

**2004 SMALL MUNICIPAL SEPARATE STORM SEWER
SYSTEMS (MS4s) ANNUAL REPORT – Due March 10, 2005**

By completing this annual report form, you are “providing the Minnesota Pollution Control Agency (MPCA) with a summary of your status of compliance with permit conditions, including an assessment of the appropriateness of your identified best management practices and progress towards achieving your identified measurable goals for each of the minimum control measures” as required by the MS4 Permit. Use of this form is not mandatory; however, you must address all the questions and cross reference in a clear format.

Name of MS4: <u>Coon Creek Watershed District</u>		
Contact Person: <u>Tim Kelly</u>		
Telephone Number: <u>(763) 755-0975</u>		
Address: <u>12301 Central Ave NE, Suite 100</u>		
<u>Blaine</u> (city)	<u>MN</u> (state)	<u>55434</u> (zip code)

1. Public Education and Outreach on Stormwater Impacts		
a. Did you hold a public meeting on your Stormwater Pollution Prevention Program (SWPPP)? [Part V.G.1.e]	Yes	No
	X	
b. How many individuals attended? <u>1</u>		
c. If you did not comply with this requirement, explain why. Please attach a separate sheet labeled 1c.		
d. What was the date of the public meeting? <u>2/28/05</u>		
e. In what newspaper or publication of general interest did you publish the public notice of your meeting? [Part V.G.1.e.2] <u>Anoka County Union</u>		
f. On what date was it published? <u>February 18 & 25, 2005</u>		
<i>NOTE: Please retain a copy of the public notice in your records. You must hold your public meeting before March 10, 2005.</i>		
g. You must implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff. <i>Please provide a status update concerning your efforts in developing this program. Please provide your response below or attach a separate sheet labeled 1g.</i>		
The District is currently coordinating with the cities within the District to contact and educate citizens through the municipal newsletters.		

h. You must specifically implement an education program that individually addresses each Minimum Control Measure:

- 1) Public education and outreach;
- 2) Public participation;
- 3) Illicit discharge detection and elimination;
- 4) Construction site stormwater runoff control;
- 5) Post-construction stormwater management in new development and redevelopment; and
- 6) Pollution prevention/good housekeeping for municipal operations.

Please provide a status update concerning your efforts to implement this education program for each of the Minimum Control Measures. Provide your response below or provide a separate sheet labeled 1h.

The District is currently ahead of the scheduled activities in its approved SWPPP.

2. Public Participation/involvement

a. During your public meeting, did you receive written and/or oral input on your SWPPP? [Part V.G.2.b.1-3]	Yes	No
<i>NOTE: Input must be considered prior to submittal of your annual report.</i>		X
b. Did you create a record of comments and your response to comments/record of decision (ROD)?	Yes	No
	X	
c. Have you kept the ROD in accordance with the permit? [Part V.G.2.b]	Yes	No
	X	
d. Do you plan to incorporate any comments into your next SWPPP update? [Part V.G.2.c]	Yes	No
	X	

3. Illicit Discharge Detection and Elimination

You must develop, implement and enforce a program to detect and eliminate illicit discharges as defined at 40 CFR 122.26(b)(2) into your SWPPP. You must also select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure.

- a. You must develop, if not already completed, a storm sewer system map showing the location of:
 - 1) Ponds, streams, lakes and wetlands that are part of your system;
 - 2) Structural pollution control devices (grit chambers, separators, etc.) that are part of your system;
 - 3) All pipes and conveyances in your system, as a goal-but at minimum-those pipes that are 24 inches in diameter and over;
 - 4) Outfalls, including discharges from your system to other MS4s, or waters and wetlands that are not part of your system (where you do not have operational control); structures that discharge stormwater directly into groundwater; overland discharge points and all other points of discharge from your system that are outlets, not diffuse flow areas.

Please provide a summary of your efforts in developing this map. Provide your response below or use a separate sheet labeled 3a.

The District has a map of its entire drainage system and is in the process of integrating all water resource information on GIS and CAD with the Cities within the Watershed District.

- b. You must, to the extent allowable under law, effectively prohibit, through ordinance or other regulatory mechanism, non-stormwater discharges from entering into your storm sewer;
- c. You must develop and implement a program to detect and address non-stormwater discharges, including illegal dumping, to your system;
- d. You must inform employees, businesses, and the general public in your **MS4** area of hazards associated with illegal discharges and improper disposal of waste;
- e. You must address the following categories of non-stormwater discharges or flows (i.e., illicit discharges), only if you identify them as significant contributors of pollutants to your small **MS4**:

water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20)), uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, truck and car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, and street wash water, discharges or flows from fire fighting activities.

Please provide a status update concerning your efforts to meet these permit conditions. Please provide your response below or provide a separate sheet labeled 3b-e.

In 2004 the District adopted its second generation 509 plan which addresses non-degradation and provides the basis for revised rules and BMPs to achieve that goal

4. Construction Site Stormwater Runoff Control

You must develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to your small **MS4** from construction activities within your jurisdiction that result in a land disturbance of greater than or equal to one acre or is less than one acre but is part of a common plan of development that will be one acre or greater. You must also select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure, at minimum:

- a. An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under law. These ordinances or regulatory mechanisms must be in place by March 11, 2005;
- b. Requirements for construction site operators to implement appropriate erosion and sediment control best management practices;

- c. Requirements for construction site operators to control waste, such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
- d. Procedures for site plan review which incorporate consideration of potential water quality impacts;
- e. Procedures for receipt and consideration of reports of non compliance or other information on construction related issues submitted by the public, and
- f. Procedures for site inspection and enforcement of control measures.

