

# **MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) STORMWATER QUALITY MANAGEMENT PLAN (SWQMP)**

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*for*

## **City of Hobart NPDES Stormwater Permit #INR040130**

*As required by*

Indiana Department of Environmental Management  
MS4 General Permit #INR040000

*Prepared by:*



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## 1.0 PROGRAM OVERVIEW

### 1.1 Introduction

The City of Hobart has been designated a Municipal Separate Storm Sewer System (MS4) by the Indiana Department of Environmental Management (IDEM). An MS4 is defined as a conveyance or system of conveyances owned by a public entity that discharges to waters of the United States and is designed or used for collecting or conveying stormwater. Regulated conveyance systems include roads with drains, municipal streets, catch basins, curbs, gutters, storm drains, piping, channels, ditches, tunnels, and conduits. Hobart's MS4 boundaries are the same as the municipality's corporate boundaries.

MS4s were regulated by 327 IAC 15-13 (Rule 13) from July 7, 2003 until December 18, 2021 when IDEM revised the regulations and converted to an administratively issued general National Pollutant Discharge Elimination System (NPDES) permit, which is known as the MS4 General Permit (MS4GP).

This Stormwater Quality Management Plan (SWQMP) meets the requirements of the MS4GP, includes information about the MS4, and describes Best Management Practices (BMPs) and other provisions to reduce the discharge of pollutants from the MS4 into receiving waters.

### 1.2 Program Compliance

#### 1.2.1 History

In compliance with the new general permit, Hobart's Notice of Intent (NOI) was submitted to IDEM on July 5, 2022 and is included in **Appendix A**. The City will continue to operate under permit number INR040130. Prior to the general permit, Hobart submitted the Water Quality Characterization Report (WQCR), the SWQMP, and the required Annual Reports.

#### 1.2.2 Water Quality Characterization Report

The WQCR will be updated to comply with the MS4GP and will be submitted with the first annual report by April 1, 2023. A copy of the report will be included in **Appendix B**.

### 1.3 Purpose

The purpose of this SWQMP is to build off of Hobart's WQCR, previous SWQMP, and other progress made by the MS4. This plan includes a detailed program description including BMPs and measurable goals for each of the six Minimum Control Measures (MCMs). Following is a list of the MCMs:

- MCM 1 and 2: Public Education, Outreach, Participation, and Involvement
- MCM 3: Illicit Discharge Detection and Elimination
- MCM 4: Construction Site Stormwater Run-off Control
- MCM 5: Post Construction Stormwater Run-off Control
- MCM 6: Municipal Operations Pollution Prevention and Good Housekeeping

## 2.0 GENERAL REQUIREMENTS

### 2.1 Responsible Entities

The overall MS4 Program is the responsibility of the Mayor, designated as the MS4 Operator. The MS4 Coordinator maintains the program documentation and is responsible for implementation. The BMP sheets in the SWQMP identify responsible entities for each MS4 activity or requirement. A list of responsible entities or individuals and contact information for each person administering the program is included in **Appendix C, Table C-1**.

### 2.2 MS4 Jurisdiction

The MS4 has jurisdiction within the city boundaries as identified on the MS4 Boundary Map in **Appendix D, Exhibit D-1**. The MS4 implements all of the MCMs of the SWQMP within these boundaries.

### 2.3 Minimum Control Measure Descriptions

Section 3 includes details of each BMP including: descriptions, measurable goals, responsible entity, schedule, reporting and recordkeeping, target constituents (if applicable), and whether the BMP is new or existing. BMP sheets that require further explanation or details, are provided with a Standard Operating Procedure (SOP).

An initial evaluation of Hobart's stormwater quality was conducted in the WQCR and incorporated into the SWQMP. Several BMPs are implemented for each MCM. Some BMPs apply to multiple MCMs, as indicated on the BMP detail page.

## **3.0 STORMWATER QUALITY MANAGEMENT PLAN**

### **3.1 Public Education, Outreach, Participation, and Involvement**

The purpose of the public education and outreach program is to inform targeted constituents within the MS4 area about the impacts pollution can have on water quality and provide information on how they can prevent stormwater pollution.

The purpose of the public participation and involvement program is to allow targeted constituents to provide input into the SWQMP, improve community stormwater practices, and take part in stormwater quality improvement projects. The MS4's public participation and involvement program will implement a community stormwater pollution prevention program that will invite participation from all constituent groups. This program will center on pollution prevention and reporting, public meetings, volunteer activities, and interactive educational programs in conjunction with other local entities when appropriate.

Hobart's strategy for implementing the Public Education, Outreach, Participation, and Involvement MCM is identified in the BMP sheets in this section.

<b>Community Stormwater Issue – Construction Workshop</b>		
<p><b><i>BMP Description</i></b>                      Construction activities in Hobart will be locally regulated. The City will hold workshops with local contractors, developers and consultants. The City maintains contact information for all permit holders and permit applicants. In 2022, a virtual workshop was held that focused on the Continuation of Coverage process and the new General Permit requirements. Other topics might include: maintenance of BMPs, concrete washout or recordkeeping/self-inspections.</p>		
<p><b><i>Measurable Goals</i></b>                      Increase awareness of water quality issues by holding one event annually covering construction stormwater issues.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator and Engineering Department</p>		
<p><b><i>Schedule</i></b>                      One event per year.</p>		
<p><b><i>Associated Documents</i></b>                      Table C-2 List of Educational Materials                      Table C-3 List of Public Events</p>		
<p><b><i>Environmental Impact</i></b>                      Reduce sediment and other pollutants in stormwater runoff associated with construction activities.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Stormwater Quality Issue identified on 05/03/2022.                      Track the number workshops per year and the number of attendees.                      Record the date and topic of the workshop or training event. Keep an attendance sheet.                      Keep a copy of educational materials distributed.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.3 (h)(2) – Report each public participation/outreach event(s) and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met.</li> <li>• Section 4.2 (h)(3) – Report the number and types of construction and/or post-construction stormwater training opportunities provided.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b>  <input checked="" type="checkbox"/> Public Education/Involvement  <input type="checkbox"/> Illicit Discharge  <input checked="" type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Section 4.3 (a)(2)(A)</p> <p><b><i>Reporting:</i></b>                      Section 4.3 (h)(1) &amp; (3) Annual Report</p>	<p><input type="checkbox"/> Current BMP  <input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date:</p>

<b>Residential Stormwater Issue – Yard Waste Management and Chemical Use/Disposal</b>		
<b><i>BMP Description</i></b> The City shall provide educational information to residents regarding topics such as fertilizer and pesticide application and storage, proper chemical disposal, and yard waste management activities impacting stormwater quality.  Provide stormwater information/brochures for residential stormwater quality topics at City Hall, on the website, and at public events. The City shall provide educational information to residents via the Stormwater Newsletter that is distributed semi-annually with sewer bills.		
<b><i>Measurable Goals</i></b> Increase public awareness and knowledge of the yard waste management, proper chemical disposal, fertilizer and pesticide storage and application and leaves management by providing educational materials and information to the public. Send Stormwater Newsletter semi-annually with sewer bills.		
<b><i>Responsible Entity</i></b> MS4 Coordinator		
<b><i>Schedule</i></b> Provide education annually. Review educational materials and update as needed.		
<b><i>Associated Documents</i></b> Table C-2 List of Educational Materials Table C-3 List of Public Events		
<b><i>Environmental Impact</i></b> Educates residents on potential impacts to stormwater from yard waste management activities, proper chemical disposal, and fertilizer and pesticide storage and application.		
<b><i>Reporting and Recordkeeping</i></b> Stormwater Quality Issue identified on 05/03/2022. Track the number of newsletters distributed. Track the number of outreach activities conducted for the residential issue  Report a status update on BMP that includes the following MS4GP requirements: <ul style="list-style-type: none"> <li>• Section 4.3 (h)(2) – Report each public participation/outreach event(s) and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met.</li> <li>• Section 4.3 (h)(5) – Report number of activities conducted and approximate total of residents reached. Discuss if a change of behavior was observed.</li> </ul>		
<b><i>Minimum Control Measures:</i></b> <input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations	<b><i>Permit Requirement:</i></b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (a)(2)(B)  <b><i>Reporting:</i></b> Section 4.3 (h)(1), (2) & (5) Annual Report	<input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP  BMP Revision Date:

<b>Commercial/Industrial Stormwater Issue – Post-Construction BMP Maintenance</b>		
<b>BMP Description</b> The City shall provide educational information to commercial and/or industrial customers within the City limits regarding post-construction BMP maintenance and impacts to stormwater quality. The City shall promote proper inspection and maintenance of post-construction BMPs by the BMP owner and provide guidance regarding annual inspection log submittals.		
<b>Measurable Goals</b> Provide education to commercial and/or industrial customers annually regarding post-construction BMPs maintenance and inspection.		
<b>Responsible Entity</b> MS4 Coordinator, Engineering Department		
<b>Schedule</b> Develop by the third year of the permit term and update educational materials as needed. Distribute materials annually.		
<b>Associated Documents</b> Table C-2 List of Educational Materials Table C-3 List of Public Events		
<b>Environmental Impact</b> Reduction of stormwater pollutants by promoting proper maintenance of post-construction BMPs.		
<b>Reporting and Recordkeeping</b> Stormwater Quality Issue identified on 05/03/2022. Track the number of businesses receiving educational information. Track the number of outreach activities conducted.  Report a status update on BMP that includes the following MS4GP requirements: <ul style="list-style-type: none"> <li>• Section 4.3(h)(2) - Each public participation/outreach event(s) and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met.</li> <li>• Section 4.3(h)(5) - The number of activities conducted and approximate total of business reached. Discuss if a change of behavior was observed.</li> </ul>		
<b>Minimum Control Measures:</b> <input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations	<b>Permit Requirement:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.3 (a)(2)(C)  <b>Reporting:</b> Section 4.3 (h)(1), (2) & (5) Annual Report	<input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP  BMP Revision Date:

<b>Public Events</b>		
<p><b><i>BMP Description</i></b></p> <p>Conduct at least two public events annually (individually or collaboratively) that provide stormwater educational materials or messages. Educational materials and/or messages may include green infrastructure, pollution prevention, yard waste management, chemical use, storage and disposal, post-construction BMP maintenance, water quality, illicit discharge and construction site management.</p> <p>Public events may include rain garden workshops, contractor workshops, community cleanup events, household hazardous waste collections, board presentations, school activities, festivals, other community events, or events targeting community stormwater quality issues.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Increase local knowledge on stormwater issues by providing two public education events annually.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator</p>		
<p><b><i>Schedule</i></b></p> <p>Complete two events annually.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Table C-2 List of Educational Materials Table C-3 List of Public Events</p>		
<p><b><i>Environmental Impact</i></b></p> <p>These educational efforts target stormwater education and benefit the environment by reducing stormwater pollution.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Track the number of public events completed, information provided/reviewed, and the approximate number of participants.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.3(h)(2) - Each public participation/outreach event(s) and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met.</li> <li>• Section 4.3(h)(5) - Describe each targeted audience selected, how they were reached during the reporting period, and describe behavioral changes observed</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No Section 4.3 (a)(3)</p> <p><b><i>Reporting:</i></b> Section 4.3 (h)(1), (2) &amp; (5) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

<b>Educational Materials</b>		
<p><b><i>BMP Description</i></b></p> <p>All educational materials developed, including those resources from existing programs, for constituents to learn about MS4 and stormwater shall be identified and listed in a spreadsheet. Develop additional educational materials for distribution and outreach opportunities for constituents as needed and update list accordingly.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Organize and review developed materials to ensure the information is relevant prior to distribution.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator</p>		
<p><b><i>Schedule</i></b></p> <p>Revise/develop educational materials as needed. Distribute as applicable during the permit term.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Table C-2 List of Educational Materials</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Keep community engaged in pollution prevention initiatives by reviewing and updating materials and developing new materials.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Track educational materials used throughout the year on the List of Educational Materials.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.3 (h)(5) – Description of each targeted audience selected and how they were reached during the reporting period and describe behavioral changes observed.</li> <li>• Section 4.3 (h)(6) – A list all the public education materials used during the reporting period</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.3 (a)(4) and (d)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.3 (h)(1), (5) &amp; (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

<b>Construction/Post-Construction Training for Builders, Developers, Contractors and Engineers</b>		
<b>BMP Description</b>		
<p>Provide annual training (individually or collaboratively) for builders, developers, contractors, engineers, etc. related to construction and post-construction site run-off. Annual training shall provide education that addresses the construction site run-off community issue, target messages shall include concrete washout management permit compliance/continuation of coverage, BMP maintenance, reporting and other issues as they arise.</p> <p>Develop materials or identify online resources for training developers, contractors and engineers. Training may take the form of educational brochures, forms, checklists, online training, pre-construction meetings, workshops, etc..</p>		
<b>Measurable Goals</b>		
<p>Increase knowledge of MS4 construction and post-construction processes and procedures to contractors through annual training.</p>		
<b>Responsible Entity</b>		
<p>MS4 Coordinator and Engineering Department</p>		
<b>Schedule</b>		
<p>Annually.</p>		
<b>Associated Documents</b>		
<p>Table C-2 List of Educational Materials Table C-3 List of Public Events</p>		
<b>Environmental Impact</b>		
<p>These educational efforts target stormwater education and construction site pollution prevention.</p>		
<b>Reporting and Recordkeeping</b>		
<p>Document completed training through attendance sheets and/or log, meeting agenda distributed information.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>Section 4.3(h)(3) - The number and types of construction and/or post-construction stormwater training opportunities that were provided to contractors, developers, builders and engineers.</li> </ul>		
<p><b>Minimum Control Measures:</b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b>Permit Requirement:</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.3 (a) (5)</p> <p><b>Reporting:</b></p> <p>Section 4.3 (h)(1) &amp; (3) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

<b>Illicit Discharge Public Education</b>		
<p><b><i>BMP Description</i></b>                      Maintain and update the City’s website to educate constituents on illicit discharges and proper disposal of waste. Constituents include public employees, schools, businesses, and public. The City will promote the reporting of illicit discharges and will maintain an Illicit Discharge Detection and Elimination Plan</p>		
<p><b><i>Measurable Goals</i></b>                      Increase public knowledge and reporting of illicit discharges through education efforts.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator to coordinate and the City Administrative Staff will update the website.</p>		
<p><b><i>Schedule</i></b>                      Develop an outreach program/schedule in the first year. Revise or develop educational materials by the end of the third year and implement the rest of the permit term.</p>		
<p><b><i>Associated Documents</i></b>                      Table C-2 List of Educational Materials</p>		
<p><b><i>Environmental Impact</i></b>                      Community knowledge helps to identify and eliminate illicit discharges to keep pollutants out of the MS4 system and receiving waters.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Record the dates the website was updated and annually reviewed.                      Track additional illicit discharge educational materials developed and distributed.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>Section 4.3 (h)(5) – Describe each targeted audience (constituent) selected, how they were reached during the reporting period, and describe behavioral changes observed.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.3 (b)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.3 (h)(1) &amp; (5) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

<b>Stormwater Website</b>		
<p><b><i>BMP Description</i></b></p> <p>The City maintains a stormwater information web page that contains stormwater information. The site includes:</p> <ol style="list-style-type: none"> <li>(1) Location for the public to report stormwater quality issues</li> <li>(2) Information and resources to educate visitors to the site</li> <li>(3) MS4 stormwater ordinances</li> <li>(4) Stormwater fees and rates</li> <li>(5) MS4 program information (SWQMP, annual reports, and other applicable information)</li> </ol>		
<p><b><i>Measurable Goals</i></b></p> <p>Increase public awareness and participation by providing stormwater information on the MS4 website.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator to coordinate and the City Administrative Staff will update the website</p>		
<p><b><i>Schedule</i></b></p> <p>Review annually and update when needed.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Table C-2 List of Educational Materials</p>		
<p><b><i>Environmental Impact</i></b></p> <p>These educational efforts target stormwater education and benefit the environment</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Record the dates the website was updated and annually reviewed.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.3 (h)(1) – Report status update on BMP and the dates the website was reviewed/updated</li> <li>• Section 4.3 (h)(6) – A list all the public education materials used during the reporting period</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.3 (c)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.3 (h)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

<b>Elected Officials Update</b>		
<p><b><i>BMP Description</i></b>                      The MS4 Coordinator shall attend one City Council meeting annually. A discussion on storm water/MS4 program implementation is added to the agenda. These meetings are open to the public and minutes are kept as documentation.</p>		
<p><b><i>Measurable Goals</i></b>                      Attend one City Council meeting annually to inform elected officials of program status and achievements.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator will provide an update</p>		
<p><b><i>Schedule</i></b>                      Provide update annually.</p>		
<p><b><i>Associated Documents</i></b>                      Table C-2, List of Educational Materials                      Table C-3, List of Public Events</p>		
<p><b><i>Environmental Impact</i></b>                      Educate elected officials and other attendees on stormwater quality issues, budgets, and completed projects.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Record the date of the meeting and the information reviewed.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>Section 4.3(h)(4) - Maintain documentation that presentations were made to elected officials (e.g. meeting minutes)</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.3 (e)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.3 (h)(1) &amp; (4) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

### 3.2 Illicit Discharge Detection and Elimination

The goal of the illicit discharge detection and elimination (IDDE) MCM is to detect, address, and eliminate illicit discharges into the MS4 conveyance system. Per the MS4GP, illicit discharge means any discharge to a MS4 conveyance that is not composed entirely of stormwater, except naturally introduced floatables, such as leaves or tree limbs. Sources of illicit discharges include, but are not limited to: sanitary wastewater, septic tank effluent, commercial car wash wastewater, oil spills or disposal, radiator flushing disposal, laundry wastewater, roadway accident spillage, pollutant run-off, and household hazardous wastes.

For the purposes of the SWQMP, Hobart's MS4 boundaries are the same as the city boundaries. Refer to the **MS4 Boundary Map** in **Appendix D, Figure D-1**. Mapping updates are conducted as a BMP. The City of Hobart does not have combined sewers or a Combined Sewer Overflow Operational Plan (CSOOP) or Long Term Control Plan (LTCP).

The MS4 is currently implementing BMPs to detect and eliminate illicit discharges. The illicit discharge ordinance is available on the City website and will be updated once revised. In conjunction with the public outreach and education MCM, Hobart has established BMPs to educate all constituent groups on the dangers of illicit discharges, proper disposal of commonly dumped wastes and the reporting of illicit discharges.

This section of the SWQMP provides specific information on the IDDE BMPs and constitutes the IDDE Plan to be reviewed and updated per Section 4.4 (b) of the MS4GP. Associated forms are included in **Appendix C**. Standard operating procedures (SOPs) for this MCM will be included in **Appendix E** upon completion.

