

SWPPP

(Storm Water Pollution Prevention Program)
City of Wayzata



MS4 Owner:

Name:	City of Wayzata
Mailing Address:	600 Rice Street
City:	Wayzata
State:	MN
Zip Code:	55391
County:	Hennepin

General Contact for Permit Compliance:

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Title:	City Engineer
County:	Hennepin
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City of Wayzata BMP Pages

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BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 1-1

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Public Information Program	
<u>BMP Description:</u> Develop a formal program regarding public notification and review and comment periods for redevelopment and public works projects. The city currently provides neighborhood notices during project planning stages. The City has reviewed the current practices and documents the number of meetings and participants during the year. The program will be reviewed and revised annually.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Completed program (y/n) • Track implementation of program complete (y/n) 	<ul style="list-style-type: none"> • 2006 - Formalize program • 12/2007-12/2011 – Revise and implement program annually
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: mike@wayzata.org	E-mail: mike@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	
Audience: General Public, Contractors, Developer, and Business Owners	
Educational Goals: Provide the audience with awareness and knowledge of storm water issues and City government issues.	
Activities: See BMP Description above	
Implementation Plans: See Timeline/Implementation Schedule above	
Performance Measures: See Measurable Goals above	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 1-2

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Bi-monthly Newsletter (Bay Window)

BMP Description: A bi-monthly newsletter is distributed to the public. It includes information regarding volunteer opportunities, hazardous waste drop-off information, recycling information, proper lawn care practices, a “hotline” phone number to report illicit discharges and construction site runoff violations, and other stormwater educational materials related to each minimum control measure. As an annual goal, the City will provide stormwater educational articles in the newsletter to address each of the six minimum control measures outlined in the MPCA General Permit.

Measurable Goals:

- Number of educational stormwater articles
- Annually address all 6 minimum control measures in the newsletter.

Timeline / Implementation Schedule:

- 2006-2011: Current and ongoing

Specific Components & Notes (optional):

Responsible Party

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 Title: City Engineer
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Responsible Department

Dept. or Org.: Engineering
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 E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

Audience: general public, Contractors, Developer, and Business Owners
 Educational Goal: Provide the public with information to make them aware of stormwater issues and volunteer opportunities.
 Activities: See BMP Description above
 Implementation Plans: See Timeline/Implementation Schedule above
 Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 1-3

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: City Website – Stormwater Information Page

BMP Description: The City website can be accessed to view ordinances, City Council agendas and meeting minutes, and will be updated to include stormwater articles for each minimum control measure and phone numbers for reporting illicit discharges, construction site runoff violations, or other stormwater complaints.

Measurable Goals:

- Post SWPPP
- Post Annual Report
- Track web page updates
- Quantify information provided on web page
- Track stormwater information provided elsewhere on city website

Timeline / Implementation Schedule:

- 12/2006: Completed stormwater webpage
- 12/2007-12/2011: Review and revise webpage annually

Specific Components & Notes (optional):

Responsible Party

Name: City Engineer

Title: City Engineer

Phone: 952-404-5300

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Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

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Educational components related to this BMP (description or number – optional):

Audience: general public, Contractors, Developer, and Business Owners

Educational Goal: Provide the audience with information to make them aware of storm water issues, volunteer opportunities, contacts and regulations.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 1-4

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Stormwater Educational Brochures.

BMP Description: Display storm water brochures at City Hall and distribute as billing inserts, providing information on household hazardous waste collection and disposal, proper lawn care practices and awareness of stormwater issues related to each minimum control measure.

Measurable Goals:

- Number and type of stormwater brochures distributed

Timeline / Implementation Schedule:

- 12/2006 - Produce needed brochures
- 2007-2011 - distribute brochures

Specific Components & Notes (optional):

Responsible Party

Name: City Engineer

Title: City Engineer

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Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

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Educational components related to this BMP (description or number – optional):

Audience: General Public, Contractors, Developer, and Business Owners

Educational Goals: Provide the public with proper lawn care and yard waste disposal practices and awareness of effects on storm water quality.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 1-5

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: 30-day Public Notice for Annual Stormwater Meeting

BMP Description: Notify the public of the date, time and place of a meeting that, at least in part, will discuss the annual SWPPP report. The notice will be published in a newspaper of general circulation in the general vicinity of the City and at least 30-days prior to the public meeting. The notice will contain a reference to the SWPPP; a concise description of the manner in which the public informational meeting will be conducted; a location to submit written or provide oral comments on the adequacy of the SWPPP prior to the public meeting; and will indicate the location where a copy of the SWPPP is available for public viewing. A copy of the notice will be available to the Agency, the appropriate city and county officials, and all other persons who have requested that they be informed of public meetings for the SWPPP.

Measurable Goals:

- Completed public notice requirement
- Number of places notices are posted

Timeline / Implementation Schedule:

- 2006-2011: Annually – at least 30 days prior to annual meeting

Specific Components & Notes (optional):

Responsible Party

Name: City Engineer

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Responsible Department

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Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

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Educational components related to this BMP (description or number – optional):

Audience: general public, Contractors, Developer, and Business Owners

Educational Goals: Provide public with awareness and knowledge of the annual storm water meeting date, time, location, meeting process and subject.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 1-6

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Evaluate Additional Educational Materials

BMP Description: The City will solicit storm water related materials, such as those listed within the Specific Components below, from outside entities, including, but not limited to: soil and water conservation districts, watershed districts, watershed management organizations, school districts, University of Minnesota extension, and county, regional, state and federal government sources.

Measurable Goals:

- List of materials received in response to the request

Timeline / Implementation Schedule:

- 2006-2011: Annually solicit educational information from outside entities
- 2006-2011: Review and revise material as appropriate to community

Specific Components & Notes (optional):

- Articles
- Newsletters
- Videos
- Brochures
- Special Packets
- Inserts and displays
- In-house training documents
- Materials from conferences attended

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Educational components related to this BMP (description or number – optional):

Audience: To be determined from materials acquired

Educational Goal: To be determined

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 1-7

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Joint Educational Programs with Outside Entities

BMP Description: The City will contact outside entities, including, but not limited to: soil and water conservation districts, watershed districts, watershed management organizations, school districts, University of Minnesota extension, and county, regional, state and federal government sources and discuss existing programs and how they can be coordinated and/or used effectively with the City's existing programs.

