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

Signature

May 27, 2020
Date

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*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

Appendices

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.

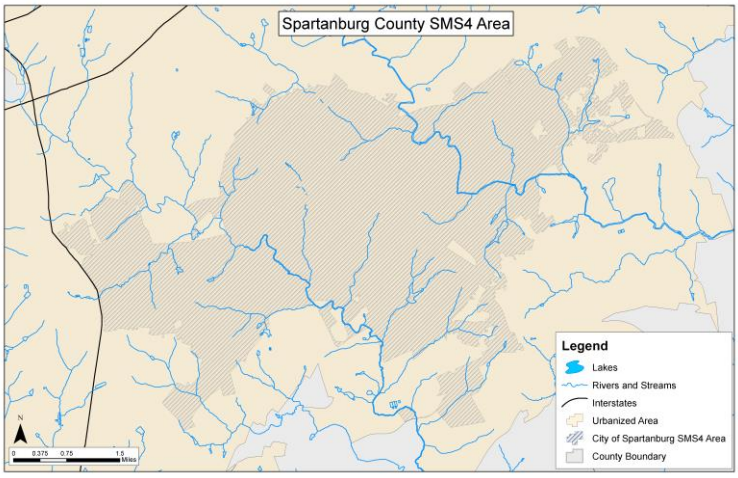
It should be noted that *italicized text* within the SWMP indicates language that was copied directly from the SMS4 permit.

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:	**SMS4 Location:** City of Spartanburg **SMS4 Center Coordinates:** Latitude: N34° 56' 37" Longitude: W81° 55' 33" **SMS4 Urbanized Area:** 19.9 square miles  *See Appendix C for larger SMS4 area map
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: • 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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:** ☐ **On-going:** ☒ **Completed:** ☐		
	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:
➢ **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:
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. The following describe three high priority community issues and the programs developed to address them. 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

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.

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:

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.

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.

4.2.1.1.5 The Message(s) Directed at the Target Audience(s) Listed Above to Achieve the Program Goals and Objectives:

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.

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.

4.2.1.1.6 Education Campaign(s) and Materials:

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.

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.

4.2.1.1.7 Distribution of Campaign Materials:

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.

The materials listed above are distributed at specific workshops and programs through WEC.

4.2.1.1.8 Quantitative and/or Qualitative Formative Assessment of Programs:

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.

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.

4.2.1.1.9 Utilization of Public Input into the Development of This Program:
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. Information may be submitted to the City through contact information on the website or through feedback from events.
4.2.1.1.10 Implementation of Program Goals and Objectives:
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. Through the WEC, the program goals and objectives are implemented to the MEP.
4.2.1.1.11 Process for Annual Adjustment of Program Based Upon Program Assessment:
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. 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.

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:** ☐ **On-going:** ☒ **Completed:** ☐		
	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:			
• A program that provides public education concerning water quality issues in the MS4 regulated area of the City of Spartanburg.			
Measurable Goal Update:			
• 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:** ☐ **On-going:** ☒ **Completed:** ☐		
	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:			
• Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate by following the MOU.			
Measurable Goal Update:			
• 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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:			
• Develop handouts for the public.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐		
	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:			
• Support the WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate by following the MOU.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐		
	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:			
• Identify public education and outreach program deficiencies/limitations by comparing PEO program results to the measurable goals.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐		
	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:			
• Revise PEO plan to address any program deficiencies/limitations identified during the annual assessment.			
Measurable Goal Update:			
• 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:** ☐ **On-going:** ☒ **Completed:** ☐		
	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:			
• 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:			
• 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:** ☐ **In Progress:** ☒ **Completed:** ☐		
	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:			
• Include SWMP on the City's webpage.			
Measurable Goal:			
• 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:** ☐ **On-going:** ☒ **Completed:** ☐		
	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:			
• Signed contract with WEC at USC-Upstate and the Division of Natural Science and Engineering at USC-Upstate.			
Measurable Goal Update:			
• 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. *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.*
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: • 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:

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.

4.2.3.2.3.c Procedures for notifying another MS4 of an illicit discharge.

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.

4.2.3.2.3.d Addressing a notification of an illicit discharge by another operator:

The City of Spartanburg will follow appropriate procedures when notified of an illicit discharge by another MS4 operator.

4.2.3.2.4/5 Tracing the Source of an Illicit Discharge:

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".

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.

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.

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.

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.

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.

4.2.3.2.6 Documenting Illicit Discharges:

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.

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.*

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.*

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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:			
• Update storm sewer map as needed to show new outfalls.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐ 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:			
• Identify areas for SMS4 Dry-Weather Screening.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐ 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:			
• A schedule for conducting the field screening.			
Measurable Goal Update:			
• 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: ☐ In Progress: ☐ Completed: ☒ 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:			
• A set of procedures for dry-weather screening activities.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐ 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:			
• Locate potential illicit discharges in the priority area.			
Measurable Goal Update:			
• The City conducts field screening as necessary.			

Develop Illicit Tracking Procedures	Not Started: ☐ In Progress: ☐ Completed: ☒ 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:			
• A set of procedures for illicit tracking activities.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐ 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:			
• Determine potential source(s) of illicit discharges identified during field screening.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐ 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:			
• Documentation of eliminated illicit discharges.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐ Section: 4.2.3.2.5/6		
Milestone(s)	**Schedule/Deadline**	**Frequency**	**Responsible Party**
The City of Spartanburg will document illicit discharge tracking and elimination activities to include the following information: • 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: • Document illicit tracking and elimination activities.			
Measurable Goal Update: • 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: ☐ In Progress: ☐ Completed: ☒ 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: • A summary assessing the effectiveness of the Field Screening program.			
Measurable Goal Update: • 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: ☐ In Progress: ☐ Completed: ☒		
	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:			
• Create "hotline" to report illicit discharges.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐		
	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:			
• 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:			
• 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:
The ordinance section requiring erosion and sediment controls and sanctions can be found in the City of Spartanburg Stormwater Management Ordinance in Division 3. The City of Spartanburg Stormwater Management Ordinance can be found in Appendix E.
4.2.4.4.2 Requirements for Erosion and Sediment Controls and Soil Stabilization Practices:
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.
4.2.4.4.3 Requirements for Pollution Prevention Measures:
The City of Spartanburg will provide requirements for the design, installation and maintenance of effective pollution prevention measures for construction site operators to: *a. 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.* *b. 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,* *c. Minimize the discharge of pollutants from spills and leaks and implement chemical spill and leak prevention and response procedures.* *d. The following discharges from sites are prohibited:* *i. Wastewater from washout of concrete, unless managed by an appropriate control;* *ii. Wastewater from washout and cleanout of stucco, paint, form release oils, curing compounds and other construction materials* *iii. Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance; and,* iv. *Soaps or solvents used in vehicle and equipment washing.*
4.2.4.4.4 Requirements for Stormwater Pollution Prevention Plans (SWP3):
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.
4.2.4.4.5 Review of SWP3:
The City of Spartanburg's plan review procedures will at a minimum meet the following:

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*

form during initial inspections.

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.

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.

iv. Assess the effectiveness of control measures.

v. Visually observe and record non-stormwater discharges, potential illicit connections, and potential discharge of pollutants in stormwater runoff.

vi. *Prepare a written or electronic inspection report generated from findings in the field.*

4.2.4.7 Enforcement Response Plan (ERP):

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:

a. Types of responses:

i. Verbal warnings

ii. Written notices

iii. Escalated enforcement measures such as citations, fines, stop work orders, etc.

b. Specific strategies for escalating enforcement responses, where necessary, to address persistent, repeat, or escalating violations.

c. *Ensure ERP is reasonably effective in reducing pollutant discharges to the MEP and to protect water quality.*

4.2.4.8 MS4 Staff Training:

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.

4.2.4.9 Construction Site Operator and Public Involvement:

4.2.4.9.a Construction operator education:

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.

4.2.4.9.b Public involvement:

The City of Spartanburg will implement procedures for receipt and consideration of information submitted by the public.

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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:			
• Updated ordinance.			
Measurable Goal Update:			
• 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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:

- Update SWP3 submittal requirement documents and corresponding plan review procedures to include items listed above.

Measurable Goal Update:

- 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:** ☐ **In Progress:** ☐ **Completed:** ☒ **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:

- Develop plan review procedures for construction discharges to impaired waters.

Measurable Goal Update:

- 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:** ☐ **On-going:** ☒ **Completed:** ☐ **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: • 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:

- Develop and maintain a database that provides general site information and ensures appropriate site inspections are conducted.

Measurable Goal Update:

- 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: ☐ In Progress: ☐ Completed: ☒		
	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:			
• Develop/Edit site inspection procedures that includes the items listed in section 4.2.4.6(b-d).			
Measurable Goal Update:			
• The City utilizes the SCDHEC form and maintains these reports for review.			

ERP for Construction Activities	Not Started: ☐ In Progress: ☐ Completed: ☒		
	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:			
• 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:			
• 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: ☐ On-going: ☒ Completed: ☐		
	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:			
• Train staff whose primary job duties are related to implementing the construction stormwater program.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐ 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:			
• Continue effective communication with construction contractors.			
Measurable Goal Update:			
• 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: ☐ On-going: ☒ Completed: ☐ 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:			
• Implement procedures for receipt and consideration of information submitted by the public.			
Measurable Goal Update:			
• 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:
Currently, the City specifies site performance standards in the Design Manual. 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. 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.
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:
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.
4.2.5.5 Inventory of Post-Construction Stormwater Control Measures:
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.

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.
4.2.5.6 Inspections and Enforcement:
4.2.5.6.1 Inspection procedures:
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.
4.2.5.6.2 Post-Construction Notification:
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. 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 builts" and verifies that they are installed correctly.
4.2.5.6.3 Inspection Reports:
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.

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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:			
• 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:			
• 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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:			
• Update post-construction site performance standards.			
• Update review procedures to address any updated site performance standards.			
Measurable Goal Update:			
• 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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:			
• Updated maintenance forms.			

Measurable Goal Update:

- The City's permanent water quality maintenance agreement form was updated and will be revised as necessary.

Post Construction BMP Inventory	Not Started: ☐ On-going: ☒ Completed: ☐ **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:

- Provide an inventory of City permitted post construction BMPs.

Measurable Goal Update:

- 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: ☐ On-going: ☒ Completed: ☐ **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:

- 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:

- 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:
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.). *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.*
4.2.6.2 Municipally-Owned or Operated Facility Assessment:
4.2.6.2.1 Comprehensive assessment of pollutant discharge potential:
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.
4.2.6.2.2 Identification of high priority facilities:
The City of Spartanburg will identify "high priority" facilities that have a high potential to generate stormwater pollutants.
4.2.6.2.3 Documentation of comprehensive assessment results:
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.

4.2.6.3 Annual Comprehensive Inspections of High Priority Facilities:

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.

4.2.6.4 Storm Sewer System Maintenance Activities – MS4 Maintenance:

4.2.6.4.1 Assessment/prioritization of MS4 stormwater management systems/structures:

The City of Spartanburg will prioritize their owned and/or operated stormwater management systems/structures and implement a maintenance schedule.

4.2.6.4.2 Municipal activities and operation:

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.

4.2.6.4.3 Maintenance of municipally-owned and/or maintained structural stormwater controls (Stormwater BMPs):

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.

4.2.6.5 Employee Training and Education Requirements:

The City of Spartanburg will develop an annual employee training program for appropriate employees involved in implementing pollution prevention and good housekeeping practices.

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.

A description of how the program will be maintained for review by the permitting authority.

The City of Spartanburg will also identify and track all personnel requiring training and records must be maintained.

Training will begin within the first year from the effective date of permit authorization.

4.2.6.6 Requirements for Contractor Oversight:

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.

The City of Spartanburg will provide oversight of contractor activities to ensure that contractors are using appropriate control measures and procedures.

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:** ☐ **In Progress:** ☐ **Completed:** ☒		
	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:			
• An inventory of non-permitted municipal facilities.			
• A list of all municipally owned facilities that are covered under a separate NPDES permit.			
Measurable Goal Update:			
• 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: ☐ In Progress: ☐ Completed: ☒		
	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:			
• Conduct comprehensive assessment of all municipally-owned facilities.			
• Document results of the assessments.			
Measurable Goal Update:			
• The City has determined the high priority facility and has this decision process documented.			

Conduct High Priority Facility Inspections	Not Started: ☐ On-going: ☒ Completed: ☐		
	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:			
• 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:			
• 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: ☐ In Progress: ☐ Completed: ☒ 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:			
• A schedule to maintain the stormwater management system.			
Measurable Goal Update:			
• The stormwater management system/structures are maintained when necessary.			

Develop and Implement Pollution Prevention Measures for Operation and Maintenance Activities	Not Started: ☐ In Progress: ☐ Completed: ☒ 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:			
• A written set of pollution prevention measures for operation and maintenance activities.			
Measurable Goal Update:			
• The City of Spartanburg has a Pollution Prevention for Municipal Operations document.			

Inspect and Maintain City-Owned Structural Controls	Not Started: ☐ On-going: ☒ Completed: ☐ 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:

- A structural control inspection and maintenance form.
- A list/map of City-Owned post-construction BMPs.
- Conduct inspections for City-Owned structural controls.
- Conduct maintenance for City-Owned structural controls.
- Documentation of completed inspection and maintenance forms.

