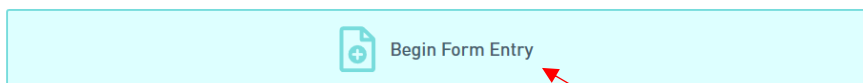
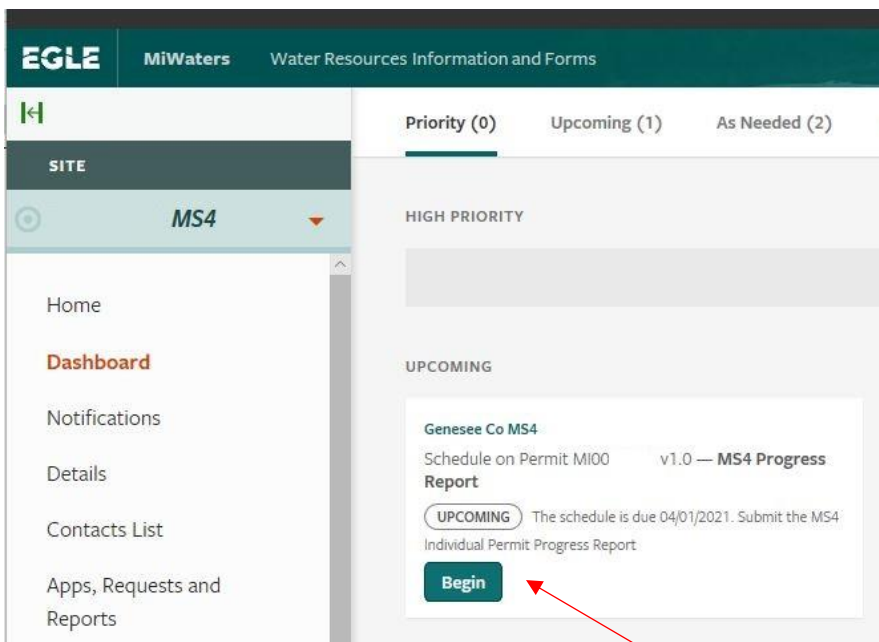
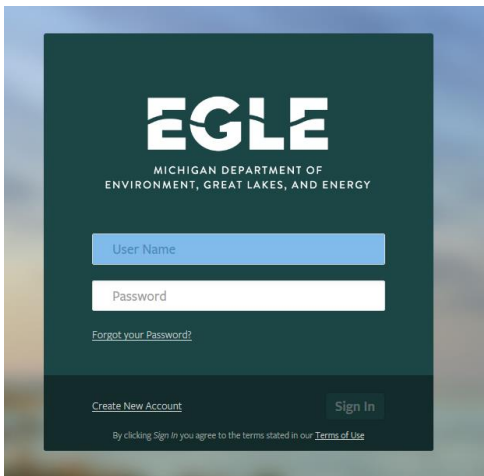


If you have any problems with MiEnviro Portal website (Formally Mi Waters)- Here is the contact for the MiEnviro help team: [EGLE-WRD-MiEnviro@Michigan.gov](mailto:EGLE-WRD-MiEnviro@Michigan.gov)

YOU ARE GOING TO WANT YOUR PERMIT APPLICATION ESPECIALLY TABLE 1, 2 & 3

If you do not have a MiEnviro account see our guidance on [www.GCDCSWM.com](http://www.GCDCSWM.com)

Sign in to MiEnviro at <https://mienviro.michigan.gov/ncore/login>



## Section 1. General Facility Information, Nested MS4 and Outfalls/Points of Discharge

---

Municipality/Site Name: Enter your name here City of/ Township of

1. Nested MS4s: Not Applicable. I am only aware of Genesee County having nested MS4s

2. Are you a phase I or II permittee? You are a Phase II permittee

3. Did you add or remove any nested MS4s during the reporting period...: NO

4. Did you ID, construct or install any new outfalls or points of discharge that have not been authorized?

- *Did your community do construction in this reporting period to any property you owned and operated that required a site plan approval process? yes \_\_\_\_\_ no \_\_\_\_\_*
- *Did your community buy or sell property that you own and operate in this reporting period? yes \_\_\_\_\_ no \_\_\_\_\_*
- *If you answered yes to above, did that change your storm sewer system that you own and operate? yes \_\_\_\_\_ no \_\_\_\_\_*
- *If NO then move on.*
- *If YES, This could be due to construction activities, buying/selling property or finding a previously unknown outfalls...Provide any changes to your storm sewer system +outfalls under your jurisdiction (additions, deletions, relocations) to GCDC-SWM, so they can help you revise your TABLE 1 and MAP to submit to MiEnviro under separate submission. See the end of these instructions on how to submit permit changes.*

## Section 2. Enforcement response Plan (ERP)

---

Upload the 2020-2022 Effect and other documents you have.

Were there any changes made to the approved ERP in reporting period?

- The ERP in your permit application is the responses to questions 1, 13 & 15. Did you or do you intend to change you commitments made in the Permit Application? Are there commitments you made that you do not think you can meet?
- If NO then move on.
- If YES, This could be due to a change in your procedures since you made the commitments. Provide any changes to GCDC-SWM, so they can help you revise your PERMIT APPLICATION to submit to MiEnviro under separate submission. See the end of these instructions on how to submit permit changes.

Did you complete each ERP measurable goal and/or implement ongoing activities consistent with measurable goals?

- Are there Goals/ commitments in your ERP that are not being met as outlined in your permit application? GCDC-SWM has on [www.gcdcswm.com/Phasell/AnnualReport/AnnualReport.htm](http://www.gcdcswm.com/Phasell/AnnualReport/AnnualReport.htm) attachments for public participation, IDEP, Public Ed and Effectiveness that was done on your behalf, but each permit application is unique and you may have additional commitments/ goals beyond what the group is doing.
- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the ERP goals and how you are correcting that.

