



## **Public Works, Environment and Transportation Commission Agenda**

**Tuesday, June 27, 2023**

**6:30 PM**

**City Council Chambers**

*Members of the public who wish speak during public comment or an agenda item during this meeting can do so virtually by registering at [www.cityofroseville.com/attendmeeting](http://www.cityofroseville.com/attendmeeting)*

*(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)*

- 6:30 p.m. **1. Roll Call**
- 6:31 p.m. **2. Public Comments**
- 6:34 p.m. **3. Approval of Meeting Minutes**
  - a. Approve May Minutes
- 6:35 p.m. **4. Communication Items**
  - a. Communication Items
- 6:40 p.m. **5. Gold Leaf and High Impact Climate Action – ABM**
  - a. Gold Leaf and High-Impact Climate Action – Preliminary Assessment
- 7:05 p.m. **6. MS4 Annual Meeting**
  - a. Annual MS4 Stormwater Public Meeting
- 7:45 p.m. **7. Street Name Change Policy - Draft**
  - a. Street Name Change Policy Draft
- 8:00 p.m. **8. Prep for Joint Council Meeting**
  - a. City Council Joint Meeting Discussion Items
- 8:25 p.m. **9. Future Agenda Items**
  - a. Future Agenda Items
- 8:30 p.m. **10. Adjourn**

**Roseville Public Works, Environment and Transportation Commission  
Agenda Item**

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**DATE:** June 27, 2023

**ITEM:** 3.a.

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**ITEM DESCRIPTION:** Approve May Minutes

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**Background**

Attached are the minutes from the May 23, 2023 meeting.

**Recommendation**

Motion approving the minutes of May 23, 2023, subject to any necessary corrections or revision.

**Attachments**

1. Draft May Minutes

# Roseville Public Works, Environment and Transportation Commission Meeting Minutes

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Tuesday, May 23, 2023, at 6:30 p.m.  
City Council Chambers, 2660 Civic Center Drive  
Roseville, Minnesota 55113

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## 1. Introduction / Roll Call

Chair Ficek called the meeting to order at approximately 6:30 p.m. and at his request, Public Works Director Jesse Freihammer called the roll.

**Present:** Chair Bryant Ficek; and Members Jarrod Cicha, Mike Collins, Des Mueller, and Allison Luongo

**Absent:** Member Michael Joyce, Edwin Hodder (Excused)

**Staff Present:** Public Works Director Jesse Freihammer; Civil Engineer Stephanie Smith, and Environmental Specialist Ryan Johnson

## 2. Public Comments

None.

## 3. Approval of April 25, 2023 Meeting Minutes

*Comments and corrections to draft minutes had been submitted by PWETC commissioners prior to tonight's meeting and those revisions incorporated into the draft presented in meeting materials.*

### **Motion**

**Member Cicha moved, Member Collins seconded, approval of the April 25, 2023 meeting minutes as presented.**

**Ayes: 5**

**Nays: 0**

**Motion carried.**

## 4. Communication Items

Civil Engineer Stephanie Smith provided a brief review and update on projects and maintenance activities listed in the staff report dated May 23, 2023.

34 Chair Ficek asked on the Hamline project if more lanes are going to be opened or  
35 how will that work with the signals not working.  
36

37 Ms. Smith explained she asked the County that today and it was thought it would  
38 be similar to what is there, but she indicated she was going to talk to them to see  
39 what it looks like later in the week next week because she wondered if it could just  
40 be pulled off to the side for Saturday because it sounds like it should be paved.  
41

42 Chair Ficek indicated he would not advocate for completely opening it up because  
43 then it will introduce confusion as people are looking around and wondering who  
44 is next so there is some benefit to having reduced lanes and an all way stop but the  
45 northbound lane could be opened and maybe the southbound ramp, but he thought  
46 the ramp could be left as one lane.  
47

48 Chair Ficek noted regarding Less Mow May, it was obvious that people are not  
49 mowing so he wondered how the City will reach out to explain the Ordinance will  
50 kick back in on June 1<sup>st</sup>.  
51

52 Mr. Johnson explained staff has been working with communications and there are  
53 plans set up to do more communication blasts later in the month of May. He  
54 explained this is also on the City website.  
55

56 Chair Ficek asked if there will be a grace period.  
57

58 Mr. Johnson explained in talking with community development, just like last year,  
59 there are repeat offenders and staff will contact those people first when complaints  
60 start coming in.  
61

## 62 **5. Council Request for Commission Review**

63 Mayor Roe indicated he was filling in for Councilmember Etten. He reviewed the  
64 subject background and what the City Council was asking of the Commission.  
65

66 Chair Ficek indicated the Commission reviewed this in March and the Commission  
67 does actually have some things to recommend to the City Council and he would be  
68 happy for the Commission to open it up again and take a look. One of his questions  
69 though is in the packet there was the notion of how often a Commission should  
70 meet and he wondered if everything was on the table to discuss.  
71

72 Mayor Roe explained it may be more relevant for some Commissions more than  
73 others, but the Council did want to open it up to those kinds of things too, number  
74 of members, frequency of meetings and that sort of thing, to make sure that the  
75 Commissions are doing the work as a City. The Council is looking for feedback  
76 on any and all questions or information the Commissions come up with.  
77

78 Chair Ficek indicated one thing the Commission discussed and put into their  
79 recommendations was looking at public safety. It kind of falls under transportation

but the Commission is calling it out specifically and thought that would be a good add and exactly what it looks like, there would need to be a little bit of trial and error there, but would it be reviewing crash information, talking with Police and Fire, he thought that is an area that could be explored more and should be explored more. He also explained something that came to mind tonight, but he wondered if there could be a possibility of having a temporary Commissioner to step in in case Commissioners cannot make the meeting so there could be a quorum maintained.

Mayor Roe indicated that is an interesting question, but he did not have an answer at this time. He thought if that was something the Commission felt was a recommendation and that would fall into that general category and probably apply to a lot of Commissions, if not all. He thought the Commission should feel free to bring that forward and did not think that was off the table. The City Council was trying to be as non-prescriptive as possible in this process because the Council wanted to make sure that it is what is coming from the Commissions that informs their process rather than artificially imposing Council things at the beginning.

Chair Ficek thanked Mayor Roe for coming to the meeting and welcomed him to join them on their tour.

#### **6. Future Agenda Items**

Discussion ensued regarding the June 2023 PWETC agenda:

- MS4 Update
- Sustainability Topic TBD
- Prep for Joint Council meeting on July 10<sup>th</sup>

Commissioner Mueller indicated she was curious about the City's drinking water and the make up of it and everything that is in it. She wondered if this could be reviewed at a future meeting.

Mr. Freihammer indicated staff could compile information and it could be reviewed at the July meeting.

#### **7. Tour**

The PWET Commission went on a tour of the City facilities.

#### **8. Adjourn**

##### **Motion**

**Member Cicha moved, Member Mueller seconded, adjournment of the meeting at approximately 8:21 p.m.**

**Ayes: 5**

**Nays: 0**

**Motion carried.**

**Roseville Public Works, Environment and Transportation Commission  
Agenda Item**

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**DATE:** June 27, 2023

**ITEM:** 4.a.

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**ITEM DESCRIPTION:** Communication Items

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**Background**

At each commission meeting, City staff provides updates on City activities and projects ongoing within the city that pertain to public works activities.

**Recommendation**

Receive report and provide feedback.

**Attachments**

1. Communications Memo
2. Sustainability Newsletter May/June 2023
3. 2023 Roseville Project Map
4. May Development Activity Report



## Memo

**To:** Public Works Environmental and Transportation Commission Members

**From:** Jennifer Lowry, City Engineer

**Date:** June 27, 2023

**Re:** Communications Items

The following are updates to projects and other activities happening in Roseville since the last commission meeting:

### Public Works Project updates:

- Villa Storm Water Improvements
  - Kevitt Companies under contract until end of June.
- 2023 PMP
  - Construction anticipated from July 24 through end of September.
- Long Lake Lift Station
  - Awaiting contract execution and schedule from Pember Companies.
- McCarron's Retaining Wall
  - Rejected bids on May 22. Utility relocation underway.
- Water Tower Painting
  - All painting and repairs are complete and tower is back online.
- 2023 Pathways
  - Awarded to New Look Contracting on June 20. Schedule TBD.
- 2023 Drainage Improvements
  - Currently out for bid.

### MnDOT Updates:

- TH 36 Ramps at Hamline Avenue Construction
  - Construction is complete.
- TH 36 Ramps on Fairview Avenue
  - Construction began June 1 and continues until State Fair.
  - Full ramp closures start June 26 for up to 30 days. Fairview will remain open.
  - Plan for intermittent ramp closures, but only a weekend closure of Fairview Avenue.

Council Update:

- Below is a highlight of items recently presented to and/or acted on by the City Council. More information can be found in the agenda packets and minutes for the referenced Council meetings:
  - May 22
    - Received Annual All Departmental Equity Update.
    - Approved Professional Services Agreement for County Road B Reconstruction Special Benefits Appraisal.
    - Approved Resolution Awarding Contract for the Long Lake Sanitary Sewer Lift Station Project.
    - Approved Critical Corridors Grant Agreement for County Road B and Snelling Avenue (TH 51) Pedestrian Traffic Study.
    - Approved Lexington Plaza Escrow Agreement at 1754 Lexington Avenue.
    - Rejected bids for South McCarrons Retaining Wall Project.
  - June 5
    - Approved vacation of multiple streets easements and ROW.
    - Approved City Manager goals for 2023-24.
    - Approved the Special Law Passed by the Minnesota Legislature allowing the City of Roseville to conduct a local referendum vote to impose by ordinance a sales and use tax of one-half percent in the City of Roseville.
  - June 20
    - Considered request by Par365 for sewer access charge (SAC) credits.
    - Received Victoria Street Pathway funding update.
    - Awarded contract for 2023 Pathway (23-05) to New Look Construction.
    - Approved Met Council I&I grant agreement.
    - Approved lease amendment for public works leased space.
    - Approved PSA for on-call land survey and construction staking services with E.G. Rud & Sons.
    - Approved MnDOT Signal Maintenance Agreement for battery backup systems on TH 51 at Lydia Avenue and County Road C2.
    - Approved PSA for 2023 construction projects materials testing with AET.
    - Approved 1806 and 1812 Aglen Street drainage and utility easement agreements.
    - Declared mid-term commission vacancies (for PWET)

|                    | Mid-Term Vacancy<br>Appointments 2023 |
|--------------------|---------------------------------------|
| Declare Vacancies  | June 20, 2023                         |
| Application Period | June 21 – August 10, 2023             |
| Interviews         | August 24, 2023                       |
| Appointment        | September 11, 2023                    |
| Term               | Through 3/31/2024                     |

#### Sustainability Update:

- Staff and elected officials traveled to the LMC annual conference in Duluth on June 22 to receive the Sustainable City award.
- Staff attended the Ramsey-Washington Metro Watershed District Waterfest event on June 3 with sustainability/water trivia and free LED light bulb giveaways.
- Staff attended the Donate Good Stuff Eco Fair on June 17, leading a Climate Ribbon interactive activity and providing information and outreach about Roseville's sustainability work.
- Staff is working with Ramsey County to organize an electric vehicle "ride and drive" event on July 13 for City and County staff to explore fleet electrification options.
- Staff worked with volunteers to make Roseville's Juneteenth event on June 17 zero waste, providing compostable materials for food vendors and managing compost/organic drop sites throughout the event.
- Connected with other Minnesota city sustainability staff to research zero waste/takeout container ordinances in Minneapolis, St. Paul, Edina, and St. Louis Park to present at upcoming City Council meeting on July 10.
- Staff continues to work with the MPCA on Gold Leaf program actions, and with the Great Plains Institute on EV Smart Community certification.

#### Major Maintenance Activities:

- Street and Storm
  - Second sweep of the season was completed June 22, 2023.
  - Message pavement painting has started.
  - Concrete repairs at 10 water break areas completed.
  - Ongoing street and pathway asphalt patching.
  - Ongoing Compost site maintenance. Friday deliveries continuing.
  - Second weeding of streetscape areas complete.
  - Assisting Park and Recreation with Rosefest prep.
  - Ongoing storm sewer maintenance, sign work, and asphalt patching for streets and pathways.
- Water and Sanitary Sewer
  - Water Tower painting and repairs are complete and tower is back in service.
  - Four watermain break repairs for June thus far.
  - Repaired two hydrants for June thus far.
  - Replaced valve on Fairview Avenue that feeds Rosedale Commons.
  - Roseville City Hall and Public Works roof repairs completed.
  - Job posting is out for Utilities Worker II. Help us recruit!
  - Continued jetting, underground locates, weekly lift station inspections, collection of water samples, and replacing water meters and MIUs.



# Sustainability Newsletter

Public Works &  
Engineering Division

MAY/JUNE 2023



Sustainability Tip  
of the Month—  
Safe Outdoor Fires



Hwy 36 Multimodal  
Study



New Environmental  
Service Center



Positive Climate News

## Contact Us:

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[Email Us](#)  
[Find us Online!](#)

## Inside this issue:

Sustainability Tip

Hwy 36 Multimodal  
Study

New Environmental  
Service Center

Upcoming Events

Good Climate News

## Sustainability Tip of the Month

As proud, woodsy Minnesotans, we do love the smell of a good campfire. However, burning wood can also bring harmful side effects, including the release of particulate matter. **Here are some tips to burn responsibly:**

- Only burn seasoned, dry wood—it will burn cleaner and hotter, and produce less smoke.
- **Avoid fires on these days:**
  - **Poor air quality days**—the release of additional particulate matter can worsen air quality
  - **Windy (>10mph) days**
  - **During periods of excessively dry weather**
- Keep fire at least 25 feet away from a structure or combustible material
- Have a hose or fire extinguisher nearby
- **Do not leave fires unattended until completely burned out**

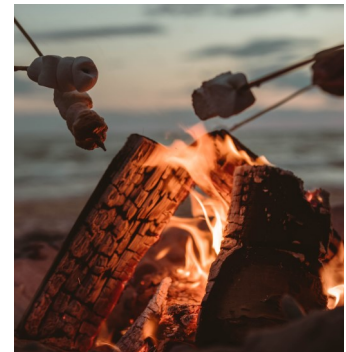


Photo by [Mahad Aamir](#) on [Unsplash](#)

See our [website about wood burning](#) for more information, chapter 404 of [Roseville City Code](#), and check current air quality at the [MPCA's website](#).

## Highway 36 Multimodal Study



The Minnesota Department of Transportation (MnDOT) is conducting a **study of Highway 36 from Roseville to Maplewood**, to better understand the needs of people traversing north and south along roads that intersect with the highway's exit and entrance ramps, especially those who travel on foot, by bike, or via other mobility devices.

Many of us in Roseville frequently cross Hwy 36 (I do at least twice a day!), so we are a key part of who MnDOT wants to engage. There are two opportunities to get involved during the first phase of the study: fill out the

**Hwy 36 survey** (this took me about 30-45 minutes to fill out—be prepared for short-answer questions and a mapping tool), and/or attend one of two upcoming public meetings:

**Tuesday, May 23, 4:30pm-6:30pm**, Ramsey County Library, 2180 Hamline Ave N., Roseville (stop in anytime during this time frame)

**Wednesday, May 31, 12:00pm-1:00pm**, Virtual (on Zoom) - [Register here](#)

## New Environmental Service Center Coming!

Ramsey County is planning to build a new Environmental Service Center at 1700 Kent Street in Roseville. This facility will make it easier for residents to reduce waste, reuse and recycle. Services at the center will include:

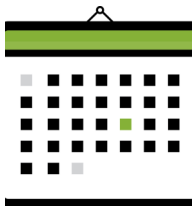
- Household hazardous waste and electronics drop off.
- A free product reuse room.
- Space for Fix-It Clinics and other environmental education and activities.

Construction is expected to begin in late 2023.

Learn more, provide feedback and sign up to receive emails about project updates [here](#).



## Upcoming Events



**Hwy 36 Multimodal Study Public Meetings**—Tuesday May 23, 4:30-6:30pm, Roseville Public Library, or Wednesday May 31, 12:00-2:00pm on [Zoom](#). Learn more about the project, ask MnDOT staff questions, and provide feedback.

**Waterfest**—Saturday, June 3, 11:00am-4:00pm, Lake Phalen Park. This free, family festival celebrating our clean lakes provides an opportunity for outdoor hands-on learning about clean water, wildlife, and land and water conservation.

**Donate Good Stuff Eco Fair**—Saturday, June 17, 9:00am-4:00pm. Experience sustainable living with creative & interactive exhibits, and activities for all ages. See website for item donation opportunities and mini-classes available throughout the day! Arriving to the event via walking, biking, or public transportation is encouraged.

**Juneteenth**—Saturday, June 17, 11:00am-3:00pm, Central Park in Roseville. This day celebrating what's also known as Freedom Day, Jubilee Day, the Black Fourth of July, or Independence Day, commemorates the day in 1865 when slaves in Galveston, Texas were finally informed they were free, two years after the Emancipation Proclamation of Jan. 1, 1863. This event is a collaboration of Do Good Roseville, the City of Roseville, M Health Fairview, Roseville Community Fund, Bremer Bank, UCare, Mille Lacs Corporate Ventures, Caribou Coffee, and more.

**Rosefest**—June 22-28, July 4. Every summer, Roseville Parks and Recreation looks forward to a summer filled with in-person events and programs. The biggest event, Rosefest, in late June, is a series of events that includes the Rose Parade, Run for the Roses, Taste of Rosefest, theatrical and musical entertainment, and much more, culminating in the Party in the Park on the 4th of July. Taste of Rosefest (Thursday 6/22) and Run for the Roses (Saturday 6/24) are zero waste events!

## City of Roseville Public Works & Engineering

### Positive Climate News

**Minnesota state lawmakers agree to 'historic' environment and climate bill:**

The \$2 billion bill includes over \$30 million to add solar panels to schools and public buildings, \$16 million for electric vehicle rebates, and \$13 million for grants and rebates to install residential electric heat pumps.

**Deforestation in the Brazilian Amazon fell by 68% in April:** Relative to data from April 2022, deforestation dropped sharply after new president Luiz Inacio Lula da Silva pledged to combat illegal deforestation took office at the beginning of 2023. Logging is down 41% in 2023 overall.

**Nature Lawyers Up:** A growing number of countries and courts say the environment should be endowed with legal rights. This has been tested in Minnesota as well, in the case **Manoomin, et.al., v. Minnesota Department of Natural Resources**, the first "rights of nature" case to go before tribal court. This case was eventually dismissed but added to the ongoing dialogue of whether natural features should have legally protected rights.



## Thank you from your Roseville Sustainability Team!

**Ryan Johnson**

Environmental Manager

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**Noelle Bakken**

Sustainability Specialist

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# 2023 All Projects

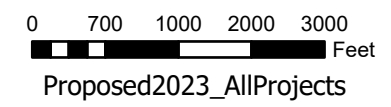


Prepared by: Engineering Department  
6/16/2023

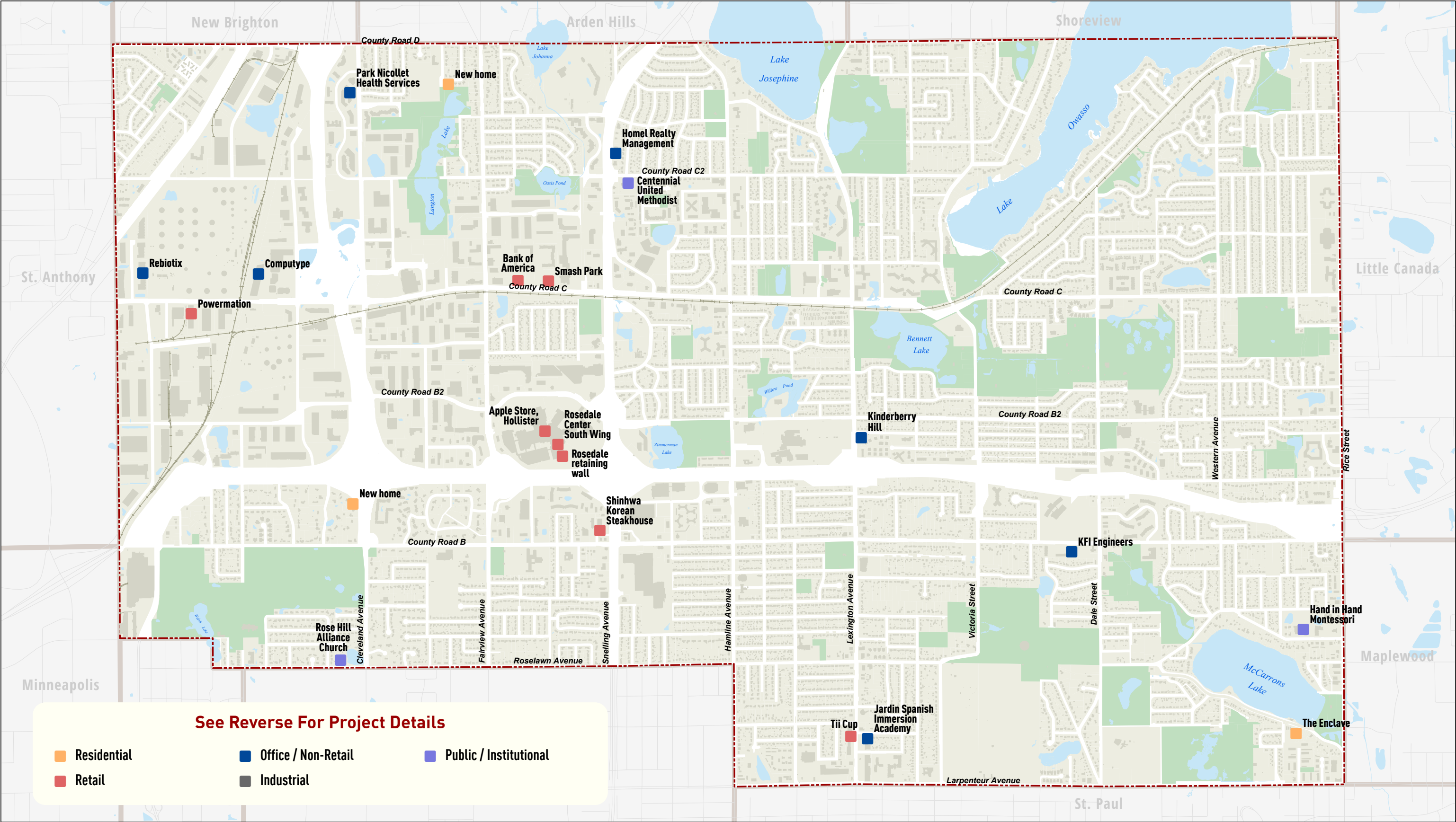
- City Mill & Overlay
- County Project
- MnDOT Project
- Signal Improvement
- New Pathway
- Pathway Maintenance
- Parking Lot
- Retaining Wall
- Sanitary Sewer Project
- Storm Project
- Water Tower Project

Data Sources  
\* Ramsey County GIS (5/2/2023)  
\* City of Roseville Community Development  
\* City of Roseville Finance Department

DISCLAIMER:  
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



Proposed2023\_AllProjects



# Development Projects: May 2023

| ROSEVILLE COMMUNITY DEVELOPMENT DEPARTMENT |                                    |                            |                                |                             |             |
|--------------------------------------------|------------------------------------|----------------------------|--------------------------------|-----------------------------|-------------|
| Updated: May 11, 2023                      |                                    |                            |                                |                             |             |
|                                            | Project Name                       | Address                    | Project Description            | Applicant/Owner Information | Starting    |
| RESIDENTIAL                                | The Enclave                        | 201-261 McCarrons Pl       | 20 detached townhomes          | Ovation Homes               | Summer 2021 |
|                                            | Residential New Construction       | 2239 Cleveland Ave         | New single family home         | Bald Eagle Builders Inc     | Fall 2022   |
|                                            | Residential New Construction       | 1882 Brenner Ave           | New single family home         | O’Meara Custom Building Inc | Fall 2022   |
| RETAIL                                     | Mall Retaining Wall                | 1595 Highway 36            | Retaining Wall                 | Hardscape Construction      | Spring 2022 |
|                                            | Shinhwa Korean Steakhouse          | 2181 Snelling Ave          | Interior Remodel               | Chans Consulting            | Summer 2022 |
|                                            | Rosedale Center South Wing         | 1595 Highway 36            | Demo of South Wing Entry       | VCC LLC                     | Fall 2022   |
|                                            | Bank of America                    | 1761 County Road C         | New Construction               | Leopardo Companies Inc      | Fall 2022   |
|                                            | Tii Cup                            | 1771 Lexington Ave         | Interior Remodel               | Monaghan Construction       | Fall 2022   |
|                                            | Hollister Abercrombie & Fitch      | 1595 Highway 36            | Tenant Remodel                 | GGC National Contractors    | Spring 2023 |
|                                            | Smash Park                         | 1751 County Road C         | New Construction               | Rochon Corp                 | Spring 2023 |
|                                            | Powermation                        | 2360 County Road C         | Interior Remodel               | Guptil Contracting Inc      | Spring 2023 |
|                                            | Apple Store                        | 1595 Highway 36            | Interior Remodel and Expansion | Gardner Builders            | Spring 2023 |
|                                            | Mall Entry and Corridor            | 1595 Highway 36            | New Mall entry and Corridor    | VCC LCC                     | Spring 2023 |
| NON-RETAIL/OFFICE                          | Park Nicollet Health Services      | 3050 Centre Pointe Dr #200 | Interior Remodel               | RJM Construction            | Winter 2022 |
|                                            | Hand in Hand Montessori            | 211 North McCarrons Blvd   | Interior Build-Out             | Vanguard Builders Inc       | Summer 2022 |
|                                            | Computype                          | 2285 County Road C         | Interior Demo                  | Prime General Contractors   | Summer 2022 |
|                                            | KFI Engineers                      | 670 County Road B          | Interior Remodel               | McGough Construction        | Winter 2022 |
|                                            | Rose Hill Alliance Church          | 2105 Roselawn Ave          | Interior Remodel               | Rose Hill Alliance Church   | Winter 2022 |
|                                            | Kinderberry Hill                   | 2360 Lexington Ave         | Interior Remodel               | V & E Contracting Services  | Winter 2022 |
|                                            | Homel Realty Management            | 2924 Snelling Ave          | Demo Swimming Pool and Sauna   | Home Improvement Shop       | Spring 2023 |
|                                            | Jardin Spanish Immersion Academy   | 1754 Lexington Ave         | Tenant Improvement             | Protech Enterprises Inc     | Spring 2023 |
|                                            | Computype                          | 2285 County Road C         | Tenant Remodel                 | Prime General Contractors   | Spring 2023 |
|                                            | Rebiotix                           | 2660 Patton Rd             | Tenant Remodel                 | McGough Construction        | Spring 2023 |
|                                            | Centennial United Methodist Church | 1524 County Road C2        | Tenant Remodel                 | Langer Construction Company | Spring 2023 |

## Roseville Public Works, Environment and Transportation Commission Agenda Item

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**DATE:** June 27, 2023

**ITEM:** 5.a.

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**ITEM DESCRIPTION:** Gold Leaf and High-Impact Climate Action – Preliminary Assessment

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### **Background**

The Minnesota Pollution Control Agency (MPCA) launched a pilot program which focuses on pathways for communities to take local climate action through the GreenStep program. There are 44 high priority, high impact climate actions in the Gold Leaf program under the categories of Climate Mitigation, Climate Planning, Climate Adaptation, and Community Connectedness for Minnesota's changing climate. Roseville was selected as one of the pilot communities in December of 2022. Roseville has been working towards several different initiatives under this Gold Leaf program. One of the initiatives was to look at our City-owned properties and determine how energy efficient they are.

Staff is currently working with American Building Maintenance (ABM), who has specialty resources available to assess Roseville's buildings and energy infrastructure and help determine and prioritize energy improvements to reduce greenhouse gas emissions.

ABM completed a high-level assessment of Roseville's City Hall campus and found several improvements that can be made to reduce our impact on climate change and save the City money by operating with more efficient equipment.

### **Recommendation**

Receive presentation from AMB staff, and ask questions and provide feedback.

### **Attachments**

1. Presentation
2. ABM Business Profile
3. Guaranteed Energy Savings to Improve Facilities

# Preliminary Assessment and Qualification

## Gold Leaf and High- Impact Climate Action

Roseville, MN

ABM Building Solutions, LLC.

June  
**12**  
2023



# Sustainability & Resiliency



Founded in 1909 | \$7 Billion in Revenue



250+ U.S. & International Locations



20,000+ Clients | 100,000 Team Members



## HVAC & MECHANICAL

**500,000+** heating and cooling systems



## ELECTRICAL

**28,000+** EV charging ports installed



## MISSION CRITICAL

**35+ million** sq. ft. of data center space



## JANITORIAL

**4+ billion** sq. ft. cleaned each day



## ENERGY

**30%** average reduction in energy used



## FACILITIES ENGINEERING

**10,000+** certified engineers



## LANDSCAPE & TURF

**55,000+** acres of landscaping & golf courses



## MICROGRID

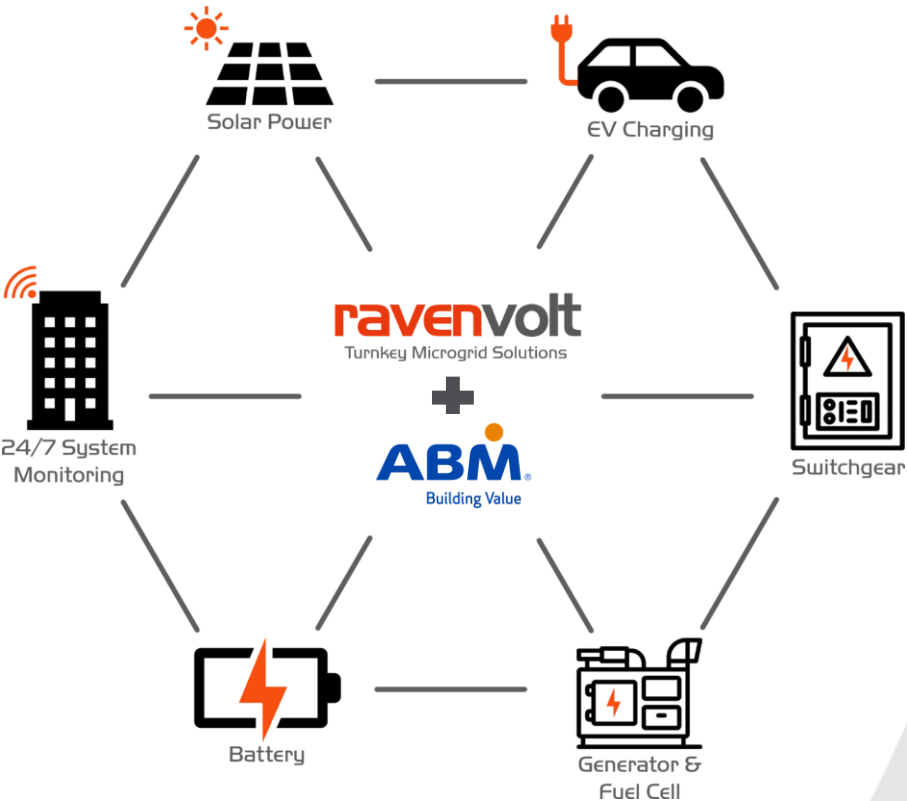
Over **1 GW** of installed microgrids



## PARKING & TRANSPORTATION

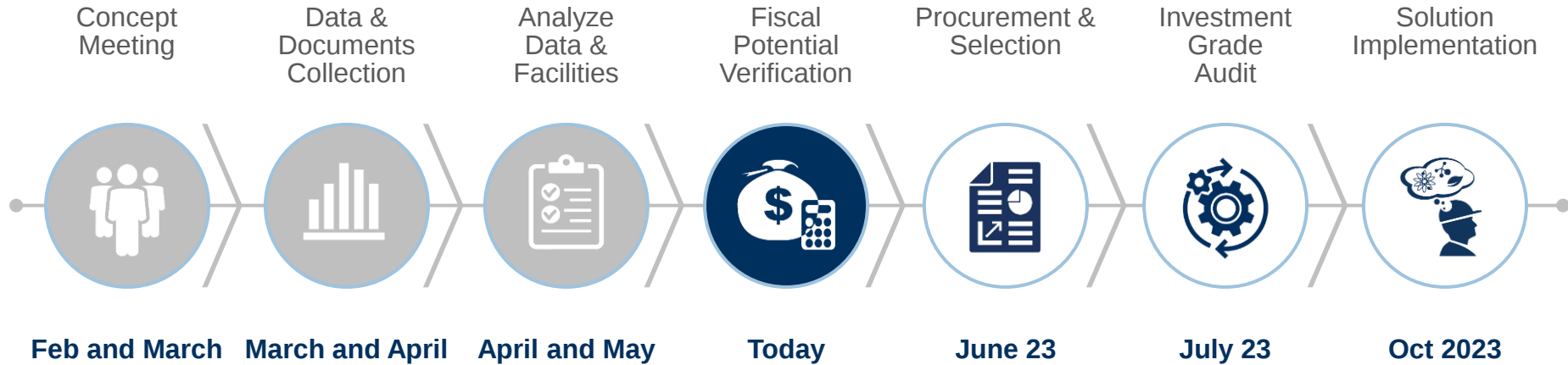
**\$1.5+ billion** in parking revenue collected

# ABM Infrastructure Solutions



# Next Steps

## SOLUTION TIMELINE



# Preliminary Survey Findings

## Roseville City Hall, Public Works Building, Fire Hall, and Skate Center/OVAL

### Energy Conservation Measures, Including

Building envelope upgrades, high efficiency electrical infrastructure or transformers, HVAC equipment replacement, upgrade, or improvement, mechanical room improvements, lighting and lighting controls, plug load management, boilers/AHU/chiller/condenser upgrades, air-intake and air-quality/ventilation/dehumidification improvements, rooftop and heavy equipment improvements, laundry and cleaning system upgrades, geothermal system upgrades and improvements, roof and ceiling improvement and insulation, park/ballfield and OVAL stadium lighting improvements, etc.

