

Phase I Large MS4 Stormwater Management Program



Please note that this template does not provide an exhaustive listing of what the NPDES Permit requires to be included in the Stormwater Management Program (SWMP). The permittee must carefully review each part of the Permit and ensure all items are included.

General Information for Submitting a SWMP

Your Stormwater Management Program (SWMP) becomes a part of the NPDES Permit, upon SWMP approval. It must be a complete document containing all the necessary components, including copies of the latest versions of the following:

- 1) Adopted stormwater ordinances, including any ordinances required by the Metropolitan North Georgia Water Planning District;
- 2) Standard Operating Procedures (e.g. dry weather screening procedures, construction site inspection procedures, street sweeping procedures);
- 3) Blank copies of forms to be used to implement the SWMP, including inspection forms;
- 4) Signed written agreement, memorandum of understanding, memorandum of agreement, contract, or other signed document if another entity agrees to implement a SWMP component; and
- 5) Maps and inventories.

The NPDES Permit contains tables listing the various SWMP Components. The MS4 is required to set a measurable goal for each SWMP Component. In some cases, the Permit establishes the goal (e.g. inspect 100% of the structures within a 5-year period), while in other cases the MS4 must set a specific measurable goal. Ensure that each measurable goal is numeric and trackable.

The NPDES Permit specifies that the MS4 must provide documentation of each activity implemented. Each SWMP Component must specify the documentation or information to be submitted with each annual report (e.g. completed inspection forms, work orders, etc.). In some cases, the Permit specifies the documentation to be submitted (e.g. maps and inventories). In other cases, the MS4 will have to establish the documentation to be submitted. Ensure that each SWMP Component spells out the specific documentation to be submitted with each annual report in the section titled "Documentation to be submitted with each Annual Report".

When developing the SWMP, the format of the SWMP should follow the order of the SWMP components as they appear in the template. For example, the Enforcement Response Plan, the Impaired Waters Plan, and Municipal Employee Training should be included as appendices to the SWMP, not in the sequential order they appear in the Permit.

Documentation to be submitted as appendices to the SWMP (e.g. ordinances, maps, inventories, etc.) must be submitted on a CD or flash drive. Double-check the CD or flash drive prior to submittal to ensure that the saved information is readable.

In addition to the SWMP template, the complete SWMP must contain separate appendices for the Enforcement Response Plan (ERP), Impaired Waters Plan, and Municipal Employee Training. Ensure each appendix is clearly labeled with a title, a letter, or a number to separate the various documents.

3. Certification Statement

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

Printed Name: Angie Luna _____ Date: 11/6/2024 _____

Signature: _____ Title: 11/6/2024 _____

Structural and Source Control Measures

Table 3.3.1 of the Permit

1. MS4 Structure Inventory and Map

1. Description of SWMP Component:

The City of Acworth's MS4 is made up of the structures and facilities that are used for collecting, conveying, storing and/or treating stormwater from the source drainage area to the point of final outlet. The City's NPDES Phase I Large MS4 Permit defines the MS4 as follows:

"Municipal Separate Storm Sewer System or an MS4 means a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels or storm drains, owned or operated by a municipality or other public body, designed or used for collecting or conveying stormwater runoff and is not a combined sewer or part of a Publicly Owned Treatment Works."

The City of Acworth has completed a Geographic Information System (GIS) inventory and map of the MS4 control structures including catch basins, ditches, City owned detention/retention ponds, and storm drain lines. The MS4 inventory map and table are included in Appendix C. The City will continue to maintain and update this inventory on an annual basis. This will be accomplished through review of new development as-built maps as well as field inspections.

2. Measurable goal(s):

Provide an inventory and map of MS4 control structures.

Update the inventory and map once each reporting period

Provide the number of MS4 structures added during the reporting period

3. Documentation to be submitted with each Annual Report:

Updated inventory and map of the MS4. Number of MS4 structures added during the reporting period Total number of structures in the inventory

2. **MS4 Inspection and Maintenance Program**

1. Description of SWMP Component (Ensure the text describes both the inspection and maintenance of the MS4 structures): The City will inspect 100% of the MS4 system components included in the MS4 control structure inventory over the five-year period of the permit and will inspect, at a minimum, 5% of the MS4 structures each year.

2. Measurable goal(s):
- Inspect 100% of the MS4 system components included in the MS4 control structure inventory over the five-year period of the permit. Inspect, at a minimum, 5% of the MS4 structures each year. - Conduct maintenance on MS4 structures as needed.

3. Documentation to be submitted with each Annual Report: _____
- Summary of MS4 Inspections, including the number and percentage of total structures inspected during the reporting period. - Table summarizing individual inspections with a record for each structure inspected, and the findings of that inspection. - Copies of Work Orders created and completed related to MS4 structure maintenance.

3. **Planning Procedures**

1. Description of SWMP Component: _____
The City of Acworth's Comprehensive Plan outlines goals and specific policies that are designed to protect the local quality of life and will guide the City through 2032. In 2022 the city coordinated with the Atlanta Regional Commission to complete the 10 year update to the Comprehensive Plan that consists of several elements including Housing, Natural and Community Resources, Economic Development, Population and Land Use. The Plan also includes a Short Term Work Program (STWP) and Capital Improvement Plan (CIE) that direct the City on implementation of projects within a five-year timeframe. The City is responsible for updating the STWP and CIE annually.

2. Measurable goal(s): Review the Comprehensive Plan each reporting period and update the plan, as needed.

3. Documentation to be submitted with each Annual Report: _____
Description of any changes made to the Comprehensive Plan or planning procedures.

4. **Street Maintenance**

1. Description of SWMP Component: _____
The City implements a right-of-way pickup program to reduce polluted runoff originating from streets within City limits. The current method involves weekly street sweeping and fall leaf pickup but may be conducted additional times, as needed. The amount of debris removed is recorded using a Streetsweeper Maintenance Log, an example of which is located in Appendix D. The total amount of debris removed will be included in the annual report.
2. Measurable goal(s): Conduct weekly right-of-way pickup activities for streets within the City limits.
3. Documentation to be submitted with each Annual Report: _____
Documentation of right-of-way pickup activities (Streetsweeper Maintenance Log) including tons of debris removed and miles swept per reporting period.

5. **Flood Management Projects**

1. Description of SWMP Component (Ensure the text describes procedures for both proposed and existing flood management projects):

1.1 Flood Management Capital Improvement Project Water Quality Impact Assessment for Proposed Structures:

The City will ensure that all new flood control projects are assessed for water quality impacts. For the purposes of this BMP, the City interprets “Flood Control Projects” to refer to detention/retention ponds and other stormwater management facilities. All new developments are currently required to comply with the City’s Stormwater Management Ordinance and Georgia Stormwater Management Manual (GSMM), which require that stormwater management controls address water quality as well as water quantity. The City currently reviews all development projects that include flood control structures pursuant to the Post Construction Stormwater Runoff Ordinance and GSMM. The Post Construction Stormwater Runoff Ordinance is included in Chapter 50-Flood Prevention and Drainage, Article 4 of the Unified Development Code located in Appendix B.

