City of Homewood

STORM WATER MANAGEMENT PROGRAM PLAN
January 2020

Prepared For
City of Homewood
2850 19th Street South
Homewood, AL 35209

Prepared by
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and City of Homewood Zoning Department
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Signatory and Certification Requirements:

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

______________________________  _______________________
Scott McBrayer                Date
Mayor, City of Homewood

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INTRODUCTION

REGULATORY OVERVIEW

The City of Homewood (City) was issued by the Alabama Department of Environmental Management (ADEM) a Municipal Separate Storm Sewer System (MS4) Individual Phase I Permit (ALS000016) on June 7, 2017 (Appendix A). This permit went into effect on July 1, 2017. Previously, the City was included as a Co-Permittee under permit number ALS000001.

As a condition of this permit, “The permittee is required to develop, revise, implement, maintain and enforce a storm water management program (SWMP) which shall include controls necessary to reduce the discharge of pollutants from its MS4 consistent with Section 402(p)(3)(B) of the Clean Water Act and 40 CFR Part 122.26. These requirements shall be met by the development and implementation of a storm water management program plan (SWMPP) which addresses the best management practices (BMPs), control techniques and systems, design and engineering methods, public participation and education, monitoring, and other appropriate provisions designed to reduce the discharge of pollutants from the MS4 to the Maximum Extent Practicable (MEP)”.

Per the requirements of NPDES Permit Number ALS000016, BMPs, measurable goals, and responsibility designations are provided for each of the following program elements:

- Storm Water Collection System Operations
- Public Education and Public Involvement on Storm Water Impacts
- Illicit Discharge Detection and Elimination
- Construction Site Storm Water Runoff Control
- Post-Construction Storm Water Management in New Development and Re-Development
- Spill Prevention and Response
- Pollution Prevention/Good Housekeeping for Municipal Operations
- Application of Pesticides, Herbicides, and Fertilizers
- Oils, Toxics, and Household Hazardous Waste Control
- Industrial Storm Water Runoff
ADEM defines the fiscal year as October 1st to September 30th. Annual reports are required to be submitted to ADEM no later than January 31st following the previous fiscal year.

**MS4 JURISDICTIONAL BOUNDARY**

Homewood’s MS4 boundary is bound to the north by the city of Birmingham, to the south by the cities of Hoover and Vestavia, to the east by the city of Mountain Brook and to the west by Jefferson County and the city of Birmingham. Approximately 8 square miles of residential, commercial, industrial, undeveloped land, and streams make up the MS4 boundary. See Figure 1: MS4 Boundary.

There is one water body, Shades Creek, which is considered impaired by the U.S. Environmental Protection Agency and ADEM within the MS4 boundary. Shades Creek has a listed Total Maximum Daily Load (TMDL) for Siltation and Habitant Alteration as well as for Nutrients.

**LEGAL AUTHORITY AND ENFORCEMENT**

Part II C of the permit requires the City to review and revise its ordinances and regulatory mechanisms as necessary to comply with the permit. Below is a summary of the current ordinances, municipal codes, and regulations related to the management of Homewood’s MS4. These ordinances are found in Appendix A.

- **Ordinance 2704, Erosion and Sedimentation Control Ordinance:** Controls sedimentation leaving construction sites. The ordinance describes the fees, regulations, and the requirements surrounding a land disturbing permit issuance.

- **2005 Subdivision Regulations:** Approved by the Planning Commission and carry the force of a City Ordinance. They address design requirements for residential and commercial storm water infrastructure.

- **Ordinance 2422, Tree Ordinance:** Encourages the planting of trees and shrubs to aid in the prevention of erosion and sedimentation, reduce storm water runoff, help control drainage, and restore denuded soil subsequent to construction and grading.

- **Ordinance 1995, Flood Ordinance:** Promotes public health, safety and general welfare by controlling construction and construction practices in and around the floodplain as
well as controlling the alteration of natural floodplains, stream channels, and natural protective barriers which are involved in the accommodation of floodwaters.

