



STORMWATER MANAGEMENT PROGRAM

City of Peoria

May 2019



Table of Contents

1	Executive Summary	1
2	Certification Statement	2
3	Stormwater Management Program	3
3.1	Regulatory Background	3
3.2	2016 Arizona Pollutant Discharge Elimination System (AZPDES) Small MS4 General Permit3	
3.3	Organization of SWMP	4
4	Program Management	7
4.1	Overview	7
4.2	Goals and Policy	7
4.3	Discussion of Local Receiving Waters	8
4.4	Stormwater Management Responsibilities.....	9
4.5	Legal Authority and Enforcement	10
5	Minimum Control Measures (MCM)	12
5.1	Overview	12
5.2	MCM 1 - Public Education and Outreach.....	12
5.2.1	Selected BMPs.....	13
	MCM 1-1 – Educational Materials.....	13
	MCM 1-2 – Educational Events/Training.....	14
	MCM 1-3 – Webpages and other Electronic Resources.....	15
	MCM 1-4 – Regional Cooperation/Networking/Sharing of Resources	16
5.3	MCM 2 – Public Involvement and Participation	17
5.3.1	Selected BMPs.....	17
	MCM 2-1 – Participation Opportunities	18
	MCM 2-2 – Regional Coordination	19
	MCM 2-3 – Annual SWMP Review	19
5.4	MCM 3 – Illicit Discharge Detection and Elimination (IDDE) Program	20
5.4.1	Selected BMPs.....	21



MCM 3-1 – Documentation System Review/Tracking System Enhancement	21
MCM 3-2 – Enforcement Response Plan Update.....	22
MCM 3-3 – Stormwater System Mapping.....	22
MCM 3-4 – Legal Authority Review	23
MCM 3-5 – Sanitary Sewer Overflow Mitigation and Control	23
MCM 3-6 – IDDE Staff Training.....	24
MCM 3-7 – Educational Materials for IDDE Program.....	24
MCM 3-8 – Inspections.....	25
MCM 3-9 – Visual Dry Weather Outfall Monitoring.....	25
MCM 3-10 – Visual Stormwater Discharge Monitoring	26
5.5 MCM 4 – Construction Activity Stormwater Runoff Control	26
5.5.1 Selected BMPs.....	27
MCM 4-1 – Inspection Procedure Review and Update as necessary.....	28
MCM 4-2 – Construction Plan Review, Permitting, and Inspections	28
MCM 4-3 – Educational Materials for Construction Activity Stormwater Runoff Control ...	29
MCM 4-4 – Construction Activity Stormwater Runoff Control Training	30
5.6 MCM 5 – Post-Construction Stormwater Management in New Development and Redevelopment	31
5.6.1 Selected BMPs.....	31
MCM 5-1 – Inspection Program	32
MCM 5-2 – Post Construction Stormwater Control Inventory.....	34
MCM 5-3 – Educational Materials for Post Construction Management in New Development and Redevelopment	34
MCM 5-4 – Post Construction Management Training	36
5.7 MCM 6 – Pollution Prevention and Good Housekeeping	36
5.7.1 Municipal Facilities.....	37
5.7.2 Impacted Municipal Operations	38
5.7.3 Selected BMPs.....	38
MCM 6-1 – Site Specific BMP – O&M Procedures	38
Municipal Operations Center	38



Greenway Water Treatment Plant	39
Butler Influent Pump Station.....	39
Peoria Sports Complex	40
Rio Vista Park	40
Pioneer Park.....	41
MCM 6-2 – Educational Materials for Pollution Prevention and Good Housekeeping	41
Program	41
MCM 6-3 – Pollution Prevention and Good Housekeeping Training	42
MCM 6-4 – Good Housekeeping Practices	42
MCM 6-5 – Storm Drain Maintenance Program	43
MCM 6-6 – Municipal Facilities Inspection and Maintenance	43
MCM 6-7 – Pollution Prevention	43
6 Annual Program Evaluation Protocol	44

Appendices

Appendix A – Annual Report Checklists

Appendix B – Notice of Intent

Appendix C – Small MS4 Permit

Appendix D – Stormwater Management City Codes

Appendix E – IDDE Plan

List of Tables

Table 1: Receiving Water and Designated Beneficial Uses.....	8
Table 2: Management Responsibilities:.....	9
Table 3: MCM-1 Public Education and Outreach BMP Summary.....	13
Table 4: MCM-2 Public Involvement and Participation BMP Summary.....	17
Table 5: MCM-3 Illicit Discharge Detection and Elimination (IDDE) Program BMP Summary.....	21
Table 6: MCM-4 Construction Activity Stormwater Runoff Control BMP Summary.....	27
Table 7: MCM-5 Post-Construction Stormwater Management in New Development and Redevelopment BMP Summary.....	31
Table 8: Peoria Municipal Facilities	37
Table 9: MCM-6 Pollution Prevention and Good Housekeeping for Municipal Operations BMP Summary	38



List of Figures

Figure 1: City of Peoria and Surrounding Urbanized Area.....	6
--	---



1 Executive Summary

This Stormwater Management Program (SWMP) was revised by the City of Peoria (City) to incorporate changes and continue to comply with the Arizona Department of Environmental Quality's (ADEQ) Arizona Pollutant Discharge Elimination System (AZPDES), General Permit for Stormwater Discharges from Small Municipal Storm Sewer Systems, AZG2016-002.

This SWMP provides an overview of the Best Management Practices (BMPs) selected by the City to comply with the permit requirements.

The intent of this SWMP is to reduce the discharge of pollutants from Peoria's municipal separate storm sewer system (MS4) to the "maximum extent practicable" (MEP). The City will be responsible for the administration and implementation of this SWMP.

As required by the Permit, the SWMP addresses the six minimum control measures (MCMs):

1. Public Education and Outreach;
2. Public Involvement and Participation;
3. Illicit Discharge Detection and Elimination (IDDE) Program;
4. Construction Activity Stormwater Runoff Control;
5. Post-Construction Stormwater Management in New Development and Redevelopment;
6. Pollution Prevention and Good Housekeeping for Municipal Operations.

The Permit was issued by ADEQ effective on September 30, 2016, and will expire on September 29, 2021. If ADEQ does not reissue the general permit before the expiration date, this permit will be administratively continued until a new one is issued.



2 Certification Statement

Permittee Name: City of Peoria

Permit Number: AZG2016-002

Stormwater Management Program Contact:

Name: Robert A. Hollander, P.E.

Title: Environmental Resources Manager

Mailing Address:

8401 West Monroe Street

Peoria, AZ 85345

Phone: (623) 773-8454

Fax: (623) 773-8490

Email: bob.hollander@peoriaaz.gov

Certifying Official:

Name: Tamara A. Shreeve

Title: Interim Water Services Director

Mailing Address:

8401 West Monroe Street

Peoria, AZ 85345

Phone: (623) 773-7502

Fax: (623) 773-7291

Email: tammy.shreeve@peoriaaz.gov

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 assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations.

Tamara A. Shreeve, Interim Water Services Director

Date



3 Stormwater Management Program

This Stormwater Management Program has been revised by the City of Peoria (City) to incorporate changes and satisfy the requirements of the Clean Water Act (CWA) in accordance with the Arizona Department of Environmental Quality's (ADEQ) Arizona Pollutant Discharge Elimination System (AZPDES) General Permit Number AZG2016-002 (Permit). The Permit was issued by ADEQ effective on September 30, 2016, and continues until the Permit expires on September 29, 2021. In the event, ADEQ does not issue a new Permit by September 29, 2021, the permit will be administratively continued until a new permit is issued. This document makes some changes to and clarifies actions identified in the SWMP issued on May 2017, and along with comparable revisions to the Notice of Intent submitted at the time of its issuance will result in clarity and consistency in the City's program that was previously missing.

3.1 Regulatory Background

AZPDES permit (AZG2016-002) is established by ADEQ pursuant to the CWA (Section 402(p)(3)(iii)) to ensure that pollutant discharges from small municipal separate storm sewer systems (MS4s) are reduced to the maximum extent practicable (MEP), protect water quality, and satisfy the appropriate water quality requirements of the CWA. ADEQ's 2002 AZPDES general permit required small MS4s to develop and implement stormwater management programs (SWMPs) designed to control pollutants to the MEP and protect water quality. This general permit builds on the requirements of the previous general permit.

3.2 2016 Arizona Pollutant Discharge Elimination System (AZPDES) Small MS4 General Permit

This Stormwater Management Plan (SWMP) has been developed by the City of Peoria and a revised Notice of Intention (NOI) was submitted, see appendix B, in order to fulfill the requirements for compliance with the 2016 AZPDES Small MS4 General Permit, which became effective on September 30th, 2016. This SWMP addresses the six Minimum Control Measures (MCMs) established by the EPA:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination (IDDE) Program
4. Construction Activity Stormwater Runoff Control
5. Post-Construction Stormwater Management in New Development and Redevelopment
6. Pollution Prevention and Good Housekeeping for Municipal Operations



The BMPs associated with each of the six MCMs are identified in the SWMP for the City of Peoria. Each BMP includes a description and measurable goals to assess the effectiveness and level of implementation. Responsible departments, target audience, and metrics are also included for each BMP. The Responsible Party from each department are listed elsewhere in the document.

The intent of the SWMP is to reduce the discharge of pollutants from the municipal separate storm sewer system (MS4) to the "maximum extent practicable" (MEP). The City of Peoria will be responsible for the administration and implementation of this SWMP and will remain in a regulatory role regarding illicit discharges, implementation of BMPs at construction sites, functionality of stormwater infrastructure, and adequate controls at commercial establishments, as necessary, within the City.

In order to evaluate the effectiveness of the SWMP the City will conduct an annual review of the identified best management practices and report any updates in the annual report. The annual report will provide an update on the progress towards meeting the measurable goals including a BMP inventory and an implementation schedule.

3.3 Organization of SWMP

This SWMP has been organized into eight sections with their respective appendices. Each section is briefly described below:

Section 1 Executive Summary – A summary of the NPDES permit program and the organization of the SWMP.

Section 2 Certification Statement – The City's certification that the information included in the document is true, accurate, and complete.

Section 3 Stormwater Management Program – A brief summary of the history and requirements of the City's stormwater program.

Section 4 Program Management– The goals of the City's stormwater program, the responsibilities of the City, developers, corporations, and individuals, and the legal authority/enforcement options available to the City.

Section 5 Minimum Control Measures

Section 5.1 Overview

Section 5.2 Public Education and Outreach – The purpose of this program is to distribute information, on the importance of clean stormwater runoff, to the general public and targeted business sectors.



Section 5.3 Public Involvement and Participation – This section outlines the City’s goals for involving the general public in the design of a successful stormwater pollution prevention program, and the methods of involving the public with its implementation.

Section 5.4 Illicit Discharge Detection and Elimination Program – This section describes the City’s program for detecting and prohibiting non-stormwater discharges into the MS4. The program also includes education of the public with concentration on target sectors of industry about the hazards of illegal dumping.

Section 5.5 Construction Activity Stormwater Runoff Control – The program set forth by the City to reduce polluted stormwater runoff from construction sites one acre or greater in size is described. This includes, procedures for review, inspection, and enforcement.

Section 5.6 Post-Construction Stormwater Management in New Development and Redevelopment – This section identifies programs implemented by the City to reduce pollution from post-construction BMPs, including both structural and nonstructural BMPs, maintenance of infrastructure, and enforcement of regulations.

Section 5.7 Pollution Prevention and Good Housekeeping for Municipal Operations – The operations for reducing pollution from routine municipal operations and the City staff’s training programs for stormwater pollution prevention are described in this section.

Section 6 Annual Program Evaluation Protocol – This section describes the procedure for reviewing and evaluating the City’s SWMP. The section also summarizes the steps for preparing the annual report.

Based on necessity, the SWMP will be updated periodically, by the City, to maintain a stormwater quality management program. Minor updates will occur at the staff level and will consist of bookkeeping matters, such as changes in who is responsible for a specific BMP, etc. Major updates will include changes in the SWMP such as the implementation of new BMPs or the discontinuance of ineffective ones, policy changes, etc.

PERMIT COVERAGE AREA

This SWMP covers discharges from the City of Peoria. Figure 1 identifies the City of Peoria Limits and the urbanized area boundary based on the 2010 census.

