) of the Permit

A. BMP #1 – MS4 Structure Inventory and Map

1. **Description of BMP:** The City will annually update an inventory and map of the MS4 structures, including catch basins, ditches (miles or linear feet), City-owned detention/retention ponds and underground detention, and storm drain lines (miles or linear feet). The inventory and map will be updated as as-built drawings are received from completed developments, along with any previously unidentified structures found during field inspections.
2. **Measurable goal(s):** Annually update an inventory and map of the MS4 structures.
3. **Documentation to be submitted with each annual report:** An updated inventory and map, the number of structures added during the reporting period, and the total number of structures.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The continual inventorying and mapping of the MS4 structures will ensure that the City is able to implement inspection and maintenance activities.

SWMP Attachments:

- Inventory for each of the 4 structure types (catch basins, ditches, pipes, City-owned ponds)
- Map for each of the 4 structure types

B. BMP #2 – MS4 Inspection Program

1. **Description of BMP:** The City is divided into five sectors, so that one sector is inspected during each reporting period, resulting in 100% of the MS4 being inspected within the 5-year permit term. The City will ensure that a minimum of 5% of the structures are inspected during each reporting period. During the inspections, the structure conditions are documented, such as any noted damage, debris present, sediment build-up, scouring or erosion, etc. The inspections of City-owned detention ponds, catch basins, ditches and pipes are documented using a hard copy inspection form. The City is in the process of implementing a system for inspecting the structures using a tablet in the field that links to ArcGIS, allowing the creation of inspection spreadsheets. The transition to this type of inspection documentation will occur during this 5-year permit cycle.
2. **Measurable goal(s):** Inspect either one sector or a minimum of 5% of the structures annually, ensuring that 100% of the structures are inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** The number and percentage of the total structures inspected, and either completed inspection forms or inspection spreadsheets.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Inspecting a minimum of 5% of the MS4 structures or an entire sector of the MS4 will demonstrate the BMP is effective.

SWMP Attachments:

- MS4 sector map
- Inspection checklist

C. BMP #3 – MS4 Maintenance Program

1. **Description of BMP:** The City conducts maintenance on the MS4 structures as needed. Based on inspections of MS4 structures, the City prioritizes the structures requiring maintenance. For example, those catch basins that are 75-100% full of sediment are given higher priority for maintenance over catch basins that contain 0-25% sediment. Detailed procedures are included in the MS4 Operation and Maintenance Procedures. Work orders are prepared for those MS4 structures requiring maintenance (e.g. cleaning, repair, rehabilitation). Once the maintenance work is completed, these work orders are updated with information regarding the activities completed and the date(s) of completion.
2. **Measurable goal(s):** Conduct maintenance on MS4 structures as needed on an annual basis.
3. **Documentation to be submitted with each annual report:** The number of each type of structure maintained and completed work order logs.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Public Services Superintendent
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** A properly functioning MS4 will be indicative that this BMP is effective.

SWMP Attachments:

- Operation and Maintenance procedures

D. BMP #4 – Street and Parking Lot Cleaning

1. **Description of BMP:** The City conducts street and parking lot cleaning through both a street sweeping program and a litter removal program. The City owns and operates a street sweeping truck. All major roads are swept in an effort to remove pollutants from the road before they can enter the MS4. A street sweeping log is completed each month. All street sweeping debris is placed in a dedicated dumpster at the public works facility. In addition, City employees pick up litter and debris along the road rights-of-way. The litter is placed into bags and then placed into a separate dedicated dumpster. The dedicated dumpsters are numbered and the purpose of the dumpster is listed on the side. The dumpsters are taken to a local landfill monthly to dispose of the debris.
2. **Measurable goal(s):** Sweep at least one mile of streets during the reporting period.
3. **Documentation to be submitted with each annual report:** Log sheets showing the miles of roads swept. Invoices for the disposal of waste at the landfill for the dedicated dumpsters.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Public Works Superintendent
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Cleaner streets and less debris in the MS4 will demonstrate BMP effectiveness.