- **Ordinance 1098, Litter Ordinance**: Makes it unlawful to litter upon any sidewalk or street in the city. Institutes a law against leaving yard trash and debris in the gutter line.

- **Ordinance 1730, Nuisance Ordinance**: Establishes a law against leaving abandoned and non-usable motor vehicles in the street or within public view.

- **Ordinance 2705, Illicit Discharge**: Regulates the introduction of pollutants and makes unlawful any unapproved connections to the city storm drain system.

- **Ordinance 2706, Post-Construction**: Minimizes water quality impacts from stormwater runoff after construction is complete.

In 2011 the City of Homewood also adopted a Standard Operating Procedure (SOP) Manual detailing guidelines for addressing many activities associated with the program elements. The SOP Manual is found in Appendix A.
The following table reflects which City department is responsible for implementing or coordinating BMPs for each separate program element:

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>RESPONSIBILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Storm Water Collection Systems Operations</strong></td>
<td></td>
</tr>
<tr>
<td>Inspections/JCDH/SWMA</td>
<td>Maintain map of City owned/maintained structural controls</td>
</tr>
<tr>
<td>Inspections</td>
<td>Semi-annual inspection of new and existing structural controls</td>
</tr>
<tr>
<td>Inspections</td>
<td>Develop SOP, inspection checklist, and maintenance procedures</td>
</tr>
<tr>
<td>Public Works</td>
<td>Stabilize and re-vegetate eroded areas as needed</td>
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<tr>
<td>Public Works</td>
<td>Remove floatable, litter, sediment, and debris from structural controls</td>
</tr>
<tr>
<td><strong>Public Education and Public Involvement on Storm Water Impacts</strong></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>Seek and consider public input in the development and implementation of the SWMPP</td>
</tr>
<tr>
<td>Public Works</td>
<td>Post signs prohibiting littering and illegal dumping</td>
</tr>
<tr>
<td>Administration</td>
<td>Educating individuals and households on reducing storm water pollution</td>
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<tr>
<td>Administration</td>
<td>Community involvement in the storm water program</td>
</tr>
<tr>
<td>Administration</td>
<td>Evaluate the effectiveness of the public education program</td>
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<tr>
<td>Administration</td>
<td>Organize annual cleanup</td>
</tr>
<tr>
<td><strong>Illicit Discharge Detection and Elimination (IDDE)</strong></td>
<td></td>
</tr>
<tr>
<td>JCDH/SWMA</td>
<td>Develop MS4 map of outfalls</td>
</tr>
<tr>
<td>Administration</td>
<td>Develop applicable ordinances and other regulatory mechanisms</td>
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<tr>
<td>JCDH/SWMA</td>
<td>Screen 20% of the stream miles during dry weather conditions</td>
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<tr>
<td>JCDH/SWMA/City Personnel</td>
<td>Illicit discharge source identification</td>
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<tr>
<td>JCDH/Code Enforcement</td>
<td>Elimination of illicit discharges</td>
</tr>
<tr>
<td>Administration</td>
<td>Procedures to notify ADEM of a suspected illicit discharge entering the MS4 from an adjacent MS4</td>
</tr>
<tr>
<td>Administration</td>
<td>Illicit discharge public reporting system</td>
</tr>
<tr>
<td>JCDH/SWMA</td>
<td>Educating employees on detecting an IDDE, tracing the source of and eliminating illicit discharge</td>
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<tr>
<td>City Council</td>
<td>Ordinance/Regulatory mechanism availability</td>
</tr>
<tr>
<td><strong>Construction Site Storm Water Runoff Control</strong></td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td>Site plan reviews</td>
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<tr>
<td>Inspections/Engineering</td>
<td>Site inspection plan</td>
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<tr>
<td>Inspections</td>
<td>Inspection staff training</td>
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<tr>