The City of Acworth also has Floodplain Management in place that serves to protect water quality by limiting the impacts that flood waters can have on the environment. A Floodplain Management ordinance is required by the District and for participation in the National Flood Insurance Program. The Floodplain Management ordinance is included in in Chapter 50-Flood Prevention and Drainage, Article 3 of the Unified Development Code located in Appendix B.

1.2 Flood Management Capital Improvement Project Water Quality Impact Evaluation for Existing Structures:

The City of Acworth operates a Capital Improvement Program to address structural flood management and drainage issues within public systems within the ROW. As part of this program, the City identifies the various drainage and flooding problems within the City and develops a proposed engineered solution to the problem in the form of a Capital Improvement Project (CIP). CIPs may include the installation of a new structure or the retrofit, upgrade, or replacement of an existing, inadequate structure.

The City, or a contracted consultant, will conduct a water quality impact assessment during the design phase for drainage and flooding related CIPs as funding becomes available for their implementation. This assessment will be integrated with the City’s current Capital Improvement Program such that as identified CIPs are funded for implementation, an assessment will be performed during the design phase. The assessment must be completed before the design of drainage CIP has been completed. The assessment will ensure that the drainage or flood-related CIP addresses the following:

- A description of how the proposed CIP will improve water quality.

- A description of potential water quality impacts from the proposed CIP and recommendation for mitigation of any impacts.
- The feasibility and/or cost of incorporating water quality enhancements in the CIP.
- Identification of the regulatory permits needed to construct the project including, but not limited to, an NPDES construction permit and a Section 404 permit.
- A statement stating that the project adheres to the City's design criteria.

The City will use the CIP Assessment Checklist to perform this assessment, and a copy of this worksheet is included in Appendix D. This assessment for each CIP design will become a permanent part of the CIP file, and will be provided to EPD in the Annual Report.

2. Measurable goal(s): _____
- Ensure new flood management projects are assessed for water quality impacts in accordance with the City's Post Construction Stormwater Runoff Ordinance. - Perform Water Quality Assessment for 100% of City-owned detention and retention ponds within the 5-year permit period, with a minimum of 5% of structures per year. - Evaluate potential retrofitting, if applicable.

3. Documentation to be submitted with each Annual Report: _____
- Number of plans that included new flood management projects that were reviewed during the reporting period. - Records of any assessment and/or retrofitting activities conducted during the reporting period. - CIP Assessment Checklist completed in the reporting period.

6. Municipal Facilities (Excluding Any Facilities Addressed in Section 3.3.3)

1. Description of SWMP Component (Ensure the text addresses both the inventory and the inspection of the facilities): _____
This program element addresses municipally-owned facilities with the potential to cause pollution, and they will be referred to collectively as “Municipal Waste Facilities.” These exclude any facilities addressed in Section 3.3.3. The following list constitutes the City’s inventory of municipal facilities with the potential to cause pollution:
 - S a n i t a t i o n Y a r d
 - P o w e r a n d P u b l i c W o r k s
 - P a r k s a n d R e c r e a t i o n F a c i l i t y
 - T a n y a r d O v e r l o o kCity staff will inspect municipal facilities with the potential to discharge pollutants to the MS4, and all municipal facilities sites will be inspected at least once every 5 years, with a minimum of 5% or one facility per year, until all facilities have been inspected. The Facility Inspection Checklist, found in Appendix D, will be used for municipal site inspections, and records shall be maintained on problems found and actions taken. If sites are found to need improvements, the appropriate department will be notified of the problem. City staff will then perform a re-inspection, after the stipulated timeframe or request follow up documentation from the facility, if deemed necessary, to ensure that proper action has been taken.

2. Measurable goal(s): _____
- Update the municipal facilities inventory annually, if needed. - Annually inspect the municipal facilities listed in the municipal facilities inventory such that 100% of all the facilities are inspected every 5 years. - Document site inspections conducted during the permit period using the Municipal Facility Inspection Checklist.

3. Documentation to be submitted with each Annual Report: _____
- Updated Municipal Facility Inventory - Copy of the completed inspection checklist for each municipal facility. - Summary of any activities conducted to address issues found during inspection

7.

Pesticide, Fertilizer, and Herbicide Application

1. Description of SWMP Component (Ensure the text addresses both commercial applicators and municipal use): _____
The City of Acworth relies on the Georgia Department of Agriculture (DoA) and the UGA Cobb County Extension to address requirements for Pesticide Applicator Training and Certification. The DoA requires commercial applicators of restricted use pesticides (including herbicides, insecticides, fungicides, plant growth regulators, and defoliant) to obtain and retain a “Commercial Pesticide Applicators License.” The DoA also requires that distributors of restricted pesticides obtain and retain a “Pesticide Dealer’s License.” Continuing education units are required each year to maintain the license.
The CES provides training opportunities to homeowners, private applicators, commercial applicators and municipal applicators that desire education on the appropriate management and use of pesticides. This training (though not required for state licensing) is designed to assist persons in passing the state exam, which is required to obtain a license.
Prior to issuing a business license, the City of Acworth will require applicants who are likely to require a commercial pesticide applicators license to provide proof that they hold the appropriate State license.
2. Measurable goal(s): _____
- Continue to utilize DoA Program to certify commercial applicators within the City. - 100% of City employees involved in pesticide, herbicide, and fertilizer application will receive applicable certification through the GA DoA
3. Documentation to be submitted with each Annual Report: _____
City Certifications from GA DoA and/or documentation of other program activities during the reporting year.

Illicit Discharge Detection and Elimination Program (IDDE)
Table 3.3.2 of the Permit

1. Legal Authority

1. Description of SWMP Component: _____
The City adopted the Illicit Discharge and Illegal Connection Ordinance of the Metropolitan North Georgia Water Planning District (MNGWPD) as part of the Illicit Discharge and Elimination program (IDDE). This existing ordinance prohibits non-stormwater discharges into the storm sewer system and establishes appropriate enforcement procedures associated with the City's IDDE Program. This ordinance prohibits illicit discharges to the public MS4, grants the City the authority to enter private property to investigate suspected illicit discharges, and provides the City with the means to enforce violations of this ordinance. The Illicit Discharge Detection and Elimination ordinance is included in Chapter 50- Article 5-Illicit Discharge and Illegal Connection Ordinance of the Unified Development Code located in Appendix B.

2. Measurable goal(s): _____
- Enforce 100% of violations of the Illicit Discharge and Illegal Connection Ordinance. - Annually evaluate the Illicit Discharge and Illegal Connection Ordinance to determine if revisions are required.

3. Documentation to be submitted with each Annual Report: _____
If the ordinance is revised during the reporting period, a copy of the revised ordinance will be submitted to Georgia EPD.

