



**The City of Spartanburg
Stormwater Management Plan (SWMP)**

**801 Union Street
Spartanburg, SC 29302
864-596-2089**

**November 2018
Revised May 2020**

Prepared in accordance with SCDHEC Permit #SCR030000

CERTIFICATION OF STORMWATER MANAGEMENT PLAN

I certify that the City of Spartanburg has taken the necessary steps to obtain and maintain full legal authority to implement and enforce each of the requirements contained in the NPDES General Permit for Storm Water Discharges from Regulated Small Municipal Separate Storm Sewer Systems (SMS4), Permit Number SCR030000.

Chris Story
Name (Print)

City Manager
Title

Chris Story
Signature

May 27, 2020
Date

Table of Contents

1	Introduction	1
2	Notice of Intent Information	1
3	Special Conditions Applicable to Permitted Stormwater Discharges to Sensitive Waters	4
3.1	Determination of Receiving Water Conditions and Impacts	4
3.2	TMDL Monitoring and Assessment	5
3.3	TMDL Implementation and Analysis	5
3.4	Discharges to Impaired Waterbodies	6
3.5	Discharges to Classified Waters	6
3.6	Discharges to Source Water Protection Areas	6
4	Stormwater Management Plan (SWMP)	7
4.1.1	Requirements of the NPDES SMS4 General Permit	7
4.1.2	SWMP Development.....	7
4.1.3	Contents of the SWMP	8
4.1.4	Requirement to Develop Adequate Legal Authority.....	8
4.1.5	Enforcement Measures and Tracking	8
4.1.6	Annual Report Requirements	8
4.1.7	SWMP Minimum Control Measure Requirements	9
4.1.10	SWMP Modifications	9
4.2	Minimum Control Measures	10
4.2.1	Public Education and Outreach (Minimum Measure #1)	10
4.2.1.1	<i>Permit Requirements</i>	10
4.2.1.2	<i>BMP Implementation</i>	12
4.2.2	Public Involvement / Participation (Minimum Measure #2)	15
4.2.2.1	<i>Permit Requirements</i>	15
4.2.2.2	<i>BMP Implementation</i>	15
4.2.3	Illicit Discharge Detection and Elimination (Minimum Measure #3)	17
4.2.3.1	<i>Permit Requirements</i>	17
4.2.3.2	<i>BMP Implementation</i>	19
4.2.4	Construction Site Stormwater Runoff Control (Minimum Measure #4)	25
4.2.4.1	<i>Permit Requirements</i>	25
4.2.4.2	<i>BMP Implementation</i>	27
4.2.5	Post-Construction Stormwater Management (Minimum Measure #5)	32
4.2.5.1	<i>Permit Requirements</i>	32
4.2.5.2	<i>BMP Implementation</i>	33
4.2.6	Pollution Prevention / Good Housekeeping (Minimum Measure #6)	36
4.2.6.1	<i>Permit Requirements</i>	36
4.2.6.2	<i>BMP Implementation</i>	38
4.5	Reviewing and Updating Stormwater Management Plan	42
5.3	Reporting	44

*Table of contents follows section numbers of the SMS4 General Permit; accordingly, section numbers of the SWMP are not in continuous sequential order.

List of Tables

Table 1:	NOI Information Table	2
Table 2:	2016 303(d) List of Impaired Stations within the City of Spartanburg’s SMS4 Area	5
Table 3:	List of Approved TMDLs within the City of Spartanburg’s SMS4 Area.....	5
Table 4:	SWMP Requirements.....	7
Table 5:	Minimum Measure #1 Permit Requirements.....	10
Table 6:	Best Management Practices - Minimum Measure #1	13
Table 7:	Minimum Measure #2 Permit Requirements.....	15
Table 8:	Best Management Practices - Minimum Measure #2	16
Table 9:	Minimum Measure #3 Permit Requirements.....	17
Table 10:	Best Management Practices - Minimum Measure #3.....	20
Table 11:	Minimum Measure #4 Permit Requirements	25
Table 12:	Best Management Practices - Minimum Measure #4	28
Table 13:	Minimum Measure #5 Permit Requirements	32
Table 14:	Best Management Practices - Minimum Measure #5	34
Table 15:	Minimum Measure #6 Permit Requirements	36
Table 16:	Best Management Practices - Minimum Measure #6	38
Table 17:	Reviewing and Updating SWMP	42
Table 18:	Reporting	44

Appendices

Appendix A: City of Spartanburg SWMP Updates

Appendix B: Deadlines for the City of Spartanburg Associated with SWMP

Appendix C: City of Spartanburg SMS4 Area

Appendix D: TMDL Monitoring and Assessment Plan

Appendix E: City of Spartanburg Stormwater Management Ordinance

Appendix F: Illicit Discharge Detection and Elimination Plan for the City of Spartanburg, SC

Appendix G: Enforcement Response Plan

Appendix H: City of Spartanburg MOU with the Watershed Ecology Center and the Division of Natural Science and Engineering at USC-Upstate

List of Acronyms and Abbreviations

BMP	Best Management Practice
CEPSCI	Certified Erosion Prevention and Sediment Control Inspector
CSR	Construction Site Runoff
EPA	Environmental Protection Agency
ERP	Enforcement Response Plan
IDDE	Illicit Discharge Detection and Elimination
MCM	Minimum Control Measure
MEP	Maximum Extent Practicable
MOU	Memorandum of Understanding
MS4	Municipal Separate Storm System
NOI	Notice of Intent
NPDES	National Pollutant Discharge Elimination System
ONRW	Outstanding National Resource Waters
ORW	Outstanding Resource Waters
PCR	Post Construction Runoff
PEO	Public Education and Outreach
PIP	Public Involvement and Participation
POC	Pollutant of Concern
PP&GH	Pollution Prevention and Good House Keeping
SCDHEC	South Carolina Department of Health and Environmental Control
SFH	Shellfish Harvesting Waters
SMS4	Small Municipal Separate Storm System
SWMP	Stormwater Management Plan
SWPA	Source Water Protection Area
SWP3	Stormwater Pollution Prevention Plan
TMDL	Total Maximum Daily Load
WEC	Watershed Ecology Center

City of Spartanburg, South Carolina

NPDES Stormwater Management Plan (SWMP)

1.0 Introduction

This Stormwater Management Plan (SWMP) is designed to reduce the discharge of pollutants from the City of Spartanburg's Small Municipal Separate Storm Sewer System (SMS4) to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate requirements of the Clean Water Act. The contents are expected to change with time due to the iterative process of developing the SWMP recognized by the Environmental Protection Agency (EPA) and the South Carolina Department of Health and Environmental Control (SCDHEC). EPA predicts that it will likely take two to three SMS4 general permit terms (5-year terms) to fully develop and implement the SWMP. The first permit term focused heavily on data collection, organization, development of necessary programs, and initial implementation. During the current second SMS4 general permit cycle, the SWMP will need to be amended based on the observed effectiveness of existing program components and to address the terms and conditions of the new permit. This document is meant to be a living document that will be revisited on an annual basis to reflect accomplishments, potential revisions to program components, and additions of other or expanded efforts.

This SWMP addresses the requirements of the NPDES General Permit for Discharges from Regulated SMS4s, Permit No. SCR030000, effective January 1, 2014 and expiring December 31, 2018. The section numbers used in this plan correspond with the general permit section numbers.

Updates to the SWMP will be in Appendix A.

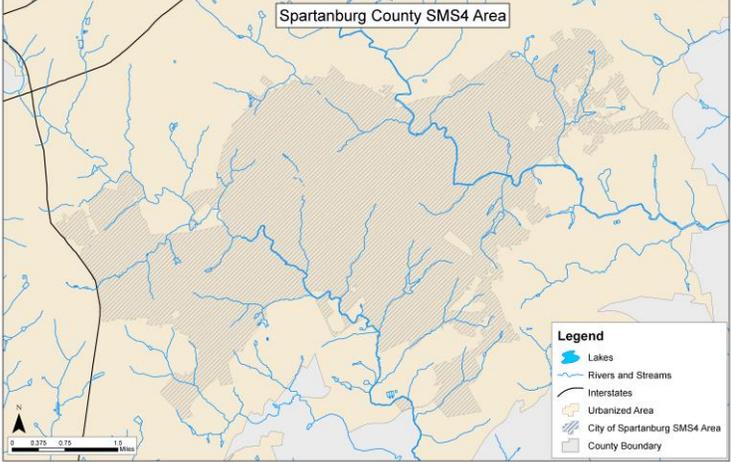
It should be noted that *italicized text* within the SWMP indicates language that was copied directly from the SMS4 permit.

The City of Spartanburg has revised their original SWMP to be in accordance with the requirements of Permit No. SCR030000. Any annexed areas added to the SMS4 area in the future will be included in all aspects of the City's stormwater program. All Best Management Practices (BMPs) for each Minimum Control Measure (MCM) stated in this SWMP will be fully implemented.

2.0 Notice of Intent (NOI) Information

The following information, in Table 1, is applicable to the City of Spartanburg.

Table 1: NOI Information Table

General Permit Section	NOI Information	Description
2.2.1 Information on the Permittee:		
2.2.1.1	Name of Municipality:	City of Spartanburg
	Mailing Address:	City of Spartanburg Jay Squires PO Box 1749 Spartanburg, SC 29304
	Telephone Number:	864-596-2089
2.2.1.2	Public Entity Type:	City
2.2.2 Information on the SMS4:		
2.2.2.1	Map of the City of Spartanburg:	<p>SMS4 Location: City of Spartanburg</p> <p>SMS4 Center Coordinates: Latitude: N34° 56' 37" Longitude: W81° 55' 33"</p> <p>SMS4 Urbanized Area: 19.9 square miles</p>
		 <p>*See Appendix C for larger SMS4 area map</p>
2.2.2.2	Major Receiving Waters:	Lawson's Fork Creek*, **, Fairforest Creek*, **, Beaverdam Creek, Chinquapin Creek, Halfway Branch, Holston Creek

General Permit Section	NOI Information	Description
2.2.2.3	Indian Lands:	No portion of the City of Spartanburg's SMS4 is located on Indian Country Lands.
2.2.2.4	List of Significant Entities within City of Spartanburg:	The following entities operate a separate storm sewer system within the SMS4 area of the City of Spartanburg: <ul style="list-style-type: none"> • SCDOT
2.2.2.5 2.2.2.6	BMP Information:	See Section 4.0 for a discussion of the BMPs for each minimum measure. Each minimum measure contains all available information on the BMPs that are to be implemented, their measurable goals, a schedule for their implementation, and the person(s) responsible.

*Listed on the CWA §303(d) list

**Allocated a TMDL

3.0 Special Conditions Applicable to Permitted Stormwater Discharges to Sensitive Waters

The SMS4 general permit requires that the City of Spartanburg determine whether its SMS4 discharges to sensitive waters. For the purpose of the permit, sensitive waters are waters:

- With a Total Maximum Daily Load (TMDL) developed and approved or established by EPA,
- Included in the most recent SC DHEC Section 303(d) list,
- In Source Water Protection Areas (SWPA), and
- Pursuant to DHEC Water Classifications & Standards (R.61-68) and Regulations (R.61-69), classified as either:
 - Outstanding National Resource Waters (ONRW)
 - Outstanding Resource Waters (ORW)
 - Trout Waters
 - Shellfish Harvesting Waters (SFH)

3.1 Determination of Receiving Water Conditions and Impacts

The SMS4 general permit requires the City of Spartanburg to determine whether stormwater discharges from any part of the SMS4 contribute one or more pollutants directly or indirectly to an impaired waterbody that is listed in the most recent South Carolina 303(d) list. The list identifies waterbodies that do not currently meet state water quality standards. The list is intended to be used as a tool to determine what types of water quality improvement measures should be taken. To meet this SMS4 general permit requirement, the City of Spartanburg has collected information from SCDHEC on the location of impaired waters, as determined from results of the State's monitoring program, that could potentially be impacted by discharges from the City of Spartanburg's SMS4. Table 2 provides a list of the impaired waterbodies on the 2016 303(d) list that the City of Spartanburg's SMS4 contributes to, either directly or indirectly.