Measurable Goal Update:

- The City has developed a structural inspection and maintenance form.
- The City has compiled a list of the City-owned post-construction BMPs stored in a shapefile and is working on updating this list.
- Maintenance is performed as needed on City-owned structural controls.

Conduct Pollution Prevention and Good House Keeping Employee Training	**Not Started: ☐ On-going: ☒ Completed: ☐**		
	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:

- A pollution prevention employee training plan/program.

Measurable Goal Update:

- Annual employee video training is offered and sign in sheets are kept on file.

Provide Contractor Oversight	**Not Started: ☐ On-going: ☒ Completed: ☐**		
	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:

- Contractors following City requirements.

Measurable Goal Update:

- 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: ☐ On-going: ☒ Completed: ☐**		
	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: ☒ In Progress: ☐ Completed: ☐**		
	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: ☐ In Progress: ☐ Completed: ☒**		
	Section: 5.3		
Milestone(s)	**Schedule/Deadline**	**Frequency**	**Responsible Party**
Complete and Submit 1st Report (covering years 1 and 2).	Deadline: April 01, 2016	Once	Public Services Stormwater Department
2nd Report	**Not Started: ☐ In Progress: ☐ Completed: ☒**		
	Section: 5.3		
Milestone(s)	**Schedule/Deadline**	**Frequency**	**Responsible Party**
Complete and Submit 2nd Report (covering years 3 and 4).	Deadline: July 4, 2018	Once	Public Services Stormwater Department
3rd Report	**Not Started: ☐ In Progress: ☒ Completed: ☐**		
	Section: 5.3		
Milestone(s)	**Schedule/Deadline**	**Frequency**	**Responsible Party**
Complete and Submit 3rd 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

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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

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SWMP Requirements					
Measure	Section	Brief Description	Start Date	Deadline	Frequency
3rd Report	5.3	Complete and Submit 3rd 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.

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Appendix C
City of Spartanburg
SMS4 Area

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Spartanburg County SMS4 Area

N

0 0.375 0.75 1.5
Miles

Legend

- Lakes
- Rivers and Streams
- Interstates
- Urbanized Area
- City of Spartanburg SMS4 Area
- County Boundary

Appendix D
TMDL Monitoring and Assessment Plan

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SPARTANBURG COUNTY AND THE CITY OF SPARTANBURG

TMDL MONITORING AND ASSESSMENT PLAN

LAWSON'S FORK CREEK WATERSHED

County:
9039 Fairforest Road
Spartanburg, SC 29210
864-595-5340

City:
801/A Union Street
Spartanburg, SC 29302
864-596-2089

Developed December 2014
Revised March 2016

PREPARED IN ACCORDANCE WITH SCDHEC PERMIT #SCR030000

Table of Contents

***Table of Contents follows section numbers of #SCR030000.**

List of Tables

List of Acronyms and Abbreviations

CFU	Colony Forming Units
MEP	Maximum Extent Practicable
MPN	Most Probable Number
POC	Pollutant of Concern
SCDHEC	South Carolina Department of Health and Environmental Control
TMDL	Total Maximum Daily Load
WLA	Wasteload Allocation
WQMS	Water Quality Monitoring Stations
WWTP	Waste Water Treatment Plant

SPARTANBURG COUNTY AND THE CITY OF SPARTANBURG TMDL MONITORING AND ASSESSMENT PLAN

The following monitoring and assessment plan was developed to meet the requirements of Section 3 of SCDHEC SMS4 permit number SCR030000.

3.2 TMDL Monitoring and Assessment

3.2.1 Introduction

A Total Maximum Daily Load (TMDL) has been developed for fecal coliform bacteria in the Upper Broad River watershed, which includes portions of the urbanized area within Spartanburg County and portions of the City of Spartanburg. The TMDL became effective in September 2004 and includes wasteload allocations (WLAs) for non-point source runoff that thereby includes these urbanized areas. Due to the recent change in preferred indicator bacteria by SCDHEC, from fecal coliform bacteria to *Escherichia coli* (*E. coli*) for fresh water, the proposed pollutant of concern (POC) to be sampled by the County at a representative location(s) within the urbanized area is *E. coli*.

3.2.1.2 Monitoring Plan Requirements

3.2.1.2.1.b Requirements to Monitor the Pollutants of Concern

As stated in Permit Number SCR030000, the following topics will be addressed in Table 1 and Table 2.

i. Samples and measurements taken for the purpose of the TMDL Monitoring Plan shall:
   (1) Be representative of the SMS4 discharges,
   (2) Be reasonably distributed in time, while maintaining representative sampling,
   (3) Not be terminated for the purpose of preventing the analysis results from a permit or water quality violation,
   (4) Describe and consider frequency, mass and/or rate of discharge, as appropriate, and,
   (5) Be expressed in terms of units or measurements consistent with the requirements contained in the WLA.

ii. The information contained in the TMDL Monitoring Plan shall include:
   (1) Monitoring locations, appropriate for representative data collection,
   (2) Explanation of why monitoring is being conducted for selected locations,
   (3) A description of whether the location(s) are representative and contribute to pollutant loads,
   (4) An indication the seasons during which sampling is intended,
   (5) The pollutant of concern, or its surrogate(s), as a sampling parameter,
   (6) Description of the sampling equipment, and,
   (7) A rationale supporting the proposed monitored location(s) as reflective of water quality concerns to the Maximum Extent Practicable (MEP).

3.2.1.2.1.b.i-ii Monitoring and Assessment Plan Details

Table 1: Monitoring Plan Details

3.2.1.2.1.b.ii.(1) Monitoring location(s) and details on site selection:
In order to better determine Spartanburg County and the City of Spartanburg's contribution to the 2,480 square mile Upper Broad River TMDL watershed, two locations will be sampled/monitored along Lawson's Fork Creek (see map in Appendix A). The northern monitoring station will be located in the County SMS4 area near the City boundary at the stream crossing on Chesnee Highway (US-221). The southern location will have a monitoring station installed where Lake Forest Drive crosses the Creek near the City boundary.
3.2.1.2.1.b.ii.(2) Explanation of why monitoring is being conducted for selected locations:
Due to the large size of the Upper Broad River TMDL watershed, multiple entities discharge into the watershed and contribute to the TMDL. Data collection will be conducted at the locations discussed above, as these sites cover the largest drainage area and largest amount of urbanized area in Lawson's Fork Creek, among possible station candidates, in Spartanburg County and the City of Spartanburg. These sampling locations will provide a general assessment of bacteria within the County and City urbanized area, in addition to the County's co-permittee areas.
3.2.1.2.1.b.ii.(3) Description of whether the location(s) are representative of the MS4 discharge and contribute to pollutant loads:
The selected locations provide the most representative data for the County and City urbanized area in the Upper Broad River TMDL watershed due to the size of the Lawson's Fork Creek subwatershed and the amount of urbanized area within the subwatershed. The proposed monitored subwatershed along Lawson's Fork Creek is approximately 74 square miles total, of which approximately 54 square miles are urbanized area. The selected locations include 49.5% of the County's urbanized area in the Upper Broad River TMDL watershed and 99% of the property within City limits in the overall TMDL watershed. Approximately 58 square miles drains to the sampling location on Chesnee Highway and approximately 65.7% of this drainage area is the County's urbanized area. A monitoring station will be installed approximately 6 miles downstream at the Lake Forest Road stream crossing. This monitoring location will provide data for the 15.98 square miles draining in between the two sampling locations. Approximately 48.6% of this incremental subwatershed is within City limits.
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3.2.1.2.1.b.ii.(4) Indication of the seasons during which sampling is intended:
Multiple samples will be collected for storm events at least once per season. Seasons will be described as: Winter: January 1 to March 31 Spring: April 1 to June 30 Summer: July 1 to September 30 Fall: October 1 to December 31 Samples taken for each storm event will be reasonably distributed in time, pending appropriate weather conditions, watershed hydrologic response, and sample holding times.
3.2.1.2.1.b.ii.(5) The pollutant of concern, or its surrogate(s), as a sampling parameter:
Due to the recent change in preferred indicator bacteria by SCDHEC, from fecal coliform bacteria to *E. coli* for fresh water, the proposed pollutant of concern (POC) to be sampled by the County and City is *E. coli*. The *E. coli* samples will be collected at both the Chesnee Highway and Lake Forest Drive monitoring stations. To supplement the grab samples, the County and City will install a YSI datasonde with sensors to collect continuous data for turbidity, specific conductivity, dissolved oxygen, temperature, and pH. These additional parameters will supplement the detection of discharges that may contain the POC.
3.2.1.2.1.b.ii.(6) Description of the sampling equipment:
The County and City will use sealed, sterile sample bottles provided by the contracted, SCDHEC certified laboratory to collect manual grab samples. The County and City will also use an EXO2 multiparameter datasonde, from YSI, to collect continuous data for turbidity, specific conductivity, dissolved oxygen, temperature, and pH.
3.2.1.2.1.b.ii.(7) Rationale supporting the proposed monitored location(s) as reflective of water quality concerns to the MEP:
Regardless of the location(s) selected for sampling, the contributing watershed will always include sources of bacteria that are unrelated to the MS4 and are not within the authority of the MS4 to control. However, as discussed above in 3.2.1.2.1.b.ii.(3), due to the size of the watershed and the landuse makeup, these proposed stations will be reflective of the urbanized contributions to the MEP within Spartanburg County urbanized area and the City of Spartanburg and the County's co-permittees.

Table 2 discusses how samples and measurements taken for the purpose of the TMDL Monitoring Plan shall meet the five points listed in section 3.2.1.2.1.b.i of the SMS4 permit number SCR030000.

Table 2: 3.2.1.2.1.b.i.1-5 Samples and Measurements

3.2.1.2.1.b.i.1 Be representative of the SMS4 discharges:
The proposed monitoring locations in tandem will provide representative data from both MS4s. Approximately 40.7% of the County urbanized area in the Upper Broad River TMDL watershed, in Spartanburg County, drains to Chesnee Highway and 99% of property within City limits in the TMDL watershed drains between the two locations.
3.2.1.2.1.b.i.2 Be reasonably distributed in time, while maintaining representative sampling:
Multiple samples will be collected during each event, distributed through time, to characterize each sampled event. Samples will be collected, at a minimum, once per season per year. Samples will be collected in various sized storm events so that different flow rates and storm events are characterized, to the MEP.
3.2.1.2.1.b.i.3 Not be terminated for the purpose of preventing the analysis results from a permit or water quality violation:
Spartanburg County and the City of Spartanburg will not terminate sampling for the purpose of preventing the analysis results from a permit or water quality violation.
3.2.1.2.1.b.i.4 Describe and consider frequency, mass and/or rate of discharge, as appropriate:
The County and City will develop rating curves for each station to approximate continuous flow rates.
3.2.1.2.1.b.i.5 Be expressed in terms of units or measurements consistent with the requirements contained in the WLA:
E. coli sample concentrations will be expressed by the certified laboratory as MPN/100 mL. The County and the City will utilize guidance from SCDHEC to convert the Upper Broad River TMDL targeted loads from fecal coliform to *E. coli* for comparison to the sampled concentrations and approximated loads.

3.2.1.2.1.b.iii Monitoring and Assessment Plan Strategy

The TMDL monitoring plan for Spartanburg County is focused on *E. coli*. Samples and measurements collected will be used to characterize the quality and quantity of the permitted discharges to evaluate the progress toward the WLA and/or WQS attainment. In order to do this, Spartanburg County will implement the following strategies to the MEP:

- ☑ In-stream monitoring,
- ☐ Outfall monitoring.

The monitoring location(s) discussed above in Table 2 was selected based on the following checked boxes: Monitoring locations must include one/all/a combination of the following:

- ☑ % MS4 area draining to the WQMS, at least 25%,
- ☑ Collection of a representative contributing watershed,
- ☐ Inclusion of the entire TMDL watershed within the MS4.

Table 3 discusses how samples and measurements taken for the purpose of the TMDL Monitoring Plan shall meet the requirements of 3.2.1.2.1.b.iv-x of the SMS4 permit number SCR030000.