2. Outfall Inventory and Map

1. Description of SWMP Component: _____
The NPDES Phase I MS4 permit defines an “MS4 Outfall” to be “the most downstream point (i.e. final discharge point) on an MS4 where it discharges to waters of the State.” The City maintains an inventory of MS4 Outfalls that discharge from the City MS4 to waters of the State. The map and inventory of the MS4 Outfalls are available in Appendix C.

Each year, the City will update the map to reflect the addition of outfalls from new infrastructure projects or developments and remove from the inventory any outfalls that have been reclassified or removed. The updated outfall inventory and map will be included with the Annual Report.

2. Measurable goal(s): _____
- Maintain and update an inventory and map of MS4 outfalls within the City Limits - Provide the number of outfalls added during the reporting period in subsequent Annual Reports
3. Documentation to be submitted with each Annual Report: _____
- Updated inventory and map of the MS4 outfalls, identifying the names and locations of all waters of the State that receive discharges from those outfalls. - Summary of outfalls added during the reporting period and the total number of outfalls in the inventory.

3. IDDE Plan

1. Description of SWMP Component (Ensure the text discusses the outfall inspections, any stream walks activities, illicit discharge tracing, and illicit discharge elimination): _____
The City will perform dry weather screening (DWS) of 100% of its MS4 outfalls within this 5-year permit cycle, and will screen no less than 5% of MS4 outfalls in any given year. Outfalls will be screened utilizing the IDDE Plan and associated Dry Weather Screening Checklist or within a GIS database that includes the same information as shown on the form, which are included in Appendix E. The City will investigate any potential illicit discharges in accordance with the EPD approved IDDE Plan. Should the City positively identify any illicit discharges, the City will conduct source tracing activities and enforce the provisions of its Illicit Discharge and Illegal Connection Ordinance for 100% of positively identified illicit discharges. The City has developed an IDDE Plan to formalize the City's procedures for dry weather screening of outfalls, the procedures for investigating potential illicit discharges via source tracing activities, and the procedures for enforcement of the Illicit Discharge and Illegal Connection Ordinance. The IDDE Plan, which was approved by EPD in 2021, is included in Appendix E.

2. Measurable goal(s): _____
- Implement the IDDE plan outlined in the SWMP - Dry weather screen 100% of all MS4 outfalls over a five-year period. - Dry weather screen at least 5% of MS4 outfalls each year. - Investigate and perform source tracing for 100% of suspected illicit discharges. - Enforce the Illicit Discharge and Illegal Connection Ordinance and ERP for 100% of positively identified illicit discharges.

3. Documentation to be submitted with each Annual Report: _____
- Provide the number and percentage of MS4 outfalls screened during the reporting period. - Provide a map and completed dry weather screening forms (Dry Weather Screening Checklist) for all MS4 Outfalls screened within the reporting period. - Records of any source tracing or enforcement activities conducted as a result of the dry weather screening activities, including copies of Source Tracing Forms.

4. Spill Response Procedures

1. Description of SWMP Component: _____
The Acworth Power and Public Works department will respond to all spills that occur within the City limits. Documentation on spill occurrences during the reporting period will be provided with the annual report. Generally, spills of known, nonhazardous substances less than 55 gallons or 300 pounds (dry volume) can be contained on an impervious surface using in-house spill equipment. All spills of unknown substances, spills larger than 55 gallons (liquid volume) or 300 pounds (dry volume), and/or those that enter the storm sewer and/or waterway require that the Cobb County Fire & Emergency Services personnel be notified immediately to handle the cleanup. A hazardous materials incident requires more caution and deliberation in size-up than most fire situations. The City will exercise size-up tactics which do not expose the response crew to risk and rely upon Cobb County Fire & Emergency Services to take the lead on significant spills.
Cobb County Fire & Emergency Services responds to spills according to the Cobb County Operational Guidelines for Incidents Other than Structural Fires. Records of spills attended by Cobb County Fire & Emergency Services personnel are held by the Cobb County Fire Department.
2. Measurable goal(s): _____
- Respond to 100% of spills within 24 hours of finding. - Maintain documentation on any spill occurrences and cleanup performed by City staff.
3. Documentation to be submitted with each Annual Report: _____
- Documentation on any spill occurrences and cleanup performed by City staff. - Documentation on any notification of spill occurrences to Cobb County (ie emails, log sheet, etc.)

5. Public Reporting Procedures

1. Description of SWMP Component: _____
The City of Acworth has established procedures for encouraging and addressing citizen complaints about water quality and reports of illicit discharges/illegal dumping. Complaints can be made through the City's official stormwater website that allows for citizens and visitors to report concerns, including illicit discharges and illegal dumping. The link to this page can be found on the City's homepage at:
<https://acworth-ga.gov/power-and-public-works/public-works/stormwater/>
This website also provides a link, email and a phone number for City residents to contact the City for any purpose, including to report illicit discharges or illegal dumping in the storm sewer system. Information received through the website will be referred to the appropriate department. The City promotes this website as a part of other public education initiatives (Public Involvement Activities and Stormwater website).
City administrative staff are responsible for receiving citizen complaint calls and using the caller's information to generate a work order. The work order is then passed to the Power and Public Works Department, which is responsible for taking action to address calls that relate to water quality within three (3) business days. The Public Works staff will record actions taken to address the complaint in the work order and maintain a database of all finished work orders related to potential illicit discharges, illegal dumping, and other water quality violations. The Power and Public Works Department maintains a database of all finished work orders and provides monthly reports to Council.
2. Measurable goal(s): _____
- Promote link and Stormwater website to encourage the public to report illicit discharges/illegal dumping in the storm sewer system. - Perform at least one notification per reporting period to inform the public on methods to report an observed illicit discharge. - Investigate 100% of all water quality complaints received within three (3) business days and take appropriate action for 100% of complaints requiring action. - Record IDDE complaints and actions taken in the City's Work Order Database.
3. Documentation to be submitted with each Annual Report: _____
- Copy of formal notification used to inform the public on methods to report an observed illicit discharge or illegal dumping in the storm sewer system. - Summary from the Work Order Database, including documentation of citizen complaints, investigations, and actions taken during the reporting period.

6. **Proper Management and Disposal of Used Oil and Toxic Materials**

1. Description of SWMP Component: _____
The City will maintain a display of proper management and disposal related informational materials (i.e. brochures, pamphlets, etc.) at City Hall and refill the display on a regular basis. These brochures will address such topics as the following:
 - Management of Household Hazardous Materials.
 - C l e a n W a t e r C a m p a i g n
 - Protecting Your Water and Septic System
 - Do It Yourself Household Water Assessment
 - R a i n G a r d e n s F o r H o m e L a n d s c a p e s

The City will also work with Keep Acworth Beautiful to identify local vendors that will accept used waste oil from local residents. The current list along with links to other resource websites such as the Clean Water Campaign (CWC), Georgia Soil And Water Conservation Commission, and Cobb County Soil And Water Conservation District will be included electronically on the city's stormwater website that provide additional information on hazardous materials management.
2. Measurable goal(s): _____
- Maintain educational information and materials related to proper management and disposal of used oil and toxic materials on the City's webpage. The webpage will be reviewed for updates once each reporting period. - Restock brochures distributed at City Hall once each reporting period.
3. Documentation to be submitted with each Annual Report: _____
- Copy of City's website promoting proper management and disposal of used oil and toxic materials. - Amount of brochures distributed and restocked during the reporting period.