<td>Inspections</td>
<td>Construction site inspection checklist</td>
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<tr>
<td>Administration</td>
<td>Enforcement Response Plan (ERP)</td>
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<tr>
<td>Administration and Inspections</td>
<td>Construction site operator education</td>
</tr>
<tr>
<td>DEPARTMENT</td>
<td>RESPONSIBILITIES</td>
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<tr>
<td><strong>Post-Construction Storm Water Management in New Development and Re-Development</strong></td>
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</tr>
<tr>
<td>Administration</td>
<td>Develop applicable ordinances and other regulatory mechanisms</td>
</tr>
<tr>
<td>Inspections</td>
<td>Inventory of post construction structural controls</td>
</tr>
<tr>
<td><strong>Spill Prevention and Response</strong></td>
<td></td>
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<tr>
<td>Fire</td>
<td>Spill prevention/spill response plan</td>
</tr>
<tr>
<td>JCDH</td>
<td>Educating employees on spill prevention/spill response</td>
</tr>
<tr>
<td><strong>Pollution Prevention/Good Housekeeping for Municipal Operations</strong></td>
<td></td>
</tr>
<tr>
<td>All Departments</td>
<td>Inventory of municipal facilities</td>
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<tr>
<td>All Departments</td>
<td>Good housekeeping practices SOP</td>
</tr>
<tr>
<td>All Departments</td>
<td>Inspection plan</td>
</tr>
<tr>
<td>JCDH</td>
<td>Educating employees on good housekeeping</td>
</tr>
<tr>
<td><strong>Application of Pesticides, Herbicides, and Fertilizers (PHFs)</strong></td>
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</tr>
<tr>
<td>Parks and Recreation</td>
<td>Application and storage of PHFs</td>
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<tr>
<td>JCDH</td>
<td>Educating employees on PHFs usage and storage</td>
</tr>
<tr>
<td><strong>Oils, Toxics, and Household Hazardous Waste Control</strong></td>
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<tr>
<td>Administration</td>
<td>Public education on proper disposal</td>
</tr>
<tr>
<td>JCDH</td>
<td>Educating employees on oils, toxics, and household hazardous waste</td>
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<tr>
<td><strong>Industrial Storm Water Runoff</strong></td>
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<tr>
<td>JCDH/Administration</td>
<td>Inventory of high risk facilities</td>
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<tr>
<td>JCDH</td>
<td>Inspection of high risk facilities</td>
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<tr>
<td><strong>Wet Weather Monitoring and Reporting</strong></td>
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<tr>
<td>JCDH</td>
<td>Monitoring locations</td>
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<tr>
<td>JCDH</td>
<td>Impaired waterways review</td>
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<tr>
<td>JCDH</td>
<td>Sampling</td>
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<tr>
<td><strong>Other Requirements</strong></td>
<td></td>
</tr>
<tr>
<td>JCDH/Administration</td>
<td>SWMPP plan review and modification</td>
</tr>
<tr>
<td>JCDH/Administration</td>
<td>Annual Report submittal</td>
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</tbody>
</table>
Figure 1: MS4 Boundary
The City currently has no city-owned structural controls within the MS4 boundary limits. The City will monitor the addition of any City owned/ maintained structural controls.

**Responsible Department: Inspections/JCDH/SWMA**

**STRUCTURAL CONTROLS MAPPING**

**STRUCTURAL CONTROLS INSPECTION**

As stated in the permit, all existing and new structural controls owned/maintained by the Permittee shall be inspected using a standard inspection form found in Appendix B on a semi-annual basis, at a minimum. The City owns no structural controls currently. Inspections to any if added will be performed by a city inspector and/or a contractor. Any deficiencies or maintenance recommendations listed on the inspection form in regards to the structural control will be addressed by Public Works.