Provide the reference paragraph and page to the document submitted. Did you complete each ERP measurable goal and/or implement ongoing activities consistent with measurable goals? Pages 20 thru 22 of 2020-2022 effect lists the ERP that is being done by the County on behalf of the permittees. Pages 25 thru 27 of 2020-2021 IDEP & Pages 33 thru 35 of 2021-2022 IDEP outlines the tracked Illicit discharges for reporting period and their status (uploaded in section 5). Add any of your own attachment links here that are different from or in addition to the contracted.

Identify the total number of enforcement actions taken during the reporting period.

- Check Pages 25 thru 27 of 2020-2021 IDEP & Pages 33 thru 35 of 2021-2022 IDEP to see if there were any MS4s owned by your community in column 1. Make sure you include them.
- If there were any additional enforcement actions make sure you count them in the number and make sure you attach and reference the document explaining it.
- Enter the # of enforcement actions.

Will you continue to implement the approved ERP in the next reporting cycle?

- If YES then move on.
- If NO, See the end of these instructions on how to submit permit changes.
- If YES with changes, See the end of these instructions on how to submit permit changes.

## Section 3. Public Participation/Involvement Program (PPP)

---

Upload the 2020-2022 PPP and other documents you have.

1. Were there any changes made to the approved PPP during the reporting period that have not been reviewed and approved?

- If NO then move on.
- If YES, This could be due to a change in your procedures since you made the commitments. Provide any changes to GCDC-SWM, so they can help you revise your PERMIT APPLICATION to submit to MIWATERS under separate submission. See the end of these instructions on how to submit permit changes.

2. Did you complete each PPP measurable goal or implement ongoing activities consistent with Goals?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the PPP goals and how you are correcting that.

3. Provide the reference to the document submitted, describing progress toward implementing PPP .2020-2022 PPP Add any of your own attachment links here that are different from or in addition to the contracted.

4. Will you continue to implement the approved PPP in the next reporting cycle?

- If YES then move on.
- If NO, See the end of these instructions on how to submit permit changes.
- If YES with changes, See the end of these instructions on how to submit permit changes.

## Section 4. Public Education Program (PEP)

---

*If you wish, you can print, fill out and upload this page to discuss your community commitment*

*Upload the 2020-2021 PEP & 2021-2022 PEP and other documents you have. Look over Table 2 in your permit application. There should be commitments you made in the shaded boxes. Report separately on those.*

*Questions you may want to ask yourself and respond by upload:*

- *Are there any private septic systems within your Community? yes \_\_\_\_\_ no \_\_\_\_\_*
- *The Public Education Subcommittee has developed several education handouts. Does your Community make available or distribute the following handouts to residents?*
  - *Septic system booklet for new homeowners yes \_\_\_\_\_ no \_\_\_\_\_*
  - *Seven simple steps to clean water yes \_\_\_\_\_ no \_\_\_\_\_*
  - *The Water's Edge- How to protect your Waterfront property. yes \_\_\_\_\_ no \_\_\_\_\_*
  - *Other (fill in name of Brochure): \_\_\_\_\_*
- *If Yes, How Does your community distribute the education handouts?*  
\_\_\_\_\_
- *If Yes, How many booklets of each kind has your community distributed since Oct 1, 2017?*  
\_\_\_\_\_
- *Does your Community **promote/distribute literature about** recreational opportunities on or near the water in Municipal or County Parks and if so describe how (website/ brochures/ newsletters)?*
- *How Does your community distribute these handouts? \_\_\_\_\_*  
\_\_\_\_\_
- *How many handouts of each kind has your community distributed since Oct 1, 2017?*  
\_\_\_\_\_
- *Does your Community have a website? \_\_\_\_\_*
- *Does your Website have a link to ClearGeneseeWater.org? \_\_\_\_\_*
- *19: Briefly describe where on your website is the link. \_\_\_\_\_*
- *List any other water quality links on your website? \_\_\_\_\_*
- *Does your Community promote the Household Hazardous Waste removal program and if so describe how?*  
\_\_\_\_\_
- *Does your community partner with the Household Hazardous Waste removal program that happens in the spring and fall and if so describe how? (financial, staff, etc..)*  
\_\_\_\_\_  
\_\_\_\_\_
- *Provide any information on your community's individual public education efforts for permit cycle that has not been addressed in the above questions.*  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Were there any changes made to the approved PEP during the reporting period that have not been reviewed and approved?

- If NO then move on.
- If YES, This could be due to a change in your procedures since you made the commitments. Provide any changes to GCDC-SWM, so they can help you revise your PERMIT APPLICATION to submit to MIWATERS under separate submission. See the end of these instructions on how to submit permit changes.

2. Did you complete each PEP measurable goal or implement ongoing activities consistent with Goals?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the PEP goals and how you are correcting that.

3. PEP Topics

- PEP Topic 1: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 2: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 3: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 4: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 5: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 6: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 7: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 8: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 9: Topics covered are specified for each program in in 2020-2021 PEP & 2021-2022 PEP
- PEP Topic 10: Topics covered are specified for each program in in 2020-2021 PEP& 2021-2022 PEP

4. Provide the reference to the document summarizing the evaluation of effectiveness of the PEP. 2020-2022 PEP Add any of your own attachment links here that are different from or in addition to the contracted.

5. Will you continue to implement the approved PEP in the next reporting cycle?

- If YES then move on.
- If NO, See the end of these instructions on how to submit permit changes.
- If YES with changes, See the end of these instructions on how to submit permit changes.

## Section 5. Illicit Discharge Elimination Program (IDEP)

---

Upload the 2020-2021 IDEP & 2021-2022 IDEP and other documents you have. You can document and upload or reference upload in box #1. Are there any that were not included in 2020-2022 IDEP?

1. Were there any changes made to the approved IDEP during the reporting period that have not been reviewed and approved?

- If NO then move on.
- If YES, This could be due to a change in your procedures since you made the commitments. Provide any changes to GCDC-SWM, so they can help you revise your PERMIT APPLICATION to submit to MIWATERS under separate submission. See the end of these instructions on how to submit permit changes.