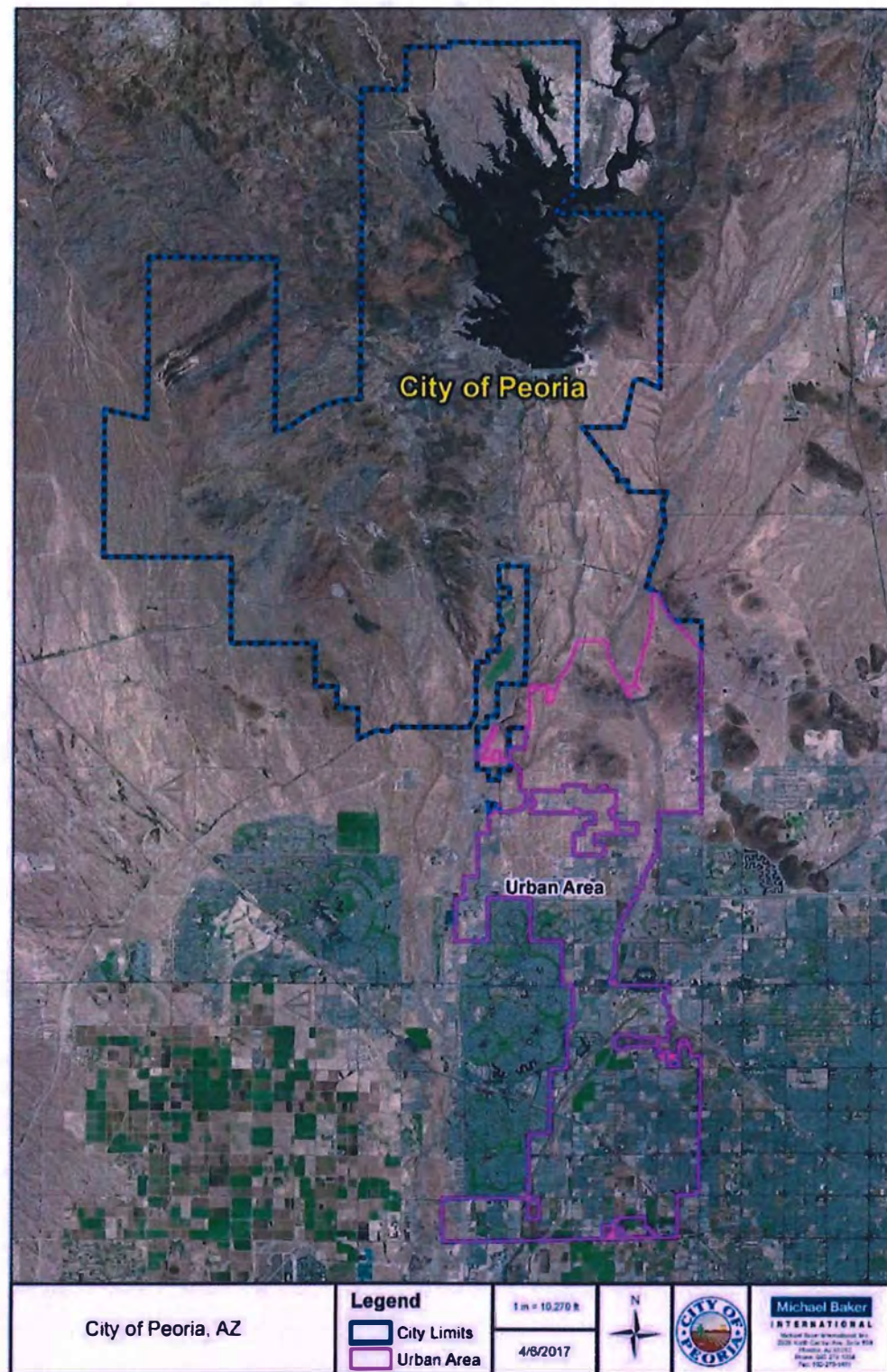


Figure 1: City of Peoria and Surrounding Urbanized Area



4 Program Management

4.1 Overview

The Stormwater Management Program is an ongoing effort, which will be updated as necessary during the permit term. This section describes the overall objectives of the City's SWMP, some of the local issues specific to the City, departmental implementation of the SWMP, and an overview of the legal authority to implement and enforce the program.

The mission of the City of Peoria is to provide excellent municipal services by anticipating community needs, creating partnerships, promoting sustainability, and embracing diversity. The City value statement states that we serve with integrity, embrace diversity, and are responsible stewards of taxpayer dollars and the natural environment.

As part of the City's responsibility for the oversight of the design, construction, and maintenance of public and private infrastructure, the implementation of the SWMP will assist in fulfilling the City's mission and value statements.

4.2 Goals and Policy

The goal of Peoria's SWMP is to reduce polluted stormwater runoff and protect its water resources through compliance with the AZPDES permit for small MS4s. The program is designed to aid in accomplishing this goal. The City of Peoria's stormwater program incorporates the six minimum control measures established by the EPA's Phase II final rule and the MS4 permit issued on September 30, 2016.

The objectives of the SWMP are to:

- Along with the Notice of Intent be the guide to compliance with the MS4 Permit;
- Implement cost effective Best Management Practices (BMPs) that provide water quality benefits;
- Control pollutants that may adversely impact Peoria's receiving waters (New River and the Agua Fria River); and
- Maintain compliance with environmental laws and regulations, and remain compatible, and in coordination with other programs within the City.

The implementation of the six minimum control measures specified in the Small MS4 Permit, and listed herein, will support these objectives through City policy and procedures.

The City also recognizes the importance of the watershed approach in improving water quality. Therefore, the City will continue to work with neighboring jurisdictions in coordinating programs such as public outreach and education, attending meetings, participating in special studies, and reporting spills.



4.3 Discussion of Local Receiving Waters

The City of Peoria is located within the Middle Gila Watershed. The majority of the streambeds are dry due to surface water diversions, groundwater pumping, and limited rainfall. The City receives approximately 7-9 inches of rainfall per year. Peoria has three main features that receive stormwater runoff. The first two are the Agua Fria River and New River, which both consist of dry riverbeds. The third feature is the ADOT drainage channel, which also discharges to New River. The North Peoria area discharges into the Agua Fria River, while the Central and South regions of Peoria discharge into the ADOT drainage channel and New River. Stormwater runoff from Peoria is collected and conveyed in both local municipal and private storm drain systems, open channels, washes, public and private streets, and other conveyances, before discharging into the rivers. Discharges from the City of Peoria must meet associated water quality standards to protect the designated beneficial uses of the river systems (see Table 1). There are no impairments identified in any of the receiving waters as it moves through the City of Peoria so no additional monitoring is required. There are approximately 260 outfalls to the Agua Fria River and the New River within the City's boundaries. Outfalls are updated annually, by the GIS Division, Information Technology Department, as necessary.

Table 1: Receiving Water and Designated Beneficial Uses

<u>Receiving Water</u>	<u>Designated Beneficial Use</u>
Agua Fria River	• Aquatic and Wildlife Ephemeral • Partial Body Contact • Agricultural Livestock Watering
New River	• Aquatic and Wildlife Ephemeral • Partial Body Contact • Agricultural Livestock Watering

This SWMP covers all stormwater runoff and discharges located within the City's urbanized area (see Figure 1). While much of the northern portion of the City of Peoria remains undeveloped, this area will continue to experience much growth in the future. This SWMP will serve as a comprehensive management tool to help maintain stormwater quality throughout the city.



4.4 Stormwater Management Responsibilities

Table 2: Management Responsibilities:

Department	Responsible Party
Development and Engineering Department • Engineering Services • Engineering Inspection Services • Building Development ○ Building Inspections	Development and Engineering Director • Deputy Engineering Director ○ Engineering Insp Supervisor • Deputy Development Director ○ Building Official
Public Works Department • Facilities • Fleet Maintenance • Solid Waste • Streets ○ Storm Water Maintenance • Transit	Public Works Director • Facilities Manager • Fleet Services Manager • Solid Waste Manager • Street Operations Manager ○ Street Maintenance Supervisor • Transit Supervisor
Water Services Department • Planning and Operations • Environmental Resources • Plant Operations • Field Operations	Water Services Director • Planning and Operations Manager • Environmental Resources Manager • Plant Operations Manager • Field Operations Manager
Planning and Community Development Department	Planning and Community Development Director
Community Services Department • Parks/ROW/Sports Facilities	Community Services Director • Deputy Community Services Director
Neighborhood and Human Services Department • Code Compliance	Neighborhood and Human Services Director • Code Compliance Officer
Fire Department	Fire Chief
Finance Department	Chief Financial Officer
Information Technology (IT) Department	IT Director

Compliance with the City's stormwater management program is administered by the Water Services Department – Environmental Resources Division. The Environmental Resources Division assumes the lead role in the program implementation and coordinates all internal and external activities. The Department will also be responsible for the preparation of the annual report and submitting it to the permitting authority.



4.5 Legal Authority and Enforcement

The City of Peoria has the enforcement authority to satisfy the requirements of the permit through the City Code. Specifically, enforcement authority resides in City Code Sections 24-120 to 24-143. The stormwater management codes were passed in February of 2010 with revisions in January of 2015. Copies of the city codes are included in Appendix D. The specific City Code sections include:

- 24-120. Stormwater Pollution Management; Definitions
- 24-121. Stormwater Pollution Prevention; Administration
- 24-122. Stormwater Pollution Prevention; Monitoring of Discharges
- 24-123. Stormwater Pollution Prevention; Violations, Injunctive Relief
- 24-124. Stormwater Pollution Prevention; Enforcement
- 24-125. Stormwater Pollution Prevention; Remedies Not Exclusive
- 24-126. Stormwater Pollution Prevention; Emergency Response
- 24-127. Illicit Discharge Detection and Elimination; Purpose
- 24-128. Illicit Discharge Detection and Elimination; Scope
- 24-129. Illicit Discharge Detection and Elimination; Applicability
- 24-130. Illicit Discharge Detection and Elimination; Discharge Prohibitions
- 24-131. Illicit Discharge Detection and Elimination; Suspension of MS4 Access
- 24-132. Illicit Discharge Detection and Elimination; AZPDES Stormwater Discharge Permit Compliance
- 24-133. Illicit Discharge Detection and Elimination; Use of Best Management Practices
- 24-134. Illicit Discharge Detection and Elimination; Watercourse Protection
- 24-135. Construction and Post-Construction Stormwater Management; Purpose
- 24-136. Construction and Post-Construction Stormwater Management; Scope
- 24-137. Construction and Post-Construction Stormwater Management; Applicability
- 24-138. Construction and Post-Construction Stormwater Management; Requirements for Submittal of Stormwater Management Plans
- 24-139. Construction and Post-Construction Stormwater Management; City Review of Stormwater Management Plan Submittals
- 24-140. Construction and Post-Construction Stormwater Management; Requirement to install and Maintain Erosion and Sediment Control Measures



- 24-141. Construction and Post-Construction Stormwater Management; Permittee Construction Site Inspections
- 24-142. Construction and Post-Construction Stormwater Management; Operation and Management of All Existing and New Post-Construction Stormwater Structures
- 24-143. Construction and Post-Construction Stormwater Management; Completion of Work



5 Minimum Control Measures (MCM)

5.1 Overview

The City of Peoria has a stormwater management program designed to reduce the discharge of pollutants to the maximum extent practicable by implementing best management practices for each of the six minimum control measures required by the permit. The City's program continues with the implementation of successful measures from the previous permit cycle. Some measures were moved to other locations in the Plan, where appropriate. Narrative descriptions and measurable goals for other measures have been re-written to clarify what needs to be done and by which department. There are also some new BMPs to help supplement the existing program. With the current stormwater management plan, the City will annually review best management practices and will eliminate those that are not effective and propose new practices when necessary.

5.2 MCM 1 - Public Education and Outreach

The City of Peoria is required to implement a public education and outreach program that will distribute educational materials and provide outreach to the MS4 community. This program is required by Section 6.4.1 of the Permit. The educational materials must provide messages for specific audiences regarding the impact of stormwater discharges within the community. Measurable goals must also be developed to assess the effectiveness of the BMPs. The purpose of the public education and outreach programs are to increase public knowledge regarding the impacts of stormwater discharges, change the behavior of the public, and identify ways they can reduce pollutants in stormwater by messaging through distribution of brochures, booklets, flyers, and postings to the City's webpage.