Measurable Goals:

- Annual review of outside entity programs
- Number of outside entity programs identified

Timeline / Implementation Schedule:

- 2006-2011 - Evaluate and compare outside entity programs with the City's existing programs
- 2007 - Propose a strategy that allows coordination and helps make effective use of outside entity educational programs, identify target audiences and define measurable goals

Specific Components & Notes (optional):

- Review outside entity reference list in SWPPP

Responsible Party

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Educational components related to this BMP (description or number – optional):

Audience: To be determined from available program reviews

Educational Goal: To be determined

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 1-8

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Public Works Open House	
<u>BMP Description:</u> Periodically, the City will hold an open house to inform the public of City operations. Educational material and discussions pertaining to general storm water issues and how the City and citizens work minimize storm water pollution will be available for interested attendees.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Conducted Open House (y/n) • Number of public attendees 	<ul style="list-style-type: none"> • 2006-2011 - Post notices city-wide • 2006-12/2011 - Conduct at least two open house events
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: mike@wayzata.org	E-mail: mike@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	
Audience: General Public , Contractors, Developer, and Business Owners	
Educational Goal: Provide the public with knowledge, awareness of City operations directed at storm water issues and what the public can do to reduce impacts to storm water.	
Activities: See BMP Description above	
Implementation Plans: See Timeline/Implementation Schedule above	
Performance Measures: See Measurable Goals above	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 2-1

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Participation in Inter-Agency Seminars

BMP Description: The City will coordinate with other local communities and MCWD and if appropriate, participate in available seminars and/or field trips to describe issues of stormwater management and show the public the City's stormwater system. At a minimum, the City will evaluate other public participation events related to stormwater issues and publicize educational awareness through the website, newsletter, or other media available by the City.

Measurable Goals:

- Number of seminars/field trips identified
- City participation (y/n)

Timeline / Implementation Schedule:

- 2006-2007: Identify existing events and coordinate with other agencies
- 2008-2011: Identify and participate in applicable events to encourage public participation

Specific Components & Notes (optional):

Responsible Party

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Title: City Engineer

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Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

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Educational components related to this BMP (description or number – optional):

Audience: General Public, Contractors, Developer, and Business Owners

Educational Goal: Provide the public with knowledge, awareness and a first hand look at stormwater issues and City government practices.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 2-2

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Annual Stormwater Public Meeting

BMP Description: The City will hold one public meeting per year that allows time to specifically address the SWPPP. The meeting will be held prior to MPCA Annual Report submittal deadline and a 30-day public notice period will be provided for residents to submit comments on the SWPPP. Possible revisions to the SWPPP will be discussed based on comments received and program evaluation by the City.

During the meeting, a short stormwater educational presentation will outline the impacts of stormwater runoff to receiving waters and examples of individual and city practices to reduce or minimize the impacts.

Measurable Goals:

- Number of attendees to Annual Meeting

Timeline / Implementation Schedule:

- Annually - hold public meeting prior to the MPCA Annual Report deadline

Specific Components & Notes (optional):

- 30-day public notice
- City Council meeting agenda

Responsible Party

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Title: City Engineer

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Responsible Department

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Dept. Head: Michael Kelly, Jr.

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Educational components related to this BMP (description or number – optional):

Audience: General Public, Contractors, Developer, and Business Owners

Educational Goal: Provide the public opportunity for oral and written comments concerning the SWPPP.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 2-3

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
X	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Establish Meeting and Public Input Procedures	
BMP Description: Specify the format of the Annual SWPPP meeting and the opportunity for residents to give input. Formal written comments will be accepted during the 30-day comment period.	
Measurable Goals: <ul style="list-style-type: none"> Document and provide notice of the format of the annual meeting and means for public input on the SWPPP 	Timeline / Implementation Schedule: <ul style="list-style-type: none"> Year 1 - Provide notice of the format of the annual meeting and the means for public input on the SWPPP
Specific Components & Notes (optional):	
Responsible Party	Responsible Department
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: mike@wayzata.org	E-mail: mike@wayzata.org
Educational components related to this BMP (description or number – optional):	
Audience: General Public, Contractors, Developer, and Business Owners	
Educational Goal: Provide the public notice and opportunity for oral and written comments concerning the SWPPP.	
Activities: See BMP Description above	
Implementation Plans: See Timeline/Implementation Schedule above	
Performance Measures: See Measurable Goals above	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 2-4

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
X	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Consideration of Written and Oral Public Input

BMP Description: City staff will analyze public comments, both written and oral. Consideration will be given to incorporating comments into future SWPPP activities or revisions.

Measurable Goals:

- Receive public input
- Analyze comments and revise SWPPP as necessary

Timeline / Implementation Schedule:

- Annually - Receive comments and revise SWPPP as appropriate
- June 30th each year – receive comments, respond, and revise SWPPP as appropriate.

Specific Components & Notes (optional):

Responsible Party

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Title: City Engineer

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Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

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Educational components related to this BMP (description or number – optional):

Audience: General Public, Contractors, Developer, and Business Owners

Educational Goal: Provide the public opportunity for oral and written comment for input into the SWPPP.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 2-5

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Household Cleanup Day

BMP Description: The City holds a Household Cleanup Day to allow the public opportunity to dispose of non-hazardous waste materials such as appliances, scrap metal and wood, tires and furniture. The materials are collected by a licensed garbage hauler for proper disposal.

Measurable Goals:

- Completed Household Cleanup Days
- Number of households participating
- Quantification of items collected

Timeline / Implementation Schedule:

- 2006-2011: hold Household Cleanup Day annually

Specific Components & Notes (optional):

Responsible Party

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Title: City Engineer

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Responsible Department

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Educational components related to this BMP (description or number – optional):

Audience: General Public

Educational Goal: Provide the public an opportunity to dispose of non-hazardous materials in a proper manner.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 2-6

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Citizen Monitoring Program

BMP Description: The Citizen Monitoring Program will collect information on the condition of water bodies and wetlands in the City through volunteer participation and coordinated efforts with the MCWD. The city will encourage participation in this program by providing educational awareness through the website, newsletter or other available media.