### Distributed Energy Measures (Not Included in Projections)

- Solar Canopy
- Rooftop Solar
- Electric Vehicle Charging
- Battery Energy Storage Backup System



# Preliminary Utility Data Analysis per Building

| Facility Building Name | Est. Gross Square Feet | Existing Building    |                 | Post Retrofit      |              |                    |
|------------------------|------------------------|----------------------|-----------------|--------------------|--------------|--------------------|
|                        |                        | Annual Utility Spend | Total per Sq/Ft | Targeted per Sq/Ft | \$ Savings   | 20 Year \$ Savings |
| City Hall              | 62,800                 | \$ 103,999           | \$ 1.66         | \$ 1.28            | \$ 23,920    | \$ 790,929         |
| Fire Station No. 4     | 35,000                 | \$ 54,251            | \$ 1.55         | \$ 1.19            | \$ 12,478    | \$ 412,588         |
| Oval*                  | 25,000                 | \$ 104,157           | \$ 4.17         | \$ 3.21            | \$ 23,956    | \$ 792,132         |
| Public Works           | 59,254                 | \$ 52,074            | \$ 0.88         | \$ 0.68            | \$ 11,977    | \$ 396,029         |
| Skating Center         | 50,000                 | \$ 210,089           | \$ 4.20         | \$ 3.24            | \$ 48,320    | \$ 1,597,762       |
|                        |                        | Total Savings        |                 | 23%                | \$ 3,989,439 |                    |

**\$3,989,439 in preliminary utility savings (gas and electric)**

## Notes:

- 1) Includes electric and gas savings from proposed ECMs only based on total usage figures (does not account for existing solar or potential distributed energy solutions)
- 2) Financial and carbon savings of post-existing solar bills and usage greater. For example, remaining net-of-solar-credit electricity bills and carbon at city hall may be reduced by greater than 44%
- 2) 20 year \$ savings assumes a 5% average annual escalation of utility rates
- 3) Target \$ per Sq/Ft is based on ABM Team Assessment and ENERGY STAR 2018 Data
- 4) \* - Oval square footages approximate (exterior space)



Carbon  
Emissions:  
Race to Net  
Zero



13,835 Metric Tons  
of CO<sub>2</sub> Reduction  
over 20 Years



CO<sub>2</sub> equivalent to  
removing 3,095 cars  
from the road  
*permanently*



24-46% GHG  
Reduction by  
Building



City Hall 65% to Net  
Zero

# Preliminary M&O and Capital Savings

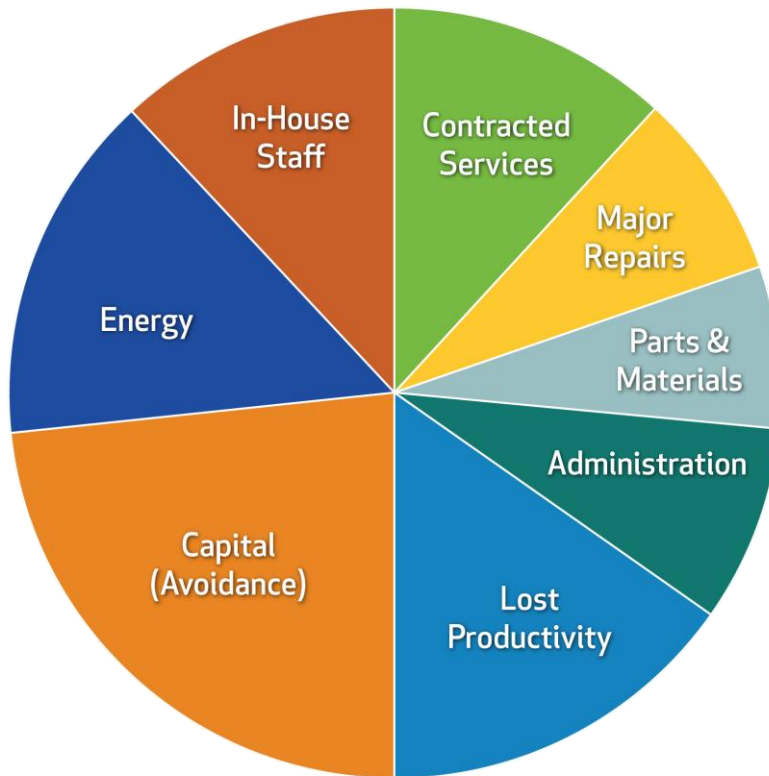
| M&O Savings Source       | Annual Savings |
|--------------------------|----------------|
| HVAC Repairs and Service | \$ 10,000      |
| Lighting Replacement     | \$ 1,500       |

|                             |                  |
|-----------------------------|------------------|
| <b>Total Annual Savings</b> | <b>\$ 11,500</b> |
|-----------------------------|------------------|

| Capital Savings Source                                                                      | 5 Yr Annual Savings |
|---------------------------------------------------------------------------------------------|---------------------|
| Eliminated CIP Plan Items 2024-2028<br>(Facilities Improvement and Park Improvements Funds) | \$ 340,179          |

| CIP FY       | Discounted \$      |
|--------------|--------------------|
| 24           | \$511,156          |
| 25           | \$210,240          |
| 26           | \$463,836          |
| 27           | \$262,000          |
| 28           | \$254,563          |
|              |                    |
| <b>Total</b> | <b>\$1,700,895</b> |

# Funding the Solution





## Climate Mitigation Actions

**CM6** - Public energy efficiency projects: Invest in a new and significant energy efficiency project through performance contracting or other funding in city-owned/school buildings.

**CM12** - Community renewable energy projects: Newly install or support the installation for community-owned or public sector/municipally owned renewable energy technology—solar, wind, hydro, etc.

## Climate Adaptation Actions

**CA3** - Back-up energy system: Newly install islanding capability and storage for a clean energy system in a publicly accessible building to provide back-up power that can sustain function during extreme weather events.

## Potential Resultant Actions

**CM1** – Efficient public building operations: For one city-owned/school building, complete 12 months of facilities operations utilizing the B3/SB 2030 Energy Efficient Operations Manual (B3 EEOM).

**CM2** – Certified green building operations: Document the certification of a public or private building at gold-equivalent or better under a green building operations framework.

**CP9** - Climate action budget: At least 1% of current city annual budget is allocated to climate action.



## Energy Action Plan Alignment

**Focus Area 3, Commercial/Industrial EE:** Roseville municipal savings project provides direct and actionable financing example for local C&I businesses and facilities (could be supported with city outreach and EECSBG incentives)

**Focus Area 4, Renewable Energy:** Incorporation of new and innovative solar and BESS opportunities directly supports Goal 4



# Thank You

GET IN TOUCH

**Adam Seidel**  
952-254-1327  
Adam.Seidel@ABM.com



# Plan Today to Achieve Tomorrow's Infrastructure Goals

Turnkey programs can help mitigate current supply chain pressures and ensure achievement of your sustainability, deferred maintenance, and facility upgrade goals.

As more new climate legislation passes, organizations are facing new commitments and obligations to environmentally conscious practices. With 12-24 month average lead times for many components and hardware needed for compliance, it's vital to enlist a partner like ABM now to help your organization be one that meets your 2025 sustainability goals on schedule.

In the US, we follow a phased approach to GHG reduction from the 2005 baseline:



**26%-28%**  
REDUCTION  
BY 2025



**50%-52%**  
REDUCTION  
BY 2030



**Net Zero**  
GHG EMISSIONS  
BY 2050

"Of the 2,000 global companies tracked by the World Benchmarking Alliance, most have no explicit sustainability goals, and among the very few of those that do, very few are on track to complete them."<sup>1</sup>

**-Tom Gallo**

SVP of Strategy and Innovation

## Serving Your Sustainability Goals Through:

- Engineering calculations and design-build services
- Greenhouse gas reduction programs
- Utility rebates and EPA tax incentives
- HVAC and building systems
- Solar and other renewable energy and sustainability solutions
- On-site engineering and operations
- Structuring financing terms to generate positive cash flow
- Commissioning and retro-commissioning
- Off-balance sheet funding and sustainability-as-a-service
- Net zero waste
- Green cleaning
- Electrification programs
- EV charging stations
- Indoor air quality solutions



## Our Process



## Your Guide to Navigating the Financing Process

Our team is ready to help you navigate this complicated terrain from auditing to implementation to executing operations. ABM will assist in bringing funding for the project, including PACE, capital lease financing, energy-as-a-service, and other financing structures as part of our infrastructure solutions.

To learn more about how ABM can support your operations, visit [ABM.com/Energy](https://www.abm.com/Energy).



Sources  
1. <https://www.worldbenchmarkingalliance.org/>  
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## Energy Performance Contracting Using Guaranteed Energy Savings to Improve Facilities and Infrastructures

### Unique Funding Solutions from ABM Meet Critical Facility Needs

#### Your Challenges

- Funding capital improvements
- Aging facilities and infrastructures
- Increasing energy and operating costs
- Decreasing revenue streams
- Growing resource demands
- Tenant comfort issues

ABM understands that facilities have been experiencing a capital shortfall for nearly a decade that has led to reduced spending on infrastructure. In addition to the lack of available capital, administrations and managing bodies have been faced with tremendous financial pressures as a result of increasing demand on decreasing revenues. This has led most communities to cut services and staff as their only means to balance budgets.

#### ABM's Solution

ABM guarantees energy savings with a comprehensive suite of efficiency upgrades and facility modernization, including HVAC, lighting, infrastructure, controls, and more. With an energy performance contract (EPC), we can address both the facility and funding needs of our clients.

Our expertise in both public and private finance and energy solutions provides us with the unique ability to collaboratively work with clients to help them overcome budget challenges. With an EPC, our clients can improve facilities - and benefit from those improvements - using funds already committed to their existing budget. The guaranteed energy savings create the capital needed to fund the improvements.



# Providing solutions that drive costs out of operating budgets to reallocate capital for needed facility enhancements.

## Value of Energy Performance Contracts

Our budget-neutral financial solutions maximize facilities' energy efficiency and lower annual operating costs. Key benefits include:

- Increased energy efficiency and sustainability
- Guaranteed savings at little to no risk to the client
- Validation and accountability through real-time energy monitoring and optimization
- Improved equipment reliability and uptime
- Services provided through a single-sourced procurement process
- Increased building comfort
- Potential for tax credits
- Increased asset value

## Facility Improvements at a Glance

Guaranteed energy savings from ABM have helped facilities upgrade:

- Heating, cooling and ventilation equipment upgrades
- High efficiency lighting
- Electrical improvements
- Water consuming device retrofits
- Energy management control system implementation
- Renewable energy technology
- Electric vehicle charging stations
- Window/roof replacements/repairs
- Fenestration upgrades
- IT upgrades

## Energy Performance

Contracts with ABM provide turnkey facility upgrades, complete with a financial solution, for a variety of industries, including:

- K-12 Public Schools
- Municipalities and Counties
- Public and Private Universities
- Commercial Real Estate
- Healthcare

## Reach Out To Us

### ADAM SEIDEL

Regional Account Manager  
(952) 254-1327  
Adam.Seidel@abm.com

### About ABM

ABM (NYSE: ABM) is a leading provider of facility services in the United States and various international locations. ABM's comprehensive capabilities include janitorial, electrical & lighting, energy solutions, facilities engineering, HVAC & mechanical, landscape & turf, mission critical solutions and parking, provided through stand-alone or integrated solutions. ABM provides custom facility solutions in urban, suburban and rural areas to properties of all sizes - from schools and commercial buildings to hospitals, data centers, manufacturing plants and airports. ABM Industries Incorporated, which operates through its subsidiaries, was founded in 1909. For more information, visit [ABM.com](http://ABM.com).



866.624.1520  
[ABM.com/Energy](http://ABM.com/Energy)

**Roseville Public Works, Environment and Transportation Commission**  
**Agenda Item**

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**DATE:** June 27, 2023

**ITEM:** 6.a.

---

**ITEM DESCRIPTION:** Annual MS4 Stormwater Public Meeting

---

**Background**

In 2003, Roseville received a permit from the Minnesota Pollution Control Agency regarding how the City manages the discharge of stormwater into public waters. The overall program goal is to reduce the amount of sediment and pollutants that enter surface water from storm sewer systems. We have proposed to do this through a number of activities as required, ranging from best management practices to education of the public about how they can help to reduce pollution. We have attached a draft copy of the City's Annual Report. Staff will present a summary of this information at the meeting, including the new completed requirements of the permit.

This is a required public information meeting where City residents are encouraged to share their comments and feedback regarding the City's proposed Stormwater Pollution Prevention Plan (SWPPP), and the implementation of the past year's report. The report and findings from this meeting will be part of our documentation for our permit.

**Recommendation**

Receive Public Comments regarding the City's Stormwater Pollution Prevention Program.

**Attachments**

1. Presentation
2. 2020 MS4 Phase II Permit Application
3. 2020 MS4 Phase II Permit

# 2022 MS4 Annual Report

Public Works Department



Public Works Environment & Transportation Commission

27.Jun.23

This permit establishes conditions for discharging **stormwater** and specific other related discharges to **waters of the state**. This permit is required for discharges that are from **small Municipal Separate Storm Sewer Systems (small MS4)**, as defined in this permit.

Roseville's Permit & supporting documents can be found on the City Website and hard copies are available upon request.

# 2022 MS4 Annual Report

## Pollution Prevention Activities & MCM's

| Pollution Prevention Activity                                           | Applicable Minimum Control Measure |   |   |   |   |   |
|-------------------------------------------------------------------------|------------------------------------|---|---|---|---|---|
|                                                                         | 1                                  | 2 | 3 | 4 | 5 | 6 |
| <u>Erosion &amp; Sediment Control Training</u>                          | ●                                  |   |   | ● |   | ● |
| <u>Best Management Practice References</u>                              | ●                                  |   | ● | ● | ● | ● |
| <u>Vehicle Washing</u>                                                  |                                    |   | ● |   |   | ● |
| <u>Street &amp; Parking Lot Sweeping</u>                                |                                    |   |   | ● |   | ● |
| <u>Park &amp; Open Space Fertilizer/Chemical Application Programs</u>   | ●                                  |   | ● |   |   | ● |
| <u>Winter Road Materials Management</u>                                 |                                    |   |   |   |   | ● |
| <u>Storm Drain Stenciling</u>                                           | ●                                  | ● | ● |   |   |   |
| <u>Residential Waste Collection &amp; Clean-up Programs</u>             | ●                                  | ● | ● |   |   | ● |
| <u>Potential Discharge Identification &amp; Risk Reduction</u>          | ●                                  | ● | ● |   |   | ● |
| <u>Hazardous Material Storage &amp; Handling</u>                        |                                    |   | ● |   |   | ● |
| <u>Reducing Pet Waste</u>                                               | ●                                  |   |   |   |   |   |
| <u>Septic System Maintenance Programs</u>                               | ●                                  |   | ● |   |   |   |
| <u>Open Space Design</u>                                                |                                    |   |   |   | ● |   |
| <u>Reducing Impervious Surfaces</u>                                     |                                    |   |   |   | ● | ● |
| <u>Pervious Pavements</u>                                               |                                    |   |   |   | ● | ● |
| <u>Green Roofs</u>                                                      | ●                                  | ● |   |   | ● | ● |
| <u>Rainwater Harvesting/Stormwater Reuse &amp; Rain Barrel Programs</u> | ●                                  | ● |   |   | ● | ● |
| <u>Urban Forestry &amp; Stormwater Management</u>                       |                                    |   |   |   | ● | ● |
| <u>Vegetated Swales &amp; Buffer Strips</u>                             | ●                                  | ● |   |   | ● | ● |
| <u>Establishing a Buffer Ordinance</u>                                  | ●                                  | ● |   |   |   |   |
| <u>Retrofitting: Infiltration, Filtration &amp; Bioretention</u>        | ●                                  | ● |   |   | ● | ● |
| <u>Establishing an Infiltration Standard</u>                            | ●                                  | ● |   |   | ● |   |
| <u>Volume Control Using Compost Materials / Soil Amendments</u>         | ●                                  |   |   |   | ● | ● |
| <u>Environmentally Preferable Purchasing</u>                            | ●                                  | ● |   |   |   | ● |

MCM 1 – Public Education and Outreach

MCM 2 – Public Participation/Involvement

MCM 3 – Illicit Discharge Detection and Elimination

MCM 4 – Construction Site Stormwater Runoff Control

MCM 5 – Post-Construction Stormwater Management

MCM 6 – Pollution Prevention/Good Housekeeping for  
Municipal Operations

## Why do we care about stormwater?

By being careful about what goes down our storm drains, we can keep our lakes and rivers clean.



Leaks



Salt & sand



Grass & leaves



Leaks & runoff



Fertilizer



Trash



Poop



Dirt

Our cities and towns have lots of paved surfaces that carry rain and pollution to storm sewers.



Storm sewers deliver rain and pollution directly to our lakes and rivers.

Our cities and towns have lots of paved surfaces that carry rain and pollution to storm sewers.



Storm sewers deliver rain and pollution directly to our lakes and rivers.

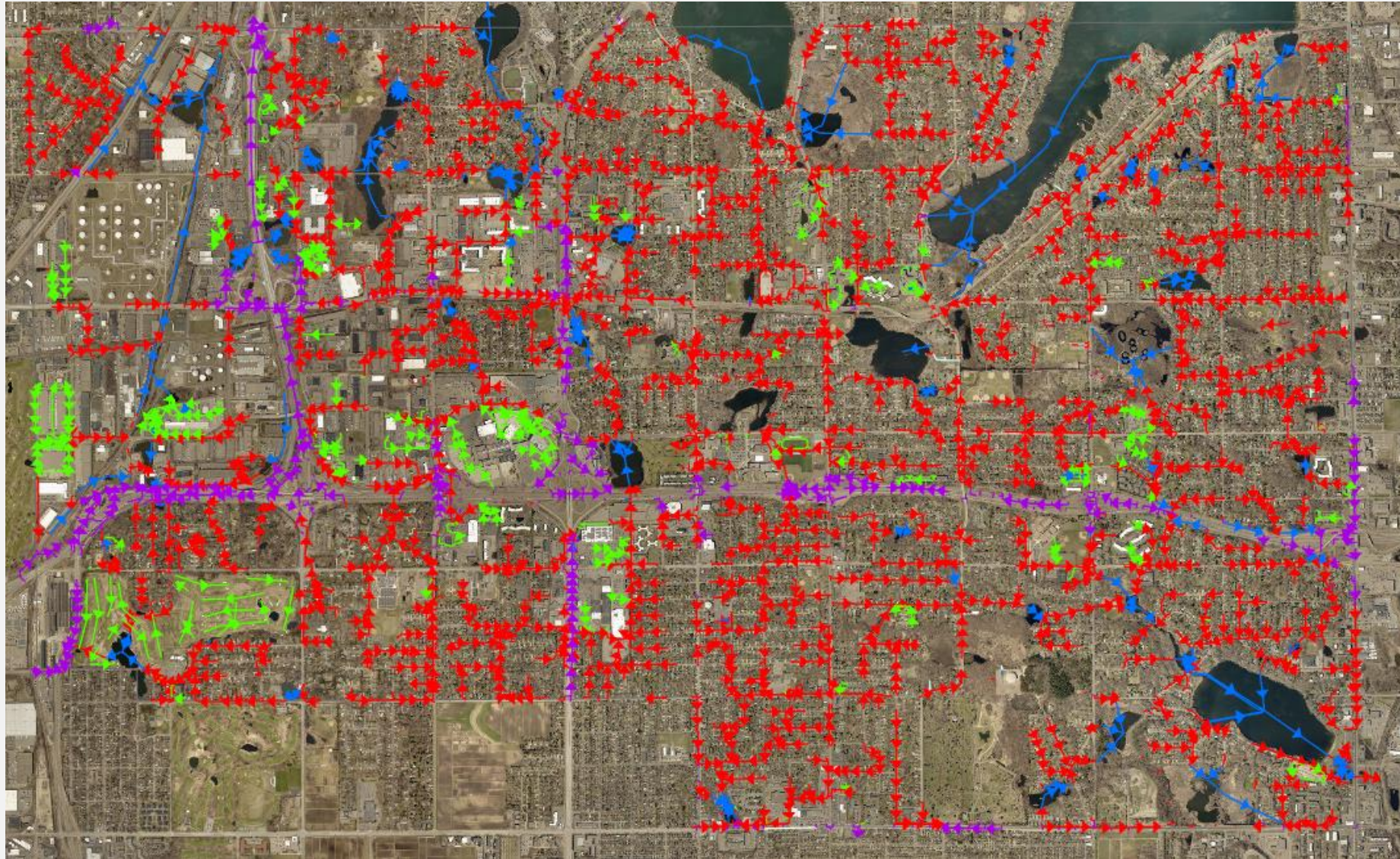


We want clean water for fishing, boating & swimming.

Healthy ecosystems need clean water.

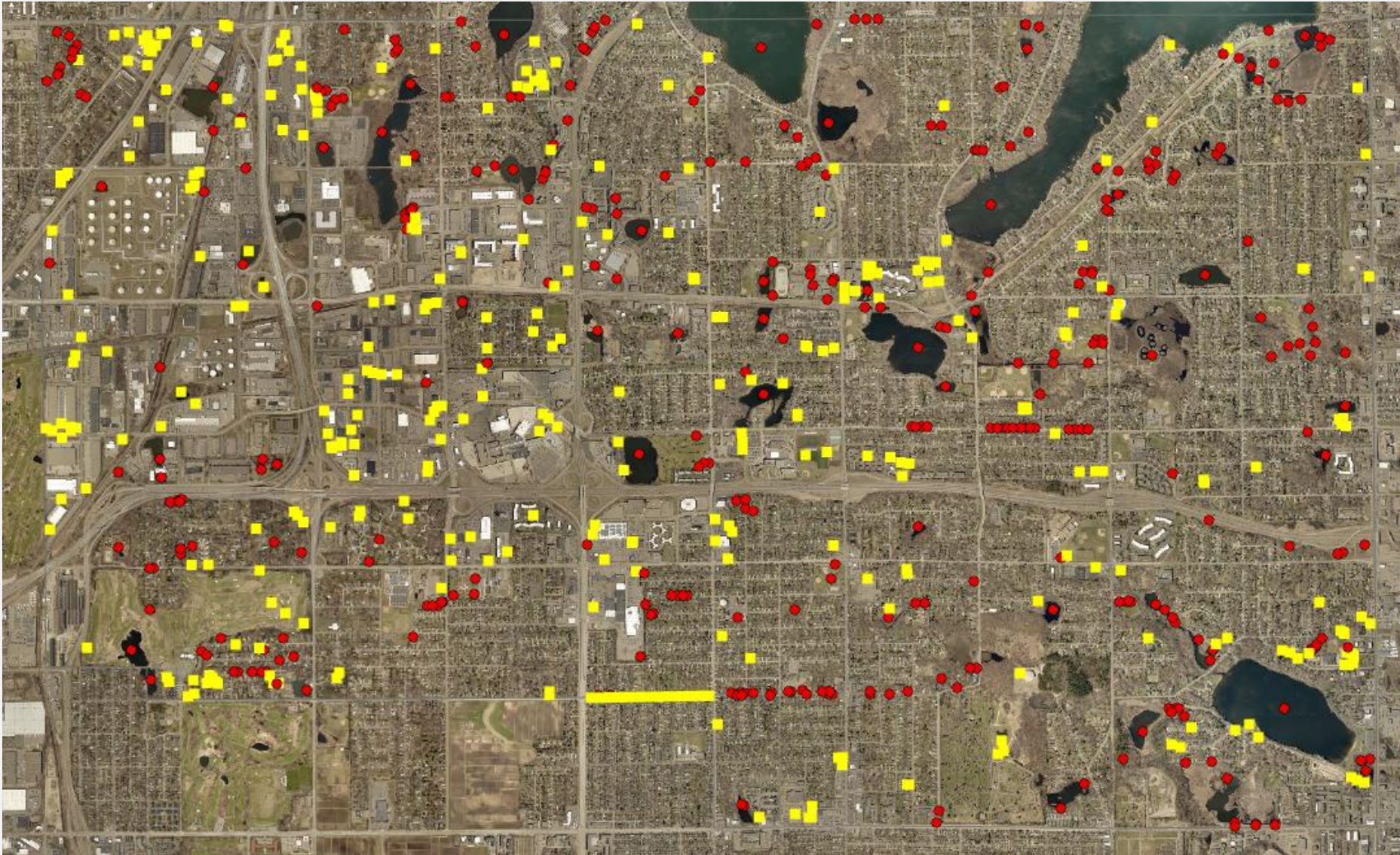
# 2022 MS4 Annual Report

## Infrastructure



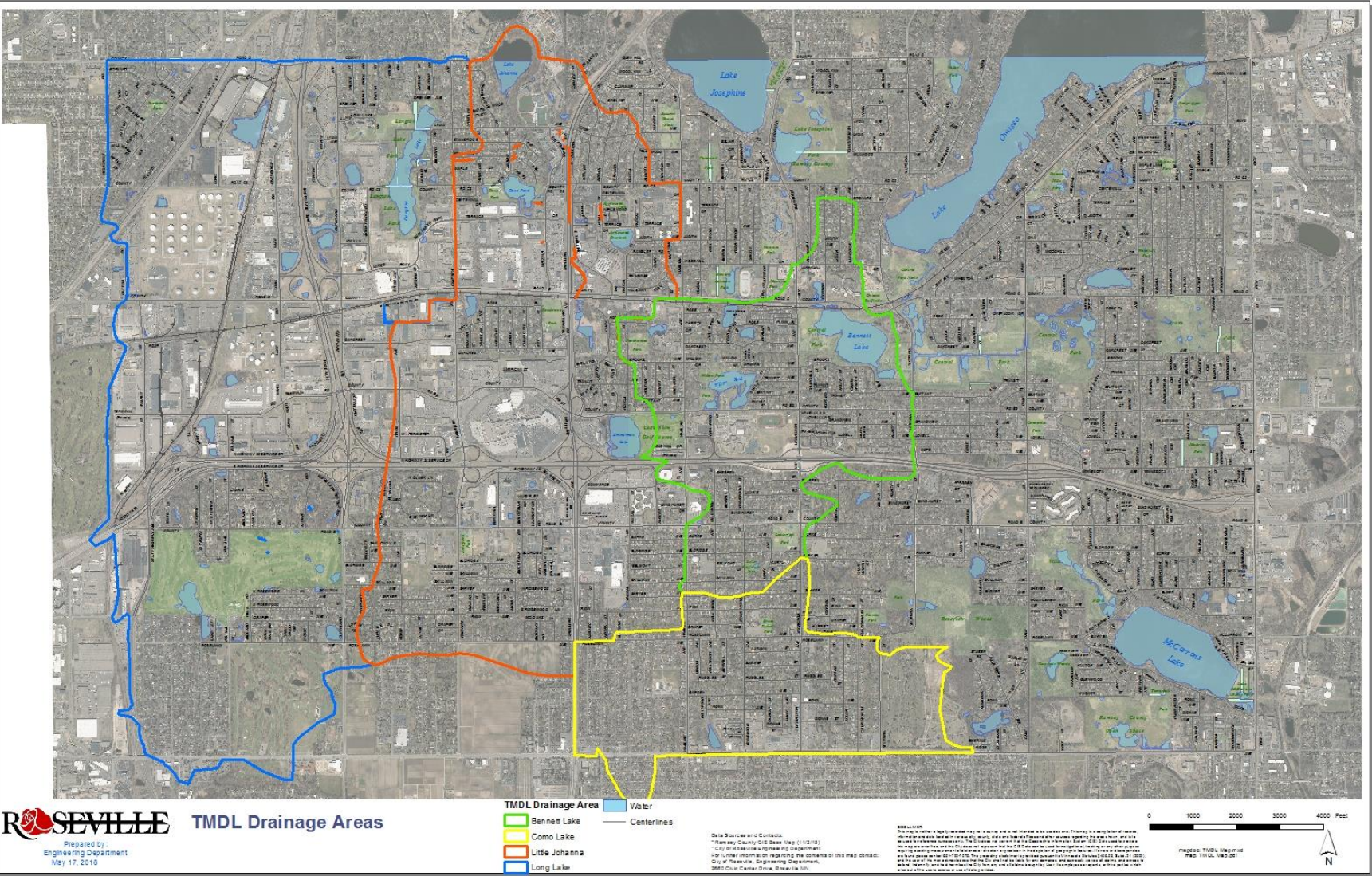
# 2022 MS4 Annual Report

## Infrastructure



# 2022 MS4 Annual Report

## Total Maximum Daily Loads (TMDL)



### Total Maximum Daily Load (TMDL)

- Como Lake
- Bennett Lake
- Little Lake Johanna
- Long Lake

# 2022 MS4 Annual Report

## Pond Maintenance

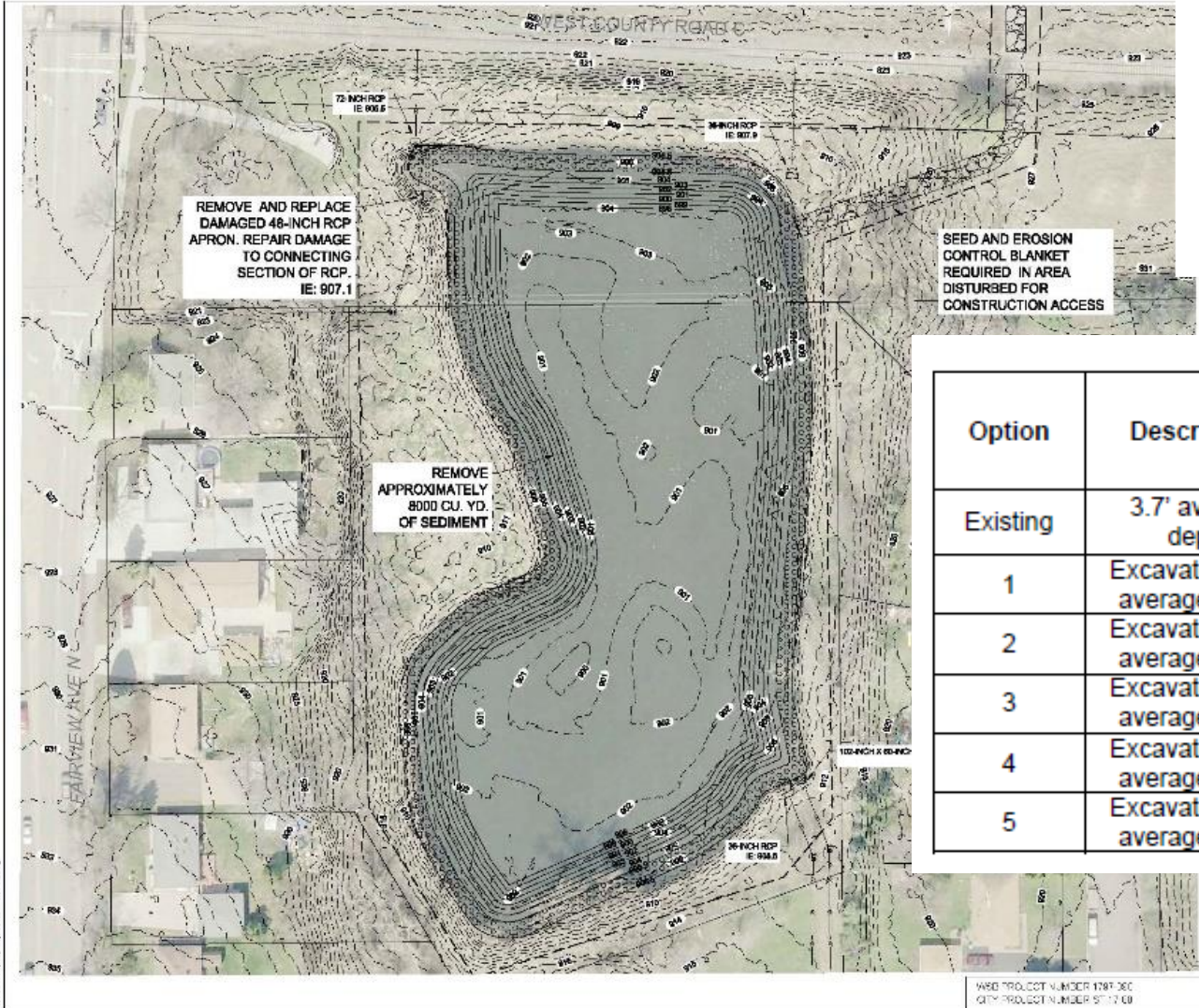


Table 5: Fairview Pond Summary

|                       |                                                                  |
|-----------------------|------------------------------------------------------------------|
| Drainage Area         | 514.5 acres                                                      |
| Pond Area             | 2.15 acres (per 2016 pond inspection)                            |
| Impervious Surface    | 79%                                                              |
| Current Average Depth | 3.7 feet                                                         |
| Current Wet Volume    | 8.0 ac-ft                                                        |
| Outlet Diameter       | 78-inch (NW)                                                     |
| Inlet Diameters       | Two 36-inch (NE, SE), 48-inch (NW), 84-inch equivalent arch (SE) |

OBTAINED VIA POND VISIT ON NOVEMBER 9, 2024.