7. **Sanitary Sewer Infiltration Controls**

1. Description of SWMP Component: _____
The City of Acworth does not own or operate the sanitary sewer system within its jurisdiction; The city relinquished this responsibility to Cobb County on June 25, 2019. A copy of the Interagency agreement is included in Appendix B.

Where the dry weather screening program returns results that could indicate infiltration of sewage into the MS4, the City will investigate the matter in accordance with procedures described in the IDDE Plan included in Appendix E of this SWMP. Confirmed or suspected sewage spills from the sanitary sewer system will immediately be reported to Cobb County Water System at (770) 419-6201. The City will follow up with the County to confirm that suspected and confirmed sewage spills were appropriately addressed. The actions taken to address the spill will be recorded in a log that will be included in the Annual Report.
2. Measurable goal(s): _____
- Notify Cobb County within 24 hours of finding. - Log of all confirmed or suspected sewage spills from the sanitary sewer system reported to Cobb County Water System.
3. Documentation to be submitted with each Annual Report: _____
Details on activities performed during the reporting period

Industrial Facility Stormwater Discharge Control
Table 3.3.3 of the Permit

1. Industrial Facility Inventory

1. Description of SWMP Component: _____
The City of Acworth currently maintains an inventory of industrial facilities that discharge to the City's MS4. This list is based on the EPD's Industrial Storm Water General Permit (IGP), Notice of Intent (NOI), No Exposure Exclusion (NEE) online listings. The inventory of industrial facilities is available in Appendix C.
The City of Acworth will continue to modify and update this list on an annual basis in accordance with the informational sources listed above. The City will include any changes to the inventory in the Annual Report.
2. Measurable goal(s): Annual update of Industrial Facility Inventory
3. Documentation to be submitted with each Annual Report:
Updated Industrial Facility Inventory

2. **Inspection Program**

1. Description of SWMP Component: _____
The City of Acworth will conduct on-site stormwater inspections for 100% facilities on the industrial inventory over the five-year period of the permit and will inspect, at a minimum, 5% of the facilities each year. The City shall maintain records of inspections results, problems found, and actions taken. Documentation of these inspections will be submitted each year with the Annual Report.

2. Measurable goal(s): _____
- Inspect 100% of industrial facilities in the City's inventory over the 5-year permit period, and at a minimum, 5% of the facilities each year. - Implement water quality monitoring program for industrial sites if the industrial facility is determined to discharge a substantial pollutant load to the MS4. This may include reviewing water quality monitoring results provided by the industrial site or, in some circumstances, conducting water quality monitoring.

3. Documentation to be submitted with each Annual Report: _____
- Copy of completed inspection checklist for each industrial facility inspected during the reporting period. - Total number and percentage of facilities inspected during the reporting period. - Summary of water quality monitoring results, if applicable

3. Enforcement Procedures

1. Description of SWMP Component: _____
If upon inspection, an industrial site is found to have issues that would be considered an illicit discharge, then the City will take enforcement action(s) as outlined in the ERP. If an illicit discharge has not taken place but practices on-site indicate a high probability that such a discharge could occur, then the City will discuss with the property owner and/or the operator of the site the issues uncovered by the inspection. The City will also make the operator aware of Volume 3 of the GSMM that discusses pollution prevention and good housekeeping.

2. Measurable goal(s): _____
- Implement enforcement procedures when violations are discovered during inspections of industrial facilities. - Ensure enforcement is taken for 100% of noted violations. - Document enforcement actions taken in violation/enforcement action log.

3. Documentation to be submitted with each Annual Report: _____
Documentation of enforcement actions taken during the reporting period

4. **Educational Activities**

1. Description of SWMP Component: _____
The City will distribute the EPD's informational handout on the requirements of the NPDES IGP or other industrial stormwater best practices educational information to industrial facilities during industrial stormwater site inspections. These brochures may address topics that include, but are not limited to, the following:
 - The Management of Household Hazardous Materials.
 - Proper Handling and Disposal of Hazardous Waste
 - Good Housekeeping for Commercial Establishments
 - Stormwater Pollution Prevention_____

2. Measurable goal(s): _____
Provide educational information to facilities listed on the City's Industrial Facility Inventory during inspections.

3. Documentation to be submitted with each Annual Report: _____
 - Copy of educational information distributed to industrial facilities.
 - Copy of Inspection Compliance Forms completed during the reporting period.

Construction Site Management
Table 3.3.4 of the Permit

1. Legal Authority

1. Description of SWMP Component: _____
The City of Acworth is currently a Local Issuing Authority (LIA) for LDA Permits as defined by the Georgia Erosion & Sedimentation Act (GESA). An updated version of the model Erosion, Sediment Control and Pollution Prevention ordinance was adopted on January 2, 2019 and can be located in Chapter 76 - Soil Erosion, Sedimentation and Pollution Control of the Unified Development Code located in Appendix B.

Accordingly, the City administers the programs described below in accordance with the responsibilities related to being an issuing authority. EPD has taken the position that any program in compliance with the regulations of GESA will also be considered in compliance with those requirements of the NPDES MS4 program that relate to E&S.

2. Measurable goal(s): _____
Annually evaluate the Erosion and Sedimentation ordinance for compliance with the NPDES Phase I permit.
3. Documentation to be submitted with each Annual Report: _____
A copy of the E&S Ordinance, if updated, during the reporting period.

2. Site Plan Review Procedures

1. Description of SWMP Component: Acworth has been designated as a Local Issuing Authority (LIA) and remains in compliance with Georgia Erosion and Sediment Control Act (GESA) of 1975 as amended. Accordingly, all developers are required to comply with the local E&S Ordinance and obtain a land disturbance permit prior to the start of any land disturbing activities that will disturb one (1) or more acres of land or are part of a larger common development that disturb more than one (1) acre of land. In addition to review of plans for compliance with the City's Erosion and Sediment Control Ordinance, construction plans are reviewed for compliance with numerous other City regulations including: the Unified Development Code; Post-development Stormwater Management Ordinance; Stream Buffer Ordinance; and Floodplain Management Ordinance.