Table 3: 3.2.1.2.1.b.iv-x Sampling Details

3.2.1.2.1.b.vi	Method descriptions, if not approved under 40 CFR 136:
Not applicable	
3.2.1.2.1.b.vii	When no approved analytical method is used:
Not applicable	
3.2.1.2.1.b.viii	Sampling minimum:
For each monitoring location, samples of stormwater discharges shall be collected, at a minimum, of once per season per year.	
3.2.1.2.1.b.ix	Sample analysis:
Samples collected for laboratory analysis shall be analyzed for *E. coli*, the POC.	
3.2.1.2.1.b.x	Tidal waters:
Not applicable	

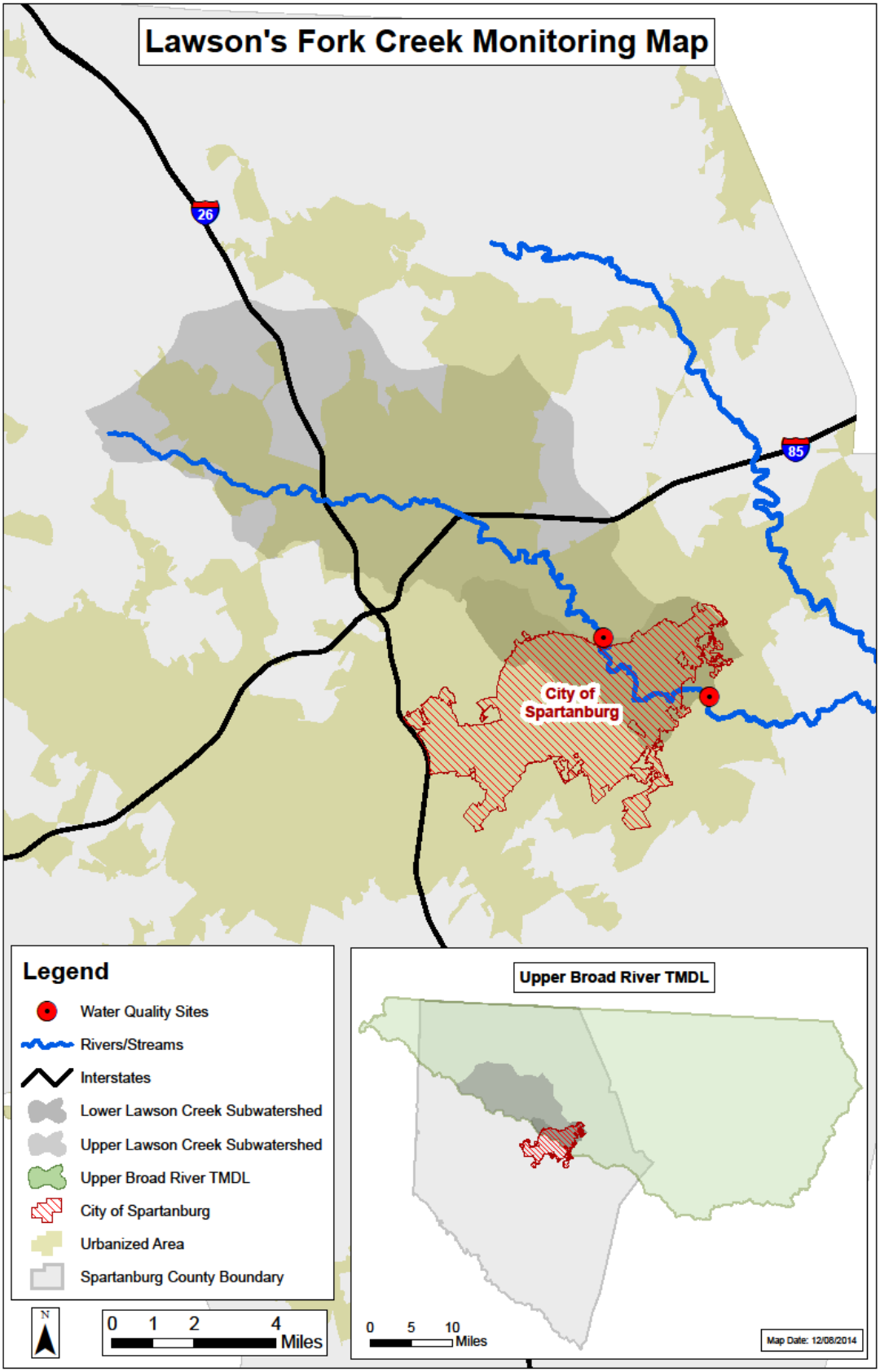
3.2.1.2.1.d Reporting

Spartanburg County and the City of Spartanburg will report on the progress of the characterization of the POC for Lawson's Fork Creek watershed. Resulting data will be included in every annual report following the commencement of monitoring for TMDL pollutant characterization.

Appendix A

Spartanburg County and the City of Spartanburg

Lawson's Fork Creek Monitoring Map


Lawson's Fork Creek Monitoring Map
26
85
City of Spartanburg
Legend
Water Quality Sites
Rivers/Streams
Interstates
Lower Lawson Creek Subwatershed
Upper Lawson Creek Subwatershed
Upper Broad River TMDL
City of Spartanburg
Urbanized Area
Spartanburg County Boundary
N
0 1 2 4 Miles
Upper Broad River TMDL
0 5 10 Miles
Map Date: 12/08/2014

WOOLPERT
ARCHITECTURE | ENGINEERING | GEOSPATIAL

Memo

To:	City of Spartanburg
From:	Woolpert
Date:	May 30, 2018
Subject:	Tyger River TMDL Monitoring and Implementation Plan

A Total Maximum Daily Load (TMDL) has been developed for fecal coliform bacteria in the Tyger River watershed, which includes portions of the City of Spartanburg (City). The TMDL became effective in September 2004 and includes wasteload allocations (WLAs) for non-point source runoff that therefore includes the City. The Tyger River basin drains a total of 820 square miles and encompasses portions of Greenville, Newberry, Spartanburg, and Union counties. Per the TMDL, the Tyger River TMDL watershed is comprised of land in the following landuse proportions: 6.4% urban, 2.1% barren, 10.8% row crops, 9.6% pasture, 70.3% forest, and 0.7% water.

The Tyger River TMDL watershed is located adjacent to the Upper Broad River TMDL watershed, which also includes City Small Municipal Separate Storm Sewer System (SMS4) area. Due to National Pollutant Discharge and Elimination System (NPDES) Phase II requirements, the City is performing monitoring in the Upper Broad River TMDL watershed through a joint monitoring plan with Spartanburg County, submitted to SCDHEC in December 2014. The City is conducting detailed continuous monitoring of a large representative area of its SMS4 located within the Upper Broad River TMDL.

The City of Spartanburg has approximately 7.5 square miles and 11.1 square miles of SMS4 area within the Upper Broad River and Tyger River TMDL watersheds, respectively. The City's SMS4 area within each of the TMDL watersheds was compared by analyzing the land cover classification from the National Land Cover Database 2011 (NLCD 2011) data, seen in Figure 1, and these two areas were determined to have comparable landuse characteristics and to therefore be representative of each other. Table 1 shows the percentage of the City's SMS4 area broken out by landuse category, with not greater than 1.5% difference between watersheds in any landuse category. Given the similarities between the City's SMS4 area in each TMDL watershed, samples collected in one watershed will be considered representative of the other watershed.

The City of Spartanburg will report on the progress of the characterization of water quality in the Upper Broad River TMDL watershed, and will consider these results representative of the Tyger River TMDL watershed. BMPs included in the City's TMDL Implementation Plan for the Upper Broad River TMDL which are deemed successful will be considered for implementation in the Tyger River TMDL watershed.

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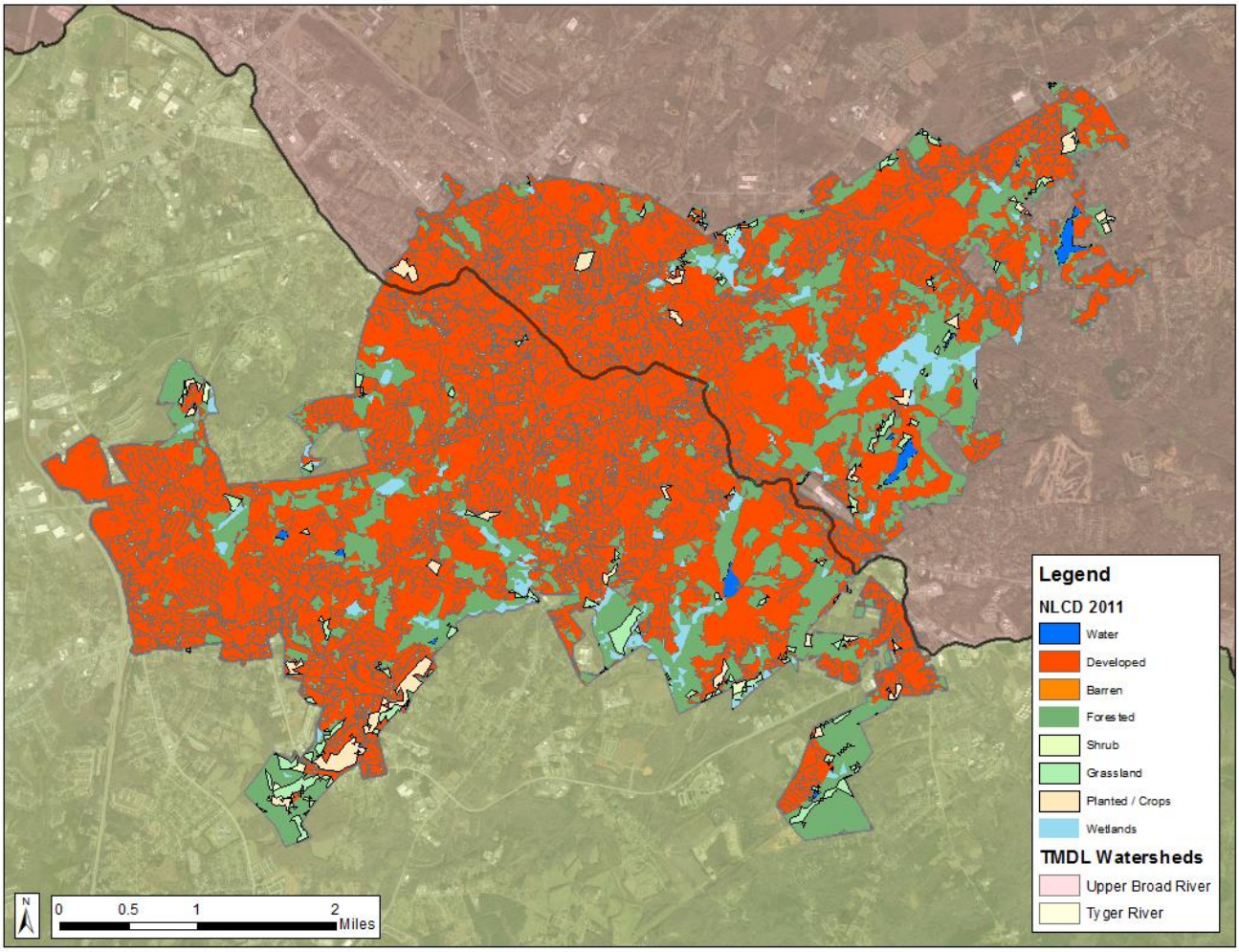

Figure 1: City of Spartanburg SMS4 Landuse in Upper Broad River and Tyger River TMDL Watersheds

Table 1: Percentage of NLCD 2011 Landuse for the City of Spartanburg based on TMDL Watershed

Landuse Category	Upper Broad River Watershed Percentage (%)	Tyger River Watershed Percentage (%)
Water	0.8	0.3
Developed	74.3	75.6
Barren	0.02	0.01
Forested	19.1	18.4
Shrub	0.04	0.2
Grassland	1.0	2.1
Planted/ Crops	1.2	1.5
Wetlands	3.5	2.0

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Appendix E
City of Spartanburg
Stormwater Management Ordinance

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City of Spartanburg

Storm Water Management Ordinance

Revised: July, 2008

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DIVISION 1 GENERAL PROVISIONS

Sec. 1.1 Title.

This ordinance shall be known as the "Storm Water Management Ordinance for the City of Spartanburg.

Sec. 1.2 Authority.

This ordinance is adopted pursuant to the authority conferred upon The City of Spartanburg by the South Carolina Constitution, Act No. 194 of the Acts and Joint Resolutions of 1971 enacted by the General Assembly of the State of South Carolina, approved April 23, 1971, in 1976 South Carolina Code of Laws Sections 4-9-30, 4-9-40 and Chapter 14, Title 48, as amended. The ordinance is also promulgated to ensure compliance with the requirements imposed upon The City of Spartanburg by the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) Permit SCR030000 issued in accordance with the federal Clean Water Act and regulations adopted there under.

Sec. 1.3 Jurisdiction.

The provisions of this Ordinance shall apply to all lands within the jurisdiction of the City of Spartanburg. All lands under the jurisdiction of another entity with the power of eminent domain are exempt from the provisions of this Ordinance.

The floodplain management provisions of this ordinance shall apply to all special flood hazard areas within the jurisdiction of the City of Spartanburg as identified by the Federal Emergency Management Agency in its most recent Flood Insurance Study with accompanying maps and other supporting data that are hereby adopted by reference and declared to be a part of this ordinance.

Sec. 1.4 Findings.

The Spartanburg City Council makes the following findings:

(a) Uncontrolled storm water runoff may have significant, adverse impact on the health, safety and general welfare of The City of Spartanburg and the quality of life of its citizens. The potential impacts of uncontrolled storm water can lead to the degradation of water quality and general riverine ecosystem through excessive or illegal pollutant discharges, erosion, and flooding thereby limiting or removing its designated and potential uses.

(b) The City of Spartanburg is required by federal law [33 U.S.C 1342(p) and 40 CFR 122.26] to obtain a National Pollutant Discharge Elimination System permit from the South Carolina Department of Health and Environmental Control ("SCDHEC") for storm water discharges from the The City of Spartanburg storm water system. The NPDES permit requires The City of Spartanburg to impose controls to reduce the discharge of pollutants in storm water to the maximum extent practicable (MEP) using management practices; control techniques and system, design and engineering methods; and such other provisions which are determined to be appropriate for the control of such pollutants.

(c) Additionally, certain facilities that discharge storm water associated with an industrial activity, including construction activities, are required by the South Carolina Stormwater Management and Sediment Reduction Act [S.C. Code 48-14-10 et seq.] to obtain NPDES permits for land-disturbances.

Sec. 1.5 Purpose.