The target audience for the City's public education and outreach campaign consists of residents, homeowners, commercial establishments, industry, the development community, and the general public. The City believes that when the target audience is educated about stormwater, greater support for, and assistance with, the program will occur. In addition, when the target audience is aware of the importance of stormwater pollution prevention, greater compliance with the goals of the program will be achieved, and a reduced pollutant load will reach the MS4 and waterways.

The target pollutants for the public education and outreach campaign consist of sediment from construction; oil, grease, chemicals, and heavy metals from motor vehicles; pesticides, herbicides, and nutrients from lawns and gardens; viruses, bacteria, nutrients from pet waste and failing septic systems, trash and litter.

Methods will be developed to evaluate the effectiveness of the educational and outreach programs and will be tied to the defined goals of the program. The message used for each



audience, the method of distribution, and the objective of changes in behavior and knowledge will be used to assess the overall effectiveness of the education program. The City will revise ineffective messages or distribution techniques.

5.2.1 Selected BMPs

The City of Peoria has evaluated the public education and outreach requirements and implemented a program that is focused on informing residents and businesses of the importance of preventing stormwater pollution. Table 3 lists the selected BMPs, with a description of each BMP provided in this section.

Table 3: MCM-1 Public Education and Outreach BMP Summary

BMP	Description
MCM 1-1	Educational Materials
MCM 1-2	Educational Events/Trainings
MCM 1-3	Webpages and other Electronic Resources
MCM 1-4	Regional Cooperation/Networking/Sharing of Resources

MCM 1-1 – Educational Materials

Description: The City promotes the public education message via brochures, booklets, mailings, distribution of takeaway items, signage to promote stormwater pollution prevention, water conservation, recycling program, household hazardous waste, pet waste, pool draining, illegal dumping, and trash management.

Responsible Department(s): Water Services Department; Public Works Department

Measurable Goals: The City will distribute the educational materials throughout the year. Materials will be evaluated for effectiveness on an annual basis and modified as necessary.

Listed below are typical examples of the types of materials the City will use to help convey an educational message.

Target Audience: Primarily the general public, development community, commercial and residential areas. Additional target audiences may be evaluated when necessary.

Overarching Metrics: The quantity of educational materials distributed will be measured and tracked. Additionally, the material medium, the general information it contains, the audience who receives the message, and how it is distributed will be documented and tracked.

a) Stormwater Pollution Prevention brochure – The City has a stormwater pollution prevention brochure that is designed to educate the general public on stormwater management. The brochure is available on the City of Peoria website and is also available at various City locations.



Metrics: # brochures distributed

b) "Sustain and Gain" Publication – The *Sustain and Gain* publication is distributed to Peoria residents on an annual basis and will also be available at key city locations (i.e. libraries, City Hall, permit counter etc.). The booklet has a lot of flexibility and can convey a wide range of messages in one distribution. The message can be modified to reflect any particular stormwater concerns if necessary. Key topics in the past have included water conservation, stormwater pollution prevention, Peoria Reporter App, environmentally friendly product advice, bulk trash program, calendar of events, gardening tips, energy saving tips, and games for kids.

Metrics: # publications distributed annually

c) Signage – Signage alerts the public to waste management practices or serves as a warning of potential fines for trespassing and littering. Typical sign locations may include dog parks, promoting picking up pet waste, and at locations where illegal dumping has been a problem.

Metrics: # signs installed

d) Storm Drain Marker Program – The City requires storm drain markers to be installed on all new inlets incorporated into the City system. Markers are handed out to contractors with instructions to install them.

Metrics: # of storm drain markers distributed

MCM 1-2 – Educational Events/Training

Description: The City of Peoria maintains ongoing educational events such as classroom training (multiple age groups), Peoria's Sustainable University, Water Education for Teachers Water Festival, Household Hazardous Waste Events, workshops, and community events/festivals.

Responsible Department(s): Water Services Department; Public Works Department

Measurable Goals: The educational events will be tracked, prioritized, and reviewed annually. The City will track the number of attendees.

Typical events/trainings are listed below.

Target Audience: The general public, schools, commercial entities, and residential areas.

Overarching Metrics: The City will document the number of educational events held each year including community events, classroom trainings, and entities targeted. Estimates of attendance will be documented.



a) Classroom Presentations/workshops – Classroom presentations can be geared towards any age group. Presentations may be focused on stormwater pollution prevention messages for children, staff training for City employees, or it may also be geared towards teachers and students attending an event such as the Arizona Project Water Education for Teachers (Arizona Project WET) Water Festival. Peoria also offers Peoria’s Sustainable University that allows residents training opportunities to learn about proactively living in harmony with their natural surroundings. Courses and workshops have focused on landscape watering and design, energy efficiency, residential solar, gardening, composting and recycling among other topics.

Metrics: # of classroom trainings/workshops held; estimates of attendance

b) Household Hazardous Waste Events – The City will continue to promote the collection of household hazardous waste. The City will use collection activities as an opportunity to educate residents regarding appropriate disposal practices to minimize contributing pollutants to stormwater. See comment above on HHW

Metrics: # of events held; number of appointments scheduled;# pounds of household hazardous waste collected

MCM 1-3 – Webpages and other Electronic Resources

Description: The City of Peoria will maintain webpages and social media apps to include educational materials, the stormwater management plan, stormwater information, and links to the Peoria Reporter app, contact Peoria form, Peoria TV, videos, and the environmental hotline.

Responsible Department(s): Many departments provide content; the Communications Office and the Information Technology Department provide support.

Measurable Goals: The webpages and other electronic resources will be tracked and reviewed annually.

Target Audience: General public.

Overarching Metrics: The City will provide electronic resources that will be tracked and reviewed annually.

a) Website – The City posts a wide range of messages and information on their website that help to promote and address concerns with stormwater pollution including a downloadable copy of this SWMP, information pertaining to the City’s AZPDES permit and requirements, links to applicable Stormwater Outreach for Regional Municipalities (STORM), ADEQ, EPA websites and the Flood Control District of Maricopa County (FCDMC) Erosion and Sediment Control Practices Manual.



The City encourages contractors and the development community to review the Erosion Control Manual. The Erosion Control Manual contains BMP fact sheets in Section 5 and is located as follows:

EPA - <https://www.epa.gov/laws-regulations/summary-clean-water-act>.

ADEQ - <http://azdeq.gov/node/524>.

FCDMC - <http://www.maricopa.gov/DocumentCenter/View/2368>.

City of Peoria - <https://www.peoriaaz.gov/stormwater>.

Metrics: # of webpage hits; Stormwater webpage update (date of latest update)

b) Online Public Notice for the SWMP – The City will post the SWMP and annual reports on their website.

Metrics: # of days SWMP was available for official comments; # of comments received on the SWMP

c) Peoria Reporter App – The City will document and track any stormwater referrals that have been made to the stormwater program through the Peoria Reporter App.

Metrics: # of referrals made through the reporter app

d) Environmental hotline – The City will document and track any stormwater referrals that have been made to the stormwater program through the Environmental Hotline.

Metrics: # of referrals made through the environmental hotline

MCM 1-4 – Regional Cooperation/Networking/Sharing of Resources

Description: The City of Peoria will participate in regional coordination efforts promoting regional public education, professional development, and the sharing of resources.

Responsible Department(s): Water Services Department

Measurable Goals: The City of Peoria will participate in Stormwater Outreach for Regional Municipalities (STORM), AZ Water Association, and the Phase II Coalition working group. Participation will be tracked on an annual basis, evaluated for effectiveness, and modified as necessary.

Target Audience: Stormwater permittees; General public.

Overarching Metrics: The City will track participation in regional coordination efforts, evaluate effectiveness and modify as necessary.



a) STORM participation – The City will maintain yearly membership and participate in STORM and help prioritize their annual workplan. STORM leverages the resources of a number of stormwater permit holders to advance public education and outreach to protect stormwater quality.

Metrics: STORM annual report documentation;# of meetings attended; narrative description of resources obtained (e.g. brochures, flyers, swag) through STORM membership for giveaways at City events

b) Professional Organization Involvement – The City will participate in professional organizations promoting professional development and the sharing of resources.

Metrics: Listing of events participated in with the AZ Water Association

5.3 MCM 2 – Public Involvement and Participation

The second mandated minimum control measure seeks the active participation and involvement of the public. The objective of this requirement is to provide opportunities to engage the public to participate in the review and implementation of the City's SWMP. The public involvement and participation requirements are outlined in Section 6.4.2 of the Permit. Getting the public to actively participate in events related to the stormwater program, and involving the public in the review of the SWMP is believed to result in increased support for the program. Increased support for the program will then lead to a reduction in pollutant loading in the stormwater.

The City of Peoria public involvement and participation program allows the public to engage with the City on stormwater related issues, to understand key aspects of the program, and the opportunity to help shape it. It allows the City to leverage their own and citizen resources in implementing the program.

5.3.1 Selected BMPs

The City of Peoria has evaluated the public involvement and participation component of their stormwater program and has identified BMPs to better inform the residents and businesses of the importance of preventing stormwater pollution. The selected BMPs are summarized in Table 4, with a description of each BMP provided in this section.

Table 4: MCM-2 Public Involvement and Participation BMP Summary

BMP	Description
MCM 2-1	Participation Opportunities



MCM 2-2	Regional Coordination
MCM 2-3	Annual SWMP Review

MCM 2-1 – Participation Opportunities

Description: The City of Peoria will make available the community hotlines, contact information, apps, city events/ festivals, river and/or trail clean up events, trainings for contractors, Peoria’s Sustainable University, and public meeting information available to increase participation of the public.

Responsible Department(s): Water Services Department; Finance Department; Public Works Department; Information Technology Department; Office of Communications

Measurable Goals: The City will participate in community engagement events and track the number of attendees.

Target Audience: General Public

Overarching Metrics: The city will track the number of community events and attendees.

a) City events – The City hosts a number of events throughout the year that allows the public to participate in City activities, and provides an opportunity for messages on stormwater quality to be presented. Examples of City events include classes through Peoria’s Sustainable University, Water Education for Teachers Water Festival, Planet Palooza-Peoria’s Earth Day event, and other events.

Metric: # of events held each year; # attendees at each event;

b) Household Hazardous Waste Program – The City will continue to maintain a household hazardous waste (HHW) program. The City operates a HHW pick up by appointment program (The City uses a hazardous waste contractor). City residents call the City and schedule their pick up day and time. Scheduled appointments ensure a safe environment for the public and help manage the quantities of household hazardous waste accepted. By scheduling appointments, City staff can educate the public on items not considered hazardous waste and those wastes that can be included with normal or bulk trash collection.

<https://www.peoriaaz.gov/hhw>.

Metric: # of appointments scheduled;# of pounds of household hazardous waste collected;

c) New River Clean Up - The City will continue to participate in the New River Clean Up event.

Metric: Number of attendees



MCM 2-2 – Regional Coordination

Description: The City of Peoria will participate with regional organizations and stakeholder groups promoting public involvement and participation.

Responsible Department(s): Water Services Department; Public Works Department

Measurable Goals: The City will maintain membership in regional organizations (e.g. STORM), involvement with professional organizations (e.g. AZ Water Association), and stakeholders, and attend Phase II Coalition meetings. Number of meetings attended and number of City attendees will be tracked.

Overarching Metrics: To attract and engage citizens in the effort to prevent pollution of stormwater and receiving waters.

a) **Attend regional and professional organization meetings** – City staff will attend meetings of STORM, AZ Water Stormwater Committee, and the Phase II Coalition to enhance collaboration and provide networking opportunities between stormwater professionals

Metrics: Number of meetings attended and number of City staff attendees will be tracked.

MCM 2-3 – Annual SWMP Review

Description: The City of Peoria will post the SWMP on their website. Members of the public will have the opportunity to provide comments on the SWMP

Responsible Department(s): Water Services Department

Measurable Goals: The City will establish a timeframe for annual review of the SWMP, post the SWMP on the public website seeking comments for a specified period of time, and maintain the most updated SWMP online for public access.