Table 6: Fairview Pond Water Quality Analysis/P8 Results

| Option   | Description                    | Volume to Excavate (cy) | TP Removal Efficiency (%) | Annual TP Reduction (lbs/yr) | TSS Removal Efficiency (%) | Annual TSS Reduction (tons/yr) |
|----------|--------------------------------|-------------------------|---------------------------|------------------------------|----------------------------|--------------------------------|
| Existing | 3.7' average depth             | N/A                     | 25.9                      | 214.4                        | 56.6                       | 72.4                           |
| 1        | Excavate to 4.0' average depth | 1040                    | 26.4                      | 218.6                        | 57.0                       | 72.9                           |
| 2        | Excavate to 5.0' average depth | 4510                    | 28.0                      | 232.2                        | 58.3                       | 74.6                           |
| 3        | Excavate to 6.0' average depth | 7980                    | 29.3                      | 243.3                        | 59.4                       | 76.0                           |
| 4        | Excavate to 7.0' average depth | 11,450                  | 30.6                      | 253.4                        | 60.4                       | 77.3                           |
| 5        | Excavate to 8.0' average depth | 14,920                  | 31.6                      | 262.0                        | 61.3                       | 78.4                           |

SECTION



Average Removal Percentages  
TSS 84%  
TP 50%

W&S PROJECT NUMBER 1287-200  
CITY PROJECT NUMBER 5712-EB

FAIRVIEW POND SHEET 1 OF 1 SHEETS

# 2022 MS4 Annual Report

## Pond Maintenance



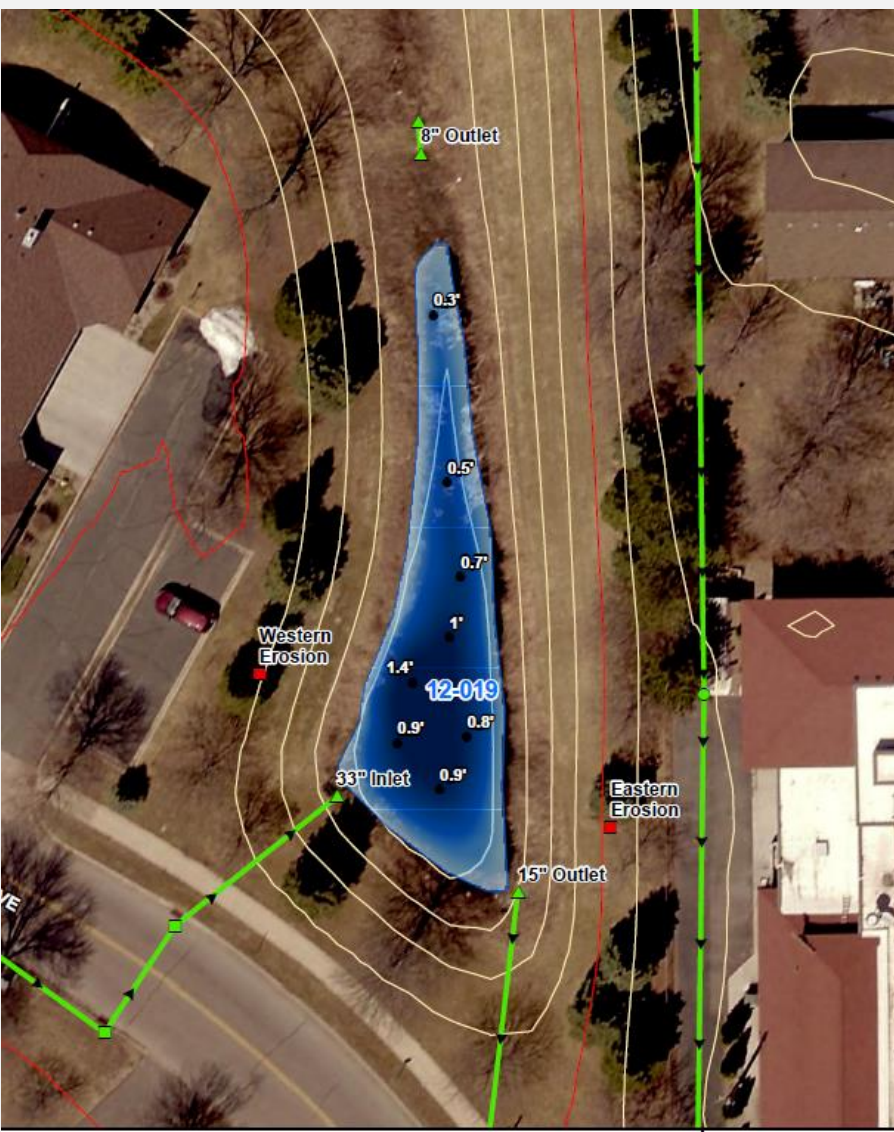
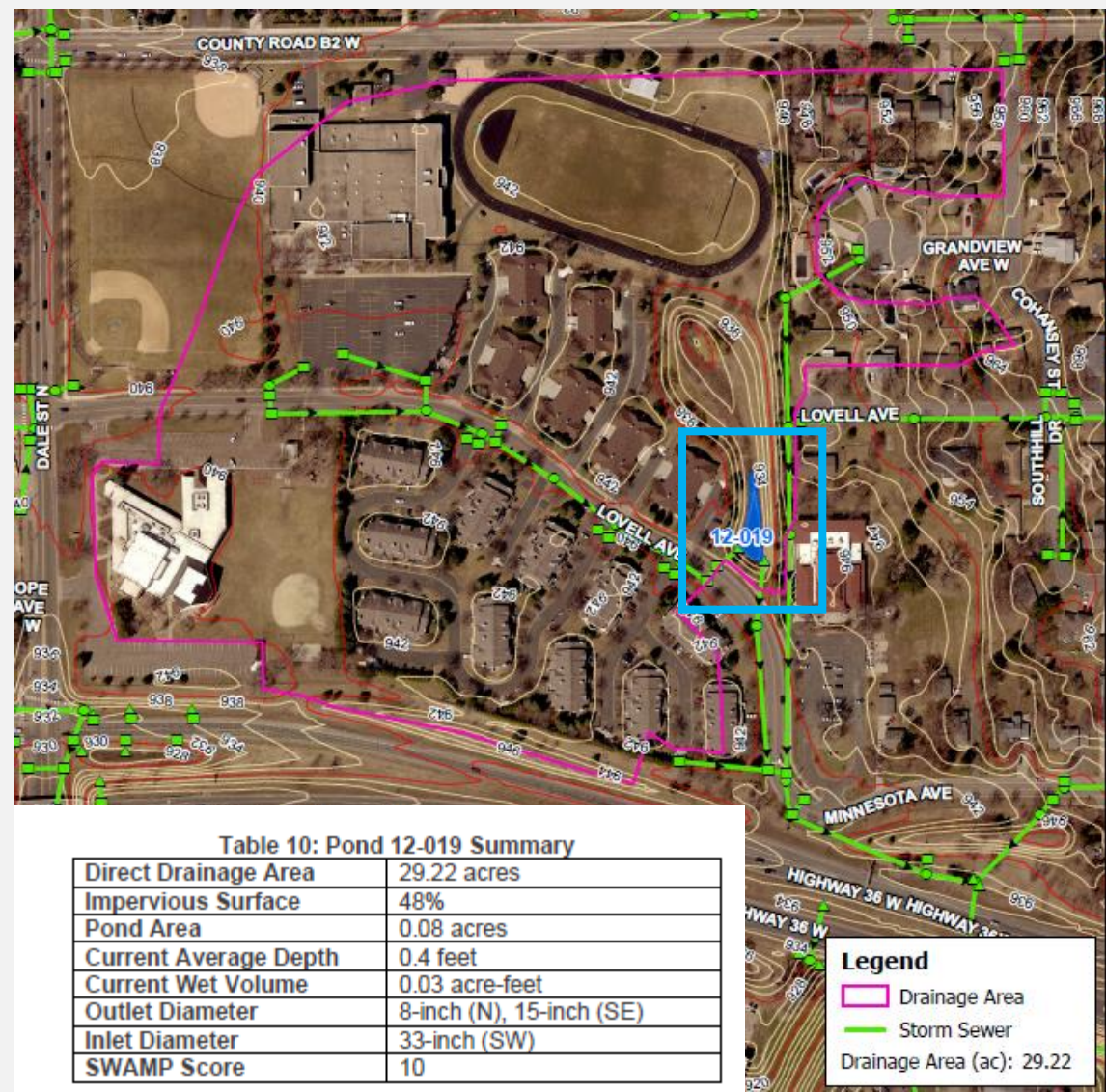
# 2022 MS4 Annual Report

## Pond Maintenance



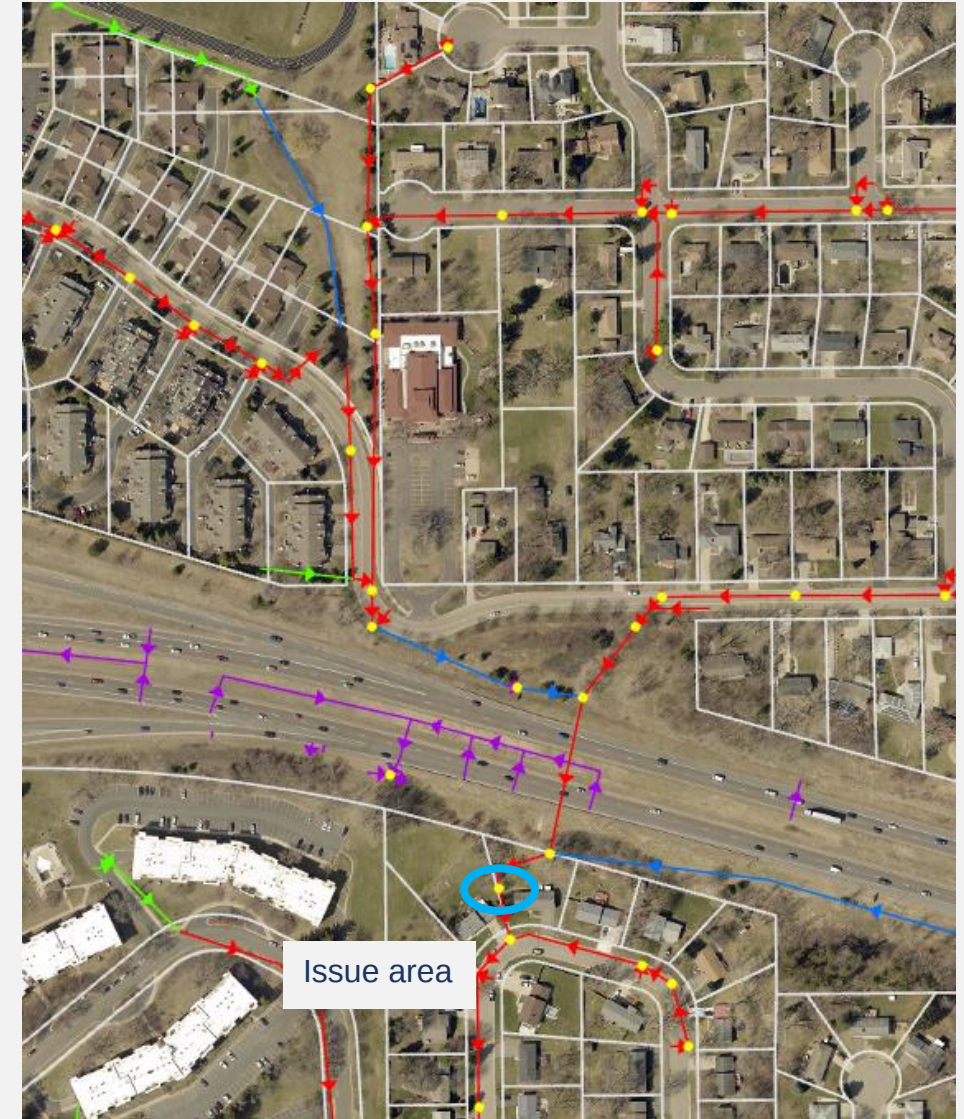
# 2022 MS4 Annual Report

## 2023 Projects



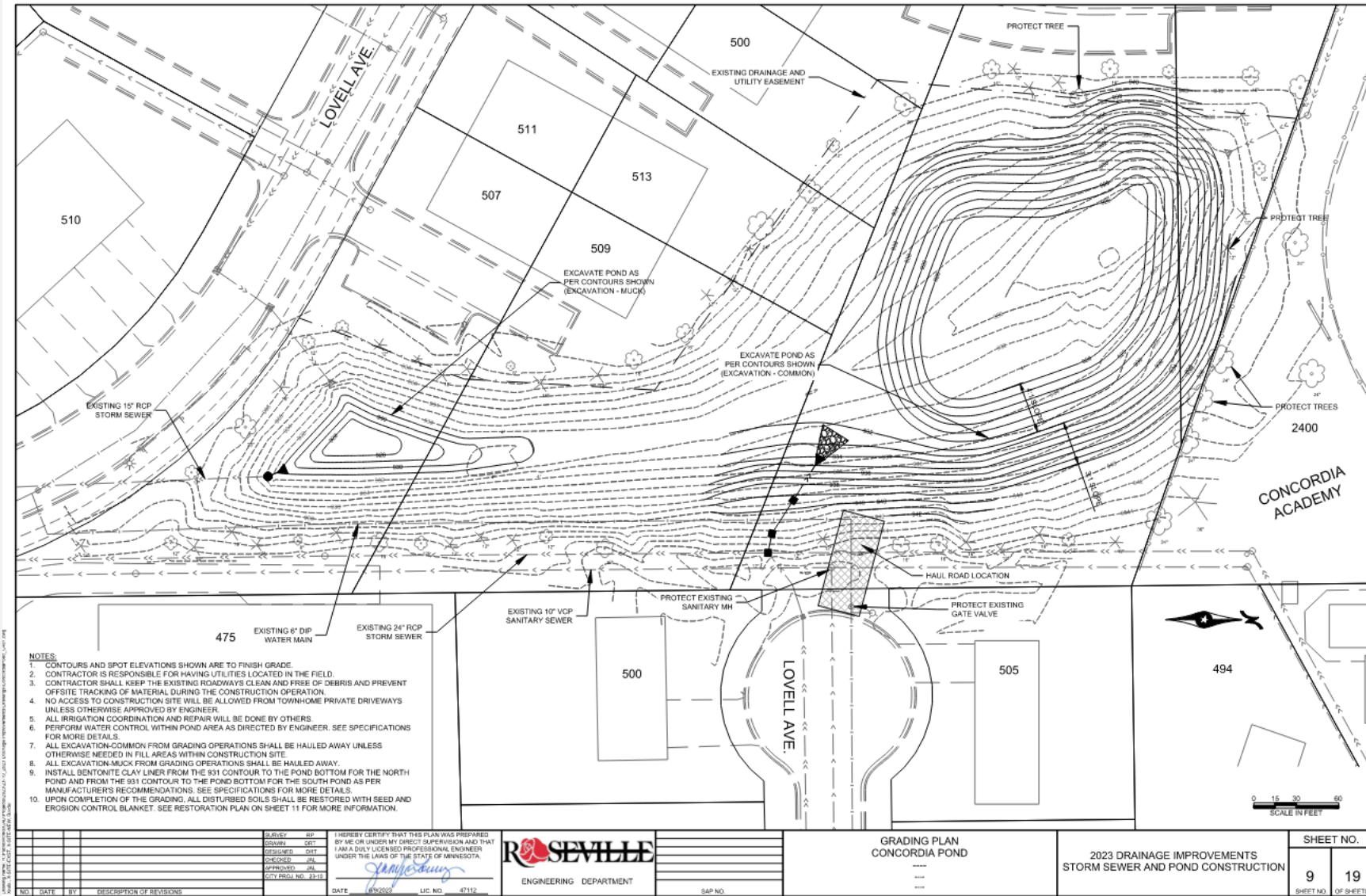
# 2022 MS4 Annual Report

## 2023 Projects



# 2022 MS4 Annual Report

## 2023 Projects

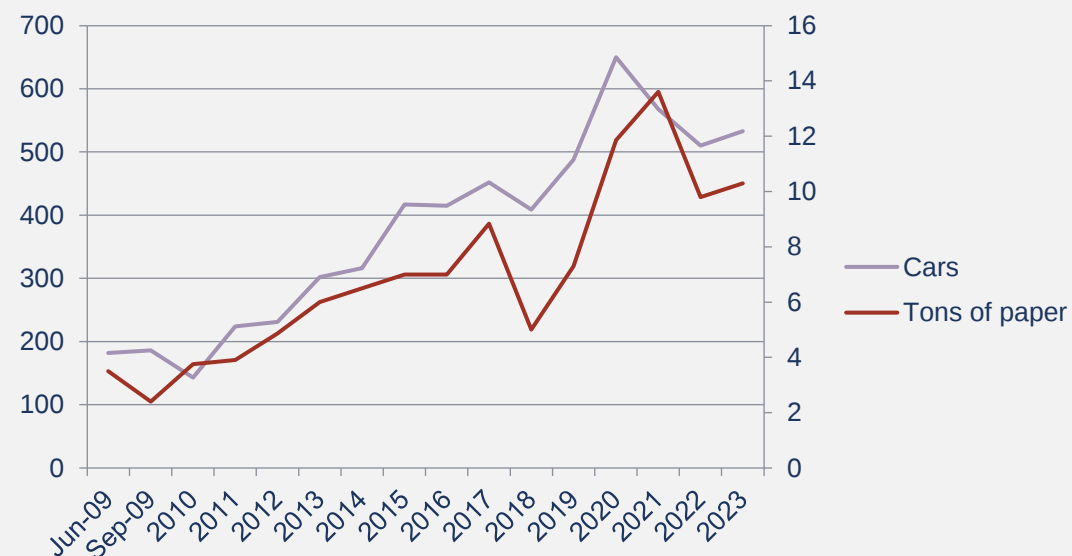


# 2022 MS4 Annual Report

## Shredding Day Stats

| Year     | 2009  | 2009  | 2010  | 2011  | 2012  | 2013   | 2014  | 2015   | 2016   | 2017   | 2018  | 2019*  | 2020   | 2021   | 2022   | 2023   |
|----------|-------|-------|-------|-------|-------|--------|-------|--------|--------|--------|-------|--------|--------|--------|--------|--------|
| Vehicles | 182   | 186   | 143   | 224   | 231   | 302    | 316   | 417    | 415    | 452    | 409   | 488    | 650    | 568    | 510    | 533    |
| Lbs      | 7,000 | 4,800 | 7,500 | 7,800 | 9,740 | 12,000 | 8,240 | 13,000 | 13,486 | 17,682 | 9,962 | 14,600 | 23,720 | 27,200 | 19,540 | 20,609 |
| Tons     | 3.5   | 2.4   | 3.8   | 3.9   | 4.9   | 6.0    | 4.1   | 6.5    | 6.7    | 8.8    | 5.0   | 7.3    | 11.9   | 13.6   | 9.8    | 10.3   |
| Lbs/car  | 38    | 26    | 52    | 35    | 42    | 40     | 26    | 31     | 32     | 39     | 24    | 30     | 36     | 48     | 38     | 39     |

\*Falcon Heights included in Roseville's shredding day



# 2022 MS4 Annual Report

## Clean Up Day Statistics

|                        |          | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>2021</u> | <u>2022</u>   | <u>2023</u> |
|------------------------|----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------|-------------|
| Vehicle Count          | #        | 377         | 367         | 445         | 480         | 507         | 469         | 434         | 521         | 352           | 263         |
|                        |          |             |             |             |             |             |             |             |             | rain and wind | 35, windy   |
| <b>Non-Recyclable</b>  |          |             |             |             |             |             |             |             |             |               |             |
| MSW                    | Ton      | 12.1        | 12.0        | 14.0        | 14.8        | 13.5        | 17.97       | 16.79       | 12.35       | 10.79         | 8.8         |
| C&D                    | Ton      | 12.6        | 8.9         | 17.7        | 13.3        | 15.9        | 22.45       | 14.67       | 18.79       | 10.08         | 9.39        |
|                        | Total    | 24.7        | 20.9        | 31.7        | 28.0        | 29.3        | 40.4        | 31.46       | 31.14       | 20.87         | 18.19       |
| <b>Recyclable</b>      |          |             |             |             |             |             |             |             |             |               |             |
| Scrap Metal*           | Ton      | 8.18        | 7.3         | 5.8         | 9.9         | 8.48        | 7.62        | 7.31        | 8.59        | 5.79          | 3.86        |
| Batteries              | lbs/each | 15.00       | 12.0        | 15.0        | 0.0         | 0           | 0           | 0           | 0           | 0             | 0           |
| Tires                  | Ton      | 0.33        | 0.3         | 0.4         | 0.0         | 0           | 0           | 1.52        | 1.16        | 1.16          | 1.16        |
| Electronics - Monitors | each     | 0.00        | 0.0         | 0.0         | 0.0         | 203         | 158         | 160         | 138         | 75            |             |
| Electronics            | Ton      | 4.96        | 4.9         | 8.4         | 6.2         | 1.63        | 1.75        | 4.755       | 5.815       | 2.6           |             |
| Appliances w/ Freon**  | Ton      | 1.95        | 3.2         | 2.2         | 3.9         | 2.77        | 2.53        | 2.53        | 2.14        | 2.14          | 1.74        |
| Carpet                 | Ton      | 0.55        | 0.9         | 1.1         | 0.3         | 2.65        | 1.15        | 0           | 0           | 0             | 0           |
| Bicycles               | each     | 25.00       | 10          | 26          | 61          | 40          | 45          | 48          | 35          | 13            | 8           |
| Mattresses             | each     | 48.00       | 65          | 61          | 90          | 87          | 100         | 81          | 173         | 85            | 105         |

\* Includes washers, dryers, water heaters, snow blowers, mowers, etc.

\*\* Includes dehumidifiers, refrigerators, freezers, etc.

### Payments

| Company                          |       | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018*</u> | <u>2019</u> | <u>2020</u> | <u>2021</u> | <u>2022</u> | <u>2023</u> |
|----------------------------------|-------|-------------|-------------|-------------|-------------|--------------|-------------|-------------|-------------|-------------|-------------|
| Lightning Disposal               |       | \$2,546.00  | \$3,453.00  | \$3,066.00  | \$3,764.00  | \$1,922.00   | \$2,071.85  | \$4,017.74  | \$6,111.71  | \$2,917.53  | \$836.95    |
| Retrofit Companies - Electronics |       | \$810.00    | \$1,400.00  | \$5,307.00  | \$2,868.00  | \$3,045.00   | \$2,970.00  | \$3,000.00  | \$2,950.00  | \$2,069.00  | \$1,502.54  |
| Brotex - Textiles                |       | \$250.00    | \$250.00    | \$354.28    | \$356.27    | \$677.72     | \$450.00    | \$0.00      | \$0.00      | \$0.00      | \$0.00      |
| Emerge - Mattresses              |       | \$0.00      | \$1,364.00  | \$1,238.00  | \$2,195.00  | \$2,145.00   | \$2,390.00  | \$2,495.00  | \$0.00      | \$2,580.00  | \$525.00    |
| ReCycle - Bikes                  |       | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      |
|                                  | Total | \$3,606.00  | \$6,467.00  | \$9,965.28  | \$9,183.27  | \$7,789.72   | \$7,881.85  | \$9,512.74  | \$9,061.71  | \$7,566.53  | \$2,864.49  |
| Cost v. previous year            |       | 0%          | 79%         | 54%         | -8%         | -15%         | 1%          | 21%         | -5%         | -16%        | -62%        |

\*2018-2019: altered pricing with Nitti. Nitti collects \$16/mattress & \$15/electronic and reimburses the City \$11/mattress and \$10/electronic on invoice

2021 Mattresses: One time funding opportunity through Ramsey County to provide free mattress recycling (\$4,831.25 invoice from Emerge)

2023 Mattresses: Funding opportunity through Ramsey County to provide \$5 mattress recycling (\$2,885 paid by R&E Center)

# 2022 MS4 Annual Report

## Clean Up Day Statistics

| Vehicle Count                                                         | #        | 2021<br>521 | 2022<br>352<br>rain and wind | 2023<br>263<br>35, windy |
|-----------------------------------------------------------------------|----------|-------------|------------------------------|--------------------------|
| <b>Non-Recyclable</b>                                                 |          |             |                              |                          |
| MSW                                                                   | Ton      | 12.35       | 10.79                        | 8.8                      |
| C&D                                                                   | Ton      | 18.79       | 10.08                        | 9.39                     |
|                                                                       | Total    | 31.14       | 20.87                        | 18.19                    |
| <b>Recyclable</b>                                                     |          |             |                              |                          |
| Scrap Metal*                                                          | Ton      | 8.59        | 5.79                         | 3.86                     |
| Batteries                                                             | lbs/each | 0           | 0                            | 0                        |
| Tires                                                                 | Ton      | 1.16        | 1.16                         | 1.16                     |
| Electronics - Monitors                                                | each     | 138         | 75                           |                          |
| Electronics                                                           | Ton      | 5.815       | 2.6                          |                          |
| Appliances w/ Freon**                                                 | Ton      | 2.14        | 2.14                         | 1.74                     |
| Carpet                                                                | Ton      | 0           | 0                            | 0                        |
| Bicycles                                                              | each     | 35          | 13                           | 8                        |
| Mattresses                                                            | each     | 173         | 85                           | 105                      |
| * Includes washers, dryers, water heaters, snow blowers, mowers, etc. |          |             |                              |                          |
| ** Includes dehumidifiers, refrigerators, freezers, etc.              |          |             |                              |                          |
| <b>Payments</b>                                                       |          |             |                              |                          |
| Company                                                               |          | 2021        | 2022                         | 2023                     |
| Lightning Disposal                                                    |          | \$6,111.71  | \$2,917.53                   | \$836.95                 |
| Retrofit Companies - Electronics                                      |          | \$2,950.00  | \$2,069.00                   | \$1,502.54               |
| Brotex - Textiles                                                     |          | \$0.00      | \$0.00                       | \$0.00                   |
| Emerge - Mattresses                                                   |          | \$0.00      | \$2,580.00                   | \$525.00                 |
| ReCycle - Bikes                                                       |          | \$0.00      | \$0.00                       | \$0.00                   |
|                                                                       | Total    | \$9,061.71  | \$7,566.53                   | \$2,864.49               |
| Cost v. previous year                                                 |          | -5%         | -16%                         | -62%                     |

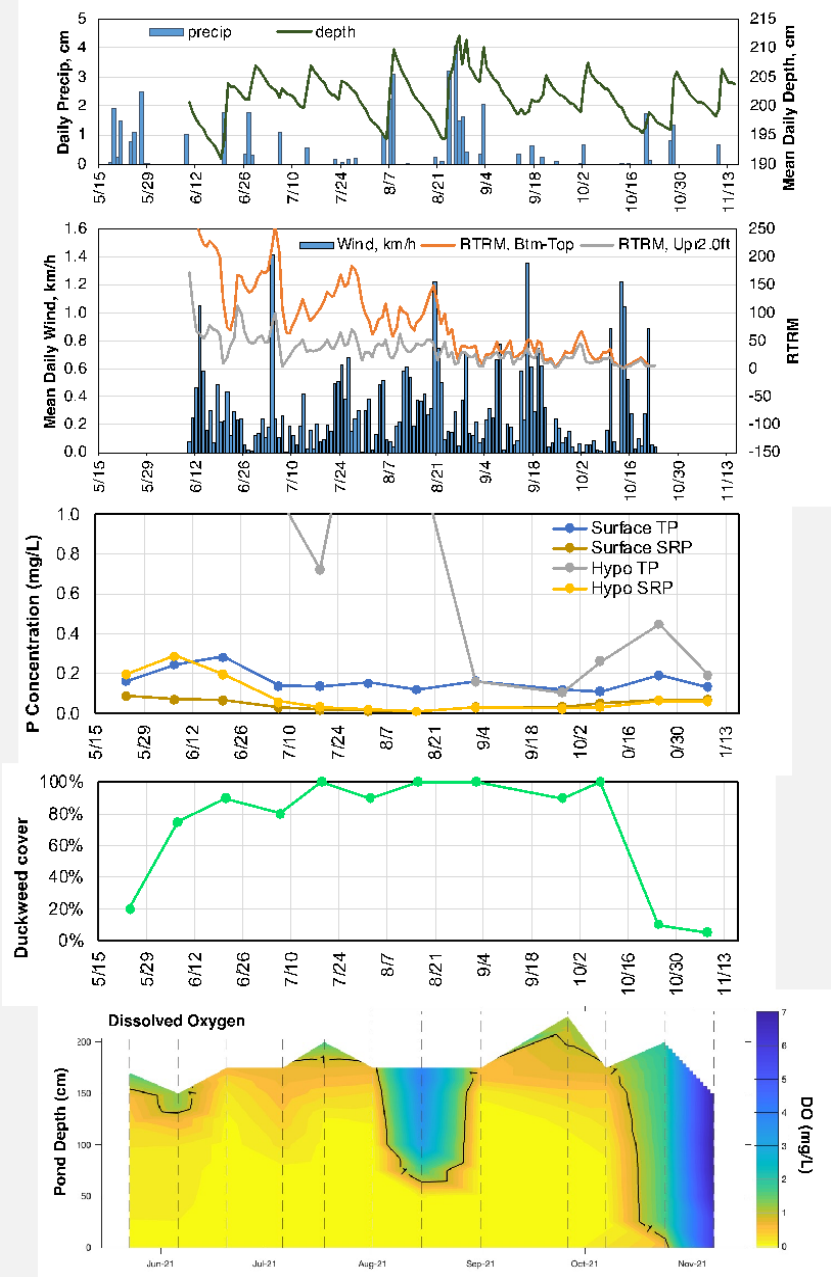
### • Potential changes for future Clean Up Days

- Current timeframe: 8:00am – 3:00pm
- Proposed timeframe: 8:00am – 1:00pm
- Current date: 4<sup>th</sup> Saturday of April
- Proposed date: 1 week later (5<sup>th</sup> Saturday of April/1<sup>st</sup> Saturday of May)



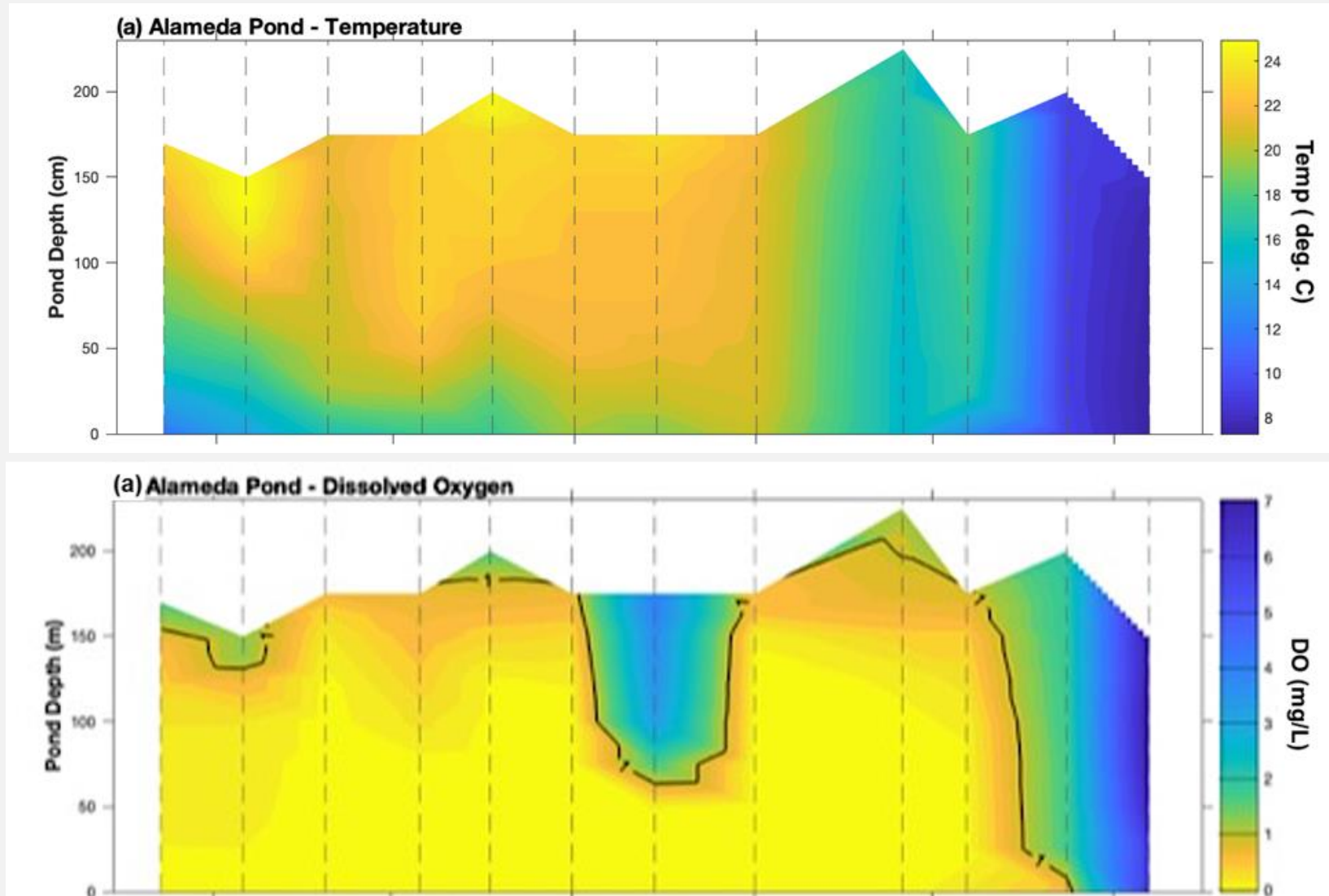
# 2022 MS4 Annual Report

## 2023 Priorities: Pond Effectiveness



# 2022 MS4 Annual Report

## 2023 Priorities: Pond Effectiveness



# 2022 MS4 Annual Report

## Resident Tips



Clean up fertilizer from hard surfaces



Clean up grass clippings

- **Managing Salt Use**

- The more snow and ice you remove manually, the less salt you will have to use and the more effective it can be.
- **15°F is too cold for salt.**
  - Most salts stop working at this temperature. Use sand instead for traction, but remember that sand does not melt ice.
- **More salt does not mean more melting.**
  - Use less than 4 pounds of salt per 1,000 square feet (an average parking space is about 150 square feet). One pound of salt is approximately a heaping 12-ounce coffee mug.
- **Sweep up extra.**
  - If salt or sand is visible on dry pavement it is no longer doing any work and will be washed away. Use this salt or sand somewhere else or throw it away.
- **Pick up pet waste**
- **Irrigate lawns with 1” of water per week**

Q & A

Questions?



# THANK YOU

Public Works Department



520 Lafayette Road North  
St. Paul, MN 55155-4194

# MS4 Part 2 Permit Application

## Authorization to discharge stormwater associated with small Municipal Separate Storm Sewer System (MS4)

Stormwater Pollution Prevention Program (SWPPP) Document

Doc Type: Permit Application

**Instructions:** Submitting this application confirms your intent to receive authorization to discharge stormwater under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) MS4 General Permit (MNR040000). This application is due within 150 days from the issuance date of the MS4 General Permit (MNR040000). Throughout this application there are text fields with a typical maximum limit of four lines. If you need to provide information in a text field that exceeds the maximum limit, please submit an attachment(s) with supplemental information that is labeled with the corresponding field number (e.g., 9.J.).

**Submittal:** This application form and any associated documents (i.e., total maximum daily load (TMDL) application, any supplemental information) must be submitted electronically. To submit this form electronically, open the form using Internet Explorer Web browser or Adobe Acrobat Reader in order for the submit button to work properly. (If you do not have Acrobat Reader, you can download a free version at <https://get.adobe.com/reader/>.) Send the form to the Minnesota Pollution Control Agency (MPCA) by clicking the submit button at the end of the form (a "send email" window should open with the form attached), you can click on "Send" and then close the form. If you do not see a "send email", save the form to your computer and attach the form to an email message, using "MS4 Part 2 Permit Application" as the subject line to [ms4permitprogram.pca@state.mn.us](mailto:ms4permitprogram.pca@state.mn.us).

**Review/Public Notice process:** The MPCA will review the application for completeness. Incomplete applications will be returned. If the MPCA determines the application is complete, the MPCA will make a preliminary determination to issue permit coverage and place the application on public notice for 30 days. Once the applicant addresses any applicable comments or hearing requests, the MPCA will make a final determination to issue permit coverage to the applicant.

Please note, this application is intended to provide information about an applicant's existing SWPPP. An applicant that receives permit coverage is responsible for complying with all new applicable requirements set forth in the MS4 General Permit (MNR040000) by deadlines specified in Appendix B of the reissued permit.

**Questions:** If you have any questions, need additional information, contact MPCA staff. To find the staff assigned to your MS4, refer to the [https://stormwater.pca.state.mn.us/index.php?title=MS4\\_staff\\_contact\\_information\\_and\\_staff\\_assignments](https://stormwater.pca.state.mn.us/index.php?title=MS4_staff_contact_information_and_staff_assignments); or see the staff contact information on the MPCA's MS4 webpage at <https://www.pca.state.mn.us/water/municipal-stormwater-ms4>.

**Note:** All questions with an asterisk(\*) are required fields, and the form will not submit without the fields completed.

## General contact information

### 1. MS4 Owner (with ownership or operational responsibility, or control of the MS4)

\*MS4 permittee name: 1.A. Roseville, City of \*County: 1.B. Ramsey  
(City, county, municipality, government agency or other entity)

\*Mailing address: 1.C. 2660 Civic Center Drive

\*City: 1.D. Roseville \*State: 1.E. MN \*Zip code: 1.F. 551113

### 2. MS4 General contact (with SWPPP implementation responsibility)

\*Last name: 2.A. Johnson \*First name: 2.B. Ryan  
(Department head, MS4 coordinator, consultant, etc.)

\*Title: 2.C. Environmental Manager

\*Mailing address: 2.D. 2660 Civic Center Drive

\*City: 2.E. Roseville \*State: 2.F. MN \*Zip code: 2.G. 55113

\*Phone (including area code): 2.H. (651) 792-7049 \*Email: 2.I. ryan.johnson@cityofroseville.com

### 3. Preparer information (complete if SWPPP application is prepared by a party other than MS4 General contact)

Last name: 3.A. First name: 3.B.  
(Department head, MS4 coordinator, consultant, etc.)

Title: 3.C. Organization: 3.D.

Mailing address: 3.E.

City: 3.F. State: 3.G. Zip code: 3.H.

Phone (including area code): 3.I. Email: 3.J.

4. **Certification** (All fields are required)

☒ \*Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gathered and evaluated the information submitted.

*I certify that based on my inquiry of the person, or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.*

*I am aware that there are significant penalties for submitting false information, including the possibility of civil and criminal penalties.*

*I have read, understood, and accepted all terms and conditions of the NPDES/SDS MS4 General Permit.*

This certification is required by Minn. Stat. §§ 7001.0070 and 7001.0540. The authorized person with overall, MS4 legal responsibility must certify the application (principal executive officer or a ranking elected official).

**By typing/signing my name below**, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

\*Signature: 4.A. Marcus Culver

*(This document has been electronically signed)*

\*Title: 4.B. Public Works Director

\*Date: 4.C. 04/13/2021

\*Mailing address: 4.D. 2660 Civic Center Drive

\*City: 4.E. Roseville

\*State: 4.F. MN

\*Zip code: 4.G. 55113

\*Phone (including area code): 4.H. (651) 792-7041

\*Email: 4.I. marc.culver@cityofroseville.com

**Note:** The application will not be processed without certification.

\*5. **Which type of MS4 do you represent?** (Check one)

- 5.A. ☒ City
- 5.B. ☐ County
- 5.C. ☐ Corrections
- 5.D. ☐ Education
- 5.E. ☐ Healthcare
- 5.F. ☐ Township
- 5.G. ☐ Transportation (i.e., Minnesota Department of Transportation [MnDOT])
- 5.H. ☐ Watershed District

\*6. **Permit item 12.3:** Do you have any partnerships with another regulated small MS4(s) to satisfy one or more requirements of the General Permit?