Table 2: 2016 303(d) List of Impaired Stations within the City of Spartanburg’s SMS4 Area

Basin	Station Description	Station	Pollutant of Concern	Priority Rank
BROAD	LAWSONS FORK CK AT S-42-108	BL-001	BIO	3
BROAD	FAIRFOREST CK AT SC 56	B-021	BIO	3

*Priority rank of 3 is classified as a long-term priority. Long-term priorities are those site/pollutant combinations being addressed by TMDL or alternative restoration plans developed after 2022. All target dates are subject to change, based on the severity of pollution, designated use, availability of additional site-specific information, available resources, or other factors SCDHEC deems appropriate for scheduling TMDL or alternative restoration plan development.

3.2 TMDL Monitoring and Assessment

In compliance with Section 3.2.1 of the SMS4 general permit, TMDL monitoring and assessment plans were developed for all TMDL waters receiving SMS4 discharges of pollutant(s) of concern, except where Section 3.1.1.2 of the SMS4 general permit is applicable. For TMDLs existing before the effective date of permit coverage, TMDL monitoring and assessment plans were completed, submitted to SCDHEC, and appended to this SWMP within 12 months of the effective date of permit coverage.

For newly established TMDLs, the City of Spartanburg will complete a TMDL monitoring and assessment plan within 12 months of the effective date of the TMDL. As completed, TMDL monitoring and assessment plans will be submitted to SCDHEC and attached to this SWMP in Appendix D. Sampling will be initiated within 18 months of the effective date of permit coverage for TMDLs existing before the effective date of permit coverage. For newly established TMDLs, the City of Spartanburg will initiate sampling within 18 months of the effective date of the TMDL. A list of current TMDLs within the City of Spartanburg’s SMS4 Area is in Table 3 below.

Table 3: List of Approved TMDLs within the City of Spartanburg’s SMS4 Area

TMDL Watershed	Pollutant of Concern	Effective TMDL Date
Upper Broad River TMDL	Fecal Coliform	September 29, 2004
Tyger River TMDL	Fecal Coliform	September 29, 2004

3.3 TMDL Implementation and Analysis

In compliance with Section 3.3.2 of the SMS4 general permit, TMDL Implementation Plans will be developed for all TMDL waters receiving SMS4 discharges of pollutant(s) of concern, except when Section 3.1.1.2 of the SMS4 general permit is applicable. TMDL Implementation Plans will be completed and submitted to SCDHEC within 48 months from the effective date of permit coverage, or, for TMDLs established after the effective date of permit coverage, within 48 months of the effective date of the TMDL.

3.4 Discharges to Impaired Waterbodies

For impaired waterbodies for which no TMDL has been assigned, protection will be provided through BMP applications conducted through implementation of the six minimum control measures in Section 4.2.

3.5 Discharges to Classified Waters

For discharges to Classified Waters, protection will be provided through BMP applications conducted through implementation of the six minimum control measures in Section 4.2. All waters in the City of Spartanburg are classified as freshwater.

3.6 Discharges to Source Water Protection Areas

For discharges to Source Water Protection Areas, protection will be provided through BMP applications conducted through implementation of the six minimum control measures in Section 4.2.

4.0 Stormwater Management Plan (SWMP)

Table 4: SWMP Requirements

SWMP REQUIREMENTS			
Develop and Implement SWMP	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.1.2		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Revise and update written SWMP document and submit the SWMP to SCDHEC Bureau of Water.	Schedule: December 31, 2018	Once	Public Services Stormwater Department
Update Stormwater Management Ordinance	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.1.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Review and revise the Stormwater Management Ordinance or adopt any new ordinances or other regulatory mechanisms that provide adequate legal authority to control pollutant discharges into and from the SMS4 and meet the requirements of the MS4 permit.	Deadline: December 31, 2014	Once	Public Services Stormwater Department
Develop Enforcement Response Plan (ERP)	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.1.5		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Implement an enforcement response plan (ERP).	Schedule: December 31, 2018	Once	Public Services Stormwater Department
Update Stormwater Management Plan	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.1.10		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Review and revise the SWMP document to keep it up to date during the term of the permit.	Throughout the Permit Term	Annually	Public Services Stormwater Department

4.1.1 Requirements of the NPDES SMS4 General Permit

The City of Spartanburg will implement this SWMP to reduce the discharge of pollutants from its SMS4 to the maximum extent practicable to protect water quality.

4.1.2 SWMP Development

The City will revise and update the written SWMP document and submit the SWMP to the SCDHEC Bureau of Water.

The City of Spartanburg has revised their original SWMP to be in accordance with the requirements of Permit No. SCR030000.

4.1.3 Contents of the SWMP

At a minimum, the City must include ordinances, or other regulatory mechanisms, providing the legal authority necessary to implement and enforce the requirements of the SMS4 general permit. See Appendix E for the City of Spartanburg Ordinance. By January 1, 2015, the City will review and revise the Stormwater Management Ordinance, or adopt any new ordinances or other regulatory mechanisms, that provide adequate legal authority to control pollutant discharges into and from the SMS4 and meet the requirements of the SMS4 general permit.

4.1.4 Requirement to Develop Adequate Legal Authority

At a minimum, the legal authority will address the following:

- Authority to prohibit illicit discharges
- Determination of allowable non-stormwater discharges
- Authority to prohibit spills or other releases
- Authority to require compliance
- Authority to require installation, implementation, and maintenance of control measures
- Authority to receive and collect information
- Authority to inspect
- Response to violations
- Monetary penalties
- Civil/criminal penalties
- Interagency agreements (if applicable)

A certification statement has been included in this SWMP that certifies the City of Spartanburg has taken the necessary steps to obtain and maintain full legal authority to implement and enforce each of the requirements contained in the NPDES SMS4 general permit (see Page i).

4.1.5 Enforcement Measures and Tracking

The City will implement an enforcement response plan (ERP) and will revise it as necessary. The ERP describes the City of Spartanburg's potential responses to violations and addresses repeat and continuing violations through progressively stricter responses as needed to achieve compliance. This document will be included in Appendix G.

4.1.5.2 Enforcement Tracking

The City will track instances of non-compliance either in hard-copy files or electronically.

4.1.5.3 Recidivism Reduction

The City will summarize inspection results by consuetudinary violators and include incentives, disincentives, or an increased inspection frequency at the operator's sites.

4.1.6 Annual Report Requirements

The City of Spartanburg will at a minimum submit the following information in the report (See Section 5.3 for details):

-
- *The status of implementing the components of the SWMP that are established as permit conditions*
 - *Proposed changes to the SWMP that are established as permit conditions*
 - *Revisions, if necessary, to the assessment of controls and the fiscal analysis, including a description of staff resources necessary to meet the requirements of the permit*
 - *A summary of data, including monitoring data, that is accumulated throughout the reporting year*
 - *A summary describing the number and nature of enforcement actions, inspections, and public education programs*

4.1.7 SWMP Minimum Control Measure Requirements

The City of Spartanburg's SWMP will include the following information for each of the six minimum control measures (MCMs) as described in Section 4.2 of this SWMP in detail:

- *Best management practices (BMP) that the City or another entity will implement for each of the MCM*
- *Measurable goals for each of the BMP including, as appropriate, the months and years in which the City will undertake required actions, including interim milestones and the frequency of the action*
- *Person, or persons, responsible for implementing or coordinating the BMP for the City's SWMP*

4.1.10 SWMP Modifications

SCDHEC Bureau of Water may notify the City of Spartanburg of the need to modify the SWMP document to be consistent with the permit, in which case the City of Spartanburg will have 90 days to finalize such changes to the program.

The City of Spartanburg will keep the SWMP document up to date during the term of the permit. Where the City of Spartanburg determines that Ordinance modifications are needed to address any procedural, protocol, or programmatic change, such changes must be made as soon as practicable, but not later than 360 days.

4.2 Minimum Control Measures

In compliance with the SMS4 general permit requirements; this SWMP includes a description of the six MCMs and details on the development and implementation of the plan to address MCM requirements. The details on each minimum measure include the proposed BMP measurable goals for each proposed BMP, the responsible departments and staff to implement the BMP, and the implementation schedule for the BMP (i.e. start date, frequency of activities, etc.).

4.2.1 Public Education and Outreach (Minimum Measure #1)

4.2.1.1 Permit Requirements

In order to meet the requirements of Minimum Measure #1, the City of Spartanburg has established a Memorandum of Understanding (MOU) with the Watershed Ecology Center (WEC) at the University of South Carolina Upstate (USC-Upstate) and the Division of Natural Science and Engineering at USC-Upstate. This agreement is included in Appendix H of this document. The City will assist in promoting events to increase event attendance and provide campaign items targeted specifically to address community issues affecting water quality. The City’s public education efforts will target specific events to strategically reach a diverse group of citizens.

Table 5: Minimum Measure #1 Permit Requirements

4.2.1.1.1 The Pollutant(s) of Concern (POC) within the City of Spartanburg’s Watershed Area(s):
In the City of Spartanburg’s watershed area, the potential pollutants of concern (POC) have been determined to be bacteria and sediment. A description of the pollutants of concern for the City’s watershed area is included below.
4.2.1.1.2 Description of the POC(s) Listed Above:
<ul style="list-style-type: none"> ➤ Bacteria: Bacteria typically contributes to stormwater pollution due to animal fecal matter in stormwater runoff, failing septic systems, or sanitary sewer leaks/spills and cross connections. ➤ Sediment: Sediment typically contributes to stormwater pollution due to erosion of exposed bare soil areas from construction sites or other land disturbing activities.
4.2.1.1.3 Programs Targeted at High Priority Community Issues with the Potential to Decrease the POC’s Effect on Water Quality:
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>The following describe three high priority community issues and the programs developed to address them.</p> <ol style="list-style-type: none"> 1. “Butterfly Creek Greenway” Project - This project included daylighting a stream that is in the City of Spartanburg by removing approximately 2,000 feet of pipe and purchasing homes/buildings in this area. With this project a greenway and park have been included and educational signs are included to advertise the benefits of the project. A video has also been created to educate the public on the water quality benefits. The City will also have macroinvertebrate and benthic data collected to further educate the public on the benefits of this project. 2. Neighborhood Stream Cleanups and Storm Drain Marking - The City sponsors an educational event to allow groups in the City to clean up streams and also maintain and add new markers/stencils to storm drains. This event allows the public to get involved and also allows educational information related to what drains to streams be shared in the community. 3. Watershed Ecology Center Programs - The City of Spartanburg is a sponsor for the WEC programs that are

<p>presented to the community, free of charge. Groups include civic groups, HOAs, clubs or organizations, etc. There are 13 different programs with topics including, Storm Drain Marking, Composting, Disaster Readiness, Water Quality Testing, Indicator Species for Water Quality, Reducing Landfill Contributions, Waste Water, Animals and Habitats, Environmental Pet Footprints, Conserving Water, Knowing Your Watershed, and Cleaning Products. Through these programs, various water quality and conservation issues are discussed, and non-point source water pollution is focused on. These programs also discuss everyone's responsibility to reduce pollutants.</p>
<p>4.2.1.1.4 The Audience(s) that is Believed to have an Influence on the POC Identified and that is Believed to have an Influence on the Goals and Objectives Identified:</p>
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>Programs that the City sponsors through WEC target any homeowners in the City of Spartanburg and Spartanburg County, school-aged children, pet owners, HOAs, civic groups, and any other local clubs, organizations, or groups. The City also includes training specific to City staff and professionals.</p>
<p>4.2.1.1.5 The Message(s) Directed at the Target Audience(s) Listed Above to Achieve the Program Goals and Objectives:</p>
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>The City targets many water quality issues including non-point source water quality pollution and how everyone is responsible for pollutants. Messages provided to the target audiences through WEC include Storm Drain Marking, Composting, Disaster Readiness, Water Quality Testing, Indicator Species for Water Quality, Reducing Landfill Contributions, Wastewater, Animals and Habitats, Environmental Pet Footprints, Conserving Water, Knowing Your Watershed, and Cleaning Products.</p>
<p>4.2.1.1.6 Education Campaign(s) and Materials:</p>
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>For each campaign the City participates in, specific handout material is created. WEC includes handouts specific to each of the program series that they present on. For SC Adopt-A Stream workshops, which include topics on chemical/physical monitoring, bacterial monitoring, and macroinvertebrate monitoring, a SCDHEC manual is provided along with related handouts. For participants that attend all three workshop topics, a monitoring supply kit is loaned to continue monitoring practices. During rain barrel workshops, pet waste, auto leaks, fertilizers, and other illicit discharges are targeted. Information at these workshops includes rain barrels, installation kits, and information about runoff reduction. Other information is provided to the public on signs in certain target areas.</p>
<p>4.2.1.1.7 Distribution of Campaign Materials:</p>
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>The materials listed above are distributed at specific workshops and programs through WEC.</p>
<p>4.2.1.1.8 Quantitative and/or Qualitative Formative Assessment of Programs:</p>
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>During the compilation of each Annual Report, the City evaluates the education program. The WEC maintains records of dates of programs and the number of attendees. These numbers can be used to further evaluate the program.</p>

4.2.1.1.9 Utilization of Public Input into the Development of This Program:
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>Information may be submitted to the City through contact information on the website or through feedback from events.</p>
4.2.1.1.10 Implementation of Program Goals and Objectives:
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>Through the WEC, the program goals and objectives are implemented to the MEP.</p>
4.2.1.1.11 Process for Annual Adjustment of Program Based Upon Program Assessment:
<p>The City of Spartanburg utilizes the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to assist in meeting the requirements of Minimum Measure 1 and 2. The MOU can be found in Appendix H.</p> <p>During the compilation of each Annual Report, the City evaluates the education program. The WEC maintains records of dates of programs and the number of attendees. These numbers can be used to further evaluate the program.</p>

4.2.1.2 BMP Implementation

Evaluation of the success of this minimum measure will be through careful analysis of the measurable goals for each BMP included in this minimum measure. Measurable goals for each BMP were selected by formulating attainable goals for the various BMP implementation steps or tasks.