Measurable Goals:

- Number of volunteers
- Number of lakes and ponds monitored

Timeline / Implementation Schedule:

- 2006 – Review/revise model program; solicit volunteers
- 2007 - Finalize and implement the program
- 2007-2011 - Continue monitoring; revise the program as necessary

Specific Components & Notes (optional):

- Report from volunteers

Responsible Party

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Responsible Department

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Educational components related to this BMP (description or number – optional):

Audience: General Public

Educational Goal: To provide public participation in water quality monitoring and increase public knowledge and awareness of impacts to local water bodies.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 2-7

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Planning Commission	
<u>BMP Description:</u> The City has established a planning commission to review development and redevelopment within the community. This commission allows for public participation during decision making and recommendations to council regarding site design and other rules established to continue orderly growth and redevelopment.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Number of citizen participants on commission • Number of plans reviewed by commission 	<ul style="list-style-type: none"> • 2006-2011: Ongoing
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: mike@wayzata.org	E-mail: mike@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	
Audience: General Public	
Educational Goal: Provide general public the opportunity to participate in local planning and decision making process.	
Activities: See BMP Description above	
Implementation Plans: See Timeline/Implementation Schedule above	
Performance Measures: See Measurable Goals above	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 2-8

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Public Stormwater Comment Hotline

BMP Description: The public can report observed potential or actual illicit discharges, illicit connections, illegal dumping or construction site runoff control violations to the City Stormwater Comment Hotline. The City will document all comments and respond as appropriate.

Measurable Goals:

- Completed hotline program
- Number/type of calls received

Timeline / Implementation Schedule:

- 2006 - Develop hotline program
- 2007 - Publicize hotline phone number and effective date (Year 5)
- 2008-2011 - Document calls received and responses to calls

Specific Components & Notes (optional):

Responsible Party

Name: City Engineer

Title: City Engineer

Phone: 952-404-5300

E-mail: mike@wayzata.org

Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

Audience: General Public

Educational Goal: Provide general public awareness of stormwater hotline and receive comments to improve the overall stormwater program and compliance with ordinances.

Activities: See BMP Description above

Implementation Plans: See Timeline/Implementation Schedule above

Performance Measures: See Measurable Goals above

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 3-1

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Nuisance / Illegal Dumping Ordinance

BMP Description: An ordinance stating illegal dumping of trash or debris on public or private property is currently included in the City Code of Ordinances. In 2007, the City will review the existing ordinance and determine if additional requirements should be included. Based on that review, the City will adopt a revised ordinance by December 2008.

Measurable Goals:

- Adoption of revised ordinance (y/n)

Timeline / Implementation Schedule:

- 12/2007 - Review/revise the ordinance
- 12/2008 - Adopt revised ordinance

Specific Components & Notes (optional):

Responsible Party

Name: City Engineer

Title: City Engineer

Phone: 952-404-5300

E-mail: mike@wayzata.org

Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 3-2

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Illicit Discharge and Illicit Connection Ordinance/Regulatory Mechanism

BMP Description: Develop a new or update an existing ordinance or regulatory mechanism to prevent illicit discharges and illicit connections into the stormsewer system including enforcement and penalty procedures. The city currently has a draft ordinance developed to address illicit discharges and illicit connections to the stormsewer system and plans to get approval from the Council by December 2008.

Measurable Goals:

- Review existing illicit discharge prohibitions including enforcement and penalties
- Develop a new or updated regulatory mechanism

Timeline / Implementation Schedule:

- 2006 - Review existing ordinance or other regulatory mechanisms
- 12/2008 - Develop a new or updated regulatory mechanism or ordinance regarding illicit discharges

Specific Components & Notes (optional):

Responsible Party

Name: City Engineer

Title: City Engineer

Phone: 952-404-5300

E-mail: mike@wayzata.org

Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 3-3

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Storm Sewer Map

BMP Description: The current storm sewer map is located in CADD files and record plans. The City will complement the CADD files with development into a GIS platform. The City plans to have a complete stormsewer map by 2008 and will revise it annually thereafter to reflect changes to the system from development, redevelopment, or inspections. At a minimum, the specific components below will be identified on the final map.

Measurable Goals:

- Completed stormsewer map (y/n)

Timeline / Implementation Schedule:

- 2008 - Complete stormsewer map\
- 2009-2011: Annual update map as needed

Specific Components & Notes (optional):

- Ponds, streams, lakes and wetlands that are part of the City's system
- Structural pollution control devices (grit chambers, separators, etc.) that are part of the City'
- Pipes and conveyances in the system as a goal, but at a minimum, those pipes that are 24" or larger
- Outfalls, including discharges from the City's system into other MS4s, or waters and wetlands that are not part of the City's system; structures that discharge stormwater directly into groundwater; overland discharge pointes and all other points of discharge from the City's system that are outlets, but not diffuse flow areas.

Responsible Party

Name: City Engineer

Title: City Engineer

Phone: 952-404-5300

E-mail: mike@wayzata.org

Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 3-4

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Septic System Maintenance Program

BMP Description: The program requires maintenance and inspection of septic systems to minimize the amount of failing septic systems which have the possibility to discharge sewage into receiving waters. This program is coordinated with Hennepin County and the City provides educational material and appropriate enforcement based on reports from the County. The City also has an ordinance (Chapter 405) that requires proper installation and permitting for all new septic systems.

Measurable Goals:

- Number of septic systems inspected
- Number of reported system failures
- Adoption of revised ordinance

Timeline / Implementation Schedule:

- 2007 - Review and revise ordinance
- 2008 - Adopt and implement ordinance
- 2006-2011 - Implement and document program

Specific Components & Notes (optional):

- Coordinate with Hennepin County program

Responsible Party

Name: Building Official

Title: Building Official

Phone: 952-404-5300

E-mail: don@wayzata.org

Responsible Department

Dept. or Org.: Building Inspections

Dept. Head: Don Johaneson

Phone: 952-404-5300

E-mail: don@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 3-5

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Sanitary Sewer Overflow Program

BMP Description: The sanitary sewer system is inspected, cleaned and maintained to evaluate the integrity of the system and to prevent overflows.

Measurable Goals:

- Length of sanitary sewer cleaned
- Length of sanitary sewer pipe upgraded/replaced
- Length of sanitary sewer video logged, existing and new/redevelopment
- Number of observed overflows

Timeline / Implementation Schedule:

- 2006-2011 - Implementation and documentation

Specific Components & Notes (optional):

Responsible Party

Name: Director of Public Service

Title: Director of Public Service

Phone: 952-404-5360

E-mail: daved@wayzata.org

Responsible Department

Dept. or Org.: Public Works

Dept. Head: Dave Dudinsky

Phone: 952-404-5360

E-mail: daved@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 4-1

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Municipal ESC Program

BMP Description: A comprehensive program to minimize the potential impact to surface waters from construction site runoff. The City will develop an overall strategic policy for controlling erosion and sediment control from development or redevelopment equal to or greater than one acre of land disturbance.