**Responsible Department: Inspections**

**STANDARD OPERATING PROCEDURE (SOP) FOR STRUCTURAL CONTROL INSPECTION AND MAINTENANCE PROCEDURES**

The standard inspection form found in Appendix B is used to document structural control inspections. Once any maintenance is completed, a city inspector and/or a contractor will re-inspect the Structural Control to ensure the structure can effectively function as designed.

**Responsible Department: Inspections**

**STABILIZATION AND RE-VEGETATION OF ERODED AREAS**

During the inspection of the structural controls, areas of erosion will be documented. The Public Works Department will receive a copy of the inspection documentation noting the eroded areas and will stabilize and re-vegetate these areas.

**Responsible Department: Public Works**
FLOATABLES, LITTER, SEDIMENT AND DEBRIS IN STRUCTURAL CONTROLS

All floatables, litter, sediment, and/or debris found during the structural inspection will be documented. The Public Works Department will receive a copy of the inspection documentation and will remove the noted items. Public Works will maintain documentation of the estimated amounts of floatables, litter, sediment and debris removed during maintenance activities using the Storm Water Online Activity Record (SOAR) program.

Responsible Department: Public Works
PUBLIC EDUCATION AND PUBLIC INVOLVEMENT ON STORM WATER IMPACTS

DEVELOPMENT AND IMPLEMENTATION OF THE SWMPP

The City seeks public input on the SWMPP by posting the draft SWMPP on Homewood’s website for comments. Notification announcements will be made at council meetings. The Council-approved SWMPP for the upcoming year will then be posted on the website and be submitted yearly with the annual report on January 31st.

Responsible Department: Administration

PUBLIC ACCESS TO CITY STORM WATER DOCUMENTS

The City posts copies of the current Annual Report, draft SWMPP, current SWMPP and the NPDES permit on the City’s website. The documents will then be updated on the website as they are approved by the city council and/or submitted to ADEM.

Responsible Department: Administration

TARGETED POLLUTANT SOURCES FOR PUBLIC EDUCATION

The City discusses targeted pollutant sources in the section of the SWMPP titled “Community Involvement with the Storm Water Program”.

REDUCTION OF LITTER FLOATABLES AND DEBRIS

The City currently maintains litter signage within the Homewood Sports Complex. Signage will be added as necessary to properly address these issues. Administration approves of the messages and Public Works installs the signs and/or labels.

Responsible Department: Public Works

EDUCATING INDIVIDUALS AND HOUSEHOLDS ON REDUCING STORM WATER POLLUTION

The City posts on its website information describing Homewood’s Storm Water Program. The information will include general information about the storm water permit with links and brochures about different ways to reduce storm water pollution in relation to the different community segments. The information and links will be modified and/or updated on the
website as needed. These same brochures on storm water issues are placed at City Hall for public pickup.

These materials will be updated as needed.

**Responsible Department: Administration**

### COMMUNITY INVOLVEMENT WITH THE STORM WATER PROGRAM

#### GENERAL PUBLIC
The City has a storm water page on its website and a place in City facilities for brochures containing information that informs the general public of:

- General impacts litter has on water bodies and ways to reduce the litter
- General impacts of storm water on surface water from impervious surfaces
- Source control BMPs in areas of pet waste, home vehicle maintenance, landscaping and rain water reuse.
- Impacts of illicit discharges and how to report them.

These materials will be updated as needed.

**Responsible Department: Administration**

#### BUSINESSES
The City has a storm water page on its website and a place in City facilities for brochures containing information on the following business-related topics:

- Information on BMPs for use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps and other hazardous materials.
- Impacts of illicit discharges and how to report them.

These materials will be updated as needed.

**Responsible Department: Administration**

#### HOMEOWNERS, LANDSCAPERS, AND PROPERTY MANAGERS
The City has a storm water page on its website and a place in City facilities for brochures informing homeowners, landscapers, and property managers on the following topics:

- BMPs and storage of pesticides, herbicides, and fertilizers.
- Detention/retention pond maintenance.
- General impacts of storm water from impervious surfaces into surface water.