- ☐ Yes
- ☒ No (skip to Q8)

7. **If yes in Q6, provide a description of the partnership(s):** (Maximum 10 lines of text)

## MCM 1: Public education and outreach

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- \*8. **Permit item 16.3:** Do you distribute educational materials or equivalent outreach focused on at least two (2) specifically selected stormwater-related issues of high priority? **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**

☒ Yes  
☐ No (skip to Q11)

9. **If yes in Q8, what are your high-priority topics?** (Check all that apply)

9.A. ☐ Specific TMDL reduction targets  
9.B. ☒ Changing local business practices  
9.C. ☒ Promoting adoption of residential best management practices (BMPs)  
9.D. ☐ Lake improvements through lake associations  
9.E. ☒ Household chemicals  
9.F. ☒ Yard waste  
9.G. ☒ Construction activities  
9.H. ☒ Post-construction activities  
9.I. ☐ Other (describe below):  
9.J.

Additional information for checked items (optional):

9.K.

10. **If yes in Q8, how do you educate the public about stormwater-related issues?** (Check all that apply)

10.A. ☒ Brochure  
10.B. ☒ Newsletter  
10.C. ☐ Utility bill insert  
10.D. ☐ Newspaper ad  
10.E. ☐ Radio ad  
10.F. ☐ Television ad  
10.G. ☒ Cable access channel  
10.H. ☒ Website  
10.I. ☒ Stormwater-related event  
10.J. ☐ Other (describe below):  
10.K.

Additional information for checked items (optional):

10.L.

- \*11. **Permit item 16.4:** At least once each calendar year, do you distribute educational outreach focused on illicit discharge recognition and reporting illicit discharges? **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**

☒ Yes  
☐ No (skip to Q13)

12. **If yes in Q11, how do you educate the public about illicit discharge recognition and reporting?** (Check all that apply)

12.A. ☒ Brochure  
12.B. ☒ Newsletter  
12.C. ☐ Utility bill insert

- 12.D. ☐ Newspaper ad
- 12.E. ☐ Radio ad
- 12.F. ☐ Television ad
- 12.G. ☒ Cable access channel
- 12.H. ☒ Website
- 12.I. ☒ Stormwater-related event
- 12.J. ☐ Other (describe below):
- 12.K.

Additional information for checked items (optional):

12.L.

**If you represent a city or township, please answer questions 13-16; if you do not represent a city or township, skip to question 17.**

13. **Permit item 16.5:** At least once each calendar year, do you distribute educational materials or equivalent outreach to residents, businesses, commercial facilities, and institutions, focused on deicing salt use? *(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*

☒ Yes

☐ No (skip to Q15)

14. **If yes in Q13, what does your education or outreach cover?** (Check all that apply)

14.A. ☒ The impacts of salt use on receiving waters

14.B. ☒ Methods to reduce salt use

14.C. ☒ Proper storage of salt or other deicing materials

14.D. ☐ Other (describe below):

14.E.

Additional information for checked items (optional):

14.F.

15. **Permit item 16.6:** At least once each calendar year, do you distribute educational materials or equivalent outreach focused on pet waste? *(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*

☒ Yes

☐ No (skip to Q17)

16. **If yes in Q15, what do your educational materials or equivalent outreach on pet waste include?** (Check all that apply)

16.A. ☒ Impacts of pet waste on receiving waters

16.B. ☒ Proper management of pet waste

16.C. ☒ Any existing regulatory mechanism(s) for pet waste

16.D. ☐ Other (describe below):

16.E.

Additional information for checked items (optional):

16.F.

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\*17. **Permit item 16.7:** Do you have an education and outreach plan?

☒ Yes

☐ No (skip to Q19)

18. **If yes in Q17, which components does your education and outreach plan include?** (Check all that apply)

18.A. ☒ Target audience(s) (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**) If checked, specify your target audiences:

18.A.1. ☒ Residents

18.A.2. ☒ Businesses

18.A.3. ☒ Commercial facilities

18.A.4. ☒ Institutions

18.A.5. ☒ Local organizations

18.A.6. ☒ Low income residents

18.A.7. ☒ People of color

18.A.8. ☒ Non-native English speaking residents

18.A.9. ☐ Other (describe below):

18.A.10.

18.B. ☒ Name or position title of responsible person(s) for overall plan implementation.

18.B.1. If checked, specify the name(s) or position title(s):

Environmental Manager

18.C. ☐ Specific activities and schedules to reach each target audience.

18.C.1. If checked, provide any additional information (optional):

18.D. ☐ A description of any coordination with and/or use of stormwater education and outreach programs implemented by other entities, if applicable.

18.D.1. If checked, provide any additional information (optional):

\*19. **Permit item 16.8:** Do you document information relating to MCM 1?

☒ Yes

☐ No (skip to Q21)

20. **If yes in Q19, what do you document?** (Check all that apply)

20.A. ☒ A description of all specific stormwater-related issues you identified in item 16.3

20.B. ☒ All information required under your education and outreach plan in item 16.7

20.C. ☒ Activities held, including dates, to reach each target audience

20.D. ☒ Quantities and descriptions of educational materials distributed, including dates distributed

20.E. ☒ Estimated audience (e.g., number of participants, viewers, readers, listeners, etc.) for each completed education and outreach activity (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)

- \*21. **Permit item 12.4:** Who is responsible for implementation of this MCM? List name(s) or position title(s):  
Environmental Manager
22. **Provide any additional information about your current education and outreach program that you would like to share (optional): (Maximum 10 lines of text)**  
Roseville has a communication plan that it coordinates with it's Communication Dept. The Communication Dept. releases information in a variety of formats to educate property owners and/or residents on topics related to the season.  
  
While the city doesn't have partnerships to satisfy requirements of the permit, the city does partner with our local watershed districts, Clean Water MN, SWCD, Recycling Association of MN, and other cities to bolster our existing program.

## MCM 2: Public participation/involvement

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- \*23. **Permit item 17.3:** Do you provide a minimum of one (1) annual opportunity for the public to provide input on the adequacy of the SWPPP?  
☒ Yes  
☐ No (skip to Q25)
24. **If yes in Q23, describe the opportunity(ies):**  
Each May, the Public Works Environment and Transportation Commission holds an annual MS4 meeting. Property owners are noticed of this meeting, and can attend if they desire. Property owners can also send comments any time during the year on issues.
- \*25. **Permit item 17.4:** Do you provide access to the SWPPP Document, annual reports, and other documentation that supports or describes the SWPPP (e.g., regulatory mechanism(s), etc.) for public review, upon request?  
☒ Yes  
☐ No (skip to Q27)
26. **If yes in Q25, how can the public access this information? (Check all that apply)**  
26.A. ☒ Hardcopy upon request  
26.B. ☒ Our website  
26.C. ☐ Available at public event  
26.D. ☐ Other (describe below):  
26.E.
- \*27. **Permit item 17.5:** Do you consider oral and written input regarding the SWPPP submitted by the public?  
☒ Yes  
☐ No
- \*28. **Permit item 17.6:** Each calendar year, do you provide a minimum of one (1) public involvement activity that includes a pollution prevention or water quality theme? **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**  
☒ Yes  
☐ No (skip to Q30)
29. **If yes in Q28, what are the themes of your public involvement activity/activities? (Check all that apply)**  
29.A. ☐ Rain barrel distribution event  
29.B. ☐ Rain garden workshop  
29.C. ☒ Cleanup event  
29.D. ☐ Storm drain stenciling

- 29.E. ☐ Volunteer water quality monitoring
- 29.F. ☒ Adopt a storm drain program
- 29.G. ☐ Household hazardous waste collection day
- 29.H. ☒ Other (describe below):
- 29.I. Shredding Day where the city will shred confidential papers of Roseville residents for free.

Additional information for checked items (optional):

29.J.

**\*30. Permit item 17.7: Do you document information relating to MCM 2?**

- ☒ Yes
- ☐ No (skip to Q32)

**31. If yes in Q30, what do you document? (Check all that apply)**

- 31.A. ☒ All relevant written input submitted by persons regarding the SWPPP
- 31.B. ☒ All of your responses to written input received regarding the SWPPP, including any modifications made to the SWPPP as a result of the written input received
- 31.C. ☒ Date(s), location(s), and estimated number of participants at events held for purposes of compliance with permit item 17.3
- 31.D. ☒ Notices provided to the public of any events scheduled to meet permit item 17.3, including any electronic correspondence (e.g., website, email distribution lists, notices, etc.)
- 31.E. ☒ Date(s), location(s), description of activities, and estimated number of participants at events held for the purpose of compliance with permit item 17.6 **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**

**\*32. Permit item 12.4: Who is responsible for implementation of this MCM? List name(s) or position title(s):**

Environmental Manager

**33. Provide any additional information about your current public participation/involvement program that you would like to share (optional): (Maximum 10 lines of text)**

## MCM 3: Illicit Discharge Detection and Elimination (IDDE)

**\*34. Permit item 18.3: Do you maintain a storm sewer system map?**

- ☒ Yes
- ☐ No (skip to Q36)

**35. If yes in Q34, which of the following does your storm sewer map include? (Check all that apply)**

- 35.A. ☒ All pipes 12 inches or greater in diameter, including stormwater flow direction in those pipes
- 35.B. ☒ Outfalls, including a unique identification (ID) number, and an associated geographic coordinate
- 35.C. ☒ Structural stormwater BMPs that are part of your small MS4
- 35.D. ☒ All receiving waters

\*36. **Permit item 18.4:** Do you have a regulatory mechanism(s) that prohibits non-stormwater discharges into your MS4?

☒ Yes

☐ No (skip to Q39)

37. **If yes in Q36, what does your regulatory mechanism(s) consist of?** (Check all that apply)

37.A. ☐ Contract language

37.B. ☒ Ordinance

37.C. ☒ Permits

37.D. ☐ Standards

37.E. ☐ Written policies

37.F. ☐ Operational plans

37.G. ☐ Legal agreements

37.H. ☐ Other mechanism(s) (describe below):

37.I.

38. **If yes in Q36, provide a website address to the regulatory mechanism(s).** If the regulatory mechanism is not available online, briefly describe how a copy of the regulatory mechanism can be obtained:

<http://www.cityofroseville.com/2924/Illicit-Discharge>

[http://www.cityofroseville.com/DocumentCenter/View/28566/Title-8-Public-Works\\_190806](http://www.cityofroseville.com/DocumentCenter/View/28566/Title-8-Public-Works_190806)

**If you represent a city, township, or county please answer question 39. If you do not represent a city, township, or county skip to question 42.**

39. **Permit item 18.5:** Do you have a regulatory mechanism(s) that requires owners or custodians of pets to remove and properly dispose of feces from permittee owned land areas? (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)

☒ Yes

☐ No

**If you represent a city or township, please answer questions 40-41. If you do not represent a city or township, skip to question 42.**

40. **Permit item 18.6:** Do you have a regulatory mechanism(s) that requires proper salt storage at commercial, institutional, and non-NPDES permitted industrial facilities? (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)

☒ Yes

☐ No (Skip to Q42)

41. **If yes in Q40, what does your regulatory mechanism(s) require?** (Check all that apply)

41.A. ☒ Designated salt storage areas must be covered or indoors

41.B. ☐ Designated salt storage areas must be located on an impervious surface

41.C. ☐ Implementation of practices to reduce exposure when transferring material in designated salt storage areas (e.g., sweeping, diversions, and containment)

41.D. ☐ Other (describe below):

41.E.

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\*42. **Permit item 18.7:** Do you incorporate illicit discharge detection into all inspection and maintenance activities conducted in permit items 21.9, 21.10, and 21.11?

☒ Yes

☐ No (Skip to Q44)

43. **If yes in Q42:** where feasible, do you conduct illicit discharge inspections during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation)?

☒ Yes

☐ No

- \*44. **Permit item 18.8:** At least once each calendar year, do you train all field staff in illicit discharge recognition (including conditions which could cause illicit discharges), and reporting illicit discharges for further investigation?  
**(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**  
☒ Yes  
☐ No (Skip to Q47)
45. **If yes in Q44, which field staff do you train?** (Check all that apply)  
 45.A. ☐ Police  
 45.B. ☐ Fire department  
 45.C. ☒ Public works  
 45.D. ☐ Parks staff  
 45.E. ☐ Other (describe below):  
 45.F.
46. **If yes in Q44, how do you train staff?** (Check all that apply)  
 46.A. ☐ Videos  
 46.B. ☒ In-person presentations  
 46.C. ☐ Webinars  
 46.D. ☐ Training documents  
 46.E. ☐ Emails  
 46.F. ☐ Other (describe below):  
 46.G.
- \*47. **Permit item 18.9:** Do you ensure that individuals receive training commensurate with their responsibilities as they relate to your IDDE program? Individuals includes, but is not limited to, individuals responsible for investigating, locating, eliminating illicit discharges, and/or enforcement. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**  
☒ Yes  
☐ No (Skip to Q50)
48. **If yes in Q47, how are these individuals trained?** (Check all that apply)  
 48.A. ☐ Videos  
 48.B. ☒ In-person presentations  
 48.C. ☐ Webinars  
 48.D. ☐ Training documents  
 48.E. ☐ Emails  
 48.F. ☐ Other (describe below):  
 48.G.
49. **If yes in Q47, do previously trained individuals attend a refresher-training every three (3) calendar years following the initial training?**  
☒ Yes  
☐ No
- \*50. **Permit item 18.10:** Do you maintain a written or mapped inventory of priority areas you identify as having a higher likelihood for illicit discharges? **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**  
☒ Yes  
☐ No

- \*51. **Permit item 18.11:** To the extent allowable under state or local law, do you conduct additional illicit discharge inspections in priority areas?  
☒ Yes  
☐ No (Skip to Q53)
52. **If yes in Q51,** how often do you conduct illicit discharge inspections in priority areas:  
 Staff try to inspect priority areas each year, but could be every other year, or even more often, as budget and staffing allow.
- \*53. **Permit item 18.12:** Do you have written procedures for investigating, locating, and eliminating the source of illicit discharges? *(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*  
☒ Yes  
☐ No (Skip to Q55)
54. **If yes in Q53, what do your procedures include? Check all that apply: (Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- 54.A. ☒ A timeframe in which you will investigate a reported illicit discharge  
 54.A.1. If checked, describe:  
 within 24 hours
- 54.B. ☒ Use of visual inspections to detect and track the source of an illicit discharge
- 54.C. ☒ Tools to investigate and locate an illicit discharge  
 If checked, what tools do you use? (Check all that apply)
- 54.C.1. ☒ Mobile cameras
- 54.C.2. ☐ Collecting and analyzing water samples
- 54.C.3. ☒ Smoke testing
- 54.C.4. ☒ Dye testing
- 54.C.5. ☐ Other (describe below):  
 54.C.6
- 54.D. ☒ Cleanup methods to remove an illicit discharge or spill:  
 54.D.1. If checked, describe:  
 Booms to contain, absorbents, vac trucks, sweepers, etc.
- 54.E. ☒ Name or position title of responsible person(s) for investigating, locating, and eliminating an illicit discharge  
 54.E.1. If checked, specify the name(s) or position title(s):  
 Environmental Manager
- \*55. **Permit item 18.13:** Do you have written procedures for responding to spills, including emergency response procedures to prevent spills from entering the MS4?  
☒ Yes  
☐ No (Skip to Q57)
56. **If yes in Q55, do your written procedures include the immediate notification of the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area), if the source of the illicit discharge is a spill or leak as defined in Minn. Stat. § 115.061?**  
☒ Yes  
☐ No

- \*57. **Permit item 18.14:** Do you maintain written enforcement response procedures (ERPs) to compel compliance with your regulatory mechanism(s) in Section 18? *(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*
- ☒ Yes  
☐ No (Skip to Q60)
58. **If yes in Q57, which of the following enforcement tools are available to you?** (Check all that apply)
- 58.A. ☒ Verbal warning  
58.B. ☒ Notice of violation  
58.C. ☒ Fine  
58.D. ☐ Criminal action  
58.E. ☐ Civil penalty  
58.F. ☐ Other (describe below):  
58.G.
59. **If yes in Q57, do your ERPs include the following?** (Check all that apply)
- 59.A. ☒ Timeframes to complete corrective actions  
59.B. ☒ Name or position title of responsible person(s) for conducting enforcement
- \*60. **Permit item 18.15:** Do you document information relating to MCM 3?
- ☒ Yes  
☐ No (Skip to Q62)
61. **If yes in Q60, what do you document?** (Check all that apply)
- 61.A. ☒ Date(s) and location(s) of IDDE inspections conducted in accordance with permit items 18.7 and 18.11  
61.B. ☒ Reports of alleged illicit discharges received, including date(s) of the report(s), and any follow-up action(s) you take  
61.C. ☒ Date(s) of discovery of all illicit discharges  
61.D. ☒ Identification of outfalls, or other areas, where illicit discharges have been discovered  
61.E. ☒ Sources (including a description and the responsible party) of illicit discharges (if known)  
61.F. ☒ Action(s) you take, including date(s), to address discovered illicit discharges
- \*62. **Permit item 18.16:** Do you document training relating to permit item 18.8 and 18.9?
- ☒ Yes  
☐ No (Skip to Q64)
63. **If yes in Q62, what training information do you document?** (Check all that apply)
- 63.A. ☒ General subject matter covered  
63.B. ☒ Names and departments of individuals in attendance  
*(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*  
63.C. ☒ Date of each event
- \*64. **Permit item 18.17:** Do you document enforcement conducted pursuant to the ERPs in item 18.14, including verbal warnings?
- ☒ Yes  
☐ No (Skip to Q66)
65. **If yes in Q64, what do you document relating to ERPs for MCM 3?** (Check all that apply)
- 65.A. ☒ Name of the person responsible for violating the terms and conditions of your regulatory mechanism(s)  
65.B. ☒ Date(s) and location(s) of the observed violation(s)  
65.C. ☒ Description of the violation(s)  
65.D. ☒ Corrective action(s) (including completion schedule) that you issued  
65.E. ☒ Referrals to other regulatory organizations (if any)  
65.F. ☒ Date(s) violation(s) resolved
- \*66. **Permit item 12.4:** Who is responsible for implementation of this MCM? List name(s) or position title(s):  
Environmental Manager

67. Provide any additional information about your current illicit discharge detection and elimination program that you would like to share (optional): **(Maximum 10 lines of text)**

## MCM 4: Construction site stormwater runoff control

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- \*68. **Permit item 19.3:** Do you have a regulatory mechanism(s) that establishes requirements for erosion, sediment, and waste controls?
- ☒ Yes
- ☐ No (skip to Q73)
69. **If yes in Q68, what does your regulatory mechanism(s) consist of?** (Check all that apply)
- 69.A. ☐ Contract language
- 69.B. ☒ Ordinance
- 69.C. ☒ Permits
- 69.D. ☒ Standards
- 69.E. ☐ Written policies
- 69.F. ☐ Operational plans
- 69.G. ☐ Legal agreements
- 69.H. ☐ Other mechanism(s) (describe below):
- 69.I.
70. **If yes in Q68, provide a website address to the regulatory mechanism(s). If the regulatory mechanism is not available online, briefly describe how a copy of the regulatory mechanism can be obtained:**
- [http://www.cityofroseville.com/DocumentCenter/View/28566/Title-8-Public-Works\\_190806](http://www.cityofroseville.com/DocumentCenter/View/28566/Title-8-Public-Works_190806)
- <http://www.cityofroseville.com/DocumentCenter/View/30115/24-Roseville-2040-Comprehensive-Plan-for-Final-Adoption>
- <http://www.cityofroseville.com/2538/Stormwater-Ordinance-Standards>
71. **If yes in Q68, is your regulatory mechanism(s) at least as stringent as the MPCA's most current Construction Stormwater General Permit (MNR100001) for erosion, sediment, and waste controls by incorporating the Construction Stormwater General Permit by reference, or by incorporating all items in Q72?**
- ☒ Yes (skip to Q73)
- ☐ No
72. **If no in Q71, which of the following requirements are incorporated into your regulatory mechanism(s)?** (Check all that apply)
- 72.A. Erosion prevention practices:**
- 72.A.1. ☐ Before work begins, owner(s)/operator(s) must delineate the location of areas not to be disturbed.
- 72.A.2. ☐ Owner(s)/operator(s) must minimize the need for disturbance of portions of the project with steep slopes. When steep slopes must be disturbed, owner(s)/operator(s) must use techniques such as phasing and stabilization practices designed for steep slopes (e.g., slope draining and terracing).
- 72.A.3. ☐ Owner(s)/operator(s) must stabilize all exposed soil areas, including stockpiles. Stabilization must be initiated immediately to limit soil erosion when construction activity has permanently or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days. Stabilization must be completed no later than 14 calendar days after the construction activity has ceased. Stabilization is not required on constructed base components of roads, parking lots and similar surfaces. Stabilization is not required on temporary stockpiles without significant silt, clay or organic components (e.g., clean aggregate stockpiles, demolition concrete stockpiles, sand stockpiles) but owner(s)/operator(s) must provide sediment controls at the base of the stockpile.

- 72.A.4. ☐ For Public Waters that the Minnesota Department of Natural Resources (DNR) has promulgated "work in water restrictions" during specified fish spawning time frames, owner(s)/operator(s) must complete stabilization of all exposed soil areas within 200 feet of the water's edge, and that drain to these waters, within 24 hours during the restriction period.
- 72.A.5. ☐ Owner(s)/operator(s) must stabilize the normal wetted perimeter of the last 200 linear feet of temporary or permanent drainage ditches or swales that drain water from the site within 24 hours after connecting to a surface water or property edge. Owner(s)/operator(s) must complete stabilization of the remaining portions of temporary or permanent ditches or swales within 14 calendar days after connecting to a surface water or property edge and construction in that portion of the ditch temporarily or permanently ceases.
- 72.A.6. ☐ Temporary or permanent ditches or swales that are being used as a sediment containment system during construction (with properly designed rock-ditch checks, bio rolls, silt dikes, etc.) do not need to be stabilized. Owner(s)/operator(s) must stabilize these areas within 24 hours after their use as a sediment containment system ceases.
- 72.A.7. ☐ Owner(s)/operator(s) must not use mulch, hydromulch, tackifier, polyacrylamide or similar erosion prevention practices within any portion of the normal wetted perimeter of a temporary or permanent drainage ditch or swale section with a continuous slope of greater than two percent.
- 72.A.8. ☐ Owner(s)/operator(s) must provide temporary or permanent energy dissipation at all pipe outlets within 24 hours after connection to a surface water or permanent stormwater treatment system.
- 72.A.9. ☐ Owner(s)/operator(s) must not disturb more land (i.e., phasing) than can be effectively inspected and maintained.

**72.B. Sediment control practices:**

- 72.B.1. ☐ Owner(s)/operator(s) must establish sediment control BMPs on all down gradient perimeters of the site and downgradient areas of the site that drain to any surface water, including curb and gutter systems. Owner(s)/operator(s) must locate sediment control practices upgradient of any buffer zones. Owner(s)/operator(s) must install sediment control practices before any upgradient land-disturbing activities begin and must keep the sediment control practices in place until they establish permanent cover.
- 72.B.2. ☐ If the downgradient sediment controls are overloaded, based on frequent failure or excessive maintenance requirements, owner(s)/operator(s) must install additional upgradient sediment control practices or redundant BMPs to eliminate the overloading and amend the site plans to identify these additional practices.
- 72.B.3. ☐ Temporary or permanent drainage ditches and sediment basins designed as part of a sediment containment system (e.g., ditches with rock-check dams) require sediment control practices only as appropriate for site conditions.
- 72.B.4. ☐ A floating silt curtain placed in the water is not a sediment control BMP to satisfy perimeter control requirements in this part except when working on a shoreline or below the waterline. Immediately after the short term construction activity (e.g. installation of rip rap along the shoreline) in that area is complete, owner(s)/operator(s) must install an upland perimeter control practice if exposed soils still drain to a surface water.
- 72.B.5. ☐ Owner(s)/operator(s) must re-install all sediment control practices adjusted or removed to accommodate short-term activities such as clearing or grubbing, or passage of vehicles, immediately after the short-term activity is completed. Owner(s)/operator(s) must re-install sediment control practices before the next precipitation event even if the short-term activity is not complete.
- 72.B.6. ☐ Owner(s)/operator(s) must protect all storm drain inlets using appropriate BMPs during construction until they establish permanent cover on all areas with potential for discharging to the inlet.
- 72.B.7. ☐ Owner(s)/operator(s) may remove inlet protection for a particular inlet if a specific safety concern (e.g., street flooding/freezing) is identified by owner(s)/operator(s) or the jurisdictional authority (e.g., city/county/township/ MnDOT engineer). Owner(s)/operator(s) must document the need for removal in the site plans.
- 72.B.8. ☐ Owner(s)/operator(s) must provide silt fence or other effective sediment controls at the base of stockpiles on the downgradient perimeter.
- 72.B.9. ☐ Owner(s)/operator(s) must locate stockpiles outside of natural buffers or surface waters, including stormwater conveyances such as curb and gutter systems unless there is a bypass in place for the stormwater.
- 72.B.10. ☐ Owner(s)/operator(s) must install a vehicle tracking BMP to minimize the track out of sediment from the construction site or onto paved roads within the site.
- 72.B.11. ☐ Owner(s)/operator(s) must use street sweeping if vehicle tracking BMPs are not adequate to prevent sediment tracking onto the street.
- 72.B.12. ☐ In any areas of the site where final vegetative stabilization will occur, owner(s)/operator(s) must restrict vehicle and equipment use to minimize soil compaction.
- 72.B.13. ☐ Owner(s)/operator(s) must preserve topsoil on the site, unless infeasible.
- 72.B.14. ☐ Owner(s)/operator(s) must direct discharges from BMPs to vegetated areas unless infeasible.
- 72.B.15. ☐ Owner(s)/operator(s) must preserve a 50 foot natural buffer or, if a buffer is infeasible on the site, provide redundant (double) perimeter sediment controls when a surface water is located within 50 feet of the project's earth disturbances and stormwater flows to the surface water. Owner(s)/operator(s) must install

perimeter sediment controls at least 5 feet apart unless limited by lack of available space. Natural buffers are not required adjacent to road ditches, judicial ditches, county ditches, stormwater conveyance channels, storm drain inlets, and sediment basins. If preserving the buffer is infeasible, owner(s)/operator(s) must document the reasons in the site plans. Sheet piling is a redundant perimeter control if installed in a manner that retains all stormwater.

- 72.B.16. ☐ Owner(s)/operator(s) must use polymers, flocculants, or other sedimentation treatment chemicals in accordance with accepted engineering practices, dosing specifications and sediment removal design specifications provided by the manufacturer or supplier. Owner(s)/operator(s) must use conventional erosion and sediment controls prior to chemical addition and must direct treated stormwater to a sediment control system for filtration or settlement of the floc prior to discharge.

**72.C. Dewatering and basin draining:**

- 72.C.1. ☐ Owner(s)/operator(s) must discharge turbid or sediment-laden waters related to dewatering or basin draining (e.g., pumped discharges, trench/ditch cuts for drainage) to a temporary or permanent sediment basin on the project site unless infeasible. Owner(s)/operator(s) may dewater to surface waters if they visually check to ensure adequate treatment has been obtained and nuisance conditions (see Minn. R. 7050.0210, subp. 2) will not result from the discharge. If owner(s)/operator(s) cannot discharge the water to a sedimentation basin prior to entering a surface water, owner(s)/operator(s) must treat it with appropriate BMPs such that the discharge does not adversely affect the surface water or downstream properties.
- 72.C.2. ☐ If owner(s)/operator(s) must discharge water that contains oil or grease, owner(s)/operator(s) must use an oil-water separator or suitable filtration device (e.g. cartridge filters, absorbents pads) prior to discharge.
- 72.C.3. ☐ Owner(s)/operator(s) must discharge all water from dewatering or basin-draining activities in a manner that does not cause erosion or scour in the immediate vicinity of discharge points or inundation of wetlands in the immediate vicinity of discharge points that causes significant adverse impact to the wetland.
- 72.C.4. ☐ If owner(s)/operator(s) use filters with backwash water, they must haul the backwash water away for disposal, return the backwash water to the beginning of the treatment process, or incorporate the backwash water into the site in a manner that does not cause erosion.

**72.D. Inspection and maintenance:**

- 72.D.1. ☐ Owner(s)/operator(s) must ensure that a trained person will inspect the entire construction site at least once every seven (7) days during active construction and within 24 hours after a rainfall event greater than one-half inch in 24 hours.
- 72.D.2. ☐ Owner(s)/operator(s) must inspect and maintain all permanent stormwater treatment BMPs.
- 72.D.3. ☐ Owner(s)/operator(s) must inspect all erosion prevention and sediment control BMPs and Pollution Prevention Management Measures to ensure integrity and effectiveness. Owner(s)/operator(s) must repair, replace, or supplement all nonfunctional BMPs with functional BMPs by the end of the next business day after discovery unless another time frame is specified below. Owner(s)/operator(s) may take additional time if field conditions prevent access to the area.
- 72.D.4. ☐ During each inspection, owner(s)/operator(s) must inspect surface waters, including drainage ditches and conveyance systems but not curb and gutter systems, for evidence of erosion and sediment deposition. Owner(s)/operator(s) must remove all deltas and sediment deposited in surface waters, including drainage ways, catch basins, and other drainage systems and restabilize the areas where sediment removal results in exposed soil. Owner(s)/operator(s) must complete removal and stabilization within seven (7) calendar days of discovery unless precluded by legal, regulatory, or physical access constraints. Owner(s)/operator(s) must use all reasonable efforts to obtain access. If precluded, removal and stabilization must take place within seven (7) calendar days of obtaining access. Owner(s)/operator(s) are responsible for contacting all local, regional, state and federal authorities and receiving any applicable permits, prior to conducting any work in surface waters.
- 72.D.5. ☐ Owner(s)/operator(s) must inspect construction site vehicle exit locations, streets and curb and gutter systems within and adjacent to the project for sedimentation from erosion or tracked sediment from vehicles. Owner(s)/operator(s) must remove sediment from all paved surfaces within one (1) calendar day of discovery or, if applicable, within a shorter time to avoid a safety hazard to users of public streets.
- 72.D.6. ☐ Owner(s)/operator(s) must repair, replace, or supplement all perimeter control devices when they become nonfunctional or the sediment reaches one-half of the height of the device.
- 72.D.7. ☐ Owner(s)/operator(s) must drain temporary and permanent sedimentation basins and remove the sediment when the depth of sediment collected in the basin reaches one-half of the storage volume.
- 72.D.8. ☐ Owner(s)/operator(s) must ensure that at least one individual present on the site (or available to the project site in three (3) calendar days) is trained in the job duties of overseeing the implementation of, revising and/or amending the site plans and performing inspections for the project.
- 72.D.9. ☐ Owner(s)/operator(s) may adjust the inspection schedule as follows:
- inspections of areas with permanent cover can be reduced to once per month, even if construction activity continues on other portions of the site; or
  - where construction sites have permanent cover on all exposed soil areas and no construction activity is occurring anywhere on the site, inspections can be reduced to once per month and, after 12 months, may be suspended completely until construction activity resumes. The MPCA may require inspections to resume if conditions warrant; or

- c. where construction activity has been suspended due to frozen ground conditions, inspections may be suspended. Inspections must resume within 24 hours of runoff occurring, or upon resuming construction, whichever comes first.

- 72.D.10 ☐ Owner(s)/operator(s) must record all inspections and maintenance activities within 24 hours of being conducted and these records must be retained with the site plans. These records must include:
- a. date and time of inspections; and
  - b. name of person(s) conducting inspections; and
  - c. accurate findings of inspections, including the specific location where corrective actions are needed; and
  - d. corrective actions taken (including dates, times, and party completing maintenance activities); and
  - e. date of all rainfall events greater than one-half inch in 24 hours, and the amount of rainfall for each event. Owner(s)/operator(s) must obtain rainfall amounts by either a properly maintained rain gauge installed onsite, a weather station that is within one (1) mile of owner(s)/operator(s) location, or a weather reporting system that provides site specific rainfall data from radar summaries; and
  - f. if owner(s)/operator(s) observe a discharge during the inspection, they must record and should photograph and describe the location of the discharge (i.e., color, odor, settled or suspended solids, oil sheen, and other obvious indicators of pollutants); and
  - g. any amendments to the site plans proposed as a result of the inspection must be documented within seven (7) calendar days.

**72.E. Inspection and maintenance:**

- 72.E.1. ☐ Owner(s)/operator(s) must place building products and landscape materials under cover (e.g., plastic sheeting or temporary roofs) or protect them by similarly effective means designed to minimize contact with stormwater. Owner(s)/operator(s) are not required to cover or protect products which are either not a source of contamination to stormwater or are designed to be exposed to stormwater.
- 72.E.2. ☐ Owner(s)/operator(s) must place pesticides, fertilizers and treatment chemicals under cover (e.g., plastic sheeting or temporary roofs) or protect them by similarly effective means designed to minimize contact with stormwater.
- 72.E.3. ☐ Owner(s)/operator(s) must store hazardous materials and toxic waste, (including oil, diesel fuel, gasoline, hydraulic fluids, paint solvents, petroleum-based products, wood preservatives, additives, curing compounds, and acids) in sealed containers to prevent spills, leaks or other discharge. Storage and disposal of hazardous waste materials must be in compliance with Minn. R. ch. 7045 including secondary containment as applicable.
- 72.E.4. ☐ Owner(s)/operator(s) must properly store, collect, and dispose of solid waste in compliance with Minn. R. ch. 7035.
- 72.E.5. ☐ Owner(s)/operator(s) must position portable toilets so they are secure and will not tip or be knocked over. Owner(s)/operator(s) must dispose of sanitary waste in accordance with Minn. R. ch. 7041.
- 72.E.6. ☐ Owner(s)/operator(s) must take reasonable steps to prevent the discharge of spilled or leaked chemicals, including fuel, from any area where chemicals or fuel will be loaded or unloaded including the use of drip pans or absorbents unless infeasible. Owner(s)/operator(s) must ensure adequate supplies are available at all times to clean up discharged materials and that an appropriate disposal method is available for recovered spilled materials. Owner(s)/operator(s) must report and clean up spills immediately as required by Minn. Stat. § 115.061, using dry clean up measures where possible.
- 72.E.7. ☐ Owner(s)/operator(s) must limit vehicle exterior washing and equipment to a defined area of the site. Owner(s)/operator(s) must contain runoff from the washing area in a sediment basin or other similarly effective controls and must dispose of waste from the washing activity properly. Owner(s)/operator(s) must properly use and store soaps, detergents, or solvents.
- 72.E.8. ☐ Owner(s)/operator(s) must provide effective containment for all liquid and solid wastes generated by washout operations (e.g., concrete, stucco, paint, form release oils, curing compounds and other construction materials) related to the construction activity. Owner(s)/operator(s) must prevent liquid and solid washout wastes from contacting the ground and must design the containment so it does not result in runoff from the washout operations or areas. Owner(s)/operator(s) must properly dispose of liquid and solid wastes in compliance with Minn. R. ch. 7035. Owner(s)/operator(s) must install a sign indicating the location of the washout facility.

**72.F. Temporary sediment basins:**

- 72.F.1. ☐ Where ten (10) or more acres of disturbed soil drain to a common location, owner(s)/operator(s) must provide a temporary sediment basin to provide treatment of the runoff before it leaves the construction site or enters surface waters. Owner(s)/operator(s) may convert a temporary sediment basin to a permanent basin after construction is complete. The temporary basin is no longer required when permanent cover has reduced the acreage of disturbed soil to less than ten (10) acres draining to a common location.
- 72.F.2. ☐ The temporary basin must provide live storage for a calculated volume of runoff from a two (2)-year, 24-hour storm from each acre drained to the basin or 1,800 cubic feet of live storage per acre drained, whichever is greater.