2. Did you complete each IDEP measurable goal and/or implement ongoing activities consistent with Goals?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the PPP goals and how you are correcting that.

3. Identify the number of outfalls and points of discharge in your storm sewer system This is found on table 1. Copies for each community can be found on the Drain commissioner's website [http://www.gcdcswm.com/PhaseII/Permit\\_Forms/Permit\\_Form.htm](http://www.gcdcswm.com/PhaseII/Permit_Forms/Permit_Form.htm) Make sure they match your Table 1 from your permit application.

4. Was dry weather screening performed in accordance with the approved IDEP during the reporting period?

- If YES then move on. (this is Burton, Clio, C Davison, Swartz Creek)
- Not scheduled in reporting period. (all other contract partners)

5. how many illicit discharges were detected. Go to 2020-2021 IDEP look through pages 25 through 27 & Pages 33 thru 35 of 2021-2022 IDEP both at column 1. Are you listed as owner?

- Yes: count how many and use that #
- No: enter 0

5a. Were all illicit discharges detected- eliminated? Column 4 says ONGOING or CLOSED. If you answered #5 with yes, were they all closed? Yes or No

5b. if you answered no for 5a then answer 2020-2021 IDEP & 2021-2022 IDEP

6. How many of the illicit discharges led to an enforcement action? 0

7. Was IDEP training provided in accordance with the approved program? See page 10 of IDEP plan in permit application. That is where you should have included when and how you will train your employees. Are your employees trained to that schedule? Online training is available at [http://www.gcdcswm.com/PhaseII/SWPPI\\_SWO/SWPPI\\_SWO.htm](http://www.gcdcswm.com/PhaseII/SWPPI_SWO/SWPPI_SWO.htm) per the

*permit, each employee that is in the field or deals with this program should be trained once every 5 years, or within the 1<sup>st</sup> year of hire. You may have committed a different time frame.*

- *If YES then move on.*
- *Not scheduled and no new employees during the reporting period. Move on.*
- *If NO, attach an explanation why / how implementation is going to happen*

8. Provide the reference to the document submitted summarizing the evaluation and effectiveness of the IDEP. 2020-2021 IDEP & 2021-2022 IDEP

9. Will you continue to implement the approved IDEP in the next reporting cycle?

- *If YES then move on.*
- *If NO, See the end of these instructions on how to submit permit changes.*
- *If YES with changes, See the end of these instructions on how to submit permit changes.*



## Section 6. Construction Storm Water Runoff Control Program

---

1. Were there any changes made to the approved program during the reporting period that have not been reviewed and approved? *This is questions 27 through 31 that you answered in your permit application. Each community is different, so you have to answer according to your permit. You can document and upload or reference upload in box #1*

- If NO then move on.
- If YES, This could be due to a change in your procedures since you made the commitments. Provide any changes to GCDC-SWM, so they can help you revise your PERMIT APPLICATION to submit to MIWATERS under separate submission. See the end of these instructions on how to submit permit changes.

2. Did you complete each program measurable goal and/or implement ongoing activities consistent with Goals?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the PPP goals and how you are correcting that.

3. Do you continue to rely on Part 91 Agency identified in the application (other than yourself) for SESC program?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the PPP goals and how you are correcting that.
- N/A Permittee is the Part 91 agency

4. Was the Part 91 agency (or staff if you are part 91 agency) notified when the SESC was discharged to your MS4 from construction activity?

- If YES then move on. (Cities own the road storm, so it is possible that 3<sup>rd</sup> parties had soil erosion permits for water that discharged to your MS4)
- N/A- Soil or sediment was not discharged in accordance with the procedure during the reporting period. (Townships where the only MS4's you own are your properties. If you did not do any construction, nor have a SESC permit you should use this.)
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.

5 Was EGLE notified when Soil, sediment, or other pollutants discharged to your MS4 (municipal separate storm sewer system) from construction activity?

- If YES then move on.
- N/A- Soil or sediment was not discharged in accordance with the procedure during the reporting period.
- If NO, attach an explanation why / how implementation is not consistent with the PPP goals and how you are correcting that.

6. Was Part 91 permit issued for all construction activity => 1 acre with potential to discharge to your MS4?

- If YES then move on.

- No regulated construction activity during the reporting period *move on.*
- *If NO, attach an explanation why / how implementation is not consistent with the PPP goals and how you are correcting that.*

6a. Were all landowners or easement holders of a property with const activity => 1 acre in total earth disturbance advised of the state of MI permit by rule?

- *If YES then move on.*
- *If NO, attach an explanation why / how implementation is not consistent with the PPP goals and how you are correcting that.*

7. Will you continue to implement the approved program in the next reporting cycle?

- *If YES then move on.*
- *If NO, See the end of these instructions on how to submit permit changes.*
- *If YES with changes, See the end of these instructions on how to submit permit changes.*

## Section 7. Post-Construction Storm Water Runoff Program (i.e. Post-Construction Control or PCC Program)

---

Upload any documents you have on post construction. . You can document and upload or reference upload in box #1. Even if you use the GCDC-SWM to review site plans, ultimately it is each permittees responsibility to make sure you meet your commitments in your permit application. Review your answers for questions 32-thru-57 in your permit application.

1. Were there any changes made to the approved PCC program during the reporting period that have not been reviewed and approved? This is questions 32-thru-57 that you answered in your permit application. Each community is different, so you have to answer according to your permit Cities have to have ordinances, Townships may have board resolutions in regards to just your properties and not private development. Check your ordinance/ resolution.

- If NO then move on.
- If YES, This could be due to a change in your procedures since you made the commitments. Provide any changes to GCDC-SWM, so they can help you revise your PERMIT APPLICATION to submit to MIWATERS under separate submission. See the end of these instructions on how to submit permit changes.