<b>Illicit Discharge Ordinance Updates</b>		
<p><b><i>BMP Description</i></b></p> <p>The City currently maintains and enforces an illicit discharge ordinance (Chapter 152 of the City’s ordinances). The illicit discharge ordinance will be reviewed and updated to meet the requirements of the MS4GP. This will include a review of enforcement procedures and updates, as necessary, to make the enforcement measures effective.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Continue to enforce and maintain the illicit discharge ordinance. Review and update to meet the MS4’s needs and the permit requirements.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator, Engineering Department and Code Enforcement</p>		
<p><b><i>Schedule</i></b></p> <p>Illicit discharge ordinance will continue to be enforced. Review and update the ordinance within 730 days of NOI submittal. After the initial review and update, review the ordinance once per permit term.</p>		
<p><b><i>Associated Documents</i></b></p> <p>N/A</p>		
<p><b><i>Environmental Impact</i></b></p> <p>The ordinance will prevent pollutants from entering the MS4 system by providing a mechanism to prohibit illicit discharges and enforce penalties.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Retain a copy of the ordinance and record the status of any updates. Record the number of enforcement actions taken.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.4 (a)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

<b>Dry Weather Screening</b>		
<p><b><i>BMP Description</i></b></p> <p>The MS4 will perform dry weather field screenings to detect and eliminate illicit discharges for all mapped storm water outfalls owned and/or operated by the MS4 during the five-year permit term. In addition, the stormwater conveyance system will also be monitored by staff to address any maintenance or illicit discharge issues. The MS4 maintains an SOP for staff to follow in performing dry weather screening.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Perform dry weather field screenings and visual inspections of 100% of mapped MS4 outfalls within the five-year permit term.</p> <p>Perform regular inspections of the stormwater conveyance by training staff to identify and address issues.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator and Engineering Department</p>		
<p><b><i>Schedule</i></b></p> <p>Screen 100% of outfalls within the 5-year permit term. The stormwater system will be screened on an ongoing basis.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Form C-1 Dry Weather Screening Form</p> <p>E-1 Dry Weather Screening SOP</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Dry weather screenings will be used to identify and eliminate illicit discharges to keep pollutants out of the MS4 system and receiving waters.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Document screenings and retain copies of Dry Weather Screening Forms. Retain list of which outfalls were screened each year.</p> <p>Outfall inspections will be tracked in the City’s Asset Management software. The City is implementing a Quick Capture ESRI application for municipal staff to identify and track illicit discharges.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.4 (k)(5) – The number and location of dry weather outfalls screened for illicit discharges.</li> <li>• Section 4.4 (k)(6) – The number and location of illicit discharges detected.</li> <li>• Section 4.4 (k)(7) – The number and location of illicit discharges eliminated.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.4 (b)(1) &amp; (2), (h)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.4 (k)(5-7)</p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

<b>Industrial Facility Mapping</b>		
<b><i>BMP Description</i></b> There are no Rule 6 (327 IAC 15-6) industrial facilities located within the City limits that discharge to the Hobart MS4. The City will review for industrial dischargers annually and will identify and map the active industrial facilities and include facility names, addresses, telephone numbers, and type of industrial activity if applicable.		
<b><i>Measurable Goals</i></b> Review annually for the addition of new industrial facilities within the City limits that discharge to an MS4 conveyance.		
<b><i>Responsible Entity</i></b> MS4 Coordinator		
<b><i>Schedule</i></b> Review annually for new industrial facilities and identify and map facilities as-needed.		
<b><i>Associated Documents</i></b> Table C-6 List of Industrial Facilities		
<b><i>Environmental Impact</i></b> Mapping will allow the MS4 to track and eliminate illicit discharges from industrial facilities more effectively, thereby reducing pollution.		
<b><i>Reporting and Recordkeeping</i></b> Record the date of annual review for industrial facilities and the date that mapping is completed, if required. Record the status of any updates.		
<b><i>Minimum Control Measures:</i></b> <input type="checkbox"/> Public Education/Involvement <input checked="" type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations	<b><i>Permit Requirement:</i></b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Section 4.4 (b)(3)  <b><i>Reporting:</i></b> Section 4.4 (k)(1) Annual Report	<input type="checkbox"/> Current BMP <input checked="" type="checkbox"/> New BMP  BMP Revision Date: 2022

<b>Collection of Hazardous Waste</b>		
<p><b><i>BMP Description</i></b></p> <p>The Public Works Department, in partnership with the Lake County Solid Waste Management District, provides a household hazardous waste collection opportunity for residents at an annual collection event. The Public Works Department accepts compost seasonally and collects electronic waste and latex based paint throughout the year. The MS4 will promote the collection event on their website and/or social media and will obtain information on the date of the event, and the type of materials collected.</p> <p>Additional collection events are provided by the Lake County Solid Waste Management District for Lake County residents. Collection of motor oil and antifreeze is also available at automotive stores throughout the City of Hobart.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Promote household hazardous waste collection opportunities on the website and provide one collection event annually.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>Public Works Department</p>		
<p><b><i>Schedule</i></b></p> <p>Household hazardous waste event shall be held annually.</p>		
<p><b><i>Associated Documents</i></b></p> <p>N/A</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Hazardous waste collection efforts promote proper disposal and keep potential pollutants from entering the MS4 system and receiving waters.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Document and record the events and/or locations available.                      Report methods used to promote the hazardous waste collection programs                      Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement  <input checked="" type="checkbox"/> Illicit Discharge  <input type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Section 4.4 (b) (4)</p> <p><b><i>Reporting:</i></b>                      Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP  <input type="checkbox"/> New BMP</p> <p>BMP Revision Date:                      2022</p>

<b>Illicit Discharge Detection and Elimination SOPs</b>		
<p><b><i>BMP Description</i></b>                      SOPs are maintained within the City’s Illicit Discharge Detection and Elimination Manual for illicit discharge investigation, dry weather outfall screenings, and complaint tracking. These SOPs include: procedures and forms for investigating illicit discharges within two business days of being notified of the discharge, inspection requirements in response to complaints, follow-up inspections to ensure corrective actions, methods used to eliminate illicit discharges, a prioritization system, procedures for reporting immediate threats to human health or the environment, and a system to track illicit discharges. SOPs are reviewed and updated as necessary. Staff are trained on SOPs as applicable to their job functions.</p>		
<p><b><i>Measurable Goals</i></b>                      Maintain SOPs for illicit discharge investigation, dry weather screening, and complaint tracking. Review the SOPs annually. Conduct training for applicable staff annually.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator</p>		
<p><b><i>Schedule</i></b>                      Revise/develop SOPs in the first year of the permit term. SOPs will be reviewed annually when preparing for staff training.</p>		
<p><b><i>Associated Documents</i></b>                      Form C-1 Dry Weather Outfall Screening Form,                      Form C-2 Illicit Discharge Tracking Form, and                      Form C-3 Complaint Tracking Form.                      E-2 Illicit Discharge Detection and Elimination SOP</p>		
<p><b><i>Environmental Impact</i></b>                      SOPs will be used to identify and eliminate illicit discharges to keep pollutants from entering the MS4 system and receiving waters.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Maintain copies of the SOPs and record revisions.                      Illicit discharges will be tracked in the City’s Asset Management software                      Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b>  <input type="checkbox"/> Public Education/Involvement  <input checked="" type="checkbox"/> Illicit Discharge  <input type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Section 4.4 (b) (1) and (b) (5)   <b><i>Reporting:</i></b>                      Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP  <input type="checkbox"/> New BMP                       BMP Revision Date:                      2022</p>

<b>Public Reporting of Illicit Discharges</b>		
<p><b><i>BMP Description</i></b></p> <p>The City’s hotline for reporting illicit discharges is 219-943-3619. Calls are answered by the Hobart Sanitary and Stormwater District during normal business hours. The calls are forwarded to the police department during nights and weekends. The hotline and information on reporting stormwater quality issues is maintained on the City’s website. Complaints are logged on a Complaint Tracking Form. The report is used to track documentation of the date(s) the illicit discharge was observed, the results of the investigation, follow-up to the investigation, and the date the investigation was closed. Locations of illicit discharges will be tracked for identification of target/high-priority areas.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Provide information on reporting stormwater complaints on the website. All complaints of illegal discharges and dumping to storm drains and local streams are to be investigated within 2 business days and actions taken will be documented. Maintain an SOP for complaint tracking.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>Hobart Sanitary/Storm District, Police Department</p>		
<p><b><i>Schedule</i></b></p> <p>Continually monitor and track calls to the hotline.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Complaints and illicit discharges are to be tracked in the City’s Asset Management software. An example Complaint Tracking Form is included in Appendix C, Form C-3.</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Complaint tracking allows members of the community to identify and report potential pollutants. This will help to identify and eliminate illicit discharges to keep pollutants out of the MS4 system and receiving waters.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Track the number and type of outreach efforts to promote the reporting system and educate the public on the hazards of illicit discharges.</p> <p>Track number of calls to the hotline reporting illicit discharges.</p> <p>Track locations of complaints to assist in identifying high priority areas.</p> <p>Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Sections 4.4 (b) (5), 4.4 (b) (6) (B), and 4.5 (m) (6)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

<b>Develop Storm Sewer System Map</b>		
<p><b><i>BMP Description</i></b></p> <p>A storm sewer map depicting conveyances and outfall locations is maintained in Geographic Information System (GIS). Outfalls are identified by a numerical identifier, latitude and longitude to 5 decimal places. Receiving waters are mapped and their status on the 303(d) list and/or United States Environmental Protection Agency (USEPA) approved Total Maximum Daily Load (TMDL) is noted, if applicable. Mapping of public and private systems is updated when as-builts are received from developers. Mapping of additional outfalls and conveyances are added as they are identified. Mapping of high priority areas will be completed in the first year of the permit term based on complaints, illicit discharges, land use, and other issues and updated as needed.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Maintain storm sewer and outfall mapping.                      Map outfalls and conveyances as they are identified.                      Notate high priority areas based on complaints, illicit discharges, and other issues.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>Engineering Department</p>		
<p><b><i>Schedule</i></b></p> <p>Complete mapping of all outfalls and conveyance systems within the 5-year permit term. Identify and map high priority areas in the first year of the permit term. Review mapping annually.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Mapping is maintained in GIS</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Mapping will allow the MS4 to track and eliminate illicit discharges more effectively, thereby reducing pollution.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>The mapping is ongoing and is part of a GIS database.                      Record the date the mapping was reviewed/updated. Record the total number of MS4 outfalls added to GIS and the status of identifying high priority areas.</p> <p>Report status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.4 (k)(3) – Summarize any mapping changes to outfalls and conveyances.</li> <li>• Section 4.4 (k)(4) – Report the number of new MS4 outfalls mapped.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement  <input checked="" type="checkbox"/> Illicit Discharge  <input type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Section 4.4 (d-f)</p> <p><b><i>Reporting:</i></b>                      Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP  <input type="checkbox"/> New BMP</p> <p>BMP Revision Date:                      2022</p>

<b>IDDE Training for MS4 Staff</b>		
<p><b><i>BMP Description</i></b></p> <p>The MS4 shall provide the required hours of education annually to appropriate municipal staff on illicit discharge detection and elimination. Training may be conducted using SOPs, videos, individual training materials, and department meetings. Training topics are maintained in a training matrix which will be updated to reflect MS4GP permit requirements and MS4 staff training needs.</p> <p>Municipal staff will be trained to use the Quick Capture ESRI application and the Asset Management Software for identifying and tracking illicit discharges.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Develop training topics based upon a review of current practices and relevant issues.                      Provide the required number of hours of education for applicable staff members annually.                      Applicable new hires seasonal employees will be trained according to the schedule below.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator</p>		
<p><b><i>Schedule</i></b></p> <p>Provide training on IDDE to applicable staff members:</p> <ul style="list-style-type: none"> <li>• Within 180 days of submitting an updated SWQMP (360 days after permit coverage)</li> <li>• Annually thereafter, starting the second year of the permit term.</li> <li>• Within two months of their hire date</li> <li>• Within 30 days of their hire date for seasonal employees.</li> </ul>		
<p><b><i>Associated Documents</i></b></p> <p>Table C-4 Training Matrix                      E-2 Illicit Discharge Detection and Elimination SOP                      Asset Management Software                      Maintain sign-in sheets of applicable training.</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Training allows staff to track and eliminate illicit discharges, and monitor the storm sewer system, thereby reducing pollution.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Training will be documented by recording the name and title of participating employee(s), date of training and a description of training provided.                      Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input checked="" type="checkbox"/> Public Education/Involvement  <input checked="" type="checkbox"/> Illicit Discharge  <input type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Sections 4.4 (g) and 4.7 (m)</p> <p><b><i>Reporting:</i></b>                      Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP  <input type="checkbox"/> New BMP</p> <p>BMP Revision Date:                      2022</p>

<b>Review of CSOOP and LTCP</b>		
<p><b><i>BMP Description</i></b>                      The City of Hobart does not operate a combined sewer system and therefore does not have a Combined Sewer Overflow Operational Plan (CSOOP) or Long-Term Control Plan (LTCP).</p>		
<p><b><i>Measurable Goals</i></b>                      NA</p>		
<p><b><i>Responsible Entity</i></b>                      NA</p>		
<p><b><i>Schedule</i></b>                      NA</p>		
<p><b><i>Associated Documents</i></b>                      NA</p>		
<p><b><i>Environmental Impact</i></b>                      NA</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      NA</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.4 (j)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.4 (k)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date:</p>

<b>Review of Receiving Water TMDLs</b>		
<p><b><i>BMP Description</i></b></p> <p>The MS4 has receiving waters listed as being within a TMDL watershed and that are on the 303(d) list approved by the USEPA. The MS4 is located within the Deep River-Portage Burns Watershed which has an EPA approved TMDL for E.coli, and impaired biotic communities. The Little Calumet River is on IDEM's 303(d) list for E.coli and polychlorinated biphenyls in fish tissue impairments. The MS4 has evaluated water quality within the City of Hobart and has identified strategies for water quality improvements within the WQCR. The MS4 is currently implementing public education BMPs that encourage proper management of lawn care chemicals, grass clippings, post-construction BMP maintenance and rain barrel workshops.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Review the USEPA approved TMDLs and 303(d) lists at the beginning of each permit term. Add information to SWQMP and WQCR and update BMPs accordingly.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator</p>		
<p><b><i>Schedule</i></b></p> <p>In the first year of each permit term, review the USEPA approved TMDLs and Indiana 303(d) list and incorporate into the SWQMP and WQCR as needed. In year two, BMPs must be incorporated into the SWQMP to reduce identified pollutants of concern. Reporting on the BMPs is required in subsequent years.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Storm Sewer Map (maintained in GIS)</p>		
<p><b><i>Environmental Impact</i></b></p> <p>To better target BMPs, the MS4 will incorporate TMDL and 303(d) list information into its SWQMP and WQCR.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Update plans as needed. Document review of SWQMP and WQCR in MS4 Annual Reports. Report status update on BMP and provide documentation of installation and maintenance of the stormwater management measure.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input checked="" type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 3.1, 4.1 (h), 4.4 I (3), and 5.1</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.4 (k)(1) Annual Report</p> <p>Section 8.1 (a)(7) TMDL</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 2022</p>

### 3.3 Construction Site Stormwater Run-Off

Sediment loss and erosion from construction sites is a main contributor to stormwater pollution. This pollution source can be minimized through the installation of structural BMPs during development and the implementation of nonstructural BMPs. In order to enforce these BMPs and address construction site runoff concerns, the City of Hobart has established a construction site stormwater runoff control ordinance. Stormwater pollution control standards have been developed to support the ordinance. The stormwater runoff control ordinance and standards will be revised to adhere to the requirements of the Construction Storm Water General Permit (CSGP) to regulate projects with a land disturbance greater than or equal to one acre. The MS4 will also be required to follow these standards regarding qualifying projects owned by the City. Projects owned by the City of Hobart shall have their plans reviewed by the Lake County Soil and Water Conservation District (SWCD).

In accordance with the MS4GP, construction site plan review, inspection, and enforcement for projects with a land disturbance greater than or equal to one acre is the responsibility of the MS4. The City of Hobart is responsible for construction site plan review, inspection, and enforcement.

In conjunction with the public education and outreach MCM, Hobart will implement BMPs to solicit and receive public complaints and inquiries regarding construction sites. In conjunction with the illicit discharge MCM, Hobart will implement BMPs to investigate and track public inquiries and potential illicit discharges, including those resulting from construction activity.

Specific information regarding the Construction Site Stormwater Runoff Control BMPs is included in the following BMP detail sheets. Associated forms are in **Appendix C**. SOPs for this MCM will be included in **Appendix E** upon completion.

<b>Construction Stormwater Ordinance and Standards</b>		
<p><b><i>BMP Description</i></b></p> <p>Revise and implement a construction stormwater run-off ordinance that establishes at least the following:</p> <ul style="list-style-type: none"> <li>• Regulate projects with a land disturbance greater than or equal to one acre, or disturbances of less than one acre of land that are part of a larger common plan or development or sale when the larger common plan will ultimately disturb one or more acres.</li> <li>• Contains the requirement of the CSGP apart from state permitting process references and submittal deadlines for construction plans and permit applications.</li> <li>• Establish a requirement that any project within the MS4 area that meets the applicability of the CSGP must submit a NOI to obtain permit coverage from IDEM in addition to any procedural requirements for submittal to the MS4 entity or MS4 designated entity.</li> </ul> <p>Review and revise written standards and specifications for the implementation of stormwater quality measures on construction sites.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Revise and implement an ordinance that is consistent with the requirements of the MS4GP and CSGP. Review ordinance and standards annually and revise as appropriate.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator, Engineering Department and Code Enforcement</p>		
<p><b><i>Schedule</i></b></p> <p>Complete ordinance revisions within 730 days of permit coverage. Review the ordinance and standards annually.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Chapter 152 Stormwater Management Ordinance and Hobart Stormwater Technical Standards Manual</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Establishes regulatory mechanism and construction stormwater standards aimed at to reducing sediment loss/migration and preventing other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Record and report dates of reviews and revisions of the ordinance and standards within MS4GP Annual Report. Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.5 (b) (1-3), (e), (f) and (i)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.5 (m)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Construction Stormwater Plan Review</b>		
<p><b><i>BMP Description</i></b></p> <p>Establish permitting procedures, internal processes, and timetables for submittal and review of construction plans and applications. At a minimum:</p> <ul style="list-style-type: none"> <li>• Establish written procedures to review and determine compliance with the ordinance for construction plans submitted to the MS4 for private projects before construction starts.</li> <li>• Utilize a form or checklist to document the review with a method to notify responsible individuals of the status, the review MS4, reviewer’s name, and contact information.</li> </ul> <p>CSGP submittals are submitted to the MS4 Coordinator. The plan reviewer evaluates the submittal for compliance with the CSGP, MS4GP, ordinance, and standards and documents it on the Construction/Stormwater Pollution Prevention Plan Technical Review and Comment Form. Deficiencies identified during plan review are to be resolved prior to plan approval and NOI submittal.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Review construction projects per the ordinance, standards, MS4GP and the CSGP. Maintain SOPs for the plan review process.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator, Engineering Consultant</p>		
<p><b><i>Schedule</i></b></p> <p>CSGP submittals are to be reviewed within 10-14 business days of receipt depending on the size of the land disturbance. Review plan review process and SOPs annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Form C-4 IDEM Construction/Stormwater Pollution Prevention Plan Technical Review and Comment Form                      E-3 City of Hobart Stormwater Permit Application Process (SOP)                      Table C-7 CSGP Project Inventory</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs</li> <li>• Section 4.5 (m)(3) – Report the number of construction sites obtaining MS4 approval for the CSGP</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement  <input type="checkbox"/> Illicit Discharge  <input checked="" type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Section 4.5 (c) (1-2), (i)</p> <p><b><i>Reporting:</i></b>                      Section 4.5 (m)(1) and (3) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP  <input type="checkbox"/> New BMP</p> <p>BMP Revision Date:                      07/2022</p>