(a) It is the purpose of this ordinance to ensure the protection, maintenance, and enhancement of water quality and the environment of the City of Spartanburg and the short-term and long-term public health, safety, and general welfare of the citizens of the City of Spartanburg. This ordinance is also designed to minimize property damage by establishing requirements and procedures to control the potential adverse effects of increased storm water runoff and related pollutant loads associated with both future development and existing developed land. Proper management of storm water runoff will further the purpose of this Ordinance to insure a functional drainage system, reduce the effects of development on land and stream channel erosion, attain and maintain water quality standards, enhance the local environment associated with the drainage system, reduce local flooding, maintain to the maximum extent practical pre-developed runoff characteristics of the area in terms of flow rate, volume and pollutant concentration, and facilitate economic development while mitigating associated pollutant, flooding, erosion, and drainage impacts.

(b) It is further the purpose of this ordinance to direct the development of a Storm Water Management Plan (SWMP) to establish procedures at a minimum to:

(1) Comply with Permit SCR030000;

(2) Prohibit illicit discharges to the City of Spartanburg MS4 and receiving waters;

(3) Control the discharge to the City of Spartanburg MS4 and receiving waters of spills, dumping, or disposal of materials other than storm water;

(4) Address specific categories of non-storm water discharges and similar other incidental non-storm water discharges listed in the Storm Water Management Program (SWMP);

(5) Require erosion and sediment controls to protect water quality on all new and re-development projects;

(6) Require storm water discharge rate and volume control during and following development, redevelopment, or construction and preserve stream base flows to the maximum extent practicable;

(7) Define procedures for site plan review and site inspection of all construction projects within the City of Spartanburg. Such procedures will include inspections, defining bonding issues during development phases, permit property transfers, and ownership of the storm water management system;

(8) Control the discharge to the City of Spartanburg MS4 and receiving waters of pollutants in such quantity that water quality standards are met or to otherwise

address post-construction, long-term water quality. This includes all necessary means needed to comply with State and Federal regulations regarding storm water management quantity and quality;

(9) Define procedures for addressing citizen complaints within the City of Spartanburg;

(10) Ensure adequate long term operation and maintenance of Best Management Practices (BMPs);

(11) Carry out all inspection, surveillance and monitoring procedures necessary to determine compliance and noncompliance with permit conditions including the prohibition on illicit discharges to the City of Spartanburg storm sewer system and receiving waters;

(12) Encourage to the maximum extent practicable non-traditional strategies to control the release of storm water discharge;

(13) Encourage to the maximum extent practicable the creation of stream buffers and preservation of natural spaces to provide areas that could be used for flood storage, storm water treatment and control, and recreation. Such areas may be required in special protection areas to ensure water quality and protect property from existing flooding problems;

(14) Develop, implement, and enforce action plans to address pollutant load reductions required in impaired watersheds and to comply with Total Maximum Daily Loads (TMDLs) established by EPA or SCDHEC and to otherwise meet water quality standards.

(15) Enable enforcement of all said authorizations.

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(c) The application of this Ordinance and the provisions and references expressed herein shall be the minimum storm water management requirements and shall not be deemed a limitation or repeal of any other powers granted by statute. In addition, if site characteristics on new development, redevelopment, and existing developments indicate that complying with these minimum requirements will not provide adequate designs or protection for local property, residents, or the environment, it is the responsibility of the property owner, lessee or person responsible for land disturbing activities to exceed management practices, control techniques, system design, and engineering methods.

(d) This Ordinance is to be construed to further its purpose of controlling and reducing pollutant discharges, runoff volumes, and runoff rates to the City of Spartanburg MS4 and to the waters of the State to assure the obligations under Permit SCR030000.

Sec. 1.6 Construction and Scope.

(a) The provisions of this Ordinance shall apply throughout the incorporated areas of the City of Spartanburg.
(b) The City of Spartanburg Engineer or his designee shall be primarily responsible for the coordination and enforcement of the provisions of this Ordinance and the SWMP.

(c) The Floodplain Manager or his designee shall be primarily responsible for the coordination and enforcement of the provisions of the floodplain management sections of this Ordinance and for compliance with the Federal Emergency Management Agency (FEMA) and the National Floodplain Insurance Program (NFIP).

Sec. 1.7 Severability.

Should any word, phrase, clause or provision of this ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, such declaration shall not affect this ordinance as a whole or any part hereof except that specific provision declared by such court to be invalid or unconstitutional.

Sec. 1.8 Rules of Language and Interpretation.

(a) The word "shall" is mandatory; the word "may" is permissive.

(b) The particular shall control the general.

(c) Words used in the present tense shall include the future, and words used in the singular include the plural, and the plural the singular, unless the context clearly indicates the contrary.

(d) All public officials, bodies and agencies to which reference is made are those of the City of Spartanburg, unless otherwise indicated.

Sec. 1.9 Relationship with other laws, regulations and ordinances.

Whenever the provisions of this Ordinance impose more restrictive standards than are required in or under any other law, regulation or ordinance, the requirements contained in this article shall prevail. Whenever the provisions of any other law, regulation or ordinance require more restrictive standards than are required in this article, the requirements of such law, regulation or ordinance shall prevail.

Sec. 1.10 Amendments.

The Spartanburg City Council, may, in its discretion and following procedures specified by State law, amend or change this Ordinance or adopt additional regulations or resolutions to implement this Ordinance, comply with Permit SCR030000, implement the SWMP, or to otherwise further the goal of protecting the quality of the waters into which the City of Spartanburg storm sewer system outfalls flow through the control of runoff volume and rate and pollutant concentrations and loads.

Sec. 1.11 Conflicting Ordinances Repealed.

All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. This Ordinance shall prevail in any and all conflicts with guidelines, manuals, or other publications.

Sec. 1.12 Definitions.

For the purpose of this ordinance, the following definitions shall apply: Words used in the singular shall include the plural, and the plural shall include the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined in this section shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

Channel. A natural or artificial watercourse with a definite bed and banks that conducts flowing water continuously or periodically.

Discharge. Dispose, deposit, spill, pour, inject, seep, dump, leak or place by any means, or that which is disposed, deposited, spilled, poured, injected, seeped, dumped, leaked, or placed by any means including any direct or indirect entry of any solid or liquid matter into waters of the state.

Easement. An acquired privilege or right of use or enjoyment that a person, party, firm, corporation, municipality or other legal entity has in the land of another.

Erosion. The removal of soil particles by the action of water, wind, ice or other geological agents, whether naturally occurring or acting in conjunction with or promoted by anthropogenic activities or effects.

Erosion and sediment control plan. A written plan (including drawings or other graphic representations) that is designed to minimize the accelerated erosion and sediment runoff at a site during construction activities.

FEMA. The Federal Emergency Management Agency.

Illicit connections. Illegal and/or unauthorized connections to the municipal separate storm water system whether or not such connections result in discharges into that system.

Illicit discharge. Defined at South Carolina Water Pollution Control Permits Regulation 61-9122.26(b)(2) and refers to any discharges to a small municipal separate storm sewer system (SMS4) that is not composed of storm water, except discharges authorized under an NPDES permit (other than the NPDES permit for discharges from the SMS4) and discharges resulting from fire fighting related activities.

Land disturbing activity. Any activity on property that results in a change in the existing soil cover (both vegetative and non-vegetative) and/or the existing soil topography. Land-disturbing activities include, but are not limited to, development, re-development, demolition, construction, reconstruction, clearing, grading, filling, and excavation.

Construction Activity. The construction industrial activity as defined at § 122.26(b)(14)(x) of S.C. Regulation 61-9 and incorporated here by reference. A large construction activity includes clearing, grading, and excavating resulting in a land disturbance that will disturb equal to or greater than five acres of total land area but is part of a larger common plan of development or sale that will ultimately disturb equal to or greater than five acres. Large

construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the site.

Small construction activity includes clearing, grading, and excavation resulting in a land disturbance that:

(1) Will disturb equal to or greater than 5,000 square feet of land and less than five acres of land;
(2) Will disturb less than 5,000 square feet of total land area but is part of a larger common plan of development or sale that will ultimately disturb equal to or greater than 5,000 square feet and less than five acres.

Maintenance. Any activity that is necessary to keep a storm water facility in good working order so as to function as designed. Maintenance shall include complete reconstruction of a storm water facility if reconstruction is needed in order to restore the facility to its original operational design parameters. Maintenance shall also include the correction of any problem on the site property that may directly impair the functions of the storm water facility.

Municipal separate storm water system (MS4) or (separate storm sewer system). The conveyances owned or operated by the municipality for the collection and transportation of storm water, including the roads and streets and their drainage systems, catch basins, curbs, gutters, ditches, man- made channels, and storm drains.

National pollutant discharge elimination system permit (NPDES). A permit issued to a discharger pursuant to regulations for all point source discharges into surface waters.

Person. Any and all persons, natural or artificial, including any individual, firm or association and any county, municipal or private corporation organized or existing under the laws of this or any other state or country.

Person responsible for the land disturbing activity.
(1) The person who has or represents having financial or operational control over the land disturbing activity; and/or
(2) The landowner or person in possession or control of the land who directly or indirectly allowed the land disturbing activity or has benefited from it or who has failed to comply with any provision of this article, or local ordinance adopted pursuant to the act as imposes a duty upon him.

Runoff. Precipitation from rain or snowmelt flows over the ground. Impervious surfaces like driveways, sidewalks, and streets prevent storm water from naturally soaking into the ground.

Sediment. Solid material, both mineral and organic, that is in suspension, is being transported, or has been moved from its site of origin by air, water, gravity, or ice and has come to rest on the earth's surface either above or below sea level.

Small Municipal Separate Storm Sewer System (MS4). Is defined at South Carolina Water Pollution Control Permits Regulation 61-9 122.26(b)(16) and refers to all small separate storm sewer systems that are owned or operated by the United States, a state, city, town, boroughs, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes,

including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States, but is not defined as "large" or "medium" municipal separate storm sewer system. This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.

Storm Water Design Manual. A mechanism that establishes the minimum requirements, processes and guidance on the design, evaluation and implementation of land disturbing or pollutant discharging activities associated with storm water management.

Storm Water. Storm water runoff, snow melt runoff, surface runoff, street wash waters related to street cleaning or maintenance, infiltration and drainage.

Storm water management. The programs to maintain quality and quantity of storm water runoff to pre-development levels.

Storm water management facilities. The drainage structures, conduits, ditches, combined sewers, sewers, and all device appurtenances by means of which storm water is collected, transported, pumped, treated or disposed of.

Storm Water Management Plan (SWMP). The set of drawings and other documents that comprise all the information and specifications for the programs, drainage systems, structures, BMP's, concepts and techniques intended to maintain or restore quality and quantity of storm water runoff to pre-development levels.

Storm water runoff. Flow on the surface of the ground, resulting from precipitation.

Structural BMP's. Devices that are constructed to provide control of storm water runoff.

Surface water. Includes waters upon the surface of the earth in bounds created naturally or artificially including, but not limited to, streams, other watercourses, lakes and reservoirs.

Watercourse. A permanent or intermittent stream or other body of water, either natural or man-made, that gathers or carries surface water.

Watershed. All the land area that contributes runoff to a particular point along a waterway.

Waters of the South Carolina, or water of the state. Lakes, bays, sounds, ponds, impounding reservoirs, springs, wells, rivers, streams, creeks, estuaries, marshes, inlets, canals, the Atlantic Ocean within the territorial limits of the state, and all other bodies of surface or underground water, natural or artificial, public or private, inland or coastal, fresh or salt, which are wholly or partially within or bordering the State or within its jurisdiction and all waters of the United States within the political boundaries of the state of South Carolina. Waste treatment systems, including treatment ponds or lagoons designed to meet the requirements of CWA are not waters of the South Carolina. This exclusion applies only to manmade bodies of water which neither were originally created in waters of South Carolina (such as disposal areas in wetlands) nor resulted from the impoundment of waters of South Carolina.

Waters of the United States, or **waters of the U.S.**:
(1) All waters, which are currently used, were used in the past, or may be susceptible to use in interstate or foreign commerce, including all water, which are subject to the ebb and flow of the tide;
(2) All interstate waters, including interstate "wetlands";
(3) All other waters such as interstate lakes, rivers, streams (including intermittent streams), mudflats, sand flats, wetlands, sloughs, wet meadows, or natural ponds the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce including any such waters;
(4) All impoundments of waters otherwise defined as waters of South Carolina under this definition;
(5) Tributaries of waters identified in subsections (1) through (4) of this definition;
(6) The territorial sea; and
(7) Wetlands adjacent to waters (other than waters that are themselves wetlands) identified in subsections (1) through (6) of this definition.

Sec. 1.13 Reserved.

DIVISION 2 ORGANIZATION AND ADMINISTRATION

Sec. 2.1 City of Spartanburg Storm Water Management Program.

The SWMP developed by the City of Spartanburg to implement the purposes of this Ordinance shall serve as the basis for directing the City of Spartanburg efforts to control storm water. The SWMP, as amended from time to time by the City of Spartanburg, is hereby adopted for the life of the City of Spartanburg's Storm Water NPDES permit as the official operational plan. The SWMP plan shall be viewed as an extension of this Ordinance and is hereby given identical authority to see that its requirements are both complied with and enforced.

Sec 2.2 City of Spartanburg Floodplain Management Program.