Measurable Goals:

- Completion of draft ESC Program
- Review and approval of program by staff and Council
- Adoption and implementation of program

Timeline / Implementation Schedule:

- 2006 - Adopt and initiate revised program
- 2007-2011 - Continued implementation of ESC Program

Specific Components & Notes (optional):

Responsible Party

Name: Building Official

Title: Building Official

Phone: 952-404-5300

E-mail: don@wayzata.org

Responsible Department

Dept. or Org.: Building Inspections

Dept. Head: Don Johaneson

Phone: 952-404-5300

E-mail: don@wayzata.org

Educational components related to this BMP (description or number – optional):

Inform contractors of ESC Program requirements and provide compliance training.

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 4-2

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Land Disturbance Ordinance	
BMP Description: The City has developed an ordinance (Chapter 54: Land Disturbance Ordinance) that describes the City’s erosion and sediment control requirements, inspection routine, enforcement, minimum best management practices, and possible actions for non-compliance.	
Measurable Goals:	Timeline / Implementation Schedule:
<ul style="list-style-type: none"> Adoption of ESC ordinance (y/n) 	<ul style="list-style-type: none"> 2006-2011: Ordinance completed
Specific Components & Notes (optional):	
<ul style="list-style-type: none"> ESC plan review, inspection, and enforcement description MPCA Storm Water Permit Tree protection plan Tree preservation plan Minimum BMP requirements Seeding requirements 	
Responsible Party	Responsible Department
Name: Building Official	Dept. or Org.: Building Inspections
Title: Building Official	Dept. Head: Don Johaneson
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: don@wayzata.org	E-mail: don@wayzata.org
Educational components related to this BMP (description or number – optional):	
Inform contractors of ordinance requirements and location of ordinance (City website or City Hall).	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 4-3

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Minimum Erosion and Sediment Control (ESC) BMPs

BMP Description: The City has developed a list of minimum erosion and sediment control BMPs to meet the requirements of ordinance language. The BMPs are reviewed by the City during the plan review process and discussed at pre-construction meetings.

Measurable Goals:

- Completed list of minimum ESC BMPs
- Number of contractors provided with ESC BMP list

Timeline / Implementation Schedule:

- 2006-2011 - Distribute and discuss the list of minimum ESC BMPs with contractors during the grading pre-construction meeting
- 2006-2011 - Update the list and distribute

Specific Components & Notes (optional):

- Erosion control silt fence
- Rock construction entrance
- Inlet protection device
- Tree protection fence
- Street sweeping

Responsible Party

Name: Building Official

Title: Building Official

Phone: 952-404-5300

E-mail: don@wayzata.org

Responsible Department

Dept. or Org.: Building Inspections

Dept. Head: Don Johaneson

Phone: 952-404-5300

E-mail: don@wayzata.org

Educational components related to this BMP (description or number – optional):

Grading pre-construction meeting educate the contractor and reiterate the minimum requirements for construction within the City.

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 4-4

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Construction Site Waste Control	
BMP Description: The City has reviewed the current construction site maintenance standards and inspection programs and determined procedures and requirements to control construction site waste.	
Measurable Goals: <ul style="list-style-type: none"> Review existing and available construction site management guidelines Update, as necessary, regulatory mechanisms that can incorporate construction site waste control Combine construction site waste control inspection as an element of erosion and sediment control inspection program 	Timeline / Implementation Schedule: <ul style="list-style-type: none"> 2006-2011 - Document any changes to the site inspection checklist or other guidelines incorporating waste control issues
Specific Components & Notes (optional):	
Responsible Party	Responsible Department
Name: Building Official	Dept. or Org.: Building Inspections
Title: Building Official	Dept. Head: Don Johaneson
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: don@wayzata.org	E-mail: don@wayzata.org
Educational components related to this BMP (description or number – optional):	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 4-5

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: ESC Plan Review Process

BMP Description: The City requires an Erosion and Sediment Control (ESC) Plan to be completed, reviewed and approved by the City prior to approving plans for construction. The process describes minimum plan review times and time-frames and authority for issuing warnings and stop work notices.

Measurable Goals:

- Number of plans reviewed
- Number of notices (to applicant) of required revisions
- Completed revision of review process

Timeline / Implementation Schedule:

- 2006-2011 - Complete plan reviews
- 2006-2011 - Revise/update review process as needed

Specific Components & Notes (optional):

Responsible Party

Name: Building Official

Title: Building Official

Phone: 952-404-5300

E-mail: don@wayzata.org

Responsible Department

Dept. or Org.: Building Inspections

Dept. Head: Don Johaneson

Phone: 952-404-5300

E-mail: don@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 4-6

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Pre-construction Meeting	
<u>BMP Description:</u> A meeting held prior to commencement of construction activities to, in part, discuss minimum ESC BMPs.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Number of meetings held • Number of attendees • Number of topics discussed 	<ul style="list-style-type: none"> • Current and ongoing
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: Building Official	Dept. or Org.: Building Inspections
Title: Building Official	Dept. Head: Don Johaneson
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: don@wayzata.org	E-mail: don@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	
Audience: Contractors and Developers	
Educational Goal: Inform contractors of ESC minimum requirements and revised ordinance as necessary.	
Activities: See BMP Description above	
Implementation Plans: See Timeline/Implementation Schedule above	
Performance Measures: See Measurable Goals above	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 4-7

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Erosion and Sediment Control (ESC) Inspection and Enforcement

BMP Description: The City conducts ESC inspection on active projects which require a land disturbing permit. Procedures for enforcement include a warning letter, stop inspection letter and financial security to ensure proper installation and maintenance. Inspections are typically conducted prior to construction, monthly, and prior to project completion.

Measurable Goals:

- number of inspections
- number of warnings issued
- number of stop work orders issued
- number of times financial surety withheld

Timeline / Implementation Schedule:

- Ongoing - Site inspection and enforcement
- 2006-2011: Review and revise program as needed.