2. Did you complete each PCC program measurable goal and/or implement ongoing activities consistent with Goals?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.

3. Were the approved Post Const performance standards applied to all projects that disturbed at least one or more acres including less than an acre that are part of larger common plan of development or sale?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- no projects during the reporting period

3a. Did you implement the approved procedure for reviewing the use of infiltration BMPs to meet post construction standards in areas of contamination?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- no projects in areas of soil or groundwater contamination. Unless you are aware of a contaminated area then you should pick this.

3b Were BMPs to address potential hot spots required...? Question 42 in permit Application.

- If YES then move on.

- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- no projects in potential hot spots. Unless you are aware of a contaminated area then you should pick this.

3c. Were all site plans reviewed and approved to ensure compliance with ordinance /regulatory mechanism?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.

3d. was a maintenance agreement or other legal mechanism entered with owners or operators of each BMP to ensure long term O&M in accordance with your ordinance /regulatory mechanism?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.

3e. Were you approved to implement an off-site mitigation or payment in lieu program?

*Question 43 in permit application. To my knowledge none of the communities in Genesee County have this.*

3f. if 3e is no, then this would be no

4. Provide reference to document submitted above describing status and results of implementing the procedure for tracking compliance when entering maintenance agreements or other legal mechanisms. *Reference you uploads or explain why you do not need to.*

5. Will you continue to implement the approved PCC program in the next reporting cycle?

- If YES then move on.
- If NO, See the end of these instructions on how to submit permit changes.
- If YES with changes, See the end of these instructions on how to submit permit changes.

## Section 8.A. Pollution Prevention and Good Housekeeping Program (P2/GH) - Structural Controls, Standard Operating Procedures, Catch Basin Cleaning, and Street Sweeping

---

If you wish, you can print, fill out and upload the following pages to discuss your community commitments or provide your own docs.

Upload any documents you have on your good housekeeping practices you're going to want your Table 3 from permit application. We do not have this. Unique to each community.

Questions you may want to ask yourself and respond by upload:

- Did we perform construction on property we own during reporting period? yes \_\_\_\_\_ no \_\_\_\_\_
- Did we buy or sell any property we own and operate during reporting period yes \_\_\_\_\_ no \_\_\_\_\_
- Did we discover any changes to outfalls, POD, catch basins, BMPs yes \_\_\_\_\_ no \_\_\_\_\_
  - Review your Table 3- if any of above questions were yes, did this result in change to your table 3? yes \_\_\_\_\_ no \_\_\_\_\_ Any changes or additions to Table 3 should include the assessment of your facilities potential to discharge pollutants to surface waters of the State. Individual facilities are ranked Low, Medium or High on Table 3 Changes to your Table 3 are permit changes. See the end of these instructions on how to submit permit changes.

**NOTE: All Facilities with a HIGH potential for pollutants to surface waters of the State must have a Standard Operating Procedure (SOP) developed and available on site. This is the same as the old SWPPP. The SOP must include the following:**

- **List of significant materials stored on-site that could pollute stormwater;**
- **the description of the handling and storage requirements for each significant material;**
- **the potential to discharge the significant material**
- **identify the good housekeeping practices implemented at the site**
- **description and schedule for conducting routine maintenance and inspections of stormwater management and control devices**
- **description and schedule for conducting a comprehensive site inspection at least once every six months**

You should have a staff member that took EGLE industrial storm water training to develop and maintain a SOP

- Does your Community have any facilities that are assessed as a **High** potential for pollutants to surface waters of the State in your **TABLE 3**? **If No, Skip next page and go to Medium and Low potential for pollution.** yes \_\_\_\_\_ no \_\_\_\_\_
- If Yes, Did you inspect all your storm water source controls for those sites that have a High potential for pollutants to surface waters of the State? yes \_\_\_\_\_ no \_\_\_\_\_

Using your SOP (SWPPP) Provide documentation on your inspection of and any maintenance/repair work performed on your storm water source controls (You may attach documents and/or note it here). Enter Date in the table below for all that apply, N/A for those that don't. (You should be able to provide documentation for any items that you enter dates for if the MDEQ audits you.)

**Please print as many copies of this page you need.  
1 for each facility that is considered HIGH POTENTIAL**

<b>Facility Name:</b> _____		
<b>Source Control</b>	<b>Inspection</b>	<b>Maintain/Repair</b>
Catch Basins		
Detention Basins		
Oil/Grit Separator		
Pump Stations		
Secondary Containment		
Constructed Wetland		
Infiltration Basin and trenches		
Porous Pavement		
Rain Garden (Bio retention)		
Underground Storage Vaults or tanks		
Vegetated Swale		
Spill Response and Prevention		
Vehicle/Equipment Maintenance		
Vehicle/Equipment Washing		
Alt. Discharge Op. for Chlorinated H2O		
Hazardous and Waste Mat. Mgmt.		
Operational By-product/Wastes		
Road and Bridge Maintenance		
Street/Parking Lot Cleaning and Maintenance		
Road Salt Storage and application		
Road Kill Composting Operations		

Other Structural or procedure storm water controls not listed above: *describe below*

Did you have procedures for the disposal of waste collected from your MS4? (If this is contracted, how does the contractor dispose of waste?) \_\_\_\_\_

Comments:

\_\_\_\_\_

Did you inspect all your catch basins, manholes and paved surface structures? Perform maintenance/repairs on them? Enter Date in the table below for all that apply, N/A for those that don't. (You should be able to provide documentation for any items that you enter dates for if the MDEQ audits you.) Space at bottom or in attachments for additional comments. *Report below on catch basins/ hard surfaces located on those facilities in Table 3 assessed as a **Medium** or **Low** potential for pollutants to surface waters of the State.*