These materials will be updated as needed.

**Responsible Department: Administration**

**ENGINEERS, CONTRACTORS, AND DEVELOPERS**
The City has a storm water page on its website and a place in City facilities for brochures to inform engineers, contractors and developers on the following topics:

- Impacts of increased storm water flows into receiving waterbodies.
- Run-off reduction techniques and low impact development (LID)/Green infrastructure practices. Specifically addressing site design, pervious pavement, alternative parking lot design, retention of forests and mature trees.

These materials will be updated as needed.

**Responsible Department: Administration**

**EVALUATING THE EFFECTIVENESS OF THE PUBLIC EDUCATION PROGRAM**
The City will evaluate the effectiveness of the public education program by monitoring and reporting the number of visitors to the storm water page and the number of brochures that are picked up from the City facilities on an annual basis.

**Responsible Department: Administration**

**PUBLIC AWARENESS ACTIVITIES**
Currently the City is planning to host or participate in a cleanup annually. The tonnage collected by the City will be included in the annual report.

**Responsible Department: Administration**
## ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

### MS4 MAP
Maps of the major outfalls and waters of the State within the MS4 boundary that receive discharge from the major outfalls can be found in Appendix C. Also, a list of the major outfalls’ latitude and longitude coordinates can be found in Appendix C.

JCDH will update the MS4 map and provide a list of location coordinates annually on behalf of the City.

**Responsible Party: JCDH**

### ORDINANCE/REGULATORY MECHANISM
Ordinance 2705 addresses illicit discharges as required per NPDES permit number ALS000001.

**Responsible Department: City Council**

### DRY WEATHER SCREENING PROGRAM
Dry weather screening of 20% of the stream miles will be performed annually with 100 percent of the major outfalls screened at least once per the five year permit period. This work will be completed by JCDH. Currently there are no priority outfalls identified within the MS4 boundary, but if illicit discharges are identified during the dry weather inspections, those outfalls will be screened to the best of our ability on an annual basis. JCDH shall use the EPA’s guidance manual, *Illicit Discharge Detection and Elimination, A Guidance Manual for Program Development and Technical Assessments*, Center for Watershed Protection, October, 2004, for the main source of investigative techniques and guidance for the dry weather screening process. Outfalls will be field inspected after a minimum of 72 hours of dry weather. Data sheets found in Appendix C will be filled out for each outfall inspected. Protocols for dry weather are also found in the Standard Operating Procedure Manual. In addition to the required dry weather screening program, Public Works staff will be educated annually to recognize and report potential illicit discharges while conducting their day to day operations. Also, all citizen complaints regarding potential illicit discharges will be investigated.

**Responsible Party: JCDH**
SOURCE IDENTIFICATION
If during the dry weather screenings, Public Works’ identification, or citizen complaint, an outfall is found to be discharging a liquid, the city inspector or JCDH personnel will traverse upstream of the discharge in an attempt to identify the source of the discharge. If the discharge source is unidentifiable, then a sample of the discharge shall be collected by JCDH and analyzed by a qualified lab. Based on the lab results, the outfall will be prioritized and scheduled for further investigation if needed.

Responsible Parties: Engineering and/or JCDH

ILlicit Discharge Elimination
Once the source and responsible party of an illicit discharge has been identified, either the City will take action through Ordinance 2705 or JCDH will through its regulations.

Responsible Parties: Homewood Code Enforcement Officer, Engineering or JCDH

ADEM Notification by The City
If a suspected illicit discharge enters the City’s MS4 boundary from an adjacent MS4, the City will notify the adjacent MS4 and the ADEM Water Division within 48 hours of observing the suspected illicit discharge. The Standard Operating Procedure for this action is found in Appendix C.