The City of Acworth requires submittal of Erosion, Sedimentation and Pollution Control Plans (ESPCP). This ensures the proposed sedimentation and erosion plan and post-construction stormwater control measures will comply with the City's E&S Ordinance and effectively reduce pollutants entering the MS4. The City administers the programs described below in accordance with the responsibilities related to being an issuing authority:

1. Both the plan preparers and plan reviewers are required to utilize ESPC Plan Review Checklists to ensure compliance with City regulations. A copy of the checklist is included in Appendix D.
 2. The Development Department oversees plan review, permitting and enforcement of City development codes, ordinances and other applicable regulations governing land disturbance and land use. A civil land development plan or site plan should be submitted to Development for approval. The applicant is required to pay the plan review fees, application fees, and land disturbance fees. The permits coordinator will submit the application and plans to power and public works and zoning for review. Following city approval, the permits coordinator will submit the plans to Georgia Soil & Water Conservation Commission for approval of the Erosion & Sediment Control and Pollution Prevention Plans. The ESPCP must be approved prior to the City issuing a LDA permit.
2. Measurable goal(s): All qualifying developments within Acworth will have their ES&PC plans reviewed for compliance with the City's Erosion and Sediment Control Ordinance.
-

3. Documentation to be submitted with each Annual Report: _____
- List of the development projects that had ES&PC plans in the reporting year. -
 - Number of plans that were reviewed, approved or denied in the reporting year. -
 - Number of LDA permits issued in the reporting year. -
-

4. Inspection Program

1. Description of SWMP Component: _____
The City of Acworth is responsible for inspecting construction projects located within the city limits. The inspections include checking E&S control measures for compliance with the approved E&S plans and LDA permit. The authority for such inspections follows the City's E&S Ordinance. A copy of the completed NOI, sent to the EPD, will be provided from each developer to the City. The City meets with each developer prior to land disturbance activities to review erosion and sediment control requirements. Each developer must sign an Erosion and Sediment Control affidavit prior to issuance of the LDA permit. A copy of the Plan Review checklist is included in Appendix D.

The City conducts comprehensive site inspection(s) after land disturbing activities commence to verify compliance with applicable E&S requirements. Active construction sites with an LDA permit will be inspected at least once during each reporting period as required by the City's MS4 permit. The City will conduct additional site inspections as/if needed until the site is stabilized.

Subsequent inspections during the construction process will be prioritized as follows:

- E v i d e n c e o f p o o r h o u s e k e e p i n g
- H i s t o r y o f p o o r c o m p l i a n c e
- E v i d e n c e o f a b s e n t o r m a l f u n c t i o n i n g c o n t r o l s
- P r o x i m i t y t o l o c a l w a t e r w a y s

Additionally, follow-up inspections by City representatives will take place to verify that corrective measures have been taken for previously documented deficiencies. A final inspection will be conducted at LDA Permit sites after land disturbing activities have ceased to ensure that the site has been adequately stabilized and that excess materials have been removed.

An E&S Inspection Checklist will be completed during inspections. This checklist is important to document the inspection history and the record of compliance. The E&S Inspector will issue a Notice of Violation and/or Stop Work Order (depending upon the severity of the problem) if the site is found in non-compliance. A database of inspections, violations and enforcement actions are maintained by City staff. A copy of the Plan Review checklist is included in Appendix D.

2. Measurable goal(s): _____
- Inspect 100% of active development sites with ongoing land disturbance activities at a minimum of one time per permit period. - Document inspection history and the records of compliance after land disturbing activities commence. - Maintain database of inspections, violations and enforcement actions taken.
3. Documentation to be submitted with each Annual Report: _____
- A list of active construction sites in the reporting period. - Summary of inspection history and the records of compliance after land disturbing activities commence in the reporting period.

5. Enforcement Procedures

1. Description of SWMP Component: _____
The City will implement enforcement procedures for E&S violations documented at construction sites in accordance with the Erosion, Sediment Control and Pollution Prevention ordinance located in Chapter 76 - Soil Erosion, Sedimentation and Pollution Control of the Unified Development Code located in Appendix B. The City's E&S Ordinance specifically includes an escalating series of enforcement mechanisms available to the City staff, which are outlined in the City's ERP located in Appendix G.
2. Measurable goal(s): Enforcement will be taken on 100% of noted violations.
3. Documentation to be submitted with each Annual Report: _____
 - Documentation of any notifications made to EPD regarding potential violations.
 - Summary of inspections, violations and enforcement actions maintained by the City staff.

6. **Certification**

1. Description of SWMP Component: _____
GESA requires all local government employees involved with plan review, site inspections, or E&S Ordinance enforcement, as well as construction site operators to undergo the applicable training seminars developed by the GSWCC. The City staff are required to receive this training and certification. The City also requires construction site operators to maintain documentation on-site that they have received the appropriate certification.

2. Measurable goal(s): _____
- Train and certify MS4 staff involved in construction activities subject to the Construction General Permits (CGPs) through the training seminars offered by the Georgia Soil and Water Conservation Commission. - Ensure 100% of construction site operators will have applicable E&S certifications.

3. Documentation to be submitted with each Annual Report: _____
- Summary of the training attended during the reporting period. - Copies of certification cards, printouts from the GSWCC, or copies of training certificates, etc.

Highly Visible Pollutant Sources (HVPS)
Table 3.3.5 of the Permit

1. HVPS Facility Inventory

1. Description of SWMP Component: _____
The City maintains an inventory of commercial businesses and facilities that are considered to be highly visible pollutant sources (HVPS). A copy of the HVPS inventory is included in Appendix C. Based on the types of facilities and results of HVPS inspections conducted over the previous permit cycle, the City considers the following types of businesses to be HVPS:

- Landscape and Garden Related Businesses
- Automotive Repair and Car Washes
- Building Contractors with Construction Yards
- Gas Stations

- Pet Grooming/Kennels
- Restaurants containing grease traps

The inventory is updated annually based on changes to the business license database and will be included in each annual report. The City reserves the right to add additional facilities that do not fall within any of the “HVPS categories” above that demonstrate the potential to pollute stormwater.

2. Measurable goal(s): Update the HVPS Inventory on an annual basis.
3. Documentation to be submitted with each Annual Report: Updated HVPS Inventory.

2. **Inspection Program**

1. Description of SWMP Component: _____
The City will conduct stormwater inspections at facilities listed on the most updated HVPS inventory list such that 100% of facilities are inspected over the permit period (2024 – 2029), with a minimum of 5% of the facilities inspected annually.
A City inspector, or qualified authority designated by the City, will visit the HVPS site and assess the condition and presence of pollutants at the site. A Facility Inspection Checklist, included in Appendix D, will be used to record the inspection results. City staff will inspect the site for evidence of stormwater pollution in the following areas, if applicable, and this information will be noted: - Areas around machinery and/or equipment - Areas prone to leaks and spills - Outdoor storage and handling areas - Waste generation, storage, treatment and disposal areas - Vehicle wash-down areas - Fueling areas - Loading and unloading areas
Documentation shall be maintained on all inspections, violations and enforcement actions taken.
2. Measurable goal(s): _____
- Inspect 100% of HVPS sites within the permit period, with at least 5% inspected in any given year. - Maintain database of inspections, violations and enforcement actions taken.
3. Documentation to be submitted with each Annual Report: _____
- Provide the total number of HVPS facilities and the number and percentage of inspections conducted during the reporting period. - Provide a completed checklist and follow-up documentation, if applicable, for each inspected HVPS site conducted that reporting period.