**Please print as many copies of this page you need.  
1 for each facility that is considered MEDIUM OR LOW POTENTIAL:**

Facility Name: _____		
Source Control	Inspection	Maintain/Repair
Catch Basin #1		
Catch Basin #2		
Catch Basin #3		
Catch Basin #4		
Catch Basin #5		
Catch Basin #6		
Catch Basin #7		
Catch Basin #8		
Catch Basin #9		
Street/parking lot sweeping		
Road Salt application and storage		
Dust control		
Snow removal		
Street/parking lot/side walk maintenance		
Road Bridge Maintenance		
Unpaved Road Maintenance		
Roadside vegetation		
Operational By-product/Wastes		

Other Structural or procedure storm water controls not listed above: \_\_\_\_\_

Did you have procedures for the disposal of waste collected from your MS4? (If this is contracted, how does the contractor dispose of waste?) \_\_\_\_\_

Comments: \_\_\_\_\_

Question 70 of the Permit Application has to do with prioritizing each catch basin for routine inspection, maintenance, and cleaning based on preventing or reducing pollutant runoff. Question 76 of the 2015 Permit Application has to do with permittee's operation and maintenance of hard surfaces such as Roads/parking lots.

Does your Community own or operate

streets? \_\_\_\_, roads? \_\_\_\_, highways? \_\_\_\_, parking lot(s)? \_\_\_\_, storage yard(s)? \_\_\_\_

Where is maintenance of vehicles owned by your Community performed?

- On property owned by Community \_\_\_\_\_
- offsite at another location not under the Community's control \_\_\_\_\_
- Other/Comment: \_\_\_\_\_

Where is fueling of vehicles owned by your Community performed?

- On property owned by Community \_\_\_\_\_
- offsite at another location not under the Community's control \_\_\_\_\_
- Other/Comment: \_\_\_\_\_

Who fuels the vehicles owned by your Community? Staff \_\_\_\_\_ 3<sup>rd</sup> Party Contractor \_\_\_\_\_

Other/Comment: \_\_\_\_\_

Does your Community apply herbicides on your properties or have an herbicide program? yes \_\_\_\_, no \_\_\_\_

If Yes, Are these herbicides applied by a licensed applicator? yes \_\_\_\_\_ no \_\_\_\_\_

Does your Community apply pesticides on your properties or have a pesticide program? yes \_\_\_\_\_ no \_\_\_\_\_

If Yes, Are these pesticides applied by a licensed applicator? yes \_\_\_\_\_ no \_\_\_\_\_

Does your Community apply fertilizer on your properties or have a fertilizer program? yes \_\_\_\_\_ no \_\_\_\_\_

If fertilizer was used did you soil test prior to application to determine the required amount?

\_\_\_\_\_

If herbicides, pesticides or fertilizers were used, how are they being stored so they cannot leak into the storm system? (If being stored by contractor, state that) \_\_\_\_\_

Additional Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has training/literature been provided to staff responsible for your facilities on pollution prevention and good housekeeping practices within 1 year of hire or every 5-years (or based on an alternative schedule specified in your Pollution Prevention Procedure in Attachment 7 of the New Permit Application) This *training is on a different subject than in question 8 & 9 of this document.* yes \_\_\_\_\_ no \_\_\_\_\_

Provide any information on when training took place and who took it **or** on when training will be taking place. \_\_\_\_\_

\_\_\_\_\_



When you hire an outside contractor to perform municipal operations and maintenance activities (Catch basin cleaning, street sweeping, construction, waste removal, snow removal, salt application, lawn maintenance, other services that can cause pollutants to enter storm water), does your contract require the contractor to comply with:

- Good housekeeping practices? yes \_\_\_\_\_ no \_\_\_\_\_
- Proper disposal of waste products? yes \_\_\_\_\_ no \_\_\_\_\_
- Providing owner documentation of proper disposal of waste products? yes \_\_\_\_\_ no \_\_\_\_\_

Do you have properly trained staff provide oversight to the contractor, such as a storm water operator on a construction site? yes \_\_\_\_\_ no \_\_\_\_\_

This is your opportunity to discuss any other activities that your Community supports or does that has a positive effect on storm water or storm water education. *Examples:*

- *Has your community designed or constructed any LID demonstration sites and if so describe how?*
- *Does your Community have any programs or participated in a project that protects or expands parks, trails, river walk systems or boat launches and if so describe how?*
- *Does your community support programs such as Household Hazardous Waste?*
- *Do you support watershed groups or sponsor water festivals?*

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Were there any changes made to the approved P2/GH program during the reporting period that have not been reviewed and approved? Section 8A +8B are questions about #60-63, 65-83 that you answered in your permit application. Each community is different, so you have to answer according to your permit. Cities own their roads so you are going to have more infrastructure than a Township. Check with your answer to Section 1 question 4. Changes to your property/ storm sewer can result in changes to P2/GH program.

- If NO then move on.
- If YES, This could be due to a change in your procedures since you made the commitments. Provide any changes to GCDG-SWM, so they can help you revise your PERMIT APPLICATION to submit to MIWATERS under separate submission. See the end of these instructions on how to submit permit changes.

2. Did you complete each P2/GH program measurable goal and/or implement ongoing activities consistent with Goals?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.

3. Did you update your structural control inventory in accordance with the approved procedure?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- no updates during the reporting period

4. For each facility with a SOP is the content up to date? (this is HIGH pollution potential facilities)

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- do not own/operate a facility requiring a SOP (you only have Medium and Low on your Table 3)

4a. Are routine and comprehensive inspections being performed at each facility with an SOP? (this is HIGH pollution potential facilities)

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.

5. Did you implement the identified BMPs at facilities with medium or low potential to discharge pollutants?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- do not own/operate a facility (you only have Medium and Low on your Table 3)

6. Were any new facilities added during the reporting period that were not reviewed and approved by EGLE? (low, medium or high)

- If NO then move on.

- If YES, See the end of these instructions on how to submit permit changes.