Responsible Department: Engineering
**ILLICIT DISCHARGE REPORTING BY THE PUBLIC**

The City receives calls for illicit discharges at the City Hall phone number 205-332-6800 frequently. There is also a phone number, 205-930-1999, listed on the City’s website to report illicit discharges.

**Responsible Department: Administration**

**PERSONNEL TRAINING**

Non-First Responder City Personnel will be trained by JCDH on IDDE identification and response annually.

**Responsible Party: JCDH**

**ORDINANCE/REGULATORY MECHANISM AVAILABILITY**

All ordinances and regulatory mechanisms can be found on the City’s website, [http://Homewoodal.net/](http://Homewoodal.net/), or through the link to Municode on the City’s website.

**Responsible Department: Administration**
CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

EROSION AND SEDIMENTATION CONTROL COMPLAINTS
The City frequently receives calls about construction and sedimentation runoff at the city hall phone number (205-332-6800). These calls are directed to the Department of Building, Engineering and Planning (205-332-6827). The website lists the Department of Building, Engineering and Planning as the contact number for construction complaints.

Responsible Department: Inspections

SITE PLAN REVIEWS
According to Ordinance 2024, a BMP plan must be submitted to the City along with the permit application before the commencement of any land disturbance. The City must either approve or disapprove the BMP plan within 14 days. Reasons for disapproval must be submitted to the applicant in writing. All revisions have an additional 14-day response time. Land disturbing activity may not be commenced prior to the issuance of the permit by the City.

Responsible Department: Engineering

SITE INSPECTION PLAN
The City will perform a monthly inspection, at a minimum, on sites that have been issued land disturbance permits. Monthly inspections are required due to the Shades Creek’s impaired status resulting in Homewood’s sites being categorized as “Priority Construction Sites”. Erosion controls and best management practices will be inspected during these inspections. Deficiencies identified during an inspection will be subjected to enforcement procedures outlined in the Erosion Control Ordinance.

Responsible Department: Inspections

TRAINING OF MS4 SITE INSPECTION STAFF
Personnel responsible for construction site inspections receive BMP training annually.

Responsible Department: Inspections
CONSTRUCTION SITE INSPECTION CHECKLIST

See Appendix D for the City’s construction site inspection checklist.

Responsible Department: Inspections

ENFORCEMENT RESPONSE PLAN (ERP)

An Enforcement Response Plan is included in Ordinance 2704

Responsible Department: Administration

CONSTRUCTION SITE OPERATOR TRAINING

The City provides construction site operator’s informational materials regarding appropriate application and maintenance of erosion and sediment controls when they receive their permits from the Inspections Department. The City will develop a storm water page on its website and have brochures at City facilities that inform the engineers, contractors and developers on:

- Impacts of increased storm water flows into receiving water bodies.
- Run-off reduction techniques and low impact development (LID)/Green infrastructure practices. Specifically addressing site design, pervious pavement, alternative parking lot design, retention of forests and mature trees.

The storm water page will be updated as needed.

Responsible Department: Administration and Inspections
POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND RE-DEVELOPMENT

ORDINANCE/REGULATORY MECHANISM

The City’s Post Construction Ordinance 2706 addresses storm water design requirements for post-construction storm water management. The City is currently working on a post construction ordinance that will meet the current Permit requirements.

The Post-Construction Ordinance adopted by the City addresses the following:

- Procedures to develop, implement and enforce systems of appropriate structural and/or non-structural BMPs.
- Procedures to develop, implement and enforce performance standards.
- Procedures for encouragement of the utilization of LID/green infrastructure practices.
- Procedures to ensure compliance including sanctions and enforcement mechanisms.
- Procedures for post-construction inspections to include tracking and enforcement.
- Procedures to ensure adequate long-term operation and maintenance of BMPs.

Responsible Department: Administration

INVENTORY OF POST CONSTRUCTION STRUCTURAL CONTROLS

The City is developing a list of privately-owned structural controls for those built after the codification of the new requirements. Currently the city has none. The City will update annually the list of privately-owned structural controls under the new requirements.