The Floodplain Management Program developed by the City of Spartanburg to comply with the NFIP serves as the basis for the City of Spartanburg's program implementation and administration. The Floodplain Manager or his designee is hereby given authority to develop, implement and administer this Program as defined in City of Spartanburg Code, as amended from time to time by the City of Spartanburg, for the life of the City of Spartanburg participation in the NFIP.

Sec. 2.3 Coordination with Other Agencies.

The Engineering Division of the City of Spartanburg shall coordinate the City of Spartanburg's activities with other federal, state, and local agencies, which manage and perform functions relating to the protection of receiving waters. Authority not expressly reserved for other agencies or restricted by statute is placed with the Engineering Division for the protection and preservation of receiving waters. The Engineering Division shall coordinate with State and Federal Agencies having jurisdiction.

Sec. 2.4 Cooperation with Other Governments.

The City of Spartanburg may enter into agreements with other governmental and private entities to carry out the purposes of this ordinance. These agreements may include, but are not limited to, enforcement, resolution of disputes, cooperative monitoring, cooperative management of storm water systems, and cooperative implementation of storm water management programs.

Nothing in this Ordinance or in this Section shall be construed as limitation or repeal of any ordinances of these local governments or of the powers granted to these local governments by the South Carolina Constitution or South Carolina statutes, including, without limitation, the power to require additional or more stringent storm water management requirements within their jurisdictional boundaries.

Sec. 2.5 Right-Of-Entry.

(a) The City Engineer or his designee shall have right-of-entry on or upon the property of any person subject to this Ordinance and any permit/document issued hereunder. The City Engineer or his designee shall be provided ready access to all parts of the premises for the purposes of inspecting, monitoring, sampling, inventorying, examining and copying of records, and performing any other duties necessary to determine compliance with this Ordinance.

(b) Where a/the property owner or lessee has security measures in force requiring proper identification and clearance before entry onto the premises, the person shall make necessary arrangements with the necessary parties so that, upon presentation of suitable identification, the City Engineer or his designee will be permitted to enter without delay for the purposes of performing such responsibilities identified in (a).

(c) The City Engineer or his designee shall have the right to set up on the person's property such devices as are necessary to conduct sampling and/or metering of the person's operations as they relate to storm water management.

(d) Any temporary or permanent obstruction to access to the necessary areas to perform the said responsibilities shall be removed promptly by the property owner or lessee at the written or verbal request of the City Engineer or his designee. The costs of clearing such access shall be borne by the property owner or lessee.

(e) In cases where an imminent threat to the health or safety of the general public or the environment is suspected, the City Engineer or his designee shall perform said responsibilities to determine if immediate action is necessary. Such responsibilities shall be made with or without the consent of the property owner or lessee. If such consent is refused, the City Engineer or his designee may seek issuance of an administrative search warrant or other enforcement measures authorized in this Ordinance to remove such threat. In such cases, the property owner or Lessee, as the case may be, shall reimburse the City for its direct and related expenses. If the property owner or Lessee, as the case may be, fails to reimburse the City, the City is authorized to file a lien for said costs against the property or the Lessee’s leasehold interest, as the case may be, and to enforce the lien by judicial foreclosure proceedings.

Sec. 2.6 Reserved.

DIVISION 3 STORM WATER QUANTITY AND QUALITY MANAGEMENT REQUIREMENTS

Sec. 3.1 Regulations.

(a) Federal regulations governing storm water management, as specified in State Code of Laws 40 C.F.R. 122.26, and State Code of Regulations R. 61-9 et. seq. and R. 72.300 et seq. are adopted as the minimum requirements for the management of storm water within the City of Spartanburg as defined in the respective regulations.

(b) The Engineering Division shall be responsible for day to day coordination, implementation, and enforcement of this Ordinance and the SWMP as well as the long-term management of the City of Spartanburg's drainage. Without limitation, the Engineering Division shall have the following specific powers and duties:

(1) To issue any permit, certification or license that may be required to comply with this Ordinance and Federal and State regulations pertaining to storm water management.

(2) To deny a facility connection to the MS4 or discharge to waters of the State if State, Federal Regulations and this Ordinance are not met.

(3) Create and enact the City of Spartanburg's Storm Water Management Design Manual. The Design Manual shall be used to convey design and engineering standards, construction management processes and procedures, and other aspects necessary for compliance with this Ordinance. The original adoption and subsequent revisions of this Manual shall be reviewed by the Spartanburg City Council comprised of City representatives.

(4) To require the submittal of a Land Disturbance Permit Application for all construction activities that result in a land disturbance of greater than or equal to five thousand (5,000) square feet. These applications must include a plan to control storm water pollutants and other components detailed in the City of Spartanburg's Storm Water Management Design Manual.

(5) Provide for the protection of the natural resources of sensitive and highly susceptible areas to the impacts of excessive and polluted storm water. This may include the creation of watershed-specific plans that will limit or otherwise direct land development activities and require the reduction of excessive and polluted storm water from any area.

(6) To require the development of a Storm Water Pollution Prevention Plan (SWPPP) for all new and re-development projects and enforcement of the SWPPP.

(7) To approve land disturbance plans and to require as a condition of such approvals, structural or non-structural controls, practices, devices, operating procedures, or other mechanisms to protect public and private property from

flooding and erosion and attain TMDL-mandated pollutant load reductions and water quality standards.

(8) To require performance bonds of any person to secure that person's compliance with their Land Disturbance Permit, as well as other permits, certificates, licenses or authorizations issued or approved by the Engineering Division pursuant to this Ordinance, the SWMP and Federal and State laws. The Engineering Division shall develop a process that organizes the closure of bonds and Land Disturbance permits to accommodate development phases and property ownership transfers.

(9) To comply with all Federal and State regulatory requirements, promulgated or imposed pursuant to the Clean Water Act, the South Carolina Stormwater Management and Erosion Reduction Act applicable to the management of storm water discharges to or from the City of Spartanburg MS4.

(10) To conduct all activities necessary to carry out the SWMP and other requirements included in Permit SCR030000 and this Ordinance, and to pursue the necessary means and resources required to properly fulfill this responsibility.

(11) To develop and implement strategic plans for complying with TMDLs. Such plans shall include initial due diligence procedures to fully assess the problem and alternative solutions so as to proceed with cost-effective solutions.

(12) To enter into agreements with other governmental entities or private persons or entities to provide or procure services to conduct and carry out such activities as authorized by this Ordinance.

(13) To maintain the storm water system consistent with the provisions of the SWMP and this Ordinance.

(14) To direct, review and recommend for approval by Spartanburg City Council, the storm water management operating budget.

(15) To direct, review and recommend for approval by Spartanburg City Council necessary changes to the existing storm water management programs.

(16) To determine appropriate fees, to impose penalties, and to take necessary and appropriate actions to collect any fee or enforce any penalty assessed pursuant to this Ordinance. The Engineering Division shall seek approval from City Council on development and revision of the fee and penalty schedules.

Sec. 3.2 Prohibitions and Exemptions.

No person shall (1) develop any land, (2) engage in any industry or enterprise, (3) construct, operate or maintain any landfill, hazardous waste treatment, disposal or recovery facility, or any other industrial or related facility, (4) dispose of any hazardous or toxic substance or other pollutant or (5) otherwise allow the transport of sediment and other pollutants associates with storm water runoff beyond property boundaries without having provided for compliance with this Ordinance.

The following development activities are exempt from the provisions of this Ordinance.

(a) Land disturbing activities undertaken on forestland for the production and harvesting of timber and timber products and conducted in accordance with best management practices and minimum erosion protection measures established by the South Carolina Forestry Commission pursuant to Section 48-18-70 of the 1976 Code of Laws of South Carolina, as amended.

(b) Land disturbing activities on agricultural land for production of plants and animals, including but not limited to: forages and sod crops, grains and feed crops, tobacco, cotton, and peanuts; dairy animals and dairy products; poultry and poultry products; livestock, including beef cattle, sheep, swine, horses, ponies, mules, or goats, including the breeding and grazing of these animals; bees, fur animals, and aquaculture. The construction of an agricultural structure that requires the disturbance of 5,000 square feet or more of land, such as, but not limited to, broiler houses, machine sheds, repair shops, coops, barns, and other major buildings shall require the submittal and approval of a Land Disturbance permit prior to the start of the land disturbing activity.

Sec. 3.3 Design and Engineering Standards.

Design and engineering standards must define the desired level of quality and performance for storm water management systems on all land disturbance projects and existing facilities in order to meet the purpose of this Ordinance. The standards establish the minimum technical requirements needed to express compliance through calculations, maps and drawings, or others as necessary.

The Engineering Division is authorized to develop and adopt policies, criteria, specifications, and standards for the proper implementation of the requirements of this Ordinance, Federal and State laws and the SWMP and to provide a sound technical basis for the achievement of storm water management, including water quality and quantity objectives. These standards shall be presented for use in the Storm Water Management Design Manual. The standards defined in the most current version of the Manual shall serve as the requirements to meet this Ordinance. The City Engineer (with the approval of the City Manager or their designee) may amend the Storm Water Management Design Manual on occasion to reflect any significant changes in engineering practices or regulatory practices. Reasonable public notice of any substantial amendments to the Storm Water Management Design Manual shall be provided.

It shall be the responsibility of the property owner, lessee or person responsible for land disturbing activities to provide adequate controls to meet the design and engineering standards.

Sec 3.4 Land Disturbance Permit Application Process.

All construction activities that result in land disturbing activities shall require the creation and submittal of a Land Disturbance Permit Application for review by the Engineering Division.

It shall be the responsibility of the applicant (property owner, lessee or person responsible for land disturbing activities) to provide a complete Land Disturbance Application Package

that meets all the requirements of this Ordinance, the SWMP, and other State and Federal regulations.

Sec. 3.5 Storm Water Management Design Manual.

Minimum requirements shall be established for processes and guidance regarding the evaluation and implementation of land disturbing or pollutant discharging activities and the design of storm water management conveyances and facilities in the City of Spartanburg. The Engineering Division is authorized to develop and adopt additional policies, criteria, processes, specifications, and standards for the proper implementation of the requirements of this Ordinance, Federal and State laws and the SWMP in a Storm Water Management Design Manual. The Manual shall include design standards, procedures and criteria for conducting hydrologic, hydraulic, pollutant load evaluations, and downstream impact for all components of the storm water management system. Although the intention of the manual is to establish uniform design practices, it neither replaces the need for engineering judgment nor precludes the use of information not presented. Other accepted engineering procedures may be used to conduct hydrologic, hydraulic and pollutant load studies if approved by the Engineering Division.

The Manual may be updated periodically to reflect the advances in technology and experience gathered with time. The most current version shall be used by the City of Spartanburg for conveyance and BMP design, construction and maintenance.

Sec. 3.6 Property/Lessee Participation and Responsibilities

(a) Property owners and Lessees are responsible for maintaining storm water quantity and quality facilities and all conveyance structures located on their property. Prior to the issuance of a Land Disturbance Permit, the property owner or lessee shall execute a legal document entitled “Storm Water Management Facility Ownership and Maintenance Agreement” (“The Covenants”). The property owner or the lessee, as the case may be, shall record the Covenants in the Office of the Spartanburg County Register of Deeds. The location of the facility, the recorded location of the Covenants document, and a note stating the property owner’s or Lessee’s responsibility shall be shown on a plat, or in the case of a Lessee, as an exhibit attached to the Lessee’s Covenants, that is also recorded in the Office of the Spartanburg County Register of Deeds. In the case of a lessee, the property owner shall be named on any Covenant and be required to conduct maintenance activities upon the termination of a lease agreement.

(b) The property owner or lessee shall grant to the City of Spartanburg a perpetual, non-exclusive, transferable easement from a public street that allows for public inspection and emergency repair of all components of the drainage system, including all conveyances and all water quantity and quality control facilities. At the request of the City Engineer or his designee, the property owner or lessee shall grant to the City of Spartanburg right-of-ways.

(c) Storm water quantity and quality control facilities shall be located so that required easements can be effectively used and ownership and maintenance responsibility can be clearly defined in deeds and plats.

(d) The City of Spartanburg shall reserve the right to accept ownership and maintenance of all or part of a storm water system.

(e) The Covenants shall specify minimum maintenance requirements to be performed at necessary intervals by the property owner or lessee, as the case may be.

(f) If a facility or any portion of the storm water system is not being maintained as required, the City Engineer or his designee will notify the property owner or Lessee, as the case may be, in writing. If property owner or Lessee, as the case may be, fails to repair or maintain the facility within the allotted time, the Engineering Division may authorize the work to be performed by the City or others. In such cases, the property owner or Lessee, as the case may be, shall reimburse the City for its direct and related expenses. If the property owner or Lessee, as the case may be, fails to reimburse the City, the City is authorized to file a lien for said costs against the property or the Lessee's leasehold interest, as the case may be, and to enforce the lien by judicial foreclosure proceedings.

(g) A property owner or lessee may hire or contract others to perform necessary maintenance actions, but The City of Spartanburg will hold the person named in the Covenants as the responsible party should legal actions described in (f) be necessary.