Target Audience: General Public and residents of Peoria

Overarching Metrics: The City will provide a period of time, annually, for official review of the SWMP, and the City will consider all comments received.

Metrics: # comments received; # of days available for official public comment; responses/changes as a result of comments received



5.4 MCM 3 – Illicit Discharge Detection and Elimination (IDDE) Program

The third mandated minimum control measure includes evaluating and updating the City's program to detect and address illicit and non-stormwater discharges to the storm drain system. This program is commonly referred to as the Illicit Discharge Detection and Elimination program or IDDE. The City has developed an IDDE plan. The IDDE plan is included in Appendix E.

The IDDE requirements are included in Section 6.4.3 of the new Permit. A brief summary of the IDDE program requirements appears below. The City will evaluate their program and update it as required to comply with the new Permit.

The objective of the IDDE program is to systematically find and eliminate sources of non-stormwater discharges to the municipal separate storm sewer system and to implement procedures to prevent illicit connections and discharges. It will include processes and procedures designed to prevent, identify, report, and mitigate illicit discharges to and from the MS4, and provide training for City employees involved in the IDDE program.

The IDDE program will be evaluated to address the following elements:

- Visual Dry Weather Outfall Monitoring
- Visual Stormwater Discharge Monitoring at a minimum of five outfalls
- Follow-up screening for identified or suspected illicit discharges
- As part of the program, the City will identify procedures to accomplish the following tasks:
 - Prohibit illicit discharges
 - Investigate suspected illicit discharges
 - Eliminate illicit discharges, including discharges from properties not owned or operated by the MS4 that discharge into the MS4 system
 - Implement appropriate enforcement procedures and actions

The City's current enforcement mechanisms consist of a current effective City Code as described in Section 4.5 and an enforcement response plan addressed in Section 5.4.1.

The program will also include a written statement that clearly identifies program responsibilities for eliminating illicit discharges and identifies the department responsible for implementing the IDDE Program, including any other departments that may have responsibilities in the program.

The program will document the following information for all illicit or suspected illicit discharges:

- Location of the illicit discharge and its source(s)
- Description of the discharge
- Estimated illicit discharge duration



- Method of discovery
- Date of discovery
- Date of elimination
- Mitigation or enforcement action
- Responsible person (if known)
- Estimated volume

5.4.1 Selected BMPs

The City of Peoria has evaluated the illicit discharge detection and elimination program component of their stormwater program and has identified BMPs to better inform the residents and businesses of the importance of preventing stormwater pollution. The City of Peoria Illicit Discharge Detection and Elimination Program is focused on a variety of measures that assist with detecting and eliminating illicit activities that may discharge to the City's system. The selected BMPs are summarized in Table 5 with a description of each BMP provided in this section.

Table 5: MCM-3 Illicit Discharge Detection and Elimination (IDDE) Program BMP Summary

BMP	Description
MCM 3-1	Documentation System Review/Tracking System Enhancement
MCM 3-2	Enforcement Response Plan Update
MCM 3-3	Stormwater System Mapping
MCM 3-4	Legal Authority Review
MCM 3-5	Sanitary Sewer Overflow Mitigation and Control
MCM 3-6	IDDE Staff Training
MCM 3-7	Educational Materials for the IDDE Program
MCM 3-8	Inspections (not construction)
MCM 3-9	Visual Dry Weather Outfall Monitoring
MCM 3-10	Visual Stormwater Discharge Monitoring

MCM 3-1 – Documentation System Review/Tracking System Enhancement

Description: The City will install and implement the SAMS Stormwater compliance database to assist with tracking and documentation of inspections, compliance, and follow-up.

Responsible Department(s): Water Services Department; Public Works Department; Development and Engineering Department; IT Department.

Measurable Goals: Installation of SAMS stormwater will incorporate a review of existing City systems (i.e. Accela, Hansen, Linko, Northstar) to optimize systems coordination and increase program efficiency. As SAMS Stormwater installation and implementation is still ongoing, measurable goals will include key updates on data input and integration of City software.



Target Audience: City staff, primarily Water Services Department – Environmental Resources Division (inspectors focused on compliance)

Overarching Metrics: Proactive integration of data systems that improve communication amongst various City Departments.

Metric: “Go Live” date of implementation of SAMS stormwater; # of [outfall] inspections tracked annually in SAMS stormwater

MCM 3-2 – Enforcement Response Plan Update

Description: The City will review, revise, and update, as necessary, its Enforcement Response Plan to comply with the stormwater permit.

Responsible Department(s): Water Services Department; Neighborhood and Human Services Department - Code Compliance; City Attorney

Measurable Goals: The City of Peoria will review inspection and enforcement escalation procedures to make sure they address enforcement responsibilities in the permit. The ERP will include procedures for prioritizing enforcement. There will be an annual review and documentation of the effectiveness of the ERP.

Target Audience: General Public; City Staff; Compliance Inspectors

Overarching Metrics: The City will make updates to the ERP, as necessary. There will be an annual review of effectiveness.

Metric: Date of most recent enforcement response plan update; Training dates following enforcement response plan updates

MCM 3-3 – Stormwater System Mapping

Description: The City of Peoria will maintain a current and comprehensive, GIS based, mapping system of the stormwater conveyance system.

Responsible Department(s): Development and Engineering Department; Information Technology Department – GIS;

Measurable Goals: The City will regularly update the GIS map to incorporate annexed areas, and new public and private stormwater infrastructure into Peoria’s MS4, following final inspections, acceptance of as-built information, and issuance of the Final Letter of Acceptance.

Target Audience: City Staff, Regulators, and the General Public (upon request)



Overarching Metrics: Maps are updated and always kept current (within the past year)

Metric: # of features added to the storm sewer system maps will be reported annually

MCM 3-4 – Legal Authority Review

Description: The City of Peoria will review the City Code to ensure compliance with the current permit.

Responsible Department(s): Water Services Department; Development and Engineering Department; Public Works Department; City Attorney; City Manager; City Council

Measurable Goals: The City will periodically review the City Code for compliance with the current permit and revise as necessary.

Target Audience: General public

Overarching Metrics: The City Code will be revised and updated, as necessary, to adequately enforce the stormwater program.

Metric: date of review; new code modification date if necessary

MCM 3-5 – Sanitary Sewer Overflow Mitigation and Control

Description: As a means of preventing wastewater from entering the storm sewer system, the City of Peoria will conduct inspections and cleaning of the sanitary sewer system, and clean up, disinfect, and report sanitary sewer overflows (SSOs). The City will inspect grease interceptors and traps associated with commercial establishments, under the Fats, Oils, and Grease (FOG) Program, for compliance with City Code.

Responsible Departments: Water Services Department

Measurable Goals: The City will inspect and/or clean 20% of the sanitary sewer system annually. The City will respond to and report SSOs in conformance to its Capacity, Management, Operation, and Maintenance (CMOM) Program and SSO Response Plan. The City will inspect at least 75% of all FOG accounts annually, and conduct enforcement pursuant to the Enforcement Response Plan, as necessary.

Target Audience: General public

Metric: % of sanitary sewer system cleaned/inspected; # of required SSO responses and reports; % of FOG accounts inspected; # of FOG enforcement actions taken (follow ups and closures).



MCM 3-6 – IDDE Staff Training

Description: The City of Peoria will educate City staff on illicit discharges and train appropriate City staff on the IDDE program.

Responsible Department(s): Water Services Department

Measurable Goals: There will be annual training on illicit discharges and the IDDE. This will include specific training on enforcement procedures for IDDE program implementation staff. Staff training will incorporate updated IDDE information, if warranted, based upon procedural reviews. Number of employees that received training; list of departments/divisions/sections represented in the training will be documented.

Target Audience: City staff, in particular field operations staff

Overarching Metrics: Annual training will include discussion on IDDE.

Metrics: Number of employees that received training; list of departments, divisions, and sections represented in the training will be documented.

MCM 3-7 – Educational Materials for IDDE Program

Description: IDDE information will be included in educational materials for public information as well as for staff training.

Responsible Department(s): Water Services Department; Public Works Department

Measurable Goals: The City will update educational materials for the IDDE program as necessary. Updates will include any modifications made to the program and will be incorporated into classroom or online training.

Target Audience: City staff; General public

Overarching Metrics: The City will review educational materials for the IDDE program and ensure that information is current and relevant.

Metrics: Indication of new materials added to the IDDE program if necessary; Powerpoint slides added to the classroom and/or online training; brochures/flyers put together for the IDDE program; date of review of educational materials



MCM 3-8 – Inspections

Description: The City will integrate stormwater inspections into FOG inspections of commercial establishments (see FOG inspection goals under Sanitary Sewer Overflow Mitigation and Control above.) to identify potential illicit discharges.

Responsible Department(s): Public Works Department; Water Services Department

Measurable Goals: The City will follow up and initiate enforcement activities, as necessary, on, 100% of commercial establishments found to be discharging non-stormwater to the City's MS4.

Target Audience: City staff; general public

Overarching Metrics: Percentage of City stormwater infrastructure (e.g. retention basins), associated with commercial establishments, inspected annually .

Metrics: % of stormwater infrastructure, associated with commercial establishments, inspected annually.

MCM 3-9 – Visual Dry Weather Outfall Monitoring

Description: The City is implementing a visual dry weather outfall monitoring program. This includes visiting and observing outfalls from the City's Municipal Separate Storm Sewer System (MS4) to receiving waters for potential illicit discharges.

The City intends to review its program and determine an appropriate frequency level for inspecting the entire system. Priority areas will be inspected on an annual basis and other areas will be inspected within a 3-year period at a minimum. Once the entire system has been inspected, the cycle will begin once again. Key City inspection staff will be trained in IDDE protocols, so in the event of observing an incident, further investigation can occur.

Responsible Department(s): Water Services Department.

Measurable Goals: The City will inspect/observe 100% of outfalls, at least once, from the MS4 to water bodies listed in Appendix B of the State Surface Water Quality Standards on an annual frequency. The City will also evaluate the visual dry weather outfall monitoring program for potential improvements and revise or update the program, as necessary.

Target Audience: City commercial accounts; general public

Overarching Metrics: 100% of outfalls are inspected annually to determine whether there are any illicit discharges during dry weather.



Metrics: % of outfalls inspected; review dates of the evaluation of the visual dry weather outfall monitoring program for potential improvements

MCM 3-10 – Visual Stormwater Discharge Monitoring

Description: The City of Peoria is implementing a visual stormwater discharge monitoring program.

Responsible Department(s): Water Services Department

Measurable Goals: Five (5) representative outfall locations have been identified for the visual monitoring program. Each outfall will be monitored two times during each wet season, contingent on flow. Their locations will be evaluated and modified as necessary.

Wet seasons are identified as follows:

Summer Wet Season: June 1 through October 31

Winter Wet Season: November 1 through May 31

Target Audience: City staff conducting visual stormwater discharge monitoring

Overarching Metrics: Visual monitoring occurs two times per wet season at each sampling location.

Metrics: # of visual discharge events observed; observations from discharge monitoring; follow-up observations necessary with visual stormwater discharge monitoring; description of conditions that did not allow monitoring during a storm event

5.5 MCM 4 – Construction Activity Stormwater Runoff Control

The fourth mandated minimum control measure requires implementation of construction site stormwater runoff control. This section describes the City's procedures for plan review, site inspection tracking, and stormwater enforcement at construction sites. The Construction Activity Stormwater Runoff Control requirements are in Section 6.4.4 of the Permit. The goal of the program is to prevent pollution of stormwater in the MS4 from construction site activities and wastes. Construction activity stormwater runoff control includes the following measures:

- An ordinance or other regulatory mechanism that requires the use of sediment and erosion control practices.



- An inventory of all construction activities that disturb or will disturb one or more acres within the permitted area, including those that are less than one acre but are part of a larger common plan of development that will ultimately disturb greater than one acre.
- Written procedures for site inspections and enforcement of sediment and erosion control measures.
- Inspection frequency based on the following:
 - Phase of construction
 - Proximity to a receiving water;
 - Proximity to an impaired, not-attaining water or Outstanding Arizona Water;
 - Size of the construction activity (acreage disturbed); and
 - History of non-compliance (site or operator).
- Requirements to take all necessary follow-up actions to ensure compliance
- Requirements for construction operators to implement sediment and erosion control BMPs appropriate for the conditions at the construction activity.
- Examples include: Minimizing disturbed area and protecting natural resources; Stabilizing sites when complete or in holding pattern; Protecting slopes; Protecting storm drain inlets, and armoring all newly constructed outlets; Perimeter controls; Stabilized entrances and exits with vehicle tracking control; and Inspection of stormwater controls on site.
- The program must also provide education to contractors and construction personnel on erosion and sediment control best management practices requirements. The public should also have the opportunity to submit information and considerations for the program.