<b>CSGP Compliance for MS4 Owned Projects</b>		
<p><b><i>BMP Description</i></b>                      MS4 owned and/or operated projects are to comply with the Construction Stormwater Ordinance and CSGP requirements by submitting construction plans and SWPPPs to IDEM as applicable for plan review.</p> <p>Develop policy and procedures to ensure compliance with the CSGP that addresses coordination across departments within the MS4 entity’s organizational structure. The City will comply with requirements of the CSGP and MS4GP. The City strictly enforces project self-monitoring.</p>		
<p><b><i>Measurable Goals</i></b>                      Submit all CSGP qualifying construction projects for plan review.                      Develop an SOP for CSGP submittals across all MS4 departments.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator is responsible for submitting all CSGP submittals to the appropriate regulatory authority for review.</p>		
<p><b><i>Schedule</i></b>                      CSGP review will be completed as needed for MS4 owned projects. Review MS4-owned CSGP submittal process and SOP annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b>                      E-3 City of Hobart Stormwater Permit Application Process (SOP)                      Table C-7 CSGP Project Inventory</p>		
<p><b><i>Environmental Impact</i></b>                      Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances for MS4 owned and/or operated projects.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Maintain all MS4’s CSGP submittal documents.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs.</li> <li>• Section 4.5 (m)(3) – Report the number of active construction projects owned and/or operated by the MS4 active when the Annual Report is submitted</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.5 (k) and (i)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.5 (m)(1) and (3) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Construction Priority Sites</b>		
<p><b><i>BMP Description</i></b></p> <p>As construction plans are submitted for review, identify priority sites for inspection based on the nature and extent of the construction activity, topography, threat to the degradation of water quality, characteristics of soils, complaints, and other factors as determined by MS4 priorities.</p> <p>Priority designation is recorded on the IDEM Construction/Stormwater Pollution Prevention Plan Technical Review and Comment Form during plan review. All identified priority sites are to be inspected biannually (Section 4.5 (d)(3)(a)(1) of the MS4GP).</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Evaluate all qualifying construction projects for priority during the plan review process. Include the identification of priority sites in the plan review process SOP.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator will ensure that construction sites are identified and inspected according to priority.</p>		
<p><b><i>Schedule</i></b></p> <p>Qualifying construction sites will be evaluated according to priority as construction plans are received by the MS4.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Form C-4 IDEM Construction/Stormwater Pollution Prevention Plan Technical Review and Comment Form                      E-3 City of Hobart Stormwater Permit Application Process (SOP)                      Table C-7 CSGP Project Inventory</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Construction activities within and/or directly adjacent to sensitive natural resources, or that have environmental concerns will receive priority designation for inspection to ensure that natural resources are protected.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Record the number of construction projects designated as a priority each year. Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement  <input type="checkbox"/> Illicit Discharge  <input checked="" type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Section 4.5 (d) (2)</p> <p><b><i>Reporting:</i></b>                      Section 4.5 (m)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP  <input type="checkbox"/> New BMP</p> <p>BMP Revision Date:                      07/2022</p>

<b>Construction Site Inspections</b>		
<p><b><i>BMP Description</i></b>                      Develop procedures for construction stormwater inspections to ensure stormwater quality measures are properly installed and maintained. At a minimum: use a form or checklist, identify method to notify of compliance status, and inspect priority sites. Complete inspections per described frequency. Conduct follow-up inspections and/or enforcement actions for non-compliant construction sites.</p>		
<p><b><i>Measurable Goals</i></b>                      Complete construction site inspections per required frequency.                      Develop and maintain SOPs for inspections.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator</p>		
<p><b><i>Schedule</i></b>                      Review inspection SOP annually and update as needed. Inspection frequency is as follows:</p> <ul style="list-style-type: none"> <li>• At least once for 100% of all new construction sites during the initial phase of construction that includes the installation of infrastructure followed by:                             <ul style="list-style-type: none"> <li>○ Biannually for 100% of all active construction sites with land-disturbing activities of 5 acres or more</li> <li>○ Biannually for identified priority sites</li> <li>○ Annually for 50% of active construction sites with land-disturbing activities of less than 5 acres, but at least 1 acre.</li> </ul> </li> <li>• Investigate 100% of all complaints that are received</li> <li>• Conduct follow-up inspections for sites that have violations of the local ordinance. Follow-up inspections are conducted until all violations are resolved.</li> </ul>		
<p><b><i>Associated Documents</i></b>                      Form C-5 Construction Self-Monitoring Report,                      E-4 Construction Site Inspection SOP                      Table C-7 CSGP Project Inventory</p>		
<p><b><i>Environmental Impact</i></b>                      Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs.</li> <li>• Section 4.5 (m)(4) – Report the number of construction sites inspected annually.</li> <li>• Section 4.5 (m)(5) – Report the number and type of enforcement actions</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.5 (d) (1) and (3) and (i)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.5 (m)(1) &amp; (4) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Construction Enforcement</b>		
<p><b><i>BMP Description</i></b></p> <p>Develop policies and procedures to enforce the construction stormwater ordinance including compliance and escalating enforcement actions.</p> <p>Enforcement actions, depending on the level of severity of violation, may include any of the following: warning letters of noncompliance, required corrective actions, failure to correct noncompliance, violation notices, assessment of penalties, civil actions and stop work orders.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Develop and maintain SOP(s) for enforcement actions. Document non-compliance and enforcement actions on the inspection form.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator, Hobart Sanitary/Storm District, Code Enforcement</p>		
<p><b><i>Schedule</i></b></p> <p>Review enforcement SOP annually and update as needed. Enforcement actions are taken as needed.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Form C-5 Construction Self-Monitoring Report, E-5 Construction Enforcement SOP Table C-7 CSGP Project Inventory</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Maintain inspection forms documenting non-compliance issues. Maintain all correspondence related to an enforcement action. Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs.</li> <li>• Section 4.5 (m)(5) – Report the number and type of enforcement actions taken each year.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input checked="" type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No Section 4.5 (e) and (i)</p> <p><b><i>Reporting:</i></b> Section 4.5 (m)(1) and (5) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Construction Stormwater Project Inventory</b>		
<p><b><i>BMP Description</i></b></p> <p>Maintain an inventory of all construction site projects subject to the CSGP and ordinance, and those that are owned and/or operated by the MS4. Track the following: project name, latitude/longitude or address, receiving water(s), project start date, project status, and compliance status/enforcement actions.</p> <p>Upon notification by IDEM, the MS4 will produce the inventory within 48 hours of notification or on a regular schedule as designated by IDEM, but no more frequently than monthly.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Track all CSGP construction sites and activities. Evaluate a project’s regulatory compliance status.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator</p>		
<p><b><i>Schedule</i></b></p> <p>Update inventory at least monthly.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Form C-4 IDEM Construction/Storm Water Pollution Prevention Plan Technical Review form Table C-7 CSGP Project Inventory</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Maintain the inventory record and use for Annual Reporting. Record and report the following based on Section 4.5 (m)(2-5):</p> <ul style="list-style-type: none"> <li>• The number of active construction projects owned and/or operated by the MS4.</li> <li>• The number of construction sites obtaining a MS4-issued stormwater run-off permit.</li> <li>• The number of construction sites inspected.</li> <li>• The number and type of enforcement actions taken.</li> </ul> <p>Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.5 (l)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.5 (m)(1) Annual Report</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Construction Training for Inspection, Plan Review and Enforcement</b>		
<p><b><i>BMP Description</i></b>                      Complete and document annual training attended by MS4 staff and/or contractual staff that are specific to their responsibility (e.g., plan review, inspection, compliance, and enforcement) the individual performs for the MS4. Documentation must include:</p> <ul style="list-style-type: none"> <li>• Responsibility of staff member.</li> <li>• Dates and types of training attended.</li> <li>• List of professional certifications MS4 staff have obtained or maintain.</li> </ul>		
<p><b><i>Measurable Goals</i></b>                      Increase plan reviewer and construction inspector knowledge by receiving annual training.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator, Consultant</p>		
<p><b><i>Schedule</i></b>                      Complete annual training.</p>		
<p><b><i>Associated Documents</i></b>                      Table C-4 Training Matrix,                      Table C-1 MS4 Responsible Entities</p>		
<p><b><i>Environmental Impact</i></b>                      Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Track hours and document completed training by MS4 staff through attendance sheets, online certificates, etc..                      Contractual staff retain documentation of annual construction stormwater training specific to the responsibility the individual performs for the MS4 entity.                      Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.1 (d) and 4.5 (j)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.5 (m)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Construction Complaints</b>		
<p><b><i>BMP Description</i></b>                      Develop/revise written SOPs for receipt, resolution, and tracking of public inquiries, complaints, and other information submitted regarding local construction projects.</p> <p>The City’s hotline for public reporting is 219-943-3619. Calls are answered by the Hobart Sanitary and Stormwater District during normal business hours. The calls are forwarded to the police department during nights and weekends. The hotline and information on reporting stormwater quality issues is maintained on the City’s website. Complaints are logged on a Complaint Tracking Form. Complaints are investigated, tracked, and resolved by City staff.</p>		
<p><b><i>Measurable Goals</i></b>                      Reduce sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.                      Develop and maintain SOP(s) for complaints.</p>		
<p><b><i>Responsible Entity</i></b>                      Hobart Sanitary/Storm District</p>		
<p><b><i>Schedule</i></b>                      Complaints are investigated, tracked, and resolved as needed. Review SOP annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b>                      E-6 Stormwater Complaint SOP                      Form C-3 Complaint Tracking Form                      City Asset Management Software</p>		
<p><b><i>Environmental Impact</i></b>                      Reduction of sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.5 (m)(1) – Report status update on BMP and reviews/revisions to SOPs.</li> <li>• Section 4.5 (m)(6) – Report the number of public information requests and/or complaints received.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.5 (g) and (i)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.5 (m)(1) and (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

### 3.4 Post-Construction Stormwater Run-Off

The purpose of the Post Construction Stormwater Run-off Control MCM is to develop and implement a comprehensive program to address long-term stormwater quality for discharges from new development and redevelopment within the MS4.

The City of Hobart will require developers and designers to plan for the minimization of pollutants in stormwater discharges on the project property, which is more effective and cost efficient than reducing the discharge of pollutants after the discharge enters the MS4 drainage system or flow to a receiving water.

In accordance with the MS4 General Permit, the MS4 must do the following:

1. Adopt an ordinance and provide for enforcement of the ordinance
2. Develop standards to address the quality and quantity of stormwater discharges
3. Register Class V injection wells within the MS4 area
4. Regulate infiltration practices in wellhead protection areas
5. Regulate direct discharges to karst features
6. Require long-term operation and maintenance of post-construction measures
7. Inspect post-construction measures
8. Receive and address complaints
9. Provide training for plan reviewers, inspectors and compliance officers

Post-Construction Site Stormwater Run-off Control BMPs are included in the following BMP detail sheets. Associated forms are in **Appendix C**. SOPs for this MCM will be included in **Appendix E** upon completion.

<b>Post-Construction Stormwater Ordinance and Standards</b>		
<p><b><i>BMP Description</i></b>                      Review and update an ordinance and standards to include the requirements of the MS4GP that contains:</p> <ol style="list-style-type: none"> <li>1. Regulate land disturbance of 1 acre or more and areas less than 1 acre that are part of a larger plan of development</li> <li>2. Require plans to be reviewed and approved by the MS4</li> <li>3. Regulate all gas stations and fueling areas regardless of amount of disturbance</li> <li>4. Revise standards for the design of stormwater detention and water quality treatment</li> <li>5. Revise list of measures and standards to include structural and non-structural practices as well as low impact and green infrastructure principals</li> <li>6. Require pretreatment for infiltration practices or direct discharges to groundwater in wellhead protection areas and karst features</li> <li>7. Require the owner of the BMP to have a written Operation and Maintenance Manual and a Long Term Maintenance Agreement (LTMA) to inspect and maintain stormwater practices for proper function</li> <li>8. Include inspection and enforcement authority</li> </ol>		
<p><b><i>Measurable Goals</i></b>                      Review and revise ordinance to require the implementation of water quality practices for land disturbances.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator, Engineering Department and Code Enforcement</p>		
<p><b><i>Schedule</i></b>                      Complete ordinance revisions within 730 days of permit coverage. Review the ordinance and standards annually.</p>		
<p><b><i>Associated Documents</i></b>                      Chapter 152 Stormwater Management Ordinance and Hobart Stormwater Technical Standards Manual</p>		
<p><b><i>Environmental Impact</i></b>                      Control the flow rate and improve water quality of stormwater run-off.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.6 (j)(1) – Report status update on BMP and the review date of the ordinance or standards and any revisions.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.5 (f), 4.6 (b), (c)(1) - (5), and (d)</p> <p>Section 4.6 (h)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.6 (j)(1) and (2) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Post-Construction Plan Review</b>		
<p><b><i>BMP Description</i></b></p> <p>The post-construction plan review process is incorporated into the Construction Stormwater Plan Review BMP, process, and SOPs.</p> <p>CSGPs for approval are submitted to the MS4 Coordinator. The plan reviewer evaluates the submittal in accordance with the CSGP, MS4GP, ordinance, and standards. The plan review is documented on IDEM’s form. Deficiencies identified during plan review are resolved prior to plan approval and NOI submittal.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Review construction projects per the ordinance, standards, MS4GP and CSGP. Maintain SOPs for the plan review process.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator, Engineering Department and Consultant</p>		
<p><b><i>Schedule</i></b></p> <p>CSGP submittals are to be reviewed within 10-14 business days of receipt depending on the size of the land disturbance. Review plan review process and SOPs annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b></p> <p>Form C-4 IDEM Construction/Stormwater Pollution Prevention Plan Technical Review and Comment Form E-3 City of Hobart Stormwater Permit Application Process (SOP)</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Control the flow rate and improve water quality of stormwater run-off by ensuring that all plans meeting the applicability requirements will be reviewed according to the post-construction ordinance and standards.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.6 (j)(1) – Report status update on BMP and reviews/revisions to SOPs.</li> <li>• Section 4.6 (j)(3) – Report the number of sites requiring post-construction controls.</li> <li>• Section 4.7 (j)(4) – Report the number, type and location of post-construction measures installed.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input checked="" type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No Section 4.5 (c), 4.6 (h)</p> <p><b><i>Reporting:</i></b> Section 4.6 (j)(1), (3) and (4) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Post-Construction Inspections (MS4-Owned)</b>		
<p><b><i>BMP Description</i></b></p> <p>Requirements for MS4-owned post-construction structural stormwater measures:</p> <ul style="list-style-type: none"> <li>• Develop or revise a written Operation and Maintenance (O&amp;M) Manual for MS4-owned/operated post-construction structural measures</li> <li>• Update and administer an inspection program for MS4-owned/operated BMPs to ensure the practices are maintained and operating as designed</li> <li>• Develop written procedures for inspections</li> <li>• Utilize an inspection form/checklist that documents corrective actions</li> </ul> <p>The MS4 will follow the inspection and maintenance requirements for MS4 owned/operated stormwater measures as described in the standards.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Develop and maintain an O&amp;M Manual for MS4-owned BMPs.                  Develop and maintain SOPs for inspections.                  Complete post-construction inspections for MS4-owned BMPs per the schedule.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>MS4 Coordinator, Engineering Department</p>		
<p><b><i>Schedule</i></b></p> <p>Review inspection SOP annually and update as needed. Perform maintenance as needed per O&amp;M Manual schedule. Inspection frequency is as follows:</p> <ul style="list-style-type: none"> <li>• Inspect all MS4-owned BMPs at least once in the 5-year permit term.</li> <li>• Inspect MS4-owned BMPs more frequently than 5 years if specified in the O&amp;M Manual.</li> <li>• Inspect a BMP if a complaint is received.</li> </ul>		
<p><b><i>Associated Documents</i></b></p> <p>Form C-6 Post-Construction BMP Inspection Form,                  Table C-8 Inventory of Post-Construction Stormwater BMPs                  E-7 Post-Construction Structural BMP Inspections SOP                  Asset Management Software</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Improve water quality by ensuring post-construction BMPs are functioning through inspections.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Complete inspections and maintain copies of inspection forms.                  Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.6 (j)(1) – Report status update on BMP and reviews/revisions to SOPs.</li> <li>• Section 4.6 (j)(5) – Report the number, type, and location of structural BMPs modified.</li> <li>• Section 4.6 (j)(6) – Report the number, type, and location of structural BMPs inspected.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement  <input type="checkbox"/> Illicit Discharge  <input type="checkbox"/> Construction Site Control  <input checked="" type="checkbox"/> Post-Construction Site Control  <input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                  Section 4.6 (d), (e), (f)(1), (2) &amp; (4), and (h)</p> <p><b><i>Reporting:</i></b>                  Section 4.7 (j)(1), (5) &amp; (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP  <input type="checkbox"/> New BMP</p> <p>BMP Revision Date:                  07/2022</p>

<b>Post-Construction Inspections (Privately-Owned)</b>		
<p><b>BMP Description</b></p> <p>MS4 to update and administer an inspection program for all privately-owned/operated post-construction structural BMPs that includes:</p> <ul style="list-style-type: none"> <li>• Require an O&amp;M Manual and LTMA for private post-construction structural measures</li> <li>• Update and administer an inspection program for private BMPs to ensure the practices are maintained and operating as designed</li> <li>• Inspect construction sites to ensure post-construction measures are properly installed</li> <li>• Develop written procedures for the inspections</li> <li>• Utilize an inspection form/checklist that documents corrective actions</li> </ul>		
<p><b>Measurable Goals</b></p> <p>Maintain the submitted private-BMP's O&amp;M Manual and LTMA's. Develop and maintain SOPs for inspections by the MS4. Complete inspections for privately-owned BMPs immediately after construction. Complete routine inspections for private-BMPs per schedule.</p>		
<p><b>Responsible Entity</b></p> <p>MS4 Coordinator, Engineering</p>		
<p><b>Schedule</b></p> <p>Review inspection SOP annually and update as needed. Inspection frequency is as follows:</p> <ul style="list-style-type: none"> <li>• Inspect new private-BMPs after construction is completed. Inspect all private-BMPs once in the 5-year permit term. MS4 may cap the number of inspections at 250 per 5-year term and prioritize and inspection the remaining private-BMPs in the next permit cycle.</li> <li>• Inspect complaints for private BMPs.</li> </ul>		
<p><b>Associated Documents</b></p> <p>Form C-6 Post-Construction BMP Inspection Form Table C-8 Inventory of Post-Construction Stormwater BMPs E-7 Post-Construction Structural BMP Inspections SOP Asset Management Software</p>		
<p><b>Environmental Impact</b></p> <p>Improve water quality by ensuring post-construction BMPs are functioning through inspections.</p>		
<p><b>Reporting and Recordkeeping</b></p> <p>Complete inspections and maintain copies of inspection forms. Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.6 (j)(1) – Report status update on BMP and reviews/revisions to SOPs.</li> <li>• Section 4.6 (j)(6) – Report the number, type, and location of structural BMPs inspected.</li> </ul>		
<p><b>Minimum Control Measures:</b></p> <p><input type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input checked="" type="checkbox"/> Post-Construction Site Control <input type="checkbox"/> Municipal Operations</p>	<p><b>Permit Requirement:</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No Section 4.6 (d), (e), (f) (1), (3) &amp; (4), and (h)</p> <p><b>Reporting:</b> Section 4.6 (j)(1) and (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Post-Construction BMP Complaints</b>		
<p><b><i>BMP Description</i></b>                      Develop or revise written SOPs for receipt, resolution, and tracking of public inquiries, complaints, and other information submitted regarding local construction projects.</p> <p>The City’s hotline for public reporting is 219-943-3619. Calls are answered by the Hobart Sanitary and Stormwater District during normal business hours. The calls are forwarded to the police department during nights and weekends. The hotline and information on reporting stormwater quality issues is maintained on the City’s website. Complaints are logged on a Complaint Tracking Form. Complaints are investigated, tracked, and resolved by City staff.</p>		
<p><b><i>Measurable Goals</i></b>                      Reduce water quality issues by following-up on all complaints received to ensure compliance with the MS4 ordinance.                      Track complaints, inspections, follow-up, and any enforcement actions for post-construction BMPs.                      Develop and maintain SOP(s) for complaints.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator, Hobart Sanitary/Storm District, Code Enforcement, Police Department</p>		
<p><b><i>Schedule</i></b>                      Complaints investigated as received. Review SOP annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b>                      Form C-3 Complaint Tracking Form                      E-6 Stormwater Complaint SOP                      Asset Management Software</p>		
<p><b><i>Environmental Impact</i></b>                      Improve water quality by ensuring post-construction BMPs are functioning through inspections.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.5 (m)(6) – Report the number of public information requests and/or complaints received.</li> <li>• Section 4.6 (j)(5) – Report the number, type, and location of structural BMPs modified.</li> <li>• Section 4.6 (j)(6) – Report the number, type, and location of structural BMPs inspected.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input checked="" type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.6 (f) (4)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.5 (m)(1) and (6) Annual Report</p> <p>Section 4.6 (j)(1), (5) and (6) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

<b>Post-Construction Training for Inspection, Plan Review and Enforcement</b>		
<p><b><i>BMP Description</i></b>                      Document annual training attended by MS4 staff and/or contractual staff that is specific to the responsibility (i.e., plan review, inspection, compliance, and enforcement) the individual performs. Documentation includes the following:</p> <ul style="list-style-type: none"> <li>• Responsibility of staff member.</li> <li>• Dates and types of training attended.</li> <li>• List of professional certifications MS4 staff have obtained or maintain.</li> </ul> <p>At a minimum, each MS4 employee responsible for managing the construction/post construction program must receive 12 hours of annual training with at least 8 of the 12 hours of training distributed amongst the specific minimum control measure(s) for which they are responsible for administering</p>		
<p><b><i>Measurable Goals</i></b>                      Increase plan reviewer and inspector knowledge by receiving annual training.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator, Engineering Department, Code Enforcement, Consultant</p>		
<p><b><i>Schedule</i></b>                      Training is completed annually.</p>		
<p><b><i>Associated Documents</i></b>                      Table C-4 Training Matrix                      Table C-1 MS4 Responsible Entities</p>		
<p><b><i>Environmental Impact</i></b>                      Improve water quality by training personnel on proper management of post-construction BMPs.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Track completed training by MS4 staff.                      Contractual staff retain documentation of annual construction stormwater training specific to the responsibility the individual performs for the MS4 entity. Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input checked="" type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.6 (i)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.6 (j)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 07/2022</p>

### 3.5 Municipal Operations Pollution Prevention & Good Housekeeping

The purpose of the Municipal Operations Pollution Prevention and Good Housekeeping MCM is to prevent or reduce pollutant run-off from municipal operations within the MS4. This program will address stormwater discharges from MS4 activities through a program of municipal employee education, proper municipal operations, and maintenance. This MCM incorporates the BMPs in this section to reduce floatables and other pollutants from discharging into the storm sewer system.