In order to meet the requirements of Minimum Measure #1, the City of Spartanburg will implement the following BMPs:

- Contractual Agreement with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate
- Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate
- Develop Educational Materials
- Distribute Campaign Materials
- Assess the Public Education and Outreach Plan
- Develop Annual Adjustments for the Public Education and Outreach Plan

Table 6 describes the components of the City of Spartanburg’s Public Education and Outreach program.

Table 6: Best Management Practices - Minimum Measure #1

PUBLIC EDUCATION AND OUTREACH BMPS			
Contractual Agreement with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.1.1.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will continue their contract with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to implement a public education/outreach program for the City's regulated area.	Throughout Permit Term Beginning in Year 1	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> A program that provides public education concerning water quality issues in the MS4 regulated area of the City of Spartanburg. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City has continued their agreement with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate and has been participating to assist in meeting MCM #1 and #2. The agreement can be found in Appendix H of this document. 			
Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.1.1.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will sponsor/support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate by providing funding, promoting/advertising events, distributing water quality awareness campaign items, and providing other general assistance as resources allow.	Throughout Permit Term Beginning in Year 1	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate by following the MOU. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City has continued their agreement with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate and has been participating to assist in meeting MCM #1 and #2. The agreement can be found in Appendix H of this document. 			
Develop Educational Materials	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.1.1.6		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will assist in the preparation of brochures and pamphlets dealing with Stormwater Management.	December 31, 2015	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Develop handouts for the public. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City of Spartanburg has worked with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate and has been participating to assist in meeting MCM #1 and #2. The agreement can be found in Appendix H of this document. Through the WEC, the City has handouts and material specific for workshops and programs offered throughout the year. 			

Distribute Campaign Materials	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.1.1.7		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Distribute campaign materials at various community events hosted by the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate.	Throughout Permit Term Beginning in Year 1	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate by following the MOU. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City of Spartanburg has worked with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate and has been participating to assist in meeting MCM #1 and #2. The agreement can be found in Appendix H of this document. Through the WEC, campaign materials are distributed during workshops and programs sponsored by the City. 			
Assess the Public Education and Outreach Plan	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.1.1.8		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Assess the Public Education program to determine any necessary changes to the program's goals or objectives.	Target Start Date: June 30, 2016	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Identify public education and outreach program deficiencies/limitations by comparing PEO program results to the measurable goals. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The public education and outreach program is assessed and adjusted annually. The City has determined that utilizing the MOU with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate is still beneficial. The City may consider participating in more local festivals to further educate the public on water quality issues, in addition to sponsoring programs through the WEC. 			
Develop Annual Adjustments for the Public Education and Outreach Plan	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.1.1.11		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Make adjustments to educational materials and the delivery of such materials to address any shortcomings found as a result of the assessments in Milestone 4.2.1.1.8.	Throughout Permit Term	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Revise PEO plan to address any program deficiencies/limitations identified during the annual assessment. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The public education and outreach program is assessed and adjusted annually. The City makes adjustments with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate, as necessary. 			

4.2.2 Public Involvement/Participation (Minimum Measure #2)

4.2.2.1 Permit Requirements

The City of Spartanburg intends to continue to support the WEC at the University of South Carolina Upstate (USC-Upstate) and the Division of Natural Science and Engineering at USC-Upstate in order to efficiently reach as many citizens as economically possible through public involvement and participation efforts. The City will support events by providing funding, promoting events to increase event attendance, and providing hands-on demonstrations with the watershed model.

Table 7: Minimum Measure #2 Permit Requirements

4.2.2.1.1 Available Opportunities for Citizens to Participate in the Implementation of Stormwater Controls:
Opportunities for citizen participation in the implementation of stormwater controls in the City of Spartanburg will be provided by the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate.
4.2.2.1.2 Accessing Information on this SWMP:
The City of Spartanburg will include the SWMP on the City's Stormwater Management webpage.
4.2.2.1.3 Incorporate written procedures for implementing the public involvement/participation (PIP) MCM in the SWMP:
The City of Spartanburg will continue to implement its MOU with WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to implement a Public Involvement and Participation Program.

4.2.2.2 BMP Implementation

The BMPs selected in this section describe how the citizens will be informed about the SWMP and lists activities for public participation. The measurable goals for each BMP for the Public Participation and Involvement minimum measure will be used to evaluate the success of each BMP. The following sections describe the components of the City of Spartanburg's Public Involvement/Participation program.

In order to meet the requirements of Minimum Measure #2, the City of Spartanburg will:

- Sponsor/Support Citizen Participation Events,
- Provide Access to Information for the SWMP, and
- Incorporate Written Procedures for Implementing MCM#2.

Table 8 describes the components of the City of Spartanburg's Public Involvement/Participation program.

Table 8: Best Management Practices - Minimum Measure #2

PUBLIC INVOLVEMENT/PARTICIPATION BMPS			
Sponsor/Support Citizen Participation Events	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.2.1.1		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Contract with WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate to implement a public involvement/participation program for the City of Spartanburg.	Throughout Permit Term Beginning in Year 1	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Provide sponsorship/support for WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate events. A program that will provide the citizens of the City of Spartanburg opportunities to participate in activities and events relating to water quality preservation and water quality education. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City of Spartanburg has worked with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate and has been participating to assist in meeting MCM #1 and #2. The agreement can be found in Appendix H of this document. Through the WEC, different options for citizen participation are offered including, but not limited to, rain barrel workshops, adopt-a-stream certification workshops, and programs including Storm Drain Marking, Composting, Disaster Readiness, Water Quality Testing, Indicator Species for Water Quality, Reducing Landfill Contributions, Waste Water, Animals and Habitats, Environmental Pet Footprints, Conserving Water, Knowing Your Watershed, and Cleaning Products. 			
Provide Access to Information for the SWMP	Not Started: <input type="checkbox"/> In Progress: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.2.1.2		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Ensure the public can easily find information about the SWMP.	Schedule: January 31, 2019	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Include SWMP on the City's webpage. 			
Measurable Goal:			
<ul style="list-style-type: none"> The City of Spartanburg will put this revised SWMP online so that it will be accessible to the public. 			
Incorporate Written Procedures for Implementing MCM#2	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.2.1.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will continue implementing the public education and involvement MCM.	Throughout Permit Term	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Signed contract with WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City of Spartanburg has worked with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate and has been participating to assist in meeting MCM #1 and #2. The agreement can be found in Appendix H of this document. 			

4.2.3 Illicit Discharge Detection and Elimination (Minimum Measure #3)

4.2.3.1 Permit Requirements

The City of Spartanburg will locate and eliminate illicit discharges by developing BMPs in accordance with the SMS4 general permit requirements. Priority areas will be established based on the higher likelihood of illicit connections. Outfalls located within the priority areas will be visited to check for dry weather flow. Outfalls with dry weather flow will be screened to identify potential illicit discharges. Prior to illicit tracking activities, the City will develop illicit tracking procedures. After illicit tracking procedures have been established, illicit discharges will be tracked to a source and eliminated when possible. Illicit tracking activities will be documented for review.

Table 9: Minimum Measure #3 Permit Requirements

4.2.3.2.1 Development of the Storm Sewer System Map:
In previous years, the City of Spartanburg has developed a storm sewer system map showing the location of known outfalls and names and locations of all waters of the United States that receive discharges from those outfalls. The storm sewer map will be updated as needed to show new outfalls due to new developments.
4.2.3.2.2 Identification of Priority Areas:
The City of Spartanburg will identify priority areas for more detailed screening of the SMS4 based on higher likelihood of illicit connections. <i>The City will document the basis for its selection of each priority area and create a list of all priority areas identified in the system no later than 12 months after the effective date of permit coverage. The priority area list will be updated annually to reflect changing priorities and be available for review by the permitting authority.</i>
4.2.3.2.3.a Field screening procedures and implementation:
The City of Spartanburg will conduct dry weather field screening and/or analytical monitoring, when necessary, to identify the source of illicit discharges. At a minimum, the City of Spartanburg will identify all field screening points within the priority areas where field screening and analytical monitoring will take place. A list of screening points will be developed. The City will also conduct field screening and analytical monitoring outside the priority areas at known non-stormwater discharges. The areas and the schedule for conducting the screening, as well as the field screening points, will be identified annually. The City of Spartanburg will develop dry weather screening procedures which: <ul style="list-style-type: none">• Provide a description of which screening methods will be used and a description as to why it is appropriate.• Provide a description of field screening equipment with respective methodologies for use. All dry weather screening activities will be conducted after 72 hours of dry conditions following no more than 0.10 inch of rainfall. The elimination of all illicit discharges will be documented. Documentation procedures will be developed as described in section 4.2.3.2.5/6.