(h) When the City Engineer or his designee determines that additional storage capacity or pollution reduction beyond that required by the applicant for on-site storm water management is necessary in order to enhance or provide for the public health, safety and general welfare, to correct unacceptable or undesirable existing conditions or to provide protection in a more desirable fashion for future development, The City of Spartanburg may:

(1) require that the applicant grant any necessary easements over, through or under the applicant's property to provide access to or drainage for such a facility;

(2) require that the applicant attempt to obtain from the owners of property over, through or under where the storm water management facility is to be located, any easements necessary for the construction and maintenance of same (and failing the obtaining of such easement The City of Spartanburg may, at its option, assist in such matter by purchase, condemnation, dedication or otherwise with any cost incurred thereby to be paid by The City of Spartanburg);

(3) require additional storm water controls that may include additional storage or treatment capacity.

Sec. 3.7 Maintenance, Construction, Inspection, and Notice of Termination (NOT)

Maintenance of the storm water management system is critical for the achievement of its purpose of controlling storm water runoff quantity and quality and the short-term and long-term public health, safety, and general welfare of the citizens of The City of Spartanburg.

(a) A permanent maintenance plan for the storm water management system shall be included in the Land Disturbance Permit Application. As part of the maintenance plan, the property owner or lessee of such facility shall specifically agree to be responsible

for permanent maintenance. In order to transfer maintenance responsibility, a letter of acceptance by the new owner(s) accepting permanent maintenance responsibility shall be filed with the Engineering Division.

(b) As part of the Land Disturbance Permit Application, the applicant shall submit construction and BMP maintenance and inspection schedules. Required and recommended schedules for BMP maintenance and inspection are to be provided in the Storm Water Management Design Manual.

(c) If the construction is to be phased, no stage work, related to the construction of storm water management facilities shall commence until the preceding stage of work is completed in accordance with the approved Land Disturbance Permit.

(d) The permittee shall notify the City Engineer or his designee before commencing any work to implement the approved Land Disturbance Permit and upon completion of any phase or designated component of the site. The contractor and/or owner shall hold a pre-construction conference a minimum of 48-hrs prior to the commencement of work. All self-inspections, maintenance actions, BMP replacements, and changes to the approved Land Disturbance Permit shall be documented and presented upon request to the City Engineer or his designee.

(e) The permittee shall notify the Engineering Division that the site, or portion of the site, is sufficiently stabilized to begin the NOT process. If portions of the site are to be completed prior to others (e.g. phased construction), a proposed schedule shall be included in the approved Land Disturbance Permit. The NOT process shall at a minimum require:

(1) a final plat showing the location of all storm water easements and responsible party for the maintenance of the system. References shall be made to any and all ownership and lessee Covenants established for ensuring the maintenance and long term functioning of the storm water system. The plats shall also show conflicts with other new or existing easements;

(2) documentation from the owner of the approved Land Disturbance Permit, including any revisions and as-built construction drawings, inspection reports, and storm water system ownership transfers;

(3) verification that all components of the storm water management system meet the approved Land Disturbance Permit and specifications or achieve the function for which they were designed. In addition, the site shall be cleared of all construction trash and debris from the storm water system and the site as a whole;

(4) a final inspection conducted by the City Engineer or his designee.

(f) Permit Notice of Termination (NOT) procedures shall be developed by the Engineering Division and shall include inspection procedures to assure that the work has been carried out in accordance with the permit and this Ordinance. The project NOT process may include phasing so that portions of a project can be closed out at various time periods and provided that the necessary documentation is submitted for approval. This process and documentation requirements are detailed in the Storm Water Management Design Manual.

(g) The NOT process must be completed by the Engineering Division prior to:

(1) The use or occupancy of any newly constructed components of the site.

(2) Final acceptance of any road for maintenance, or designation of road owner and associated storm water management system.

(3) Release of any bond or other security held by **The City of Spartanburg**.

(4) Approval and/or acceptance for recording of map, plat, or drawing, the intent of which is to cause a division of a single parcel of land into two or more parcels.

(5) Reimbursement of any infrastructure costs pursuant to an agreement between the developer and the City of Spartanburg.

Sec. 3.8 Watercourse Protection

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

To assist in the compliance with State and Federal laws and regulations, the Engineering Division shall develop special protection areas which require additional control of storm water quality and quantity than provided by minimum design standards. Such areas may consist of watersheds corresponding to adopted TMDLs, known flooding problems and pollution impairments, or other areas necessary to protect, maintain, and enhance water quality and the environment of The City of Spartanburg and the public health, safety, and general welfare of the citizens of The City of Spartanburg. These areas can be expected to change with time as development continues and federal and state law demands. These special protection areas shall be identified for the public through maps and other publications by the Engineering Division through the Storm Water Management Design Manual and other means.

New storm water systems created as the result of any new and re-development project shall be connected to the existing drainage system in a manner so as not degrade the integrity of the existing system, whether natural or manmade, and shall have demonstrated this to the Engineering Division prior to issuance of the NOT. Discharge points shall be confined to connections with an existing natural or man-made drainage system. When storm water discharges are to flow into collection systems not owned and maintained by The City of Spartanburg, the owners of all such systems, private or public, shall be notified and provided the opportunity to review such plans. The owners of these systems shall maintain the right to disapprove connections to their system. Private systems shall include all those on private property, including private ponds. Inline ponds shall be included as jurisdictional waters of the State and are not included as private systems, but instead protected by this Ordinance as any other water of the State.

Sec. 3.9 Notification of Spills

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation and maintenance, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or waters of the State, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. The person shall also take immediate steps to ensure no recurrence of the discharge. In the event of such a release of hazardous materials, including but not limited to oils, greases, engine fluids and fuels, chemicals, herbicides and pesticides, and fertilizers, said person shall immediately notify all necessary agencies of the occurrence via emergency dispatch services. This shall include the City of Spartanburg Public Safety Department and Engineering Division. Notifications shall be confirmed by written notice addressed and mailed to the Engineering Division within five (5) business days of the spill event. In the event of a release of non-hazardous materials, said person shall record an on-site written record of the spill. The owner or operator of such establishment shall retain an onsite written record of any and all spills that will include information on cleanup measures taken and the actions to prevent its recurrence. Such records shall be retained for at least five (5) years. Failure to provide notification of a release as provided above is a violation of this ordinance.

The owner, operator, or other designated responsible party will bear all costs of cleaning up any spills. In the event that the City of Spartanburg departments clean up a spill, the owner, operator, or designated responsible party will be required to reimburse the City for funds used in the clean-up. If not reimbursed, a lien in the amount of the clean up cost will be placed on the property.

Sec 3.10 Reserved.

DIVISION 4 DETECTION AND REMOVAL OF ILLICIT CONNECTIONS AND DISCHARGES AND IMPROPER DISPOSAL

Sec. 4.1 Illicit Connections and Illicit Discharges.

(a) It is unlawful for any person to connect any pipe, open channel, or any other conveyance system that discharges anything, except storm water or unpolluted water which is approved by the Engineering Division, into the MS4 or a Water of the State.

(b) It is unlawful for any person to continue the operation of any such illicit connection regardless of whether the connection was permissible when constructed. Improper connections in violation of this ordinance must be disconnected and redirected, if necessary, to the satisfaction of the City Engineer or his designee and any other federal, state, or local agencies or departments regulating the discharge.

(c) It is unlawful for any person to throw, drain, or otherwise discharge to the City's MS4 or to the waters of the State or to cause, permit, or allow a discharge that is composed of anything except storm water or unpolluted water which is approved by the Engineering Division.

(d) The Engineering Division shall develop procedures for detecting, tracking, and eliminating illicit discharges and improper disposals to the storm water system.

(e) The City Engineer or his designee may require controls for or exempt from the prohibition provision in (a), (b), and (c) above the following, provided that a reasonable determination is made that they are not a significant source of pollution:

(1) Unpolluted industrial cooling water, but only under the authorization and direction of the County Engineer or his designee and appropriate NPDES permit.

(2) Water line flushing performed or required by a government agency, diverted stream flows, rising ground waters, and unpolluted pumped ground waters, and unpolluted ground water infiltration.

(3) Discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual car washing, dechlorinated swimming pool discharges, flows from riparian habitats and wetlands, and street wash water.

(4) Discharges or flows from fire fighting.

(5) Other similar occasional incidental non-storm water discharges.

Sec. 4.2 Detection of Illicit Connections and Improper Disposal.

(a) The Engineering Division shall take appropriate steps to detect and eliminate illicit connections to the City of Spartanburg storm water system, including the adoption of a program to screen illicit discharges and identify their source or sources, perform inspections, and levy fines if not removed.

(b) The Engineering Division shall take appropriate steps to detect and eliminate improper discharges. These steps may include programs to screen for disposal, programs to provide for public education and public information, inspection, levy fines, and other appropriate activities to facilitate the proper management and disposal of used oil, toxic materials, and household hazardous waste.

Sec 4.3 Waste Disposal Prohibitions.

No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, left, or maintained, in or upon any public or private property, driveway, parking area, street, alley, sidewalk, component of the storm drain system, or water of the U.S., any refuse, rubbish, garbage, litter, pet fecal matter, or other discarded or abandoned objects, articles, and accumulations, so that the same may cause or contribute to pollution. Yard debris, including natural foliage, may be deposited in the public right of way but not in or on any storm water conveyance structures, including inlets and gutters, but only if a collection service is available. Wastes in proper waste receptacles may be placed in the street for collection, but again only if collection by or through the City of Spartanburg is in place. No waste or yard debris shall be placed in the street without such a collection service.

Sec. 4.4 Discharges in Violation of Industrial or Construction Activity NPDES Storm Water Discharge Permit.

Any person subject to an industrial or construction activity NPDES Storm Water Discharge Permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the City Engineer or his designee prior to or as a condition of the issuance of a Land Disturbance Permit, and/or a building permit.

Sec. 4.5 Reserved.

DIVISION 5 MONITORING AND INSPECTIONS

Sec.5.1 Monitoring.

The Engineering Division may monitor the quantity and concentration of pollutants in storm water discharges from the areas and/or locations designated in The City of Spartanburg's SWMP.

Sec. 5.2 Inspections.

(a) The City Engineer or his designee, bearing proper credentials and identification, may enter and inspect all properties for regular inspections, periodic investigations, monitoring, observation measurement, enforcement, sampling and testing, to effectuate the provisions of this ordinance and the SWMP programs. The City Engineer or his designee shall duly notify the owner of said property or the representative on site and the inspection shall be conducted at reasonable times.

(b) Upon refusal by any property owner to permit an inspector to enter or continue an inspection, the inspector shall terminate the inspection or confine the inspection to areas concerning which no objection is raised. The City Engineer or his designee shall document the refusal and the grounds for such and promptly seek appropriate compulsory process.

(c) In the event that the City Engineer or his designee reasonably believes that discharges from the property into the City of Spartanburg MS4 may cause an imminent and substantial threat to human health or the environment, the inspection may take place at any time and without notice to the owner of the property or a representative on site. The inspector shall present proper credentials upon reasonable request by the owner or representative.

(d) Inspection reports shall be maintained in a permanent file located in the **Engineering Division's** office.

Sec. 5.3 Reserved.

DIVISION 6 ENFORCEMENT, PENALTIES, AND ABATEMENT

Sec. 6.1 Enforcement.

(a) Upon the determination that a violation of any of the provisions of this Ordinance has occurred the City Engineer or his Designee may give timely actual notice at the property where the violation has occurred or at the address of the permit holder and shall give written notice to the violator within fifteen (15) days. The notice shall specify: the nature of the violation, the proposed penalty, and the amount of time in which to correct deficiencies if appropriate. It shall be sufficient notification to deliver the notice to the person to whom it is addressed, or to deposit a copy of such in the United States mail, properly stamped, certified and addressed to the address used for tax purposes.

(b) Any person found guilty of violating any provision of the Ordinance by the Municipal Court of the City of Spartanburg shall be subject to penalties of not more than $500 a day for each violation. Each separate day of a violation constitutes a new and separated violation. Any person who is negligent willful or intentional in their violation of the Ordinance may be found guilty of a misdemeanor and may be subject to $500 a day for each violation and may be imprisoned for up to thirty (30) days.

(c) The City Engineer is authorized to suspend work or revoke any permit issued for Land Disturbance activities if the City Engineer determines that the work or project fails to conform to an approved Land Disturbance Permit. The notice to suspend work or revoke any permit must be in writing and may be posted on site or delivered to project owner, permit holder, or contractor performing on-site work. The written notice of violation shall provide a description of work deficiencies and an appeal process. Any notice to suspend or permit revocation may be appealed to the City Manager or his designee within 10 days of date of notice. A decision of the City Manager or his designee may be appealed to the Storm Water Appeal Board.

Sec. 6.2 Appeals of City Engineer.

(a) Any person aggrieved by the decision or NOV of the City Engineer may appeal the same by filing a written notice of appeal with the City Manager within thirty (30) days of the issuance of the decision or the NOV of the person to whom the decision or NOV is directed fails or neglects to appeal the notice of the violation of thirty (30) days of the issuance of the decision or NOV, the decision or violation becomes final. The City Manager will review the appeal or either reverse the decision or send the decision and notice to the Stormwater Appeal Board.

(b) The notice of appeal shall state the specific reasons why the violation or decision of the City Engineer is alleged to be in error.

(c) The Stormwater Appeal Board shall hear and determine such appeals in a quasi-judicial capacity within thirty (30) days of the receipt of the City Engineer's notice or such other times as may be mutually agreed upon and will render a decision within ten (10) working days after the appeal has been heard.