Please provide a status update concerning your efforts to meet this permit condition. Please provide your response below or provide a separate sheet labeled 4.

In 2004 the District adopted its second generation 509 plan which addresses non-degradation and provides the basis for revised rules and design standards to achieve that goal

5. Post-construction Stormwater Management in New Development and Redevelopment

You must develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects within your jurisdiction that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that discharge into your small **MS4**. Your program must ensure that controls are in place that would prevent or reduce water quality impacts. You must also select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure. At minimum:

- a. Develop and implement strategies which include a combination of structural and/or non-structural best management practices (**BMPs**) appropriate for your community;
- b. Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under law; and
- c. Ensure adequate long-term operation and maintenance of **BMPs** installed as a result of these requirements.

Please provide a status update concerning your efforts to meet this permit condition. Please provide your response below or provide a separate sheet labeled 5.

In 2004 the District adopted its second generation 509 plan which addresses non-degradation and provides the basis for revised rules and design principles and standards to achieve that goal

6. Pollution Prevention/Good Housekeeping for Municipal Operations

- a. You must develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Training materials that are available from the USEPA, state and regional agencies, or other organizations may be used as appropriate or modified for your community. Your program must include employee training to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

Please provide a status update concerning your efforts in developing a Pollution Prevention Plan. Please provide your response below or provide a separate sheet labeled 6a.

The adopted comprehensive plan provides principals and standards for addressing and conducted essential work needed to ensure a functioning water conveyance system that pursues non-degradation

<p>b. Did you identify and inspect <u>all</u> of your structural pollution control devices such as trap manholes, grit chambers, sumps, floatable skimmers and separators, etc.? [Part V.G.6.b.2]</p>	<p>Yes X</p>	<p>No</p>
<p>c. How many structural pollution control devices do you have in your MS4 system? <u>13</u></p> <p>d. How many structural pollution control devices did you inspect? <u>13</u></p> <p>e. Calculate the percentage <u>100%</u></p> <p><i>NOTE: If less than 100 % were inspected, please explain why below or on a separate sheet labels 6e.</i></p>		
<p>f. Did you repair, replace, or maintain any structural pollution control devices?</p>	<p>Yes X</p>	<p>No</p>
<p>g. Briefly, summarize any significant unscheduled (not routine) maintenance or improvement activities stemming from inspections of your structural pollution control devices. What changes have been made to your SWPPP as a result? <i>Please explain below or attached a separate sheet labeled 6g.</i></p>		
<p>h. Did you identify and inspect at least 20% of your outfalls, sediment basins, and ponds? [Part V.G.6.b.3]</p>	<p>Yes X</p>	<p>No</p>
<p>1. How many outfalls, basins and ponds do you have? 1 2. Indicate if this number known or estimated? Known 3. How many of you outfalls, sediment basins, or ponds did you</p>		

inspect? **1**

4. What percentage is this? **100%**
5. If less than 20% of your outfalls, sediment basins and ponds were inspected, please explain why below or on a separate sheet labeled 6h-5.
6. Briefly, summarize the dates of completion of major additional protection measures triggered by your inspections. [Part V.G.6.b.4].
Attach a separate sheet if necessary labeled 6h-6.

7. Additional SWPPP Issues

a. Did you make a change to any identified best management practices or measurable goals that were submitted with your permit application? [Part V.G.6.b.1] If you responded yes, explain under part b..	Yes	No X
b. Briefly list the best management practices using their unique identification numbers you used in your SWPPP or any measurable goals that will be changed in your updated SWPPP, and why they have changed. <i>Attach a separate sheet if necessary labeled 7b.</i>		
c. Did you rely on any other entities to satisfy any portion of your SWPPP? If yes, please identify below the entity and for what activities.	Yes	No X
d. Do you discharge to waters with a restricted discharge? See Appendix C Part B; you may view the applicable rules at www.pca.state.mn.us/water/water_mnrules.html . If you need assistance with this determination, contact Keith Cherryholmes at (651) 296-6945	Yes	No X

If your answer is no, skip ahead to the certification.

If your answer is "yes," please attach the following information below or on a separate sheet labeled 7d.

(No response is needed unless there was a change in listing during 2004)

- a. A map of the watersheds where your MS4 discharges to the waters with restricted discharge. (Use a USGS map or equivalent)
- b. A narrative estimate of the impervious surfaces where your MS4 discharges to the waters with restricted discharge (estimated total impervious from land use and zoning or existing data can be used if available).
- c. A narrative estimate of the future / projected impervious surfaces where your MS4 discharges to the waters with restricted discharge (using available zoning or planning information that may affect your future discharges).
- d. A narrative estimate of how your SWPPP can be altered to eliminate new or expanded discharges to the waters with restricted discharge. This consists of your preliminary plan to avoid, divert, or eliminate discharges to restricted waters, whenever possible.

Owner or Operator Certification

The person with overall administrative responsibility for SWPPP implementation must sign the annual report. This person must be duly authorized and should be the person who signed the MS4 permit application or a successor.

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 the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

Authorized Signature (This person must be duly authorized to sign the annual report for the MS4)

Date

Kelly

Tim

District Administrator

Last Name

First Name

Title

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Blaine

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City

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Telephone (include area code)

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Please submit your annual report by March 10, 2005 to:

MS4 Stormwater Program
Municipal Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, Minnesota 55155-4194