4.2.3.2.3.b Field Screening Assessment:
<p><i>The City of Spartanburg will assess the effectiveness of the Field Screening component of their IDDE program in the third permit year to determine if the level of effort is adequate in attaining the effective prohibition of non-stormwater discharges into the MS4. Where updates are found to be necessary, the City of Spartanburg will make such changes and include them as part of the re-notification required under Part 2.5 of the SMS4 general permit.</i></p>
4.2.3.2.3.c Procedures for notifying another MS4 of an illicit discharge.
<p>For non-traditional MS4 permittees, if illicit connections or illicit discharges are observed related to another operator’s municipal storm sewer system, then the City of Spartanburg will notify the other operator as soon as practical no later than two (2) business days.</p>
4.2.3.2.3.d Addressing a notification of an illicit discharge by another operator:
<p>The City of Spartanburg will follow appropriate procedures when notified of an illicit discharge by another MS4 operator.</p>
4.2.3.2.4/5 Tracing the Source of an Illicit Discharge:
<p>The City of Spartanburg has procedures for conducting illicit tracking and elimination procedures in the “Illicit Discharge Detection and Elimination Plan for City of Spartanburg, SC”.</p> <p>After becoming aware of an illicit discharge, the City of Spartanburg will initiate an investigation(s) to attempt to identify and locate the source of any continuous or intermittent non-stormwater discharge on as soon as practical no later than two (2) business days.</p> <p><i>The City of Spartanburg will report immediately the occurrence of any dry weather flow believed to be an immediate threat to human health of the environment to SC DHEC Emergency Response, 1-888-481-0125.</i></p> <p><i>Illicit Discharges suspected of being sanitary sewage and/or significantly contaminated will be considered a high priority and will be reported to appropriate public utility owner within 24 hours.</i></p> <p><i>Investigations of illicit discharges suspected of being cooling water, wash water, or natural flows may be delayed until after all discharges suspected of having the potential for adversely impact either human health or water quality have been investigated, eliminated, and/or resolved.</i></p> <p><i>At a minimum, the City of Spartanburg will document the date(s) the illicit discharge was observed, the results of the investigation, any follow-up of the investigation, and the date the investigation was closed.</i></p>
4.2.3.2.6 Documenting Illicit Discharges:
<p><i>The City of Spartanburg will determine and document through their investigations the source of all confirmed illicit discharges. If the source of the suspected illicit discharge is found to be a suspected non-compliance with an NPDES permit, the appropriate SCDHEC Regional Office will be notified.</i></p> <ol style="list-style-type: none"> <li data-bbox="250 1625 1430 1709"><i>a. If an illicit discharge is found, but within six (6) months of the beginning of the investigation neither the source nor the same non-stormwater discharge has been identified/observed, the City of Spartanburg will maintain written documentation for review by the permitting authority.</i> <li data-bbox="250 1738 1430 1898"><i>b. If the observed discharge is intermittent, the City of Spartanburg will document that a minimum of three (3) separate investigations were made to observe the discharge when it was flowing. If these attempts are unsuccessful, the City of Spartanburg will maintain written documentation for review by the permitting authority. However, since this is an ongoing program, the City of Spartanburg will periodically recheck these suspected intermittent discharges.</i>

4.2.3.2.7 Corrective Action plan to eliminate illicit discharges:

Once the source of the illicit discharge has been determined, the City of Spartanburg will:

- a. Notify the responsible party of the problem as soon as practical no later than fifteen (15) business days.*
- b. Require the responsible party to conduct all necessary corrective actions to eliminate the non-stormwater discharge within 30 days. When, and if, elimination will take longer than 30 days, the City of Spartanburg will require responsible parties to submit a plan with a schedule for elimination*
- c. Conduct a follow-up investigation and field screening, consistent with Part 4.2.3.4/5 of this SWMP, to verify that the discharge has been eliminated.*
- d. Document their follow-up investigations.*
- e. Follow the SWMP ERP and include the resulting enforcement actions in the subsequent report.*

4.2.3.2.8 Public reporting mechanics:

The City of Spartanburg will promote, publicize, and facilitate an illicit reporting hotline for the public and staff to report illicit discharges.

The City will establish and implement citizen request response procedures in the illicit tracking procedures document created for section 4.2.3.2.4/5. The citizen response procedures in the illicit tracking procedures document will:

- a. Develop a written spill/dumping response procedure for responding to public notices of illicit discharges, the various responsible agencies and their contacts, and who would be involved in illicit discharge incidence response.*
- b. Include procedures for inspections in response to complaints and follow-up inspections as needed to ensure that corrective measures have been implemented by the responsible party to achieve and maintain compliance.*

4.2.3.2.9 Employee Training:

The City of Spartanburg will implement a training program for all appropriate municipal staff, which, as part of their normal job responsibilities, may come into contact with, or otherwise observe, an illicit discharge or illicit connection to the storm sewer system. This BMP will be implemented through training for Pollution Prevention in Section 4.2.6.5.

4.2.3.2 BMP Implementation

In order to meet the requirements of Minimum Measure #3, the City of Spartanburg has listed BMPs that focus on the detection and elimination of illicit discharges into the SMS4. In order to provide a summative document for the various IDDE permit requirements, the City of Spartanburg will develop a document which includes the following sections:

- Map of Priority Areas
- List of Screening Points in the Priority Area
- Dry Weather Screening Procedures
- Illicit Tracking Procedures
- Illicit Elimination Procedures
- IDDE Documentation Procedures

Evaluation of the success of this minimum measure will be based on the level of implementation of the BMPs included in this minimum measure. The following sections describe the components of the City’s Illicit Discharge Detection and Elimination (IDDE) program. The IDDE Plan will be included in Appendix F once complete.

In order to meet the requirements of Minimum Measure #3, the City of Spartanburg will:

- Update the Storm Sewer Map,
- Identify Priority Areas for Illicit Discharges,
- Identify Screening Points,
- Develop Dry-Weather Screening Procedures
- Conduct Field Screening (Dry Weather Screening),
- Develop Illicit Tracking Procedures,
- Conduct Illicit Tracking,
- Eliminate Illicit Discharges,
- Document Illicit Discharge Investigations,
- Assess Field Screening Procedures,
- Develop a Public Reporting Hotline, and
- Provide Employee Training on Illicit Discharge Identification.

Table 10 describes the components of the City of Spartanburg’s IDDE program.

Table 10: Best Management Practices - Minimum Measure #3

IDDE BMPs			
Update Storm Sewer Map	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.3.2.1		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Update the storm sewer map, as needed, to show the location of all outfalls and names and locations of all waters of the United States that receive discharge from those outfalls.	Current Map Complete	As Needed	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • Update storm sewer map as needed to show new outfalls. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • The City of Spartanburg has a GIS shapefile with the location of outfalls included. This map is up to date and includes existing outfalls. This map is updated as needed. 			

Identify Priority Areas	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.3.2.2		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Identify illicit priority areas based on an identification of areas with a higher likelihood of illicit connections.	Deadline: December 31, 2014	Updated Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Identify areas for SMS4 Dry-Weather Screening. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City has compiled a list of businesses that may have a higher risk for illicit discharges. This list is used as a guide to prioritize certain areas for inspections. 			
Identify Screening Points	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.3.2.3a		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Identify all field screening points within the priority area. Include a schedule for conducting the screening.	Deadline: March 31, 2015	Updated Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> A schedule for conducting the field screening. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City conducts visual field screening during scheduled maintenance. Any suspected illicit discharges follow the Illicit Discharge Detection and Elimination Plan to investigate and eliminate illicit discharges. 			
Develop Dry-Weather Screening Procedures	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.3.2.3a		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Develop dry-weather screening procedures for identifying potential illicit discharges.	Deadline: December 31, 2014	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> A set of procedures for dry-weather screening activities. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City of Spartanburg has listed procedures for dry weather outfall screening in the Illicit Discharge Detection and Elimination Plan. The enforcement procedures for removing the source of an illicit discharge are also included. 			
Conduct Field Screening	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.3.2.3a		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Conduct dry weather flow screening at outfalls in the priority area and at known dry weather discharges.	Deadline: December 31, 2015	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Locate potential illicit discharges in the priority area. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City conducts field screening as necessary. 			

Develop Illicit Tracking Procedures	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.3.2.4/5/8		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will develop procedures for tracking illicit discharges. The illicit tracking procedures will include minimum investigation requirements in section 4.2.3.2.5. In addition, the illicit tracking procedures will include requirements for responding to public notices. (section 4.2.3.2.8.a/b)	Deadline: December 31, 2014	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> A set of procedures for illicit tracking activities. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City of Spartanburg has listed tracking procedures in the Illicit Discharge Detection and Elimination Plan. The enforcement procedures for removing the source of an illicit discharge are also included. 			
Conduct Illicit Tracking/Determine Source of Illicit Discharge	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.3.2.4/5		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will conduct illicit tracking at outfalls identified as potential illicit discharges by the field screening effort.	Confirmed illicit discharges will be tracked within a timeframe listed in Table 9 Section 4.2.3.2.4/5	As Needed	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Determine potential source(s) of illicit discharges identified during field screening. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City conducts tracking for potential illicit discharges based on the procedures in the City's Illicit Discharge Detection and Elimination Plan. When an illicit discharge is located or reported, a camera truck is used to visually inspect the outfall. If the source of the illicit discharge is located with the camera truck, the illicit discharge elimination procedures are followed. If further investigation is needed, then tracking procedures are followed. 			
Eliminate Illicit Discharges	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.3.2.7		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Once the source of an illicit discharge has been determined, the City will follow procedures (a-e) of section 4.2.3.2.7 of the permit to eliminate the illicit discharge.	Confirmed illicit discharges will be eliminated within the timeframe listed in Table 9 Section 4.2.3.2.7.b	As Needed	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Documentation of eliminated illicit discharges. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City conducts tracking for potential illicit discharges based on the procedures in the City's Dry Weather Screening and Field Investigations for Illicit Discharge Detection and Elimination Manual. By following these procedures, the program has been successful in eliminating the identified illicit discharges. 			

Document Illicit Discharge Investigations	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.3.2.5/6		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
<p>The City of Spartanburg will document illicit discharge tracking and elimination activities to include the following information:</p> <ul style="list-style-type: none"> • Date(s) the illicit discharge was observed • Results of the illicit investigation • Results of any follow-up investigations • Date the investigation was closed • Source of illicit discharge • Documentation for unresolved illicit tracking investigations in which no source is located (as required by section 4.2.3.2.6.a of the permit) • Documentation for intermittent illicit discharges (as required by section 4.2.3.2.6.b of the permit) 	Documentation will begin as soon as practical but no later than two (2) business day	As Needed	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • Document illicit tracking and elimination activities. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • Illicit discharge tracking and elimination activities are documented in a spreadsheet and any pictures and extra documentation is kept on file. 			
Field Screening Assessment	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.3.2.3b		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Assess the effectiveness of the Field Screening program by the end of permit year 3.	Deadline: July 31, 2017	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • A summary assessing the effectiveness of the Field Screening program. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • The City of Spartanburg trains field staff performing maintenance on storm drains and catch basins to be aware of potential illicit discharges. Visual field screening is performed during maintenance to City owned structures. Potential illicit discharges that are identified are inspected following the City's procedures. Once an illicit discharge is confirmed they are eliminated according to City procedures and enforcement actions as necessary. Updates will be made to the field screening component as necessary. 			

Develop a Public Reporting Hotline	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.3.2.8		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will develop a Public Reporting Hotline to report illicit discharges.	Deadline: July 1, 2015	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • Create “hotline” to report illicit discharges. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • The City of Spartanburg has developed a hotline to report illicit discharges. The number is 864-596-2089. This information can be found on the City’s Stormwater Management webpage at: http://www.cityofspartanburg.org/public-services/streets-stormwater/management • The City of Spartanburg also has a phone app available, called “HeySpartanburg!”, that allows the public to report issues noticed in the City. 			
Provide Employee Training	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.3.9		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will implement a training program for all appropriate municipal field staff.	Start-up deadline: January 1, 2015	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • Provide IDDE training to appropriate field staff. This BMP will be implemented through training for Pollution Prevention in Section 4.2.6.5. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • The City conducts an annual training, including an IDDE section, to train appropriate field staff. Topics and sign-in sheets are maintained by the City. 			

4.2.4 Construction Site Stormwater Runoff Control (Minimum Measure #4)

4.2.4.1 Permit Requirements

The City of Spartanburg will revise the construction program by developing and implementing BMPs in order to meet the SMS4 general permit requirements. The City will update appropriate design requirements and revise the corresponding SWP3 plan review procedures. Site inspection procedures will be updated to conform to the SMS4 general permit requirements, and an ERP will be developed to determine how the City will use specific type of responses to address various types of violations.