- 72.F.3. ☐ Where owner(s)/operator(s) have not calculated the two (2)-year, 24-hour storm runoff amount, the temporary sediment basin must provide 3,600 cubic feet of live storage per acre of the basin's drainage area.
- 72.F.4. ☐ Owner(s)/operator(s) must design basin outlets to prevent short-circuiting and the discharge of floating debris.
- 72.F.5. ☐ Owner(s)/operator(s) must design the outlet structure to withdraw water from the surface to minimize the discharge of pollutants. Owner(s)/operator(s) may temporarily suspend the use of a surface withdrawal mechanism during frozen conditions. The basin must include a stabilized emergency overflow to prevent failure of pond integrity.
- 72.F.6. ☐ Owner(s)/operator(s) must provide energy dissipation for the basin outlet within 24 hours after connection to a surface water.
- 72.F.7. ☐ Owner(s)/operator(s) must locate temporary basins outside of surface waters and any required buffer zones.
- 72.F.8. ☐ Owner(s)/operator(s) must construct temporary basins prior to disturbing (10) or more acres of soil draining to a common location.
- 72.F.9. ☐ Where a temporary sediment basin meeting the requirements of this part is infeasible, owner(s)/operator(s) must install effective sediment controls such as smaller sediment basins and/or sediment traps, silt fences, vegetative buffer strips or any appropriate combination of measures as dictated by individual site conditions. In determining whether installing a sediment basin is infeasible, owner(s)/operator(s) must consider public safety and may consider factors such as site soils, slope, and available area on-site. Owner(s)/operator(s) must document this determination of infeasibility in the site plans.

**72.G. Termination conditions:**

- 72.G.1. ☐ Owner(s)/operator(s) must complete all construction activity and must install permanent cover over all areas. Vegetative cover must consist of a uniform perennial vegetation with a density of 70 percent of its expected final growth. Vegetation is not required where the function of a specific area dictates no vegetation, such as impervious surfaces or the base of a sand filter.
- 72.G.2. ☐ Owner(s)/operator(s) must clean the permanent stormwater treatment system of any accumulated sediment and must ensure the system meets all applicable requirements and is operating as designed.
- 72.F.3. ☐ Owner(s)/operator(s) must remove all sediment from conveyance systems.
- 72.G.4. ☐ Owner(s)/operator(s) must remove all temporary synthetic erosion prevention and sediment control BMPs. Owner(s)/operator(s) may leave BMPs designed to decompose on-site in place.
- 72.G.5. ☐ For residential construction only, permit coverage terminates on individual lots if the structure(s) are finished and temporary erosion prevention and downgradient perimeter control is complete and the residence sells to the homeowner.
- 72.G.6. ☐ For construction projects on agricultural land (e.g., pipelines across cropland), owner(s)/operator(s) must return the disturbed land to its preconstruction agricultural use.

**72.H. If applicable, additional requirements for discharges to special and impaired waters:**

- 72.H.1. ☐ Owner(s)/operator(s) must immediately initiate stabilization of exposed soil areas, and complete the stabilization within seven (7) calendar days after the construction activity in that portion of the site temporarily or permanently ceases.
- 72.H.2. ☐ Owner(s)/operator(s) must provide a temporary sediment basin for common drainage locations that serve an area with five (5) or more acres disturbed at one time.
- 72.H.3. ☐ Owner(s)/operator(s) must include an undisturbed buffer zone of not less than 100 linear feet from a special water (not including tributaries) and must maintain this buffer zone at all times, both during construction and as a permanent feature post construction, except where a water crossing or other encroachment is necessary to complete the project. Owner(s)/operator(s) must fully document the circumstance and reasons the buffer encroachment is necessary in the site plans and include restoration activities. Owner(s)/operator(s) must minimize all potential water quality, scenic and other environmental impacts of these exceptions by the use of additional or redundant (double) BMPs and must document this in the site plans for the project.
- 72.H.4. ☐ Owner(s)/operator(s) must conduct routine site inspections once every three (3) days for projects that discharge to prohibited waters.

\*73. **Permit item 19.5:** Does your regulatory mechanism(s) require that owners and operators of construction activity develop site plans that must be submitted to you for review and confirmation that regulatory mechanism(s) requirements have been met, prior to the start of construction activity?

- ☒ Yes
- ☐ No

\*74. **Permit item 19.6:** Do you have written procedures for site plan reviews to ensure compliance with requirements of the regulatory mechanism(s)? (*Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.*)

- ☒ Yes
- ☐ No (Skip to Q76)

75. **If yes in Q74, do your procedures include the following?** (Check all that apply)
- 75.A. ☒ Written notification to owners and operators of the need to apply for and obtain coverage under the CSW Permit.
- 75.B. ☒ Use of a written checklist, consistent with the requirements of the regulatory mechanism(s), to document the adequacy of each site plan required.
- \*76. **Permit item 19.7:** Do you have written procedures for conducting site inspections to determine compliance with your regulatory mechanism(s)?
- ☒ Yes
- ☐ No
- \*77. **Permit item 19.8:** Do you maintain written procedures for identifying high-priority and low-priority sites for inspection?  
**(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- ☒ Yes
- ☐ No (Skip to Q79)
78. **If yes in Q77, do your procedures include the following?** (Check all that apply)
- 78.A. ☒ A detailed explanation describing how sites will be categorized as either high-priority or low-priority.  
 If checked, how do you prioritize sites for inspection? (Check all that apply)
- 78.A.1. ☒ Site topography
- 78.A.2. ☒ Soil characteristics
- 78.A.3. ☒ Types of receiving water(s)
- 78.A.4. ☒ Stage of construction
- 78.A.5. ☒ Compliance history
- 78.A.6. ☒ Weather conditions
- 78.A.7. ☒ Citizen complaints
- 78.A.8. ☒ Project size
- 78.A.9. ☐ Other (describe below):
- 78.A.10.
- 78.B. ☒ A frequency at which you will conduct inspections for high-priority sites.  
 If checked, how often will you inspect high-priority sites? (Check only one)
- 78.B.1. ☐ More than once every seven (7) days
- 78.B.2. ☒ Once every seven (7) days
- 78.B.3. ☐ Once every 14 days
- 78.B.4. ☐ Once every 21 days
- 78.B.5. ☐ Once every 30 days
- 78.B.6. ☐ Other (describe below):
- 78.B.7.
- 78.C. ☒ A frequency at which you will conduct inspections for low-priority sites.  
 If checked, how often will you inspect low-priority sites? (Check only one)
- 78.C.1. ☐ More than once every seven (7) days
- 78.C.2. ☒ Once every seven (7) days
- 78.C.3. ☐ Once every 14 days
- 78.C.4. ☐ Once every 21 days
- 78.C.5. ☐ Once every 30 days
- 78.C.6. ☐ Other (describe below):
- 78.C.7.

78.D. ☒ The name(s) of individual(s) or position title(s) responsible for conducting site inspections:

Engineering Project Coordinators  
R.O.W. Coordinator

\*79. **Permit item 19.9:** Do you use a written checklist to document each site inspection when determining compliance with your regulatory mechanism(s)? *(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*

☒ Yes

☐ No (Skip to Q82)

80. **If yes in Q79, are the following items incorporated in your written checklist?** (Check all that apply)

80.A. ☒ Stabilization of exposed soils (including stockpiles)

80.B. ☒ Stabilization of ditch and swale bottoms

80.C. ☒ Sediment control BMPs on all downgradient perimeters of the project and upgradient of buffer zones

80.D. ☒ Storm drain inlet protection

80.E. ☒ Energy dissipation at pipe outlets

80.F. ☒ Vehicle tracking BMPs

80.G. ☒ Preservation of a 50 foot natural buffer or redundant sediment controls where stormwater flows to a surface water within 50 feet of disturbed soils

80.H. ☒ Owner/operator of construction activity self-inspection records

80.I. ☒ Containment for all liquid and solid wastes generated by washout operations (e.g., concrete, stucco, paint, form release oils, curing compounds, and other construction materials)

80.J. ☒ BMPs maintained and functional

81. **Provide any additional information on your process to document site inspections (optional):**

\*82. **Permit item 19.10:** Do you have written procedures for receipt and consideration of reports of noncompliance or other stormwater related information on construction activity submitted to you by the public?

☒ Yes

☐ No (Skip to Q84)

83. **If yes in Q82, please provide your procedures or a description of your procedures (e.g., how the public may submit concerns, typical timeframe for you to investigate reports):**

Receive the complaint, document it (either in an email, or our inspection program), inspect the site, follow up with the issuer of the complaint. Follow up as needed.

\*84. **Permit item 19.11:** Do individuals receive training commensurate with their responsibilities as they relate to your Construction Site Stormwater Runoff Control program? Individuals includes, but is not limited to, individuals responsible for conducting site plan reviews, site inspections, and/or enforcement.

☒ Yes

☐ No (Skip to Q87)

85. **If yes in Q84, do previously trained individuals attend a refresher-training every three (3) calendar years following the initial training? (Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**  
☒ Yes  
☐ No
86. **If yes in Q84, what training do your staff who perform site inspections receive? (Check all that apply)**  
 86.A. ☒ University of Minnesota Erosion and Stormwater Management Certification Program  
 86.B. ☐ Qualified Compliance Inspector of Stormwater  
 86.C. ☐ Minnesota Laborers Training Center Stormwater Pollution Prevention Plan Installer or Supervisor  
 86.D. ☐ Minnesota Utility Contractors Association Erosion Control Training  
 86.E. ☐ Certified Professional in Erosion and Sediment Control  
 86.F. ☐ Certified Professional in Stormwater Quality  
 86.G. ☐ Certified Erosion Sediment and Storm Water Inspector  
 86.H. ☐ Other (describe below):  
 86.I.
- \*87. **Permit item 19.12: Do you maintain written ERPs to compel compliance with your regulatory mechanism(s) in Section 19? (Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**  
☒ Yes  
☐ No (Skip to Q89)
88. **If yes in Q87, which enforcement tools are included in your ERPs? (Check all that apply)**  
 88.A. ☒ Verbal warning  
 88.B. ☒ Notice of violation  
 88.C. ☒ Administrative order  
 88.D. ☒ Stop work order  
 88.E. ☒ Fine  
 88.F. ☒ Forfeit of security bond money  
 88.G. ☒ Withholding of certificate of occupancy  
 88.H. ☐ Criminal action  
 88.I. ☐ Civil penalty  
 88.J. ☐ Other (describe below):  
 88.K.
- \*89. **Please specify name or position title of responsible person(s) for conducting enforcement:**  
 Ryan Johnson, Environmental Manager
- \*90. **Permit item 19.13: Do you document each site plan review you conduct?**  
☒ Yes  
☐ No (Skip to Q92)
91. **If yes in Q90, what do you document in your site plan review process? (Check all that apply)**  
 91.A. ☒ Project name  
 91.B. ☒ Location  
 91.C. ☒ Total acreage to be disturbed  
 91.D. ☒ Owner and operator of the proposed construction activity  
 91.E. ☒ Proof of notification to obtain coverage under the CSW Permit or proof of coverage under the CSW Permit  
*(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*  
 91.F. ☒ Any stormwater related comments and supporting completed checklist, to determine project approval or denial  
*(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*

- \*92. **Permit item 19.14:** Do you document training related to permit item 19.11?  
☒ Yes  
☐ No (Skip to Q94)
93. **If yes in Q92, what do you document?** (Check all that apply)  
 93.A. ☒ General subject matter covered  
 93.B. ☒ Name(s) and departments of individuals in attendance  
*(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*  
 93.C. ☒ Date of each event
- \*94. **Permit item 19.15:** Do you document enforcement conducted pursuant to your ERPs in item 19.12, including verbal warnings?  
☒ Yes  
☐ No (Skip to Q96)
95. **If yes in Q94, what do you document relating to ERPs for MCM 4?** (Check all that apply)  
 95.A. ☒ Name of the person responsible for violating the terms and conditions of your regulatory mechanism(s)  
 95.B. ☒ Date(s) and location(s) of the observed violation(s)  
 95.C. ☒ Description of the violation(s)  
 95.D. ☒ Corrective action(s) (including completion schedule) that you issued  
 95.E. ☒ Referrals to other regulatory organizations (if any)  
 95.F. ☒ Date(s) violation(s) resolved
- \*96. **Permit item 12.4: Who is responsible for implementation of this MCM? List name(s) or position title(s):**  
 Ryan Johnson, Environmental Manager
97. **Provide any additional information about your current construction site stormwater runoff control program that you would like to share (optional):** **(Maximum 10 lines of text)**

## MCM 5: Post-construction stormwater management

- \*98. **Permit item 20.3:** Do you have a post-construction stormwater management regulatory mechanism(s)?  
☒ Yes  
☐ No (skip to Q102)
99. **If yes in Q98, what does your regulatory mechanism(s) consist of?** (Check all that apply)  
 99.A. ☐ Contract language  
 99.B. ☒ Ordinance  
 99.C. ☒ Permits  
 99.D. ☐ Standards  
 99.E. ☐ Written policies  
 99.F. ☐ Operational plans  
 99.G. ☐ Legal agreements  
 99.H. ☐ Other mechanism(s) (describe below):  
 99.I.

100. If yes in Q98, provide a website address to the regulatory mechanism(s). If the regulatory mechanism is not available online, briefly describe how a copy of the regulatory mechanism can be obtained:

[http://www.cityofroseville.com/DocumentCenter/View/28566/Title-8-Public-Works\\_190806](http://www.cityofroseville.com/DocumentCenter/View/28566/Title-8-Public-Works_190806)

<http://www.cityofroseville.com/DocumentCenter/View/30115/24-Roseville-2040-Comprehensive-Plan-for-Final-Adoption>

101. If yes in Q98, which of the following requirements are incorporated into your regulatory mechanism? (Check all that apply)

- 101.A. ☒ **Permit item 20.4:** You must require owners of construction activity to submit site plans with post-construction stormwater management BMPs designed with accepted engineering practices to you for review and confirmation that regulatory mechanism(s) requirements have been met, prior to start of construction activity.
- 101.B. ☒ **Permit item 20.5:** You must require owners of construction activity to treat the water quality volume on any project where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- 101.C. ☒ **Permit item 20.6:** For construction activity (excluding linear projects), the water quality volume must be calculated as one (1) inch times the sum of the new and the fully reconstructed impervious surface. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- 101.D. ☒ **Permit item 20.7:** For linear projects, the water quality volume must be calculated as the larger of one (1) inch times the new impervious surface or one-half (0.5) inch times the sum of the new and the fully reconstructed impervious surface. Where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. Volume reduction practices must be considered first, as described in item 20.8. Volume reduction practices are not required if the practices cannot be provided cost effectively. If additional right-of-way, easements, or other permission cannot be obtained, owners of construction activity must maximize the treatment of the water quality volume prior to discharge from the MS4. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- 101.E. ☒ **Permit item 20.8:** Volume reduction practices (e.g., infiltration or other) to retain the water quality volume on-site must be considered first when designing the permanent stormwater treatment system. This permit does not consider wet sedimentation basins and filtration systems to be volume reduction practices. If this permit prohibits infiltration as described in item 20.9, other volume reduction practices, a wet sedimentation basin, or filtration basin may be considered.
- 101.F. ☒ **Permit item 20.9:** Infiltration systems must be prohibited when the system would be constructed in areas:
- a. That receive discharges from vehicle fueling and maintenance areas, regardless of the amount of new and fully reconstructed impervious surface. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
  - b. Where high levels of contaminants in soil or groundwater may be mobilized by the infiltrating stormwater. To make this determination, the owners and/or operators of construction activity must complete the MPCA's site screening assessment checklist, which is available in the Minnesota Stormwater Manual, or conduct their own assessment. The assessment must be retained with the site plans. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
  - c. Where soil infiltration rates are more than 8.3 inches per hour unless soils are amended to slow the infiltration rate below 8.3 inches per hour. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
  - d. With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.
  - e. Of predominately Hydrologic Soil Group D (clay) soils. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
  - f. In an Emergency Response Area (ERA) within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, Subp. 13, classified as high or very high vulnerability as defined by the Minnesota Department of Health. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
  - g. In an ERA within a DWSMA classified as moderate vulnerability unless you perform or approve a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
  - h. Outside of an ERA within a DWSMA classified as high or very high vulnerability unless you perform or approve a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
  - i. Within 1,000 feet up-gradient or 100 feet down gradient of active karst features. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**

- j. That receive stormwater runoff from these types of entities regulated under NPDES for industrial stormwater: automobile salvage yards; scrap recycling and waste recycling facilities; hazardous waste treatment, storage, or disposal facilities; or air transportation facilities that conduct deicing activities.
- 101.G. ☒ **Permit item 20.10:** For non-linear projects, where the water quality volume cannot cost effectively be treated on the site of the original construction activity, you must identify, or may require owners of the construction activity to identify, locations where off-site treatment projects can be completed. If the entire water quality volume is not addressed on the site of the original construction activity, the remaining water quality volume must be addressed through off-site treatment and, at a minimum, ensure the requirements of permit items 20.11 through 20.14 are met.
- 101.H. ☒ **Permit item 20.11:** You must ensure off-site treatment project areas are selected in the following order of preference:
- Locations that yield benefits to the same receiving water that receives runoff from the original construction activity
  - Locations within the same DNR catchment area as the original construction activity
  - Locations in the next adjacent DNR catchment area up-stream
  - Locations anywhere within your jurisdiction
- 101.I. ☒ **Permit item 20.12:** Off-site treatment projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. Routine maintenance of structural stormwater BMPs already required by this permit cannot be used to meet this requirement.
- 101.J. ☒ **Permit item 20.13:** Off-site treatment projects must be completed no later than 24 months after the start of the original construction activity. If you determine that more time is needed to complete the treatment project, you must provide the reason(s) and schedule(s) for completing the project in the annual report.
- 101.K. ☒ **Permit item 20.14:** If you receive payment from the owner of a construction activity for off-site treatment, you must apply any such payment received to a public stormwater project, and all projects must comply with permit items 20.11 through 20.13.
- 101.L. ☒ **Permit item 20.15:** You must include the establishment of legal mechanism(s) between you and owners of structural stormwater BMPs not owned or operated by you, that have been constructed to meet the requirements in Section 20. The legal mechanism(s) must include provisions that, at a minimum:
- Allow you to conduct inspections of structural stormwater BMPs not owned or operated by you, perform necessary maintenance, and assess costs for those structural stormwater BMPs when you determine the owner of that structural stormwater BMP has not ensured proper function.
  - Are designed to preserve your right to ensure maintenance responsibility, for structural stormwater BMPs not owned or operated by you, when those responsibilities are legally transferred to another party.
  - Are designed to protect/preserve structural stormwater BMPs. If structural stormwater BMPs change, causing decreased effectiveness, new, repaired, or improved structural stormwater BMPs must be implemented to provide equivalent treatment to the original BMP.
- \*102. **Permit item 20.16:** Do you maintain a written or mapped inventory of structural stormwater BMPs that you do not own or operate that meet all of the following criteria? (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)
- The structural stormwater BMP includes an executed legal mechanism(s) between you and owners responsible for the long-term maintenance, as required in item 20.15; and
  - The structural stormwater BMP was implemented on or after August 1, 2013.
- ☒ Yes  
☐ No
- \*103. **Permit item 20.17:** Do you have written procedures for site plan reviews to ensure compliance with requirements of your regulatory mechanism(s)?
- ☒ Yes  
☐ No
- \*104. **Permit item 20.18:** Do individuals receive training commensurate with their responsibilities as they relate to your Post-Construction Stormwater Management program? Individuals include, but is not limited to, individuals responsible for conducting site plan reviews and/or enforcement.
- ☒ Yes  
☐ No (Skip to Q106)
105. **If yes in Q104,** do previously trained individuals attend a refresher training every three (3) calendar years following the initial training? (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)
- ☒ Yes  
☐ No
- \*106. **Permit item 20.19:** Do you maintain written ERPs to compel compliance with your regulatory mechanism(s) required in Section 20? (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)
- ☒ Yes  
☐ No (Skip to Q108)

107. If yes in Q106, what enforcement tools are included in your ERPs? (Check all that apply)

- 107.A. ☒ Verbal warning
- 107.B. ☒ Notice of violation
- 107.C. ☐ Administrative order
- 107.D. ☒ Fine
- 107.E. ☐ Criminal action
- 107.F. ☐ Civil penalty
- 107.G. ☐ Other (describe below):
- 107.H.

\*108. Please specify name or position title of responsible person(s) for conducting enforcement:

Ryan Johnson, Environmental Specialist

\*109. Permit item 20.20: Do you document each site plan review you conduct?

- ☒ Yes
- ☐ No (Skip to Q111)

110. If yes in Q109, what do you document in your site plan review process? (Check all that apply)

- 110.A. ☒ Supporting documentation used to determine compliance, including any calculations for the permanent stormwater treatment system.
- 110.B. ☒ The water quality volume that will be treated through volume reduction practices compared to the total water quality volume required to be treated. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- 110.C. ☒ Documentation associated with off-site treatment projects you authorize, including rationale to support the location of permanent stormwater treatment projects in accordance with items 20.10 and 20.11. **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- 110.D. ☒ Payments received and used in accordance with permit item 20.14.
- 110.E. ☒ All legal mechanisms drafted in accordance with permit item 20.15, including date(s) of the agreement(s) and name(s) of all responsible parties involved.

\*111. Permit item 20.21: Do you document training related to your Post-Construction Stormwater Management program?

- ☒ Yes
- ☐ No (Skip to Q113)

112. If yes in Q111, what are you documenting? (Check all that apply)

- 112.A. ☒ General subject matter covered
- 112.B. ☒ Names and departments of individuals in attendance **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- 112.C. ☒ The date of each event

\*113. Permit item 20.22: Do you document enforcement conducted pursuant to your ERPs in item 20.19, including verbal warnings?

- ☒ Yes
- ☐ No (Skip to Q115)

114. If yes in Q113, what do you document relating to ERPs for MCM 5? (Check all that apply)

- 114.A. ☒ The name of the person responsible for violating the terms and conditions of your regulatory mechanism(s)
- 114.B. ☒ The date(s) and location(s) of the observed violation(s)
- 114.C. ☒ A description of the violation(s)
- 114.D. ☒ Corrective action(s) issued
- 114.E. ☒ Referrals to other regulatory organizations
- 114.F. ☒ The date(s) violation(s) are resolved

- \*115. **Permit item 12.4:** Who is responsible for implementation of this MCM? List name(s) or position title(s):

Ryan Johnson, Environmental Manager

116. **Provide any additional information about your current post-construction stormwater management program that you would like to share (optional): (Maximum 10 lines of text)**

## **MCM 6: Pollution prevention/Good housekeeping for municipal operations**

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- \*117. **Permit item 21.3:** Do you maintain a written or mapped inventory of your owned/operated facilities that contribute pollutants to stormwater discharges?

☒ Yes

☐ No (skip to Q119)

118. **If yes in Q117, which of the following facilities do you own and/or operate? (Check all that apply)**

118.A. ☒ Composting

118.B. ☒ Equipment storage and maintenance

118.C. ☐ Hazardous waste disposal

118.D. ☐ Hazardous waste handling and transfer

118.E. ☐ Landfill(s)

118.F. ☐ Solid waste handling and transfer

118.G. ☒ Park(s)

118.H. ☒ Pesticide storage

118.I. ☒ Public parking lot(s)

118.J. ☒ Public golf course(s)

118.K. ☐ Public swimming pool(s)

118.L. ☒ Public works yard(s)

118.M. ☒ Recycling

118.N. ☒ Salt storage

118.O. ☒ Snow storage

118.P. ☒ Vehicle storage and maintenance (e.g., fueling and washing) yard(s)

118.Q. ☒ Materials storage yard(s)

118.R. ☐ Other (describe below):

118.S.

- \*119. **Permit item 21.4:** Do you implement BMPs to prevent or reduce pollutants in stormwater discharges from municipal operations?

☒ Yes

☐ No (Skip to Q121)

120. **If yes in Q119, provide additional information on the BMPs you implement to address stormwater discharges from municipal operations (e.g., waste disposal, management of stockpiles, road maintenance):**  
Staff visually ensure waste disposal units, stockpiles, and our compost facility is covered, and/or that there are no discharges. As these facilities are within our daily or weekly routines, staff monitor for discharges as they are operating in the area.
- \*121. **Permit item 21.5:** Do you implement BMPs at your owned/operated salt storage areas?  
*(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*  
☒ Yes  
☐ No (Skip to Q123)
122. **If yes in Q121, what BMPs do you have in place at salt storage areas?** (Check all that apply)  
122.A. ☒ Salt is covered or stored indoors  
122.B. ☒ Salt stored on an impervious surface  
122.C. ☒ Implementation of practices to reduce exposure when transferring material from salt storage areas  
122.D. ☐ Other (describe below):  
122.E.
- \*123. **Permit item 21.6:** Do you implement a written snow and ice management policy for individuals that perform winter maintenance activities for you? *(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*  
☒ Yes  
☐ No (Skip to Q125)
124. **If yes in Q123, what practices and procedures for snow and ice control operations are included?**  
(Check all that apply)  
124.A. ☒ Plowing or other snow removal practices  
124.B. ☒ Sand use  
124.C. ☒ Application of deicing compounds  
124.D. ☒ Other (describe below):  
124.E. Roseville plow trucks are equipped with computers that monitor the salt usage, vehicle miles, application rate, road temp, etc. Staff can monitor the data to ensure the proper amount of material is being applied given the conditions of the weather and road.
- \*125. **Permit item 21.7:** Each calendar year, do all individuals that perform winter maintenance activities for you receive training? *(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)*  
☒ Yes  
☐ No (Skip to Q127)
126. **If yes in Q125, what does the winter maintenance training include?** (Check all that apply)  
126.A. ☒ The importance of protecting water quality  
126.B. ☒ BMPs to minimize the use of deicers  
126.C. ☒ Tools and resources to assist in winter maintenance (e.g., deicing application rate guidelines, calibration charts, Smart Salting Assessment Tool)  
126.D. ☐ Other (describe below):  
126.E.
- \*127. **Permit item 21.8:** Do you maintain written procedures for determining TSS and total phosphorus (TP) treatment effectiveness of all owned/operated ponds constructed and used for the collection and treatment of stormwater?  
☒ Yes  
☐ No

- \*128. **Permit item 21.9:** Do you inspect structural stormwater BMPs (excluding stormwater ponds, which are under a separate schedule) each calendar year to determine structural integrity, proper function, and maintenance needs (excluding structural stormwater BMPs where the inspection frequency has been adjusted)?
- ☒ Yes  
☐ No
- \*129. **Do you have a different inspection frequency (i.e., more or less than each calendar year) for any of your structural stormwater BMPs?**
- ☒ Yes  
☐ No (Skip to Q131)
130. **If yes in Q129, what led to your adjusted inspection frequency? (Check all that apply)**
- 130.A. ☐ Complaints received or patterns of maintenance indicated a greater frequency was necessary.
- 130.B. ☐ Determined maintenance or sediment removal was not required after completion of the first two calendar year inspections.
- 130.C. ☒ Other (describe below):
- 130.D. Inspection and maintenance of the city's structural bmp's on a monthly basis during the growing season is cheaper and easier to maintain. It also ensures the bmp's are functioning as intended.
- \*131. **Permit item 21.10:** Do you inspect all ponds and outfalls (excluding underground outfalls) each permit term in order to determine structural integrity, proper function, and maintenance needs?
- ☒ Yes  
☐ No (Skip to Q133)
132. **If yes in Q131, describe the frequency of inspections:**
- At a minimum, the city has scheduled to inspect 20% of our ponds and outfalls. Most years, staff are able to inspect all of our ponds and outfalls given our current staffing and budget.
- \*133. **Permit item 21.12:** Do you implement a stormwater management training program commensurate with individual's responsibilities as they relate to your SWPPP, including reporting and assessment activities? Training materials can be from the U.S. Environmental Protection Agency (EPA), state and regional agencies, or other organizations as appropriate to meet this requirement.
- ☒ Yes  
☐ No (Skip to Q135)
134. **If yes in Q133, what does your stormwater management training program include? (Check all that apply)**
- 134.A. ☒ The importance of protecting water quality.
- 134.B. ☒ Cover the requirements of the permit relevant to the responsibilities of the individual.
- 134.C. ☒ A schedule that establishes initial training for individuals, including new and/or seasonal employees, and recurring training intervals to address changes in procedures, practices, techniques, or requirements.
- 134.D. ☐ Other (describe below):
- 134.E.
- 134.F. Additional information for checked items (optional):
- \*135. **Permit item 21.13:** Do you document information associated with the operations and maintenance program?
- ☒ Yes  
☐ No (Skip to Q137)
136. **If yes in Q135, what are you documenting? (Check all that apply)**
- 136.A. ☒ Date(s) and description of findings, including whether or not an illicit discharge is detected, for all inspections conducted in accordance with items 21.9 and 21.10.
- 136.B. ☒ Any adjustments to inspection frequency as authorized in item 21.9.
- 136.C. ☒ Date(s) and a description of maintenance conducted as a result of inspection findings, including whether or not an illicit discharge is detected.

- 136.D. ☒ Schedule(s) for maintenance of structural stormwater BMPs and outfalls when necessary maintenance cannot be completed within one year of discovery (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)
- 136.E. ☒ Stormwater management training events, including general subject matter covered, names and departments of individuals in attendance, and date of each event.

\*137. **Permit item 21.14:** Do you document pond sediment excavation and removal activities?

- ☒ Yes  
☐ No (Skip to Q139)

138. **If yes in Q137, what pond sediment excavation and removal activity information is documented?**

(Check all that apply)

- 138.A. ☒ A unique ID number and geographic coordinate of each stormwater pond from which sediment is removed.  
 138.B. ☒ The volume (e.g., cubic yards) of sediment removed from each stormwater pond.  
 138.C. ☒ Results from any testing of sediment from each removal activity.  
 138.D. ☒ Location(s) of final disposal of sediment from each stormwater pond.  
 138.E. Additional information for checked items (optional):

\*139. **Permit item 12.4:** Who is responsible for implementation of this MCM? List name(s) or position title(s).

Environmental Manager

140. **Provide any additional information about your current pollution prevention/good housekeeping for municipal operations program that you would like to share (optional):** (Maximum 10 lines of text)

## Discharges to Impaired Waters with an EPA-Approved TMDL that Includes an Applicable Waste Load Allocation (WLA)

To determine if you have an applicable WLA(s), please reference the MPCA's MS4 Permit TMDL Application Form webpage at [https://stormwater.pca.state.mn.us/index.php?title=Guidance\\_for\\_completing\\_the\\_MS4\\_Permit\\_TMDL\\_Application\\_Form](https://stormwater.pca.state.mn.us/index.php?title=Guidance_for_completing_the_MS4_Permit_TMDL_Application_Form).

\*141. **Permit item 22.3:** Do you have an applicable WLA where a reduction in pollutant loading is required for bacteria?

- ☒ Yes  
☐ No (Skip to Q146)

142. **If yes in Q141, do you maintain a written or mapped inventory of potential areas and sources of bacteria (e.g., dense populations of waterfowl or other bird, dog parks)?** (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)

- ☒ Yes  
☐ No (Skip to Q145)

143. **If yes in Q142, do you maintain a written plan to prioritize reduction activities to address the areas and sources identified in the inventory? The written plan must include BMPs you will implement over the permit term.** (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)

- ☒ Yes  
☐ No (Skip to Q145)

144. **If yes in Q143, which of the following are included in your written plan?** (Check all that apply)

- 144.A. ☒ Water quality monitoring to determine areas of high bacteria loading.  
 144.B. ☒ Installation of pet waste pick-up bags in parks and open spaces.  
 144.C. ☒ Elimination of over-spray irrigation at permittee land owned areas.

- 144.D. ☒ Removal of organic matter via street sweeping.  
144.E. ☒ Implementation of infiltration structural stormwater BMPs.  
144.F. ☒ Management of areas that attract dense populations of waterfowl (e.g., riparian plantings).  
144.G. ☐ Other (describe below):  
144.H.

145. **Permit item 12.9:** If yes in Q141, who is or will be responsible for implementation of this required component (i.e., inventory, plan, and BMP implementation)? List name(s) or position title(s):  
Environmental Manager

- \*146. **Permit item 22.5:** Do you have an applicable WLA where a reduction in pollutant loading is required for chloride?  
☒ Yes  
☐ No (Skip to Q151)

147. **If yes in Q146, do you document the amount of deicer applied each winter maintenance season to all your owned/operated surfaces? (Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**  
☒ Yes  
☐ No

148. **If yes in Q146, each calendar year do you conduct an assessment of your winter maintenance operations to reduce the amount of deicing salt applied to your owned/operated surfaces and determine current and future opportunities to improve BMPs? You may use the MPCA's Smart Salting Assessment Tool or other available resources and methods to complete this assessment. The assessment must be documented. (Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**  
☒ Yes  
☐ No (Skip to Q150)

149. **If yes in Q148, what does your winter maintenance operations assessment include? (Check all that apply)**  
149.A. ☒ Operational changes such as pre-wetting, pre-treating the salt stockpile, increasing plowing prior to deicing, monitoring of road surface temperature, etc.  
149.B. ☒ Implementation of new or modified equipment providing pre-wetting, or other capability for minimizing salt use.  
149.C. ☒ Regular calibration of equipment.  
149.D. ☒ Optimizing mechanical removal to reduce use of deicers.  
149.E. ☒ Designation of no salt and/or low salt zones.  
149.F. ☐ Other (describe below):  
149.G.

149.H. Additional information for checked items (optional):

150. **Permit item 12.9:** If yes in Q146, who is or will be responsible for implementation of this required component (i.e., documenting deicer applied and winter maintenance operations assessment)? List name(s) or position title(s):  
Environmental Manager

- \*151. **Permit item 22.7:** Do you have an applicable WLA where a reduction in pollutant loading is required for temperature?  
☐ Yes  
☒ No (Skip to Q155)

152. If yes in Q151, do you maintain a written plan that identifies specific activities you will implement to reduce thermal loading during the permit term? **(Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.)**
- ☐ Yes
- ☐ No (Skip to Q154)
153. **If yes in Q152, what activities does the plan include?** (Check all that apply)
- 153.A. ☐ Implementation of infiltration BMPs such as bioinfiltration practices
- 153.B. ☐ Disconnection and/or reduction of impervious surfaces
- 153.C. ☐ Retrofitting existing structural stormwater BMPs
- 153.D. ☐ Improvement of riparian vegetation
- 153.E. ☐ Other (describe below):
- 153.F.
- 153.G. Provide any additional information about your written plan (optional):
154. **Permit item 12.9: If yes in Q151, who is or will be responsible for implementation of this required component? List name(s) or position title(s):**
- \*155. **Permit item 12.8:** Do you have an applicable WLA(s) for oxygen demand, nitrate, TSS, or TP?
- ☒ Yes - If yes, you **must complete** the corresponding tabs in the *MS4 Permit TMDL Application* (available on the MPCA's website at [https://stormwater.pca.state.mn.us/index.php?title=Guidance for completing the MS4 Permit TMDL Application Form](https://stormwater.pca.state.mn.us/index.php?title=Guidance%20for%20completing%20the%20MS4%20Permit%20TMDL%20Application%20Form)) and submit it with this application.
- ☐ No

### Alum or Ferric Chloride Phosphorus Treatment Systems

- \*156. **Permit Section 23:** Do you own and/or operate an Alum or Ferric Chloride Phosphorus Treatment System within your MS4?
- ☐ Yes - If yes, complete questions 157-173 as directed.
- ☒ No (Skip to Q174)
157. Provide the geographic coordinates of the alum or ferric chloride phosphorus treatment system, in decimal degrees. (Approximate centroid of treatment system within five-foot accuracy):
- 157.A. Latitude: \_\_\_\_\_
- 157.B. Longitude: \_\_\_\_\_
158. **Who is responsible for the operation of the treatment system? List name(s) or position title(s):**
- 159.A. **Provide the date the system first became operational (mm/dd/yyyy):** \_\_\_\_\_

For question 159.B-G, provide information for calendar year 2020.