Specific Components & Notes (optional):

- Inspection schedule
- Warning letter
- Stop work order
- Financial surety

Responsible Party

Name: Building Official

Title: Building Official

Phone: 952-404-5300

E-mail: don@wayzata.org

Responsible Department

Dept. or Org.: Building Inspections

Dept. Head: Don Johaneson

Phone: 952-404-5300

E-mail: don@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-1

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Zoning Ordinance	
<u>BMP Description:</u> A zoning ordinance to regulate land use, describe planning requirements and establish design standards according to the City Surface Water Management Plan.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Completed review of zoning ordinance • Adoption of revised ordinance 	<ul style="list-style-type: none"> • 2007 - Complete review of ordinance • 2008 - Adopt revised ordinance if determined from necessary from review • 2009-2011 – Continue implementation of ordinance
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: City Planner	Dept. or Org.: Planning
Title: City Planner	Dept. Head: Loren Gordon
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: loren@wayzata.org	E-mail: loren@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	
Ordinance available on the City website or at City Hall.	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-2

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Plan Review Procedures

BMP Description: Plan review procedures are identified in City ordinances. The plan review procedures identify required submittals, review period, permit requirements, design standards, and approvals. This procedure is used to maintain compliance with the post-construction runoff control requirements of the Surface Water Management Plan (SWMP). Also, this process includes procedures to assure coordination with appropriate agencies and to evaluate discharges which may adversely affect properties listed or eligible for listing in the National Register of Historic Places or affecting known or discovered archeological sites; or discharges whose direct, indirect, interrelated, interconnected, or independent impacts may jeopardize a listed endangered or threatened species or adversely modify a designated critical habitat.

Measurable Goals:

- Completed development of plan review checklist
- Number of plans reviewed

Timeline / Implementation Schedule:

- 2006-2007: Develop standard plan review checklist for development or redevelopment
- 2008-2011: Implement and document plan review checklist

Specific Components & Notes (optional):

Responsible Party

Name: City Planner
 Title: City Planner
 Phone: 952-404-5300
 E-mail: loren@wayzata.org

Responsible Department

Dept. or Org.: Planning
 Dept. Head: Loren Gordon
 Phone: 952-404-5300
 E-mail: loren@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-3

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Surface Water Management Plan (SWMP)

BMP Description: A comprehensive plan developed to manage the City's surface waters. The City SWMP has been approved by the MCWD in late 2001. The goal of SWMP is to protect and improve water quality within the City's high priority lakes, ponds and wetlands and to deliver the best quality runoff practicable to Lake Minnetonka. In addition, the SWMP contains information on nonstructural BMPs such as ordinance revisions, overlay districts, public education, and street sweeping. The City plans to update the existing SWMP to reflect recent changes in industry standards and agency requirements.

Measurable Goals:

- Track implementation of SWMP recommendations
- Updated SWMP (y/n)

Timeline / Implementation Schedule:

- Current and ongoing - Reference to the SWMP
- Current and ongoing - Implementation of SWMP recommendations
- 2009 – Complete updates to SWMP and MCWD approval

Specific Components & Notes (optional):

SWMP Components

- Physical Environment Inventory
- Goals and Policies
- System Layout and Inventory
- Surface Water System Analysis and Recommendations
- System Management/Improvement Program and Financing Analysis
- Education
- Maintenance
- Summary and Recommendations
- Maps and Figures

Responsible Party

Name: City Engineer

Title: City Engineer

Phone: 952-404-5300

E-mail: mike@wayzata.org

Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-4

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Buffer Zone Requirements

BMP Description: A required perimeter area surrounding water bodies maintained to protect water quality. The City follows the minimum requirements outlined by the MCWD.

Measurable Goals:

- Review current buffer requirements and compare to County and/or State standards and guidelines
- Make appropriate revisions

Timeline / Implementation Schedule:

- 2006 - Review current buffer requirements and compare to County and/or State standards and guidelines
- 2007 - Make appropriate revisions
- 2008 - Implement revised buffer zone requirements

Specific Components & Notes (optional):

Responsible Party

Name: City Engineer

Title: City Engineer

Phone: 952-404-5300

E-mail: mike@wayzata.org

Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-5

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Infiltration	
<u>BMP Description:</u> A structural BMP, such as a rain garden, is used to facilitate natural infiltration of stormwater that has been collected to control post construction runoff. The City will evaluate projects and implement appropriate infiltration BMPs as appropriate for the project.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> Number of infiltration BMPs installed 	<ul style="list-style-type: none"> Current and ongoing
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: mike@wayzata.org	E-mail: mike@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-6

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Detention/Retention	
BMP Description: The use of stormwater ponds to control post-construction stormwater runoff. The City will evaluate projects and implement appropriate detention/retention BMPs as appropriate for the project.	
Measurable Goals:	Timeline / Implementation Schedule:
<ul style="list-style-type: none"> Number of detention/retention BMPs installed 	<ul style="list-style-type: none"> Current and ongoing
Specific Components & Notes (optional):	
Responsible Party	Responsible Department
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: mike@wayzata.org	E-mail: mike@wayzata.org
Educational components related to this BMP (description or number – optional):	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-7

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Swirl Concentrators	
<u>BMP Description:</u> The use of swirl concentrators to minimize sediment and pollution loads in post-construction stormwater runoff. The City will evaluate projects and implement appropriate swirl concentrators as appropriate for the project.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> Number of swirl concentrators installed 	<ul style="list-style-type: none"> Current and ongoing
<u>Specific Components & Notes (optional):</u>	
<ul style="list-style-type: none"> V2B1 installations 	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: mike@wayzata.org	E-mail: mike@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-8

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Sump Manholes and Sump Catchbasins	
<u>BMP Description:</u> The use of sump manholes and sump catch basins to collect sediment and debris from both construction and post-construction storm water runoff. The City will evaluate projects and implement appropriate sump manholes and sump catchbasins as appropriate for the project.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> Number of sump manholes and sump catch basins installed 	<ul style="list-style-type: none"> Current and ongoing
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
E-mail: mike@wayzata.org	E-mail: mike@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 5-9

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Post-Construction Maintenance Ordinance/Regulatory Mechanism

BMP Description: An ordinance or regulatory mechanism requiring inspection and maintenance of a developments stormwater management system post construction and long-term operation and maintenance of the stormsewer system. The City has reviewed the existing ordinance, compared and contrasted with other cities and state guidelines and will make adjustments to the ordinance or regulatory mechanism in 2006.

For public infrastructure, the City has a stormwater utility. The City charges property owners a fee based on a Residential Equivalent Factor (REF). The REF is the ratio of the average discharge rate generated by one acre of a land use to the discharge rate generated by one acre of typical single family residential land, during a standard ten year, one-half hour, rainfall event. Fees are charged monthly along with water and sewer. Fees generated are used to fund Storm Water Capital Improvement projects and maintenance of the storm water system.