Table 11: Minimum Measure #4 Permit Requirements

4.2.4.4.1 Regulatory Requirement for Erosion and Sediment Controls:
<p>The ordinance section requiring erosion and sediment controls and sanctions can be found in the City of Spartanburg Stormwater Management Ordinance in Division 3.</p> <p>The City of Spartanburg Stormwater Management Ordinance can be found in Appendix E.</p>
4.2.4.4.2 Requirements for Erosion and Sediment Controls and Soil Stabilization Practices:
<p>The City of Spartanburg provides requirements for construction site operators to implement appropriate BMPs such as Erosion and Sediment Controls and Soil Stabilization Practices in the City of Spartanburg Stormwater Management Design Manual and with the SCDHEC Plan Review Checklist.</p>
4.2.4.4.3 Requirements for Pollution Prevention Measures:
<p>The City of Spartanburg will provide requirements for the design, installation and maintenance of effective pollution prevention measures for construction site operators to:</p> <ul style="list-style-type: none"> a. <i>Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water and other wash waters. Wash waters must be treated in a sediment basin or alternative control that provides equivalent or better treatment prior to discharge.</i> b. <i>Minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on site to precipitation and to stormwater runoff that may cause adverse impacts to water quality, and,</i> c. <i>Minimize the discharge of pollutants from spills and leaks and implement chemical spill and leak prevention and response procedures.</i> d. <i>The following discharges from sites are prohibited:</i> <ul style="list-style-type: none"> i. <i>Wastewater from washout of concrete, unless managed by an appropriate control;</i> ii. <i>Wastewater from washout and cleanout of stucco, paint, form release oils, curing compounds and other construction materials</i> iii. <i>Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance; and,</i> iv. <i>Soaps or solvents used in vehicle and equipment washing.</i>
4.2.4.4.4 Requirements for Stormwater Pollution Prevention Plans (SWP3):
<p>The City of Spartanburg will require each operator of a construction activity to prepare and submit a Stormwater Pollution Prevention Plan (SWP3) prior to the disturbance of land for the SMS4 to review and approve.</p>
4.2.4.4.5 Review of SWP3:
<p><i>The City of Spartanburg's plan review procedures will at a minimum meet the following:</i></p>

- a. *The Plan Review Checklist for Design Professionals will be edited to make a clear statement that a SWP3 must be prepared before construction begins.*
- b. *The City of Spartanburg’s plan review checklist ensures SWP3 submittals meet the requirements of NPDES General Permit for Storm Water Discharges from Construction Activities, SCR100000.*
- c. *The City of Spartanburg will add a statement in the plan review checklist that SWP3 submittals must include the rationale used for selecting control measures, including how the control measure protects a waterway or stormwater conveyance.*
- d. *The City of Spartanburg will use qualified individuals, knowledgeable in the technical review of SWP3, to conduct reviews.*
- e. *The City of Spartanburg documents the review of each SWP3 plan using a checklist.*
- f. *The City of Spartanburg will develop procedures for SWP3 review, including the review of pre-construction site plans. For construction activity that discharges pollutant(s) of concern to TMDL waters and to waters on the 303(d) List of Impaired Waters, the SWP3 must identify potential water quality impacts the permitted discharges may have. The SWP3 will limit sediment discharges to the MEP and will protect water quality. Procedures for SWP3 review will:*
 - i. *Incorporate consideration of potential water quality impacts.*
 - ii. *Include the review of construction site plans.*
 - iii. *For construction projects that disturb less than 25 acres, carefully evaluate all selected BMPs and their ability to control the pollutant(s) of concern.*
 - iv. *For construction projects that disturb 25 acres or more, require a written quantitative and qualitative assessment showing that the selected BMP will control the discharge of the pollutant(s) of concern from the site during construction and post-construction within a TMDL watershed, or to a water on the 303(d) List of Impaired Waters.*
 - v. *Require that SWP3 prepared by construction activity applicants for SMS4 review and approval must demonstrate that stormwater discharges will neither cause nor contribute to a violation of water quality standards.*

4.2.4.6 Site Inspections:

- a. *The City of Spartanburg currently maintains an inventory of all active construction projects. The inventory will be continuously updated as new projects are permitted and projects are completed. The inventory will be edited to contain relevant contact information for each project (e.g., name, address, phone, etc.), the size of the project and area of disturbance. The City of Spartanburg will make the inventory available to SC DHEC upon request. As part of this inventory, The City of Spartanburg will:*
 - i. *Track the number of inspections for the inventoried construction sites throughout the reporting period to verify that the sites are inspected at the minimum frequencies required.*
 - ii. *Document inspections and enforcement activities for each site in the inventory.*
- b. *The City of Spartanburg will implement procedures for inspecting construction projects in accordance with the frequency listed in the SMS4 general permit.*
- c. *The City of Spartanburg will adequately inspect all phases of construction. At a minimum, inspections will occur following installation of initial BMPs, during active construction, and after final site stabilization.*
- d. *The City of Spartanburg will have trained and qualified inspectors. The City of Spartanburg will also continue to follow, and revise as necessary, written procedures outlining the inspection and enforcement procedures.*

Inspections of construction sites will, at a minimum:

 - i. *Check for coverage under SCR100000 by requesting a copy of any application or Notice of Intent (NOI), the stamped approved stormwater pollution prevention plan, or other relevant application*

<p><i>form during initial inspections.</i></p> <ul style="list-style-type: none"> <i>ii. Review the applicable stormwater pollution prevention plan and conduct a thorough site inspection to determine if control measures have been selected, installed, implemented, and maintained according to the plan.</i> <i>iii. Assess compliance with the City of Spartanburg’s ordinances and permits related to stormwater runoff, including the implementation and maintenance of designated minimum control measures.</i> <i>iv. Assess the effectiveness of control measures.</i> <i>v. Visually observe and record non-stormwater discharges, potential illicit connections, and potential discharge of pollutants in stormwater runoff.</i> <i>vi. Prepare a written or electronic inspection report generated from findings in the field.</i>
<p>4.2.4.7 Enforcement Response Plan (ERP):</p>
<p><i>The City of Spartanburg will develop an Enforcement Response Plan (ERP). The ERP will contain descriptions of how the City of Spartanburg will use specific type of responses to address various types of violations. The ERP will include, but is not limited to:</i></p> <ul style="list-style-type: none"> <i>a. Types of responses:</i> <ul style="list-style-type: none"> <i>i. Verbal warnings</i> <i>ii. Written notices</i> <i>iii. Escalated enforcement measures such as citations, fines, stop work orders, etc.</i> <i>b. Specific strategies for escalating enforcement responses, where necessary, to address persistent, repeat, or escalating violations.</i> <i>c. Ensure ERP is reasonably effective in reducing pollutant discharges to the MEP and to protect water quality.</i>
<p>4.2.4.8 MS4 Staff Training:</p>
<p><i>The City of Spartanburg will ensure that all staff whose primary job duties are related to implementing the construction stormwater program, including permitting, plan review, construction site inspections, and enforcement, is trained to conduct these activities.</i></p>
<p>4.2.4.9 Construction Site Operator and Public Involvement:</p>
<p>4.2.4.9.a Construction operator education:</p>
<p>The City of Spartanburg will continue to implement an effective communication process with construction contractors and to educate them on areas in which improvements are needed and to enforce any required actions.</p>
<p>4.2.4.9.b Public involvement:</p>
<p>The City of Spartanburg will implement procedures for receipt and consideration of information submitted by the public.</p>

4.2.4.2 BMP Implementation

In order to meet the requirements of Minimum Measure #4, the City of Spartanburg has listed BMPs that focus on the reduction of pollutants in stormwater runoff to the SMS4 from construction activities that result from a land disturbance greater than or equal to one acre. The City of Spartanburg will continue implementing existing BMPs that provide assistance and ensure compliance through routine inspections. Evaluation of the success of this minimum measure will be through careful analysis of the measurable goals for each BMP included in this minimum measure. Measurable goals for each BMP were selected by formulating attainable

goals for the various BMP implementation steps or tasks. In order to meet the requirements of Minimum Measure #4, the City of Spartanburg will:

- Update Ordinance for Compliance,
- Revise SWP3 Submittal and Review Requirements,
- Develop SWP3 Review Procedures for Discharges to Impaired Waters,
- Modify and Maintain a Construction Site and Site Inspection Inventory,
- Develop/Modify Site Inspection Procedures,
- Develop Section of ERP for Construction Activities,
- Train MS4 Staff,
- Develop Construction Operator Training/Education, and
- Develop Public Involvement Procedures.

Table 12 describes the components of the City of Spartanburg’s construction site stormwater runoff control program.

Table 12: Best Management Practices - Minimum Measure #4

CONSTRUCTION RUNOFF BMPs			
Review Ordinance for Compliance	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.4.4		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Review City ordinance to verify that erosion and sediment controls are required.	Deadline: December 31, 2014	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • Updated ordinance. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • It was determined that the City’s current ordinance meets the requirements set forth in the permit and the Stormwater Management Design Manual provides more specifics. 			
Revise SWP3 Submittal & Review Requirements	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.4.5		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Update the Stormwater Plan Review Checklist for Design Professionals to ensure SWP3 submittals include a rationale used for selecting control measures, including how the control measure protects a waterway or stormwater conveyance.	Deadline: December 31, 2015	Once During Permit Term	Public Services Stormwater Department
Update the Stormwater Plan Review Checklist for Design Professionals to include a statement to operators of construction activity that they are prohibited from commencing construction activity until they receive written approval of the plans.		Once During Permit Term	Public Services Stormwater Department

Update plan review procedures (internal checklist) to address new requirements listed above.		Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Update SWP3 submittal requirement documents and corresponding plan review procedures to include items listed above. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The SWP3 Submittal and Review Requirements are located in the City of Spartanburg Stormwater Management Design Manual. The City uses SCDHEC's plan review checklist. 			
Develop SWP3 Review Procedures for Discharges to Impaired Waters	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/> Section: 4.2.4.5		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will develop procedures outlined in section 4.2.4.5.f for SWP3 review for construction activity that discharge pollutant(s) of concern to TMDL waters and to waters on the 303(d) List of Impaired Waters.	Deadline: December 31, 2015	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Develop plan review procedures for construction discharges to impaired waters. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> Procedures for construction activity that discharges to receiving waters with TMDLs or impaired waterbodies is located in the City of Spartanburg Stormwater Management Design Manual. 			
Modify and Maintain Construction Site Inspection Inventory	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/> Section: 4.2.4.6		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will maintain an inventory of all active construction projects. The inventory will be edited to include information for: <ul style="list-style-type: none"> Relevant contact information The size of the project Area of disturbance Number of inspections by the City for each construction site Inspection results and enforcement actions 	Deadline: December 31, 2014	Throughout Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Develop and maintain a database that provides general site information and ensures appropriate site inspections are conducted. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> A list of all active construction projects is kept in an excel spreadsheet and updated, as necessary. 			

Modify and Implement Site Inspection Procedures	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.4.6		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will modify and implement site inspection procedures to be in compliance with permit section 4.2.4.6(b-d).	Deadline: July 1, 2015	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Develop/Edit site inspection procedures that includes the items listed in section 4.2.4.6(b-d). 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City utilizes the SCDHEC form and maintains these reports for review. 			
ERP for Construction Activities	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.4.7		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Develop Enforcement Response Plan for permit violations, SWP3 violations, and EPSC BMP installation, operation, and maintenance violations.	Schedule: December 31, 2018	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Develop an ERP to clearly identify types of violations, response to violations, and enforcement measures. The response plan will be made available to construction site operators and SCDHEC. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City of Spartanburg has enforcement response procedures listed in the City ordinance. These procedures will be defined in an ERP document and will be included in Appendix G. 			
Train MS4 Staff	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.4.8		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will ensure that all staff, whose primary job duties are related to implementing the construction stormwater program, including permitting, plan review, construction site inspections, and enforcement, is trained to conduct these activities.	December 31, 2014	Throughout Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Train staff whose primary job duties are related to implementing the construction stormwater program. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> Staff whose job duties relate to the construction stormwater program are trained. Records of the sign in sheets for trainings are maintained by the City. Appropriate staff are trained through various events and conferences throughout the year. The City maintains a full time Certified Erosion Prevention & Sediment Control Inspector (CEPSCI). Currently (2020), there are two CEPSCI trained staff. Plan reviewer training is also provided. 			

Develop Construction Site Operator Education	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.4.9a		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will develop and implement an effective communication process with construction contractors to educate them on areas in which improvements are needed and to enforce any required actions.	December 31, 2015	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Continue effective communication with construction contractors. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> Contractors attend the pre-construction meeting, as required by the Design Manual and this allows effective communication between all. There is also communication with construction contractors during inspections. This process will be continued. 			
Construction Operator Training/Education and Public Involvement	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.4.9b		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
The City of Spartanburg will implement procedures for receipt and consideration of information submitted by the public.	December 31, 2015	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Implement procedures for receipt and consideration of information submitted by the public. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City has a hotline number where public can call to submit information. The information is directed to the appropriate party. This number is published on the website and in brochures. Information can also be submitted through the City's app "HeySpartanburg!". 			