#### 3.5.1 Stormwater Infrastructure Operation and Maintenance (O&M) Plan

The stormwater system is maintained by various City departments. Each BMP in this section identifies the responsible department for implementation. The O&M Plan is comprised of the BMPs, SOPs, schedules, disposal methods, and documentation of activities identified in Section 4.6 (g) (1) and (2). The BMPs in the O&M Plan include:

- Periodic Litter Collection
- Structure/Catch Basin Cleaning
- Roadside Vegetation, Shoulder and Ditch Stabilization
- Outfall Scouring
- Repairing Stormwater Conveyances
- City Sweeping
- Outfall Inspections

#### 3.5.2 Standard Operating Procedures

Written documentation for maintenance activities, schedules, and inspection procedures are provided for the municipal operations O&M Plan BMPs through SOPs. SOPs for this MCM will be included in **Appendix E** upon completion and will include:

- Responsible individuals
- Maintenance schedules or map locations
- Procedures for the removal and tracking disposal of trash and debris.
- Documentation methods confirming maintenance has been completed.

#### 3.5.3 Surface Visual Inspections

Surface visual inspections are considered the accumulation of all trained personnel visually assessing the stormwater system through their normal daily activities. Personnel attend annual training to learn about stormwater conveyances and the items to look for while around the City. Additionally, the process for reporting an identified issue is reviewed annually. The City will track maintenance activities, work orders and inspections in the City's Asset Management Software.

The majority of the City's MS4 system is visually inspected annually through routine tasks and activities. The outfall inspections are spread out over the five-year permit term.

#### 3.5.4 MS4 Facilities

The MS4 reviewed GIS data to develop a full list of properties owned and operated by the City of Hobart. The Inventory of MS4 Properties is provided in **Appendix C, Table C-5 Inventory of MS4 Properties**. The list identifies properties by name/description, address or longitude/latitude, site permits (if any), and contacts. Additionally, an evaluation was completed based on local knowledge or a site inspection to determine if the site has the potential to generate stormwater pollution. These are identified as priority sites. Refer to **Appendix D, Exhibit D-3 Map of MS4 Facilities** for the Map of MS4 Facilities.

<b>Inventory of MS4-Owned/Operated Facilities</b>		
<p><b><i>BMP Description</i></b>                      Develop and maintain an inventory of MS4 owned/operated facilities and include a location map, facility name/description, address or longitude/latitude, site permits, primary contact, alternate contact, and determine if the site has the potential to generate stormwater pollution (priority site).</p> <p>Sites were identified using the City GIS. Sites with the greatest potential to generate stormwater pollution were identified by a site inspection and/or local knowledge.</p>		
<p><b><i>Measurable Goals</i></b>                      Identify MS4 facilities, prioritize pollution generating sites, and a maintain inventory within GIS.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator</p>		
<p><b><i>Schedule</i></b>                      In the first year of permit coverage, develop a list, identify priority sites, and develop a map. Annually review/update the list and map. Refer to Implementation Schedule.</p>		
<p><b><i>Associated Documents</i></b>                      Location of facilities maintained in GIS                      Table C-1 MS4 Responsible Entities                      Table C-5 Inventory of MS4 Facilities</p>		
<p><b><i>Environmental Impact</i></b>                      The inventory will allow the MS4 to ensure appropriate stormwater pollution prevention BMPs are identified for each MS4-owned facility.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>Section 4.7 (n)(1) – Report status update on BMP and the dates of development and review/revisions to the inventory and map and list of MS4 Facilities.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement  <input type="checkbox"/> Illicit Discharge  <input type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (b)                      Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b>                      Section 4.7 (n)(1) Annual Report</p>	<p><input type="checkbox"/> Current BMP  <input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date:</p>

<b>Stormwater Pollution Prevention Plans (SWPPP)</b>		
<p><b><i>BMP Description</i></b>                      Revise site SWPPPs for the priority sites including site map, corrective actions, maintenance activities, operations, and other standard operational procedures. Ensure each plan discusses plan review and updating, good housekeeping, proper storage, maintenance activities, vehicle and equipment washing and storage, site snow disposal/salt management, site pesticide use, site waste disposal, spill prevention and response, and SPCC compliance.</p> <p>Each site SWPPP includes the information above from Section 4.7 (d). SWPPPs were updated and revised in 2022.</p>		
<p><b><i>Measurable Goals</i></b>                      Maintain site SWPPPs and update annually.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator and each Department Supervisor</p>		
<p><b><i>Schedule</i></b>                      Review and revise existing SWPPPs in the first year of permit coverage. Review annually and revise as needed.</p>		
<p><b><i>Associated Documents</i></b>                      Facility SWPPPs and Facility Inspection Forms                      GIS                      Asset Management Software</p>		
<p><b><i>Environmental Impact</i></b>                      SWPPPs will prevent or reduce pollutant run-off from municipal operations.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      MS4 Coordinator to maintain an electronic copy and each department to maintain a hard copy of the SWPPP at each site.                      Maintain Quarterly Facility Inspections and Annual Facility Assessments within the City’s Asset Management Software.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>Section 4.7 (n)(1) – Report status update on BMP and the number of facilities identified as requiring a SWPPP and their revision date(s).</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (d) &amp; (e)</p> <p>Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>Quarterly Facility Inspections</b>		
<p><b><i>BMP Description</i></b>                      Complete and document quarterly inspections to ensure materials and equipment are clean and orderly and to minimize the potential for pollutant discharge for all facilities (priority sites) with SWPPPs. The inspection report must include any identified deficiencies and the corrective actions taken or planned to address the deficiencies.</p> <p>Site-specific inspection forms have been developed as part of each SWPPP and include the above information. One quarterly inspection will be completed by MS4 Coordinator or designated individual as the Annual Facility Assessment (see Annual Facility Assessment BMP on the next page).</p>		
<p><b><i>Measurable Goals</i></b>                      Complete inspections quarterly and maintain with SWPPPs.</p>		
<p><b><i>Responsible Entity</i></b>                      Department Supervisors and MS4 Coordinator</p>		
<p><b><i>Schedule</i></b>                      Review and revise the existing SWPPP inspection forms in the first year of permit coverage. Review annually and revise as needed.</p>		
<p><b><i>Associated Documents</i></b>                      Facility SWPPPs and Facility Inspection Forms                      Quarterly inspections are to be recorded in the Asset Management Software.</p>		
<p><b><i>Environmental Impact</i></b>                      Minimize the potential for pollutant discharged for MS4 facilities.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Maintain quarterly inspections within the City’s Asset Management Software.                      Record all deficiencies on the inspection form and associated corrective action.                      Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (f)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>Annual Facility Assessment</b>		
<p><b><i>BMP Description</i></b>                      Annually assess identified priority facilities (from inventory) for potential pollutants, existing operations (material storage, housekeeping practices, erosional features, vehicle washing, proximity of activities to drains and outfalls, etc.), the overall good housekeeping program, and other activities. Assess the map of the existing structural and non-structural stormwater management measures.</p> <p>The Annual Assessment uses the SWPPP inspection form and a written description of observed practices and activities and corrective actions.</p>		
<p><b><i>Measurable Goals</i></b>                      Complete assessments annually and maintain with SWPPP.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator or designee with Department Supervisor</p>		
<p><b><i>Schedule</i></b>                      Annually.</p>		
<p><b><i>Associated Documents</i></b>                      Facility SWPPPs and Facility Inspection forms                      Inspections are to be recorded in the Asset Management Software.</p>		
<p><b><i>Environmental Impact</i></b>                      Minimize the potential for pollutant discharged for MS4 facilities.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Maintain the Annual Assessments within the City’s Asset Management Software.                      Record all deficiencies on the inspection form and associated corrective action.                      Update SWPPP as needed.                      Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (c)                      Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b>                      Section 4.7 (n)(1) Annual Report</p>	<p><input type="checkbox"/> Current BMP</p> <p><input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date:</p>

<b>Periodic Litter Collection</b>		
<p><b><i>BMP Description</i></b>                      Periodic litter collection is part of the O&amp;M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Departments included in litter collection include the Parks and Recreation Department for public parks and the Public Works Department for MS4 public common areas (road right-of-way, Public Works Facility). Each department is responsible for litter collection at their facilities. Along with routine schedules, areas are identified through surface visual inspections and complaints.</p>		
<p><b><i>Measurable Goals</i></b>                      Collect litter to prevent conveyance contamination and clogging.                      Develop and maintain SOP.</p>		
<p><b><i>Responsible Entity</i></b>                      Parks and Recreation Department and Public Works Department</p>		
<p><b><i>Schedule</i></b>                      Review SOP annually and update as needed.                      Refer to SOP for details.</p>		
<p><b><i>Associated Documents</i></b>                      E-8 Periodic Litter Collection SOP</p>		
<p><b><i>Environmental Impact</i></b>                      Reduces the amount of floatables and other pollutants discharged to conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal.                      Record reviews and revisions to the SOP.                      Report status update on BMP and review/revision date of SOP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(A), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>Structure/Catch Basin Cleaning</b>		
<p><b><i>BMP Description</i></b></p> <p>Stormwater structure cleaning is part of the O&amp;M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Waste materials collected are taken to the Pit and placed in a drying bed to remove residual liquids. The material is then loaded into a dumpster and sent to a landfill. Each department is responsible for notifying the Public Works Department when site structures require cleaning. Along with routine schedules, areas are identified through surface visual inspections and complaints.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Reduce the amount of floatables and other pollutants discharged by cleaning stormwater structures and conveyances. Develop and maintain SOP.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>Public Works Department, Storm/Sanitary District Administrative Assistant (maintains paperwork/dumpster tickets)</p>		
<p><b><i>Schedule</i></b></p> <p>Review SOP annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b></p> <p>E-9 Structure &amp; Catch Basin Cleaning SOP</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Reduces the amount of floatables and other pollutants discharged to conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions through Asset Management System.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP.</li> <li>• Section 4.7 (n)(3) – Report the estimated amount of material removed from stormwater drainage system cleaning including the disposal methods utilized.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(B), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n)(1) and (3) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>Roadside Vegetation, Shoulder and Ditch Stabilization</b>		
<p><b><i>BMP Description</i></b>                      Roadside vegetation, shoulder and ditch stabilization is part of the O&amp;M Plan. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for notifying the Public Works Department for roadside shoulder and/or drainage ditch stabilization and repairs. In general, the BMP is completed by sections per a schedule, through a complaint, by request from a department, through surface visual inspections or following a City project.</p>		
<p><b><i>Measurable Goals</i></b>                      Repair shoulders and ditches to prevent accidents and sedimentation from entering conveyances. Develop and maintain SOP.</p>		
<p><b><i>Responsible Entity</i></b>                      Public Works Department</p>		
<p><b><i>Schedule</i></b>                      Review SOP annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b>                      E-10 Roadside Shoulder and Ditch Stabilization SOP                      Asset Management Software</p>		
<p><b><i>Environmental Impact</i></b>                      Prevent sedimentation from entering conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions through Asset Management System. Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP.</li> <li>• Section 4.7 (n)(2) – Report the number and location of roadside ditches that have been repaired.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(C), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n)(1) and (2) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>Remediation of Outfall Scouring</b>		
<p><b><i>BMP Description</i></b>                      Remediation of outfall scouring is part of the O&amp;M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for notifying the Public Works Department or the Engineering Department when a site outfall requires remediation. Along with routine schedules/inspections, areas are identified through surface visual inspections and complaints.</p>		
<p><b><i>Measurable Goals</i></b>                      Repair outfalls to prevent sedimentation from entering conveyances.                      Develop and maintain SOP.</p>		
<p><b><i>Responsible Entity</i></b>                      Public Works Department, Engineering Department</p>		
<p><b><i>Schedule</i></b>                      Review SOP annually and update as needed.                      In general, the BMP is completed per a complaint, and as needed.</p>		
<p><b><i>Associated Documents</i></b>                      E-11 Outfall Scouring SOP</p>		
<p><b><i>Environmental Impact</i></b>                      Reduces the amount of floatables and other pollutants discharged to conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions through Asset Management System.                      Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP.</li> <li>• Section 4.7 (n)(2) – Report the number and location of stormwater outfalls that have been repaired.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(E), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b>                      Section 4.7 (n)(1) &amp; (2) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date:                      09/2022</p>

<b>Repairing Stormwater Conveyances</b>		
<p><b><i>BMP Description</i></b></p> <p>Repairing stormwater conveyances and infrastructure is part of the O&amp;M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for notifying the Public Works Department when conveyances require cleaning or repair. Areas are identified through surface visual inspections and complaints.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Repair stormwater conveyances (infrastructure) to prevent sedimentation from entering conveyances. Develop and maintain SOP.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>Public Works Department, City Engineer</p>		
<p><b><i>Schedule</i></b></p> <p>Review SOP annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b></p> <p>E-12 Stormwater Conveyance Repair SOP Asset Management Software</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Reduces the amount of pollutants entering the conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions through Asset Management System. Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP.</li> <li>• Section 4.7 (n)(2) – Report the number and location of stormwater conveyances that have been repaired.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (g)(2)(E), (3) and (4)</p> <p>Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n)(1) &amp; (2) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>Disposal of Animal Waste</b>		
<p><b><i>BMP Description</i></b>                      The MS4 does not own/operate a dog park. Animals are welcomed at various parks around the city. Trash cans are provided for owners to dispose of animal waste.</p>		
<p><b><i>Measurable Goals</i></b>                      NA</p>		
<p><b><i>Responsible Entity</i></b>                      NA</p>		
<p><b><i>Schedule</i></b>                      NA</p>		
<p><b><i>Associated Documents</i></b>                      NA</p>		
<p><b><i>Environmental Impact</i></b>                      NA</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      NA</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Public Education/Involvement</li> <li><input type="checkbox"/> Illicit Discharge</li> <li><input type="checkbox"/> Construction Site Control</li> <li><input type="checkbox"/> Post-Construction Site Control</li> <li><input type="checkbox"/> Municipal Operations</li> </ul>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Section 4.7 (d)(6)(C)</p> <p><b><i>Reporting:</i></b>                      Section 4.7 (n)(1) Annual Report</p>	<p><input type="checkbox"/> Current BMP  <input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date:</p>

<b>City-Wide Snow and Salt Management</b>		
<p><b><i>BMP Description</i></b>                      Establish a designated snow disposal area(s) that have minimal potential for the discharge of run-off to receiving waters.</p> <p>Road salt is stored in a salt barn on the school’s property. Manage and store salt and other de-icing materials to minimize the discharge of stormwater run-off from the facility by:</p> <ol style="list-style-type: none"> <li>1) Minimizing run-off and run-on.</li> <li>2) Utilizing and maintaining permanent structures and/or coverings, thereby reducing the discharge of polluted stormwater run-off.</li> <li>3) Managing operations to address tracking and spillage.</li> </ol> <p>Revise the Public Works SWPPP to include snow disposal area and salt management measures.</p>		
<p><b><i>Measurable Goals</i></b>                      Reduce the amount of stored salt exposed through proper management.</p>		
<p><b><i>Responsible Entity</i></b>                      Public Works Department and Parks and Recreation Department</p>		
<p><b><i>Schedule</i></b>                      Update SWPPP within first year of permit coverage. On-going management measures.</p>		
<p><b><i>Associated Documents</i></b>                      Public Works Department and Parks and Recreation Department SWPPP                      E-13 Snow and Salt Management SOP</p>		
<p><b><i>Environmental Impact</i></b>                      Decrease salt run-off to conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Document the snow disposal area(s) and salt/sand management measures and storage locations in the SWPPP.</p> <p>Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.7 (n)(5) – Number and location of deicing salt and sand storage areas and methods used to minimize stormwater exposure.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (d)(6)(D) and (E)</p> <p>Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n)(1) and (5) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>City Sweeping</b>		
<p><b><i>BMP Description</i></b></p> <p>Sweeping streets and municipal parking lots is part of the O&amp;M Plan for MS4-owned/operated stormwater infrastructure. The maintenance activities, schedules, disposal methods, and inspection procedures for the BMP are described in the SOP.</p> <p>Each department is responsible for notifying the Public Works Department when parking lots require cleaning. Along with routine sweeping, areas are identified through surface visual inspections and complaints.</p>		
<p><b><i>Measurable Goals</i></b></p> <p>Reduce the amount of pollutants discharged to stormwater infrastructure by sweeping public streets and municipal parking lots. Develop and maintain SOP.</p>		
<p><b><i>Responsible Entity</i></b></p> <p>Public Works Department and Hobart Storm/Sanitary District Administrative Assistant (maintains paperwork/dumpster tickets)</p>		
<p><b><i>Schedule</i></b></p> <p>Review SOP annually and update as needed.</p>		
<p><b><i>Associated Documents</i></b></p> <p>E-14 Street and Parking Lot Sweeping SOP Asset Management Software</p>		
<p><b><i>Environmental Impact</i></b></p> <p>Reduces the amount of pollutants discharged to conveyances.</p>		
<p><b><i>Reporting and Recordkeeping</i></b></p> <p>Maintain the SOP that describes the schedules, responsible entities, tracking, and disposal. Track maintenance activities and corrective actions through Asset Management System. Report a status update on BMP that includes the following MS4GP requirements:</p> <ul style="list-style-type: none"> <li>• Section 4.7 (n)(1) – Report status update on BMP and review/revision date of SOP.</li> <li>• Section 4.7 (n)(4) – Report the estimated amount of material collected from street sweeping and the disposal method utilized.</li> </ul>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement <input type="checkbox"/> Illicit Discharge <input type="checkbox"/> Construction Site Control <input type="checkbox"/> Post-Construction Site Control <input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No Section 4.7 (g)(3) - (5) Section 4.7 (i) Annual Review</p> <p><b><i>Reporting:</i></b> Section 4.7 (n)(1) and (4) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP <input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>Stormwater Practices for City Subcontractors or Vendors</b>		
<p><b><i>BMP Description</i></b>                      Establish procedures to ensure contractors or third-party entities hired by the MS4 to perform maintenance or other operational activities associated with the stormwater system are required to comply with stormwater good housekeeping practices and facility-specific stormwater management policies and procedures.</p>		
<p><b><i>Measurable Goals</i></b>                      Train contractors on MS4 stormwater management policies and procedures.</p>		
<p><b><i>Responsible Entity</i></b>                      Departments using contractor(s), MS4 Coordinator</p>		
<p><b><i>Schedule</i></b>                      As needed, but prior to work being completed; review annually with departments.</p>		
<p><b><i>Associated Documents</i></b>                      Table C-4 Training Matrix</p>		
<p><b><i>Environmental Impact</i></b>                      Minimize the potential for pollutant discharged for maintenance and other activities conducted by outside entities on behalf of the MS4.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Maintain training records and attendance sheets from contractors.                      Maintain records of reviewing with departments.                      Report status update on BMP.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement  <input type="checkbox"/> Illicit Discharge  <input type="checkbox"/> Construction Site Control  <input type="checkbox"/> Post-Construction Site Control  <input checked="" type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No                      Section 4.7 (j)</p> <p><b><i>Reporting:</i></b>                      Section 4.7 (n) (1) Annual Report</p>	<p><input type="checkbox"/> Current BMP  <input checked="" type="checkbox"/> New BMP</p> <p>BMP Revision Date:</p>