SWMP Attachments:

- Example sweeper log page

E. BMP #5 – Employee Training

1. **Description of BMP:** The City conducts annual training for employees involved in the stormwater program. The purpose of the training is to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance. The training will include, but not be limited to, such topics as stormwater pollution, good housekeeping at municipal facilities, illicit discharge detection, MS4 structure maintenance, construction site activities, and green infrastructure. The training will usually be in the form of on-line videos (e.g. YouTube) that are viewed by the employees. The training is documented using a sign-in sheet.
2. **Measurable goal(s):** Hold one employee training event annually
3. **Documentation to be submitted with each annual report:** A sign-in sheet showing the date of training and the topic(s) addressed.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of employees trained and an increased awareness of stormwater pollution among employees will demonstrate BMP effectiveness.

F. BMP #6 – Waste Disposal

1. **Description of BMP:** The City maintains dedicated dumpsters at the public works facility for MS4 waste; one for street sweeping debris and debris removed from the MS4 structures and one for litter removed from roadways. The dumpsters are taken to the Houston County landfill for disposal of the waste when they are filled. The City tracks the amount of waste disposed of each time.
2. **Measurable goal(s):** The City will collect maintain two dedicated dumpsters at the public works facility and dispose of the waste at least twice during the reporting period.
3. **Documentation to be submitted with each annual report:** Invoices showing the date and amount of waste collected and disposed of.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Public Works Supintendent
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The proper disposal of MS4 waste will prevent the materials from entering the MS4 and receiving stream.

G. BMP #7 – New Flood Management Projects

1. **Description of BMP:** The City is certified as a Local Issuing Authority and remains in compliance with the Georgia Erosion and Sediment Control Act (GESA) of 1975, as amended. The City requires all new construction projects, which includes new City projects, to comply with the Georgia Stormwater Management Manual, the City’s local design manual, and the City’s stormwater management ordinance within the City of Perry’s Code of Ordinances. During the plan review stage, the City evaluates each project to determine water quality impacts and ensure compliance with the runoff reduction standard. If necessary, the City requires revision of the plan design. The City also reviews the design of any proposed flood management projects (i.e. detention/retention ponds) for improved pollutant removal and includes new structures on an inventory. The City utilizes a Flood Management Project Design Checklist during the plan review process as part of the analysis.
2. **Measurable goal(s):** Ensure that 100% of proposed projects are assessed for water quality impacts during the design phase.
3. **Documentation to be submitted with each annual report:** A list of plans reviewed during the reporting period that were assessed for water quality impacts, noting those plans that resulted in new flood management projects for improved water quality.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The list of plans reviewed each year that were evaluated for runoff reduction and that include new flood management projects will be an indication of BMP effectiveness.

SWMP Attachments:

- Flood Management Project Design Checklist

H. BMP #8 – Existing Flood Management Projects

1. **Description of BMP:** The City conducts an assessment of existing (i.e. those designed prior to the 2016 Georgia Stormwater Manual) City-owned flood management projects (e.g. detention and retention ponds) for potential retrofitting to address water quality impacts. The City utilizes an Existing Facility Water Quality Improvement Worksheet to conduct the evaluation. This worksheet consists of a flow chart format which assesses whether a retrofit is needed and if so, is the retrofit feasible (e.g. is there a possible retrofit, is land available, are funds available, etc.). If the evaluation determines that retrofitting of the existing structure is feasible, then the City will proceed with the retrofit design and installation. If an assessment has previously been performed on any of the City-owned structures using the 2016 GSMM or equivalent local design manual, then an additional assessment will not be performed.

2. **Measurable goal(s):** The City owns more than 5 structures, so 100% of the structures will be assessed during the 5-year permit term, with at least one structure assessed annually. However, if any of these structures were previously assessed prior to the December 6, 2022 permit effective date, using either the 2016 GSMM or an equivalent local design manual, then an additional assessment will not be performed during this permit cycle.