4.2.5 Post-Construction Stormwater Management for New Development and Redevelopment (Minimum Measure #5)

4.2.5.1 Permit Requirements

The post-construction stormwater management program is designed to give the City of Spartanburg the authority to require structural and non-structural stormwater quality BMPs on sites being developed. The City of Spartanburg currently provides design requirements to control stormwater discharges from new development and redeveloped sites and has established performance standards for addressing the first inch of runoff. The City of Spartanburg will improve the post construction program by developing additional site performance standards and ensuring post-construction BMPs are inspected and maintained appropriately.

Table 13: Minimum Measure #5 Permit Requirements

4.2.5.1. Post-Construction Stormwater Management Program:
The City of Spartanburg will implement a program to control stormwater discharges from new development and redeveloped sites that disturb at least one acre. These requirements are included in their Design Manual.
4.2.5.2 Site Performance Standards:
<p>Currently, the City specifies site performance standards in the Design Manual.</p> <p>The City provides guidance in the City of Spartanburg Stormwater Management Design Manual, and also requires proposed development to be designed, constructed, and maintained in compliance with all applicable state regulations.</p> <p>The SMS4 General Permit requires the City to establish, implement, and enforce a requirement that owners or operators of new development and redeveloped sites discharging to the MS4, which disturb greater than or equal to one acre (including projects that disturb less than one acre that are part of a LCP), design, install, implement, and maintain stormwater control measures that approximate pre-development conditions to the MEP and protect water quality. The performance standards for stormwater management plans are addressed in the City of Spartanburg Stormwater Management Design Manual.</p>
4.2.5.3 Site Plan Review:
The City of Spartanburg uses the SCDHEC plan review checklist for evaluating the information or plans that are submitted. Plan review for site performance standards developed during the permit term will be added to the plan review checklist for design professionals.
4.2.5.4 Long-Term Maintenance of Post-Construction Stormwater Control Measures:
<i>All structural stormwater control measures installed and implemented to meet the site performance standards will be maintained in perpetuity. The City of Spartanburg will ensure the long-term maintenance of structural stormwater control measures installed.</i>
4.2.5.5 Inventory of Post-Construction Stormwater Control Measures:
<i>The City of Spartanburg will maintain an inventory of all post-construction structural stormwater control measures installed and implemented at new development and redeveloped sites, including all City permitted public and private sector sites located within the permit area. At a minimum, the inventory will contain all BMPs constructed since the effective date starting with the effective date of the SMS4 general permit.</i>

<p>The City has a list of post construction structural stormwater control measures installed and implemented at new development and redeveloped sites, both private and public, stored in a shapefile. This information is in the process of being updated.</p>	
4.2.5.6	Inspections and Enforcement:
4.2.5.6.1	Inspection procedures:
<p><i>To ensure that all stormwater control measures are operating correctly and are being maintained as required consistent with its applicable maintenance agreement, the City of Spartanburg will conduct inspections of each project site covered under the performance standards at least one time during the permit term. A description of inspection procedures must be added to the SWMP once developed.</i></p>	
4.2.5.6.2	Post-Construction Notification:
<p><i>Within 30 days of completion of construction of any project required to meet the performance standards, the City of Spartanburg will conduct a post construction inspection to verify that BMP have been installed as per approved plans.</i></p> <p>Once the City is notified of completion of active construction, the close-out inspection is conducted. At the time of close-out, the City gets copies of the “as built” and verifies that they are installed correctly.</p>	
4.2.5.6.3	Inspection Reports:
<p><i>The City of Spartanburg will document its inspection findings in an inspection report. The City will document and maintain records of inspection findings and enforcement actions and make them available for review by the permitting authority.</i></p>	

4.2.5.2 BMP Implementation

Evaluation of the success of this minimum measure will be through careful analysis of the measurable goals for each BMP included in this minimum measure. Measurable goals for each BMP were selected by formulating attainable goals for the various BMP implementation steps or tasks. In order to meet the requirements of Minimum Measure #5, the City of Spartanburg will:

- Review and Update the Ordinance and Design Manual,
- Modify Site Performance Standards,
- Update Permanent Water Quality Maintenance Forms,
- Develop Long-term Maintenance Requirements for Post-construction BMPs,
- Create a Post-construction BMP Inventory, and
- Develop a Post-construction BMP Inspection Program.

Table 14 describes the components of the City of Spartanburg’s post-construction stormwater management program.

Table 14: Best Management Practices - Minimum Measure #5

POST CONSTRUCTION RUNOFF BMPs			
Review and Update Ordinance and Design Manual		Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>	
		Section: 4.2.5.1	
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Review and update the Ordinance and Design Manual to state that the design, installation, and maintenance of permanent water quality BMPs will be required for all projects that disturb 1 acre or more of land.	Deadline: December 31, 2014	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Update Ordinance to require controls for projects disturbing 1 acre or more of land. Revise Design Manual to be applicable for all projects disturbing 1 acre or more of land. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The Ordinance includes requirements for following standards in the Stormwater Management Design Manual. The Stormwater Design Manual includes requirements for projects disturbing 5,000 square feet or more of land. 			
Modify Site Performance Standards and Plan Review		Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>	
		Section: 4.2.5.2/3	
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Consider the development of an additional site performance standard in addition to the existing "first inch" standard.	Deadline: December 31, 2018	Once During Permit Term	Public Services Stormwater Department
Update plan review procedures to address new development and redeveloped site performance standards, if necessary.	Deadline: December 31, 2018	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Update post-construction site performance standards. Update review procedures to address any updated site performance standards. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The post construction stormwater management for new development and redevelopment program and site performance standards were evaluated. A memo was written to summarize the City's program and post construction design criteria and address the requirements of this BMP. 			
Update Permanent Water Quality Maintenance Forms		Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>	
		Section: 4.2.5.4	
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Update permanent water quality maintenance forms, if necessary.	Deadline: December 31, 2015	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Updated maintenance forms. 			

Measurable Goal Update:			
<ul style="list-style-type: none"> The City's permanent water quality maintenance agreement form was updated and will be revised as necessary. 			
Post Construction BMP Inventory		Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>	
		Section: 4.2.5.5	
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Develop an inventory of all City permitted post-construction BMPs constructed since the effective date of permit SCR030000 (January 1, 2014).	Deadline: December 31, 2014	Once During Permit Term	Public Services Stormwater Department
Update City permitted Post-Construction BMP Inventory.	Throughout Permit Term Beginning in Year 2	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Provide an inventory of City permitted post construction BMPs. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City keeps an inventory of post-construction BMPs in a shapefile. This is in the process of being updated. 			
Post-Construction BMP Inspections Program		Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>	
		Section: 4.2.5.6	
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Develop procedures and forms for post-construction BMP installation inspections.	Deadline: December 31, 2015	Once During Permit Term	Public Services Stormwater Department
Conduct post-construction BMP inspections on City permitted BMPs within 30 days of construction completion to ensure BMPs are installed per approved plans.	Throughout Permit Term Beginning in Year 2	As Needed	Public Services Stormwater Department
Develop procedures and forms for post-construction BMP maintenance inspections.	Deadline: December 31, 2015	Once During Permit Term	Public Services Stormwater Department
Conduct post-construction BMP inspections on City permitted BMPs to ensure BMPs are maintained properly.	Throughout Permit Term Beginning in Year 2	Once During Permit Term	Public Services Stormwater Department
Document and maintain records of inspection findings and enforcement actions and make them available for review by the permitting authority.	Throughout Permit Term Beginning in Year 2	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> Develop procedures and forms for post-construction BMP installation inspections. Inspect all City permitted post-construction BMPs within 30 days of construction completion. Develop procedures and forms for post-construction BMP maintenance inspections and include procedures in this document. Inspect appropriate construction sites to ensure City permitted post-construction BMPs are maintained and operating correctly. Provide documentation of post-construction BMP inspections. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> Inspection findings are documented and kept on file. 			

4.2.6 Pollution Prevention / Good Housekeeping (Minimum Measure #6)

4.2.6.1 Permit Requirements

In order to meet the requirements of Minimum Measure #6, the City of Spartanburg will implement a range of BMPs targeted to reduce pollutants from City-Owned facilities and storm sewer systems. A Citywide inventory of major municipal facilities will be developed, and each facility will be assessed for the potential pollutant discharges. Based on the assessment, a list of high priority facilities will be developed, and annual inspections will be conducted at the high priority facilities. The City of Spartanburg will prioritize their owned and/or operated stormwater management systems and implement a maintenance schedule. All City-owned structural controls (stormwater BMPs) will be inspected and maintained. In addition, the City will develop a set of pollution prevention measures for operation and maintenance activities. The City of Spartanburg will provide training to appropriate employees to ensure pollution prevention and good housekeeping activities are practiced throughout the City's separate departments.

Table 15: Minimum Measure #6 Permit Requirement

4.2.6.1	Development of a Municipal Facility and Stormwater Control Inventory:
	<p><i>The City of Spartanburg will update and maintain an inventory of significant City-owned facilities and stormwater controls that are not covered under a separate general or individual NPDES permit (i.e. industrial, solid waste, etc.).</i></p> <p><i>The City of Spartanburg will also include a list of industrial facilities owned or operated by the City that are subject to SCDHEC NPDES General Permit for Stormwater Discharges associated with Industrial Activity (SCR000000) or individual NPDES permits for discharges of stormwater associated with industrial activity that ultimately discharge to the City's SMS4. The SCDHEC permit number or a copy of the Industrial NOI form for each facility will be included.</i></p>
4.2.6.2	Municipally-Owned or Operated Facility Assessment:
	4.2.6.2.1 Comprehensive assessment of pollutant discharge potential:
	<p><i>The City of Spartanburg will develop a comprehensive assessment of all City-owned or operated facilities identified in Part 4.2.6.1 at least once during the permit term and include it in the permit reapplication for their potential to discharge pollutants in stormwater.</i></p>
	4.2.6.2.2 Identification of high priority facilities:
	<p><i>The City of Spartanburg will identify "high priority" facilities that have a high potential to generate stormwater pollutants.</i></p>
	4.2.6.2.3 Documentation of comprehensive assessment results:
	<p><i>The City of Spartanburg will document the results of the assessments and maintain copies of all site evaluation checklists used to conduct the comprehensive assessment. The documentation will include the results of The City of Spartanburg's initial assessment, any identified deficiencies, and corrective actions taken.</i></p>

<p>4.2.6.3 Annual Comprehensive Inspections of High Priority Facilities:</p>
<p><i>Starting no later than 24 months from the effective date of coverage and at least once per year thereafter, a comprehensive inspection of “high priority” facilities (Part 4.2.6.2.2), including all stormwater controls, must be performed by The City of Spartanburg. Specific attention will be given to waste storage areas, dumpsters, vehicle and equipment maintenance/fueling areas, material handling areas, and similar potential pollutant-generating areas. The yearly inspection results will be documented and records will be maintained by The City of Spartanburg. The inspection report will also include any identified deficiencies and the corrective actions taken to fix the deficiencies.</i></p>
<p>4.2.6.4 Storm Sewer System Maintenance Activities - MS4 Maintenance:</p>
<p>4.2.6.4.1 Assessment/prioritization of MS4 stormwater management systems/structures:</p>
<p><i>The City of Spartanburg will prioritize their owned and/or operated stormwater management systems/structures and implement a maintenance schedule.</i></p>
<p>4.2.6.4.2 Municipal activities and operation:</p>
<p><i>The City of Spartanburg will develop a set of pollution prevention measures that, when applied during municipal O&M activities, will reduce the discharge of pollutants in stormwater. Municipal operation and maintenance activities to be considered include, but are not limited to, pavement and rights-of-way maintenance, bridge maintenance, cold weather operations, and municipally sponsored events.</i></p>
<p>4.2.6.4.3 Maintenance of municipally-owned and/or maintained structural stormwater controls (Stormwater BMPs):</p>
<p><i>The City of Spartanburg will inspect and maintain, wherever and whenever necessary, all City-owned or maintained structural stormwater controls. The City of Spartanburg will also maintain all municipally owned green infrastructure practices through regularly scheduled maintenance activities.</i></p>
<p>4.2.6.5 Employee Training and Education Requirements:</p>
<p><i>The City of Spartanburg will develop an annual employee training program for appropriate employees involved in implementing pollution prevention and good housekeeping practices.</i></p> <p><i>This annual training will include a general stormwater education component, any new technologies, operations, or responsibilities that arise during the year, and the SMS4 general permit requirements that apply to the staff being trained.</i></p> <p><i>A description of how the program will be maintained for review by the permitting authority.</i></p> <p><i>The City of Spartanburg will also identify and track all personnel requiring training and records must be maintained.</i></p> <p><i>Training will begin within the first year from the effective date of permit authorization.</i></p>
<p>4.2.6.6 Requirements for Contractor Oversight:</p>
<p><i>Contractors hired by The City of Spartanburg to perform municipal maintenance activities will be contractually required to comply with all of The City of Spartanburg’s stormwater control measures, good housekeeping practices, and facility-specific stormwater management procedures.</i></p> <p><i>The City of Spartanburg will provide oversight of contractor activities to ensure that contractors are using appropriate control measures and procedures.</i></p>

4.2.6.2 BMP Implementation

Evaluation of the success of this minimum measure will be through careful analysis of the measurable goals for each BMP included in this minimum measure. In order to meet the requirements of Minimum Measure #6, the City of Spartanburg will:

- Develop a municipal facility inventory,
- Conduct assessment of non-permitted municipal facilities and identify high priority facilities,
- Conduct high priority facility inspections,
- Prioritize SMS4 stormwater management systems/structures,
- Develop and implement pollution prevention measures for operation and maintenance activities,
- Inspect and maintain City-owned structural controls (stormwater BMPs),
- Conduct Storm Sewer System Maintenance Activities,
- Conduct pollution prevention and good housekeeping employee training, and
- Provide Contractor Oversight.