<b>Flood Control Structures</b>		
<p><b><i>BMP Description</i></b>                      Provide written documentation that new flood control structures are assessed for their impacts on water quality and quantity during the planning and design phase.</p> <p>MS4 projects follow the stormwater quality and quantity requirements established in the ordinance and CSGP requirements as applicable. The MS4 owns and operates a Sluice Gate and Dam on Lake George within the Deep River Watershed.</p>		
<p><b><i>Measurable Goals</i></b>                      Assess all new City-owned projects per the ordinance and CSGP for the inclusion of flood control projects.</p>		
<p><b><i>Responsible Entity</i></b>                      Department constructing new structures</p>		
<p><b><i>Schedule</i></b>                      Ongoing.</p>		
<p><b><i>Associated Documents</i></b>                      NA</p>		
<p><b><i>Environmental Impact</i></b>                      Incorporating water quality measures into flood control structures will improve water quality.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Report the number of and location of flood control structures.</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (k) &amp; (l)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n) (1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

<b>Municipal Operations Training</b>		
<p><b><i>BMP Description</i></b>                      Implement an annual training program for employees directly involved in implementing good housekeeping for MS4 facilities and/or infrastructure. Relate training and topics to an employee’s job responsibilities and review spill prevention and response, site-specific stormwater issues, and the SWPPP.</p> <p>All municipal operations BMPs will be addressed annually at training sessions. Training may take the form of safety meetings, online training, webcasts, webinars, articles, checklists, presentations, workshops, and conferences.</p>		
<p><b><i>Measurable Goals</i></b>                      Increase employee awareness of stormwater issues by providing annual training.</p>		
<p><b><i>Responsible Entity</i></b>                      MS4 Coordinator and Department Supervisors</p>		
<p><b><i>Schedule</i></b>                      Refer to Implementation Schedule. Review and revise training program by end of the second year of the permit term.</p> <p>Complete training for:</p> <ul style="list-style-type: none"> <li>• New and part-time hires within 2 months and annually</li> <li>• Seasonal hires within 30 days</li> <li>• Existing employees at least annually</li> </ul>		
<p><b><i>Associated Documents</i></b>                      Municipal Facility SWPPP                      Table C-4 Training Matrix</p>		
<p><b><i>Environmental Impact</i></b>                      Increase employee’s response to stormwater issues by providing annual training to increase their awareness.</p>		
<p><b><i>Reporting and Recordkeeping</i></b>                      Document employee training through attendance sheets, online training confirmation, completed quizzes, completed work orders, etc. Documentation must include employee name, position, date, description of the training.                      Report status update on BMP</p>		
<p><b><i>Minimum Control Measures:</i></b></p> <p><input type="checkbox"/> Public Education/Involvement</p> <p><input type="checkbox"/> Illicit Discharge</p> <p><input type="checkbox"/> Construction Site Control</p> <p><input type="checkbox"/> Post-Construction Site Control</p> <p><input type="checkbox"/> Municipal Operations</p>	<p><b><i>Permit Requirement:</i></b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Section 4.7 (m)</p> <p><b><i>Reporting:</i></b></p> <p>Section 4.7 (n)(1) Annual Report</p>	<p><input checked="" type="checkbox"/> Current BMP</p> <p><input type="checkbox"/> New BMP</p> <p>BMP Revision Date: 09/2022</p>

## 4.0 MS4 PROGRAM EVALUATION AND ANNUAL REPORT

### 4.1 Annual Assessment of Programs

The following sections of the MS4GP state an annual review or performance evaluation is required. The requirement for the annual review has been included in each applicable BMP sheet.

Reference	Requirement
Section 3.2 (b) WQCR	Review the WQCR to determine if revisions are required and then provide updated WQCR in the Annual Report.
Section 4.1 (e) General Performance	Maintain and evaluate potential overall program performance improvement opportunities in implementing the six MCMs
Section 4.1 (k) General Performance	Conduct an annual review of the SWQMP and as necessary update the plan to ensure it reflects the goals of the MS4 program are being met.
Section 4.2 (a)(6) SWQMP	Annual updates based on changes in priorities, technology, goals, etc.
Section 4.3 (g) MCM 1 & 2	Implement and assess the program annually and update goals as necessary. Describe changes in public awareness resulting from implementation of the program.
Section 4.4 (i) MCM 3	Review and assess the program annually and update as necessary.
Section 4.5 (i) MCM 4	Perform an evaluation and an assessment of the effectiveness of the program annually and update as necessary. (1) Evaluate and assess the following: (A) Regulatory mechanism(s) (i.e. ordinance). (B) Plan review process, policy, and procedures. (C) Site Inspection process, policy, and procedures. (D) Standards and specification manual and/or guidance documents. (E) Policy and procedures related to management and compliance of MS4 owned and/or operated projects. (F) Assess coordination with other departments within the MS4 departments. (2) Develop and implement a plan and schedule to address program deficiencies, improvements, and modifications to the program.
Section 4.6 (h) MCM 5	Review and assess the program annually and update as necessary. (1) Evaluate and assess the following: (A) Regulatory mechanism(s) (i.e. ordinance). (B) Plan review process, policy, and procedures. (C) Site Inspection process, policy, and procedures. (D) Standards and specification manual and/or guidance documents. (E) Policy and procedures related to management and compliance of MS4 owned and/or operated projects. (F) Assess coordination with other MS4 departments. (2) Develop and implement a plan and schedule to address program deficiencies, improvements, and modifications to the program.

Reference	Requirement
Section 4.7 (d) (3) MCM 6 SWPPP	Procedures to review the SWPPP annually and update as needed.
Section 4.7 (i) MCM 6	Review and assess the good housekeeping program for adequacy and accuracy annually and update as necessary.

## 4.2 Annual Report

Each MCM section identifies specific information to include in the Annual Report. This information is included in each BMP sheet. Additional information required to be submitted is included in Section 8.0 of the MS4GP. The MS4 has incorporated all annual reporting information into a spreadsheet for easier tracking and reporting, refer to **Appendix C, Table C-9**. Refer to **Appendix F** for recent Annual Report submittals.

## 5.0 ABBREVIATIONS

BMP – Best Management Practice

CSOOP – Combined Sewer Overflow Operational Plan

CSGP – Construction Stormwater General Permit

IDDE – Illicit Discharge Detection and Elimination

IDEM – Indiana Department of Environmental Management

GIS – Geographical Information System

LTCP – Long Term Control Plan (for Combined Sewer Overflows)

LTMA – Long-Term Maintenance Agreement

MCM – Minimum Control Measure

MS4 – Municipal Separate Storm Sewer System

MS4GP – Municipal Separate Storm Sewer System General Permit

NOI – Notice of Intent

NOT – Notice of Termination

NPDES – National Pollution Discharge Elimination System

O&M – Operations and Maintenance

SPCC – Spill Prevention Control and Countermeasures

SOP – Standard Operating Procedures

SWCD – Soil and Water Conservation District

SWMD – Solid Waste Management District

SWPPP – Stormwater Pollution Prevention Plan

SWQMP – Stormwater Quality Management Plan

TMDL – Total Maximum Daily Load

USEPA – U.S. Environmental Protection Agency

WQCR – Water Quality Characterization Report

WWTP – Wastewater Treatment Plant

**APPENDIX A**

Permit Documentation



**MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)  
NOTICE OF INTENT (NOI)**

State Form 51270 (R5 / 3-22)  
Form Approved by State Board of Accounts, 2003  
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

- NOTE:**
- This form must be used to apply for a general NPDES permit to obtain permit coverage under the MS4 General Permit MS4 GP - (INR040000)
  - Please type or print in ink.
  - Return this form, required addenda, and payment by mail to the IDEM Stormwater Program at the address listed below.

IDEM, Stormwater Program  
100 North Senate Avenue  
IGCN Rm 1255  
Indianapolis, IN 46204-2251

**For questions regarding this form, contact:**

Phone: (317) 234-1601 or  
(800) 451-6027, ext. 41601 (within Indiana)

Stormwater Program Email: Stormwat@idem.IN.gov

Web Access:  
<http://www.in.gov/idem> (Search for Stormwater)

MS4 General Permit (MS4GP) may be obtained at:  
<https://www.in.gov/idem/stormwater/municipal-separate-storm-sewer-systems-ms4/>

**APPLICABILITY**

**Permit coverage under the MS4 General Permit applies to all entities that:**

- (1) Are not required to obtain an individual NPDES permit under 327 IAC 15-2-9(b)
- (2) Meet the general permit rule applicability requirements under 327 IAC 15-2-3
- (3) Do not have coverage under an individual MS4 permit; and
- (4) Operate, maintain, or otherwise have responsibility for an MS4 conveyance within a designated MS4 area.

**APPLICATION TYPE (check one)**

- Initial NOI
- Renewal NOI  
• NPDES Number: INR040130
- Amended NOI  
• NPDES Number:

**Part A: GENERAL INFORMATION FOR PRIMARY MS4 OPERATOR**

(1) MS4 Name (Primary): City of Hobart County: Lake

(2) Operator Name (Individual): First: Brian Last: Snedecor

(3) Operator Title: Mayor

(4) Mailing Address and Contact Information:  
Address 1: 414 Main Street  
Address 2: City: Hobart State: Indiana Zip: 46342  
Phone: (219) 942-6112 Cell Phone: Email: mayorsnedecor@cityofhobart.org

**Part B: MS4 COORDINATOR (MS4 Listed in Part A)**

(1) Is the MS4 Coordinator the same person as the MS4 Operator listed in Part A?  
 Yes (Do not complete items 2 through 5)  No (Complete Items 2 through 5)

(2) Name of MS4 or Name of Company: City of Hobart

(3) Contact Name (Individual): First: Tim Last: Kingsland

(4) Contact Title: MS4 Coordinator

(5) Mailing Address and Contact Information:  
Address 1: 414 Main Street  
Address 2: City: Hobart State: Indiana Zip: 46342  
Phone: 219-942-3619 Cell Phone: Email: tkingsland@cityofhobart.org

**PART C: OTHER CONTACTS**

**Application Preparer:**

(Complete Items (1) and (2) below and only complete Item (3) if different than the information listed in Part A or Part B)

(1) Contact Name (Individual): First Name: <sup>Tim</sup> Last Name: Kingsland  
 (2) MS4 or Company Name: City of Hobart MS4  
 (3) Mailing Address and Contact Information:  
 Address 1: 414 Main Street  
 Address 2: City: Hobart State: IN Zip: 46342  
 Phone: 219-942-3619 Cell Phone: Email: tkingsland@cityofhobart.org

**Consultant:**

Not Applicable  
 The MS4 has retained a consultant to assist with the program  
 (Complete Items (1) through (3) if different than the information listed for the Application Preparer)

(1) Contact Name: (Individual): First Name: Mary Last Name: Atkins  
 (2) Company Name: Wessler Engineering  
 (3) Mailing Address and Contact Information:  
 Address 1: 6219 South East Street  
 Address 2: City: Indianapolis State: IN State Abbreviation: IN Zip: 46227  
 Phone: 317-788-4551 Cell Phone: Email: MaryA@wesslerengineering.com

**PART D: MS4 GENERAL INFORMATION (Primary Permittee Only (Co-permittees will provide in Appendix A))**

(1) Primary Receiving Water: Deep River  
 (2) Coverage Area (Acres): 17,200  
 (3) Population: 29,752  
 (4) Funding Sources: Storm Water Fee  
 (5) Stormwater Fees: ERU  
 Not Applicable  
 Yes, the fees are based on or calculated on (provide a brief description):

(6) Administration of the Minimum Control Measures:

Minimum Control Measure	Primary MS4 will Administer	Another MS4 (List Entity) will Administer	A Third Party (List Entity) will Administer	Legally Binding Agreement
Public Education	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Public Involvement	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Illicit Discharge	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Construction	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Post-construction	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
Good Housekeeping	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No

**PART E: MS4 CO-PERMITTEE INFORMATION**

(1) Is the MS4 listed as Primary applying for permit coverage that will include co-permittees?

Yes (List the MS4 entities below)     No (Proceed to Part F)

- |     |     |
|-----|-----|
| (a) | (f) |
| (b) | (g) |
| (c) | (h) |
| (d) | (i) |
| (e) | (j) |

**Part F: GENERAL DISCHARGE INFORMATION FOR MS4 ENTITIES**

(1) Hydrologic Unit Codes (12 Digit) associated with the MS4 area including those associated with co-permittees.  
(Attach separate sheets as necessary.)

Hydrologic Unit Code (12 Digit)	Name of MS4 or MS4s
(a) 040400010509 Little Calumet River-Deep River	City of Hobart
(b) 040400010506 Duck Creek	City of Hobart
(c) 040400010507 Lake George-Deep River	City of Hobart
(d) 040400010504 Deer Creek-Deep River	City of Hobart
(e) 040400010505 Merrillville-Turkey Creek	City of Hobart
(f) 040400010502 Main Beaver Dam Ditch-Deep River	City of Hobart
(g)	
(h)	

(2) Primary Hydrologic Unit Code selected from the list above: 040400010507

(3) Receiving Waters: List all separate stormwater system outfall receiving waters. The receiving waters must represent all entities seeking coverage under this NOI. (Attach separate sheets as necessary.)

Receiving Water	Approved TMDL (Name the TMDL)	Identify if the Water is on the current 303d (List Impairments Below)
(a) Deep River	Deep River-Portage Burns E. coli and IBC TMDL	
(b) Deer Creek	Deep River-Portage Burns E. coli and IBC TMDL	
(c) Duck Creek	Deep River-Portage Burns E. coli and IBC TMDL	
(d) Lake George	Deep River-Portage Burns E. coli and IBC TMDL	
(e) Little Calumet River	Little Calumet and Portage Burns Waterway TMDL for E.coli	E.Coli and PCBs
(f) Frog Creek	Deep River-Portage Burns E. coli and IBC TMDL	
(g) Turkey Creek	Deep River-Portage Burns E. coli and IBC TMDL	
(h) Sprout Ditch	Deep River-Portage Burns E.Coli and IBC TMDL	
(i) Portage-Burns Waterway	Deep River-Portage Burns E.Coli and IBC TMDU Little Calumet and Portage Burns Waterway TMDL for E.coli	
(j)		
(k)		
(l)		
(m)		
(n)		
(o)		
(p)		

**(4) Do any outfalls within the MS4 discharge to another MS4 conveyance?**  
(These conveyances may either be regulated or non-regulated under the MS4 General Permit.)

Yes  No

If yes, provide the name of the responsible MS4 entity for the storm system and provide the name of the initial receiving water.

Outfall Discharges Directly to a MS4 (List the MS4):	Initial Receiving Water
(a)	
(b)	
(c)	
(d)	

**Part G: Public Notification**

The designated entities have notified the public of their intent to submit an application to IDEM to obtain permit coverage as a MS4. The notification was achieved by one of the two options below (select the option utilized):

A notification was placed on the MS4 web page or community calendar for 30 days prior to submittal of the NOI. The notification included the information required in the MS4GP as required by 6.1 (b)(2).

A notification was placed on a local newspaper of general circulation for a minimum of one (1) day. The notification included the information required in the MS4GP as required by 6.1 (b)(2).

**Part H: INFORMATION TO BE SUBMITTED WITH THE NOI**

In addition to the information in Parts A through G and applicable appendices a MS4 operator must provide:

- (1) Proof that a notice was posted to the MS4 web page / community calendar or in a newspaper with the greatest circulation in the affected MS4 area.
- (2) Application Fee (the MS4 Operator shall pay a fee in accordance with IC 13-18-20-12 and Section 6.4 and 6.5 of the MS4GP).
- (3) Certification that appropriate legally-binding agreements or contracts between MS4 entities have been obtained.

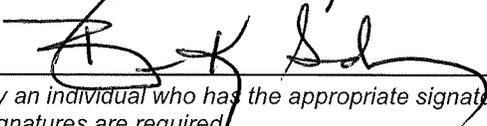
**Part I: CERTIFICATION AND SIGNATURE**

The Primary MS4 Operator listed in Part A must sign the following certification statement:

I swear or affirm under penalty of perjury as specified by IC 35-44.1-2-1 and other penalties specified in IC 13-30-10, that the statements and representations in this notification are true, accurate, and complete.

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

Type or print Operator Name: BRIAN K SNEDECOR (MAYOR)

Signature of Operator:  Date: 6/8/2022  
(mm/dd/year)

The NOI must be signed by an individual who has the appropriate signatory authority as required by 40 CFR 122.22. Wet ink signatures are required.

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Posted on: May 16, 2022

### Public Notice



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### PUBLIC NOTICE

The City of Hobart MS4 (414 Main Street, Hobart, IN 46342) intends to discharge stormwater into the Lake George-Deep River Watershed (040400010507), Little Calumet River-Deep River Watershed (040400010509), Deer Creek-Deep River Watershed (040400010504), Merrillville-Turkey Creek Watershed (040400010505), Duck Creek Watershed (040400010506) and Main Beaver Dam Ditch-Deep River Watershed (040400010502) and is submitting a Notice of Intent to notify the Indiana Department of Environmental Management of the MS4's intent to comply with the requirements of the MS4 General Permit to discharge stormwater run-off. Contact the City of Hobart MS4 Coordinator at (219) 942-3619 for questions.

# WESSLER ENGINEERING

## LETTER OF TRANSMITTAL

		<b>DATE:</b> 6/30/22	<b>JOB NO:</b> 248721
<b>TO:</b>	IDEM, Stormwater Program	<b>FROM:</b>	Mary Atkins
	100 North Senate Avenue		Wessler Engineering
	IGCN Rm 1255		6219 South East Street
	Indianapolis, IN 46204-2251		Indianapolis, IN 46227
		<b>PHONE:</b>	(317) 788-4551
		<b>E-MAIL:</b>	MaryAh@wesslerengineering.com
<b>RE:</b>	MS4 General Permit Notice of Intent – City of Hobart, INR040130		

WE ARE SENDING YOU THE FOLLOWING ITEMS:  Attached  Under Separate Cover via

COPIES	DATE	NO.	DESCRIPTION
1	6/8/22	1	Notice of Intent
1	5/16/22	1	Proof of Publication
1	6/2/22	1	Permit Fee Check

**THESE ARE TRANSMITTED as checked below:**

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> For approval | <input type="checkbox"/> Approved as submitted    | <input type="checkbox"/> Resubmit copies for approval   |
| <input type="checkbox"/> For your use            | <input type="checkbox"/> Approved as noted        | <input type="checkbox"/> Submit copies for distribution |
| <input type="checkbox"/> As requested            | <input type="checkbox"/> Returned for corrections | <input type="checkbox"/> Return corrected prints        |
| <input type="checkbox"/> For review and comment  |   |   |
| <input type="checkbox"/> For Bids due            |   |   |

**REMARKS:**

Please contact me if you have questions.