159.B. For each month, provide the number of days the system was operational:

- 159.B.1. January: \_\_\_\_\_  
159.B.2. February: \_\_\_\_\_  
159.B.3. March: \_\_\_\_\_  
159.B.4. April: \_\_\_\_\_  
159.B.5. May: \_\_\_\_\_  
159.B.6. June: \_\_\_\_\_  
159.B.7. July: \_\_\_\_\_  
159.B.8. August: \_\_\_\_\_  
159.B.9. September: \_\_\_\_\_  
159.B.10. October: \_\_\_\_\_  
159.B.11. November: \_\_\_\_\_  
159.B.12. December: \_\_\_\_\_

159.C. What chemical(s) was used for treatment:

- 159.C.1. ☐ Alum  
159.C.2. ☐ Ferric Chloride

159.D. Provide the number of gallons of water treated: \_\_\_\_\_

159.E. Provide the number of gallons of alum or ferric chloride treatment used: \_\_\_\_\_

159.F. Provide the calculated pounds of phosphorous removed: \_\_\_\_\_

159.G. Describe any performance issue(s) and the corrective action(s), including the date(s) when corrective action(s) were taken:

160. Permit item 23.3: Which of the following requirements are you meeting? (Check all that apply)

- 160.A. ☐ Your treatment system is for the treatment of phosphorus in stormwater. Non-stormwater discharges must not be treated by this system.  
160.B. ☐ Your treatment system is contained within the conveyances and structural stormwater BMPs of the MS4. The utilized conveyances and structural stormwater BMPs do not include any receiving waters.  
160.C. ☐ Phosphorus treatment systems utilizing chemicals other than alum or ferric chloride receive written approval from the MPCA.  
160.D. ☐ In-lake phosphorus treatment activities are not authorized.

161. Permit item 23.3: Which of the following design parameters does your treatment system include? (Check all that apply)

- 161.A. ☐ The treatment system is constructed in a manner that diverts the stormwater flow to be treated from the main conveyance system.  
161.B. ☐ A high flow bypass is part of the inlet design.  
161.C. ☐ A flocculent storage/settling area is incorporated into the design, and adequate maintenance access is provided (minimum of eight feet wide) for the removal of accumulated sediment.

162. Permit item 23.5: Do you have a designated person perform visual monitoring of the treatment system for proper performance at least once every seven (7) days, and within 24 hours after a rainfall event greater than 2.5 inches in 24 hours?

- ☐ Yes  
☐ No (Skip to Q164)

163. If yes in Q162, please list the name(s) of the individual(s) or position title(s):

164. **Permit item 23.5:** Following visual monitoring which occurs within 24 hours after a rainfall event, do you conduct the next visual monitoring of your system seven (7) days after that rainfall event?
- ☐ Yes
- ☐ No
165. **Permit item 23.6:** Does your treatment system utilize three (3) benchmark monitoring stations? Table 1 in Appendix A in the permit must be used for the parameters, units of measure, and frequency of measurement for each station.
- ☐ Yes
- ☐ No
166. **Permit item 23.7:** Do you collect grab samples or flow-weighted 24-hour composite samples at your treatment system?
- ☐ Yes
- ☐ No
167. **Permit item 23.8:** Are your treatment system samples, excluding potential of hydrogen (pH) samples, analyzed by a laboratory certified by the Minnesota Department of Health and/or the MPCA?
- ☐ Yes
- ☐ No
168. **Which of the following do your sample tests include?** (Check all that apply)
- 168.A. ☐ Sample preservation and test procedures for the analysis of pollutants that conform to 40 CFR Part 136 and Minn. R. 7041.3200.
- 168.B. ☐ Detection limits for dissolved phosphorus, dissolved aluminum, and dissolved iron that are a minimum of 6 micrograms per liter (µg/L), 10 µg/L, and 20 µg/L, respectively.
- 168.C. ☐ pH that is measured within 15 minutes of sample collection using calibrated and maintained equipment.
169. **Permit item 23.9:** In the following situation(s) do you perform corrective action(s) and immediately notify the Minnesota Department of Public Safety Duty Officer? (Check all that apply)
- 169.A. ☐ The pH of the discharged water is not within the range of 6.0 and 9.0.
- 169.B. ☐ Indications of toxicity or measurements exceeding water quality standards which could endanger human health, public drinking water supplies, or the environment.
- 169.C. ☐ A spill or discharge or alteration resulting in water pollution, as defined in Minn. Stat. § 115.01, subd. 13, of alum or ferric chloride.
170. **Permit item 23.13:** Do you conduct site-specific jar testing using typical and representative water samples in accordance with the most current approved version of ASTM D2035? (**Note: All or some of this item is a new permit requirement. Compliance with new requirements is required within 12 months after receiving permit coverage.**)
- ☐ Yes
- ☐ No
171. **Permit item 23.14:** Do you have baseline concentrations of the following parameters in the influent and receiving waters at your treatment system location? (Check all that apply)
- 171.A. ☐ Aluminum or iron
- 171.B. ☐ Phosphorus
172. **Permit item 23.15:** Do you have the following system parameters and how each was determined at your treatment system location? (Check all that apply)
- 172.A. ☐ Flocculant settling velocity
- 172.B. ☐ Minimum required retention time
- 172.C. ☐ Rate of diversion of stormwater into the system
- 172.D. ☐ The flow rate from the discharge of the outlet structure
- 172.E. ☐ Range of expected dosing rates
173. **Permit item 23.16:** Have you developed the following site-specific procedures? (Check all that apply)
- 173.A. ☐ Procedures for the installation, operation and maintenance of all pumps, generators, control systems, and other equipment.
- 173.B. ☐ Specific parameters for determining when the solids must be removed from the system and how the solids will be handled and disposed of.
- 173.C. ☐ Procedures for cleaning up and/or containing a spill of each chemical stored on site.

**Complete last page and submit using Adobe Acrobat Reader.**

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#### Additional information

174. **Provide any additional information about your current Stormwater Pollution Prevention Program (SWPPP) that you would like to share (optional): (Maximum 30 lines of text)**

The City of Roseville incorporates stormwater projects into their street maintenance program, and the City completes street maintenance projects every year. The Como Lake subwatershed in the City currently has no roads identified in the 5 year CIP. The City does have stormwater projects identified in the Compliance Schedule for completion over the next 5 years that are associated with one of the other 5 active TMDL's in the City.

The City does work closely with Falcon Heights and the local watershed districts (Ramsey-Washington Metro WD, Rice Creek WD and Capitol Region WD), and will partner on a stormwater project not in the City's CIP if the opportunity arises. The City will also work with the watershed districts to determine a target year when the WLAs will be met.

**Complete last page and submit using Adobe Acrobat Reader.**

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**Submit**

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**AUTHORIZATION TO DISCHARGE STORMWATER  
ASSOCIATED WITH SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS  
UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)/  
STATE DISPOSAL SYSTEM (SDS) PROGRAM  
MNR040000**

**Permittee:** Multiple

**General Permit name:** Small Municipal Separate Storm Sewer Systems General Permit

**Issuance date:** November 16, 2020

**Expiration date:** November 15, 2025

The state of Minnesota, on behalf of its citizens through the Minnesota Pollution Control Agency (MPCA), authorizes the Permittee to operate a small municipal separate storm sewer system (MS4) and to discharge from the small MS4 to receiving waters, in accordance with the requirements of the General Permit.

The goal of the General Permit is to reduce pollutant levels in point source discharges and protect water quality in accordance with the U.S. Clean Water Act, Minnesota statutes and rules, and federal laws and regulations.

The General Permit is effective on the issuance date identified above. The General Permit expires at midnight on the expiration date identified above.

*Signature: Dana A. Vanderbosch* for the Minnesota Pollution Control Agency

*This document has been electronically signed.*

Dana A. Vanderbosch  
Division Director  
Municipal Division

If you have questions about the General Permit, including specific permit requirements, permit reporting, or permit compliance status, please contact the MPCA at:

Municipal Stormwater Program  
Minnesota Pollution Control Agency  
520 Lafayette Road North  
St. Paul, Minnesota 55155-4194  
Telephone: 651-296-6300 or toll free in Minnesota: 800-657-3864

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| 1.1 | <b>Eligibility.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 1.2 | To be eligible for authorization to discharge stormwater under the Small Municipal Separate Storm Sewer Systems General Permit (General Permit), the applicant must be an owner and/or operator (owner/operator) of a small Municipal Separate Storm Sewer System (MS4) and meet one or more of the criteria requiring permit issuance as specified in Minn. R. 7090.1010. [Minn. R. 7090.1010]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 2.1 | <b>Authorized Stormwater Discharges.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2.2 | The General Permit authorizes stormwater discharges from small MS4s as defined in 40 CFR 122.26(b)(16). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 3.1 | <b>Authorized Non-Stormwater Discharges.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 3.2 | The following categories of non-stormwater discharges or flows are authorized under the General Permit to enter the permittee's small MS4 only if the permittee does not identify them as significant contributors of pollutants (i.e., illicit discharges), in which case the discharges or flows must be addressed in the permittee's Stormwater Pollution Prevention Program (SWPPP): water line flushing, landscape irrigation, diverted stream flows, rising groundwaters, uncontaminated groundwater infiltration (as defined at 40 CFR 35.2005(b)(20)), uncontaminated pumped groundwater, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, street wash water, and discharges or flows from firefighting activities. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 4.1 | <b>Limitations on Authorization.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4.2 | <p>The following discharges or activities are not authorized by the General Permit:</p> <ul style="list-style-type: none"> <li>a. non-stormwater discharges, except those authorized by the permittee in item 3.2;</li> <li>b. discharges of stormwater to the small MS4 from activities requiring a separate NPDES/SDS permit. The General Permit does not replace or satisfy any other permitting requirements;</li> <li>c. the General Permit does not replace or satisfy any environmental review requirements, including those under the Minnesota Environmental Policy Act (Minn. Stat. 116D), or the National Environmental Policy Act (42 U.S.C. 4321 et seq.);</li> <li>d. the General Permit does not replace or satisfy any review requirements for endangered or threatened species, from new or expanded discharges that adversely impact or contribute to adverse impacts on a listed endangered or threatened species, or adversely modify a designated critical habitat;</li> <li>e. the General Permit does not replace or satisfy any review requirements for historic places or archeological sites, from new or expanded discharges which adversely affect properties listed or eligible for listing in the National Register of Historic Places or affecting known or discovered archeological sites; and</li> <li>f. discharges to prohibited outstanding resource value waters pursuant to Minn. R. 7050.0335, Subp. 3.</li> </ul> <p>Only the permittee's small MS4 and the portions of the storm sewer system that are under the permittee's operational control are authorized by the General Permit. [Minn. R. 7090]</p> |
| 5.1 | <b>Permit Authorization.</b> [Minn. R. 7001]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5.2 | The applicant must submit a complete application in accordance with Sections 9 through 12 in order to obtain authorization to discharge stormwater from a small MS4 under the General Permit. [Minn. R. 7001]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 5.3 | <p>The Commissioner reviews the General Permit application for completeness. After review, the Commissioner will do one of the following:</p> <ul style="list-style-type: none"> <li>a. if an application is determined to be incomplete, the Commissioner will notify the applicant in writing, indicate why the application is incomplete, and request that the applicant resubmit the application; or</li> <li>b. if an application is determined to be complete, the Commissioner will make a preliminary determination as to whether coverage under the General Permit should be issued or denied in accordance with Minn. R. 7001. [Minn. R. 7001]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 5.4 | The Commissioner provides a public notice with the opportunity for a hearing on the preliminary determination to issue coverage under the General Permit. [Minn. R. 7001]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 5.5 | Upon receipt of written notification of final approval of the application from the Commissioner, the applicant is authorized to discharge stormwater from the small MS4 under the terms and conditions of the General Permit. [Minn. R. 7001]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| 6.1  | <b>Transfer of Ownership or Control.</b> [Minn. R. 7001, Minn. R. 7090.0080]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 6.2  | Where the ownership or significant operational control of the small MS4 changes after the submittal of an application in accordance with Sections 9 through 12, the new owner/operator must submit a new application in accordance with Sections 9 through 12. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                  |
| 7.1  | <b>Issuance of Individual Permits.</b> [Minn. R. 7001]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 7.2  | The permit applicant may request an individual permit in accordance with Minn. R. 7001.0210, Subp. 6, for authorization to discharge stormwater associated with a small MS4. [Minn. R. 7001.0210, Subp. 6]                                                                                                                                                                                                                                                                                                                                                                      |
| 7.3  | The Commissioner may require an individual permit for the permit applicant or permittee covered by a general permit, in accordance with Minn. R. 7001.0210, Subp. 6. [Minn. R. 7001.0210, Subp. 6]                                                                                                                                                                                                                                                                                                                                                                              |
| 8.1  | <b>Rights and Responsibilities.</b> [Minn. R. 7001, Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.2  | The Commissioner may modify the General Permit or issue other permits, in accordance with Minn. R. 7001, to include more stringent effluent limitations or permit requirements that modify or are in addition to the Minimum Control Measures of the General Permit, or both. These modifications may be based on the Commissioner's determination that such modifications are needed to protect water quality. [Minn. R. 7001]                                                                                                                                                 |
| 8.3  | The Commissioner may designate additional small MS4s for coverage under the General Permit in accordance with Minn. R. 7090. The owner/operator of a small MS4 that is designated for coverage must comply with the permit requirements by the dates specified in the Commissioner's determination. [Minn. R. 7090]                                                                                                                                                                                                                                                             |
| 9.1  | <b>Application for Reissuance.</b> [Minn. R. 7001]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 9.2  | If an existing permittee desires to continue permit coverage beyond the expiration date, the permittee must submit an application for permit reissuance : Due by 180 days prior to permit expiration. [Minn. R. 7001.0040, Subp. 3]                                                                                                                                                                                                                                                                                                                                             |
| 10.1 | <b>New Permittee Applicants.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 10.2 | To become a new permittee authorized to discharge stormwater under the General Permit, the owner/operator of a small MS4 must submit an application, on a form provided by the Agency, in accordance with the schedule in Appendix B, Table 3, and the following requirements:<br><br>a. submit Part 1 of the permit application (includes the permit application fee); and<br>b. submit Part 2 of the permit application, also known as the Stormwater Pollution Prevention Program (SWPPP) document, in accordance with Section 12. [Minn. R. 7090]                           |
| 11.1 | <b>Existing Permittee Applicants.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 11.2 | All existing permittees seeking to continue discharging stormwater associated with a small MS4 after the issuance date of the General Permit must submit Part 2 of the permit application : Due by 150 days after permit issuance.<br>Existing permittees were required to submit Part 1 of the permit application prior to the expiration date (July 31, 2018) of the Agency's small MS4 general permit No.MNR040000, effective August 1, 2013. [Minn. R. 7090]                                                                                                                |
| 12.1 | <b>Stormwater Pollution Prevention Program (SWPPP) Document.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 12.2 | All applicants must submit a SWPPP Document (i.e., Part 2 of the permit application) when seeking coverage under the General Permit. The SWPPP Document will become an enforceable part of the General Permit upon approval by the Agency. Modifications to the SWPPP Document that are required or allowed by the General Permit (see Section 24) will also become enforceable provisions. The applicant must submit the SWPPP Document on a form provided by the Agency. The applicant's SWPPP Document must include items 12.3 through 12.11, as applicable. [Minn. R. 7090] |
| 12.3 | The applicant must provide a description of partnerships with another regulated small MS4(s), into which the applicant has entered in order to satisfy one or more requirements of the General Permit. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                          |
| 12.4 | The applicant must provide a description of each program the applicant has developed and implemented to satisfy the Minimum Control Measure (MCM) requirements, including:<br><br>a. the Best Management Practices (BMPs) the applicant has implemented for each MCM at the time of application;<br>b. the status of each required component of the program; and<br>c. name(s) of individual(s) or position titles responsible for implementing and/or coordinating each component of the program.                                                                              |

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|      | If the program has not been developed at the time of application (e.g., new permittee applicants), or revised to meet new requirements of the General Permit (e.g., existing permittee applicants); the applicant must satisfy the permit requirements in accordance with the schedule in Appendix B, Table 2 (existing permittee applicants), or Table 3 (new permittee applicants). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 12.5 | The applicant must indicate whether each storm sewer system map requirement of Section 14 is satisfied at the time of application. For each requirement of Section 14 that is not satisfied at the time of application, the applicant must satisfy the permit requirements in accordance with the schedule in Appendix B, Table 2 (existing permittee applicants), or Table 3 (new permittee applicants). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 12.6 | <p>The applicant must provide a description of existing regulatory mechanism(s) the applicant has developed, implemented, and enforced to satisfy the requirements of Sections 18, 19, and 20. At a minimum, the applicant must provide the following information:</p> <ul style="list-style-type: none"><li>a. the type(s) of regulatory mechanism(s) the applicant has in place at the time of application that will be used to satisfy the requirements;</li><li>b. the status of each required component of the regulatory mechanism(s); and</li><li>c. if available, a website address to the regulatory mechanism(s).</li></ul> <p>If the regulatory mechanism(s) have not been developed at the time of application (e.g., new permittee applicants), or revised to meet new requirements of the General Permit (e.g., existing permittee applicants); the applicant must satisfy the permit requirements in accordance with the schedule in Appendix B, Table 2 (existing permittee applicants), or Table 3 (new permittee applicants). [Minn. R. 7090]</p>                                                                                                                                                                                                                                    |
| 12.7 | The applicant must provide a description of existing enforcement response procedures (ERPs) the applicant has developed and implemented that satisfy the ERP requirements of items 18.14, 19.12, and 20.19. If the applicant has not yet developed ERPs (e.g., new permittee applicants), or existing ERPs must be updated to satisfy new requirements, the applicant must satisfy the permit requirements in accordance with the schedule in Appendix B, Table 2 (existing permittee applicants), or Table 3 (new permittee applicants). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 12.8 | <p>The applicant must submit a compliance schedule for each applicable Waste Load Allocation (WLA) not being met for oxygen demand, nitrate, total suspended solids (TSS), and total phosphorus (TP). The applicant may develop a compliance schedule to include multiple WLAs. The applicant's compliance schedule must include the following information:</p> <ul style="list-style-type: none"><li>a. proposed BMPs or progress toward implementation of BMPs to be achieved during the permit term;</li><li>b. the year each BMP is expected to be implemented;</li><li>c. a target year the applicable WLA(s) will be achieved; and</li><li>d. if the applicant has an applicable WLA for TSS or TP, a cumulative estimate of TSS and TP load reductions (in pounds) to be achieved during the permit term and the Agency-approved method used to determine the estimate.</li></ul> <p>Agency-approved methods include "Program for Predicting Polluting Particle Passage thru Pits, Puddles, and Ponds (P8) Urban Catchment Model", "Source Loading and Management Model for Windows (WinSLAMM)", "Minimal Impact Design Standards (MIDS) calculator", "Minnesota Pollution Control Agency (MPCA) simple estimator tool", or any other method that receives Agency-approval. [Minn. R. 7090]</p> |
| 12.9 | <p>For each applicable WLA where a reduction in pollutant loading is required for bacteria, chloride, and temperature, the applicant must provide a description of any existing BMPs the applicant has developed and implemented to satisfy the requirements of items 22.3 through 22.7, including:</p> <ul style="list-style-type: none"><li>a. the BMPs the applicant has implemented for each required component at the time of application;</li><li>b. the status of each required component; and</li><li>c. name(s) of individual(s) or position titles responsible for implementing and/or coordinating each required component.</li></ul> <p>If the required components have not been developed at the time of application (e.g., new permittee applicants), or revised to meet new requirements of the General Permit (e.g., existing permittee applicants); the applicant must satisfy the permit requirements in accordance with the schedule in Appendix B, Table 2 (existing permittee applicants), or Table 3 (new permittee applicants). [Minn. R. 7090]</p>                                                                                                                                                                                                                             |

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| 12.10 | <p>If the applicant is claiming to meet an applicable WLA where a reduction in pollutant loading is required for oxygen demand, nitrate, TSS, or TP, the applicant must provide documentation to demonstrate the applicable WLA is being met. At a minimum, the applicant must provide the following information:</p> <ul style="list-style-type: none"> <li>a. a list of all structural stormwater BMPs implemented to achieve the applicable WLA, including the BMP type (e.g., constructed basin, infiltrator, filter, swale or strip, etc.), location in geographic coordinates, owner, and year implemented; and</li> <li>b. documentation using an Agency-approved method, which demonstrates the estimated reductions of oxygen demand (or its surrogate pollutants), nitrate, TSS, or TP from BMPs meet the MS4 WLA reductions included in the TMDL report, if that information is available (e.g., percent reduction or pounds reduced); or</li> <li>c. documentation using an Agency-approved method, which demonstrates the applicant's existing load meets the WLA. [Minn. R. 7090]</li> </ul> |
| 12.11 | <p>For the requirements of Section 23, alum or ferric chloride phosphorus treatment systems, if applicable, the applicant must submit the following information:</p> <ul style="list-style-type: none"> <li>a. location of the system in geographic coordinates;</li> <li>b. name(s) of the individual(s) or position titles responsible for the operation of the system;</li> <li>c. information described in item 23.11, if the system is constructed at the time the applicant submits the application to the Agency;</li> <li>d. indicate if the system complies with the requirements in Section 23; and</li> <li>e. if applicable, for each requirement in Section 23 that the applicant's system does not comply with at the time of application, the applicant must bring the system into compliance in accordance with the schedule in Appendix B, Table 2 (existing permittee applicants), or Table 3 (new permittee applicants). [Minn. R. 7090]</li> </ul>                                                                                                                                     |
| 13.1  | <b>Stormwater Pollution Prevention Program (SWPPP).</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 13.2  | <p>The permittee must develop, implement, and enforce a SWPPP designed to reduce the discharge of pollutants from the small MS4 to the Maximum Extent Practicable (MEP) and to protect water quality. Existing permittees regulated within the urbanized area as defined by the United States Census Bureau, the applicable urbanized area for which the permittee must develop, implement, and enforce a SWPPP can be based on the most recent decennial census of 2010 for the duration of the General Permit. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 13.3  | <p>If the permittee enters into a partnership for purposes of meeting SWPPP requirements, the permittee maintains legal responsibility for compliance with the General Permit. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 13.4  | <p>Existing permittees must revise their SWPPP developed under the Agency's small MS4 general permit No.MNR040000 that was effective August 1, 2013, to meet the requirements of the General Permit in accordance with the schedule in Appendix B, Table 2. New permittees must develop, implement, and enforce their SWPPP in accordance with the schedule in Appendix B, Table 3. The permittee's SWPPP must consist of Sections 14 through 23, as applicable. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 14.1  | <b>Mapping.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 14.2  | <p>New permittees must develop, and existing permittees must update, as necessary, a storm sewer system map that depicts the following:</p> <ul style="list-style-type: none"> <li>a. the permittee's entire MS4 as a goal, but at a minimum, all pipes 12 inches or greater in diameter, including stormwater flow direction in those pipes;</li> <li>b. outfalls, including a unique identification (ID) number assigned by the permittee, and an associated geographic coordinates;</li> <li>c. structural stormwater BMPs that are part of the permittee's MS4; and</li> <li>d. all receiving waters. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 15.1  | <b>Minimum Control Measures (MCMs).</b> [Minn. R. 7090.1040]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 15.2  | <p>The permittee must incorporate the following six MCMs into the SWPPP. [Minn. R. 7090.1040]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 16.1  | <b>MCM 1: Public Education and Outreach.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 16.2  | <p>New permittees must develop and implement, and existing permittees must revise their current program, as necessary, and continue to implement, a public education program to distribute educational materials or equivalent outreach that informs the public of the impact stormwater discharges have on waterbodies and that includes actions citizens, businesses, and</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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|      | other local organizations can take to reduce the discharge of pollutants to stormwater. The permittee may use existing materials if they are appropriate for the message the permittee chooses to deliver, or the permittee may develop its own educational materials. The permittee may partner with other MS4 permittees, community groups, watershed management organizations, or other groups to implement its education and outreach program. The permittee must incorporate Section 16 requirements into their program. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                               |
| 16.3 | During the permit term, the permittee must distribute educational materials or equivalent outreach focused on at least two (2) specifically selected stormwater-related issues of high priority to the permittee (e.g., specific TMDL reduction targets, changing local business practices, promoting adoption of residential BMPs, lake improvements through lake associations, household chemicals, yard waste, etc.). The topics must be different from those described in items 16.4 through 16.6. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                      |
| 16.4 | At least once each calendar year, the permittee must distribute educational materials or equivalent outreach focused on illicit discharge recognition and reporting illicit discharges to the permittee. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 16.5 | For cities and townships, at least once each calendar year, the permittee must distribute educational materials or equivalent outreach to residents, businesses, commercial facilities, and institutions, focused on the following: <ul style="list-style-type: none"> <li>a. impacts of deicing salt use on receiving waters;</li> <li>b. methods to reduce deicing salt use; and</li> <li>c. proper storage of salt or other deicing materials. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                |
| 16.6 | For cities and townships, at least once each calendar year, the permittee must distribute educational materials or equivalent outreach focused on pet waste. The educational materials or equivalent outreach must include information on the following: <ul style="list-style-type: none"> <li>a. impacts of pet waste on receiving waters;</li> <li>b. proper management of pet waste; and</li> <li>c. any existing permittee regulatory mechanism(s) for pet waste. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                           |
| 16.7 | The permittee must develop and implement an education and outreach plan that consists of the following: <ul style="list-style-type: none"> <li>a. target audience(s) (e.g., residents, businesses, commercial facilities, institutions, and local organizations; consideration should be given to low-income residents, people of color, and non-native English speaking residents. A resource to help identify these areas is available on the Agency's environmental justice website);</li> <li>b. name or position title of responsible person(s) for overall plan implementation;</li> <li>c. specific activities and schedules to reach each target audience; and</li> <li>d. a description of any coordination with and/or use of stormwater education and outreach programs implemented by other entities, if applicable. [Minn. R. 7090]</li> </ul> |
| 16.8 | The permittee must document the following information: <ul style="list-style-type: none"> <li>a. a description of all specific stormwater-related issues identified by the permittee in item 16.3;</li> <li>b. all information required under the permittee's education and outreach plan in item 16.7;</li> <li>c. activities held, including dates, to reach each target audience;</li> <li>d. quantities and descriptions of educational materials distributed, including dates distributed; and</li> <li>e. estimated audience (e.g., number of participants, viewers, readers, listeners, etc.) for each completed education and outreach activity. [Minn. R. 7090]</li> </ul>                                                                                                                                                                         |
| 16.9 | The permittee must conduct an annual assessment of the public education program to evaluate program compliance, the status of achieving the measurable requirements in Section 16, and determine how the program might be improved. Measurable requirements are activities that must be documented or tracked as applicable to the MCM (e.g., education and outreach efforts, implementation of written plans, etc.). The permittee must perform the annual assessment prior to completion of each annual report and document any modifications made to the program as a result of the annual assessment. [Minn. R. 7090]                                                                                                                                                                                                                                   |
| 17.1 | <b>MCM 2: Public Participation/Involvement.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 17.2 | New permittees must develop and implement, and existing permittees must revise their current program, as necessary, and continue to implement, a Public Participation/Involvement program to solicit public input on the SWPPP and involve the public in activities that improve or protect water quality. The permittee must incorporate Section 17 requirements into                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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|      | their program. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 17.3 | Each calendar year, the permittee must provide a minimum of one (1) opportunity for the public to provide input on the adequacy of the SWPPP. The permittee may conduct a public meeting(s) to satisfy this requirement, provided appropriate local public notice requirements are followed and the public is given the opportunity to review and comment on the SWPPP. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 17.4 | The permittee must provide access to the SWPPP Document, annual reports, and other documentation that supports or describes the SWPPP (e.g., regulatory mechanism(s), etc.) for public review, upon request. All public data requests are subject to the Minnesota Government Data Practices Act, Minn. Stat. 13. [Minn. Stat. 13]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 17.5 | The permittee must consider oral and written input regarding the SWPPP submitted by the public to the permittee. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 17.6 | Each calendar year, the permittee must provide a minimum of one (1) public involvement activity that includes a pollution prevention or water quality theme (e.g., rain barrel distribution event, rain garden workshop, cleanup event, storm drain stenciling, volunteer water quality monitoring, adopt a storm drain program, household hazardous waste collection day, etc.). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 17.7 | The permittee must document the following information: <ul style="list-style-type: none"> <li>a. all relevant written input submitted by persons regarding the SWPPP;</li> <li>b. all responses from the permittee to written input received regarding the SWPPP, including any modifications made to the SWPPP as a result of the written input received;</li> <li>c. date(s), location(s), and estimated number of participants at events held for purposes of compliance with item 17.3;</li> <li>d. notices provided to the public of any events scheduled to meet item 17.3, including any electronic correspondence (e.g., website, e-mail distribution lists, notices, etc.); and</li> <li>e. date(s), location(s), description of activities, and estimated number of participants at events held for the purpose of compliance with item 17.6. [Minn. R. 7090]</li> </ul> |
| 17.8 | The permittee must conduct an annual assessment of the Public Participation/Involvement program to evaluate program compliance, the status of achieving the measurable requirements in Section 17, and determine how the program might be improved. Measurable requirements are activities that must be documented or tracked as applicable to the MCM (e.g., public input and involvement opportunities, etc.). The permittee must perform the annual assessment prior to completion of each annual report and document any modifications made to the program as a result of the annual assessment. [Minn. R. 7090]                                                                                                                                                                                                                                                               |
| 18.1 | <b>MCM 3: Illicit Discharge Detection and Elimination (IDDE).</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 18.2 | New permittees must develop, implement, and enforce, and existing permittees must revise their current program as necessary, and continue to implement and enforce, a program to detect and eliminate illicit discharges into the MS4. The permittee must incorporate Section 18 requirements into their program. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 18.3 | The permittee must maintain a map of the permittee's MS4, as required in Section 14. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 18.4 | To the extent allowable under state or local law, the permittee must develop, implement, and enforce a regulatory mechanism(s) that prohibits non-stormwater discharges into the permittee's MS4, except those non-stormwater discharges authorized in item 3.2. A regulatory mechanism(s) for the purposes of the General Permit may consist of contract language, an ordinance, permits, standards, written policies, operational plans, legal agreements, or any other mechanism, that will be enforced by the permittee. The regulatory mechanism(s) must also include items 18.5 and 18.6, as applicable. [Minn. R. 7090]                                                                                                                                                                                                                                                     |
| 18.5 | For cities, townships, and counties, the permittee's regulatory mechanism(s) must require owners or custodians of pets to remove and properly dispose of feces on permittee owned land areas. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 18.6 | For cities and townships, the permittee's regulatory mechanism(s) must require proper salt storage at commercial, institutional, and non-NPDES permitted industrial facilities. At a minimum, the regulatory mechanism(s) must require the following: <ul style="list-style-type: none"> <li>a. designated salt storage areas must be covered or indoors;</li> <li>b. designated salt storage areas must be located on an impervious surface; and</li> <li>c. implementation of practices to reduce exposure when transferring material in designated salt storage areas (e.g., sweeping, diversions, and/or containment). [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                              |