3. **Documentation to be submitted with each annual report:** A completed Existing Facility Water Quality Improvement Worksheet for each assessed structure and information on any retrofitting activities conducted during the reporting period. For structures previously assessed prior to the December 6, 2022 permit effective date, the City will provide documentation of the assessment and the status of any retrofitting activities with the 2023 annual report. The 2024-2027 annual reports will include a table listing the existing flood management structures, the date of assessment, the results of the assessment and the status of retrofitting activities.

4. **Schedule:**
 - a. Interim milestone dates (if applicable): February 15, 2024
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): February 15, 2025 -2028

5. **Person (position) responsible for overall management and implementation of the BMP:** Engineering Services Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Assessing and retrofitting existing flood management

projects will potentially result in improved water quality which will be verified through the impaired waters monitoring program.

SWMP Attachments:

- Water Quality Improvement Worksheet

I. BMP #9 – Municipal Facilities

1. **Description of BMP:** The City maintains an inventory of municipal facilities with the potential to cause pollution. The inventory includes those municipal facilities owned by the City and located within the City limits. The inventory is updated annually.

The City conducts inspections of the municipal facilities included on the inventory, so that 100% of the facilities are inspected within the 5-year permit term. The City utilizes an inspection form that includes general facility information (e.g. location of the facility, activities conducted at the facility, facility contact information) and specific facility information (e.g. potential pollutant sources, best management practices present, pollution prevention practices. During the inspection, if any problems are noted, then the facility representative is notified and necessary corrective actions are explained. An example inspection form is attached.

2. **Measurable goal(s):** Annually update the inventory of municipal facilities. Conduct inspections on at least 5% of the municipal facilities annually, ensuring that 100% of the facilities are inspected within the 5-year permit term.

3. **Documentation to be submitted with each annual report:** Updated inventory of municipal facilities. Completed inspection forms.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): Annually
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Inspector

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** On-going inspections, including on-site education of facility personnel, should result in fewer pollution problems noted at the municipal facilities during subsequent inspections.

SWMP Attachments:

- Inventory of municipal facilities
- Example inspection form

Appendix A

Enforcement Response Plan

1. The MS4 was required to develop an Enforcement Response Plan (ERP) that describes the action to be taken for violations of the Stormwater Management Program during a previous permit iteration.
 - A. Provide the date the ERP was approved by EPD: Revised and approved on April 15, 2022
 - B. If the ERP has not yet been approved, provide the date submitted to EPD: N/A
2. The ERP is to be evaluated annually and revised as needed. Provide the most recent version of the ERP as an attachment to this Appendix.

Appendix B

Impaired Waters

1. Population based on the latest U.S. Census: 22,029

Date of the latest U.S. Census used: 2020

If the population is less than 10,000, then see item #2 below.

If the population exceeds 10,000, then see items #3 below.
2. If the population is less than 10,000, then the MS4 must develop an Impaired Waters Plan (IWP) (see Part 4.4.1 of the NPDES Permit) including:
 - A list of impaired waters and the pollutant(s) of concern;
 - A map showing the location of the impaired waters and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
 - BMPs that will be implemented to address each pollutant of concern; and
 - A schedule for implementing the BMPs.
3. If the population exceeds 10,000, then the MS4 must develop an Impaired Waters Plan/Monitoring and Implementation Plan (MIP) (see Part 4.4.2 of the NPDES Permit) including:
 - A list of impaired waters and the pollutant(s) of concern, including the date of the 303(d) list used;
 - A map showing the location of the impaired waters, the monitoring location(s), and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
 - The sample location (instream or at the outfalls);
 - Information on the sample type, frequency, and any seasonal considerations;
 - Schedule for starting monitoring for any newly identified pollutants;
 - BMPs that will be implemented to address each pollutant of concern;
 - A schedule for implementing the BMPs; and
 - The information to be included in each annual report, including the monitoring data, as assessment of data trends, and an assessment of the effectiveness of the BMPs.
4. The IWP and MIP must be evaluated annually and revised as needed. The most recent version of the IWP or MIP must be submitted as an attachment to this appendix.