7. Were the inspection, maintenance and cleaning activities for the following structural controls implemented? *Using table 3, see if you have the following structural controls*

- Detention basin YES with dates, No with explanation, N/A if you do not have any per Table 3
- Oil/ Water Separator YES with dates, No with explanation, N/A if you do not have any per Table 3
- Pump stations YES with dates, No with explanation, N/A if you do not have any per Table 3
- Secondary Containment YES with dates, No with explanation, N/A if you do not have any per Table 3
- Vegetated Swale YES with dates, No with explanation, N/A if you do not have any per Table 3
- Constructed wetland YES with dates, No with explanation, N/A if you do not have any per Table 3
- Infiltration basins. Trenches YES with dates, No with explanation, N/A if you do not have any per Table 3
- Porous Pavement YES with dates, No with explanation, N/A if you do not have any per Table 3
- Rain gardens YES with dates, No with explanation, N/A if you do not have any per Table 3
- Underground Storage Vaults YES with dates, No with explanation, N/A if you do not have any per Table 3
- Other Struct Controls YES with dates, No with explanation, N/A if you do not have any per Table 3

8. Provide the reference to the document(s) submitted above demonstrating implementation of procedure for inspecting, cleaning & maintenance catch basins. *Can use above High, Medium / Low pages or submit your own.*

9. Provide the reference to the document(s) submitted above demonstrating implementation of approved procedure for sweeping streets, parking lots and impervious surfaces. *Provide sweeping records and waste collected info*

## Section 8.B. P2/GH - Operation and Maintenance Activities and Employee Training

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Go through questions and upload any documents you have on this subject. . You can document and upload or reference upload in box #1. We do not have this. Unique to each community. Questions 76-83 of permit Application

### 1. Are you implementing BMPs in accordance with approved procedures from O&M activities?

- Road, Parking lot, sidewalk maintenance YES with reference/explanation, No with explanation, N/A if you do not do not maintain any of these.
- Bridge Maintenance YES with reference/explanation, No with explanation, N/A if you do not do not maintain any of these.
- ROW maintenance YES with reference/explanation, No with explanation, N/A if you do not do not maintain any of these.
- Unpaved Road Maintenance YES with reference/explanation, No with explanation, N/A if you do not do not maintain any of these.
- Cold Weather operations YES with reference/explanation, No with explanation, N/A if you do not do not maintain any of these.
- Maintenance of vehicles, washing YES with reference/explanation, No with explanation, N/A if you do not do not maintain any of these.

### 2. Were all new permittee-owned and operated facilities or new structural stormwater controls for water quantity designed and implemented in accordance with PCC standards and maint requirements?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- no new facilities or new structural controls during reporting period

### 3. Was P2/GH training provided?

- If YES provide reference to training records. (3a)
- Not scheduled and no new employees during the reporting period. Move on.
- If NO, attach an explanation why / how implementation is going to happen

### 4. Is your pesticide applicator certified by State of MI?

- If YES then move on.
- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- Pesticides were not applied or using ready to use products from original container

### 5. Was contractor oversight provided to ensure contractors hired by the permittee comply with P2/GH BMPs when performing O&M activities?

- If YES then move on.

- If NO, attach an explanation why / how implementation is not consistent with the goals and how you are correcting that.
- N/A- No Contractors hired to perform O&M activities during period

6. Will you continue to implement the approved P2/GH program during next reporting cycle?

- If YES then move on.
- If NO, See the end of these instructions on how to submit permit changes.
- If YES with changes, See the end of these instructions on how to submit permit changes.

## Section 9. Total Maximum Daily Load (TMDL) Implementation Plan

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*The only Permittes that are in a TMDL area is GENESEE COUNTY AND GENESEE TOWNSHIP. Questions 84-87 in Permit Application*

1. is there a TMDL applicable to the discharge from your MS4 in permit? Yes or No (*if no you are done*) (*Genesee twp see Below*)
2. List the TMDLs in your permit. C. S. Mott Lake – Bluebell Beach (E. coli)
3. Were the prioritized BMPs implemented as per the approved TMDL Implementation Plan?  
YES
4. Provide the reference to the summary of any monitoring results – including outfall monitoring, in-stream monitoring, or modeling – in the document submitted above. 2020-2021 IDEP, 2021-2022 IDEP and 2020-2022 Effect
5. Provide the reference to the document submitted above with the assessment of progress made toward achieving the TMDL pollutant load reduction requirements. 2020-2022 Effect
6. Will you continue to implement the approved TMDL Implementation Plan during the next reporting cycle? If you responded "Yes with changes" or "no", submit the SWMP modification request information as required in Part I.A.4. of the permit as an Unscheduled Permit Required Report in MiWaters. YES

# INSTRUCTIONS ON HOW TO ADD OUTFALLS TO PERMIT.

Log into MI WATERS and get into your MS4 permit

## ADDING OUTFALLS

You need to add outfall(s). Under apps, requests and reports: select New and draft Assigned forms

MS4

Home 1

Dashboard

Notifications

Details

Contacts List

Apps, Requests and Reports 2

Permits

Evaluations

### Applications, Service Requests & Permit Change Forms

Begin filling out a **new form** or view or revise a **previous submission**

**Start New Form**  
Permit Applications, Service Requests and Permit Change Forms

**Draft & Submitted Forms**  
View or revise **draft and submitted** Applications, Service Requests, Permit Change Forms and Reports

### Compliance Reports

Reporting forms relating to **current submissions, permits** and **active compliance actions**

**New and Draft Assigned Forms**  
Browse **reporting forms** relating to a submission, permit or compliance action 3

**Submitted Reporting Forms**  
View or revise **previously submitted reports**

MI0060015 v1.0 - NPDES Various Unscheduled - NPDES Unscheduled Permit Required Reports

MI0060015 v1.0 - MS4 Program - MS4 Outfall or Point of Discharge Identified, Constructed, or Installed After Permit Issuance (HP7-GHMQ-SSCPW)

MI0060015 v1.0 - MS4 Program - MS4 Progress Report (HP7-GHC0-48NGG)