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| 18.7  | The permittee must incorporate illicit discharge detection into all inspection and maintenance activities conducted in items 21.9, 21.10, and 21.11. Where feasible, the permittee must conduct illicit discharge inspections during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 18.8  | At least once each calendar year, the permittee must train all field staff in illicit discharge recognition (including conditions which could cause illicit discharges), and reporting illicit discharges for further investigation. Field staff includes, but is not limited to, police, fire department, public works, and parks staff. Training for this specific requirement may include, but is not limited to, videos, in-person presentations, webinars, training documents, and/or emails. [Minn. R. 7090]                                                                                                                                                                                                                                                                                   |
| 18.9  | The permittee must ensure that individuals receive training commensurate with their responsibilities as they relate to the permittee's IDDE program. Individuals includes, but is not limited to, individuals responsible for investigating, locating, eliminating illicit discharges, and/or enforcement. The permittee must ensure that previously trained individuals attend a refresher-training every three (3) calendar years following the initial training. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                  |
| 18.10 | The permittee must maintain a written or mapped inventory of priority areas the permittee identifies as having a higher likelihood for illicit discharges. At a minimum, the permittee must evaluate the following for potential inclusion in the inventory:<br><br>a. land uses associated with business/industrial activities;<br>b. areas where illicit discharges have been identified in the past; and<br>c. areas with storage of significant materials that could result in an illicit discharge. [Minn. R. 7090]                                                                                                                                                                                                                                                                             |
| 18.11 | To the extent allowable under state or local law, the permittee must conduct additional illicit discharge inspections in areas identified in item 18.10. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 18.12 | The permittee must implement written procedures for investigating, locating, and eliminating the source of illicit discharges. At a minimum, the written procedures must include:<br><br>a. a timeframe in which the permittee will investigate a reported illicit discharge;<br>b. use of visual inspections to detect and track the source of an illicit discharge;<br>c. tools available to the permittee to investigate and locate an illicit discharge (e.g., mobile cameras, collecting and analyzing water samples, smoke testing, dye testing, etc.);<br>d. cleanup methods available to the permittee to remove an illicit discharge or spill; and<br>e. name or position title of responsible person(s) for investigating, locating, and eliminating an illicit discharge. [Minn. R. 7090] |
| 18.13 | The permittee must implement written procedures for responding to spills, including emergency response procedures to prevent spills from entering the MS4. The written procedures must also include the immediate notification of the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area), if the source of the illicit discharge is a spill or leak as defined in Minn. Stat. 115.061. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                    |
| 18.14 | The permittee must maintain written enforcement response procedures (ERPs) to compel compliance with the permittee's regulatory mechanism(s) in Section 18. At a minimum, the written ERPs must include:<br><br>a. a description of enforcement tools available to the permittee and guidelines for the use of each tool;<br>b. timeframes to complete corrective actions; and<br>c. name or position title of responsible person(s) for conducting enforcement. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                     |
| 18.15 | The permittee must document the following information:<br><br>a. date(s) and location(s) of IDDE inspections conducted in accordance with items 18.7 and 18.11;<br>b. reports of alleged illicit discharges received, including date(s) of the report(s), and any follow-up action(s) taken by the permittee;<br>c. date(s) of discovery of all illicit discharges;<br>d. identification of outfalls, or other areas, where illicit discharges have been discovered;<br>e. sources (including a description and the responsible party) of illicit discharges (if known); and<br>f. action(s) taken by the permittee, including date(s), to address discovered illicit discharges. [Minn. R. 7090]                                                                                                    |
| 18.16 | For each training in item 18.8 and 18.9, the permittee must document:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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|       | <ul style="list-style-type: none"> <li>a. general subject matter covered;</li> <li>b. names and departments of individuals in attendance; and</li> <li>c. date of each event. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 18.17 | <p>The permittee must document any enforcement conducted pursuant to the ERPs in item 18.14, including verbal warnings. At a minimum, the permittee must document the following:</p> <ul style="list-style-type: none"> <li>a. name of the person responsible for violating the terms and conditions of the permittee's regulatory mechanism(s);</li> <li>b. date(s) and location(s) of the observed violation(s);</li> <li>c. description of the violation(s);</li> <li>d. corrective action(s) (including completion schedule) issued by the permittee;</li> <li>e. referrals to other regulatory organizations (if any); and</li> <li>f. date(s) violation(s) resolved. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                      |
| 18.18 | <p>The permittee must conduct an annual assessment of the IDDE program to evaluate program compliance, the status of achieving the measurable requirements in Section 18, and determine how the program might be improved. Measurable requirements are activities that must be documented or tracked as applicable to the MCM (e.g., trainings, inventory, inspections, enforcement, etc.). The permittee must perform the annual assessment prior to completion of each annual report and document any modifications made to the program as a result of the annual assessment. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 19.1  | <p><b>MCM 4: Construction Site Stormwater Runoff Control.</b> [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 19.2  | <p>New permittees must develop, implement, and enforce, and existing permittees must revise their current program, as necessary, and continue to implement and enforce, a Construction Site Stormwater Runoff Control program. The program must address construction activity with a land disturbance of greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, within the permittee's jurisdiction and that discharge to the permittee's MS4. The permittee must incorporate Section 19 requirements into their program. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                              |
| 19.3  | <p>To the extent allowable under state or local law, the permittee must develop, implement, and enforce a regulatory mechanism(s) that establishes requirements for erosion, sediment, and waste controls that is at least as stringent as the Agency's most current Construction Stormwater General Permit (MNR100001), herein referred to as the CSW Permit. A regulatory mechanism(s) for the purposes of the General Permit may consist of contract language, an ordinance, permits, standards, written policies, operational plans, legal agreements, or any other mechanism, that will be enforced by the permittee. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                             |
| 19.4  | <p>When the CSW Permit is reissued, the permittee must revise their regulatory mechanism(s), if necessary, within 12 months of the issuance date of that permit, to be at least as stringent as the requirements for erosion, sediment, and waste controls described in the CSW Permit. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 19.5  | <p>The permittee's regulatory mechanism(s) must require that owners and operators of construction activity develop site plans that must be submitted to the permittee for review and confirmation that regulatory mechanism(s) requirements have been met, prior to the start of construction activity. The regulatory mechanism(s) must require the owners and operators of construction activity to keep site plans up-to-date with regard to stormwater runoff controls. The regulatory mechanism(s) must require that site plans incorporate the following erosion, sediment, and waste controls that are at least as stringent as described in the CSW Permit:</p> <ul style="list-style-type: none"> <li>a. erosion prevention practices;</li> <li>b. sediment control practices;</li> <li>c. dewatering and basin draining;</li> <li>d. inspection and maintenance;</li> <li>e. pollution prevention management measures;</li> <li>f. temporary sediment basins; and</li> <li>g. termination conditions. [Minn. R. 7090]</li> </ul> |
| 19.6  | <p>The permittee must implement written procedures for site plan reviews conducted by the permittee prior to the start of all construction activity, to ensure compliance with requirements of the regulatory mechanism(s). At a minimum, the procedures must include:</p> <ul style="list-style-type: none"> <li>a. written notification to owners and operators proposing construction activity, including projects less than one acre that</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|       | are part of a larger common plan of development or sale, of the need to apply for and obtain coverage under the CSW Permit; and<br>b. use of a written checklist, consistent with the requirements of the regulatory mechanism(s), to document the adequacy of each site plan required in item 19.5. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 19.7  | The permittee must implement an inspection program that includes written procedures for conducting site inspections, to determine compliance with the permittee's regulatory mechanism(s). The inspection program must also meet the requirements in items 19.8 and 19.9. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 19.8  | The permittee must maintain written procedures for identifying high-priority and low-priority sites for inspection. At a minimum, the written procedures must include:<br><br>a. a detailed explanation describing how sites will be categorized as either high-priority or low-priority;<br>b. a frequency at which the permittee will conduct inspections for high-priority sites;<br>c. a frequency at which the permittee will conduct inspections for low-priority sites; and<br>d. the name(s) of individual(s) or position title(s) responsible for conducting site inspections. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 19.9  | The permittee must implement a written checklist to document each site inspection when determining compliance with the permittee's regulatory mechanism(s). At a minimum, the checklist must include the permittee's inspection findings on the following areas, as applicable to each site:<br><br>a. stabilization of exposed soils (including stockpiles);<br>b. stabilization of ditch and swale bottoms;<br>c. sediment control BMPs on all downgradient perimeters of the project and upgradient of buffer zones;<br>d. storm drain inlet protection;<br>e. energy dissipation at pipe outlets;<br>f. vehicle tracking BMPs;<br>g. preservation of a 50 foot natural buffer or redundant sediment controls where stormwater flows to a surface water within 50 feet of disturbed soils;<br>h. owner/operator of construction activity self-inspection records;<br>i. containment for all liquid and solid wastes generated by washout operations (e.g., concrete, stucco, paint, form release oils, curing compounds, and other construction materials); and<br>j. BMPs maintained and functional. [Minn. R. 7090] |
| 19.10 | The permittee must implement written procedures for receipt and consideration of reports of noncompliance or other stormwater related information on construction activity submitted by the public to the permittee. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 19.11 | The permittee must ensure that individuals receive training commensurate with their responsibilities as they relate to the permittee's Construction Site Stormwater Runoff Control program. Individuals includes, but is not limited to, individuals responsible for conducting site plan reviews, site inspections, and/or enforcement. The permittee must ensure that previously trained individuals attend a refresher-training every three (3) calendar years following the initial training. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 19.12 | The permittee must maintain written enforcement response procedures (ERPs) to compel compliance with the permittee's regulatory mechanism(s) in item 19.3. At a minimum, the written ERPs must include:<br><br>a. a description of enforcement tools available to the permittee and guidelines for the use of each tool; and<br>b. name or position title of responsible person(s) for conducting enforcement. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 19.13 | For each site plan review conducted by the permittee, the permittee must document the following:<br><br>a. project name;<br>b. location;<br>c. total acreage to be disturbed;<br>d. owner and operator of the proposed construction activity;<br>e. proof of notification to obtain coverage under the CSW Permit, as required in item 19.6, or proof of coverage under the CSW Permit; and<br>f. any stormwater related comments and supporting completed checklist, as required in item 19.6, used by the permittee to determine project approval or denial. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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| 19.14 | For each training in item 19.11, the permittee must document: <ul style="list-style-type: none"> <li>a. general subject matter covered;</li> <li>b. names and departments of individuals in attendance; and</li> <li>c. date of each event. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 19.15 | The permittee must document any enforcement conducted pursuant to the ERPs in item 19.12, including verbal warnings. At a minimum, the permittee must document the following: <ul style="list-style-type: none"> <li>a. name of the person responsible for violating the terms and conditions of the permittee's regulatory mechanism(s);</li> <li>b. date(s) and location(s) of the observed violation(s);</li> <li>c. description of the violation(s);</li> <li>d. corrective action(s) (including completion schedule) issued by the permittee;</li> <li>e. referrals to other regulatory organizations (if any); and</li> <li>f. date(s) violation(s) resolved. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                      |
| 19.16 | The permittee must conduct an annual assessment of the Construction Site Stormwater Runoff Control program to evaluate program compliance, the status of achieving the measurable requirements in Section 19, and determine how the program might be improved. Measurable requirements are activities that must be documented or tracked as applicable to the MCM (e.g., inventory, trainings, site plan reviews, inspections, enforcement, etc.). The permittee must perform the annual assessment prior to completion of each annual report and document any modifications made to the program as a result of the annual assessment. [Minn. R. 7090]                                                                                                                                                                                                                                              |
| 20.1  | <b>MCM 5: Post-Construction Stormwater Management.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 20.2  | New permittees must develop, implement, and enforce, and existing permittees must revise their current program, as necessary, and continue to implement and enforce, a Post-Construction Stormwater Management program that prevents or reduces water pollution after construction activity is completed. The program must address construction activity with land disturbance of greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, within the permittee's jurisdiction and that discharge to the permittee's MS4. The permittee must incorporate Section 20 requirements into their program. [Minn. R. 7090]                                                                                                                                                                                                  |
| 20.3  | To the extent allowable under state or local law, the permittee must develop, implement, and enforce a regulatory mechanism(s) that incorporates items 20.4 through 20.15. A regulatory mechanism(s) for the purposes of the General Permit may consist of contract language, an ordinance, permits, standards, written policies, operational plans, legal agreements, or any other mechanism, that will be enforced by the permittee. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 20.4  | The permittee's regulatory mechanism(s) must require owners of construction activity to submit site plans with post-construction stormwater management BMPs designed with accepted engineering practices to the permittee for review and confirmation that regulatory mechanism(s) requirements have been met, prior to start of construction activity. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 20.5  | The permittee's regulatory mechanism(s) must require owners of construction activity to treat the water quality volume on any project where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 20.6  | For construction activity (excluding linear projects), the water quality volume must be calculated as one (1) inch times the sum of the new and the fully reconstructed impervious surface. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 20.7  | For linear projects, the water quality volume must be calculated as the larger of one (1) inch times the new impervious surface or one-half (0.5) inch times the sum of the new and the fully reconstructed impervious surface. Where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. Volume reduction practices must be considered first, as described in item 20.8. Volume reduction practices are not required if the practices cannot be provided cost effectively. If additional right-of-way, easements, or other permission cannot be obtained, owners of construction activity must maximize the treatment of the water quality volume prior to discharge from the MS4. [Minn. R. 7090] |
| 20.8  | Volume reduction practices (e.g., infiltration or other) to retain the water quality volume on-site must be considered first when designing the permanent stormwater treatment system. The General Permit does not consider wet sedimentation basins and filtration systems to be volume reduction practices. If the General Permit prohibits infiltration as described in                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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|       | item 20.9, other volume reduction practices, a wet sedimentation basin, or filtration basin may be considered. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 20.9  | <p>Infiltration systems must be prohibited when the system would be constructed in areas:</p> <ul style="list-style-type: none"> <li>a. that receive discharges from vehicle fueling and maintenance areas, regardless of the amount of new and fully reconstructed impervious surface;</li> <li>b. where high levels of contaminants in soil or groundwater may be mobilized by the infiltrating stormwater. To make this determination, the owners and/or operators of construction activity must complete the Agency's site screening assessment checklist, which is available in the Minnesota Stormwater Manual, or conduct their own assessment. The assessment must be retained with the site plans;</li> <li>c. where soil infiltration rates are more than 8.3 inches per hour unless soils are amended to slow the infiltration rate below 8.3 inches per hour;</li> <li>d. with less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock;</li> <li>e. of predominately Hydrologic Soil Group D (clay) soils;</li> <li>f. in an Emergency Response Area (ERA) within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, Subp. 13, classified as high or very high vulnerability as defined by the Minnesota Department of Health;</li> <li>g. in an ERA within a DWSMA classified as moderate vulnerability unless the permittee performs or approves a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater;</li> <li>h. outside of an ERA within a DWSMA classified as high or very high vulnerability unless the permittee performs or approves a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater;</li> <li>i. within 1,000 feet up-gradient or 100 feet down gradient of active karst features; or</li> <li>j. that receive stormwater runoff from these types of entities regulated under NPDES for industrial stormwater: automobile salvage yards; scrap recycling and waste recycling facilities; hazardous waste treatment, storage, or disposal facilities; or air transportation facilities that conduct deicing activities.</li> </ul> <p>See "higher level of engineering review" in the Minnesota Stormwater Manual for more information. [Minn. R. 7090]</p> |
| 20.10 | For non-linear projects, where the water quality volume cannot cost effectively be treated on the site of the original construction activity, the permittee must identify, or may require owners of the construction activity to identify, locations where off-site treatment projects can be completed. If the entire water quality volume is not addressed on the site of the original construction activity, the remaining water quality volume must be addressed through off-site treatment and, at a minimum, ensure the requirements of items 20.11 through 20.14 are met. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 20.11 | <p>The permittee must ensure off-site treatment project areas are selected in the following order of preference:</p> <ul style="list-style-type: none"> <li>a. locations that yield benefits to the same receiving water that receives runoff from the original construction activity;</li> <li>b. locations within the same Department of Natural Resource (DNR) catchment area as the original construction activity;</li> <li>c. locations in the next adjacent DNR catchment area up-stream; or</li> <li>d. locations anywhere within the permittee's jurisdiction. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 20.12 | Off-site treatment projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. Routine maintenance of structural stormwater BMPs already required by the General Permit cannot be used to meet this requirement. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 20.13 | Off-site treatment projects must be completed no later than 24 months after the start of the original construction activity. If the permittee determines more time is needed to complete the treatment project, the permittee must provide the reason(s) and schedule(s) for completing the project in the annual report. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 20.14 | If the permittee receives payment from the owner of a construction activity for off-site treatment, the permittee must apply any such payment received to a public stormwater project, and all projects must comply with the requirements in items 20.11 through 20.13. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 20.15 | The permittee's regulatory mechanism(s) must include the establishment of legal mechanism(s) between the permittee and owners of structural stormwater BMPs not owned or operated by the permittee, that have been constructed to meet the requirements in Section 20. The legal mechanism(s) must include provisions that, at a minimum:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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|       | <p>a. allow the permittee to conduct inspections of structural stormwater BMPs not owned or operated by the permittee, perform necessary maintenance, and assess costs for those structural stormwater BMPs when the permittee determines the owner of that structural stormwater BMP has not ensured proper function;</p> <p>b. are designed to preserve the permittee's right to ensure maintenance responsibility, for structural stormwater BMPs not owned or operated by the permittee, when those responsibilities are legally transferred to another party; and</p> <p>c. are designed to protect/preserve structural stormwater BMPs. If structural stormwater BMPs change, causing decreased effectiveness, new, repaired, or improved structural stormwater BMPs must be implemented to provide equivalent treatment to the original BMP. [Minn. R. 7090]</p>                                                                                                     |
| 20.16 | <p>The permittee must maintain a written or mapped inventory of structural stormwater BMPs not owned or operated by the permittee that meet all of the following criteria:</p> <p>a. the structural stormwater BMP includes an executed legal mechanism(s) between the permittee and owners responsible for the long-term maintenance, as required in item 20.15; and</p> <p>b. the structural stormwater BMP was implemented on or after August 1, 2013. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 20.17 | <p>The permittee must implement written procedures for site plan reviews conducted by the permittee prior to the start of construction activity, to ensure compliance with requirements of the permittee's regulatory mechanism(s). [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 20.18 | <p>The permittee must ensure that individuals receive training commensurate with their responsibilities as they relate to the permittee's Post-Construction Stormwater Management program. Individuals includes, but is not limited to, individuals responsible for conducting site plan reviews and/or enforcement. The permittee must ensure that previously trained individuals attend a refresher-training every three (3) calendar years following the initial training. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 20.19 | <p>The permittee must maintain written enforcement response procedures (ERPs) to compel compliance with the permittee's regulatory mechanism(s) required in Section 20. At a minimum, the written ERPs must include:</p> <p>a. a description of enforcement tools available to the permittee and guidelines for the use of each tool; and</p> <p>b. name or position title of responsible person(s) for conducting enforcement. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 20.20 | <p>For each site plan review conducted by the permittee, the permittee must document the following:</p> <p>a. supporting documentation used to determine compliance with Section 20 of the General Permit, including any calculations for the permanent stormwater treatment system;</p> <p>b. the water quality volume that will be treated through volume reduction practices (e.g., infiltration or other) compared to the total water quality volume required to be treated;</p> <p>c. documentation associated with off-site treatment projects authorized by the permittee, including rationale to support the location of permanent stormwater treatment projects in accordance with items 20.10 and 20.11;</p> <p>d. payments received and used in accordance with item 20.14; and</p> <p>e. all legal mechanisms drafted in accordance with item 20.15, including date(s) of the agreement(s) and name(s) of all responsible parties involved. [Minn. R. 7090]</p> |
| 20.21 | <p>For each training in item 20.18, the permittee must document:</p> <p>a. general subject matter covered;</p> <p>b. names and departments of individuals in attendance; and</p> <p>c. date of each event. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 20.22 | <p>The permittee must document any enforcement conducted pursuant to the ERPs in item 20.19, including verbal warnings. At a minimum, the permittee must document the following:</p> <p>a. name of the person responsible for violating the terms and conditions of the permittee's regulatory mechanism(s);</p> <p>b. date(s) and location(s) of the observed violation(s);</p> <p>c. description of the violation(s);</p> <p>d. corrective action(s) (including completion schedule) issued by the permittee;</p> <p>e. referrals to other regulatory organizations (if any); and</p> <p>f. date(s) violation(s) resolved. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                            |
| 20.23 | <p>The permittee must conduct an annual assessment of the Post-Construction Stormwater Management program to evaluate</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|      | program compliance, the status of achieving the measurable requirements in Section 20, and determine how the program might be improved. Measurable requirements are activities that must be documented or tracked as applicable to the MCM (e.g., inventory, trainings, site plan reviews, inspections, enforcement, etc.). The permittee must perform the annual assessment prior to completion of each annual report and document any modifications made to the program as a result of the annual assessment. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 21.1 | <b>MCM 6: Pollution Prevention/Good Housekeeping For Municipal Operations.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 21.2 | New permittees must develop and implement, and existing permittees must revise their current program, as necessary, and continue to implement, an operations and maintenance program that prevents or reduces the discharge of pollutants to the MS4 from permittee owned/operated facilities and operations. The permittee must incorporate Section 21 requirements into their program. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 21.3 | <p>The permittee must maintain a written or mapped inventory of permittee owned/operated facilities that contribute pollutants to stormwater discharges. The permittee must implement BMPs that prevent or reduce pollutants in stormwater discharges from all inventoried facilities. Facilities to be inventoried may include, but is not limited to:</p> <ul style="list-style-type: none"> <li>a. composting;</li> <li>b. equipment storage and maintenance;</li> <li>c. hazardous waste disposal;</li> <li>d. hazardous waste handling and transfer;</li> <li>e. landfills;</li> <li>f. solid waste handling and transfer;</li> <li>g. parks;</li> <li>h. pesticide storage;</li> <li>i. public parking lots;</li> <li>j. public golf courses;</li> <li>k. public swimming pools;</li> <li>l. public works yards;</li> <li>m. recycling;</li> <li>n. salt storage;</li> <li>o. snow storage;</li> <li>p. vehicle storage and maintenance (e.g., fueling and washing) yards; and</li> <li>q. materials storage yards. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                 |
| 21.4 | <p>The permittee must implement BMPs that prevent or reduce pollutants in stormwater discharges from the following municipal operations that may contribute pollutants to stormwater discharges, where applicable:</p> <ul style="list-style-type: none"> <li>a. waste disposal and storage, including dumpsters;</li> <li>b. management of temporary and permanent stockpiles of materials such as street sweepings, snow, sand and sediment removal piles (e.g., effective sediment controls at the base of stockpiles on the downgradient perimeter);</li> <li>c. vehicle fueling, washing, and maintenance;</li> <li>d. routine street and parking lot sweeping;</li> <li>e. emergency response;</li> <li>f. cleaning of maintenance equipment, building exteriors, dumpsters, and the disposal of associated waste and wastewater;</li> <li>g. use, storage, and disposal of significant materials;</li> <li>h. landscaping, park, and lawn maintenance;</li> <li>i. road maintenance, including pothole repair, road shoulder maintenance, pavement marking, sealing, and repaving;</li> <li>j. right-of-way maintenance, including mowing; and</li> <li>k. application of herbicides, pesticides, and fertilizers. [Minn. R. 7090]</li> </ul> |
| 21.5 | <p>The permittee must implement the following BMPs at permittee owned/operated salt storage areas:</p> <ul style="list-style-type: none"> <li>a. cover or store salt indoors;</li> <li>b. store salt on an impervious surface; and</li> <li>c. implement practices to reduce exposure when transferring material from salt storage areas (e.g., sweeping, diversions, and/or containment). [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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| 21.6  | The permittee must implement a written snow and ice management policy for individuals that perform winter maintenance activities for the permittee. The policy must establish practices and procedures for snow and ice control operations (e.g., plowing or other snow removal practices, sand use, and application of deicing compounds). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 21.7  | <p>Each calendar year, the permittee must ensure all individuals that perform winter maintenance activities for the permittee receive training that includes:</p> <ul style="list-style-type: none"> <li>a. the importance of protecting water quality;</li> <li>b. BMPs to minimize the use of deicers (e.g., proper calibration of equipment and benefits of pretreatment, pre-wetting, and anti-icing); and</li> <li>c. tools and resources to assist in winter maintenance (e.g., deicing application rate guidelines, calibration charts, Smart Salting Assessment Tool).</li> </ul> <p>The permittee may use training materials from the Agency's Smart Salting training or other organizations to meet this requirement. [Minn. R. 7090]</p>                                                                                                                                                                                                                                             |
| 21.8  | The permittee must maintain written procedures for the purpose of determining the TSS and TP treatment effectiveness of all permittee owned/operated ponds constructed and used for the collection and treatment of stormwater. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 21.9  | <p>The permittee must inspect structural stormwater BMPs (excluding stormwater ponds, which are under a separate schedule below) each calendar year to determine structural integrity, proper function, and maintenance needs unless the permittee determines either of the following conditions apply:</p> <ul style="list-style-type: none"> <li>a. complaints received or patterns of maintenance indicate a greater frequency is necessary; or</li> <li>b. maintenance or sediment removal is not required after completion of the first two calendar year inspections; in which case the permittee may reduce the frequency of inspections to once every two (2) calendar years. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                |
| 21.10 | Prior to the expiration date of the General Permit, the permittee must conduct at least one inspection of all ponds and outfalls (excluding underground outfalls) in order to determine structural integrity, proper function, and maintenance needs. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 21.11 | Based on inspection findings, the permittee must determine if repair, replacement, or maintenance measures are necessary in order to ensure the structural integrity and proper function of structural stormwater BMPs and outfalls. The permittee must complete necessary maintenance as soon as possible. If the permittee determines necessary maintenance cannot be completed within one year of discovery, the permittee must document a schedule(s) for completing the maintenance. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 21.12 | <p>The permittee must implement a stormwater management training program commensurate with individual's responsibilities as they relate to the permittee's SWPPP, including reporting and assessment activities. The permittee may use training materials from the United States Environmental Protection Agency (USEPA), state and regional agencies, or other organizations as appropriate to meet this requirement. The training program must:</p> <ul style="list-style-type: none"> <li>a. address the importance of protecting water quality;</li> <li>b. cover the requirements of the permit relevant to the responsibilities of the individual not already addressed in items 18.8, 18.9, 19.11, 20.18, and 21.7; and</li> <li>c. include a schedule that establishes initial training for individuals, including new and/or seasonal employees, and recurring training intervals to address changes in procedures, practices, techniques, or requirements. [Minn. R. 7090]</li> </ul> |
| 21.13 | <p>The permittee must document the following information associated with the operations and maintenance program:</p> <ul style="list-style-type: none"> <li>a. date(s) and description of findings, including whether or not an illicit discharge is detected, for all inspections conducted in accordance with items 21.9 and 21.10;</li> <li>b. any adjustments to inspection frequency as authorized in item 21.9;</li> <li>c. date(s) and a description of maintenance conducted as a result of inspection findings, including whether or not an illicit discharge is detected;</li> <li>d. schedule(s) for maintenance of structural stormwater BMPs and outfalls as required in item 21.11; and</li> <li>e. stormwater management training events, including general subject matter covered, names and departments of individuals in attendance, and date of each event. [Minn. R. 7090]</li> </ul>                                                                                       |
| 21.14 | The permittee must document pond sediment excavation and removal activities, including:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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|       | <ul style="list-style-type: none"> <li>a. a unique ID number and geographic coordinates of each stormwater pond from which sediment is removed;</li> <li>b. the volume (e.g., cubic yards) of sediment removed from each stormwater pond;</li> <li>c. results from any testing of sediment from each removal activity; and</li> <li>d. location(s) of final disposal of sediment from each stormwater pond. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 21.15 | The permittee must conduct an annual assessment of the operations and maintenance program to evaluate program compliance, the status of achieving the measurable requirements in Section 21, and determine how the program might be improved. Measurable requirements are activities that must be documented or tracked as applicable to the MCM (e.g., inventory, trainings, inspections, maintenance activities, etc.). The permittee must perform the annual assessment prior to completion of each annual report and document any modifications made to the program as a result of the annual assessment. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 22.1  | <b>Discharges to Impaired Waters with a USEPA-Approved TMDL that Includes an Applicable WLA.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 22.2  | <p>If the permittee has an applicable WLA not being met for oxygen demand, nitrate, TSS, or TP, the permittee must provide a summary of the permittee's progress toward achieving those applicable WLAs with the annual report. The summary must include the following information:</p> <ul style="list-style-type: none"> <li>a. a list of all BMPs applied towards achieving applicable WLAs for oxygen demand, nitrate, TSS, and TP;</li> <li>b. the implementation status of BMPs included in the compliance schedule at the time of final application submittal; and</li> <li>c. an updated estimate of cumulative TSS and TP load reductions. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 22.3  | If the permittee has an applicable WLA where a reduction in pollutant loading is required for bacteria, the permittee must maintain a written or mapped inventory of potential areas and sources of bacteria (e.g., dense populations of waterfowl or other bird, dog parks). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 22.4  | <p>If the permittee has an applicable WLA where a reduction in pollutant loading is required for bacteria, the permittee must maintain a written plan to prioritize reduction activities to address the areas and sources identified in the inventory in item 22.3. The written plan must include BMPs the permittee will implement over the permit term, which may include, but is not limited to:</p> <ul style="list-style-type: none"> <li>a. water quality monitoring to determine areas of high bacteria loading;</li> <li>b. installation of pet waste pick-up bags in parks and open spaces;</li> <li>c. elimination of over-spray irrigation that may occur at permittee owned areas;</li> <li>d. removal of organic matter via street sweeping;</li> <li>e. implementation of infiltration structural stormwater BMPs; or</li> <li>f. management of areas that attract dense populations of waterfowl (e.g., riparian plantings). [Minn. R. 7090]</li> </ul>                                                                                                                                                                                           |
| 22.5  | If the permittee has an applicable WLA where a reduction in pollutant loading is required for chloride, the permittee must document the amount of deicer applied each winter maintenance season to all permittee owned/operated surfaces. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 22.6  | <p>If the permittee has an applicable WLA where a reduction in pollutant loading is required for chloride, each calendar year the permittee must conduct an assessment of the permittee's winter maintenance operations to reduce the amount of deicing salt applied to permittee owned/operated surfaces and determine current and future opportunities to improve BMPs. The permittee may use the Agency's Smart Salting Assessment Tool or other available resources and methods to complete this assessment. The permittee must document the assessment. The assessment may include, but is not limited to:</p> <ul style="list-style-type: none"> <li>a. operational changes such as pre-wetting, pre-treating the salt stockpile, increasing plowing prior to deicing, monitoring of road surface temperature, etc.;</li> <li>b. implementation of new or modified equipment providing pre-wetting, or other capability for minimizing salt use;</li> <li>c. regular calibration of equipment;</li> <li>d. optimizing mechanical removal to reduce use of deicers; or</li> <li>e. designation of no salt and/or low salt zones. [Minn. R. 7090]</li> </ul> |
| 22.7  | If the permittee has an applicable WLA where a reduction in pollutant loading is required for temperature (i.e., City of Duluth, City of Hermantown, City of Rice Lake, City of Stillwater, MnDOT Outstate, St. Louis County, University of Minnesota - Duluth, and Lake Superior College), the permittee must maintain a written plan that identifies specific activities the                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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|      | <p>permittee will implement to reduce thermal loading during the permit term. The written plan may include, but is not limited to:</p> <ul style="list-style-type: none"> <li>a. implementation of infiltration BMPs such as bioinfiltration practices;</li> <li>b. disconnection and/or reduction of impervious surfaces;</li> <li>c. retrofitting existing structural stormwater BMPs; or</li> <li>d. improvement of riparian vegetation. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                             |
| 23.1 | <b>Alum or Ferric Chloride Phosphorus Treatment Systems.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 23.2 | If the permittee uses an alum or ferric chloride phosphorus treatment system, the permittee must comply with Section 23 requirements. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 23.3 | <p>The permittee's alum or ferric chloride phosphorus treatment system must comply with the following:</p> <ul style="list-style-type: none"> <li>a. the permittee must use the treatment system for the treatment of phosphorus in stormwater. Non-stormwater discharges must not be treated by this system;</li> <li>b. the treatment system must be contained within the conveyances and structural stormwater BMPs of the MS4. The utilized conveyances and structural stormwater BMPs must not include any receiving waters;</li> <li>c. phosphorus treatment systems utilizing chemicals other than alum or ferric chloride must receive written approval from the Agency; and</li> <li>d. in-lake phosphorus treatment activities are not authorized under the General Permit. [Minn. R. 7090]</li> </ul>                   |
| 23.4 | <p>The permittee's alum or ferric chloride phosphorus treatment system must meet the following design parameters:</p> <ul style="list-style-type: none"> <li>a. the treatment system must be constructed in a manner that diverts the stormwater flow to be treated from the main conveyance system;</li> <li>b. a high flow bypass must be part of the inlet design; and</li> <li>c. a flocculant storage/settling area must be incorporated into the design, and adequate maintenance access must be provided (minimum of 8 feet wide) for the removal of accumulated sediment. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                       |
| 23.5 | A designated person must perform visual monitoring of the treatment system for proper performance at least once every seven (7) days, and within 24 hours after a rainfall event greater than 2.5 inches in 24 hours. Following visual monitoring which occurs within 24 hours after a rainfall event, the next visual monitoring must be conducted within seven (7) days after that rainfall event. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                               |
| 23.6 | Three (3) benchmark monitoring stations must be established. Table 1 in Appendix A must be used for the parameters, units of measure, and frequency of measurement for each station. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 23.7 | Samples must be collected as grab samples or flow-weighted 24-hour composite samples. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 23.8 | <p>Each sample, excluding pH samples, must be analyzed by a laboratory certified by the Minnesota Department of Health and/or the Agency, and:</p> <ul style="list-style-type: none"> <li>a. sample preservation and test procedures for the analysis of pollutants must conform to 40 CFR Part 136 and Minn. R. 7041.3200;</li> <li>b. detection limits for dissolved phosphorus, dissolved aluminum, and dissolved iron must be a minimum of 6 micrograms per liter, 10 micrograms per liter, and 20 micrograms per liter, respectively; and</li> <li>c. pH must be measured within 15 minutes of sample collection using calibrated and maintained equipment. [Minn. R. 7090]</li> </ul>                                                                                                                                        |
| 23.9 | <p>In the following situations, the permittee must perform corrective action(s) and immediately notify the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area):</p> <ul style="list-style-type: none"> <li>a. the pH of the discharged water is not within the range of 6.0 and 9.0;</li> <li>b. any indications of toxicity or measurements exceeding water quality standards which could endanger human health, public drinking water supplies, or the environment; or</li> <li>c. a spill or discharge or alteration resulting in water pollution as defined in Minn. Stat. 115.01, subd. 13, of alum or ferric chloride.</li> </ul> <p>If item b is applicable, the permittee must also report the non-compliance to the Commissioner as required in item 26.11.</p> |

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|       | [Minn. R. 7001.0150, Subp. 3(K), Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 23.10 | If the permittee discovers indications of toxicity or measurements exceeding water quality standards that the permittee determines does not endanger human health, public drinking water supplies, or the environment, the permittee must report the non-compliance to the Commissioner as required in item 26.12. [Minn. R. 7001.0150, Subp. 3(L), Minn. R. 7090]                                                                                                                                                                                                                     |
| 23.11 | The permittee must submit the following information with the annual report. The annual report must include a month-by-month summary of: <ul style="list-style-type: none"> <li>a. date(s) of operation;</li> <li>b. chemical(s) used for treatment;</li> <li>c. gallons of water treated;</li> <li>d. gallons of alum or ferric chloride treatment used;</li> <li>e. calculated pounds of phosphorus removed; and</li> <li>f. any performance issues and the corrective action(s), including the date(s) when corrective action(s) were taken. [Minn. R. 7090]</li> </ul>              |
| 23.12 | A record of the design parameters in items 23.13 through 23.15 must be kept on-site. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 23.13 | Site-specific jar testing conducted using typical and representative water samples in accordance with the most current approved version of ASTM D2035. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 23.14 | Baseline concentrations of the following parameters in the influent and receiving waters: <ul style="list-style-type: none"> <li>a. aluminum or iron; and</li> <li>b. phosphorus. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                                                                                                                                                                                                           |
| 23.15 | The following system parameters and how each was determined: <ul style="list-style-type: none"> <li>a. flocculant settling velocity;</li> <li>b. minimum required retention time;</li> <li>c. rate of diversion of stormwater into the system;</li> <li>d. the flow rate from the discharge of the outlet structure; and</li> <li>e. range of expected dosing rates. [Minn. R. 7090]</li> </ul>                                                                                                                                                                                        |
| 23.16 | The following site-specific procedures must be developed and a copy kept on-site: <ul style="list-style-type: none"> <li>a. procedures for the installation, operation and maintenance of all pumps, generators, control systems, and other equipment;</li> <li>b. specific parameters for determining when the solids must be removed from the system and how the solids will be handled and disposed of; and</li> <li>c. procedures for cleaning up and/or containing a spill of each chemical stored on-site. [Minn. R. 7090]</li> </ul>                                            |
| 24.1  | <b>Stormwater Pollution Prevention Program (SWPPP) Modification.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 24.2  | The Commissioner may require the permittee to modify the SWPPP as needed, in accordance with the procedures of Minn. R. 7001, and may consider the following factors: <ul style="list-style-type: none"> <li>a. discharges from the MS4 are impacting the quality of receiving waters;</li> <li>b. more stringent requirements are necessary to comply with state or federal regulations; and</li> <li>c. additional conditions are deemed necessary to comply with the goals and applicable requirements of the Clean Water Act and protect water quality. [Minn. R. 7090]</li> </ul> |
| 24.3  | Modifications that the permittee chooses to make to the SWPPP other than modifications authorized in item 24.4, must be approved by the Commissioner in accordance with the procedures of Minn. R. 7001. All requests must be in writing, setting forth schedules for compliance. The request must discuss alternative program modifications, assure compliance with requirements of the permit, and meet other applicable laws. [Minn. R. 7090]                                                                                                                                       |
| 24.4  | The permittee may modify the SWPPP without prior approval of the Commissioner provided the Commissioner is notified of the modification in the annual report for the year the modification is made and the modification falls under one of the following categories:                                                                                                                                                                                                                                                                                                                   |