Table 16 describes the components of the City of Spartanburg’s pollution prevention/good housekeeping for municipal operations program.

Table 16: Best Management Practices - Minimum Measure #6

POLLUTION PREVENTION / GOOD HOUSEKEEPING BMPS			
Municipal Facility Inventory	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.6.1.1		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Develop an inventory of all City-owned facilities and stormwater controls that are not covered under a separate NPDES permit. In addition, include a list of all municipally owned facilities that are covered under a separate NPDES permit.	Deadline: March 31, 2019	Once during the permit term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • An inventory of non-permitted municipal facilities. 			
<ul style="list-style-type: none"> • A list of all municipally owned facilities that are covered under a separate NPDES permit. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • The City has municipally-owned facilities inventoried in a GIS shapefile. This coverage includes all non-permitted municipal facilities as well as all municipally owned facilities that are covered under a separate NPDES permit. 			

Assessment of All Non-Permitted Municipal Facilities		Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
		Section: 4.2.6.2		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party	
Develop a comprehensive assessment of all municipally-owned or operated facilities.	Deadline: October 31, 2019	Once during permit term	Public Services Stormwater Department	
Based on the results of the assessment, identify high priority facilities and document results.	Deadline: December 31, 2019	Once During Permit Term	Public Services Stormwater Department	
Document results of the assessments and maintain copies of all site evaluation checklists used to conduct the comprehensive assessment. Documentation will include the results of the initial assessment, any identified deficiencies, and corrective actions taken.	Deadline: October 31, 2019	Once During Permit Term	Public Services Stormwater Department	
Measurable Goal:				
<ul style="list-style-type: none"> Conduct comprehensive assessment of all municipally-owned facilities. Document results of the assessments. 				
Measurable Goal Update:				
<ul style="list-style-type: none"> The City has determined the high priority facility and has this decision process documented. 				
Conduct High Priority Facility Inspections		Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
		Section: 4.2.6.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party	
Create inspection report template with sections for identified deficiencies and corrective action taken for each site inspection.	Schedule: December 31, 2019	Once During Permit Term	Public Services Stormwater Department	
Conduct facility site inspections including evaluations of potential “pollutant generating” areas.	Schedule: Beginning in January 1, 2020	Annually	Public Services Stormwater Department	
Document inspection reports.	Schedule: Beginning in January 1, 2020	Annually	Public Services Stormwater Department	
Measurable Goal:				
<ul style="list-style-type: none"> A high priority facility inspection report form. Conduct inspections and determine potential “pollutant generating” areas at high priority facilities Documentation of facility inspection report forms 				
Measurable Goal Update:				
<ul style="list-style-type: none"> The City will update the inspection form to conduct high priority facility inspections annually at the selected high priority facility. 				

Prioritize MS4 Stormwater Management Systems/Structures	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.6.4.1		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Prioritize stormwater management systems / structures.	Deadline: June 1, 2015	Once During Permit Term	Public Services Stormwater Department
Implement a maintenance schedule for stormwater management systems/structures.	Deadline: December 31, 2015	Once During Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> A schedule to maintain the stormwater management system. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The stormwater management system/structures are maintained when necessary. 			
Develop and Implement Pollution Prevention Measures for Operation and Maintenance Activities	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 4.2.6.4.2		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Develop a written set of pollution prevention measures for municipal operation and maintenance activities.	Scheduled Deadline: June 30, 2019	Once During Permit Term	Public Services Stormwater Department
Implement pollution prevention measures for municipal operation and maintenance activities.	Throughout Permit Term Starting June 30, 2019	Throughout Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> A written set of pollution prevention measures for operation and maintenance activities. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> The City of Spartanburg has a Pollution Prevention for Municipal Operations document. 			
Inspect and Maintain City-Owned Structural Controls	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.2.6.4.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Create a structural control inspection and maintenance form.	Deadline: December 31, 2015	Once During Permit Term	Public Services Stormwater Department
Create a list/map of all City-Owned post-construction BMPs.	Deadline: December 31, 2015	Throughout Permit Term	Public Services Stormwater Department
Conduct inspections for City-Owned structural controls.	Throughout Permit Term Beginning in Year 3	Annually	Public Services Stormwater Department
Perform necessary maintenance for City-Owned structural controls.	Throughout Permit Term As Needed	Annually	Public Services Stormwater Department

Measurable Goal:			
<ul style="list-style-type: none"> • A structural control inspection and maintenance form. 			
<ul style="list-style-type: none"> • A list/map of City-Owned post-construction BMPs. 			
<ul style="list-style-type: none"> • Conduct inspections for City-Owned structural controls. 			
<ul style="list-style-type: none"> • Conduct maintenance for City-Owned structural controls. 			
<ul style="list-style-type: none"> • Documentation of completed inspection and maintenance forms. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • The City has developed a structural inspection and maintenance form. 			
<ul style="list-style-type: none"> • The City has compiled a list of the City-owned post-construction BMPs stored in a shapefile and is working on updating this list. 			
<ul style="list-style-type: none"> • Maintenance is performed as needed on City-owned structural controls. 			
Conduct Pollution Prevention and Good House Keeping Employee Training		Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>	
		Section: 4.2.6.5	
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Develop an annual employee training program for appropriate employees involved in implementing pollution prevention and good housekeeping practices. Include training for IDDE.	Deadline: December 31, 2014	Once During Permit Term	Public Services Stormwater Department
Create a list of employees that have been identified for pollution prevention training.	Deadline: December 31, 2014	Annually	Public Services Stormwater Department
Conduct pollution prevention and good housekeeping training.	Start-up deadline: January 1, 2015	Annually	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • A pollution prevention employee training plan/program. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • Annual employee video training is offered and sign in sheets are kept on file. 			
Provide Contractor Oversight		Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>	
		Section: 4.2.6.6	
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Provide oversight of contractor activities to ensure that contractors are using appropriate control measures and procedures to comply with all SMS4 stormwater control measures, good housekeeping practices, and facility-specific stormwater management procedures.	Deadline: December 31, 2015	Throughout Permit Term	Public Services Stormwater Department
Measurable Goal:			
<ul style="list-style-type: none"> • Contractors following City requirements. 			
Measurable Goal Update:			
<ul style="list-style-type: none"> • The City of Spartanburg provides oversight of contractors through pre-construction meetings and through communication during inspections. 			

4.5 Reviewing and Updating Stormwater Management Plan

Table 17: Reviewing and Updating SWMP

SWMP REQUIREMENTS			
Update Stormwater Management Plan	Not Started: <input type="checkbox"/> On-going: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.5.1 & 4.5.2		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Review and revise the SWMP document to keep it up to date during the term of the permit.	Deadline: December 31, 2018	Annually	Public Services Stormwater Department
Stormwater Management Plan Updates Required by SCDHEC	Not Started: <input checked="" type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 4.5.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
SCDHEC requested changes to the SWMP	Deadline: December 31, 2018	As Required	Public Services Stormwater Department

This SWMP is a living document and will be updated and revised throughout the permit term. In accordance with Section 4.5.2 of the SMS4 general permit, adding (but not subtracting or replacing) components to the SWMP will be made at any time with a written notification made to SCDHEC.

Any changes intended to replace an ineffective or unfeasible BMP with an alternate BMP will be requested and submitted in written form to SCDHEC at any time. Unless denied by SCDHEC, changes proposed in accordance with the criteria below will be deemed approved and may be implemented 60 days from submittal of the request. If request is denied, SCDHEC will send the City of Spartanburg a written response giving a reason for the decision. The modification requests must include the following:

- *An analysis of why the BMP is ineffective or infeasible (including cost prohibitive)*
- *Expectations on the effectiveness of the replacement BMP*
- *An analysis of why the replacement BMP is expected to achieve the goals of the BMP to be replaced*

Additionally, SCDHEC may request the City of Spartanburg to make changes to the SWMP at any time to:

- *Address documented impacts on receiving water quality caused, or contributed to, by discharges from the SMS4;*
- *Include more stringent requirements necessary to comply with new Federal statutory or regulatory requirements; and/or*
- *Include such other conditions deemed necessary by the Department to comply with the goals and requirements of the Clean Water Act.*

Changes requested by SCDHEC must be made in writing, set forth the time schedule for the City to develop the changes, and offer the City the opportunity to propose alternative

program changes to meet the objective of the requested modification. All changes required by SCDHEC will be made in accordance with South Carolina Water Pollution Control Permits Regulation 61-9 124.5, 122.62, or as appropriate 122.63.

5.3 Reporting

Table 18: Reporting

REPORTING			
1st Report	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 5.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Complete and Submit 1 st Report (covering years 1 and 2).	Deadline: April 01, 2016	Once	Public Services Stormwater Department
2nd Report	Not Started: <input type="checkbox"/> In Progress: <input type="checkbox"/> Completed: <input checked="" type="checkbox"/>		
	Section: 5.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Complete and Submit 2 nd Report (covering years 3 and 4).	Deadline: July 4, 2018	Once	Public Services Stormwater Department
3rd Report	Not Started: <input type="checkbox"/> In Progress: <input checked="" type="checkbox"/> Completed: <input type="checkbox"/>		
	Section: 5.3		
Milestone(s)	Schedule/Deadline	Frequency	Responsible Party
Complete and Submit 3 rd Report (covering years 5 and 6).	Deadline: June 1, 2020	Once	Public Services Stormwater Department

Unless DHEC requires more frequent reports, reports will be submitted based on the following schedule:

1. The first report covering years 1 and 2 must be submitted to the Department 27 months after the effective date of the permit.
2. The following report, covering years 3 and 4 shall be submitted 180 days before the permit expiration date as part of the re-notification.
3. While, and if the expired permit is continued, reports are due every year on the anniversary date of the expired permit.

All reports shall be sent to the address below unless the Department instructs permittees to submit via alternate mechanisms (i.e. electronic mechanisms):

SCDHEC Bureau of Water
Water Pollution Compliance & Enforcement
2600 Bull Street
Columbia, SC 29201-1708

All reports will include:

- The status of the City's compliance with permit conditions, an assessment of the appropriateness of the identified BMP under Part 4, progress towards achieving the

statutory goal of reducing the discharge of pollutants to the MEP, and the measurable goals for each of the minimum control measures;

- *Results of information collected and analyzed, if any, during the reporting period, including monitoring data used to assess the success of the program at reducing the discharge of pollutants to the MEP;*
- *A summary of the stormwater activities the City plans to undertake during the next reporting cycle (including an implementation schedule);*
- *Proposed changes to the City's SWMP, including changes to any BMP or any identified measurable goals that apply to the program elements;*
- *Notice that the City relying on another entity to satisfy some of the City's permit obligations (if applicable); and*
- *Information requested in the SMS4 general permit including, but not limited to, Sections 1.4.7, 3.1.1.1, 3.2.1.1, 3.2.1.2.2, 3.3.6, 4.1.6, and in the additional conditions applicable to NPDES MS4 permits contained in Appendix B of the SMS4 general permit.*

Appendix A

City of Spartanburg

SWMP Updates

(PAGE INTENTIONALLY LEFT BLANK)

Date	Description of Update or Revision
November 2018	The City of Spartanburg original SWMP, created per Permit No. SCS 000000, was revised to meet the requirements of Permit No. SCR030000.
	BMP dates were adjusted, as needed.
	The impaired stations list was updated to the 2016 303(d) list.
	The City of Spartanburg's SWMP implementation schedule was updated to include items to be completed for the remainder of the permit term. This is included in Appendix B.
May 2020	Updates were made to the Minimum Measures tables to reflect the current status of each milestone.
	The City of Spartanburg's SWMP implementation schedule was updated to include items to be completed through 2022. This is included in Appendix B.

