



Tennessee Department of Environment and Conservation  
 Division of Water Pollution Control  
 Enforcement and Compliance Section  
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 Nashville, TN 37243  
 (615) 532-0625

**Small Municipal Separate Storm Sewer System (MS4) Annual Report**

**1. MS4 INFORMATION**

Name of MS4

Name of Contact Person

Telephone (including area code)

Mailing Address

City State ZIP code

What is the current population of your MS4?

What is the reporting period for this annual report? From to

**2. PROTECTION OF STATE OR FEDERALLY LISTED SPECIES**

A. Are any of the MS4 discharges or discharge-related activities likely to jeopardize any state or federally listed species (**Part 3, Special Conditions, General Permit for Phase II MS4s**)  Yes  No

B. Please attach the determination of the effect of the MS4 discharges on state or federally listed species per sub-part 3.2.1

**3. WATER QUALITY PRIORITIES**

A. Does your MS4 discharge to waters listed as impaired on the state 303(d) list?  Yes  No

B. If yes, identify each impaired water, the impairment cause(s), whether a TMDL has been approved by EPA for each, and whether the TMDL identifies your MS4 as a source of the impairment.

Waterbody I.D. #	Cause/TMDL Priority	Approved TMDL	MS4 Assigned to WLA
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

C. What specific sources of these pollutants of concern are you targeting? \_\_\_\_\_

D. Do you have discharges to any Exceptional TN Waters (ETWs) or Outstanding National Resource Waters (ONRWs)?  Yes  No

E. Are you implementing additional specific provisions to ensure the continued integrity of ETWs or ONRWS located within your jurisdiction?  Yes  No

**4. PUBLIC EDUCATION AND PUBLIC PARTICIPATION**

A. Is your public education program targeting specific pollutants and sources of those pollutants?  Yes  No

B. If yes, what are the specific causes, sources and/or pollutants addressed by your public education program? \_\_\_\_\_

## Small Municipal Separate Storm Sewer System (MS4) Annual Report

- C. Note specific successful outcome(s) (NOT tasks, events, publications) fully or partially attributable to your public education program during this reporting period. \_\_\_\_\_
- D. Do you have an advisory committee or other body comprised of the public and other stakeholders that provides regular input on your stormwater program?  Yes  No
- E. Provide a summary of all public meetings required by the permit. \_\_\_\_\_
- 5. CODES AND ORDINANCES REVIEW AND UPDATE**
- A. Is a completed copy of the EPA Water Quality Scorecard submitted with this report?  Yes  No
- B. Include status of implementation of code, ordinance and/or policy revisions associated with permanent stormwater management.
- 6. CONSTRUCTION**
- A. Do you have an ordinance or adopted policies stipulating:
- Erosion and sediment control requirements?  Yes  No
- Other construction waste control requirements?  Yes  No
- Requirement to submit construction plans for review?  Yes  No
- MS4 enforcement authority?  Yes  No
- B. How many active construction sites disturbing at least one acre were there in your jurisdiction this reporting period? \_\_\_\_\_
- C. How many of these active sites did you inspect this reporting period? \_\_\_\_\_
- D. On average, how many times each, or with what frequency, were these sites inspected (e.g., weekly, monthly, etc.)? \_\_\_\_\_
- E. Do you prioritize certain construction sites for more frequent inspections?  Yes  No  
If Yes, based on what criteria? \_\_\_\_\_
- 7. ILLICIT DISCHARGE ELIMINATION**
- A. Have you completed a map of all outfalls and receiving waters of your storm sewer system?  Yes  No
- B. Have you completed a map of all storm drain pipes of storm sewer system?  Yes  No
- C. How many outfalls have you identified in your system? \_\_\_\_\_
- D. How many of these outfalls have been screened for dry weather discharges? \_\_\_\_\_
- E. How many of these have been screened more than once? \_\_\_\_\_
- F. What is your frequency for screening outfalls for illicit discharges? \_\_\_\_\_
- G. Do you have an ordinance that effectively prohibits illicit discharges?  Yes  No
- H. During this reporting period, how many illicit discharges/illegal connections have you discovered (or been reported to you)? \_\_\_\_\_
- I. Of those illicit discharges/illegal connections that have been discovered or reported, how many have been eliminated? \_\_\_\_\_
- 8. STORMWATER MANAGEMENT FOR MUNICIPAL OPERATIONS**
- A. Have stormwater pollution prevention plans (or an equivalent plan) been developed for:
- All parks, ball fields and other recreational facilities  Yes  No
- All municipal turf grass/landscape management activities  Yes  No
- All municipal vehicle fueling, operation and maintenance activities  Yes  No
- All municipal maintenance yards  Yes  No
- All municipal waste handling and disposal areas  Yes  No
- B. Are stormwater inspections conducted at these facilities?  Yes  No
1. If Yes, at what frequency are inspections conducted? \_\_\_\_\_
- C. Have standard operating procedures or BMPs been developed for all MS4 field activities? (e.g., road repairs, catch basin cleaning, landscape management, etc.)  Yes  No