Responsible Department: Engineering
SPILL PREVENTION AND RESPONSE

CITY RESPONSE PROTOCOL

The Homewood Fire and Rescue is responsible for investigating, responding, and conducting response actions for any spill within the City’s boundaries. Jefferson County’s Emergency Management Agency (EMA) will additionally respond at the request of the City. Homewood’s Fire and Rescue and EMA track the spills, the response, and the cleanup activities for all spills.

SPILL PREVENTION/SPILL RESPONSE PLAN

The City’s SOP for spill response is found in Appendix E.

Responsible Department: Fire

PERSONNEL SPILL PREVENTION/RESPONSE TRAINING

Homewood Fire Department is responsible for the training and certification of their personnel. Recurring training will be provided to municipal personnel on spill prevention/response.

Responsible Party: Fire
POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

MUNICIPAL FACILITIES INVENTORY
See Figure 2: Municipal Properties for a map of municipal properties as well as the locations for vehicle and equipment maintenance facilities. The map shows which department maintains which properties. Generally, Parks and Recreation use pesticides, herbicides and fertilizers while Public Works only mows. The map will be reviewed annually and updated if needed. JCDH will compile the data provided by each Department.

Responsible Department: All Departments

GOOD HOUSEKEEPING PRACTICES SOP
The SOP detailing good housekeeping practices is found in the 2011 SWMA SOP Manual.

Responsible Department: All Departments

INSPECTION PLAN
Annual inspections will be conducted for municipal facilities, to include municipal maintenance shops and equipment yards, for good housekeeping practices, including BMPs. See Appendix F for the inspection checklist.

Responsible Department: All Departments

GOOD HOUSEKEEPING TRAINING PROGRAM
City staff will be educated annually on good housekeeping practices. The 2011 SWMA SOP Manual contains procedures related to Good Housekeeping.

Responsible Party: JCDH

SHORT TERM AND LONG TERM TRASH REMOVAL STRATEGY
The City has a SOP for special events that promotes the reduction of trash and debris into the City’s MS4 as well as Waters of the State (Appendix F).

Responsible Party: JCDH
APPLICATION OF PESTICIDES, HERBICIDES, AND FERTILIZERS (PHFS)

APPLICATION AND STORAGE

The Parks and Recreation Department practice is to keep required records of pesticides, herbicides, and fertilizers (PHFs) used at municipal facilities when they are applied in large amounts. Each chemical used is applied per the labeling instructions. Material safety data sheets (MSDS) on each product are found in the chemical storage areas. City staff responsible for application of PHFs receive required training in safe use, storage, and disposal of PHFs. All contractors contracted to apply large amounts of pesticides or herbicides to City property shall provide proper certification and licensing before performing work. Also, contractors contracted to apply fertilizer must provide qualification in utilizing proper nutrient management practices.

City facilities that store PHFs will be inspected regularly to determine proper storage, product labeling, and MSDS accessibility (Figure 2: Municipal Properties). The SOP manual contains procedures related to usage and storage of PHFs.

Responsible Department: Parks and Recreation

PHF TRAINING PROGRAM

City staff will be educated periodically on proper PHF practices.

Responsible Party: JCDH
Figure 2: Municipal Properties
## OILS, TOXICS, AND HOUSEHOLD HAZARDOUS WASTE

### PUBLIC EDUCATION ON PROPER DISPOSAL

The City has contact information on its webpage regarding where to report spills, illicit discharges and improper disposals. The webpage also includes a link to the website Earth911 [http://earth911.com/](http://earth911.com/) which provides local sites for recycling of oils, toxics and household hazardous waste. Brochures on oils, toxics, and household hazardous waste are on the City storm water webpage as well as placed in City facilities for public pick-up.