5.5.1 Selected BMPs

The City of Peoria construction activity stormwater runoff control program is focused on reviewing construction activities during active construction. Key components to the construction program include construction plan reviews, issuance of grading and drainage permits, and construction site inspections during active construction. As a result of evaluation, the City of Peoria has identified BMPs to better inform the residents and businesses of the importance of preventing stormwater pollution from construction activities. The selected BMPs are listed in Table 6 and described in this section.

Table 6: MCM-4 Construction Activity Stormwater Runoff Control BMP Summary

BMP	Description
MCM 4-1	Inspection and Enforcement Procedure Review and Update as necessary
MCM 4-2	Construction Plan Review, Permitting, and Inspections
MCM 4-3	Educational Materials for Construction Activity Stormwater Runoff Control



MCM 4-4	Construction Activity Stormwater Runoff Control Training
---------	--

MCM 4-1 – Inspection Procedure Review and Update as necessary

Description: The City of Peoria will review construction inspection procedures and update as necessary. Key components for review will include the Storm Water Pollution Prevention Plan (SWPPP) checklist and the inspector’s manual. Modifications will be made, as necessary.

Responsible Department(s): Development and Engineering Department

Measurable Goals: Inspection procedures, SWPPP checklists, and inspector’s manual will be reviewed annually for compliance with the current permit and updated, if necessary.

Target Audience: City inspection staff

Overarching Metrics: Inspection and enforcement procedures continue to be relevant and effectively manage the construction activity stormwater runoff control program.

Metrics: Results of review of inspection procedures, SWPPP checklists, and inspector’s manual will be summarized in the Stormwater Annual Report.

MCM 4-2 – Construction Plan Review, Permitting, and Inspections

Description: The City of Peoria will review plans, issue permits, and conduct site inspections of residential subdivision, commercial development, and City capital improvement project construction.

The City’s Development and Engineering Department performs plan reviews for all construction activities that result in a land disturbance of; 1) greater than or equal to one acre, 2) less than one acre if the construction activity is part of a larger common plan of development or sale that would disturb one acre or more.

A SWPPP is a two-part document consisting of a Narrative and a Site Map. Documents shall conform to ADEQ’s Construction General Permit (CGP) AZG2016-002 and the Peoria Engineering Standards Manual (PESM). At a minimum standard BMPs shall be selected, installed and maintained per the Drainage Design Manual for Maricopa County, Volume III Erosion Control. A SWPPP Checklist is available to aid applicants with preparing documents for plan review.

A SWPPP shall be prepared and accompany the grading and drainage documents submitted to the City for review. Reviews follow the City’s normal plan review process. The SWPPP shall be in



general compliance with the City's requirements and the Drainage Design Manual for Maricopa County, Volume III Erosion Control.

Once the grading and drainage plans are approved by the City, and prior to issuing a grading permit, the operator must provide a fully executed copy of the SWPPP and NOI to the City. The City will not issue a grading permit until copies of the SWPPP and NOI are submitted.

After the Development and Engineering Department approves the construction plans, the applicant submits all necessary bonds, insurance, and other required documentation, and all fees are paid, they will issue construction permits.

There will be site inspections during active construction, and after storm events. The City has the authority to cite operators of construction sites found to be out of compliance, MCM 4-1.

Responsible Department(s): Development and Engineering Department

Measurable Goals: The City will track the number of SWPPPs and NOIs reviewed with respective grading and drainage plans, the number of inspections conducted, enforcement actions taken, and enforcement actions resolved.

Target Audience: Construction contractors; SWPPP developers; developers

Overarching Metrics:

Number of SWPPPs and NOIs reviewed with the respective grading and drainage plans prior to issuing grading and drainage permits, and number of inspections conducted during the active construction phases.

Metrics: The City will annually report the number of SWPPPs and NOIs reviewed; number of inspections conducted during the active construction phases; number of enforcement actions taken and enforcement actions resolved.

MCM 4-3 – Educational Materials for Construction Activity Stormwater Runoff Control

Description: The City of Peoria will review existing, develop new, and distribute educational materials for the Construction Activity Stormwater Runoff Control Program, as necessary.

The development community and contractors are required to be familiar with the City's stormwater management practices and ordinance requirements. The City will create a construction stormwater management handout for construction sites and update the stormwater Best Management Practices handout for Post Construction. The inspectors and project managers will distribute the handouts as well as provide a brief discussion at the pre-



construction meeting. City inspectors will educate and address questions from the contractor while on-site.

The City has adopted and encourages contractors to review the Flood Control District of Maricopa County (FCDMC) Erosion and Sediment Control Practices Manual. The Erosion Control Manual contains BMP fact sheets in Section 5 and can be accessed from the following link:

<https://www.maricopa.gov/DocumentCenter/View/2368>.

Responsible Department(s): Development and Engineering Department;

Measurable Goals: The City will; 1) Create a Construction Best Management Practices Handout, 2) review and update, as necessary, the "Stormwater Best Management Practices – A Handbook for Developers, Owners & Operators" (for Post Construction), 3) Distribute the construction handouts to contractors and the development community at the pre-construction conferences and at the engineering counter, and 4) ensure the link to the FCDMC website is included on the City's webpage.

Target Audience: Construction contractors; SWPPP operators; development community; City staff; general public

Overarching Metrics: The City will review educational materials for the construction activity stormwater runoff control program and ensure that the information is current and relevant.

Metrics: Track number of construction and post-construction handouts distributed at the pre-construction conference. Indication of new materials added to the construction activity stormwater runoff control program if necessary; Powerpoint slides added to classroom and/or online training; brochures/flyers put together for the construction program; date of review of educational materials.

MCM 4-4 – Construction Activity Stormwater Runoff Control Training

Description: The City of Peoria will train city staff and contractors on the Construction Activity Stormwater Runoff Control program.

Responsible Department(s): Development and Engineering Department; Water Services Department

Measurable Goals: There will be annual stormwater training. The staff will be updated on new procedures identified after procedural reviews. Training will be provided through various



venues including classroom and on-line offerings. There will be tracking of attendance at training.

Target Audience: City staff, in particular Water Services Department and Development and Engineering Department

Overarching Metrics: Training occurs annually and includes a review of construction activity stormwater runoff controls.

Metric: Number of training events and staff attendance will be recorded.

5.6 MCM 5 – Post-Construction Stormwater Management in New Development and Redevelopment

The fifth mandated minimum control measure is to develop, implement, and enforce a program to address post-construction stormwater pollution from new development and redevelopment projects. The post-construction requirements are in Section 6.4.5 of the Permit.

The program will contain a regulatory mechanism that will specify that owners or operators of new development and redevelopment sites discharging to the MS4, shall design, install, and maintain post-construction stormwater controls. The controls must reduce or eliminate the discharge of pollutants from the site after construction activities are completed. Educational materials will be provided to development owners and operators to help increase awareness and knowledge of post-construction stormwater runoff.

The program will include inspections to evaluate and approve post-construction stormwater controls. It will also contain an inventory system of all post-construction structural stormwater control measures installed and implemented at new development and redeveloped sites. These will include both public and private sector sites located within the permit area that discharge into the MS4. The inventory will be searchable by property location and other relevant criteria.

5.6.1 Selected BMPs

The City of Peoria has evaluated the post-construction stormwater management in new development and redevelopment component of their stormwater program and has identified BMPs to address stormwater pollution from new development and redevelopment projects. The selected BMPs are summarized in Table 7, with a description of each BMP provided in this section.

Table 7: MCM-5 Post-Construction Stormwater Management in New Development and Redevelopment BMP Summary

BMP	Description
-----	-------------



MCM 5-1	Inspection Program
MCM 5-2	Post Construction Stormwater Control Inventory
MCM 5-3	Educational Materials for Post Construction Management in New Development and Redevelopment
MCM 5-4	Post Construction Management Training

MCM 5-1 – Inspection Program

Description

The City will have inspection and enforcement procedures for new development and redevelopment.

Stormwater discharges from new development and redevelopment sites have the potential to degrade water quality, from soil disturbance associated with construction, or from an increase in impervious surface cover. Stormwater control measures addressing post-construction discharges incorporate several different approaches to maintain and/or improve water quality.

To remove pollutants from stormwater runoff, structures are installed to filter, slow, and treat drainage using various processes. These stormwater structures are called Best Management Practices, commonly referred to as BMPs. They are designed to reduce flooding, remove pollutants, and decrease the amount of runoff from stormwater that ultimately flows to our washes and rivers. Ensuring that these facilities function correctly requires long-term maintenance and inspections.

The City has existing processes in place for development projects and capital improvement projects to assure site stabilization has occurred at the end of the construction period. As part of the acceptance or punch list inspection phase of the project, any outstanding stabilization measures are noted for the contractor. The sites are also re-inspected one year after acceptance as part of a warranty inspection at which time any remaining control measures such as silt fencing that has not been removed is done so at that time.

Post-Construction Stormwater Management Program includes three distinct components:

- **Documentation** – Inspections are a necessary and important part of the Post-Construction Stormwater Management Program. The inspection forms will provide the necessary documentation to demonstrate when and what was inspected and notification to responsible party.



- **Inspections**

1. All post-construction stormwater BMPs shall be maintained by the entity responsible for its operations and maintenance.
2. The property owners are responsible for inspection, operation, and maintenance of privately owned stormwater facilities.
3. The Public Works Department inspects 20% of the publically owned stormwater infrastructure per year, to ensure proper operation and maintenance.
4. The Public Works Department will notify the Water Services Department of observations of polluted stormwater entering the City's MS4 from private stormwater infrastructure (illicit discharges) during the conduct of their O&M responsibilities.
5. The Water Services Department will investigate reports of polluted stormwater entering the City's MS4 from private development.
6. If corrective actions have not been implemented the inspector will document in the appropriate database and initiate enforcement pursuant to the City Code.

- **Maintenance**—The effectiveness of post-construction stormwater control BMPs depends upon regular inspections and maintenance of all aspects of the facility. There are typically two types of BMP maintenance, referred to as routine maintenance and corrective maintenance. Corrective maintenance consists of repairs performed to correct a deficient part of the BMP facility as identified in the inspection. Maintenance action returns the BMP component to the original design conditions for proper function.

Post-construction BMPs shall be maintained by the entity responsible for its operations and maintenance. Responsibility is determined by language included on the Dedication Statement found on the Final Plat. The operation and maintenance requirements follow the property regardless of property owner changes.

Inspections, by the City, of post-construction BMPs operated and maintained by an entity other than the City (such as an HOA or commercial property owner) will be restricted to locations where they discharge into the City's MS4 and upon observing potentially polluted stormwater or illicit discharges, and will also be complaint driven through the Peoria Reporter App or hotline.

Responsible Department(s): Public Works Department, Water Services Department.

Measurable Goals: The City will annually report 1) the number and percentage of storm sewer system assets inspected (public and private, as appropriate), included on the City inventory and included on the City's GIS maps; and 2) enforcement actions taken and resolved or referred for further enforcement.



Target Audience: Developers; Homeowners Associations, commercial property owner, City staff; general public

Overarching Metrics: The City will annually report the number of Final Letters of Acceptance (FLOAs), and track the annual number of Post Construction inspections, corrective actions, and complaints/incidents addressed.

Metrics: The City will annually report the number of Post Construction inspections conducted, corrective actions and complaints/incidents resolved.

MCM 5-2 – Post Construction Stormwater Control Inventory

Description:

The City will incorporate post-construction features into their Geographic Information System (GIS).

All stormwater control BMPs are inventoried in GIS. As stated above Post Construction BMPs include; detention basins, retention basins, drywells, channels, culverts, and drainage pipes. Upon completion of projects, developers/contractors are required to deliver site as-built plans to the City prior to issuance of the Final Letter of Acceptance. The as-built plans are then incorporated into the City's GIS. As-built plans are typically input into the City's GIS system soon after being submitted so that stormwater infrastructure remains up to date.