MI0060015 v1.0 - MS4 Program - MS4 Progress Report

# MS4 Outfall or Point of Discharge Identified, Constructed, or Installed After Permit Issuance

VERSION 1.0

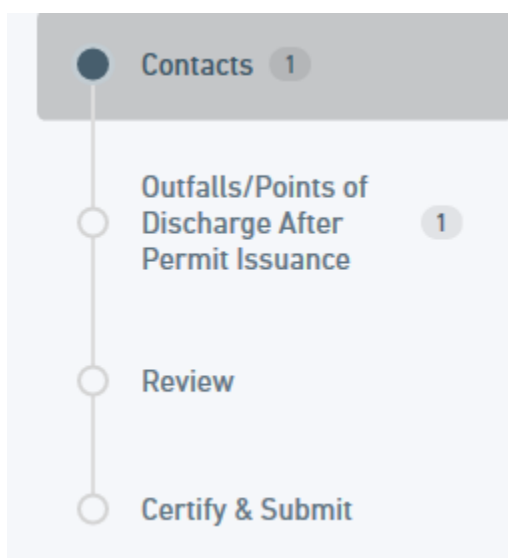
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## INSTRUCTIONS

Complete this form if an outfall or point of discharge is identified, constructed, or installed after issuance of your MS4 permit.



Begin Form Entry



Fill out contact info for both SWP manager and applicant

Any outfall added will be in regulated area

You cannot just attach a table, you will have to fill out info for each outfall in the form. Add row for each outfall added.

You have to certify 3 statements about the new outfall(s)



# **INSTRUCTIONS ON HOW TO SUBMIT UNSCHEDULED REPORTS.**

EGLE person (Barney) wanted you to submit info. You should do it under MI WATERS. This is where you are doing it. (unscheduled reporting) Under apps, requests and reports: select New and draft Assigned forms

MI0060015 v1.0 - NPDES Various Unscheduled -  
NPDES Unscheduled Permit Required Reports



MI0060015 v1.0 - MS4 Program - MS4 Outfall or  
Point of Discharge Identified, Constructed, or  
Installed After Permit Issuance (HP7-GHMQ-  
SSCPW)

MI0060015 v1.0 - MS4 Program - MS4 Progress  
Report (HP7-GHC0-48NGG)

MI0060015 v1.0 - MS4 Program - MS4 Progress  
Report

## **Schedule of Compliance Submittal - Basic**

VERSION 1.7

### **INSTRUCTIONS**

This is a basic submittal form for a Schedule of Compliance



**Begin Form Entry**

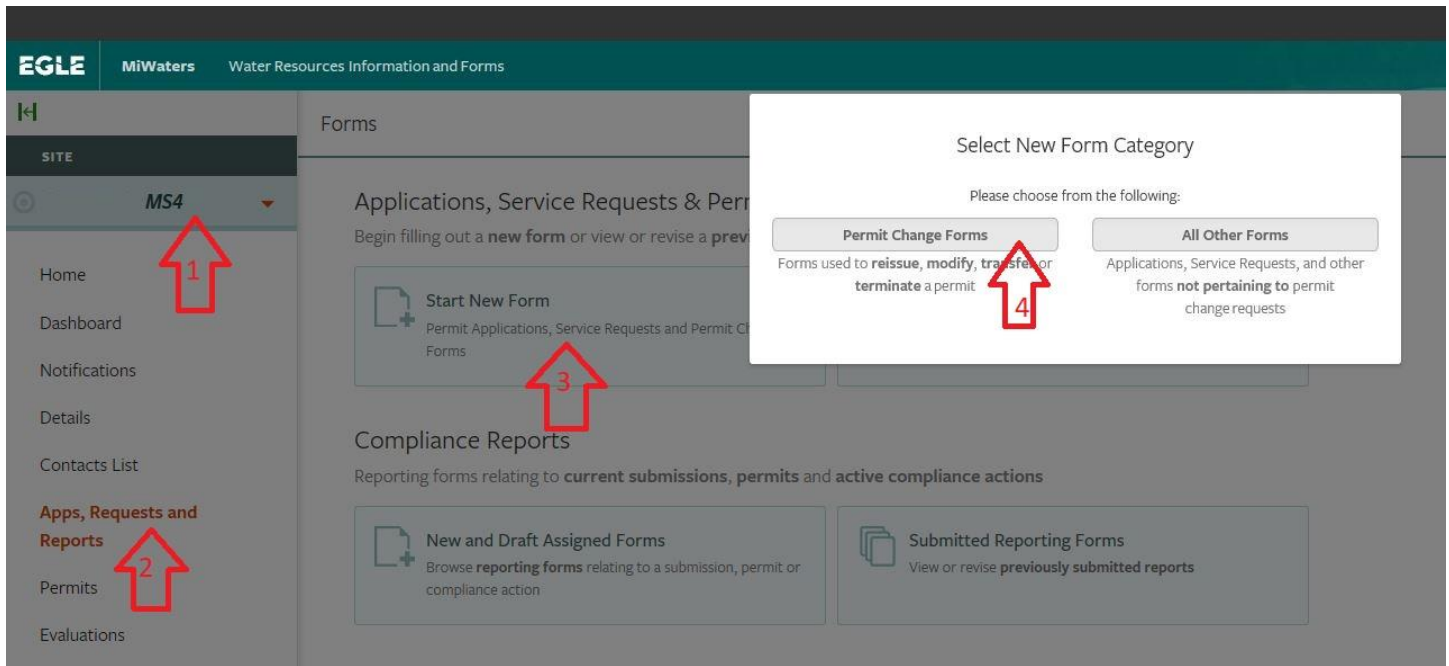
Drop any attachments and make comment.

