

## BMP Summary Sheet

**MS4 Name:** City of East Bethel

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4a-1

<p><b>*BMP Title:</b> Ordinance or other Regulatory Mechanism</p>
<p><b>*BMP Description:</b></p> <p>The City of East Bethel has developed a subdivision ordinance which requires erosion and sediment controls, as well as sanctions to ensure compliance. The subdivision ordinance incorporates by reference the City Water Management Plan and Engineering Manual. These two plans define and address the required erosion and sediment controls for storm water discharges from construction activities.</p> <p>The City's Water Management Plan has been reviewed and approved by the Metropolitan Council. The plan has been submitted to both watershed management organizations. The City will address review comments when they are received from the watershed management organizations.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: The information included or referenced on this BMP Summary Sheet is intended to meet all SWPPP requirements for this BMP.</p>
<p><b>*Measurable Goals:</b></p> <p>Continue to review development plans and provide ongoing site inspections in accordance with the subdivision ordinance to ensure construction site storm water runoff controls are adequately addressed. Continue to review and revise, as necessary, the City ordinances and plans to address construction site stormwater runoff controls to the extent possible. Review and address watershed management organization comments when received.</p>
<p><b>*Timeline/Implementation Schedule:</b></p> <p>The City has developed and implemented the subdivision ordinance in 2007. The City's Engineering Manual is currently in place. The City of East Bethel's draft Watershed Management Plan is scheduled to be implemented in 2008. Years 2 through 5-Annually review subdivision ordinance and manual. Revise as necessary.</p>
<p><b>Specific Components and Notes:</b></p> <p>The City of East Bethel will implement the Watershed Management Plan upon receipt and incorporation of watershed management plan comments.</p>
<p><b>*Responsible Party for this BMP:</b></p> <p>Name: Jack Davis Department: Public Works Department Phone: 763-434-9569 E-mail: jack.davis@ci.east-bethel.mn.us</p>

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## BMP Summary Sheet

**MS4 Name:** City of East Bethel

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4b-1

**\*BMP Title:** Construction Site Implementation of Erosion and Sediment Control BMPs

**\*BMP Description:**

The City of East Bethel has developed a subdivision ordinance which requires construction site operators to implement appropriate erosion and sediment control Best Management Practices (BMPs). The subdivision ordinance incorporates by referencing the City Water Management Plan and Engineering Manual. The Engineering Manual has six standard plates addressing stormwater runoff control and Appendix B Policy on Stormwater Drainage Submittal Requirements for Developers. The policy incorporates by reference, Protecting Water Quality in Urban Areas (Best Management Practices for Minnesota) prepared by the Minnesota Pollution Control Agency, Division of Water Quality, latest addition.

The City's Water Management Plan has been revised and approved by the Metropolitan Council. The plan has been submitted to both watershed management organizations. The City will address and review comments when they are received from the watershed management organizations.

Location(s) in SWPPP of detailed information relating to this BMP:

The information included or referenced on this BMP Summary Sheet is intended to meet all SWPPP requirements for this BMP.

**\*Measurable Goals:**

Continue to review development plans and provide ongoing site inspections in accordance with the subdivision ordinance to ensure construction site stormwater runoff controls are adequately addressed.

Continue to review and revise, as necessary, the City ordinances and plans to address construction site stormwater runoff controls to the extent possible.

Review and address watershed management organization comments when received.

**\*Timeline/Implementation Schedule:**

The City has developed and implemented the subdivision ordinance in 2007.

The City's Engineering Manual is currently in place.

The City of East Bethel's draft Watershed Management Plan is scheduled to be implemented in 2008.

Years 2 through 5-Annually review subdivision ordinance and manual. Revise as necessary.

**Specific Components and Notes:**

The City Engineer has prepared detailed, specific BMP standards which define what the City considers as a level of expectation for performance from construction activity with regard to storm water runoff.

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## BMP Summary Sheet

**MS4 Name:** City of East Bethel

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4c-1

**\*BMP Title:** Waste Controls for Construction Site Operators

**\*BMP Description:**

The City of East Bethel will implement requirements for construction site operators to control waste, such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality. This requirement will be specifically addressed in the subdivision ordinance. The Engineering Manual requires the Developer to prepare and submit a Stormwater Pollution Prevention Plan (SWPPP) to the City Engineer. The plan also requires the Developer to follow all instructions it receives from the City concerning the cleaning and maintenance of the storm sewer system, and that the developer shall be responsible for cleaning all streets in the subdivision and adjacent to the subdivision from sediment and debris.

Location(s) in SWPPP of detailed information relating to this BMP:

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**\*Measurable Goals:**

Review and revise, as necessary, the City's Subdivision Ordinance and Engineering Manual to address requirements for construction site operators to control waste.

**\*Timeline/Implementation Schedule:**

Within 6 months from the extension of permit coverage the City will revise the Subdivision Ordinance and Engineering Manual to require waste control for construction site/operators.

Year 2 through 5-Annually review City ordinances and manual. Revise as necessary.

Year 2 through 5-Annually have the City Engineer inform the contractors and developers about the requirements to control waste.

**Specific Components and Notes:**

The City Engineer coordinates observation of construction site management practices. This includes educating contractors and developers on acceptable practices and the requirements to control waste.