RECEIVED

JUN 30 2022

IDEM/OWQ

Received by: \_\_\_\_\_

\_\_\_\_\_

<b>COPY TO:</b>	<b>NAME:</b> Mary Atkins
	<b>TITLE:</b> Vice President

**APPENDIX B**

Water Quality Characterization Report

**APPENDIX C**

## Program Tables &amp; Forms

## Table of Contents

## Tables

Table C-1	MS4 Responsible Entities
Table C-2	List of Educational Materials
Table C-3	List of Public Events
Table C-4	Training Matrix
Table C-5	Inventory of MS4 Facilities
Table C-6	List of Industrial Facilities
Table C-7	CSGP Project Inventory (locations maintained in GIS)
Table C-8	Inventory of Post-Construction Stormwater BMPs
Table C-9	Annual Report Tracking

## Forms

Form C-1	Dry Weather Screening Form
Form C-2	Illicit Discharge Investigation Tracking Form
Form C-3	Complaint Tracking Form
Form C-4	IDEM Construction/Stormwater Pollution Prevention Plan Technical Review and Comment Form
Form C-5	Construction Self-Monitoring Report
Form C-6	Post-Construction BMP Inspection Form

**MS4 RESPONSIBLE ENTITIES  
SWQMP - GENERAL REQUIREMENTS**

DEPARTMENT	NAME	TITLE	RESPONSIBILITY	LOCATION	ADDRESS	PHONE	EMAIL
City	Brian Snedecor	Mayor	MS4 Operator	City Hall	414 Main Street, Hobart, IN 46342	219-942-6112	<a href="mailto:mayorsnedecor@cityofhobart.org">mayorsnedecor@cityofhobart.org</a>
Sanitary/Storm Water District	Tim Kingsland	Sanitary/Storm District Coordinator	MS4 Coordinator, MS4 implementation, ordinances/standards, elected officials updates, construction and post-construction plan review and site inspection, public education	City Hall	414 Main Street, Hobart, IN 46342	219-942-3619	<a href="mailto:tkingsland@cityofhobart.org">tkingsland@cityofhobart.org</a>
Sanitary/Storm Water District	Lori Leonard	Sanitary/Storm District Administrative Assistant	Municipal waste collection tracking.	City Hall	414 Main Street, Hobart, IN 46342		
Public Works	Kelly Smith	Director of Public Works	Municipal operations, site operation, City dump site, operations for the collection of household hazardous waste	Public Works Facility	1840 IN-130 Hobart, IN 46342	219-942-6121	<a href="mailto:ksmith@cityofhobart.org">ksmith@cityofhobart.org</a>
Public Works	Jony VanVleet	Public Works Foreman/Lead Mechanic	Municipal operations, site operation, City dump site, operations for the collection of household hazardous waste	Public Works Facility	1840 IN-130 Hobart, IN 46342	219-942-6440	<a href="mailto:jvanvleet@cityofhobart.org">jvanvleet@cityofhobart.org</a>
Parks	Kelly Goodpaster	Director of Parks and Recreation	Municipal operations, site operation	Hobart Community Center	111 E Old Ridge Rd., Hobart, IN 46342	219-942-2987	<a href="mailto:kgoodpaster@cityofhobart.org">kgoodpaster@cityofhobart.org</a>
Sanitation Department	Phil Schoon	Lift Station Foreman	Municipal operations, site operation	Main Lift Station	66 N Main St., Hobart, IN 46342	219-942-3293	<a href="mailto:pschoon@cityofhobart.org">pschoon@cityofhobart.org</a>
Engineering	Phillip Gralik	City Engineer	Post-construction stormwater quality measures, GIS updates	City Hall	414 Main Street, Hobart, IN 46342	219-942-8271	<a href="mailto:pgralik@cityofhobart.org">pgralik@cityofhobart.org</a>
Engineering	Alex Olesker	Deputy City Engineer	Adding and updating information to City of Hobart GIS	City Hall	414 Main Street, Hobart, IN 46342	219-476-5090	<a href="mailto:aolesker@cityofhobart.org">aolesker@cityofhobart.org</a>
City Administration			Adding and updating information to the City website	City Hall	414 Main Street, Hobart, IN 46342		
Building Inspector	Karen Hansen	Building Code Official	Construction inspections	City Hall	414 Main Street, Hobart, IN 46342	219-947-3407	<a href="mailto:contractors@cityofhobart.org">contractors@cityofhobart.org</a>
Human Resources	Trish White	Human Resources Manager	Municipal employee training	City Hall	414 Main Street, Hobart, IN 46342		<a href="mailto:HR@cityofhobart.org">HR@cityofhobart.org</a>
MS4 Consultant	Mary Atkins	Wessler Engineering	Assistance with MS4 Program development and implementation	6219 S. East Street, Indianapolis, IN 46227	6219 S. East Street, Indianapolis, IN 46227	317-788-4551	<a href="mailto:MaryA@wesslerengineering.com">MaryA@wesslerengineering.com</a>
City GIS Consultant	Rives Deuteran	Geographic Technologies Group	Adding and updating information to City of Hobart GIS	Geographic Technologies Group	202 Parkway Dr, Goldsboro, NC 27534	(888) 757-4222	<a href="mailto:rdeuteran@geotg.com">rdeuteran@geotg.com</a>

**LIST OF EDUCATIONAL MATERIALS AND DISTRIBUTION  
MCM 1 & 2 - PUBLIC EDUCATION, OUTREACH, PARTICIPATION & INVOLVEMENT**

SUBJECT MCM	EDUCATIONAL MATERIAL	TO DEVELOP	TO REVIEW AND REVISE	SCHEDULE	INFO SOURCE	TARGET CONSTITUENT	LOCATIONS AVAILABLE	DISTRIBUTION	DATE PROVIDED	# TRAINED / DISTRIBUTED
1 & 2	Storm Water Pollution Prevention: Protecting Your Waterways Brochure	X		12/31/23	MS4	Public	City Building, SW Website	Ongoing		
1 & 2	City of Hobart MS4 Stormwater Program Brochure		X	12/31/23	MS4	Public	City Hall, SW Website	Ongoing		
1 & 2	Storm Water FAQ		X	12/31/23	MS4	Public	City Website	Ongoing		
1 & 2	Stormwater Newsletter		X	12/31/23	MS4	Public	MS4 Coordinator's Computer/Server	Semi-annually		
1 & 2	Stormwater Brochure - Fertilizers	X		12/31/23	MS4	Public	City Building	Ongoing		
1 & 2	Stormwater Brochure - Septic Systems	X		12/31/23	MS4	Public	City Building	Ongoing		
1 & 2	Stormwater Brochure - Household Hazardous Waste	X		12/31/23	MS4	Public	City Building	Ongoing		
1 & 2	Stormwater Brochure - Green Landscaping	X		12/31/23	MS4	Public	City Building	Ongoing		
1 & 2	Stormwater Brochure - Pet Waste	X		12/31/23	City	Public	City Building	Ongoing		
1 & 2	Stormwater for Kids	X		12/31/23	City	Public	SW Website	Ongoing		
1 & 2	Facebook Posts		X	12/31/23	City	Public	City Building	Ongoing		
3	Illicit Discharge - Businesses	X		12/31/23	MS4	Public	MS4 Coordinator's Computer/Server	Annually		
3	Illicit Discharge - Businesses: Video on wastes and spills.			12/31/23	Online	Commercial	<a href="#">Preventing Pollution – Businesses</a>	Annually		
3	Illicit Discharge - General Employees	X		12/31/23	MS4	Municipal	MS4 Coordinator's Computer/Server	Annually		
3	Illicit Discharge - General/Public mail		X	12/31/23	MS4	Public	MS4 Coordinator's Computer/Server	Annually		
3	Illicit Discharge - Municipal Operation:		X	12/31/23	MS4	Municipal	Department SWPPPs	Annually		
3	Illicit Discharge - Schools	X		12/31/23	MS4	Public	MS4 Coordinator's Computer/Server	Annually		
4 & 5	Construction Stormwater Ordinance		X	12/31/23	City	Contractors	SW Website	Ongoing		
4 & 5	Hobart Storm Water Permit Application Guidelines	X		12/31/22	MS4	Contractors	MS4 Coordinator's Computer/Server	Ongoing & provided on the City of Hobart website.		
4 & 5	Continuation of Coverage Guidance	X		12/31/22	MS4	Contractors	MS4 Coordinator's Computer/Server	Provided during first year of permit term at developers/contractors meeting	3/24/2022	
4 & 5	Hobart Notice of Termination Checklist		X	12/31/22	MS4	Contractors	MS4 Coordinator's Computer/Server	Ongoing		
4 & 5	Post-construction BMP Maintenance Brochure	X		12/31/23	MS4	Contractors	MS4 Coordinator's Computer/Server	Builders, Developers, Contractors & Engineers		
4 & 5	Standards		X		City	Contractors	SW Website	Ongoing		
4 & 5	Video on SW runoff and post-construction measures				Online	Contractors	<a href="#">Stormwater runoff - YouTube</a>			
6	MS4 for Elected Officials Video		NA		INAFSM	Municipal	<a href="https://www.youtube.com/watch?v=bFwj5UkQ_Dk">https://www.youtube.com/watch?v=bFwj5UkQ_Dk</a>			
6	SWPPP Training Checklist - New Haven Utilities		X	08/31/22	MS4	Municipal	Department SWPPP, MS4 files			
All	INAFSM Help Sheet: Educational Resources for MS4s - Videos for all MCMS				Online	Municipal	<a href="#">Help Sheet - MS4 Training Resources.pdf (inafsm.net)</a>	Training videos for all MCMs.		
All	INAFSM: Indiana MS4 Videos for several MCMs				Online	Municipal	<a href="#">Webinars and Videos (inafsm.net)</a>	Training videos for several MCMs.		
All	TMACOG GH & P2 Videos for municipal operations.				Online	Municipal	<a href="#">TmacogTube - YouTube</a>	Training videos for municipal operations - snow/salt, spills, streets, parks, etc.		

**LIST OF PUBLIC EVENTS**  
**MCM 1 & 2 - PUBLIC EDUCATION, OUTREACH, PARTICIPATION & INVOLVEMENT**

EVENT TITLE	PROVIDED BY	SCHEDULE	DATE(S) OCCURRED	TARGET AUDIENCE	EST. # OF ATTENDEES	DESCRIBE INFORMATION PROVIDED OR ACTIVITY CONDUCTED	OBJECTIVE MET? (Y/N)	BEHAVIORAL CHANGES OBSERVED? (Y/N)
SW Planning Team Meetings	City	April						
Community Clean up Event - Spring	City	May						
Community Clean up Event - Fall	City	September						
HHW Waste Collection	SWMD	March	3/26/2022	Public				
HHW Waste Collection	SWMD	April	4/23/2022	Public				
HHW Waste Collection	SWMD	May	5/21/2022	Public		Conducted at the City of Hobart Public Works facility		
HHW Waste Collection	SWMD	June	6/4/2022	Public				
HHW Waste Collection	SWMD	July	7/23/2022	Public				
HHW Waste Collection	SWMD	August	8/20/2022	Public				
HHW Waste Collection	SWMD	September	9/10/2022	Public				
HHW Waste Collection	SWMD	October	10/1/22 & 10/22/22	Public				
Rain Garden Workshop	City	August	8/18/2022	Public		Conducted at City Hall, education on rain garden design and benefits		
Elected Officials Update - City Council	City	Annually		Elected officials				
SW Board Meetings	City	January		Elected officials, public				
SW Board Meetings	City	February		Elected officials, public				
SW Board Meetings	City	March		Elected officials, public				
SW Board Meetings	City	April		Elected officials, public				
SW Board Meetings	City	May		Elected officials, public				
SW Board Meetings	City	June		Elected officials, public				
SW Board Meetings	City	July		Elected officials, public				
SW Board Meetings	City	August		Elected officials, public				
SW Board Meetings	City	September		Elected officials, public				
SW Board Meetings	City	October		Elected officials, public				
SW Board Meetings	City	November		Elected officials, public				
SW Board Meetings	City	December		Elected officials, public				
School Activity	SWCD	Annually						
Festival with booth	SWCD	July		Public, visitors				
Community SW Issue - Construction	MS4	Permit Term		Construction				
Community SW Issue - Residential	MS4	Permit Term		Residential				
Community SW Issue - Commercial/ Industrial	MS4	Permit Term		Commercial/industrial				

**TRAINING MATRIX  
ALL MCMS - TRAINING**

Entity/Department	Content	Minimum Schedule/ Frequency	Target Group/Issue					MCM				Notes
			Residents/Yard Waste Mgmt	Commercial & Industrial/BMP Maintenance	Construction Sites / CSQP, Concrete Washout, BMP Maintenance & Recordkeeping	Public Education /Involvement	Illicit Discharge	Construction Site Control	Post Construction Control	Municipal Operations		
Contractors and Developers	Construction and post-construction requirements	Annual			x			x	x			
Elected Officials	Annual stormwater program updates	Annual				x	x	x	x	x		
Engineering Department	MS4 Program	Annual				x	x	x	x	x		
MS4 Coordinator	MCMs 1-6	Annual				x	x	x	x	x	Receive 12 hours of annual training with at least eight (8) of the twelve (12) hours of training distributed amongst the specific MCMs for which they are responsible for administering.	
Engineering Department	Construction plan review, inspection, compliance, and enforcement	Annual			x			x	x			
Building Inspector	Construction site inspection and enforcement	Annual			x			x	x			
Public Works Department	Implementation of good housekeeping for MS4 owned and/or operated infrastructure and facilities	Annual								x		
Parks and Recreation Department	Implementation of good housekeeping for MS4 owned and/or operated infrastructure and facilities	Annual								x		
Public Works, Parks and Recreation and Sanitation	Surface visual inspections and illicit discharge	Annual					x			x		
Public Works Department	SWPPP	Annual	x				x			x		
Parks and Recreation Department	SWPPP	Annual	x				x			x		
Fire Department	General SWPPP Training and illicit discharge program (detection, complaints, reporting)	Annual					x			x		
Police Department	General SWPPP Training and illicit discharge program (detection, complaints, reporting)	Annual					x			x		
City Hall	General SWPPP Training and illicit discharge program (detection, complaints, reporting)	Annual					x			x		
Sanitation Department	General SWPPP Training and illicit discharge program (detection, complaints, reporting)	Annual					x			x		

**INVENTORY OF MS4 PROPERTIES  
MCM6 - MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING**

NAME	ADDRESS	LATITUDE	LONGITUDE	CONTACT	ALTERNATE CONTACT	PRIORITY SITE? (Y/N)	SWPPP NAME OR N/A
City Hall	414 Main St.	41.5309	-87.25429			N	General Municipal Facilities SWPPP
Police Court Complex	111 E Old Ridge Rd.	41.53591	-87.259213			N	General Municipal Facilities SWPPP
Police Gun Range	202 W 8th St	41.525829	-87.261945			N	General Municipal Facilities SWPPP
Main Lift Station	66 N Main St	41.53532	-87.25551	Phil Schoon	Tim Kingsland	N	General Municipal Facilities SWPPP
Old WWTP Maintenance Shop	706 Front St.	41.53572	-87.25412	Phil Schoon	Tim Kingsland	N	General Municipal Facilities SWPPP
Fire Department – Main	401 E 10th St	41.5215	-87.25452			N	General Municipal Facilities SWPPP
Fire Station #2	2301-2411 W Old Ridge Rd, Gary, IN	41.54289	-87.28827			N	General Municipal Facilities SWPPP
Fire Station #3	711 N Colonial Dr	41.54992	-87.24819			N	General Municipal Facilities SWPPP
Fire Station #4	7710 Colorado St	41.47803	-87.29766			N	General Municipal Facilities SWPPP
Hobart Community Center	111 E Old Ridge Rd	41.53591	-87.259213	Kelly Goodpaster	Tim Kingsland	N	General Municipal Facilities SWPPP
Parks and Recreation Department Maintenance Garage	202 W 8th St.	41.525829	-87.261945	Kelly Goodpaster	Tim Kingsland	Y	Hobart Parks and Recreation Department SWPPP
Public Works Facility	1840 IN-130	41.532099	-87.23741	Kelly Smith	Tim Kingsland	Y	Hobart Public Works Department SWPPP
The Pit	East end of 6th St.	41.528403	-87.239988	Kelly Smith	Tim Kingsland	Y	Hobart Public Works Department SWPPP





**ANNUAL REPORT TRACKING**

SECTION	REQUIREMENT	ACTIVITY
<b>Public Education, Outreach, Participation and Involvement</b>		
4.3 (h)(1)	<p>Status of measureable goals, program requirements, compliance schedules, and timetables for this MCM. If objectives are not being met for a specific changes made to resolve problems identified. If objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified.</p> <p>Community Storm Water Issue Construcion MG - Increase awareness of water quality issues by holding one event annually covering construction stormwater issues.</p> <p>Community Storm Water Issue Residential MG - Increase public awareness and knowledge of the yard waste management, proper chemical disposal, fertilizer and pesticide storage and application and leaves management by providing educational materials and information to the public. Send Stormwater Newsletter semi-annually with sewer bills.</p> <p>Community Storm Water Issue Commercial/Industrial MG - Provide education to commercial and/or industrial customers annually regarding post-construction BMPs maintenance and inspection.</p> <p>Public Events MG - Increase local knowledge on storm water issues by providing two public events annually.</p> <p>Educational Materials MG - Organize and review developed materials to ensure the information is relevant prior to distribution</p> <p>Construction/Post-Construction Training for Builders, Developers, Contractors, and Engineers MG - Increase knowledge of MS4 construction and post-construction processes and procedures to contractors through training.</p> <p>Illicit Discharge Public Education MG - Increase public knowledge illicit discharges through educational efforts</p> <p>Storm Water Website MG - Increase public awareness and participation by providing storm water information on the MS4 website.</p> <p>Elected Officials Update MG - Attend one City Council meeting annually to inform elected officials of program status and achievements.</p>	
4.3 (h)(2)	A list of each public participation and outreach events and activities conducted, a description of the activity, an estimate of the number of attendees, and an assessment if the goals and objectives were met.	
4.3 (h)(3)	The number and types of construction and/or post-construction stormwater training opportunities that were provided to contractors, developers and builders, property owners (commercial, industrial, residential, homeowner associations, and other targeted entities during the reporting period.	
4.3 (h)(4)	Documentation that presentations were made to elected officials or boards.	
4.3 (h)(5)	Describe each targeted audience selected and how they were reached during the reporting period and describe behavioral changes observed.	
4.3 (h)(6)	A list of all public education materials used during the reporting period.	
<b>Illicit Discharge, Detection and Elimination</b>		
4.4 (k)(1)	<p>Status of measureable goals, program requirements, compliance schedules, and timetables for this MCM. If objectives are not being met for a specific changes made to resolve problems identified. If objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified.</p> <p>Illicit Discharge Ordinance Update MG - Continue to maintain and enforce the illicit discharge ordinance. Review and update to meet the MS4's needs and the permit requirements.</p> <p>Dry Weather Screening MG - Perform dry weather field screenings and visual inspections of 100% of mapped MS4 outfalls within the five-year permit term. Perform regular inspections of the stormwater conveyance by training staff to identify and address issues.</p> <p>Industrial Facility Mapping MG - Promote household hazardous waste collection opportunities on the website and provide one collection event annually.</p> <p>Collection of Hazardous Waste MG - Promote household hazardous waste collection opportunities on the city website. Review the SOPs annually. Conduct training for applicable staff annually.</p>	