3. **Enforcement Procedures**

1. Description of SWMP Component: _____
If upon inspection, an HVPS site is found to have issues that would be considered an illicit discharge, then the City will initiate investigative and enforcement actions as outlined in the IDDE Plan and/or the ERP. If an illicit discharge has not taken place but practices onsite indicate a high probability that such a discharge could occur, then the City will discuss with the property owner and/or the operator of the site the issues uncovered by the inspection and provide them with a copy of the inspection checklist. Generally, the City will attempt to notify property owners / operators within 10 business days of the initial inspection, if not sooner, if issues are discovered. The City may re-inspect the site within 1 year to determine if corrective actions have been taken, depending on the severity of the identified issues and whether the City determines a re-inspection is necessary.
For violations that continue unabated, the City will implement the enforcement provisions of the IDDE Plan and the ERP, including issuing violations, sending notifications, and taking enforcing measures necessary to abate the violation and/or restore the property.
2. Measurable goal(s): _____
- Implement enforcement procedures for violations noted during HVPS inspections, as specified in the ERP. - Notify property owners / operators within 10 business days of the initial inspection if issues are discovered.
3. _____
Documentation to be submitted with each Annual Report: _____
Documentation of enforcement actions taken on HVPS sites during the reporting period.

4. **Educational Activities**

1. Description of SWMP Component: _____
City staff will have a face-to-face meeting, when possible, with the manager or employee during or immediately following the inspection to provide information and tips on pollution prevention control measures at their facility. The City staff will also distribute educational materials during HVPS inspections, as appropriate. A Facility Inspection Program Checklist, included in Appendix D, will be used to record the inspection results. This checklist contains a comment area for City staff to document education materials distributed.

2. Measurable goal(s): _____
- Review HVPS brochures on an annual basis. - Provide annual training sessions for employees who are involved with SWMP implementation. - Distribute HVPS educational material during facility inspections, as appropriate.

3. Documentation to be submitted with each Annual Report: _____
- Copy of HVPS educational materials distributed during HVPS inspections. - Copy of Inspection Compliance Forms completed during the reporting period.

Public Education
Table 3.3.9 of the Permit

NOTE: If the population of your municipality is less than 10,000, then you must implement **two** public education activities. If the population of your municipality exceeds 10,000, then you must implement **four** public education activities.

1. Public Education Program - STORMWATER WEBSITE

1. Description of SWMP Component:

The City of Acworth will continue to maintain a Stormwater website that is linked through the City's homepage (Acworth Stormwater).

The City's stormwater webpage includes information on stormwater runoff, proper stormwater management practices and how to prevent stormwater pollution, public education and participation, a complaint or concern link and telephone number to report illegal dumping, illicit discharges, and other stormwater problems.

The City will promote this website as a part of other public education initiatives. Website updates are conducted annually as more information becomes available about innovative design methodologies, including low impact development, green infrastructure and LEED for New Construction Sustainable Sites. The City will add a "counter" to the website so that it can determine how many visits or "hits" there have been for the stormwater webpage.

2. Measurable goal(s):

- Maintain and update website to include applicable and relevant educational materials once per reporting period. - Update the stormwater website to include a counter to record the number of visits by December 31, 2024. - Once implemented, the City will track the number of visits recorded by website counter.

3. Documentation to be submitted with each Annual Report:

- Link to educational information on City's website. - Screenshot of Stormwater website. - Number of visits recorded by the website counter, once the City has added the counter

2. Public Education Program - PUBLIC INFORMATION BROCHURES

1. Description of SWMP Component: _____
The City will distribute brochures designed to educate the public about stormwater pollution prevention and other water resources-related topics at City Hall and during City Events. These brochures may include, but are not limited to, the following topics:
 - Stormwater Pollution Prevention
 - Public Education and Awareness
 - Picking Up After Your Pet
 - Proper Handling and Disposal of Hazardous Waste
 - Construction BMPs
 - Septic System Maintenance
 - Flood Information
Brochures will be reviewed on an annual basis and new brochures may be chosen and distributed. Brochures will be restocked as they run out. If available, electronic versions of the brochures will be posted on the website.
2. Measurable goal(s): _____
 - Review brochures on an annual basis and update/replace as needed.
 - Display brochures and restock as they run out.
3. Documentation to be submitted with each Annual Report: _____
 - Copies of any brochures distributed during the reporting period. Alternatively, the City may provide a screenshot and/or webpage link to the brochure in the Annual Report.
 - Record log of distributed brochures during the year.

3. Public Education Program - STORMWATER EDUCATIONAL EVENT

1. Description of SWMP Component: _____
The Power, Public Works, and Stormwater department engages in various educational events throughout the reporting year including presentations to city staff, passing out informational material at events, and discussing stormwater solutions with citizen organizational groups. The City of Acworth will work with other city departments to host an informative presentation at one city-wide event each year. The event will be advertised through social media and during regular city meetings 3-4 weeks prior to the event. All material shared with the public will be documented and/or with sign up sheets of those who attend.

2. Measurable goal(s): Hold one educational event per year at a city event.

3. Documentation to be submitted with each Annual Report: _____
 - Flyers advertng the event dates.
 - Documentation of event activities, this may include information such as the number of visitors that received information, educational brochures, pictures, or other relevant documentation.

4. Public Education Program - SOCIAL MEDIA PROGRAM

5.

1. Description of SWMP Component: _____
The City of Acworth manages a social media account that addresses and educates the public about issues within Acworth such as proper household garbage and recycling efforts, zoning issues, current and future Power and Public Works projects, and advertisements for public education events. Each quarter throughout the permit period, the City will post a stormwater educational message that will include information related to stormwater and water resource issues and prevention practices. The social media posting may also advertise local stormwater educational and outreach related opportunities and events or educate the community about other relevant issues and stormwater pollution prevention techniques that the City feels should be addressed within its community.
Example topics that will be addressed within the post may include: - Link to the City's stormwater webpage - Proper disposal of household hazardous waste - Reporting mechanisms to report water quality violations and illicit discharges - Proper application, storage, and disposal of landscape chemicals - Impacts of stormwater pollution - Tips for stormwater pollution prevention. - Picking Up After Your Pet - Septic System Maintenance - Promotion of Public Involvement Activities

2. Measurable goal(s): _____
Produce Social Media post at least once per quarter that includes a stormwater and water resources related topic.

3. Documentation to be submitted with each Annual Report: _____
Social Media Posts advertising event dates, educational material, illicit discharge reporting, etc.

Public Involvement
Table 3.3.10 of the Permit

NOTE: If the population of your municipality is less than 10,000, then you must implement two public involvement activities. If the population of your municipality exceeds 10,000, then you must implement four public involvement activities.

1. Public Involvement Program- PUBLIC STORMWATER MONITORING EVENT

1. Description of SWMP Component: _____
Stormwater monitoring refers to the gathering and analysis of information in order to understand water quality impacts from stormwater runoff and how those impacts change over time. The City of Acworth Power, Public Works, and Stormwater Department will host one stormwater monitoring event each year with a citizen engagement organization or school group. The stormwater monitoring will include a sampling event or stream walk in association with the impaired water monitoring sampling events and will allow the City to discuss the importance of runoff and stormwater solutions with citizens in attendance. This event will also establish a connection between citizens and the streams that runs through their community. Ultimately, such monitoring events will encourage and empower citizens to participate in other activities aimed at improving water quality. The event will be advertised through social media and during regular city meetings 3-4 weeks prior to the event. All material shared with the public will be documented along with sign up sheets of those who attend the event.