Responsible Department(s): Development and Engineering Department, Information Technology GIS

Measurable Goals: As the city obtains as-built drawings from developers, consultants, and/or contractors, the post construction features will be incorporated and tagged into the GIS system on an on-going basis.

Target Audience: City inspectors; City staff; general public; HOAs

Overarching Metrics: The City maintains a GIS database that is updated annually with post construction features,

Metrics: Average time (in days) from submittal of final as-built drawings to update on GIS.

MCM 5-3 – Educational Materials for Post Construction Management in New Development and Redevelopment



Description: The City will provide educational materials to private property owners and the general public on best management practices for post construction management in new development and redevelopment.

The City of Peoria maintains stormwater collection system components in public right-of-way, drainage easements, and on City owned property. It is the private property owner's responsibility to maintain stormwater collection system components on such private property and to prevent or minimize discharges of pollutants to the public stormwater collection system. The intent of the *City's Stormwater Best Management Practices – A Handbook for Developers, Owners and Operators* is to assist private stormwater collection system owners in performing proper maintenance of the system components and to inform private property owners of the requirements detailed in the Peoria City Code.

Private property owners shall either directly or indirectly ensure that all necessary controls are in place and properly maintained to prevent non-stormwater discharges.

Private property owners are encouraged to develop, implement, and maintain a program and/or procedure(s) that establish an inspection and maintenance plan to ensure that periodic inspections and associated maintenance is conducted in a timely manner.

Inspection and maintenance procedures and appropriate fiduciary mechanisms should be outlined in the association's Conditions, Covenants, & Restrictions (CCRs) and the Final Grading and Drainage Report, and should detail who will inspect, what will be inspected, inspection frequency, recordkeeping, routine maintenance schedules, interim maintenance response procedures, response to hazardous spills, and illegal dumping procedures.

The City's *Stormwater Best Management Practices – a Handbook for Developers, Owners and Operators* includes post construction management in new development and redevelopment information for public information as well as for training purposes.

Responsible Department(s): Development and Engineering Department; Water Services Department; Public Works

Measurable Goals: The City will review and update educational materials (e.g., *Stormwater Best Management Practices – A Handbook for Developers, Owners & Operators*) for the post construction management in new development and redevelopment program, as necessary. The materials will be available on the City webpage and at the Engineering permit counter.

Target Audience: Development community, commercial associations, landscapers, City staff; general public (including HOAs)



Overarching Metrics: 1) The City will review educational materials for the post construction management in new development and redevelopment program and ensure that information is current and relevant.

Metrics: 1) Indication of new materials added to the post construction management in new development and redevelopment program if necessary; brochures/flyers put together for the post construction management in new development and redevelopment program; date of review of educational materials.

MCM 5-4 – Post Construction Management Training

Description: The City of Peoria will train city staff on the Post Construction Management in New Development and Redevelopment program.

The City incorporates post construction management training topics into the annual stormwater training. Annual stormwater training is tracked and recorded in Target Solutions software. Staff are trained on new procedures identified after procedural reviews as necessary. On an annual basis, the training materials are reviewed to determine if any changes are necessary.

Responsible Department(s): Water Services Department; Development and Engineering Department

Measurable Goals: There will be annual stormwater training. The staff will be updated on new procedures identified after procedural reviews, if necessary. Training will be provided through various venues including classroom and on-line offerings.

Target Audience: Development and Engineering Department; Public Works Department

Overarching Metrics: Training is held yearly that includes a discussion on post construction management.

Metrics: Date of training; Topics added to annual training on post construction management

5.7 MCM 6 – Pollution Prevention and Good Housekeeping

The sixth mandated minimum control measure includes developing and implementing a pollution prevention program for municipal operations. The municipal operations requirements are in Section 6.4.6 of the Permit. The goal of this program is to prevent or reduce pollutant runoff, and protect water quality from municipal facilities and their activities.



The program must include the following activities:

- Develop an inventory of municipal operations that discharge
- Prioritize municipal facilities based on their risk to discharge pollutants
- Develop and implement a site inspection schedule
- Develop and implement an inspection schedule for municipally-owned and operated facilities and activities to ensure stormwater controls are effective and being properly maintained
- Update municipally-owned or operated facilities priority status and modify inspection frequency based on inspection findings
- Develop and implement stormwater controls at municipally-owned or operated facilities and discharge activities to reduce or eliminate the discharge of pollutants
- Develop and implement an employee training program to incorporate pollution prevention and good housekeeping techniques into everyday operations and maintenance activities
- Develop maintenance activities, maintenance schedules, and long-term inspections procedures for structural and non-structural stormwater controls to reduce floatables, trash, and other pollutants discharged from the MS4.

The program will also define street sweeping requirements to keep the roadway clean of sediment, dust, and debris that could enter into the MS4.

5.7.1 Municipal Facilities

The City of Peoria has evaluated municipal facilities that are not covered by a separate AZPDES permit to prioritize those facilities that will require site specific BMPs. A list of the facilities that have been identified for the development of BMPs are summarized in Table 8. The site specific BMPs are discussed in additional detail in Section 5.7.3.

Table 8: Peoria Municipal Facilities Identified for Site Specific BMPs

Name
Municipal Operations Center
Greenway Water Treatment Plant
Butler Influent Pump Station
Peoria Sports Complex
Rio Vista Park
Pioneer Park



5.7.2 Impacted Municipal Operations

Specific O&M procedures will undergo a standard operating procedure review at the Municipal Operations Center, the Greenway Water Treatment Plant, the Butler Influent Pump Station, the Peoria Sports Complex, Rio Vista Park, and Pioneer Park. Inspections will be conducted, according to the schedules discussed below, to review pollution prevention and good housekeeping measures at the facilities.

5.7.3 Selected BMPs

The City of Peoria's Pollution Prevention and Good Housekeeping program is focused mainly on the internal workings and best practices for City government. The listed facilities will undergo a review of their standard operating procedures and all remaining City locations will follow generic good housekeeping practices that are not facility specific. The City of Peoria has evaluated the Pollution Prevention and Good Housekeeping for Municipal Operations component of their stormwater program and has identified BMPs to reduce stormwater pollution. The selected BMPs are listed in Table 9, with a description of each BMP provided in this section.

Table 9: MCM-6 Pollution Prevention and Good Housekeeping for Municipal Operations BMP Summary

BMP	Description
MCM 6-1	Site Specific BMPs- O&M Procedures
MCM 6-2	Educational Materials for Pollution Prevention and Good Housekeeping Program
MCM 6-3	Pollution Prevention and Good Housekeeping Training
MCM 6-4	Good Housekeeping Practices
MCM 6-5	Storm Drain Maintenance Program
MCM 6-6	Municipal Facilities Inspection and Maintenance
MCM 6-7	Pollution Prevention

MCM 6-1 – Site Specific BMP – O&M Procedures

Municipal Operations Center

Description: The Municipal Operations Center houses multiple tenants including: Public Works (e.g. Fleet Management; Solid Waste; Sweepers, Stormwater, and Street Maintenance), Water Services (e.g. Water Production, Water Distribution, and Wastewater Collection Operations), and Community Services (aka Parks). The municipal operation center houses employees, stores equipment and chemicals, and has activities that are unique to this site that differentiate it from other City facilities. This is a standard operating procedure review to determine that stormwater management practices are appropriate for this facility.



Responsible Department(s): Water Services Department; Tenant departments located at the MOC.

Measurable Goals: Quarterly inspection and procedure review of pollution prevention and good housekeeping practices.

Target Audience: Tenant departments located at the Municipal Operations Center.

Overarching Metrics: The City will conduct quarterly inspections to review the pollution prevention and good housekeeping measures at this facility and determine if modifications are needed.

Metrics: Date of quarterly inspections; modification of any procedures

Greenway Water Treatment Plant

Description: The Greenway Water Treatment Plant houses city staff, stores chemicals, and has activities that are unique to this site that differentiate it from other City facilities. This is a standard operating procedure review to determine that stormwater management practices are appropriate for this facility.

Responsible Department(s): Water Services Department; Greenway WTP staff

Measurable Goals: Semi-annual inspections and procedure review of pollution prevention and good housekeeping practices.

Target Audience: Treatment Operations staff

Overarching Metrics: The City will conduct semi-annual inspections to review the pollution prevention and good housekeeping measures at this facility and determine if modifications are needed.

Metrics: Date of semi-annual inspections; modification of any procedures

Butler Influent Pump Station

Description: The Butler Influent Pump Station is a facility that receives raw wastewater from portions of the City of Peoria north of Northern Avenue and pumps it via force main to the Butler Drive Water Reclamation Facility for treatment. The facility includes pumping facilities and an odor control scrubber. This is a standard operating procedure review to determine what stormwater management practices are appropriate for this facility.

Responsible Department(s): Water Services Department; Butler Drive WRF staff

Measurable Goals: Quarterly inspections and procedure review of pollution prevention and good housekeeping practices.



Target Audience: Treatment Operations Staff

Overarching Metrics: The City will conduct quarterly inspections to review the pollution prevention and good housekeeping measures at this facility and determine if modifications are needed.

Metric: Date of quarterly inspection; modification of any procedures

Peoria Sports Complex

Description: The Peoria Sports Complex is a multi-use sports facility that consists of a main baseball stadium, multiple practice fields, and hosts a variety of special events. The facility houses operational staff, stores chemicals, kitchens, concession stands and has basic equipment maintenance and service that is performed on site. The Peoria Sports Complex is a city owned facility that is leased out year-round by the San Diego Padres and Seattle Mariners through 20-year leases.

Responsible Department(s): Water Services Department; Peoria Sports Complex staff

Measurable Goals: Quarterly inspections and procedure review of pollution prevention and good housekeeping practices.

Target Audience: Peoria Sports Complex staff

Overarching Metrics: The City will conduct quarterly inspections to review the pollution prevention and good housekeeping measures at this facility and determine if modifications are needed.

Metric: Date of quarterly inspections; modification of any procedures

Rio Vista Park

Description: The Rio Vista Park houses city staff, stores chemicals, and has activities that are unique to this site that differentiate it from other City facilities. This is a standard operating procedure review to determine that stormwater management practices are appropriate for this facility.

Responsible Department(s): Water Services Department; Community Services Department

Measurable Goals: Semi-annual inspections and procedure review of pollution prevention and good housekeeping practices.

Target Audience: Community Services Staff



Overarching Metrics: The City will conduct semi-annual inspections to review the pollution prevention and good housekeeping measures at this facility and determine if modifications are needed.

Metrics: Date of semi-annual inspections; modification of any procedures

Pioneer Park

Description: Pioneer Park stores chemicals, and has activities that are unique to this site that differentiate it from other City facilities. This is a standard operating procedure review to determine that stormwater management practices are appropriate for this facility.

Responsible Department(s): Water Services Department; Community Services Department

Measurable Goals: Semi-annual inspections and procedure review of pollution prevention and good housekeeping practices.

Target Audience: Community Services staff

Overarching Metrics: The City will conduct semi-annual inspections to review the pollution prevention and good housekeeping measures at this facility and determine if modifications are needed.

Metrics: Date of semi-annual inspections; modification of any procedures

MCM 6-2 – Educational Materials for Pollution Prevention and Good Housekeeping Program

Description: The City of Peoria will maintain educational materials for the Pollution Prevention and Good Housekeeping Program.

Responsible Department(s): Water Services Department; Public Works Department; and Community Services Department.

Measurable Goals: The City will prepare, maintain, and revise, as necessary, educational materials, on pollution prevention and good housekeeping practices at municipal facilities. Revisions will include any modifications made to the program and will be incorporated into classroom or online training.

Target Audience: City staff

Overarching Metrics: The City will review educational materials for the pollution prevention and good housekeeping program to ensure that information is current and relevant.



Metrics: Indication of new materials added to the pollution prevention and good housekeeping program if necessary; Powerpoint slides added to or created for classroom and/or online training; date of review of educational materials

MCM 6-3 – Pollution Prevention and Good Housekeeping Training

Description: The City of Peoria will train City staff on pollution prevention and good housekeeping practices at municipal facilities.