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## BMP Summary Sheet

**MS4 Name:** City of East Bethel

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4d-1

**\*BMP Title:** Procedure for Site Plan Review

**\*BMP Description:**

The City of East Bethel has developed a subdivision ordinance which establishes procedures for site plan review which incorporates consideration of potential water quality impacts. The subdivision ordinance incorporates by referencing the City Water Management Plan and Engineering Manual. The City Engineer reviews the projects for water quality impacts. In addition, if a development will discharge to wetlands or other waters, or if the project affects historic or archeological sites, or threatened or endangered species, the City will coordinate with the appropriate governmental agencies to make sure the project is also within their requirements.

Location(s) in SWPPP of detailed information relating to this BMP:

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**\*Measurable Goals:**

Continue to review site plans and provide ongoing site inspections in accordance with the subdivision ordinance to ensure construction site stormwater runoff controls are adequately addressed.

Continue to review and revise, as necessary, the City ordinances and plans to address construction site stormwater runoff controls to the extent possible.

Review and address watershed management organization comments when received.

**\*Timeline/Implementation Schedule:**

The City has developed and implemented the subdivision ordinance in 2007.

The City's Engineering Manual is current in place.

The City of East Bethel's draft Watershed Management Plan is scheduled to be implemented in 2008.

Years 2 through 5-Annually review subdivision ordinance and manual. Revise as necessary.

**Specific Components and Notes:**

The City Engineer will work with the other governmental agencies to inform developers and their consultants on City of East Bethel site plan review procedures which incorporate consideration of potential water quality impacts.

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## BMP Summary Sheet

**MS4 Name:** City of East Bethel

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4e-1

**\*BMP Title:** Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance

**\*BMP Description:**

The City of East Bethel will establish procedures for receipt and consideration of reports of stormwater noncompliance or other information on construction related issues submitted by the public. The City Engineer and City staff currently handle complaints and issues related to the general public. The procedures will be noticed in the City Newsletter and on the web site, and will include a telephone number. Residents of the City will be able to call to report illicit discharges, report construction site erosion or sedimentation concerns and provide comments.

Location(s) in SWPPP of detailed information relating to this BMP:

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**\*Measurable Goals:**

Review current procedures for reporting noncompliance.

Determine improvements needed to address reports of noncompliance and prepare a procedure outline and a logging and tracking form. Make this information available to the residents.

Monitor how the complaints are followed up, and what corrective actions were necessary.

Determine how well the City staff is communicating and how effective they are in enforcing and addressing the residents concerns.

**\*Timeline/Implementation Schedule:**

Year 1-Review current procedures for receipt and consideration of reports of noncompliance.

Year 2-Determine improvements needed to current procedures and prepare a procedure outline and procedure logging and tracking form. Notice the procedures, forms, and telephone number in the City Newsletter and on the web site, so the residents understand what information will be requested when a noncompliance is documented.

Year 3 through 5-Use the procedures and forms to document and address reports of noncompliance. Track number of complaints. Annually, report to the City Council the number of complaints and how they were addressed.

**Specific Components and Notes:**

The City of East Bethel will develop and implement a procedure to document reports of noncompliance. In addition, procedures will be developed to outline the process for City staff to follow when responding to reports of noncompliance.

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# BMP Summary Sheet

**MS4 Name:** City of East Bethel

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4f-1

<p><b>*BMP Title:</b> Establishment of Procedures for Site Inspections and Enforcement</p>
<p><b>*BMP Description:</b></p> <p>The City of East Bethel will establish and implement procedures for site inspection and enforcement of control measures. The procedures will include a record keeping program which will address the following: 1. permit requirements, 2. types of components, 3. intended function of each type of component, and 4. inspection goals for type of component. The inspection goals are as follows: 1. determine and record whether a component is in good working condition and able to perform its intended function, 2. determine and record whether a component itself is a source of pollution, and 3. detect and eliminate illicit discharge.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: The information included or referenced on this BMP Summary Sheet is intended to meet all SWPPP requirements for this BMP.</p>
<p><b>*Measurable Goals:</b></p> <p>Update the existing procedure and record keeping methods for site inspections and enforcement. Count the structural pollution control devices, outfalls, basins, ponds, other sources of stormwater contamination, illicit discharges, and construction activity. Inspect and address all sites. Maintain records of inspection results, repairs, maintenance, and/or replacement of control measures.</p>
<p><b>*Timeline/Implementation Schedule:</b></p> <p>Year 1-Compare the existing procedure and record keeping methods with the MPCA Minnesota's Municipal Separate Storm Sewer System (MS4) Storm-water Permit Inspection and Record Keeping "Inspection Requirements and Guidance". Revise as necessary. Year 2-Implement the revised site inspection and enforcement procedures, and establish a preliminary budget and funding mechanism. Include the information collected in the MS4 annual report. Year 3 through 5-Continue inspection and record keeping and include the information in the MS4 annual report.</p>
<p><b>Specific Components and Notes:</b></p> <p>It is important that the City of East Bethel person in the field conducting the inspection knows the intended function of the component. When attempting to detect illicit discharge, dry weather flows or the presence of non stormwater related liquids, stains, odors and other abnormal conditions are indicators to be looking for.</p>
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