Measurable Goals:

- Adoption of revised ordinance/regulatory mechanism

Timeline / Implementation Schedule:

- 2006 - Revise existing ordinance/regulatory mechanism
- 2007 - Adopt the revised ordinance/regulatory mechanism

Specific Components & Notes (optional):

- As-built drawings
- Inspection
- Right-of-entry permits
- Maintenance
- Financial Surety
- Developers agreements

Responsible Party

Name: City Engineer
 Title: City Engineer
 Phone: 952-404-5300
 E-mail: mike@wayzata.org

Responsible Department

Dept. or Org.: Engineering
 Dept. Head: Michael Kelly, Jr.
 Phone: 952-404-5300
 E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-1

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Recordkeeping and Reporting

BMP Description: The City will submit an annual report according to the requirements outlined in the current MS4 permit and retain all records required for at least three (3) years beyond the term of the permit. All records, including the approved SWPPP, will be available to the public at reasonable times during regular business hours after a 7 day advance notice and reasonable charge for requested copies. The City will conduct record keeping by using commercially available software, electronic spreadsheets, or hard copy record to track, record and report on SWPPP activities.

Measurable Goals:

- Develop record keeping procedure
- Implement record keeping procedure

Timeline / Implementation Schedule:

- 2006: Develop record keeping procedure
- 2007-2011: Implement record keeping procedure

Specific Components & Notes (optional):

Responsible Party

Name: City Engineer

Title: City Engineer

Phone: 952-404-5300

E-mail: mike@wayzata.org

Responsible Department

Dept. or Org.: Engineering

Dept. Head: Michael Kelly, Jr.

Phone: 952-404-5300

E-mail: mike@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-2

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Pond and Outfall Inspection and Cleaning Program

BMP Description: A program developed to outline inspection and cleaning schedules and procedures. The City has developed an inspection schedule that, at a minimum, inspects 20% of the known MS4 outfalls, sediment basins, and ponds within the City. Cleaning procedures will be based on inspection reports. Typically, repairs are conducted within the same calendar year. If the maintenance or repairs cannot be completed during the same year, a priority list is created with a proposed schedule. This list is provided in the annual report to the MPCA each year if applicable. These inspections will also check for illicit discharges or illicit connections to the storm sewer system. Appropriate enforcement actions will be taken based on existing and future adopted illicit discharge, detection, and elimination ordinance language.

Measurable Goals:

- Completed inspection schedule
- Number of ponds and outfalls inspected
- Number of ponds and outfalls requiring maintenance or cleaning.
- Number of illicit discharges/connections identified
- Number of enforcement actions taken for illicit discharges/connections

Timeline / Implementation Schedule:

- 2006-2011 - Inspect 20% of ponds / outfalls annually
- 2006-2011 - Perform cleaning as necessary

Specific Components & Notes (optional):

- Inspection schedule for ponds and outfalls
- Cleaning procedures for ponds and outfalls

Responsible Party

Name: Director of Public Service
 Title: Director of Public Service
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Responsible Department

Dept. or Org.: Public Works
 Dept. Head: Dave Dudinsky
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-3

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Storm Drainage System Inspection and Cleaning Program

BMP Description: Maintenance of the system involves inspection and cleaning of inlets, catch basins, sumps and other structural sediment collection and pollution control devices. The City will annually inspect all MS4 structural pollution control devices as required by the Permit. Typically, repairs are conducted within the same calendar year. If the maintenance or repairs cannot be completed during the same year, a priority list is created with a proposed schedule. This list is provided in the annual report to the MPCA each year if applicable. Also, the City will provide training to appropriate staff involved in the operation and maintenance of the stormsewer system. A formalized training program will be developed during the first two years of the permit cycle.

Measurable Goals:

- Document existing cleaning program
- Number of sediment/pollution control devices cleaned and inspected
- Revise cleaning schedule
- Number of employees trained

Timeline / Implementation Schedule:

- 2006-2007: Formalize training program
- 2006-2011: Continue documentation of stormwater cleaning program

Specific Components & Notes (optional):

- Inspection and cleaning schedule
- Revise inspection and cleaning schedule based on existing and MS4 permit implementation experience

Responsible Party

Name: Director of Public Service
 Title: Director of Public Service
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Responsible Department

Dept. or Org.: Public Works
 Dept. Head: Dave Dudinsky
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-4

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Hazardous Materials Training	
<u>BMP Description:</u> City Employees involved with hazardous materials receive training in proper handling, use, disposal, and spill containment procedures.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Regular scheduled training • Number of employees receiving training 	<ul style="list-style-type: none"> • Current and ongoing (annually)
<u>Specific Components & Notes (optional):</u>	
<ul style="list-style-type: none"> • Training for seasonal employees 	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: Director of Public Service	Dept. or Org.: Public Works
Title: Director of Public Service	Dept. Head: Dave Dudinsky
Phone: 952-404-5360	Phone: 952-404-5360
E-mail: daved@wayzata.org	E-mail: daved@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-5

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Street De-icing Program	
<u>BMP Description:</u> A program describing procedures and providing training for practices and issues related to street deicing. The City will continue to review and revise this program as needed to minimize the impacts from road deicing application and balance public safety concerns.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Evaluation of de-icing alternatives • Initiation of new process (if applicable) • Number of staff attending training • Quantification of new process application 	<ul style="list-style-type: none"> • 2006-2011: Review and revise program annually as needed • 2006-2011: Annual documentation of street deicing program
<u>Specific Components & Notes (optional):</u>	
<ul style="list-style-type: none"> • Training • Storage • Application of sand/salt 	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: Director of Public Service	Dept. or Org.: Public Works
Title: Director of Public Service	Dept. Head: Dave Dudinsky
Phone: 952-404-5360	Phone: 952-404-5360
E-mail: daved@wayzata.org	E-mail: daved@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-6

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Fertilizer Application Program	
<u>BMP Description:</u> A program describing procedures and providing training for practices and issues related to Fertilizer application. Phosphorous-free fertilizer is used by the City staff and annual training is provided to give appropriate staff awareness of stormwater impacts and proper lawn care practices.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Number of employees trained • Amount of fertilizer applied 	<ul style="list-style-type: none"> • 2006-2011 - Conduct annual training • 2006-2011 – Annually document fertilizer application program
<u>Specific Components & Notes (optional):</u>	
<ul style="list-style-type: none"> • Phosphorous-free fertilizer • Training • Application 	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: Director of Public Service	Dept. or Org.: Public Works
Title: Director of Public Service	Dept. Head: Dave Dudinsky
Phone: 952-404-5360	Phone: 952-404-5360
E-mail: daved@wayzata.org	E-mail: daved@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-7

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Equipment Maintenance Program

BMP Description: A program providing routine scheduled maintenance and safety inspections for City vehicles. Also, an inside wash bay is used for vehicle cleaning. Annual training will be provided to give appropriate staff awareness of stormwater impacts and proper equipment maintenance practices.