(d) Any person aggrieved by the decision of the Stormwater Appeal Board may appeal the decision to the Court of Common Pleas in accordance with its rules and procedures.

Sec. 6.3 Additional Legal Measures.

(a) Where the City of Spartanburg is fined and/or placed under a compliance schedule by the state or federal government for a violation(s) of its NPDES permit, and The City of Spartanburg can identify the person(s) who caused such violation(s) to occur, The City of Spartanburg may pass through the penalty and cost of compliance to that person(s).

(b) The City Attorney may institute injunctive, mandamus or other appropriate action or proceedings at law or equity, including criminal conviction, for the enforcement of this Ordinance or to correct violations of this Ordinance, and any court of competent jurisdiction shall have the right to issue restraining orders, temporary or permanent injunctions, mandamus or other appropriate forms of remedy or relief.

Sec. 6.4 Criminal Penalties.

In addition to any applicable civil penalties, any person who negligently, willfully or intentionally violates any provision of this Ordinance shall be guilty of a misdemeanor and shall be punished within the jurisdictional limits of City of Spartanburg municipal court. Each day of a violation shall constitute a new and separate offense.

Sect. 6.5 Corrective Action.

In the event a violation of this Ordinance has not been corrected within the applicable time period for correction, The City of Spartanburg, or its contractor, may enter upon the lot or parcel of land and correct the violation, and the costs incurred as a result of such action (including inspection, administration, labor and equipment costs) shall be collected from the bond, if in place and sufficient to cover such costs, or shall become a lien upon the property and shall be collected in the same manner as the City of Spartanburg taxes are collected.

Sec. 6.6 Stop Work.

Any person who shall proceed with any work which requires a Land Disturbance Permit hereunder without first submitting a plan and obtaining the permit, where applicable, shall have automatically placed on the subject property a stop work order which may carry with it a civil penalty. A stop work order shall be issued on all projects proceeding without a pre-construction conference. The stop work order may allow or require correction of NOV issues, but shall otherwise stop all other project related activities. Any person in violation of a stop work order is subject to payment of all fees, bonds, and penalties prior to the lifting of the stop work order. The land disturbance permit applicant is responsible for scheduling a pre-conference meeting before construction begins

Sec. 6.7 Permit Suspension and Revocation.

A Land Disturbance permit may be suspended or revoked if one or more of the following violations have been committed:

(a) violations of the conditions of the Land Disturbance Permit Application approval,

(a) construction is not in accordance with the letter or intent of the approved plans,

(b) non-compliance with correction notice(s) or stop work order(s), or

(c) the existence of an immediate danger to a downstream area in the judgment of the City Engineer or his designee.

Sec. 6.8 Reserved.

DIVISION 7 VARIANCES

Sec. 7.1 Management Variances.

The Storm Water Appeals Board may grant a variance from the requirements of this ordinance if exceptional circumstances applicable to a site exist such that strict adherence to the provisions of the ordinance will result in unnecessary hardship and will not fulfill the intent of the ordinance.

A written request for a variance shall be required and shall state the specific variance sought and the reasons, with supporting data, a variance should be granted. The request shall include all information necessary to evaluate the proposed variance.

Any person aggrieved by the decision of the Board may appeal such decision to the Spartanburg County Circuit Court.

Sec. 7.2 Reserved.

DIVISION 8 APPEALS

Sec. 8.1 Appeals Process.

Any person aggrieved by a decision or Notice of Violation of the City Engineer or his designee may appeal the same by filing a written notice of appeal with the Stormwater Appeals Board within thirty (30) days of the issuance of said decision or Notice of Violation. If the person to whom the decision or notice of violation is directed fails or neglects to appeal the notice of violation within thirty (30) days of the issuance of said decision or Notice of Violation, the decision or violation becomes final.

The Stormwater Appeals Board will review the appeal. The notice of appeal shall state the specific reasons why the violation or decision of the Engineering Division is alleged to be in error.

The Stormwater Appeals Board shall hear and determine such appeals in a quasi-judicial capacity within thirty (30) days or such other times as may be mutually agreed upon and will render a decision within ten (10) working days after the appeal has been heard.

Any person aggrieved by the decision of the Stormwater Appeals Board may appeal the decision to the Spartanburg County Circuit Court in accordance with its rules and procedures.

Sec. 8.2 Reserved.

DIVISION 9 CHARGES AND FEES

Sec. 9.1 Funding.

In addition to all other charges, fees, and penalties, The City of Spartanburg shall have the right to develop and impose a Storm Water Service Fee to fund implementation of this Storm Water Management Ordinance and its associated programs and plans. Establishment and revision of such fees shall be approved by the Spartanburg City Council.

Sec. 9.2 Connection to Conveyances.

The Engineering Division shall have the right to establish a schedule of appropriate fees for any person or property owner establishing a new discharge to waters of the State within the City of Spartanburg or to a wet weather conveyance. Such fee shall be payable as part of any permit application or submission, regulating the discharge of storm water runoff (i.e. plan review fees). Permit fees shall be established on the basis of facility classes relating to the quantity and quality of permitted discharge. Establishment and revision of such fees shall be approved by the Spartanburg City Council.

Sec. 9.3 Field inspection.

Costs associated with field inspection of land development or construction activities other than those routinely performed by the Engineering Division as part of compliance monitoring shall be assessed a fee representing the cost in labor, equipment, and materials expended in the conduct of the inspection. Establishment and revision of such fees shall be approved by the Spartanburg City Council.

Sec. 9.4 Plan Review.

A fee associated with the plan review of land development construction documents shall be assessed. Establishment and revision of such fees shall be approved by the Spartanburg City Council.

Sec.9.5 Reserved.

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

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ILLICIT DISCHARGE DETECTION AND ELIMINATION PLAN FOR CITY OF SPARTANBURG, SC

The City of Spartanburg's Storm water Ordinance defines an illicit discharge as any discharge to a municipal separate storm sewer system (MS4) conveyance that is not composed entirely of storm water, except as exempted by the ordinance. In order to comply with NPDES General Permit for Storm water Discharges from a MS4, the City of Spartanburg must develop a plan to detect and eliminate illicit discharges into the MS4. Examples of common illicit discharges that should be eliminated are as follows:

- Materials, such as used motor oil, paints, or solvents, that have been dumped into a storm drain.
- Sanitary wastewater piping that is directly connected from a home to a storm drain
- Cross-connections between the sanitary sewer and storm sewer systems
- Damaged sanitary sewers that are leaking into storm sewers
- Effluent from failing septic systems
- Improper washing of concrete trucks
- Sediment laden runoff from construction sites
- Improper disposal of restaurant grease
- Leaking dumpsters
- Fuel spills
- Automotive fluids that drip from vehicles onto parking lots

This document outlines the City of Spartanburg's strategy to detect and eliminate illicit discharges to the MS4 within the regulated area. This plan includes an outfall screening procedure, a source identification procedure, and an inspection checklist.

STORM SEWER MAP DEVELOPMENT

An outfall is defined as a point source discharge via a conveyance of storm water runoff into a water of the regulated area. The City of Spartanburg must map all storm water outfalls in the MS4 that are under the city's control in order to comply with the NPDES General Permit for Storm water Discharges from a MS4. The maps that will be created as a result of complying with these regulations will be used to assist in the dry weather screening process of the outfalls.

DRY WEATHER OUTFALL SCREENING

The City of Spartanburg will perform dry weather screening on storm water outfalls with a pipe diameter of fifteen inches or larger. For the purpose of this plan, dry weather shall be defined as a period in which there has been no more than one-tenth (0.1) of an inch of rain within a seventy-two (72) hour period.

Field inspectors will observe and document physical observations at each storm water outfall. In the event that an outfall is discharging during dry weather and physical observations warrant, the inspector will contact the Storm Water Manager who will then contact a Contractor. The Contractor will conduct and document a series of in-field water quality tests in order to attempt to identify pollutants in the discharge. If physical observations and in-field tests suggest water quality problems, the Contractor may also choose to collect additional samples for further

laboratory analysis. Examples of the tests that might be done, as well as the reasons for such tests, are shown in the following table:

WATER QUALITY TEST REASON FOR TEST

Conductivity	Used as indicator of dissolved solids
Temperature	Sanitary wastewater and industrial cooling water can substantially influence outfall temperatures; this is most useful during cold weather
pH	Extreme pH values may indicate commercial or industrial flows; not useful in determining the presence of sanitary wastewater
Ammonia – Nitrogen	High levels can be an indicator of the presence of sanitary wastewater
Phosphorus	Used to indicate the presence of sanitary wastewater
E. Coli	Used to indicate the presence of sanitary wastewater
Metals	Dissolved iron exposed to sir oxidizes and reduces dissolved oxygen levels
Optical Brighteners	Used to indicate the presence of laundry detergents (which often contain fabric whiteners, which causes fluorescence)

The inspector will utilize the outfall inspection checklist at the end of this document in order to accurately record all outfall observations.

SOURCE IDENTIFICATION

The City of Spartanburg will attempt to identify the source of all dry weather discharges. However, since most dry weather discharges will not be constant, identifying the source of all illicit discharges may not be possible. The City will also concentrate efforts on identifying any illicit discharges from "high risk" businesses. (ex. facilities that have NPDES permit coverage associated with Industrial activity, Oil Changing stations, etc.). A list of "high risk" facilities is included at the end of this document. Outfalls that drain directly into the two creeks with developed TMDL's will also receive priority status. (Fairforest Creek, Lawson's Fork Creek, TMDL Fecal Coliform for both creeks)

For each dry weather discharge, the inspector, after conducting the visual observations and outfall testing, will attempt to determine the general location from which the discharge originates. If the inspector can determine the general location from which the discharge originates, he or she will then continue upstream so that he or she can attempt to pinpoint the source or general vicinity from where the discharge is originating. If the inspector cannot identify the specific source through visual observation, a dye test, smoke test, video inspection, or other techniques not described in this plan may be used in order to attempt to determine the source of the discharge.

Dye Testing

If an inspector is able to narrow down the likely source of a discharge to a reasonable number of homes or businesses, the inspector may perform a dye test one building at a time. In order to conduct this test, non-toxic dye will be poured into plumbing fixtures. Storm sewer outfalls will then be monitored to check for presence of the dye. Prior to performing this test, building owners and occupants will be contacted by the City in order to obtain permission to enter the building and conduct the test.

Prior to conducting a dye test, the City of Spartanburg Public Works Department and Spartanburg Water System will be notified so that they will be prepared to respond to any calls or questions regarding the dye.

A minimum of two inspectors are needed to conduct dye testing. One inspector will be located inside the building suspected of generating the illicit discharge, and one inspector will be stationed outside at downstream MS4 conveyances and/or outfalls. The inspector located inside the building will flush the dye down the plumbing fixtures, while the outside inspector will be watching for the dye in the MS4 and/or outfalls and recording the presence or absence of the dye.

Smoke Testing

A smoke test involves injecting non-toxic smoke into storm sewer lines and then noting the emergence of smoke from sanitary sewer vents in illegally connected buildings or from cracks and leaks in the storm sewer lines.

Video Inspection

Video inspection is done by guiding a mobile video camera through the storm drain pipe to locate the actual connection producing the illicit discharge. Video testing shows flows and leaks within the pipe that may indicate an illicit discharge, and it can also show cracks or other pipe damage that allow illicit discharges to flow into the storm drainage pipe.

Identification of Facilities that have NPDES Permit coverage for storm water discharge associated with Industrial activity in the MS4 area.

All active permitted facilities located within the City of Spartanburg MS4 area (as of Sept 2008) that discharge into the City MS4 conveyance are shown in Appendix A of this document.
This list will be updated annually to ensure that the list is current. This listing will assist in identifying potential pollutants of concern as well as potential sources of illicit discharges.

List of High Risk Businesses

Oil Changing Facilities
Facilities with NPDES permitted Storm water discharge associated with industrial activity.

Appendix G
Enforcement Response Plan

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The City of Spartanburg
Enforcement Response Plan (ERP)

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

December 2018

Prepared in accordance with SCDHEC Permit #SCR030000

ENFORCEMENT RESPONSE PLAN
The City of Spartanburg
South Carolina

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I. INTRODUCTION

This Enforcement Response Plan (ERP) document was developed as a guidance manual for identifying specific violation types and defining the City of Spartanburg's response to violations of The Stormwater Management Ordinance for the City of Spartanburg (Division 6, July 2008). The goals of the Enforcement Response Plan are to:

1) Deter future noncompliance by the violator and other members of the regulated community,

2) Ensure that violators do not obtain economic benefit or advantage over competitors through noncompliance, and

3) Apply fair and consistent enforcement actions to the regulated community throughout the City.

Upon determination that a violation of any provisions referenced above has occurred, the City may choose to assess and make a written demand for payment of a Civil Penalty. In addition to any applicable Civil Penalties:

- Any person(s) or entity that negligently or intentionally violates any provision of the above shall be guilty of a misdemeanor and shall be punished within the jurisdictional limits of the municipal court.
- If the City of Spartanburg must perform corrective action due to continued non-compliance, then the costs incurred as a result of such action shall be reimbursed to the City of Spartanburg by the owner or operator.
- If the City of Spartanburg is fined and/or placed under a compliance schedule by the state or federal government for a violation(s) of its NPDES permit and can identify the person(s) or entity who caused such violation(s) to occur, then the City of Spartanburg may pass through the penalty and cost of compliance to that person(s) or entity.