Responsible Department(s): Water Services Department; Public Works Department; and Community Services Department.

Measurable Goals: There will be annual stormwater training. The training will update staff on new procedures identified after procedural reviews, and on priority focus areas. There will be a review of maintenance procedures and discussions at periodic field staff meetings.

Target Audience: City staff

Overarching Metrics: Training is held yearly that includes a discussion on pollution prevention and good housekeeping.

Metrics: Date of training; Topics added to annual training on pollution prevention and good housekeeping

MCM 6-4 – Good Housekeeping Practices

Description: The City of Peoria will review and update, as necessary, good housekeeping practices.

Responsible Department(s): City staff

Measurable Goals: There will be a review of street sweeping practices, cleaning operations of fleet vehicles and parts, Peoria facility carwash, or containment area. The waste management program will be reviewed annually, and updated as necessary.

Target Audience: City employees, municipal operations

Overarching Metrics: Pollution prevention and good housekeeping practices are kept updated

Metrics: Listing of good housekeeping practices adopted, implemented, and inspected; # gallons used motor oil recycled; linear miles of streets swept; street sweeping schedule modifications.



MCM 6-5 – Storm Drain Maintenance Program

Description: The City of Peoria will conduct inspection and maintenance of the storm drain system.

Responsible Department(s): Public Works Department

Measurable Goals: The City will inspect and clean 20% of the storm drain system every year as budgets allow.

Target Audience: City employees, Streets Division

Overarching Metrics: Storm drains are maintained at a level of service that allows them to maintain their functionality and minimizes the potential for pollutants to enter waterbodies.

Metric: # miles storm drain cleaned; # storm drain assets inspected annually

MCM 6-6 – Municipal Facilities Inspection and Maintenance

Description: The City of Peoria will inspect and maintain municipal facilities and operations.

Responsible Department(s): Water Services Department; Public Works Department

Measurable Goals: The City will evaluate, and if appropriate, prioritize other municipal facilities not identified in MCM 6-1, for inclusion in an inspection and maintenance program. Inclusion will be dependent on the incremental pollution prevention benefits achieved vs level of effort and resources necessary to include.

Target Audience: City employees

Overarching Metrics: City employees maintain an inspection and maintenance program designed to minimize pollutants into the storm drain system.

Metric: Develop criteria to identify and, if appropriate, prioritize, a list of additional facilities not specifically identified in MCM 6-1.

MCM 6-7 – Pollution Prevention

Description: The City of Peoria will prevent pollution by looking into their equipment and chemical product purchases.

Responsible Department(s): Finance Department – Materials Management Division; all departments that use and handle chemicals and materials.



Measurable Goals: There will be an annual evaluation of equipment and chemical products used by the City. They will be updated/replaced as necessary.

Target Audience: City departments that use and handle chemicals and materials

Overarching Metrics: The City will use more environmentally friendly sustainable products when feasible.

Metric: Date of annual product review; listing of products eliminated; listing of new products and why they are now used; amount of chemicals eliminated from inventory or replaced

6 Annual Program Evaluation Protocol

The City of Peoria will annually evaluate the BMPs implemented as part of this SWMP. The results of the evaluation are included in an Annual Report that is submitted to ADEQ and published on the City's stormwater web page.

The annual SWMP evaluation will include an assessment of the effectiveness of the City's BMPs as well as the progress made towards achieving each of the BMP objectives. The BMPs may be updated and/or revised based on the results of the annual evaluation. Any BMP modifications will be made in accordance with Section 8.1 of the Permit.

The annual program evaluation protocol shall follow the following steps:

1. The Water Services Department – Environmental Resources Division shall contact each responsible party requesting a summary of the progress that was made on each BMP over the course of the permit year. A minimum of 3 weeks will be provided for each responsible party to provide their information and backup data.
2. The Water Services Department – Environmental Resources Division will review the information received and compare with the BMP requirements outlined in this SWMP to ensure that the BMPs are being implemented.
3. The Water Services Department – Environmental Resources Division will discuss with the other departments the efficacy of the BMPs and if any modifications are recommended.
4. The Water Services Department – Environmental Resources Division will compile the information received into an Annual Report.
5. The Annual Report shall be submitted to ADEQ on or before September 30th of each permit year or as directed by ADEQ.



6. The Annual Report will be posted on the City's stormwater webpage for the public's information.
7. The backup records compiled for each annual report will be saved for three years.
8. The City will utilize an annual report checklist attached in Appendix A to document when reviews are performed and when any procedures are updated.



Appendix A – Annual Report Checklists



Annual Report Checklist Permit NO. AZG2016-002

- ☐ **4.4** The permittee must include a narrative description of the status of storm sewer system mapping, outfall mapping, and waters of the U.S. that receive discharges from the outfalls (including percent complete) in each annual report (see Part 8.4).
- ☐ **5.0 STORMWATER MANAGEMENT PROGRAM** - At a minimum, all permittees must annually assess, evaluate, and update the BMPs and SWMP and incorporate any revisions necessary to maintain permit compliance. The annual SWMP review must occur in connection with preparing the annual report (see Parts 8.1 and 8.4).
- ☐ **6.4.1 Public Education and Outreach - 6.4.1.4** - The permittee shall document in each annual report: the messages for each audience; the method of distribution; the measures/methods used to assess the effectiveness of the messages, and the method/measures used to assess the overall effectiveness of the education program.
- ☐ **6.4.2 Public Involvement and Participation - 6.4.2.1e** All public involvement activities shall comply with state and local public notice requirements. The SWMP and all annual reports shall be available to the public. The permittee is encouraged to satisfy this requirement by posting records online.
- ☐ **6.4.2 Public Involvement and Participation - 6.4.2.2** - The permittee shall annually provide the public an opportunity to participate in the review and implementation of the SWMP.
- ☐ **6.4.2 Public Involvement and Participation - 6.4.2.3** - The permittee shall report on the activities undertaken to provide public participation opportunities including compliance with Part 6.4.2.1. Public participation opportunities pursuant to Part 6.4.2.2 may include, but are not limited to, websites, hotlines, clean-up teams, monitoring teams, or an advisory committee.
- ☐ **6.4.3.5 Eliminating Illicit Discharges** - Where elimination of an illicit discharge is not immediately possible, the permittee shall establish an expeditious schedule for its elimination and report the dates of identification and schedules for removal in the permittee's annual reports.
- ☐ **6.4.3.5 Eliminating Illicit Discharges** - To the extent known, the permittee shall include in the annual report the following information: the location of the illicit discharge and its source(s); a description of the discharge; estimated illicit discharge duration; the method of discovery; date of discovery; date of elimination; mitigation or enforcement action; responsible person (if known); and estimated volume.
- ☐ **6.4.3.8 Visual Monitoring** - For each confirmed illicit discharge, the permittee shall include in the annual report the following information: the location of the discharge and



its source(s); a description of the discharge; estimated illicit discharge duration; the method of discovery; date of discovery; date of elimination; mitigation or enforcement action; responsible person (if known); and estimated volume.

- ❑ **6.4.3.8 Visual Monitoring - a) Visual Dry Weather Outfall Monitoring** - Within six (6) months of obtaining authorization to discharge, the permittee shall develop and implement a visual, dry weather outfall monitoring program. Dry weather monitoring must be conducted at least 72 hours after a storm event that resulted in a discharge from the storm sewer system. The permittee shall document and include findings of dry weather monitoring in the annual report.
- ❑ **6.4.3.8 Visual Monitoring b) Visual Stormwater Discharge Monitoring** The permittee shall identify a minimum of five (5) outfalls that are representative of its stormwater discharges to conduct visual stormwater discharge monitoring. The stormwater discharge monitoring program must be conducted in response to a storm event that results in a discharge from the storm sewer system and, to the extent practicable, should include the first flush. The permittee shall conduct a minimum of two (2) stormwater discharge monitoring events during each wet season of the representative outfall(s) and shall document and include findings in the annual report. Summer Wet Season: June 1 through October 31; Winter Wet Season: November 1 through May 31.
- ❑ **6.4.3.9 Indicators of IDDE Program Progress** - The permittee shall define or describe indicators for tracking program success. At a minimum, indicators shall include measures that demonstrate efforts to locate illicit discharges identified and removed. Such measures may include response time to inspection, public awareness, time from discovery to elimination, and other appropriate factors. The permittee shall evaluate and report the overall effectiveness of the program based on the tracking measures outlined in Part 6.4.3.8 in the annual program evaluation and in the annual report.
- ❑ **6.4.3.10 Staff Training** - The permittee shall, at a minimum, provide annual training to employees involved in the IDDE program (e.g., street workers, inspectors, solid waste personnel, etc.). The training must include the IDDE program components and how to recognize illicit discharges. The permittee shall report on the frequency and type of employee training in the annual report.
- ❑ **6.4.3.11 Unpermitted (Illicit) Discharges to the MS4** - The permittee shall include the number of facilities contacted each year in the annual report and shall include the facility name, type of activity conducted at the facility (including SIC code, to the extent known), and whether or not the facility has AZPDES permit coverage, if known or available.



- ☐ **6.4.4 Construction Activity Stormwater Runoff Control** - The permittee must track the number of inspections and re-inspections of construction activities to verify the sites are inspected at the frequency established under Part 6.4.4.2 (d) and (e) and include this information in the annual report.
- ☐ **7.0 ANALYTICAL MONITORING**
 - 7.1 General Monitoring Requirements**

The permittee shall identify in the SWMP and annual reports discharges that: 1. Discharge to impaired waters listed on the Arizona's 303(d) list (Category 5) and those listed as not attaining (Category 4) on Arizona's Water Quality Assessment report; 2. Discharges to OAWs listed in A.A.C. R18-11-112; and 3. Additional monitoring required by ADEQ.
 - 7.4 Tracking** Permittees with outfalls that discharge to impaired, not-attaining, or OAWs shall develop a system to track the information required in the permit and the information required to be reported in the annual report (see Part 8.3). The tracking system shall be developed and implemented within twelve (12) months of the effective date of this permit.
- ☐ **8.0 PROGRAM ASSESSMENT, RECORDKEEPING, AND REPORTING**
 - 8.1 Program Evaluation**
 - 8.1.1** - The permittee shall annually self-evaluate its compliance with the terms and conditions of this permit. The permittee shall maintain the annual evaluation documentation as part of the SWMP. The permittee shall include this information in the annual report.
 - ☐ **8.1.2** - The permittee shall evaluate the appropriateness of the selected BMPs in achieving the objectives of each control measure and the defined measurable goals. The permittee may change BMPs in accordance with the following provisions: a. Adding (but not subtracting or replacing) components or controls may be made at any time; b. Changes replacing an ineffective or infeasible BMP specifically identified in the SWMP with an alternative BMP may be made if the proposed changes meet the criteria of this Part. The permittee shall include this information in the annual report.
 - ☐ **8.1.3** BMP modification documentation shall include the following information and all documentation shall be kept in the SWMP:
 - a. An analysis of why the BMP is ineffective or infeasible;
 - b. Expectations on the effectiveness of the replacement BMP; and
 - c. An analysis of why the replacement BMP is expected to achieve the defined goals of the BMP to be replaced.



The permittee shall indicate BMP modifications along with a brief explanation of the modification in the annual report.

8.3 Discharge Monitoring Report - The permittee must submit all monitoring results (analytical and visual monitoring results) on a discharge monitoring report (DMR) in a manner prescribed by ADEQ (electronic, paper format, etc.). In the event electronic reporting becomes available, permittees must submit analytical and visual monitoring results using an online program or portal application prescribed by ADEQ (i.e. myDEQ). DMRs must be submitted no later than September 30 of each year and shall include analytical and visual monitoring results for the period July 1 through June 30 of the preceding calendar year.