Measurable Goals:

- Completed vehicle/equipment maintenance program
- Implementation of the program
- Number of vehicles/equipment receiving maintenance (old vs. new program)
- Number of employees trained

Timeline / Implementation Schedule:

- 2007 - Develop a vehicle maintenance and documentation program
- 2007 – Develop annual training program
- 2008-2011 - Implement the vehicle maintenance, training, and documentation program

Specific Components & Notes (optional):

- Scheduled maintenance
- Inside wash bay
- Fleet safety checks

Responsible Party

Name: Director of Public Service
 Title: Director of Public Service
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Responsible Department

Dept. or Org.: Public Works
 Dept. Head: Dave Dudinsky
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-8

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Hazardous Material Storage and Recycling Program	
<u>BMP Description:</u> A program developed to identify recyclable materials and to manage hazardous materials storage. Annual training will be provided to give appropriate staff awareness of stormwater impacts and proper hazardous material storage and recycling practices.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Development of a hazardous materials storage and recycling program • Implementation of the program 	<ul style="list-style-type: none"> • 2007 - Develop a hazardous materials storage and recycling program including annual training component • 2008-2011 - Implement program
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: Director of Public Service	Dept. or Org.: Public Works
Title: Director of Public Service	Dept. Head: Dave Dudinsky
Phone: 952-404-5360	Phone: 952-404-5360
E-mail: daved@wayzata.org	E-mail: daved@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-9

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Municipal Street Maintenance Program

BMP Description: The Municipal Street Maintenance Program consists of sweeping streets twice each year and on an as-needed basis. The program also includes collection of litter in the downtown business area on a daily basis.

Measurable Goals:

- Completed street sweeping training program
- Implement of program
- Quantification of street sweeping
- Number of employees trained

Timeline / Implementation Schedule:

- 2006-2011 – Continue development of street sweeping program
- 2006 - Implement training program

Specific Components & Notes (optional):

Responsible Party

Name: Director of Public Service
 Title: Director of Public Service
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Responsible Department

Dept. or Org.: Public Works
 Dept. Head: Dave Dudinsky
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-10

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Municipal Lawn Care Program	
<u>BMP Description:</u> The Municipal Lawn Care Program describes proper procedures and practices for mowing and lawn care. The program also includes a training component.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Completed lawn care program • Number of employees trained 	<ul style="list-style-type: none"> • 2007 - Develop training program • 2008-2011 - Implement training program
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	<u>Responsible Department</u>
Name: Director of Public Service	Dept. or Org.: Public Works
Title: Director of Public Service	Dept. Head: Dave Dudinsky
Phone: 952-404-5360	Phone: 952-404-5360
E-mail: daved@wayzata.org	E-mail: daved@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Description Sheet

MS4 Name: City of Wayzata

Unique Identifying Number: 6-11

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<u>BMP Title:</u> Staff Continuing Ed for Stormwater Management	
<u>BMP Description:</u> Attendance at or participation in conferences, etc. related to stormwater pollution prevention.	
<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> • Number of staff attending • Number of events attended by City staff • Number of events in which City staff has participated 	<ul style="list-style-type: none"> • Current and ongoing
<u>Specific Components & Notes (optional):</u>	
<u>Responsible Party</u>	
Name: City Engineer	<u>Responsible Department</u>
Title: City Engineer	Dept. or Org.: Engineering
Phone: 952-404-5300	Dept. Head: Michael Kelly, Jr.
E-mail: mike@wayzata.org	Phone: 952-404-5300
	E-mail: mike@wayzata.org
<u>Educational components related to this BMP (description or number – optional):</u>	

BMP Page

MS4 Name: City of Wayzata

Unique Identifying Number: 6-12

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Stockpile, Storage and Material Handling Program

BMP Description: The City will develop a procedure to identify and manage all exposed stockpiles to insure perimeter controls are in place and to prevent the offsite migration of stockpile material. Storage and material handling areas will be inspected in conjunction with the Hazardous Material Storage and Recycling Program (6-8).

Measurable Goals:

- Identification of exposed stockpiles, storage and material handling areas
- Number of inspections conducted

Timeline / Implementation Schedule:

- 2006: Determine locations stockpiles
- 2006: Implement stockpile, storage and material handling program
- 2006-2011: Conduct annual inspections and review and revise program needed

Specific Components & Notes (optional):

- Adopt an integrated inspection program to annually inspect stockpiles, storage and material handling areas.

Responsible Party

Name: Director of Public Service
 Title: Director of Public Service
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Responsible Department

Dept. or Org.: Public Works
 Dept. Head: Dave Dudinsky
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Educational components related to this BMP (description or number – optional):

Audience: City Employees
 Educational goal: Prevent discharges from stockpiles, storage and material handling areas
 Activities: See BMP Description above
 Implementation Plans: See Timeline/Implementation Schedule above
 Performance Measures: See Measurable Goals above

BMP Page

MS4 Name: City of Wayzata

Unique Identifying Number: 6-13

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Inspection Analysis and Frequency

BMP Description: The City will keep records of inspection results, date, antecedent weather conditions, sediment storage and capacity remaining, and any maintenance performed or recommended. After two years of inspections, if patterns of maintenance become apparent, the frequency of inspections will be adjusted to at least two (2) times annually, or more frequently as needed to prevent carry-over or washout of pollutants from the structures and maximize pollutant removal. If maintenance or sediment removal is not required as a result of both the first two annual inspections, the frequency will be reduced to once every two years.

Measurable Goals:

- Number inspected
- Number of inspection modifications
- Annual Report summary of inspection results

Timeline / Implementation Schedule:

- 2006-2011 Evaluate maintenance patterns every two years (2007, 2009, and 2011) and modify inspection frequency as required.