 2. Measurable goal(s): _____
- Hold one public stormwater monitoring event, per year
- Pass Out Informational brochures, STEM related sheet , etc

 3. Documentation to be submitted with each Annual Report: _____
- Flyers advertng the event dates. - Documentation of event activities, this may include information such as the number of visitors that received information, educational brochures, pictures, or other relevant documentation.
-

2. Public Involvement Program - PUBLIC COMPLAINT & REPORTING PROCEDURES

1. Description of SWMP Component: _____
The City of Acworth has established procedures for encouraging and addressing citizen complaints about water quality and reports of illicit discharges/illegal dumping. Complaints can be made through the City's official stormwater website that allows for citizens and visitors to report concerns, including illicit discharges and illegal dumping. The link to this page can be found on the City's homepage at:
<https://acworth-ga.gov/power-and-public-works/public-works/stormwater/>
This website also provides a link and a phone number for City residents to contact the City for any purpose, including to report illicit discharges or illegal dumping in the storm sewer system. Information received through the website will be referred to the appropriate department. The City promotes this website as a part of other public education initiatives (Educational material and Stormwater website).
City administrative staff are responsible for receiving citizen complaint calls, and using the caller's information to generate a work order. The work order is then passed to the Power and Public Works Department, which is responsible for taking action to address calls that relate to water quality within three (3) business days. The Power and Public Works staff will record actions taken to address the complaint in the work order and maintain a database of all finished work orders related to potential illicit discharges, illegal dumping, and other water quality violations. The department maintains a database of all finished work orders and provides monthly reports to Council.

2. Measurable goal(s): _____
- Promote phone number and City of Acworth website to encourage the public to report illicit discharges/illegal dumping in the storm sewer system. - Perform at least one notification per reporting period to inform the public on methods to report an observed illicit discharge. - Investigate 100% of all water quality complaints received within three (3) business days and take appropriate action for 100% of complaints requiring action. - Record IDDE complaints and actions taken in the City's Work Order Database.

3. Documentation to be submitted with each Annual Report: _____
- Copy of formal notification used to inform the public on methods to report an observed illicit discharge or illegal dumping in the storm sewer system. - Summary from the Work Order Database, including documentation of citizen complaints, investigations, and actions taken during the reporting period.

3. Public Involvement Program - GREAT LAKE ALLATOONA CLEANUP EVENT

1. Description of SWMP Component: _____
The City of Acworth will work with the Keep Acworth Beautiful to conduct one clean-up event (Great Lake Allatoona Cleanup) each year within the City to lead the Lake Allatoona community in environmental stewardship of the watershed through education, preservation, conservation, and volunteerism. The event is advertised through social media posts and flyers months prior to the event. All debris and trash will be properly recycled and/or disposed of and the City will keep documentation of volunteers and trash disposal.

2. Measurable goal(s): _____ Hold one clean-up event per year within the City of Acworth.

3. Documentation to be submitted with each Annual Report: _____
- Social Media and Flyers advertng the event dates. - Documentation of waste disposal collection or disposal activities. This may include information such as the number of bags of trash collected, landfill receipts, or other relevant documentation.

4. Public Involvement Program - POWER, PUBLIC WORKS, AND STORMWATER VOLUNTEER EVENT

1. Description of SWMP Component: _____
The City will hold one volunteer event each year that could include stream cleanups, debris/trash removal along right-of-way, or a stormdrain marking event. Every year presents new opportunities for engaging different citizen partners and the city will be able to reach more volunteers by being flexible with scheduling and offering varying levels of time commitments. The City will advertise this event to the public through its website and other outreach avenues. The City will maintain records of the number of volunteers that participated as well as the amount of debris collected or drains marked through the event.

2. Measurable goal(s): _____
 - Hold one volunteer event per year within city limits.
 - Record number of volunteers
 - Document waste collection and disposal activities.
 - Document stormdrains marked

3. Documentation to be submitted with each Annual Report: _____
 - Sign in sheet of volunteers that participated. - Documentation of waste disposal collection or disposal activities. This may include information such as the number of bags of trash collected, landfill receipts, or other relevant documentation as applicable. - Number of stormdrains marked, as applicable.

Post-Construction
Part 3.3.11 of the Permit

1. **Ordinance Review (Part 3.3.11(a)(1) of the Permit):**

- A. Provide the date of the adoption of the Post-Construction ordinance: 4/7/2005
- B. Provide the date of the adoption of the Georgia Stormwater Management Manual or an equivalent or more stringent local design manual: 4/7/2005 _____
- C. Ensure a copy of the Post-Construction ordinance is attached to the SWMP. See Appendix D

2. **Linear Transportation Projects (Part 3.3.11(a)(3) of the Permit):**

- A. The linear transportation feasibility program is voluntary. Have you developed or are you planning to develop a linear transportation feasibility program?
Yes ___ No X
- B. If yes, is the linear transportation feasibility program attached to the SWMP?
Yes ___ No ___ NA X
- C. If you plan to develop a linear transportation feasibility program, provide the schedule for submitting the program: NA

Green Infrastructure/Low Impact Development (GI/LID)
Table 3.3.11(b)(2) of the Permit

1. Legal Authority

1. Description of SWMP Component (the text must describe the method used to conduct the review of the building codes, ordinances, and other regulations): _____

The City previously completed an evaluation of the City's development regulations (such as transportation design specifications, plumbing codes, landscaping requirements, and other standards) that might prohibit the use of LID practices. The results of this review were considered and recommendations were included in the Acworth Unified Development Ordinance (UDO), which was adopted in April 2020.

The City will continue to review and revise, where necessary, building codes, ordinances, and other regulations to ensure they do not prohibit or impeded the use of GI/LID practices, including infiltration, reuse, and evapotranspiration. The City will assess those regulations governing residential and commercial development, road design, land use, and parking requirements. During the regulatory review, the City may consider the inclusion of incentives for use of GI/LID practices into the ordinances.

The District updated the GSMM in 2016 to better address stormwater runoff volume as well as quality and rate through the use of infiltration and green infrastructure techniques. These performance standards must be considered during the site plan preparation and/or review process. In December 2020, the City revised the City's ordinances by adopting performance standards that require stormwater management systems to retain the first 1.0 inch of rainfall on the site, to the maximum extent practicable. If infiltration of this volume is not feasible on a particular site, it must be documented in the site plan, and plan review documents and the remaining runoff from a 1.2 inch rainfall event must be treated to remove at least 80% of the average TSS load or equivalent.