**ANNUAL REPORT TRACKING**

SECTION	REQUIREMENT	ACTIVITY
4.4 (k)(1) (continued)	Illicit Discharge Detection and Elimination SOPs MG - Maintain SOPs for illicit discharge investigation, dry weather screening, and complaint tracking.	
	Public Reporting MG - Provide information on reporting stormwater complaints on the website. All complaints of illegal discharges and dumping to storm drains and local streams are to be investigated within 2 business days and actions taken will be documented. Maintain an SOP for complaint tracking.	
	Develop Storm Sewer System Map MG - Maintain storm sewer and outfall mapping. Map outfalls and conveyances as they are identified. Notate high priority areas based on complaints, illicit discharges, and other issues in the map.	
	IDDE Training for MS4 Staff MG - Develop training topics based upon a review of current practices and relevant issues. Provide the required number of hours of education for applicable staff members annually. Applicable new hires seasonal employees will be trained according to the schedule.	
	Review of CSOOP and LTCP MG - N/A	
	Review of Receiving Water TMDLs MG - Review the USEPA approved TMDLs and 303(d) lists at the beginning of each permit term. Add information to SWQMP and WQCR and update BMPs accordingly.	
4.4 (k)(2)	IDDE program updates.	
4.4 (k)(3)	A summary of any storm sewer system mapping changes to the stormwater outfall and conveyance maps.	
4.4 (k)(4)	Number of new MS4 outfalls mapped.	
4.4 (k)(5)	Number and location of dry weather outfalls screened for illicit discharges.	
4.4 (k)(6)	Number and location of illicit discharges detected.	
4.4 (k)(7)	Number and location of illicit discharges eliminated.	
4.4 (k)(8)	Number of illicit discharges and/or spills reported to the MS4 entity.	
4.4 (k)(9)	Number of enforcement actions taken by the MS4 entity.	
<b>Construction Site Storm Water Run-Off</b>		
4.5 (m)(1)	Status of measurable goals, program requirements, compliance schedules, and timetables for this MCM. If objectives are not being met for a specific changes made to resolve problems identified. If objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified.	
	Construction Storm Water Ordinance and Standards MG - Revise and implement an ordinance that is consistent with the requirements of the MS4GP and CSGP. Review ordinance and standards annually and revise as appropriate.	
	Construction Storm Water Plan Review MG - Review construction projects per the ordinance, standards, MS4GP and the CSGP. Maintain SOPs for the plan review process.	
	CSGP Compliance for MS4 Owned Projects MG - Submit all CSGP qualifying construction projects for plan review. Develop an SOP for CSGP submittals across all MS4 departments.	
	Construction Priority Sites MG - Evaluate all qualifying construction projects for priority during the plan review process. Include the identification of priority sites in the plan review process SOP.	
	Construction Site Inspections MG - Complete construction site inspections per required frequency. Develop and maintain SOPs for inspections.	
	Construction Enforcement MG - Develop and maintain SOP(s) for enforcement actions. Document non-compliance and enforcement actions on the inspection form.	
	Construction Storm Water Project Inventory MG - Track all CSGP construction sites and activities. Evaluate a project's regulatory compliance status.	
	Construction Training for Inspection, Plan Review and Enforcement MG - Increase plan reviewer and construction inspector knowledge by receiving annual training.	
	Construction Complaints MG - Reduce sediment loss/migration and prevention of other construction site stormwater pollutants from impacting MS4 stormwater conveyances. Develop and maintain SOP(s) for complaints.	
4.5 (m)(2)	The number of construction projects owned and/or operated by the MS4 entity that are active at the time of submittal.	

**ANNUAL REPORT TRACKING**

SECTION	REQUIREMENT	ACTIVITY
4.5 (m)(3)	The number of construction sites obtaining a MS4 entity-issued stormwater run-off permit or authorization to discharge.	
4.5 (m)(4)	The number of construction sites inspected.	
4.5 (m)(5)	The number and type of enforcement actions taken.	
4.5 (m)(6)	The number of public information requests and/or complaints received.	
<b>Post-Construction Storm Water Run-Off</b>		
4.6 (j)(1)	Status of measureable goals, program requirements, compliance schedules, and timetables for this MCM. If objectives are not being met for a specific changes made to resolve problems identified. If objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified.	
	Post-Construction Storm Water Ordinance and Standards MG - Review and revise ordinance to require the implementation of water quality practices for land disturbances.	
	Post-Construction Plan Review MG - Review construction projects per the ordinance, standards, MS4GP and CSGP. Maintain SOPs for the plan review process.	
	Post-Construction Inspections (MS4-Owned) MG - Develop and maintain an O&M Manual for MS4-owned BMPs. Develop and maintain SOPs for inspections. Complete post-construction inspections for MS4-owned BMPs per the schedule.	
	Post-Construction Inspections (Privately-Owned) MG - Maintain the submitted private-BMP's O&M Manual and LTMA's. Develop and maintain SOPs for inspections by the MS4. Complete inspections for privately-owned BMPs immediately after construction. Complete routine inspections for private-BMPs per schedule.	
	Post-Construction Complaints MG - Reduce water quality issues by following-up on all complaints received to ensure compliance with the MS4 ordinance. Track complaints, inspections, follow-up, and any enforcement actions for post-construction BMPs. Develop and maintain SOP(s) for complaints.	
	Post-Construction Training for Inspection, Plan Review and Enforcement MG - Increase plan reviewer and inspector knowledge by receiving annual training.	
4.6 (j)(2)	Updates to the post-construction ordinance or regulatory mechanism.	
4.6 (j)(3)	Number of sites requiring post-construction controls.	
4.6 (j)(4)	Number, type, and location of structural measures installed.	
4.6 (j)(5)	Number, type, and location of structural measures modified to function properly or improve water quality benefits.	
4.6 (j)(6)	Number, type, and location of structural measures inspected to ensure each meets design requirements and/or are being maintained.	
<b>Municipal Operations Good Housekeeping and Pollution Prevention</b>		
4.7 (n)(1)	Status of measureable goals, program requirements, compliance schedules, and timetables for this MCM. If objectives are not being met for a specific changes made to resolve problems identified. If objectives are not being met for a specific program element, explain the implementation problems encountered, and changes made to resolve problems identified.	
	Inventory of MS4 Facilities MG - Identify MS4 facilities, prioritize pollution generating sites, and maintain inventory within GIS.	
	Storm Water Pollution Prevention Plans MG - Maintain site SWPPPs and update annually.	
	Quarterly Facility Inspections MG - Complete inspections quarterly and maintain with SWPPPs.	
	Annual Facility Assessment MG - Complete assessments annually and maintain with SWPPP.	
	Periodic Litter Collection MG - Collect litter to prevent conveyance contamination and clogging. Develop and maintain SOP.	
	Structure/Catch Basin Cleaning MG - Reduce the amount of floatables and other pollutants discharged by cleaning storm water structures and conveyances. Develop and maintain SOP	
	Roadside Vegetation, Shoulder & Ditch Stabilization MG - Repair shoulders and ditches to prevent accidents and sedimentation from entering conveyances. Develop and maintain SOP.	
	Remediation of Outfall Scouring MG - Repair storm water outfalls to prevent sedimentation from entering conveyances. Develop and maintain SOP.	

**ANNUAL REPORT TRACKING**

<b>SECTION</b>	<b>REQUIREMENT</b>	<b>ACTIVITY</b>
4.7 (n)(1) (continued)	Repairing Stormwater Conveyances MG - Repair stormwater conveyances (infrastructure) to prevent sedimentation from entering conveyances. Develop and maintain SOP.	
	Disposal of Animal Waste MG - N/A	
	City-Wide Snow and Salt Management MG - Reduce the amount of stored salt exposed through proper management.	
	City Sweeping MG - Reduce the amount of pollutants discharged to storm water infrastructure by sweeping public streets and municipal parking lots. Develop and maintain SOP.	
	Storm Water Practices for Subcontractors or Vendors MG - Train contractors on MS4 storm water management policies and procedures.	
	Flood Control Structures MG - Assess all new City-owned projects per the ordinance and CSGP for the inclusion of flood control projects.	
	Municipal Operations Training MG - Increase employee awareness of storm water issues by providing annual training.	
4.7 (n)(2)	Number and location of stormwater outfalls and conveyance systems that have been repaired.	
4.7 (n)(3)	Estimated amount of material collected from stormwater drainage system cleaning including the disposal methods utilized.	
4.7 (n)(4)	Estimated amount of material collected from street sweeping, if applicable, including the disposal methods utilized.	
4.7 (n)(5)	Number and location of de-icing salt and sand storage areas and methods used to minimize stormwater exposure.	
<b>Misc.</b>		
5.1 (c)(4)	TMDL Implementation - provide documentation in the annual report of installation and maintenance of stormwater management measures and principles that have been implemented.	
8.1 (a)(1)	Relevant sections of the SWQMP that have been modified.	
8.1 (a)(2)	Updates of measurable goals for each minimum control measure (MCM).	
8.1 (a)(3)	Progress towards development, implementation, and enforcement of all MCMs. Report on all items identified in the annual report section associated with each MCM.	
8.1 (a)(4)	Status of ordinance development and/or modification.	
8.1 (a)(5)	New and on-going water quality characterization data.	
8.1 (a)(6)	Updated list of receiving waters.	
8.1 (a)(7)	A description of progress to meet a TMDL WLA or improve water quality in the 303d listed impairments.	
8.1 (a)(8)	Implementation problems encountered, including program changes made to address ineffectiveness or infeasibility.	
8.1 (a)(9)	New funding sources and expenditures.	
8.1 (a)(10)	MS4 jurisdictional boundaries as required by Section 4.2 (a)(1). Identify land areas removed or added to the jurisdictional area of the MS4.	
8.1 (a)(11)	Stormwater system map as required by 4.4 (f)(1) through (4).	
8.1 (a)(12)	A final program assessment, including a comprehensive review of all goals and objectives, program achievements, and areas identified to improve and enhance program effectiveness.	
8.1 (a)(13)	All required elements of the annual report must be completed or use of not applicable must have an explanation.	



**Corrective Action:**

**Corrective Action Required?**                      Y                      N

Identified Problem/Concern:

Corrective Action Taken:

Completed By: \_\_\_\_\_

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



**FORM C-2 ILLICIT DISCHARGE TRACKING**

Illicit Discharge Detection & Elimination

City of Hobart MS4 Program

Identified by:  Telephone Hotline

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

Outfall Inspection

Other \_\_\_\_\_

Location: \_\_\_\_\_

Description: \_\_\_\_\_

Potential or Actual Source: \_\_\_\_\_

Potential or Actual Pollutants: \_\_\_\_\_

Referred to: \_\_\_\_\_

Action Taken: \_\_\_\_\_

Date of Follow-Up Inspection: \_\_\_\_\_

Inspected By: \_\_\_\_\_

**Illicit Discharge Eliminated?**  Yes  No

Note: When applicable, attach sampling data, pictures, and correspondence.



**FORM C-3 STORM WATER COMPLAINT FORM**  
CITY OF HOBART MS4 PROGRAM

<b>Complaint Received Via</b>									
<input type="checkbox"/>	Phone Call	<input type="checkbox"/>	Voicemail	<input type="checkbox"/>	Webpage	<input type="checkbox"/>	City Employee	<input type="checkbox"/>	Other: _____

<b>PERSON MAKING COMPLAINT</b> (to be used to collect more information and for follow up)			
Name:		Date:	
Address:		Time:	
Email:			
Home Phone:		Daytime Phone:	

<b>COMPLAINT INFORMATION</b>								
General Description of Complaint: (field notes recorded on the next page and on attachments)								
Check all that apply:	<input type="checkbox"/>	Drainage or Flooding	<input type="checkbox"/>	Dumping	<input type="checkbox"/>	Illicit Discharge	<input type="checkbox"/>	Construction Site
	<input type="checkbox"/>	Spill	<input type="checkbox"/>	Erosion	<input type="checkbox"/>	Other: _____		
Frequency or Last Date of Occurrence								
Location Description: (i.e. physical street address, GPS location or written description)								
Property Owner Information (if different than person making complaint):	Name:		Telephone:					
	Address:							



**FORM C-3 STORM WATER COMPLAINT FORM**  
**CITY OF HOBART MS4 PROGRAM**

<b>FOLLOW UP</b>							
Name:		Department:		Date:		Time:	
Field Notes: (attach pictures, maps, aerial photos , spill reports or other associated documentation)							



**FORM C-3 STORM WATER COMPLAINT FORM**  
**CITY OF HOBART MS4 PROGRAM**

**FOLLOW UP (Continued)**

Field Notes:  
(continued)

Field Notes: (continued)	
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**RESOLUTION**

Resolution:  
(describe actual or  
possible complaint  
resolution)

Resolution: (describe actual or possible complaint resolution)	
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**Plan Review Information**

- The technical review and comment is intended to evaluate the completeness of the Construction/Stormwater Pollution Prevention Plan for the project. The Plan submitted was not reviewed for the adequacy of engineering design. All measures included in the plan, as well as those recommended in the comments should be evaluated as to their feasibility by a qualified individual with structural measures designed by a qualified engineer. The Plan has not been reviewed for other local, state, or federal permits that may be required to proceed with this project.
- Additional information, including design calculations may be requested to further evaluate the plan.
- All proposed stormwater pollution prevention measures and those referenced in this review must meet the design criteria and standards set forth in the "Indiana Stormwater Quality Manual" from the Indiana Department of Environmental Management or similar Guidance Documents.
- Construction activities and unforeseen weather conditions may affect the performance of the erosion and sediment control system, individual measures, or the effectiveness of the plan. The plan must be a flexible document, with provisions to modify or substitute measures as necessary to ensure compliance.

**Priority Site Information:**

<input type="checkbox"/>	<b>Nature and Extent of Construction</b>	<input type="checkbox"/>	<b>Existing Pollution Issues on Project Site</b>
<input type="checkbox"/>	<b>Close Proximity to Sensitive Area(s)</b>	<input type="checkbox"/>	<b>Potential for Direct Runoff to Receiving Waters</b>
<input type="checkbox"/>	<b>Steep Topography on Proposed Construction Site</b>	<input type="checkbox"/>	<b>Not a Priority Site</b>

**Section A: Construction Plan Elements**

<b>Adequate</b>	<b>Deficient</b>	<b>NA</b>	<b>A</b>	
<i>The construction plan elements include general information associated with the project site that are critical for the evaluation of the stormwater pollution prevention plan component. This information includes, but is not limited to an index, resource information, reference maps, grading information, project layout and design, and drainage plan</i>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>1</b>	Index of the location of required plan elements in the construction plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>2</b>	A vicinity map depicting the project site location in relationship to recognizable local landmarks, towns, and major roads
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>3</b>	Narrative of the nature and purpose of the project
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>4</b>	Latitude and longitude to the nearest fifteen (15) seconds
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>5</b>	Legal description of the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>6</b>	11 X 17-inch plat showing building lot numbers/boundaries and road layout/names
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>7</b>	Boundaries of the one hundred (100) year floodplains, floodway fringes, and floodways
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>8</b>	Land use of all adjacent properties
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>9</b>	Identification of a U.S. EPA approved or established TMDL
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>10</b>	Name(s) of the receiving water(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>11</b>	Identification of discharges to a water on the current 303d list of impaired waters and the pollutant(s) for which it is impaired
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>12</b>	Soil map of the predominant soil types
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>13</b>	Identification and location of all known wetlands, lakes and water courses on or adjacent to the project site (construction plan, existing site layout)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>14</b>	Identification of any other state or federal water quality permits or authorizations that are required for construction activities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>15</b>	Identification and delineation of existing cover, including natural buffers (50-ft buffer required)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>16</b>	Existing topography at a contour interval appropriate to indicate drainage patterns
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17</b>	Location(s) of where run-off enters the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>18</b>	Location(s) of where run-off discharges from the project site prior to land disturbance. Erosion control measures required at the discharge point.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>19</b>	Location of all existing structures on the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>20</b>	Existing permanent retention or detention facilities, including manmade wetlands, designed for the purpose of stormwater management
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>21</b>	Locations where stormwater may be directly discharged into ground water, such as abandoned wells, sinkholes, or karst features
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>22</b>	Size of the project area expressed in acres
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>23</b>	Total expected land disturbance expressed in acres
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>24</b>	Proposed final topography, grading plan.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>25</b>	Locations and approximate boundaries of all disturbed areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>26</b>	Location, size, and dimensions of all stormwater drainage systems, such as culverts, storm sewers, and conveyance channels
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>27</b>	Locations of specific points where stormwater and non-stormwater discharges will leave the project site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>28</b>	Location of all proposed site improvements, including roads, utilities, lot delineation and identification, proposed structures, and common areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>29</b>	Location of all on-site soil stockpiles and borrow areas. Topsoil must be preserved.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>30</b>	Construction support activities that are expected to be part of the project
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>31</b>	Location of any in-stream activities that are planned for the project including, but not limited to stream crossings and pump arounds
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>32</b>	Identification of any current or previous uses of the project site or immediately adjacent properties which may have resulted in the presence of hazardous substances, pollutants or contaminants on the project site.
<b>Section A – Comments:</b>				
<ul style="list-style-type: none"> <li>•</li> </ul>				

**Section B: Stormwater Pollution Prevention Plan – Erosion and Sediment Control/Project Site Management**

Adequate	Deficient	NA	<b>B</b>	<p><i>The construction component of the Stormwater Pollution Prevention Plan includes stormwater quality measures to address erosion, sedimentation, and other pollutants associated with land disturbance and construction activities. Proper implementation of the plan, maintenance of measures, and administering a self-monitoring program is required to manage the project site to minimize the discharge of sediment and other pollutants. Construction activities and unforeseen weather conditions may affect the performance of the erosion and sediment control system, individual measures, or the effectiveness of the plan. The plan must be a flexible document, with provisions to modify or substitute measures as necessary to ensure compliance.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>1</b>	Description of the potential pollutant generating sources and pollutants, including all potential non-stormwater discharges
Where applicable, Items in 2 through 10 below will be evaluated for Location, dimensions, detailed specifications, and construction details				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>2</b>	Stable construction entrance locations and specifications. Plan to clear tracking of sediments on road. Dust suppression plan.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>3</b>	Specifications for temporary and permanent stabilization. Include seeding and mulching plan and 70% coverage requirement for final stabilization. Include 7-day stabilization requirement.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>4</b>	Sediment control measures for concentrated flow areas (sediment basins if used have specific requirements)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>5</b>	Sediment control measures for sheet flow areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>6</b>	Run-off control measures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>7</b>	Stormwater outlet protection locations and specifications
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>8</b>	Grade stabilization structure locations and specifications
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>9</b>	Dewatering applications and management methods
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>10</b>	Measures utilized for work within waterbodies
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>11</b>	Maintenance guidelines for each proposed temporary stormwater quality measure. Monitoring and project management plan to include self-monitoring program (SMP), self-inspections and project management log
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>12</b>	Planned construction sequence describing the relationship between implementation of stormwater quality measures in relation to land disturbance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>13</b>	Provisions for erosion and sediment control on individual building lots regulated under the proposed project
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>14</b>	Material handling and spill prevention and spill response plan meeting the requirements in 327 IAC 2-6.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>15</b>	Material handling and storage procedures associated with construction activity. Management of waste materials and dumpsters for runoff and wind. Concrete washout management. Fueling areas. Equipment washing. Application of pesticides, herbicides, insecticides and fertilizers. Disposal of hazardous waste. Washing of paint or grout applicators.
<b>Section B – Comments:</b>				
•				

### Section C: Stormwater Pollution Prevention Plan – Post-Construction

Adequate	Deficient	NA	C	
				<i>The post-construction component of the Stormwater Pollution Prevention Plan includes the implementation of stormwater quality measures to address pollutants that will be associated with the final project land use. Post-construction stormwater measures should be functional upon completion of the project. Long term functionality of the measures is critical to their performance and should be monitored and maintained.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>1</b>	Description of pollutants and their sources associated with the proposed land use
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>2</b>	Description of proposed post-construction stormwater measures including stormwater detention and water quality treatment according to the local ordinance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>3</b>	Plan details for each post-construction stormwater measure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>4</b>	Sequence describing stormwater measure implementation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>5</b>	Maintenance guidelines for proposed post-construction stormwater measures. Operation and Maintenance (O&M) Manual.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>6</b>	Entity that will be responsible for operation and maintenance of the post-construction stormwater measures

**Section C – Comments:**

-

## SELF-MONITORING PROGRAM

The Indiana Construction General Permit (INRA00000) was issued on December 18<sup>th</sup>, 2021, by the Indiana Department of Environmental Management. The construction stormwater general permit (CSGP) is a performance-based regulation that contains specific requirements. One of the requirements is to develop and implement a self-monitoring program. The self-monitoring program is a mechanism to manage the construction project to ensure appropriate steps are taken to implement and maintain measures that will reduce the discharge of sediment and other pollutants associated with construction activities.