**Responsible Department: Administration**

### ANNUAL EMPLOYEE TRAINING

Annual training on spill prevention is provided to City personnel by JCDH.

**Responsible Party: JCDH**

### INDUSTRIAL STORM WATER RUNOFF

#### INVENTORY OF HIGH RISK FACILITIES

The City maintains a list of industrial and high risk facilities within the city limits, see Appendix G. The list of industrial facilities will be reviewed annually for accuracy and will be updated when necessary. A map of the industrial and high risk facilities can be found in Figure 3: Industrial and High Risk Facilities.

**Responsible Party: JCDH and Administration**

#### INSPECTION OF HIGH RISK FACILITIES

JCDH will inspect these sites annually on behalf of the city. See Appendix G for the Industrial Inspection form.

**Responsible Party: JCDH**
Figure 3: Industrial and High Risk Facilities
WET-WEATHER MONITORING AND REPORTING

MONITORING LOCATIONS

JCDH will take wet-weather grab samples at sites on Shades annually on behalf of the City. See Figure 4: Homewood Sampling Sites for a map of the sampling sites.

The site locations are as follows:

<table>
<thead>
<tr>
<th>Water Body</th>
<th>Latitude, Longitude</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shades Creek</td>
<td>33.448607,-86.813676</td>
<td>Grab Sample and Water Quality Sonde Site</td>
</tr>
<tr>
<td>Griffin Brook (tributary to Shades Creek)</td>
<td>33.453064, -86.811152</td>
<td>Grab Sample</td>
</tr>
<tr>
<td>Unnamed Tributary (locally called Scott’s Branch) (tributary to Shades Creek)</td>
<td>33.438338,-86.83654</td>
<td>Grab Sample</td>
</tr>
</tbody>
</table>

An hourly water quality sonde will be placed on the Shades Creek. The sonde will be managed by the United States Geological Survey (USGS). The site’s title is USGS 02423586 Shades Creek near Homewood, Ala.

Responsible Party: JCDH

IMPAIRED WATERWAYS

The City will review the water bodies listed in the latest final §303(d) list, annually. If a water body becomes listed that falls within the MS4 boundary, the SWMPP will be updated as needed.

Responsible Party: JCDH

MONITORING PARAMETERS AND FREQUENCY

Grab samples will be analyzed for the following parameters:

a. E. Coli
b. Total Nitrogen (TN) (mg/l)
c. Total Phosphorus (mg/l)
d. Total Suspended Solids (TSS) (mg/l)

e. Temperature

f. pH/ORP

g. Turbidity (NTU)

h. Conductivity

i. Dissolved Oxygen (mg/l)

j. Ammonia Nitrogen (NH3-N) (mg/l)

k. Biochemical Oxygen Demand (BOD) (mg/l)

l. Chemical Oxygen Demand (COD) (mg/l)

m. Hardness as CaCO3 (mg/l)

n. Nitrate plus Nitrite Nitrogen (NO3+NO2-N) (mg/l)

o. Oil and Grease (mg/l)

p. Total Dissolved Solids (TDS) (mg/l)

q. Total Kjeldahl Nitrogen (TKN) (mg/l)

The water quality sonde will monitor the following parameters at least hourly:

a. Temperature

b. pH/ORP

c. Turbidity (NTU)

d. Conductivity

e. Dissolved Oxygen

f. Water level

**Responsible Party: JCDH**

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**SAMPLE TYPE, COLLECTION AND ANALYSIS**

JCDH will collect grab samples and submit them to a certified laboratory for analysis.

**Responsible Party: JCDH**
Figure 4: Homewood Sampling Sites
OTHER REQUIREMENTS

SWMPP PLAN REVIEW AND MODIFICATION

This plan will be reviewed annually and updated as necessary.

**Responsible Department: All Departments**

ANNUAL REPORT

The Annual report will be compiled by JCDH for the City of Homewood.

**Responsible Party: JCDH**