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|      | <p>a. a BMP is added, and none subtracted, from the SWPPP; or</p> <p>b. a less effective BMP is replaced with a more effective BMP. The alternate BMP must address the same, or similar, concerns as the ineffective or failed BMP. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 25.1 | <b>Annual Assessment, Annual Reporting, and Recordkeeping.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 25.2 | The permittee must conduct an annual assessment to evaluate compliance with the terms and conditions of the General Permit, including the effectiveness of the components of the SWPPP and the status of achieving the measurable requirements in the General Permit. Measurable requirements are activities that must be documented or tracked (e.g., education and outreach efforts, implementation of written plans, inventories, trainings, site plan reviews, inspections, enforcement, etc.). The permittee must perform the annual assessment prior to completion of each annual report and document any modifications made to the SWPPP as a result of the annual assessment. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 25.3 | <p>The permittee must submit an annual report : Due annually, by the 30th of June. The annual report must cover the portion of the previous calendar year during which the permittee was authorized to discharge stormwater under the General Permit. The annual report shall be submitted to the Agency, in a manner determined by the Agency, that includes but is not limited to:</p> <p>a. the status of compliance with permit terms and conditions, including an assessment of the appropriateness of BMPs identified by the permittee and progress towards achieving the measurable requirements of each of the MCMs. The assessment must be based on results of information collected and analyzed, including monitoring (if any), inspection findings, and public input received during the reporting period;</p> <p>b. the stormwater activities the permittee plans to undertake during the next reporting cycle;</p> <p>c. a change in any identified BMPs for any of the MCMs;</p> <p>d. the summary required in item 22.2 to demonstrate progress toward achieving applicable WLAs;</p> <p>e. information required to be recorded or documented in Sections 13 through 24; and</p> <p>f. a statement that the permittee is relying on a partnership(s) with another regulated small MS4(s) to satisfy one or more permit requirements (if applicable), and what agreements the permittee has entered into in support of this effort. [Minn. R. 7090]</p> |
| 25.4 | The permittee must make records, including components of the SWPPP, available to the public at reasonable times during regular business hours (see 40 CFR 122.7 for confidentiality provision). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 25.5 | The permittee must retain copies of the permit application, all documentation necessary to comply with SWPPP requirements, all data and information used by the permittee to complete the application process, and any information developed as a requirement of the General Permit or as requested by the Commissioner, for a period of at least three (3) years beyond the date of permit expiration. This period is automatically extended during the course of an unresolved enforcement action regarding the small MS4 or as requested by the Commissioner. [Minn. R. 7001.0080, Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 25.6 | The permittee must, when requested by the Commissioner, submit within a reasonable time the information and reports that are relevant to the control of pollution regarding the construction, modification, or operation of the facility covered by the General Permit or regarding the conduct of the activity covered by the General Permit. [Minn. R. 7001.0150, Subp. 3(H), Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 25.7 | <p>The permittee must use an electronic submittal process, as provided by the Agency, to submit information required by the General Permit. If electronic submittal is not available, the permittee must use the following mailing address:</p> <p>Supervisor, Municipal Stormwater Unit<br/> Minnesota Pollution Control Agency<br/> 520 Lafayette Road North<br/> St. Paul, Minnesota 55155-4194. [Minn. R. 7090]</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 26.1 | <b>General Conditions.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 26.2 | The Agency's issuance of a permit does not release the permittee from any liability, penalty, or duty imposed by Minnesota or federal statutes or rules or local ordinances, except the obligation to obtain the General Permit. [Minn. R. 7001.0150, Subp. 3(A)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 26.3 | The Agency's issuance of a permit does not prevent the future adoption by the Agency of pollution control rules, standards, or orders more stringent than those now in existence and does not prevent the enforcement of these rules, standards, or orders against the permittee. [Minn. R. 7001.0150, Subp. 3(B)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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| 26.4  | The General Permit does not convey a property right or an exclusive privilege. [Minn. R. 7001.0150, Subp. 3(C)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 26.5  | The Agency's issuance of a permit does not obligate the Agency to enforce local laws, rules or plans beyond that authorized by Minnesota statutes. [Minn. R. 7001.0150, Subp. 3(D)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 26.6  | The permittee must perform the actions or conduct the activity authorized by the permit in accordance with the plans and specifications approved by the Agency and in compliance with the conditions of the permit. [Minn. R. 7001.0150, Subp. 3(E)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 26.7  | The permittee must at all times properly operate and maintain the facilities and systems of treatment and control and the appurtenances related to them which are installed or used by the permittee to achieve compliance with the conditions of the General Permit. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures. The permittee must install and maintain appropriate backup or auxiliary facilities if they are necessary to achieve compliance with the conditions of the General Permit and, for all permits other than hazardous waste facility permits, if these backup or auxiliary facilities are technically and economically feasible. [Minn. R. 7001.0150, Subp. 3(F)] |
| 26.8  | The permittee may not knowingly make a false or misleading statement, representation, or certification in a record, report, plan, or other document required to be submitted to the Agency or to the Commissioner by the General Permit. The permittee must immediately upon discovery report to the Commissioner an error or omission in these records, reports, plans, or other documents. [Minn. R. 7001.0150, Subp. 3(G), Minn. R. 7001.1090, Subp. 1(G), Minn. R. 7001.1090, Subp. 1(H), Minn. Stat. 609.671]                                                                                                                                                                                                                                                                                                                                                 |
| 26.9  | When authorized by Minn. Stat. 115.04, 115B.17, subd. 4, and 116.091, and upon presentation of proper credentials, the Agency, or an authorized employee or agent of the Agency, must be allowed by the permittee to enter at reasonable times upon the property of the permittee to examine and copy books, papers, records, or memoranda pertaining to the activity covered by the General Permit; and to conduct surveys and investigations, including sampling or monitoring, pertaining to the construction, modification, or operation of the facility covered by the permit or pertaining to the activity covered by the General Permit. [Minn. R. 7001.0150, Subp. 3(I)]                                                                                                                                                                                   |
| 26.10 | If the permittee discovers, through any means, including notification by the Agency, that noncompliance with a condition of the General Permit has occurred, the permittee must take all reasonable steps to minimize the adverse impacts on human health, public drinking water supplies, or the environment resulting from the noncompliance. [Minn. R. 7001.0150, Subp. 3(J)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 26.11 | If the permittee discovers that noncompliance with a condition of the General Permit has occurred which could endanger human health, public drinking water supplies, or the environment, the permittee must, within 24 hours of the discovery of the noncompliance, orally notify the Commissioner. Within five days of the discovery of the noncompliance, the permittee must submit to the Commissioner a written description of the noncompliance; the cause of the noncompliance; the exact dates of the period of the noncompliance; if the noncompliance has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance. [Minn. R. 7001.0150, Subp. 3(K)]                                                                                           |
| 26.12 | The permittee must report noncompliance with the General Permit not reported under item 26.11 as a part of the next report which the permittee is required to submit under the General Permit. If no reports are required within 30 days of the discovery of the noncompliance, the permittee must submit the information listed in item 26.11 within 30 days of the discovery of the noncompliance. [Minn. R. 7001.0150, Subp. 3(L), Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                               |
| 26.13 | The permittee must give advance notice to the Commissioner as soon as possible of planned physical alterations or additions to the permitted facility (MS4) or activity that may result in noncompliance with a Minnesota or federal pollution control statute or rule or a condition of the General Permit. [Minn. R. 7001.0150, Subp. 3(M)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 26.14 | The General Permit is not transferable to any person without the express written approval of the Agency after compliance with the requirements of Minn. R. 7001.0190. A person to whom the permit has been transferred must comply with the conditions of the General Permit. [Minn. R. 7001.0150, Subp. 3(N)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 26.15 | The General Permit authorizes the permittee to perform the activities described in the permit under the conditions of the General Permit. In issuing the permit, the state and Agency assume no responsibility for damage to persons, property, or the environment caused by the activities of the permittee in the conduct of its actions, including those activities authorized, directed, or undertaken under the permit. To the extent the state and Agency may be liable for the activities of its employees, that liability is explicitly limited to that provided in the Tort Claims Act, Minn. Stat. 3.736. [Minn. R. 7001.0150, Subp. 3(O)]                                                                                                                                                                                                               |

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| 26.16 | The General Permit incorporates by reference the applicable portions of 40 CFR 122.41 and 122.42(c) and (d), and Minn. R. 7001.1090, which are enforceable parts of the General Permit. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 26.17 | The provisions of the General Permit are severable, and if any provision of the General Permit, or the application of any provision of the General Permit to any circumstance, is held invalid, the application of such provision to other circumstances and the remainder of the General Permit shall not be affected thereby. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 27.1  | <b>Definitions.</b> [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 27.2  | "Active karst" means a terrain having distinctive landforms and hydrology created primarily from the dissolution of soluble rocks within 50 feet of the land surface. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 27.3  | "Agency" means the Minnesota Pollution Control Agency or MPCA. [Minn. Stat. 116.36, subd. 2]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 27.4  | "Alum or Ferric Chloride Phosphorus Treatment System" means the diversion of flowing stormwater from a MS4, removal of phosphorus through the use a continuous feed of alum or ferric chloride additive, flocculation, and the return of the treated stormwater back into a MS4 or receiving water. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 27.5  | "Applicable WLA" means a Waste Load Allocation assigned to the permittee and approved by the USEPA prior to the issuance date of the General Permit. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 27.6  | "Best Management Practices" or "BMPs" means practices to prevent or reduce the pollution of the waters of the state, including schedules of activities, prohibitions of practices, and other management practices, and also includes treatment requirements, operating procedures and practices to control plant site runoff, spillage or leaks, sludge, or waste disposal or drainage from raw material storage. [Minn. R. 7001.1020, Subp. 5]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 27.7  | "Commissioner" means the Commissioner of the Minnesota Pollution Control Agency or the Commissioner's designee. [Minn. Stat. 116.36, subd. 3]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 27.8  | "Common Plan of Development or Sale" means a contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan. One plan is broadly defined to include design, permit application, advertisement or physical demarcation indicating that land-disturbing activities may occur. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 27.9  | "Construction Activity" means activities including clearing, grading, and excavating, that result in land disturbance of equal to or greater than one acre, including the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one acre. This includes a disturbance to the land that results in a change in the topography, existing soil cover, both vegetative and nonvegetative, or the existing soil topography that may result in accelerated stormwater runoff that may lead to soil erosion and movement of sediment. Construction activity does not include a disturbance to the land of less than five acres for the purpose of routine maintenance performed to maintain the original line and grade, hydraulic capacity, and original purpose of the facility. Routine maintenance does not include activities such as repairs, replacement and other types of non-routine maintenance. Pavement rehabilitation that does not disturb the underlying soils (e.g., mill and overlay projects) is not construction activity. [Minn. R. 7090] |
| 27.10 | "DNR Catchment Area" means the Hydrologic Unit 08 areas delineated and digitized by the Minnesota DNR. The catchment areas are available for download at the Minnesota DNR Geospatial Commons website. DNR catchment areas may be locally corrected, in which case the local corrections may be used. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 27.11 | "Existing Permittee" means an owner/operator of a small MS4 that has been authorized to discharge stormwater under a previously issued general permit for small MS4s in the state of Minnesota. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 27.12 | "Fully reconstructed" means areas where impervious surfaces have been removed down to the underlying soils. Activities such as structure renovation, mill and overlay projects, and other pavement rehabilitation projects that do not expose the underlying soils beneath the structure, pavement, or activity are not considered fully reconstructed. Maintenance activities such as catch basin repair/replacement, utility repair/replacement, pipe repair/replacement, lighting, and pedestrian ramp improvements are not considered fully reconstructed. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 27.13 | "General permit" means a permit issued under Minn. R. 7001.0210 to a category of permittees whose operations, emissions, activities, discharges, or facilities are the same or substantially similar. [Minn. R. 7001.0010, Subp. 4]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 27.14 | "Geographic Coordinates" means the point location of a stormwater feature expressed by X, Y coordinates of a standard Cartesian coordinate system (i.e. latitude/longitude) that can be readily converted to Universal Transverse Mercator (UTM), Zone 15N in the NAD83 datum. For polygon features, the geographic coordinates will typically define the approximate center of a stormwater feature. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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| 27.15 | "High Flow Bypass" means a function of an inlet device that allows a certain flow of water through, but diverts any higher flows away. High flow bypasses are generally used for BMPs that can only treat a designed amount of flow and that would be negatively affected by higher flows. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 27.16 | "Illicit Discharge" means any discharge to a municipal separate storm sewer that is not composed entirely of stormwater except discharges pursuant to a NPDES permit (other than the NPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from firefighting activities. [40 CFR 122.26(b)(2)]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 27.17 | "Impaired Water" means waters identified as impaired by the Agency, and approved by the USEPA, pursuant to section 303(d) of the Clean Water Act (33 U.S.C. 303(d)). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 27.18 | "Linear project" means construction of new or fully reconstructed roads, trails, sidewalks, or rail lines that are not part of a common plan of development or sale. For example, roads being constructed concurrently with a new residential development are not considered linear projects because they are part of a common plan of development or sale. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 27.19 | "Maximum Extent Practicable" or "MEP" means the statutory standard (33 U.S.C. 1342(p)(3)(B)(iii)) that establishes the level of pollutant reductions that an owner or operator of regulated MS4s must achieve. The USEPA has intentionally not provided a precise definition of MEP to allow maximum flexibility in MS4 permitting. The pollutant reductions that represent MEP may be different for each small MS4, given the unique local hydrologic and geologic concerns that may exist and the differing possible pollutant control strategies. Therefore, each permittee will determine appropriate BMPs to satisfy each of the six Minimum Control Measures (MCMs) through an evaluative process. The USEPA envisions application of the MEP standard as an iterative process. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 27.20 | <p>"Municipal separate storm sewer system" or "MS4" means a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains:</p> <ul style="list-style-type: none"> <li>a. owned or operated by a state, city, town, county, district, association, or other public body, created by or pursuant to state law, having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district, or drainage district or similar entity, or an Indian tribe or an authorized Indian tribe organization, or a designated and approved management Agency under section 208 of the federal Clean Water Act, United States Code, title 33, section 1288, that discharges into waters of the state;</li> <li>b. designed or used for collecting or conveying stormwater;</li> <li>c. that is not a combined sewer; and</li> <li>d. that is not part of a publicly owned treatment works as defined in 40 CFR 122.2.</li> </ul> <p>Municipal separate storm sewer systems do not include separate storm sewers in very discrete areas, such as individual buildings. [Minn. R. 7090.0080, Subp. 8]</p> |
| 27.21 | "New Permittee" means an owner/operator of a small MS4 that has not been authorized to discharge stormwater under a previously issued General Stormwater Permit for small MS4s in the state of Minnesota and that applies for, and obtains coverage under the General Permit. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 27.22 | "Non-Stormwater Discharge" means any discharge not composed entirely of stormwater. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 27.23 | "Operator" means the person with primary operational control and legal responsibility for the MS4. [Minn. R. 7090.0080, Subp. 10]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 27.24 | "Outfall" means the point source where a MS4 discharges to a receiving water, or the stormwater discharge permanently leaves the permittee's MS4. It does not include diffuse runoff or conveyances that connect segments of the same stream or water systems (e.g., when a conveyance temporarily leaves an MS4 at a road crossing). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 27.25 | "Owner" means the person that owns the MS4. [Minn. R. 7090.0080, Subp. 11]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 27.26 | "Permittee" means a person or persons, that signs the permit application submitted to the Agency and is responsible for compliance with the terms and conditions of the General Permit. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 27.27 | "Person" means the state or any Agency or institution thereof, any municipality, governmental subdivision, public or private corporation, individual, partnership, or other entity, including, but not limited to, association, commission or any interstate body, and includes any officer or governing or managing body of any municipality, governmental subdivision, or public or private corporation, or other entity. [Minn. Stat. 115.01, subd. 10]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 27.28 | "Pipe" means a closed manmade conveyance device used to transport stormwater from location to location. The definition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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|       | of pipe does not include foundation drain pipes, irrigation pipes, land drain tile pipes, culverts, and road sub-grade drain pipes. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 27.29 | "Receiving Water" means any lake, river, stream or wetland that receives stormwater discharges from an MS4. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 27.30 | "Reduce" means reduce to the Maximum Extent Practicable (MEP) unless otherwise defined in the context in which it is used. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 27.31 | "Seasonally Saturated Soil" means the highest seasonal elevation in the soil in a reduced chemical state because of soil voids filled with water causing anaerobic conditions. Seasonally saturated soil is evidenced by the presence of redoximorphic features or other information determined by scientifically established methods or empirical field measurements. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 27.32 | "Section" includes all item numbers of the same whole number. For example, "Section 5" of the General Permit refers to items 5.1 through 5.5. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 27.33 | "Significant Materials" includes, but is not limited to: raw materials, fuels, materials such as solvents, detergents, and plastic pellets; finished materials such as metallic products; raw materials used in food processing or production; hazardous substances designated under Section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); any chemical the facility is required to report pursuant to Section 313 of the Emergency Planning and Community Right-to-Know Act (EPCRA); fertilizers, pesticides, and waste products such as ashes, slag, and sludge that have the potential to be released with stormwater discharges. When determining whether a material is significant, the physical and chemical characteristics of the material should be considered (e.g. the material's solubility, transportability, and toxicity characteristics) to determine the material's pollution potential. [40 CFR 122.26(b)(12)]                                                                                                                                                                                                                                                                                                              |
| 27.34 | "Small Municipal Separate Storm Sewer System" or "small MS4", means all separate storm sewers that are: <ul style="list-style-type: none"> <li>a. Owned or operated by the United States, a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management Agency under section 208 of the CWA that discharges to waters of the United States.</li> <li>b. Not defined as "large" or "medium" Municipal Separate Storm Sewer Systems pursuant to 40 CFR 122.26 paragraphs (b)(4) and (b)(7) or designated under paragraph (a)(1)(v).</li> <li>c. This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings. [Minn. R. 7090]</li> </ul> |
| 27.35 | "Stormwater" means stormwater runoff, snow melt runoff, and surface runoff and drainage. [Minn. R. 7090.0080, Subp. 12]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 27.36 | "Stormwater flow direction" means the direction of predominant flow within a pipe. Flow direction can be discerned if pipe elevations can be displayed on the storm sewer system map. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 27.37 | "Stormwater Pollution Prevention Program" or "SWPPP" means a comprehensive program developed by the permittee to manage and reduce the discharge of pollutants in stormwater to and from the small MS4. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 27.38 | "Structural Stormwater BMP" means a stationary and permanent BMP that is designed, constructed, and operated to prevent or reduce the discharge of pollutants in stormwater. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 27.39 | "Total Maximum Daily Load" or "TMDL" means the sum of the individual Waste Load Allocations for point sources and load allocations for nonpoint sources and natural background, as more fully defined in 40 CFR 130.2, paragraph (i). A TMDL sets and allocates the maximum amount of a pollutant that may be introduced into a water of the state and still assure attainment and maintenance of water quality standards. [Minn. R. 7052.0010, Subp. 42]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 27.40 | "Waste Load Allocation" or "WLA" means the portion of a receiving water's loading capacity that is allocated to one of its existing or future point sources of pollution, as more fully defined in Code of Federal Regulations, title 40, section 130.2, paragraph (h). In the absence of a TMDL approved by USEPA under 40 CFR 130.7, or an assessment and remediation plan developed and approved according to Minn. R. 7052.0200, Subp. 1.C, a WLA is the allocation for an individual point source that ensures that the level of water quality to be achieved by the point source is derived from and complies with all applicable water quality standards and criteria. [Minn. R. 7052.0010, Subp. 45]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 27.41 | "Water pollution" means (a) the discharge of any pollutant into any waters of the state or the contamination of any waters of the state so as to create a nuisance or render such waters unclean, or noxious, or impure so as to be actually or                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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|       | potentially harmful or detrimental or injurious to public health, safety or welfare, to domestic, agricultural, commercial, industrial, recreational or other legitimate uses, or to livestock, animals, birds, fish or other aquatic life; or (b) the alteration made or induced by human activity of the chemical, physical, biological, or radiological integrity of waters of the state. [Minn. Stat. 115.01, subd. 13]                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 27.42 | "Water Quality Standards" means those provisions contained in Minn. R. 7050 and 7052. [Minn. R. 7090]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 27.43 | "Water Quality Volume" means either:<br><br>a. for construction activity (excluding linear projects), one (1) inch of runoff from the sum of the new and fully reconstructed impervious surfaces created by the project (calculated as an instantaneous volume); or<br>b. for linear projects, the greater of one (1) inch of runoff from the new impervious surface or one-half (0.5) inch of runoff from the sum of the new and fully reconstructed impervious surfaces created by the project (calculated as an instantaneous volume). [Minn. R. 7090]                                                                                                                                                                                                                                                                                                          |
| 27.44 | "Waters of the State" means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof. [Minn. Stat. 115.01, subd. 22]                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 27.45 | "Wetlands" means those areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Constructed wetlands designed for wastewater treatment are not waters of the state. Wetlands must have the following attributes:<br><br>a. a predominance of hydric soils;<br>b. inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition; and<br>c. under normal circumstances support a prevalence of such vegetation. [Minn. R. 7050.0186, Subp. 1a.B] |

## Appendix A. Alum or Ferric Chloride Phosphorus Treatment Systems

**Table 1:**  
**Monitoring parameters during operation**

| Station                      | Alum parameters      | Ferric parameters    | Units   | Frequency                    |
|------------------------------|----------------------|----------------------|---------|------------------------------|
| Upstream-background          | Total Phosphorus     | Total Phosphorus     | mg/L    | 1 x week                     |
|                              | Dissolved Phosphorus | Dissolved Phosphorus | mg/L    | 1 x week                     |
|                              | Total Aluminum       | Total Iron           | mg/L    | 1 x month                    |
|                              | Dissolved Aluminum   | Dissolved Iron       | mg/L    | 1 x week                     |
|                              | pH                   | pH                   | SU      | 1 x week                     |
|                              | Flow                 | Flow                 | Mgd     | Daily                        |
| Alum or Ferric Chloride Feed | Alum                 | Ferric               | Gallons | Daily total dosed in gallons |
| Discharge from treatment     | Total Phosphorus     | Total Phosphorus     | mg/L    | 1 x week                     |
|                              | Dissolved Phosphorus | Dissolved Phosphorus | mg/L    | 1 x week                     |
|                              | Total Aluminum       | Total Iron           | mg/L    | 1 x month                    |
|                              | Dissolved Aluminum   | Dissolved Iron       | mg/L    | 1 x week                     |
|                              | pH                   | pH                   | SU      | 1 x week                     |
|                              | Flow                 | Flow                 | Mgd     | Daily                        |

## Appendix B. Schedules

Table 2:  
Existing Permittees - Schedule of permit requirements

| <i>Permit requirement</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <i>Schedule</i>                                                                                                                                                                                                                                        |
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| <b>Section 12. Stormwater Pollution Prevention Program (SWPPP) Document</b> <ul style="list-style-type: none"> <li>• <i>Submit the SWPPP Document completed in accordance with Section 12.</i></li> </ul>                                                                                                                                                                                                                                                                                  | <ul style="list-style-type: none"> <li>• Within 150 days after General Permit issuance date.</li> </ul>                                                                                                                                                |
| <b>Section 13. Stormwater Pollution Prevention Program (SWPPP)</b> <ul style="list-style-type: none"> <li>• <i>Complete revisions to incorporate the new requirements of Sections 14 - 23 into current SWPPP.</i></li> </ul>                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>• Within 12 months of the date General Permit coverage is extended, unless other timelines have been specifically established in the General Permit and identified below.</li> </ul>                            |
| <b>Section 19. Construction Site Stormwater Runoff Control</b> <ul style="list-style-type: none"> <li>• <i>Complete revisions to Construction Site Stormwater Runoff Control program, including revisions to regulatory mechanism(s), if necessary.</i></li> <li>• <i>When the CSW Permit is reissued, revise regulatory mechanism(s), if necessary, to be at least as stringent as the requirements for erosion, sediment, and waste controls described in the CSW Permit.</i></li> </ul> | <ul style="list-style-type: none"> <li>• Within 12 months of the date General Permit coverage is extended.</li> <li>• Within 12 months of the issuance date of the CSW Permit (expected issuance date of the CSW Permit is August 1, 2023).</li> </ul> |
| <b>Section 21. Pollution Prevention/Good Housekeeping for Municipal Operations</b> <ul style="list-style-type: none"> <li>• <i>Conduct structural stormwater best management practice (BMP) inspections.</i></li> <li>• <i>Conduct pond and outfall inspections.</i></li> </ul>                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>• Each calendar year.</li> <li>• Prior to the expiration date of the General Permit.</li> </ul>                                                                                                                 |
| <b>Section 22. Discharges to Impaired Waters with a USEPA-Approved TMDL that includes an Applicable WLA</b> <ul style="list-style-type: none"> <li>• <i>Submit all information required in item 22.2.</i></li> <li>• <i>Meet requirements for applicable WLAs for bacteria, chloride, and temperature in Section 22.</i></li> </ul>                                                                                                                                                        | <ul style="list-style-type: none"> <li>• With each annual report.</li> <li>• Within 12 months of the date General Permit coverage is extended.</li> </ul>                                                                                              |
| <b>Section 25. Annual Assessment, Annual Reporting, and Recordkeeping</b> <ul style="list-style-type: none"> <li>• <i>Conduct assessment of the SWPPP.</i></li> <li>• <i>On a form provided by the Agency, submit an annual report.</i></li> </ul>                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Prior to completion of each annual report.</li> <li>• By June 30<sup>th</sup> of each calendar year.</li> </ul>                                                                                               |

**Table 3:**  
**New Permittees - Schedule of permit requirements**

| <i>Permit requirement</i>                                                                                                                                                                                                                                                                                                                                                                                                                | <i>Schedule</i>                                                                                                                                                                                                                                                                                         |
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| <b>Section 10. New Permittee Applicants</b> <ul style="list-style-type: none"> <li>• <i>Submit Part 1, and Part 2 of the permit application as required by Section 12.</i></li> </ul>                                                                                                                                                                                                                                                    | <ul style="list-style-type: none"> <li>• Within 18 months of written notification from the Commissioner that the MS4 meets the criteria in Minn. R. 7090.1010, subp. 1.A. or B. and General Permit coverage is required.</li> </ul>                                                                     |
| <b>Section 13. Stormwater Pollution Prevention Program (SWPPP)</b> <ul style="list-style-type: none"> <li>• <i>Complete all requirements of Sections 14 - 23.</i></li> </ul>                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>• Within 36 months of the date General Permit coverage is extended, unless other timelines have been specifically established in the General Permit and identified below; or</li> <li>• Within timelines established by the Commissioner in item 8.3.</li> </ul> |
| <b>Section 14. Mapping</b> <ul style="list-style-type: none"> <li>• <i>Develop a storm sewer system map.</i></li> </ul>                                                                                                                                                                                                                                                                                                                  | <ul style="list-style-type: none"> <li>• Within 24 months of the date General Permit coverage is extended.</li> </ul>                                                                                                                                                                                   |
| <b>Section 18. Illicit Discharge Detection and Elimination</b> <ul style="list-style-type: none"> <li>• <i>Develop, implement, and enforce an Illicit Discharge Detection and Elimination Program.</i></li> </ul>                                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>• Within 12 months of the date General Permit coverage is extended.</li> </ul>                                                                                                                                                                                   |
| <b>Section 19. Construction Site Stormwater Runoff Control</b> <ul style="list-style-type: none"> <li>• <i>Develop, implement, and enforce a Construction Site Stormwater Runoff Control Program.</i></li> <li>• <i>When the CSW Permit is reissued, revise regulatory mechanism(s), if necessary, to be at least as stringent as the requirements for erosion, sediment, and waste controls described in the CSW Permit.</i></li> </ul> | <ul style="list-style-type: none"> <li>• Within 12 months of the date General Permit coverage is extended.</li> <li>• Within 12 months of the issuance date of the CSW Permit (expected issuance date of the CSW Permit is August 1, 2023).</li> </ul>                                                  |
| <b>Section 20. Post-Construction Stormwater Management</b> <ul style="list-style-type: none"> <li>• <i>Develop, implement, and enforce a Post-Construction Stormwater Management program.</i></li> </ul>                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Within 24 months of the date General Permit coverage is extended.</li> </ul>                                                                                                                                                                                   |
| <b>Section 21. Pollution Prevention/Good Housekeeping for Municipal Operations</b> <ul style="list-style-type: none"> <li>• <i>Conduct structural stormwater BMP inspections.</i></li> <li>• <i>Conduct pond and outfall inspections.</i></li> </ul>                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>• Each calendar year.</li> <li>• Prior to the expiration date of the General Permit.</li> </ul>                                                                                                                                                                  |
| <b>Section 22. Discharges to Impaired Waters with a USEPA-Approved TMDL that includes an Applicable WLA</b> <ul style="list-style-type: none"> <li>• <i>Submit all information required in item 22.2.</i></li> <li>• <i>Meet requirements for applicable WLAs for bacteria, chloride, and temperature in Section 22.</i></li> </ul>                                                                                                      | <ul style="list-style-type: none"> <li>• With each annual report.</li> <li>• Within 12 months of the date General Permit coverage is extended.</li> </ul>                                                                                                                                               |
| <b>Section 23. Alum or Ferric Chloride Phosphorus Treatment Systems (if applicable)</b> <ul style="list-style-type: none"> <li>• <i>Meet requirements for treatment systems in Section 23.</i></li> </ul>                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>• Within 12 months of the date General Permit coverage is extended.</li> </ul>                                                                                                                                                                                   |
| <b>Section 25. Annual SWPPP Assessment, Annual Reporting, and Recordkeeping</b> <ul style="list-style-type: none"> <li>• <i>Conduct assessment of the SWPPP.</i></li> <li>• <i>On a form provided by the Agency, submit an annual report.</i></li> </ul>                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Prior to completion of each annual report.</li> <li>• By June 30<sup>th</sup> of each calendar year.</li> </ul>                                                                                                                                                |

**Roseville Public Works, Environment and Transportation Commission  
Agenda Item**

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**DATE:** June 27, 2023

**ITEM:** 7.a.

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**ITEM DESCRIPTION:** Street Name Change Policy Draft

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**Background**

The City has received a request from residents to change the street name of the segment of County Road B west of Cleveland Avenue – the portion scheduled for reconstruction next year. This segment of County Road B was turned back to the City when the road was disconnected from TH 280.

Minnesota Statute § 440.11 “Street Name Change; Ordinance” allows cities to make a street name change provided that it is approved by ordinance and then recorded in the office of the county recorder. The City would like to establish a policy for how the public can make these requests, how they can be reviewed, and considered by the City Council. A draft of this policy is attached for discussion and feedback.

**Recommendation**

Receive draft and provide feedback.

**Attachments**

1. Street Name Change Policy Draft



**ROSEVILLE**  
**STREET NAME CHANGE POLICY**

Draft v1.0 June 2023

**PURPOSE:** This policy shall dictate the process for which residents may request a change of name to a street under city jurisdiction, to be considered by the City Council.

**BACKGROUND:**

Minnesota Statute § 440.11 "Street Name Change; Ordinance" allows cities to make a street name change provided that it is approved by ordinance and then recorded in the office of the county recorder.

**440.11 STREET NAME CHANGE; ORDINANCE.**

The council of each home rule charter city of the second, third, or fourth class may by ordinance change the name of and rename any of the streets, lanes, avenues, public highways, parks, and public grounds of the city. Immediately after publication, the ordinance shall be recorded in the office of the county recorder of the county in which the city is located.

Although not required by statute, a petition is useful to gauge property owner interest in a street name change, as both benefits and inconveniences associated with an address change will be borne by the property owners. Property owners may consider/consult their tenants.

**PROCESS:**

**A. Resident Petition**

A resident requesting a name change must submit a petition to the City Engineer for consideration. The petition must include the new name requested and have signatures from more than 50% of property owners on the street, whose address includes the proposed road name change. Upon request, the City will provide a list of addresses. A sample petition form is included in Appendix A.

The new street name:

- a) should be changed only if there will be a public benefit that clearly outweighs the public confusion and cost that would be created by the name change.
- b) shall not be longer than can be put on a standard sign or 30 characters, whichever is less.
- c) should not create confusion or delay to standard or emergency services response.
- d) should not uniquely identify a particular product, service, tenant, business or living person.
- e) should meet naming requirement of other concerned local governments.

**B. City Review of Request**

The City Engineer shall confer with other concerned local governments, including Ramsey County, to verify that the new street name meets naming requirements.

The City will coordinate with Ramsey County, MnDOT, and adjacent municipalities, as needed, to estimate the cost for signage changes.

**C. Council Consideration**

The Council will consider an ordinance to approve the name change. An ordinance change requires public notice/comment – in this case, it would include specific notice affected properties. If approved, the ordinance will be sent to the County Recorder.

PETITION FOR STREET NAME CHANGE FORM

Signature below affirms we request changing the name of our street:

\_\_\_\_\_, from \_\_\_\_\_ to \_\_\_\_\_  
[current street name] [intersecting street] [intersecting street]

to the new name: \_\_\_\_\_.  
[new name requested]

The petitioners ask the City of Roseville to review this request and put it before the City Council for consideration at an upcoming Council meeting.

|    | Name | Address | Signature |
|----|------|---------|-----------|
| 1  |      |         |           |
| 2  |      |         |           |
| 3  |      |         |           |
| 4  |      |         |           |
| 5  |      |         |           |
| 6  |      |         |           |
| 7  |      |         |           |
| 8  |      |         |           |
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## Roseville Public Works, Environment and Transportation Commission Agenda Item

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**DATE:** June 27, 2023

**ITEM:** 8.a.

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**ITEM DESCRIPTION:** City Council Joint Meeting Discussion Items

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### Background

The PWETC is scheduled for its annual joint meeting with the City Council on July 10, 2023.

We ask that the Commission create a list of topics to discuss with the City Council and staff will include them in the July 10 Council packet. Attached is the 2022 Council Action from the Commission's discussion with the Council last year. Also attached is a list of topics presented at the PWET Commission meetings over the last 12 months.

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments and to discuss the upcoming year's work plan and issues that may be considered. During the meeting, the Commission will fill in the blanks below for the report to the City Council.

Activities and accomplishments:

- 
- 
- 
- 

Recommended actions for Council :

- PWETC Scope Change
- Take Out Containers
- Street Name Change Policy
- Sewer Service Laterals – Revolving Loan Fund

Work Plan items for the upcoming year:

- 
- 
- 
- 

Questions or Concerns for the City Council:

- Speed Limit Engagement
- 
-

- 

**Recommendation**

Create a list of accomplishments and discussion items for the City Council meeting.

**Attachments**

1. 2022 Council Action
2. 2022-2023 PWETC Meeting Topic Review

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: July 11, 2022

Item No.:

Department Approval



City Manager Approval

Item Description: Public Works, Environment, and Transportation Commission Joint Meeting  
 with the City Council

**BACKGROUND**

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments and to discuss the upcoming year's work plan and issues that may be considered. The following are activities over the past year and issues the Commission would like to take up in the next year:

## Activities and accomplishments:

- Pathway Master Plan Amendment
- Implementation of City Energy Action Plan
- Proposed Climate Emergency Resolution
- Review of Crosswalk Crossing Guidelines
- Second Annual Sustainability Super Meeting topics included
  - Review of Electric Vehicle Charging Stations
  - Microplastics

## Work Plan items for the upcoming year:

- No Mow May and other Pollinator Friendly Programs
- Takeout food containers
- Consideration of modified speed limits on city streets
- Update on Solar Panels and Community Solar Garden subscriptions
- Update on Roseville area transit system
- Development of Bike Network Plan
- Regular Annual Items – MS4 Annual Report, Eureka Annual Report, Review of proposed Utility Rates, Public Works 2023 Work Plan, Green Step Cities Update.

## Questions or Concerns for the City Council:

- The Commission briefly discussed whether our name and current Commission charge accurately reflect our ongoing work. Would the Council support a more thorough review of our name, along with the scope, duties, and function?

- 27       ○ Are there any other topics the Council would like the PWET Commission to address over the  
28       next year?

Prepared by:     Marc Culver, Public Works Director  
Attachments:     A: PWETC 2021-2022 Meeting Topic Summary

**Roseville Public Works, Environment and  
Transportation Commission  
2022-2023 Review**

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Below is a list of topics discussed at the PWET Commission Meetings from July 2022 – June 2023.

**2022**

**July:**

Review of City Council Joint Meeting – Set Preliminary Work Plan  
Discussion of Commission Name, Scope Duties and Function

**August:**

Zero Waste Packaging Ordinance Consideration  
Continue Discussion on Commission Name and Scope

**September:**

Speed Limit Introduction  
Civic Campus Master Plan Update

**October:**

No Mow/Less Mow May Discussion  
2023 Proposed Utility Rates

**November:**

2023 Work Plan  
Speed Limits  
Winter Plowing Update

**2023**

**January: Sustainability Super Meeting! (3<sup>rd</sup> Annual)**

Green Team Update  
Roseville Sustainability

**February:**

City Code Update  
Roseville Pathway Projects  
Service Laterals

**March:**

Metropolitan Council and Metro Transit Update  
Eureka Recycling Update  
Commission Name Change Discussion

**April:**

U of M Climate Policy Student Group – Walk Friendly Community  
Speed Limits  
Pavement Management Update

**May:**

Council Request for Commission Review  
Tour

**June:**

Gold Leaf and High Impact Climate Action  
MS4 Annual Meeting  
Street Name Change Policy – Draft  
Preparation for City Council Joint Meeting

**Roseville Public Works, Environment and Transportation Commission  
Agenda Item**

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**DATE:** June 27, 2023

**ITEM:** 9.a.

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**ITEM DESCRIPTION:** Future Agenda Items

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**Background**

**Recommendation**

Set preliminary agenda items for the July 25, 2023 Public Works, Environment & Transportation Commission meeting.

**Attachments**

1. July Agenda



# Memo

**To:** Public Works Environmental and Transportation Commission Members

**From:** Jesse Freihammer, Public Works Director

**Date:** June 27, 2023

**Re:** Look Ahead Agenda Items/Next Meeting July 25, 2023

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## **Suggested Items:**

### **Looking Ahead:**

- Joint Council Meeting – July 10, 2023 - 6:00 p.m.
- July 25, 2023
  - Discuss PWET Commission's Role / Scope
  - Follow-Up to Joint Council meeting in July
  -
- Future Topics
  - Envision Roseville
  - Fiber Internet 101