Certify & submit

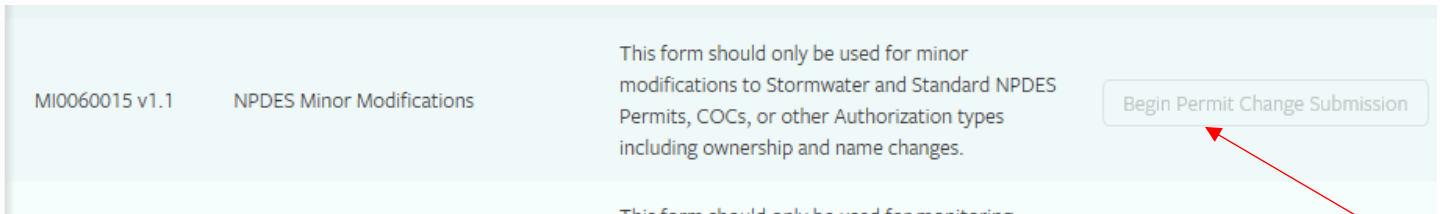
# INSTRUCTIONS ON HOW TO SUBMIT PERMIT CHANGES.

You sold property and want to remove outfall, you changed a good housekeeping procedure and want to update permit to match, etc.....

You want to go to permit change forms. Under apps, requests and reports. Start a new form.



Scroll down through list to find



## NPDES Minor Modifications

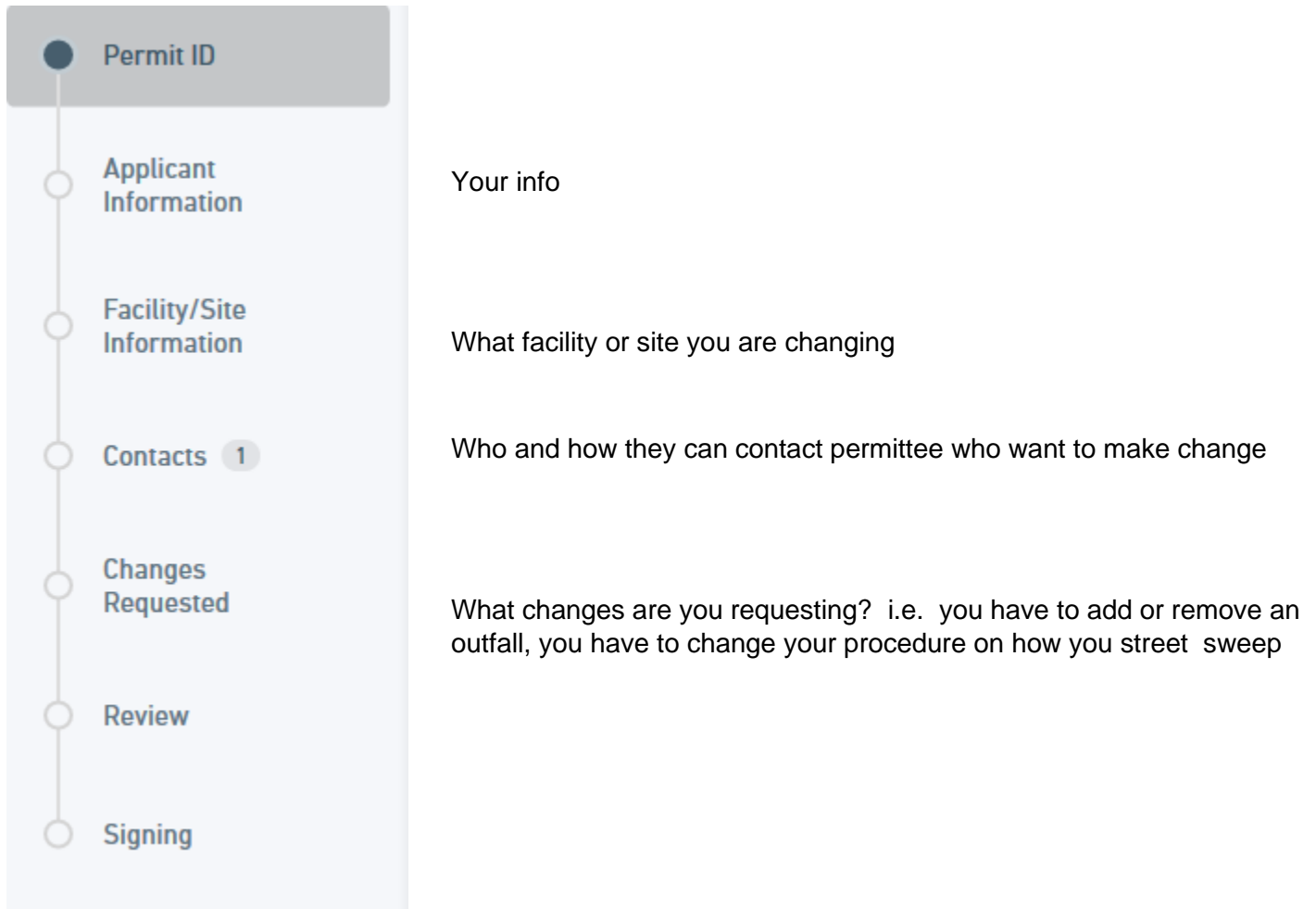
VERSION 1.11

### INSTRUCTIONS

This form should only be used for **minor** modifications.

**Other forms are available for regular (major) modifications and for regular modifications requiring additional information such as changes to flow volume(s), discharge location(s), or parameters.**

I am currently asking EGLE for guidance on other forms. So until then, use the Minor modification.



If you actually sold a property, you can may be able to use

MI0060015 v1.1	Permitted Facility Ownership/Control Transfer Notification (NPDES)	Use this form to notify EGLE of a transfer of ownership or control of a permitted facility	<a href="#">Begin Permit Change Submission</a>
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Questions about your permit: Barney Boyer at EGLE: 517-290-4597 | [boyerb2@michigan.gov](mailto:boyerb2@michigan.gov)

*If you have any problems with MI WATERS website- Here is the contact for the MI WATERSs help team: [EGLE-WRD-MiWaters@michigan.gov](mailto:EGLE-WRD-MiWaters@michigan.gov)*