## Small Municipal Separate Storm Sewer System (MS4) Annual Report

- D. Do you have a prioritization system for storm sewer system and permanent BMP inspections?  Yes  No
- E. On average, how frequently are catch basins and other inline treatment systems inspected? \_\_\_\_\_
- F. On average, how frequently are catch basins and other inline treatment systems cleaned out/maintained? \_\_\_\_\_
- G. Do municipal employees in all relevant positions and departments receive comprehensive training on stormwater management?  Yes  No
- H. If yes, do you also provide regular updates and refreshers?  Yes  No  
If so, how frequently and/or under what circumstances? \_\_\_\_\_

### 9 PERMANENT STORMWATER CONTROLS

- A. Do you have an ordinance or other mechanism to require:  
Site plan reviews of all new and re-development projects?  Yes  No  
Maintenance of stormwater management controls?  Yes  No  
Retrofitting of existing BMPs with green infrastructure BMPs?  Yes  No
- B. What is the threshold for new/redevelopment stormwater plan review? (e.g., all projects, projects disturbing greater than one acre, etc.) \_\_\_\_\_
- C. Have you implemented and enforced performance standards for permanent stormwater controls?  Yes  No
- D. Do these performance standards go beyond the requirements found in paragraph 4.2.5.2 and require that pre-development hydrology be met for:  
Flow volumes  Yes  No  
Peak discharge rates  Yes  No  
Discharge frequency  Yes  No  
Flow duration  Yes  No
- E. Please provide the URL/reference where all permanent stormwater management standards can be found.  
\_\_\_\_\_
- F. How many development and redevelopment project plans were reviewed for this reporting period? \_\_\_\_\_
- G. How many development and redevelopment project plans were approved? \_\_\_\_\_
- H. How many permanent stormwater management practices/facilities were inspected? \_\_\_\_\_
- I. How many were found to have inadequate maintenance? \_\_\_\_\_
- J. Of those, how many were notified and remedied within 30 days? (If window is different than 30 days, please specify) \_\_\_\_\_
- K. How many enforcement actions were taken that address inadequate maintenance? \_\_\_\_\_
- L. Do you use an electronic tool (e.g., GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance?  Yes  No
- M. Do all municipal departments and/or staff (as relevant) have access to this tracking system?  Yes  No
- N. Has the MS4 developed a program to allow for incentive standards for redeveloped sites?  Yes  No
- O. How many maintenance agreements has the MS4 approved during the reporting period?

## Small Municipal Separate Storm Sewer System (MS4) Annual Report

### 10. ENFORCEMENT

- A. Identify which of the following types of enforcement actions you used during the reporting period, indicate the number of actions, the minimum measure (e.g., construction, illicit discharge, permanent stormwater control) or note those for which you do not have authority:

Action	Construction	Permanent Stormwater Controls	Illicit Discharge	Authority?	
Notice of violation	# _____	# _____	# _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Administrative fines	# _____	# _____	# _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Stop Work Orders	# _____	# _____	# _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Civil penalties	# _____	# _____	# _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Criminal actions	# _____	# _____	# _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Administrative orders	# _____	# _____	# _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other _____	# _____	# _____	# _____		

- B. Do you use an electronic tool (e.g., GIS, data base, spreadsheet) to track the locations, inspection results, and enforcement actions in your jurisdiction?  Yes  No

C. What are the 3 most common types of violations documented during this reporting period? \_\_\_\_\_

### 11. PROGRAM RESOURCES

- A. What was your annual expenditure to implement the requirements of your MS4 NPDES permit and SWMP this past reporting period? \_\_\_\_\_
- B. What is next year's budget for implementing the requirements of your MS4 NPDES permit and SWMP? \_\_\_\_\_
- C. Do you have an independent financing mechanism for your stormwater program?  Yes  No
- D. If so, what is it/are they (e.g., stormwater fees), and what is the annual revenue derived from this mechanism?  
 Source: \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 Source: \_\_\_\_\_ Amount \$ \_\_\_\_\_
- E. How many full time employees does your municipality devote to the stormwater program (specifically for implementing the stormwater program vs. municipal employees with other primary responsibilities that dovetail with stormwater issues)? \_\_\_\_\_
- F. Do you share program implementation responsibilities with any other entities?  Yes  No

Entity	Activity/Task/Responsibility	Your Oversight/Accountability Mechanism

### 12. EVALUATING/MEASURING PROGRESS

- A. What indicators do you use to evaluate the overall effectiveness of your Stormwater Management Program, how long have you been tracking them, and at what frequency? Note that these are not measurable goals for individual BMPs or tasks, but large-scale or long-term metrics for the overall program, such as in-stream macroinvertebrate community indices, measures of effective impervious cover in the watershed, indicators of in-stream hydrologic stability, etc.

Indicator	Began Tracking (year)	Frequency	Number of Locations
Example: E. coli	2003	Weekly April–September	20

- B. Provide a summary of data (e.g., water quality information, performance data, modeling) collected in order to evaluate the performance of permanent stormwater controls installed throughout the system. This evaluation may include a comparison of current and past permanent stormwater control practices. \_\_\_\_\_