Specific Components & Notes (optional):

Responsible Party

Name: Director of Public Service
 Title: Director of Public Service
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Responsible Department

Dept. or Org.: Public Works
 Dept. Head: Dave Dudinsky
 Phone: 952-404-5360
 E-mail: daved@wayzata.org

Educational components related to this BMP (description or number – optional):

BMP Page

MS4 Name: City of Wayzata

Unique Identifying Number: 7-1

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Discharge Affecting Source Water Protection Areas

BMP Description: The Minnesota Department of Health has not yet required a Wellhead Protection Plan (WPP) for the City including the necessary map illustrating the wells and source waters for drinking water supply management areas identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330. The City will follow the appropriate schedule provided by MDH and revise the SWPPP when the WPP and map have been completed.

However, another water supply organization must have developed a WPP and identified vulnerable areas within the City. For those areas, the City will use the guidance provided by the MDH to review proposed infiltration BMPs during the existing plan review process.

Also, Wayzata will coordinate with MDH to determine if the City jurisdictional area includes land within the source water protection area for surface water intakes identified in the source water assessments conducted by the MN Dept. of Health under the federal Safe Drinking Water Act, U.S.C. 300j-13. If so, the City will work with the appropriate organizations to address potential impacts to the areas to the MEP and revise the SWPPP accordingly.

<u>Measurable Goals:</u>	<u>Timeline / Implementation Schedule:</u>
<ul style="list-style-type: none"> Complete required WPP and map of wells and source waters for drinking water supply management areas identified as vulnerable. 	<ul style="list-style-type: none"> According to MDH schedule
<ul style="list-style-type: none"> Determine areas within the source water protection area for surface water intakes identified in the source water assessments conducted by the MN Dept. of Health under the federal Safe Drinking Water Act, U.S.C. 300j-13. 	<ul style="list-style-type: none"> According to MDH schedule
<ul style="list-style-type: none"> Coordinate with appropriate organizations and revise SWPPP accordingly. 	<ul style="list-style-type: none"> 2006-2011

Specific Components & Notes (optional):

- Cooperate with adjacent municipalities or organizations to protect other MDH identified high or moderate vulnerable areas to stormsewer runoff when they are found to overlap the City's jurisdictional boundary.

Responsible Party	Responsible Department
Name: City Engineer	Dept. or Org.: Engineering
Title: City Engineer	Dept. Head: Michael Kelly, Jr.
Phone: 952-404-5300	Phone: 952-404-5300
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BMP Page

MS4 Name: City of Wayzata

Unique Identifying Number: 7-2

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Impaired Waters Review Process

BMP Description:

The following terms are used in the course of this BMP Description:

- trigger event
- impaired waters evaluation
- impaired waters report

These terms are used to describe steps of a process to address a specific MS4 Permit requirement. These terms do not imply or mandate the creation of written reports or materials that must be submitted to the MPCA. Written documentation from these steps will be retained as part of the City's MS4 Permit records. These records will be retained as per Part VI.B. of the MS4 General Permit and available to the MPCA upon request.

For waters that are impaired only for mercury, only Step 1 of this BMP will be implemented. Based on the Minnesota statewide mercury TMDL, it is being assumed that the City's MS4 discharge does not contribute to the mercury impairment. This assumption also applies to waters with multiple impairments that include mercury. For these waters, only the other non-mercury impairments must be addressed through Steps 2 through 5.

As per 40 CFR 122.2 and 122.3, the measures in this BMP will not be applied to flows from irrigated agriculture or agricultural stormwater runoff within the City's jurisdiction.

The steps included in this BMP will be instigated by one or more of the following trigger events:

1. the extension of MS4 Permit coverage upon approval of the City's submittal materials and Application by the MPCA Commissioner (if this BMP is already incorporated into the SWPPP)
- 2: the release of a new 303(d) list of Impaired Waters by the MPCA that is approved by the USEPA.

In **Step 1**, the City will review the Impaired Waters List to determine whether there are any impaired waters located within five miles of the City's boundaries that receive discharge from the City's MS4. Such waters will be identified as "impaired waters of concern". This term is used only for the purposes of this BMP to define the set of impaired waters that must be addressed in the subsequent steps. The City will depend on the 303(d) list of Impaired Waters to make this determination. Where the information in the list is insufficient, the City will contact the MPCA for further clarification.

In **Step 2**, the City will identify the location(s) of discharge(s) from the City's MS4 to the impaired waters of concern identified in Step 1. Discharges may include pipes, outlets, ditches, swales, street gutters, or other discrete conveyances for stormwater runoff. As part of Step 2, the City will also delineate the watershed area within the City's jurisdiction that discharges to each impaired water of concern identified in Step 1.

In **Step 3**, the City will prepare an impaired waters evaluation addressing the hydrology, land use, and other characteristics of each watershed area delineated in Step 2.

In **Step 4**, the City will prepare an impaired waters report. This report will address the results of the steps listed above along with a determination of whether changes to the City's SWPPP are warranted to reduce the impact from the City's MS4 stormwater discharge to each impaired water of concern.

In **Step 5**, the City will incorporate the changes identified in the impaired waters report into the City's SWPPP, as per the provisions of the MS4 General Permit regarding SWPPP modifications. The changes to the SWPPP will be reported in the subsequent Annual Report, along with a summary of the process (as listed above) that resulted in the changes.

<p><u>Measurable Goals:</u> Step 1: Completion of the City's determination whether there are impaired waters of concern</p>	<p><u>Implementation Schedule:</u> Step 1: Within 6 months of a trigger event</p>
<p>Step 2: A map showing the locations of discharges and delineated watershed areas.</p>	<p>Step 2: Within 6 months of a trigger event</p>
<p>Step 3: Completion of the impaired waters evaluation</p>	<p>Step 3: Within 12 months of a trigger event</p>
<p>Step 4: Completion of the impaired waters report</p>	<p>Step 4: Within 12 months of a trigger event</p>
<p>Step 5: Changes to the City's SWPPP</p>	<p>Step 5: With 12 months of a trigger event</p>
<p>Specific Components & Notes (optional):</p>	
<p>Responsible Party</p>	<p>Responsible Department</p>
<p>Name: City Engineer</p>	<p>Dept. or Org.: Engineering</p>
<p>Title: City Engineer</p>	<p>Dept. Head: Michael Kelly, Jr.</p>
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