2. Measurable goal(s): _____
- Review City ordinances, building codes, and other regulations annually to ensure they do not impede GI/LID approaches. - COW Worksheet or equivalent
3. Documentation to be submitted with each Annual Report: _____
- If updates to the City's ordinances, building codes, or other regulations are made to facilitate GI/LID practices during the reporting period, copies of the updated ordinance and/or code(s) will be included. - COW Worksheet or equivalent

Note: A copy of the worksheet used to conduct the code and ordinance evaluation (Center for Watershed Protection's Code and Ordinance Worksheet, EPA's Scorecard) must be included as an attachment to the SWMP. The worksheet can be from a previous permit period.

2. GI/LID Program

1. Description of SWMP Component: _____
The City of Acworth has developed and implemented a GI/LID Plan to address required elements of the City's GI/LID program. The City revised the GI/LID plan in 2021 and the EPD approved the revised Plan in the previous permit period. A copy of the approved GI/LID Program is included in Appendix F. The City will annually review the GI/LID Program and make changes as needed.
2. Measurable goal(s): Review the GI/LID Plan annually and make updates as needed
3. Documentation to be submitted with each Annual Report: _____
A copy of the GI/LID Program, if updated, or a copy of the relevant plan updates.

3. **GI/LID Structure Inventory**

1. Description of SWMP Component: _____
The City maintains an inventory of privately-owned non-residential and publicly-owned water quality-related Green Infrastructure (GI) / Low Impact Development (LID) structures located within the City of Acworth. The GI/LID map and inventory are included in Appendix C. The inventory will include at a minimum: bioswales, permeable pavement, rain gardens, bioretention, cisterns, green roofs, and any other structure deemed appropriate by the City. The inventory will be reported in a table format that will include the following information:
 - T y p e o f S t r u c t u r e
 - Location of Structure (Latitude & Longitude)
 - N u m b e r o f S t r u c t u r e s
 - Ownership New GI/LID structures will be identified through the plan review process and added to the inventory. An updated inventory will be included with each annual report.

2. Measurable goal(s): _____
Update the inventory with new GI/LID structures and submit the updated inventory in each annual report.

3. Documentation to be submitted with each Annual Report:
Most recent GI/LID Inventory

4. Inspection and Maintenance Program

1. Description of SWMP Component (Ensure the text describes both the inspection and maintenance of the GI/LID structures): _____
The City has developed a program to ensure that inspections are conducted on 100% of the privately-owned non-residential and publicly-owned GI/LID structures within a 5-year period in accordance with the inspection schedule set forth in the City's GI/LID Program, included in Appendix F.
Maintenance will be conducted as needed on City-owned structures, and the City will implement maintenance procedures for inventoried structures that are not owned by the City in accordance with the GI/LID Program.
The City requires developers of privately-owned non-residential GI/LID structures to complete an Inspection & Maintenance Agreement with the City, prior to the issuance of a permit for any land development activity. During routine inspections, if the City staff determine that the owner is not properly maintaining their non-residential GI/LID structures, they will notify property owners and enforce the provisions of the Inspection & Maintenance Agreement and the Stormwater Management Ordinance and maintain documentation.
2. Measurable goal(s): _____
- Inspect 100% of the privately-owned non-residential and publicly-owned GI/LID structures within a five-year period. - Provide the number and/or percentage of the total structures inspected during the reporting period in each annual report. - Ensure that private owners are maintaining privately-owned non-residential GI/LID structures in accordance with their Inspection & Maintenance Agreements. - Notify owners of the accused violations within ten (10) days and maintain documentation of the notification. - Conduct maintenance on all publicly owned GI/LID structures, in accordance with the procedures included in the GI/LID Program.
3. Documentation to be submitted with each Annual Report: _____
- Number and percentage of GI/LID structures inspected and/ or maintained during the reporting period. - Copies of any Inspection & Maintenance Agreements executed during the permit period. - Copies of work orders and inspections forms executed during the reporting period. - Copies of any documents (site inspection letter, completed checklist, etc.) used to notify private property owners of maintenance needs for GI/LID structures. _____

Appendix (G)

Enforcement Response Plan (ERP)

Part 3.3.6 of the Permit

1. The MS4 was required to develop an Enforcement Response Plan (ERP) that describes the action to be taken for violations of the Stormwater Management Program.

A. Provide the date the ERP was approved by EPD: December 15, 2020.

B. If the ERP has not yet been approved, provide the date submitted to EPD: _____

2. A copy of the ERP must be attached to this Appendix.

The City's ERP is included in Appendix G

NOTE: Ensure the Appendix has a number or letter designation (e.g. Appendix #1, Appendix A). Attach a copy of the ERP to this appendix cover page.

Appendix (H)

Impaired Waters **Part 3.3.7 of the Permit**

1. Population at the time of permit issuance: 22,276
2. The Impaired Waters Plan must, at a minimum, include:
 - A list of impaired waters and the pollutant(s) of concern, including the date of the 303(d) list used;
 - A map showing the location of the impaired waters, the monitoring location, and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters and within the same watershed;
 - The sample location (instream or at the outfalls);
 - Information on the sample type, frequency, and any seasonal considerations;
 - Schedule for starting monitoring for any newly identified pollutants
 - BMPs that will be implemented to address each pollutant of concern; and
 - A schedule for implementing the BMPs;
 - The information to be included in each annual report, including the monitoring data, an assessment of data trends, and an assessment of the effectiveness of the BMPs.
3. If the population exceeds 10,000, and a water is impaired for bacteria, then the MS4 must also address the following in the Impaired Waters Plan:
 - Sampling frequency for bacteria
 - A description of the development of a Sampling Quality and Assurance Plan if the data is below water quality standards for two years.

The City's IWMP is included in Appendix H

NOTE: Upon completion, the Impaired Waters Plan will be attached to this page as an Appendix to the SWMP. Ensure the Appendix has a number or letter designation (e.g. Appendix #2, Appendix B).

Appendix (I)

Municipal Employee Training Part 3.3.8 of the Permit

1. Description of the Employee Training Program: _____
The City of Acworth will conduct annual employee training for those employees who work in any municipal facility or function that has the potential to contribute pollutants to the MS4. Alternatively, the City may send employees to an applicable training course. City employees will be trained during each permit period on stormwater topics that are necessary for that employee to do their job, including good housekeeping practices at municipal facilities, IDDE, industrial and HVPS inspections, inspection and maintenance of MS4, green infrastructure/low impact development (GI/LID), pollution prevention procedures, and runoff reduction/quality. The City shall keep records of the training, including topic(s), training date(s), as well as a list of attendees for inclusion in the Annual Report.
The City has not developed a written training protocol and is not required to do so; however, should the City develop a written training protocol, a copy will be included in Appendix I.

2. Measurable goal(s): _____
Ensure that appropriate City staff obtain the appropriate stormwater education and training annually.

3. Documentation to be submitted with each Annual Report: _____
Summary of training conducted or attended during the reporting period; documentation to include topic(s), date(s), and list of attendees (sign in sheets, etc)

NOTE: Ensure the Appendix has a number or letter designation (e.g. Appendix #3, Appendix C).