The requirements of the self-monitoring program can be found in the CSGP Section 3.6. The CSGP is available at: <https://www.in.gov/idem/stormwater/construction-land-disturbance-permitting/>

This form contains specific information that is required as part of a self-monitoring program. The form contains specific requirements that can be targeted to specific locations on the project site. Location information can be a narrative or used in conjunction with a map that identifies areas within the project. If a map is used, the map should be included as part of the self-monitoring report. The self-monitoring program documentation is required to be part of the project management log. Information on the project management log can be found in Section 3.7 of the CSGP.

Identify all problems or concerns discovered and document all corrective actions in this form. All problems or concerns shall be addressed with a corrective action. Implement corrective actions on the day of discovery and/or no later than 48-hours if considered significant, within 3-5 days for issues considered moderate, and/or within 7 days for issues considered routine.



## Self-Monitoring Report

### PART A: INSPECTION INFORMATION

<b>Project Name:</b> <b>CSGP Project # Number:</b> <b>Permit # Assigned by MS4:</b> <b>Name of MS4:</b> <b>County:</b>	<b>Name of Evaluator:</b> <b>Title of Evaluator:</b> <b>Affiliation:</b> <b>Email or Phone Number:</b>
<b>Inspection Type:</b>	
<b>Inspection Date:</b>	<b>Inspection Time:</b>
<b>Date of Precipitation:</b>	<b>Amount of Precipitation:</b>

### PART B: SITE CONDITIONS

<b>Current Site Information (check all that apply):</b>	<input type="checkbox"/> Clearing <input type="checkbox"/> Grubbing <input type="checkbox"/> Grading <input type="checkbox"/> Building Construction <input type="checkbox"/> Installation of Infrastructure <input type="checkbox"/> Utility Work <input type="checkbox"/> Vegetative Establishment <input type="checkbox"/> Other:
<b>Soil Conditions:</b>	

### PART C: PROJECT MANAGEMENT

(1) Was the SWP3 accessible at the time of the inspection?	<input type="checkbox"/> Yes <input type="checkbox"/> No
(2) Is the SWP3 current and/or updated to reflect the current stage of development?	<input type="checkbox"/> Yes <input type="checkbox"/> No
(3) Have all action items identified on the preceding reports been resolved? (a) If not identify which items require repair and provide a resolution timeline:	<input type="checkbox"/> Yes <input type="checkbox"/> No
(4) Is the project posting information posted in accordance with the CSGP Section 3.7?	<input type="checkbox"/> Yes <input type="checkbox"/> No

### PART D: GUIDANCE FOR COMPLETION OF FORM

- Identify all areas of the site that currently have an erosion/sediment control measure in place. Using Part E, evaluate the current condition of the measure and using the middle column, determine what action needs to be taken.
- Identify all areas of the site where stormwater run-off leaves site or where any discharge occurs. In each location where run-off leave the site, evaluate:
  - If an erosion/sediment control measure is in place: evaluate each action step required in Part E
  - If no erosion/sediment control measure is in place or a measure is required, use Part E to include specifics about the location and type of measure to be implemented.
- For any area of the site where there is run-off, or a discharge provide a description and location using Part F.
  - If any sedimentation is occurring note where it is discharging: Off site, to a waterbody (on or off-site) or other sensitive area
- For Part H in the Evaluation of sheet flow and concentrated run-off:
  - Identify location of discharge/run-off and check any visual descriptions that apply to the discharge. If the discharge/run-off will resolve with the repair of a sediment or erosion control measure or good housekeeping practices, you do not need to list an action in the observations/notes section. If the discharge/run-off will not be solved with repair/replacement of a sediment control measure or good housekeeping practices, you will need to list the action taken to resolve the run-off and any additional pollutants visible in the discharge.

PART E: EROSION AND SEDIMENT CONTROL MEASURES			
<b>Measure:</b>	<b>Corrective Action:</b>	<b>Observations/Notes:</b>	<b>Photos:</b>
Location(s):			
Action Initiated Date: Initials:		Action Completed Date: Initials:	
<b>Measure:</b>	<b>Corrective Action:</b>	<b>Observations/Notes:</b>	<b>Photos:</b>
Location(s):			
Action Initiated Date: Initials:		Action Completed Date: Initials:	
<b>Measure:</b>	<b>Corrective Action:</b>	<b>Observations/Notes:</b>	<b>Photos:</b>
Location(s):			
Action Initiated Date: Initials:		Action Completed Date: Initials:	
<b>Measure:</b>	<b>Corrective Action:</b>	<b>Observations/Notes:</b>	<b>Photos:</b>
Location(s):			
Action Initiated Date: Initials:		Action Completed Date: Initials:	
<b>Measure:</b>	<b>Corrective Action:</b>	<b>Observations/Notes:</b>	<b>Photos:</b>
Location(s):			
Action Initiated Date: Initials:		Action Completed Date: Initials:	



# SELF-MONITORING REPORT

## PART E: EROSION AND SEDIMENT CONTROL MEASURES

<b>Measure:</b>  Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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<b>Measure:</b>  Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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<b>Measure:</b>  Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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<b>Measure:</b>  Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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<b>Measure:</b>  Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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# SELF-MONITORING REPORT

## PART F: SURFACE STABILIZATION

Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
------------------------	-----------	------------------------	-----------

Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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# SELF-MONITORING REPORT

## PART G: GOOD HOUSEKEEPING

<b>Construction Entrance</b> Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
------------------------	-----------	------------------------	-----------

<b>Trash/Waste Collection Area</b> Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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<b>Concrete Washout</b> Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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<b>Dewatering Operations</b> Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
------------------------	-----------	------------------------	-----------

<b>Fueling and Chemical Storage</b> Location(s):	<b>Corrective Action:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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<b>Spills or Leaks</b> Location(s):	<b>Type of Leak/Spill:</b>	Observations/Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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# SELF-MONITORING REPORT

## PART H: EVALUATION OF DISCHARGES

Location(s):	Observations:	Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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Location(s):	Observations:	Notes:	Photos:
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Action Initiated Date:	Initials:	Action Completed Date:	Initials:
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## PART I: CHANGES TO SWP3

Does the corrective action based on this inspection require modification to the SWP3?  Yes  No

Date of SWP3 update:

Brief description of the changes:

Action Initiated Date:	Initials:	Action Completed Date:	Initials:
------------------------	-----------	------------------------	-----------

I certify that Part A-H of this evaluation were evaluated by me as a trained individual. To the best of my knowledge and belief, the information documented in the report is true, accurate, and complete.

**Evaluator Name and Title:**

**Signature and Date:** \_\_\_\_\_



# FORM C-6: POST-CONSTRUCTION BMP INSPECTION FORM

## CITY OF HOBART MS4 PROGRAM

Inspector(s): \_\_\_\_\_

Inspection Date: \_\_\_\_\_ Time: \_\_\_\_\_ Duration: \_\_\_\_\_

Weather Conditions: \_\_\_\_\_

Date of last Precipitation: \_\_\_\_\_ Amount: \_\_\_\_\_

Reason for Inspection:  Routine  Flooding  Complaint  Other \_\_\_\_\_

Property Address/Location: \_\_\_\_\_

Type of SWQ Structure:  Pond (Permanent Pool)  Open Channel (Vegetated/Geotextile)  
 Pond (Dry Pool)  Hydrodynamic Separator/Swirl  
 Bioretention Basin  Infiltration BMP  
 Oil/Water Separator  Other \_\_\_\_\_

### STORM WATER QUALITY MEASURE INSPECTION ITEMS

- A. Debris Clean-Out
1. Contributing areas clean of debris  Yes  No  NA  Maintenance
  2. Inlets and outlets clear of debris  Yes  No  NA  Maintenance
- B. Drainage Area Stabilization
1. Contributing drainage area stabilized (vegetation)  Yes  No  NA  Maintenance
  2. No evidence of erosion  Yes  No  NA  Maintenance
  3. Area mowed and clippings removed  Yes  No  NA  Maintenance
  4. Are native plantings thriving with invasive plants removed  Yes  No  NA  Maintenance
- C. BMP Outfalls
1. No evidence of scouring around outfall  Yes  No  NA  Maintenance
  2. Vegetation is healthy and not distressed  Yes  No  NA  Maintenance
  3. No evidence of erosion  Yes  No  NA  Maintenance
- D. Structural Components
1. No evidence of structural deterioration  Yes  No  NA  Maintenance
  2. Any grates are in good condition  Yes  No  NA  Maintenance
  3. No evidence of chipping or cracking of structural parts  Yes  No  NA  Maintenance
- E. Sediment Deposition
1. Inlets and outlets clear of sediments  Yes  No  NA  Maintenance
  2. Sediment depth in main structure is below the manufacturer's maintenance limit or designed depth  Yes  No  NA  Maintenance
- F. Overall function of facility
1. No evidence of flow bypassing facility  Yes  No  NA  Maintenance
  2. No noticeable odors outside of facility  Yes  No  NA  Maintenance

Notes: \_\_\_\_\_

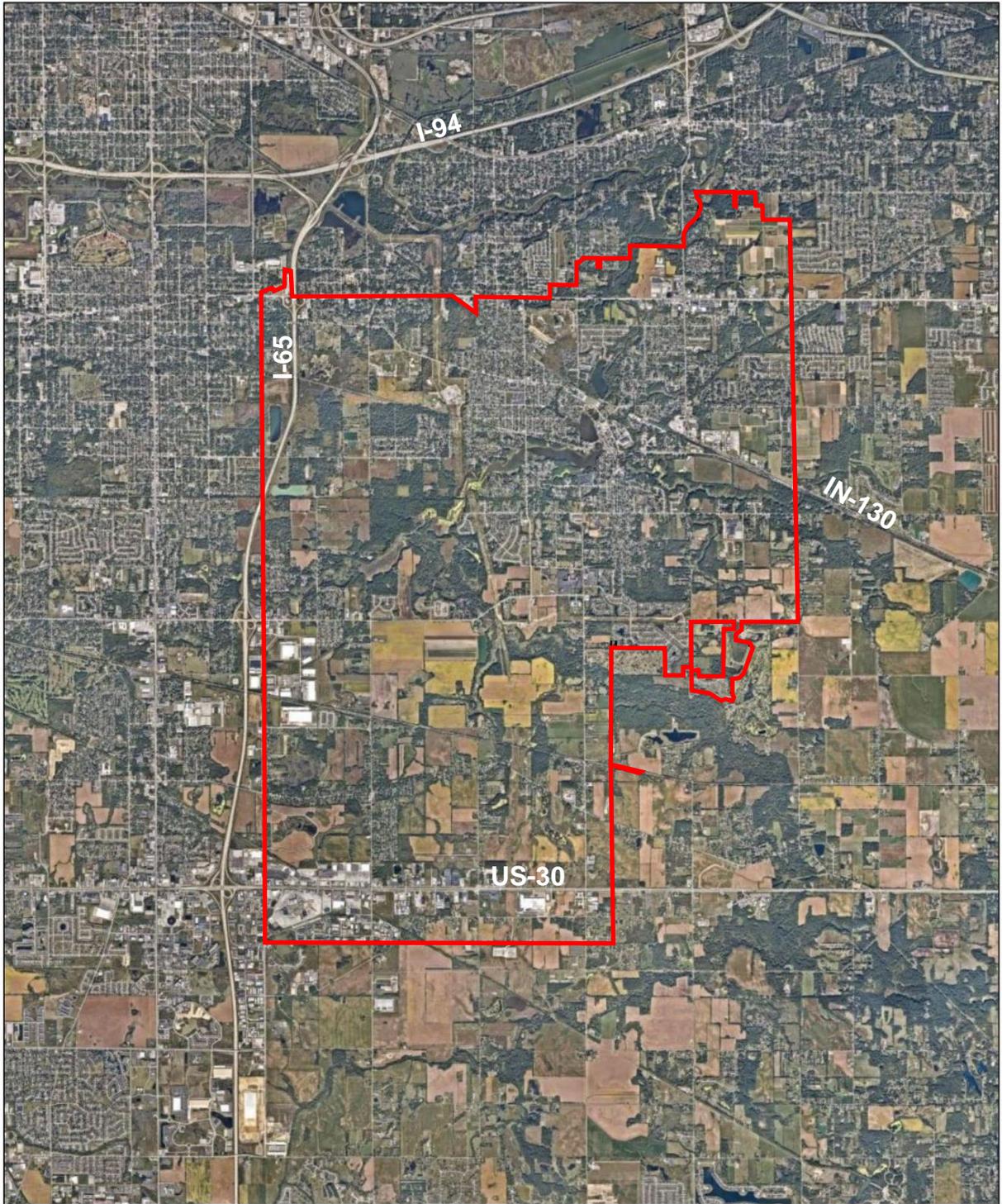
\_\_\_\_\_  
\_\_\_\_\_

**APPENDIX D**

Program Figures

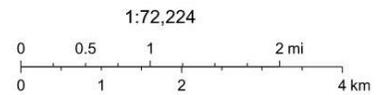
Table of Contents

Figure D-1	MS4 Boundary Map
Figure D-2	Industrial Facilities Map (not included)
Figure D-3	MS4 Facilities Map



12/1/2022, 10:19:24 AM

 MS4 Boundary

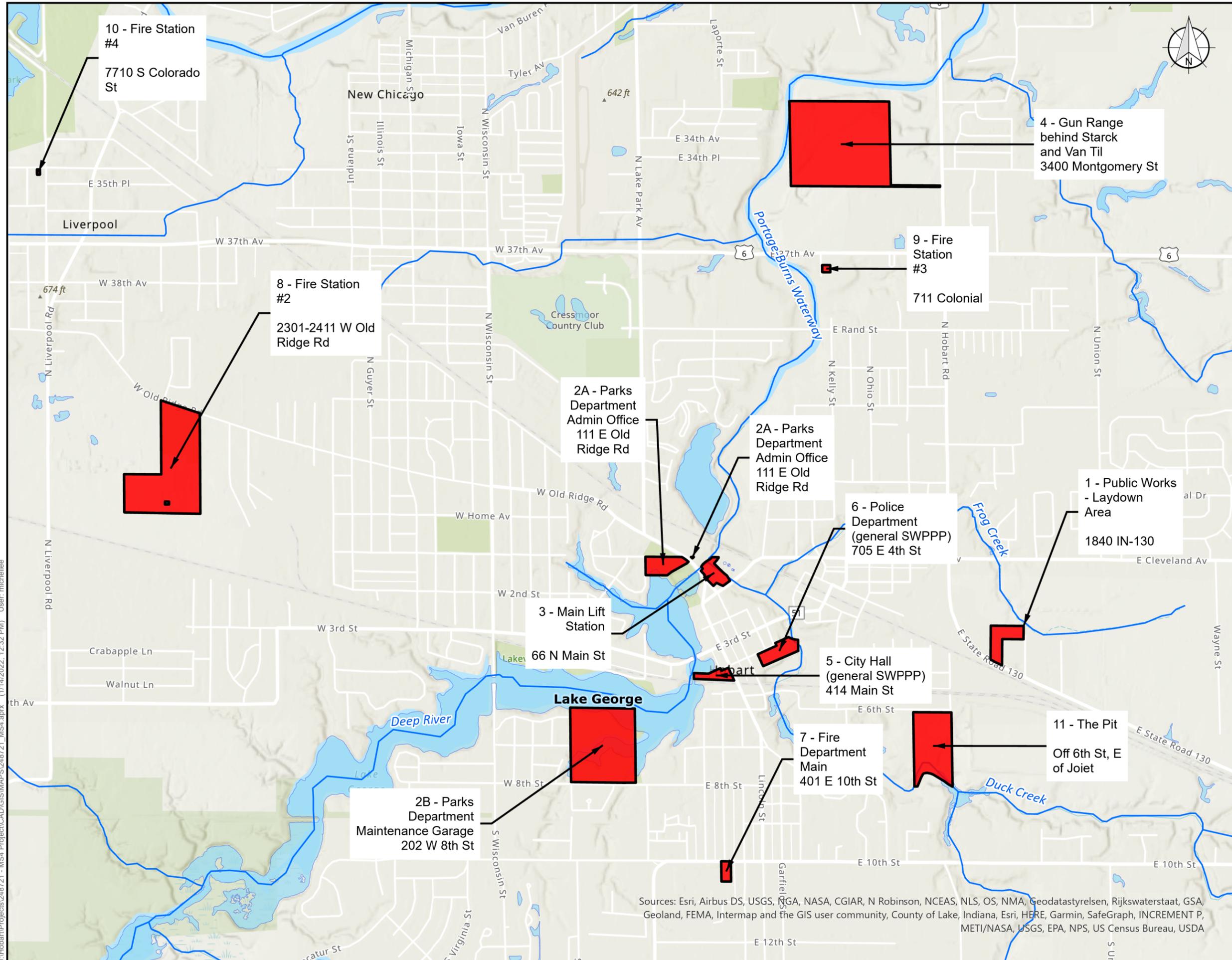


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## EXHIBIT D-1: MS4 BOUNDARY MAP

Legend

- MS4 PARCELS BY ADDRESS
  - Hydrography (NHD)
- Lakes (NHD) small scale**
- Lake/Pond
  - Reservoir
  - Swamp/Marsh



**EXHIBIT D-3**  
**MS4 FACILITIES MAP**

**City of Hobart, Indiana**  
**MS4 Program**

**January 2022**  
**2448721-58-002**

Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, County of Lake, Indiana, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

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## **APPENDIX E**

### Standard Operating Procedures

#### Table of Contents

E-1	Dry Weather Screening SOP
E-2	Illicit Discharge Detection and Elimination SOP
E-3	City of Hobart Stormwater Permit Application Process (SOP)
E-4	Construction Site Inspection SOP
E-5	Construction Enforcement SOP
E-6	Stormwater Complaint SOP
E-7	Post-Construction Structural BMP Inspections SOP
E-8	Periodic Litter Collection SOP
E-9	Structure & Catch Basin Cleaning SOP
E-10	Roadside Shoulder and Ditch Stabilization SOP
E-11	Outfall Scouring SOP
E-12	Storm Water Conveyance Repair SOP
E-13	Snow and Salt Management SOP
E-14	Street and Parking Lot Sweeping SOP

\*\*SOPs to be included following development.

**APPENDIX F**

Annual Report