Appendix B

Deadlines for the City of Spartanburg Associated with SWMP

(PAGE INTENTIONALLY LEFT BLANK)

SWMP Requirements					
Measure	Section	Brief Description	Start Date	Deadline	Frequency
3 rd Report	5.3	Complete and Submit 3 rd Report (covering years 5 and 6)	n/a	June 1, 2020	Once During Permit Term
Year 7 - 2020					
Measure	Section	Brief Description	Start Date	Deadline	Frequency
PEO	4.2.1.1.3	Continue Contractual Agreement with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate	January 1, 2020	December 31, 2020	Annually
PEO	4.2.1.1.3	Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate	January 1, 2020	December 31, 2020	Annually
PEO	4.2.1.1.7	Distribute Campaign Materials	January 1, 2020	December 31, 2020	Annually
PEO	4.2.1.1.8	Assess the PEO Plan	January 1, 2020	December 31, 2020	Annually
PEO	4.2.1.1.8	Develop Annual Adjustments for the PEO Plan	January 1, 2020	December 31, 2020	Annually
PIP	4.2.2.1.1	Sponsor/Support Citizen Participation Events	January 1, 2020	December 31, 2020	Annually
PIP	4.2.2.1.2	Provide Access to Information for the SWMP	January 1, 2020	December 31, 2020	Once During Permit Term
PIP	4.2.2.1.3	Incorporate Written Procedures for Implementing MCM#2	January 1, 2020	December 31, 2020	Annually
IDDE	4.2.3.2.1	Update Storm Sewer Map	January 1, 2020	December 31, 2020	As Needed
IDDE	4.2.3.2.3.a	Conduct Field Screening of Year 7 Screening Points	January 1, 2020	December 31, 2020	Annually
IDDE	4.2.3.2.4/5/7	Conduct Illicit Tracking of Year 7 Potential Illicit Discharges and Eliminate Them	January 1, 2020	December 31, 2020	As Needed
IDDE	4.2.3.2.2	Identify Year 8 Priority Areas	January 1, 2020	December 31, 2020	Annually
IDDE	4.2.3.2.2.a.i	Identify Year 8 Screening Points	January 1, 2020	December 31, 2020	Annually
IDDE	4.2.3.2.5/6	Document Illicit Discharges	January 1, 2020	December 31, 2020	As Needed
IDDE	4.2.3.9	Provide Employee Training	January 1, 2020	December 31, 2020	Annually
CSR	4.2.4.6.a	Maintain Site Inspection Inventory	January 1, 2020	December 31, 2020	Annually
CSR	4.2.4.8	Train MS4 Staff	January 1, 2020	December 31, 2020	Throughout Permit Term
CSR	4.2.4.9	Construction Operator Education	January 1, 2020	December 31, 2020	Annually
PCR	4.2.5.5	Update Post Construction BMP Inventory	January 1, 2020	December 31, 2020	Annually

PCR	4.2.5.6.2	Conduct and Document Post Construction BMP Installation Inspections	January 1, 2020	December 31, 2020	As Needed
PCR	4.2.5.6.1	Conduct and Document Post Construction BMP Maintenance Inspections	January 1, 2020	December 31, 2020	Throughout Permit Term
PP&GH	4.2.6.3	Conduct and Document High Priority Facility Inspection	January 1, 2020	December 31, 2020	Annually
PP&GH	4.2.6.4.3	Inspect City-Owned Structural Controls	January 1, 2020	December 31, 2020	Annually
PP&GH	4.2.6.4.3	Maintain City-Owned Structural Controls	January 1, 2020	December 31, 2020	Annually
PP&GH	4.2.6.5	Conduct PP&GH Training	January 1, 2020	December 31, 2020	Annually
PP&GH	4.2.6.6	Provide Contractor Oversight	January 1, 2020	December 31, 2020	Throughout Permit Term
Year 8 - 2021					
Measure	Section	Brief Description	Start Date	Deadline	Frequency
PEO	4.2.1.1.3	Continue Contractual Agreement with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate	January 1, 2021	December 31, 2021	Annually
PEO	4.2.1.1.3	Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate	January 1, 2021	December 31, 2021	Annually
PEO	4.2.1.1.7	Distribute Campaign Materials	January 1, 2021	December 31, 2021	Annually
PEO	4.2.1.1.8	Assess the PEO Plan	January 1, 2021	December 31, 2021	Annually
PEO	4.2.1.1.8	Develop Annual Adjustments for the PEO Plan	January 1, 2021	December 31, 2021	Annually
PIP	4.2.2.1.1	Sponsor/Support Citizen Participation Events	January 1, 2021	December 31, 2021	Annually
PIP	4.2.2.1.3	Incorporate Written Procedures for Implementing MCM#2	January 1, 2021	December 31, 2021	Annually
IDDE	4.2.3.2.1	Update Storm Sewer Map	January 1, 2021	December 31, 2021	As Needed
IDDE	4.2.3.2.3.a	Conduct Field Screening of Year 8 Screening Points	January 1, 2021	December 31, 2021	Annually
IDDE	4.2.3.2.4/5/7	Conduct Illicit Tracking of Year 8 Potential Illicit Discharges and Eliminate Them	January 1, 2021	December 31, 2021	As Needed
IDDE	4.2.3.2.2	Identify Year 9 Priority Areas	January 1, 2021	December 31, 2021	Annually
IDDE	4.2.3.2.2.a.i	Identify Year 9 Screening Points	January 1, 2021	December 31, 2021	Annually
IDDE	4.2.3.2.5/6	Document Illicit Discharges	January 1, 2021	December 31, 2021	As Needed
IDDE	4.2.3.9	Provide Employee Training	January 1, 2021	December 31, 2021	Annually

CSR	4.2.4.6.a	Maintain Site Inspection Inventory	January 1, 2021	December 31, 2021	Annually
CSR	4.2.4.8	Train MS4 Staff	January 1, 2021	December 31, 2021	Throughout Permit Term
CSR	4.2.4.9	Construction Operator Education	January 1, 2021	December 31, 2021	Annually
PCR	4.2.5.5	Update Post Construction BMP Inventory	January 1, 2021	December 31, 2021	Annually
PCR	4.2.5.6.2	Conduct and Document Post Construction BMP Installation Inspections	January 1, 2021	December 31, 2021	As Needed
PCR	4.2.5.6.1	Conduct and Document Post Construction BMP Maintenance Inspections	January 1, 2021	December 31, 2021	Throughout Permit Term
PP&GH	4.2.6.3	Conduct and Document High Priority Facility Inspection	January 1, 2021	December 31, 2021	Annually
PP&GH	4.2.6.4.3	Inspect City-Owned Structural Controls	January 1, 2021	December 31, 2021	Annually
PP&GH	4.2.6.4.3	Maintain City-Owned Structural Controls	January 1, 2021	December 31, 2021	Annually
PP&GH	4.2.6.5	Conduct PP&GH Training	January 1, 2021	December 31, 2021	Annually
PP&GH	4.2.6.6	Provide Contractor Oversight	January 1, 2021	December 31, 2021	Throughout Permit Term

Year 9 - 2022

Measure	Section	Brief Description	Start Date	Deadline	Frequency
PEO	4.2.1.1.3	Continue Contractual Agreement with the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate	January 1, 2022	December 31, 2022	Annually
PEO	4.2.1.1.3	Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate	January 1, 2022	December 31, 2022	Annually
PEO	4.2.1.1.7	Distribute Campaign Materials	January 1, 2022	December 31, 2022	Annually
PEO	4.2.1.1.8	Assess the PEO Plan	January 1, 2022	December 31, 2022	Annually
PEO	4.2.1.1.8	Develop Annual Adjustments for the PEO Plan	January 1, 2022	December 31, 2022	Annually
PIP	4.2.2.1.1	Sponsor/Support Citizen Participation Events	January 1, 2022	December 31, 2022	Annually
PIP	4.2.2.1.3	Incorporate Written Procedures for Implementing MCM#2	January 1, 2022	December 31, 2022	Annually
IDDE	4.2.3.2.1	Update Storm Sewer Map	January 1, 2022	December 31, 2022	As Needed
IDDE	4.2.3.2.3.a	Conduct Field Screening of Year 9 Screening Points	January 1, 2022	December 31, 2022	Annually
IDDE	4.2.3.2.4/5/7	Conduct Illicit Tracking of Year 9 Potential Illicit Discharges and Eliminate Them	January 1, 2022	December 31, 2022	As Needed

IDDE	4.2.3.2.2	Identify Year 10 Priority Areas	January 1, 2022	December 31, 2022	Annually
IDDE	4.2.3.2.2.a.i	Identify Year 10 Screening Points	January 1, 2022	December 31, 2022	Annually
IDDE	4.2.3.2.5/6	Document Illicit Discharges	January 1, 2022	December 31, 2022	As Needed
IDDE	4.2.3.9	Provide Employee Training	January 1, 2022	December 31, 2022	Annually
CSR	4.2.4.6.a	Maintain Site Inspection Inventory	January 1, 2022	December 31, 2022	Annually
CSR	4.2.4.8	Train MS4 Staff	January 1, 2022	December 31, 2022	Throughout Permit Term
CSR	4.2.4.9	Construction Operator Education	January 1, 2022	December 31, 2022	Annually
PCR	4.2.5.5	Update Post Construction BMP Inventory	January 1, 2022	December 31, 2022	Annually
PCR	4.2.5.6.2	Conduct and Document Post Construction BMP Installation Inspections	January 1, 2022	December 31, 2022	As Needed
PCR	4.2.5.6.1	Conduct and Document Post Construction BMP Maintenance Inspections	January 1, 2022	December 31, 2022	Throughout Permit Term
PP&GH	4.2.6.3	Conduct and Document High Priority Facility Inspection	January 1, 2022	December 31, 2022	Annually
PP&GH	4.2.6.4.3	Inspect City-Owned Structural Controls	January 1, 2022	December 31, 2022	Annually
PP&GH	4.2.6.4.3	Maintain City-Owned Structural Controls	January 1, 2022	December 31, 2022	Annually
PP&GH	4.2.6.5	Conduct PP&GH Training	January 1, 2022	December 31, 2022	Annually
PP&GH	4.2.6.6	Provide Contractor Oversight	January 1, 2022	December 31, 2022	Throughout Permit Term

The permit expired December 31, 2018. Should another permit become effective, this implementation schedule will no longer be followed, and a new implementation schedule will be developed according to the new permit.

(PAGE INTENTIONALLY LEFT BLANK)

Appendix C

City of Spartanburg

SMS4 Area

(PAGE INTENTIONALLY LEFT BLANK)

Appendix D

TMDL Monitoring and Assessment Plan

(PAGE INTENTIONALLY LEFT BLANK)

Appendix E

City of Spartanburg

Stormwater Management Ordinance

(PAGE INTENTIONALLY LEFT BLANK)

Appendix F

Illicit Discharge Detection and Elimination Plan for City of Spartanburg, SC

(PAGE INTENTIONALLY LEFT BLANK)

Appendix G

Enforcement Response Plan

(PAGE INTENTIONALLY LEFT BLANK)

Appendix H
City of Spartanburg
MOU with the Watershed Ecology Center
and the Division of Natural Science and
Engineering at USC-Upstate

(PAGE INTENTIONALLY LEFT BLANK)