□ **8.4 Annual Report**

The permittee shall submit an annual report each year of the permit term to ADEQ. The reporting period is from July 1 through June 30 each year. The annual report is due to ADEQ on or before September 30 each year for the reporting period. The annual reports shall contain the following information:

- a. The status of compliance with the permit terms and conditions;
- b. Updates regarding mapping requirements (see Part 4.1), including percent complete;
- c. An evaluation of the appropriateness and efficacy of the selected BMPs;
- d. An assessment of the progress towards achieving the measurable goals and objectives of each control measure in Part 6.4 including description of the targeted messages for each audience; method of distribution and dates of distribution; methods used to evaluate the program; and any changes to the program;
- e. Description of the activities used to promote public participation;
- f. Description of the activities related to implementation of the IDDE program including: status and results of the illicit discharge potential protocols described in Parts 6.4.3.4 (program responsibilities and systematic procedure); number and identifier of assets inspected or evaluated; number and identifier of outfalls screened; number of illicit discharges located; number of illicit discharges removed; and employee training;
- g. All outfall screening and monitoring data collected by or on behalf of the permittee during the reporting period and cumulative for the permit term, including but not limited to all data collected pursuant to Parts 6.4.3 and 7.0;
- h. The status of any plans or activities required by Part 6.4.3 and/or Part 7.1 (impaired and not attaining waters), including: 1. Identification of all discharges determined to be causing or contributing to an exceedance of water quality standards and description of response; 2. For discharges subject to TMDLs, identification of specific BMPs used to address the pollutant identified as the cause of the impairment and assessment of the BMPs effectiveness at controlling the pollutant;



City of Peoria
Stormwater Management Program
May 2019

- i. Status of the construction runoff management including number of project plans reviewed, number of inspections, and number of enforcement actions;
- j. Status of stormwater management for new development and redevelopment including status of code development and review;
- k. Status of the operation and maintenance programs required by Part 6.4.6.1;
- l. Description of any changes in identified BMPs or measurable goals;
- m. Any additional reporting requirements specified in Parts 1-7; and
- n. Description of activities to be conducted during the next reporting cycle.

Reports must be submitted to ADEQ at the following address:

Arizona Department of Environmental Quality
1110 West Washington Street, Mail Code 5451A-1
Phoenix, Arizona 85007

In the event electronic reporting becomes available, permittees must submit their annual reports using an online program or portal application prescribed by ADEQ (or U.S. EPA).



☐ **MCM 1-1 Educational Materials**

The quantity of educational materials distributed will be measured and tracked. Additionally, the material medium, the general information it contains, the audience who receives the message, and how it will be distributed will be documented and tracked.

- # brochures distributed;
- # publications distributed annually (mailed out)
- # signs installed
- # of storm drain markers distributed;

☐ **MCM 1-2 Educational Events/Training**

The City will document the number of educational events held each year including community events, classroom trainings, and entities targeted. Estimates of attendance will be documented.

- # of classroom trainings/workshops held; estimates of attendance;
- # of Household Hazardous Waste (HHW) Events held; number of appointments scheduled; # pounds of HHW collected

☐ **MCM 1-3 Webpages and other Electronic Resources**

The City will maintain webpages and other electronic resources that will be tracked and reviewed annually.

- # of webpage hits;
- Stormwater webpage update (date of latest update);
- # of days SWMP was available for official comments;
- # of comments received on the SWMP;
- # of referrals made through the Reporter App;
- # of referrals made through the environmental hotline

☐ **MCM 1-4 Regional Cooperation/Networking/Sharing of Resources**

The City will track participation in regional coordination, evaluate effectiveness, and modify as necessary.

- STORM annual report documentation;
- # of meetings attended;
- narrative description of resources obtained (e.g. brochures, flyers, swag) through STORM membership for giveaways at City events;
- Listing of events participated in with AZ Water

☐ **MCM 2-1 Participation Opportunities**

The city will track the number of events and attendees.

- # of events held, # attendees at each event;



- # of appointments scheduled
- # pounds of household hazardous waste collected;
- # attendees at New River Clean Up;
- ☐ **MCM 2-2 Regional Coordination**
The City will track and document what regional coordination efforts it has participated in on an annual basis.
 - # of STORM, AZ Water Stormwater Committee, and Phase II Coalition meetings attended; # of City staff attendees
- ☐ **MCM 2-3 Annual SWMP Review**
The City will provide an annual review period of time for official review of the SWMP, and the City will consider all comments received.
 - # comments received;
 - # of days available for official public comment;
 - responses/changes as a result of comments received
- ☐ **MCM 3-1 Documentation System Review/ Tracking System Enhancement**
Proactive integration of data systems that improve communication amongst various City Departments
 - "Go Live" date of implementation of SAMS Stormwater;
 - # of stormwater outfall inspections tracked annually in SAMS Stormwater
- ☐ **MCM 3-2 Enforcement Response Plan Update**
The City will make updates to the municipal code, inspection procedures, and enforcement actions as necessary. There will be an annual review of effectiveness.
 - Date of most recent enforcement response plan update;
 - Training dates following enforcement response plan updates
- ☐ **MCM 3-3 Stormwater System Mapping**
Maps are updated and always kept current (within the past year)
 - # of features added to the storm sewer system maps annually
- ☐ **MCM 3-4 Legal Authority Review**
Codes, enforcement, and regulatory updates as needed to build a more robust stormwater program.
 - date of review;
 - new code modification date if necessary
- ☐ **MCM 3-5 Sanitary Sewer Overflow Mitigation and Control**



Cleaning of portions of the sanitary sewer system occurs annually. Spills are cleaned up promptly when reported. The compliance status of City commercial accounts with appropriate section of the City Code are evaluated through proactive inspections.

- % of sanitary sewer system cleaned/inspected;
- # of required SSO responses and reports;
- % of commercial (FOG) accounts inspected;
- # of FOG enforcement actions taken (follow ups and closures).

☐ **MCM 3-6 IDDE Staff Training**

Training is held yearly that includes a discussion on IDDE.

- # of employees that received training; list of departments, divisions, and sections represented in the training will be documented

☐ **MCM 3-7 Educational Materials for the IDDE Program**

The City will review educational materials for the IDDE program and ensure that information is current and relevant.

- Indication of new materials added to the IDDE program if necessary;
- Powerpoint slides added to the classroom and/or online training;
- brochures/flyers put together for the IDDE program;
- date of review of educational materials

☐ **MCM 3-8 Inspections**

Annual percentage of the City storm drain system inspected and sanitary sewer system inspected and cleaned.

- % of stormwater system inspected annually;
- % of grease control devices inspected annually;
- amount of sanitary sewer system cleaned annually

☐ **MCM 3-9 Visual Dry Weather Outfall Monitoring**

A percentage of Infrastructure is inspected annually to determine whether there are any illicit discharges during dry weather.

- % of outfalls inspected;
- review dates of the evaluation of the visual dry weather outfall monitoring program for potential improvements

☐ **MCM 3-10 Visual Stormwater Discharge Monitoring**

Visual monitoring occurs two times per wet season at each sampling location.

- # of visual discharge events observed;
- observations from discharge monitoring;
- follow-up observations necessary with visual stormwater discharge monitoring;



- description of conditions that did not allow monitoring during a storm event
- ☐ **MCM 4-1 Inspection Procedure Review and Update as necessary**
Inspection procedures continue to be relevant and effectively manage the construction activity stormwater runoff control program.
 - Results of review of inspection procedures, SWPPP checklists, and inspector's manual will be summarized in the Stormwater Annual Report.
- ☐ **MCM 4-2 Construction Plan Review, Permitting, and Inspections**
SWPPPs are reviewed, BMPs updated as necessary, permits are issued and enforced.
 - # NOIs/SWPPPs reviewed;
 - # of inspections conducted;
 - # of enforcement actions taken and resolved.
- ☐ **MCM 4-3 Educational Materials for Construction Activity Stormwater Runoff Control**
The City will review educational materials for the construction activity stormwater runoff control program and ensure that information is current and relevant.
 - # of construction and post-construction handouts distributed at pre-construction conferences;
 - Indication of new materials added to the construction activity stormwater runoff control program if necessary;
 - Powerpoint slides added to the classroom and/or online training;
 - brochures/flyers put together for the IDDE program;
 - date of review of educational materials
- ☐ **MCM 4-4 Construction Activity Stormwater Runoff Control Training**
Training is held yearly that includes a discussion on construction activity stormwater runoff control.
 - # of training events and documentation of staff attendance
- ☐ **MCM 5-1 Civil Engineering Inspection Program**
Engineering inspections will occur including a review of grading and drainage plans, SWPPPs and inspections to ensure there is an effective new development and redevelopment program.
 - # of post-construction inspections conducted;
 - # corrective actions and complaints/incidents resolved.
- ☐ **MCM 5-2 Post-Construction Stormwater Control Inventory**
The City will maintain an up to date map that is updated annually with post construction features
 - Average time (in days) from submittal of final as-builts to update on GIS
- ☐ **MCM 5-3 Educational Materials for Post-Construction Management in New Development and Redevelopment**



The City will review educational materials for the post construction management in new development and redevelopment program and ensure that information is current and relevant.

- Indication of new materials added to the post construction management in new development and redevelopment program if necessary;
- brochures/flyers put together for the post construction management in new development and redevelopment program;
- date of review of educational materials

☐ **MCM 5-4 Post-Construction Management Training**

Training is held yearly that includes a discussion on post construction management.

- Date of training;
- Topics added to annual training on post construction management

☐ **MCM 6-1 Site Specific BMP - O&M Procedures**

☐ **Municipal Operations Center**

The City will conduct quarterly inspections to review the pollution prevention and good housekeeping measures at this facility and determine the need for modifications.

- Date of quarterly inspections;
- Modification of any procedures

☐ **Greenway Water Treatment Plant**

The City will conduct semi-annual inspections to review the pollution prevention and good housekeeping measures at this facility and determine the need for modifications.

- Date of semi-annual inspections;
- Modification of any procedures

☐ **Butler Influent Pump Station**

The City will conduct quarterly inspections to review the pollution prevention and good housekeeping measures at this facility and determine the need for modifications.

- Date of quarterly inspections;
- Modification of any procedures

☐ **Peoria Sports Complex**

The City will conduct quarterly inspections to review the pollution prevention and good housekeeping measures at this facility and determine the need for modifications.

- Date of quarterly inspections;
- Modification of any procedures

☐ **Rio Vista Park**

The City will conduct semi-annual inspections to review the pollution prevention and good housekeeping measures at this facility and determine the need for modifications.



- Date of semi-annual inspections;
- Modification of any procedures
- ☐ **Pioneer Park**
The City will conduct semi-annual inspections to review the pollution prevention and good housekeeping measures at this facility and determine the need for modifications.
 - Date of semi-annual inspections;
 - Modification of any procedures
- ☐ **MCM 6-2 Educational Materials for Pollution Prevention and Good Housekeeping Program**
The City will review educational materials for the pollution prevention and good housekeeping program to ensure that information is current and relevant.
 - Indication of new materials added to the pollution prevention and good housekeeping program if necessary;
 - Powerpoint slides added to the classroom and/or online training;
 - date of review of educational materials
- ☐ **MCM 6-3 Pollution Prevention and Good Housekeeping Training**
Training is held yearly that includes a discussion on pollution prevention and good housekeeping.
 - Date of training;
 - Topics added to annual training on pollution prevention and good housekeeping
- ☐ **MCM 6-4 Good Housekeeping Practices**
Pollution prevention and good housekeeping practices are kept updated.
 - Listing of new good housekeeping practices adopted, implemented, and inspected;
 - # gallons used motor oil recycled;
 - linear miles of streets swept;
 - street sweeping schedule modifications.
- ☐ **MCM 6-5 Storm Drain Maintenance Program**
Storm drains are maintained at a level of service that allows them to maintain their functionality and minimizes the potential for pollutants to enter waterbodies.
 - # miles storm drain cleaned;
 - # storm drain assets inspected
- ☐ **MCM 6-6 Municipal Facilities Inspection and Maintenance**
City employees maintain an inspection and maintenance program designed to minimize pollutants into the storm drain system.
 - Develop criteria to identify and, if appropriate, prioritize, a list of additional facilities not specifically identified in MCM 6-1.
- ☐ **MCM 6-7 Pollution Prevention**



City of Peoria
Stormwater Management Program
May 2019

The City will use more environmentally friendly sustainable products when feasible.

- Date of annual product review;
- listing of products eliminated;
- listing of new products and why they are now used;
- amount of chemicals eliminated from inventory or replaced



Appendix B – Notice of Intent



Appendix C – Small MS4 Permit



Appendix D – Stormwater Management City Codes



Appendix E – IDDE Plan