This ERP document is for the use of the City of Spartanburg personnel. The City of Spartanburg reserves the right to change this document at any time, without prior notice, or to act at variance to this document. This document does not create any rights, implied or otherwise, to any third parties.

II. ENFORCEMENT ACTION DEFINITIONS

Corrective Action Request:

The Corrective Action Request is a written or verbal notice for first offenses of non-compliance with the City Ordinance, the City permit, or the approved stormwater management plan. The City Engineer or his Designee may give timely actual notice at the property where the violation has occurred or at the address of the permit holder to give them a forewarning before receiving the Notice of Violation (NOV). The purpose of the Corrective Action Request is to give notice of the deficiencies, identify expected corrective results, and provide a reasonable timeframe to the contractor prior to the City taking further action to get a problem resolved.

Notice of Violation (NOV):

The Notice of Violation is a written notice which serves as a legal requirement to remove the violation(s) to the City Ordinance, the City permit, or the approved stormwater management plan. Written notice (NOV) shall be given to the violator within fifteen (15) days. It should include the nature of the violation, the proposed penalty, and the amount of time in which to correct deficiencies if appropriate. It shall be sufficient notification to deliver the notice to the person to whom it is addressed, or to deposit a copy of such in the United States mail, properly stamped, certified and addressed to the address used for tax purposes. A stop work order may be issued or other permits may be suspended or revoked if there is continued non-compliance.

Stop Work Order:

A Stop Work Order may allow or require correction of notice of violation issues but shall otherwise stop all other project related activities. Any person in violation of a stop work order is subject to payment of all fees, bonds, and penalties prior to the lifting of the stop work order. The stop work order shall state that failure to comply may result in the suspension or revocation of any remaining permits issued for the site.

Civil Penalty:

Any person found guilty of violating any provision of the Ordinance by the Municipal Court of the City of Spartanburg shall be subject to penalties of not more than five hundred dollars ($500) per day for each violation. Each separate day constitutes a new and separate violation.

Criminal Penalty:

In addition to any applicable Civil Penalty, any person who negligently, willfully, or intentionally violates any provision of the Stormwater Management Ordinance shall be guilty of a misdemeanor

and punished by a fine not exceeding five hundred dollars ($500), imprisonment for a period not exceeding thirty (30) days, or both. Each day of a violation constitutes a separate and new violation.

Final Corrective Action:

In the event a violation of this Ordinance has not been corrected within the applicable time period for correction, the City of Spartanburg, or its contractor, may enter upon the lot or parcel of land and correct the violation, and the costs incurred as a result of such action (including inspection, administration, labor and equipment costs) shall be collected from the bond, if in place and sufficient to cover such costs, or shall become a lien upon the property and shall be collected in the same manner as the City of Spartanburg taxes are collected.

III. VIOLATION CATEGORIES

A. Construction/Permitting Violations

1. Initiation of construction activity without a site development/land disturbing/grading permit.

Any person who shall proceed with any work which requires a Land Disturbance Permit hereunder without first submitting a plan and obtaining the permit, where applicable, shall have automatically placed on the subject property a stop work order which may carry with it a civil penalty. A stop work order shall be issued on all projects proceeding without a pre-construction conference. The stop work order may allow or require correction of NOV issues, but shall otherwise stop all other project related activities. Any person in violation of a stop work order is subject to payment of all fees, bonds, and penalties prior to the lifting of the stop work order. The land disturbance permit applicant is responsible for scheduling a pre-conference meeting before construction begins.

A Land Disturbance permit may be suspended or revoked if one or more of the following violations have been committed:

(a) violations of the conditions of the Land Disturbance Permit Application approval,

(a) construction is not in accordance with the letter or intent of the approved plans,

(b) non-compliance with correction notice(s) or stop work order(s), or

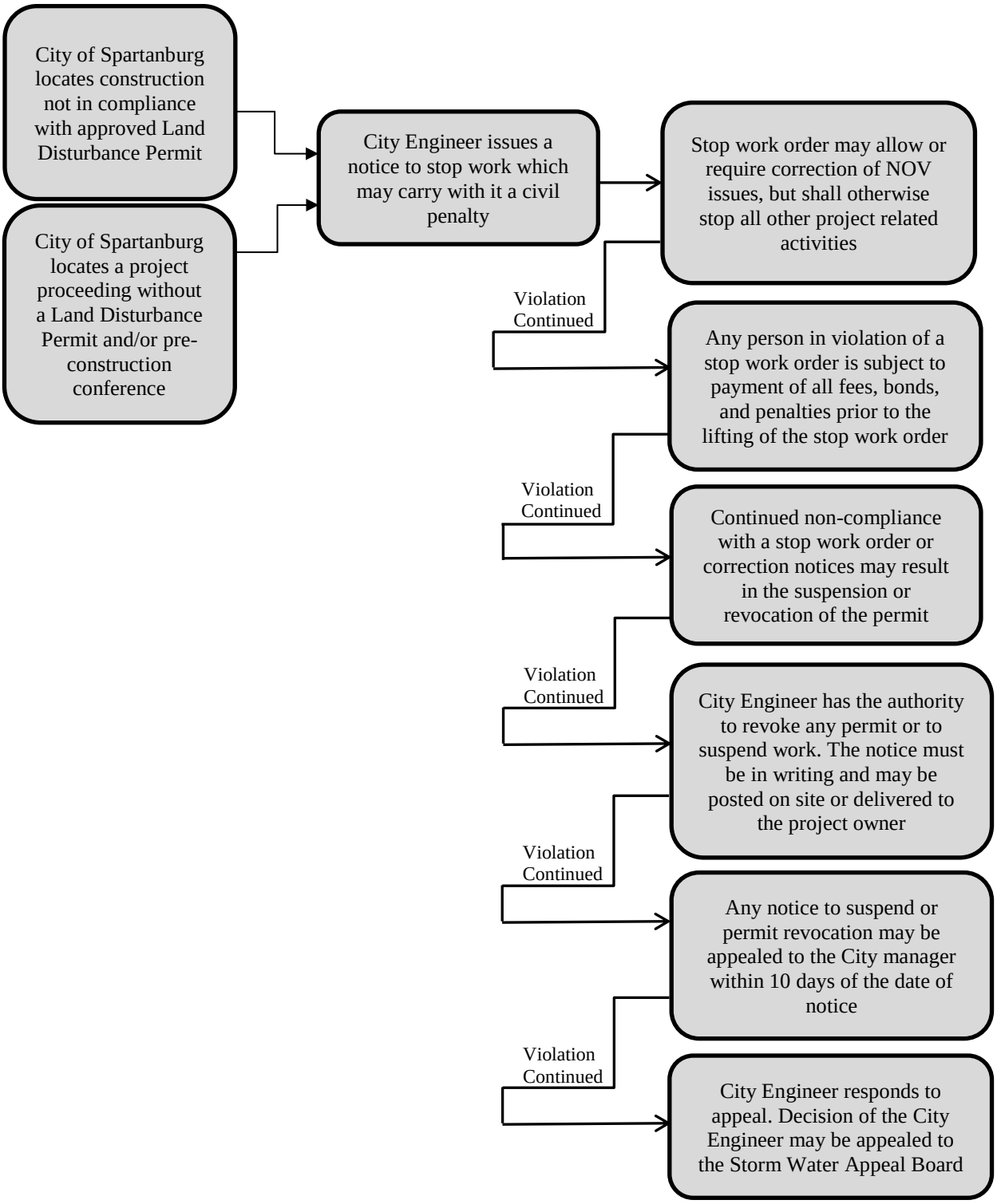
(c) the existence of an immediate danger to a downstream area in the judgment of the City Engineer or his designee.

The City Engineer is authorized to suspend work or revoke any permit issued for Land Disturbance activities if the City Engineer determines that the work or project fails to conform to an approved Land Disturbance Permit. The notice to suspend work or revoke any permit must be in writing and may be posted on site or delivered to project owner, permit holder, or contractor performing on-site work. The written notice of violation shall provide a description of work deficiencies and an appeal process. Any notice to suspend or permit revocation may be appealed to the City Manager or his designee within 10 days of date of notice. A decision of the City Manager or his designee may be appealed to the Storm Water Appeal Board.

2. Failure to Comply with Sediment/ Erosion Control Regulations

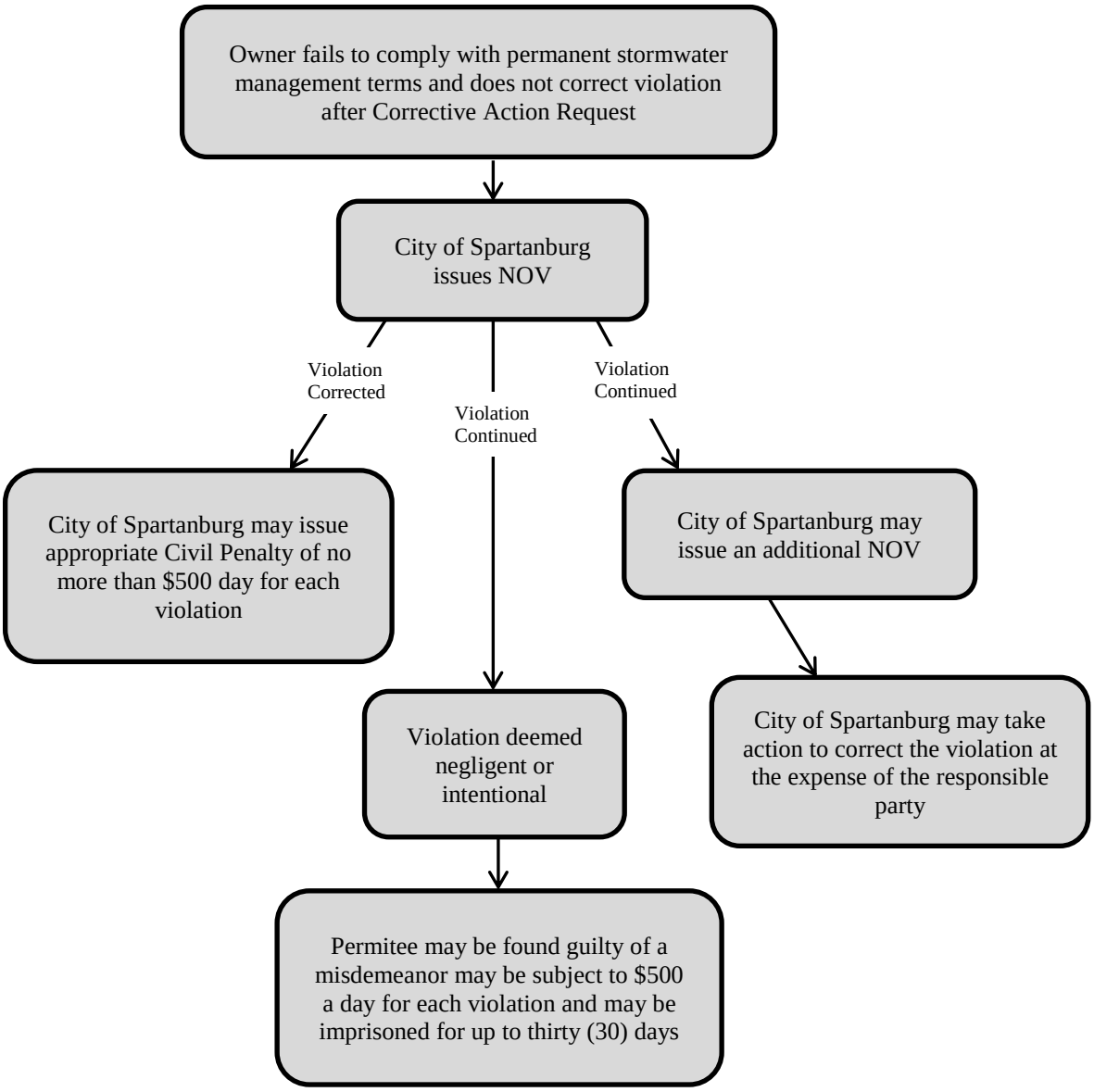
If an inspector rates the site “unsatisfactory” then the inspector (with clerical help from engineering assistant) must send out a certified letter to the owner of the property. As noted on the Notice of Intent (NOI), the letter must be sent out no later than the next day. The Certified letter must describe the violation, must give the appropriate time to have the violation corrected, and the possible action that may be taken against owner (ex: stop work order, fine). It will be up to the inspector’s discretion to send a certified letter if the site is “satisfactory” but has minor deficiencies (ex: section of silt fence down). If the owner has not corrected the noted deficiencies in the certified letter in the described time frame, then the inspector must report the

situation to the Storm Water Manager for possible escalation of action including a Stop Work Order or Fine.



B. Failure to Comply with Permanent Stormwater Management Requirements

The City of Spartanburg may issue a verbal Corrective Action Request upon initial discovery of a permanent stormwater management violation including but not limited to illicit discharge detection elimination and post construction best management practices (BMPs). The City of Spartanburg may issue a Notice of Violation (NOV) if the construction operator fails to correct violation in response to Corrective Action Request. The City will conduct follow-up inspections to ensure corrective action is provided. Additional NOV may be issued if corrective action is not provided. Appropriate Civil or Criminal Penalty may be issued. Continued non-compliance may result in the City taking it upon themselves to correct the violation at the expense of the responsible party.

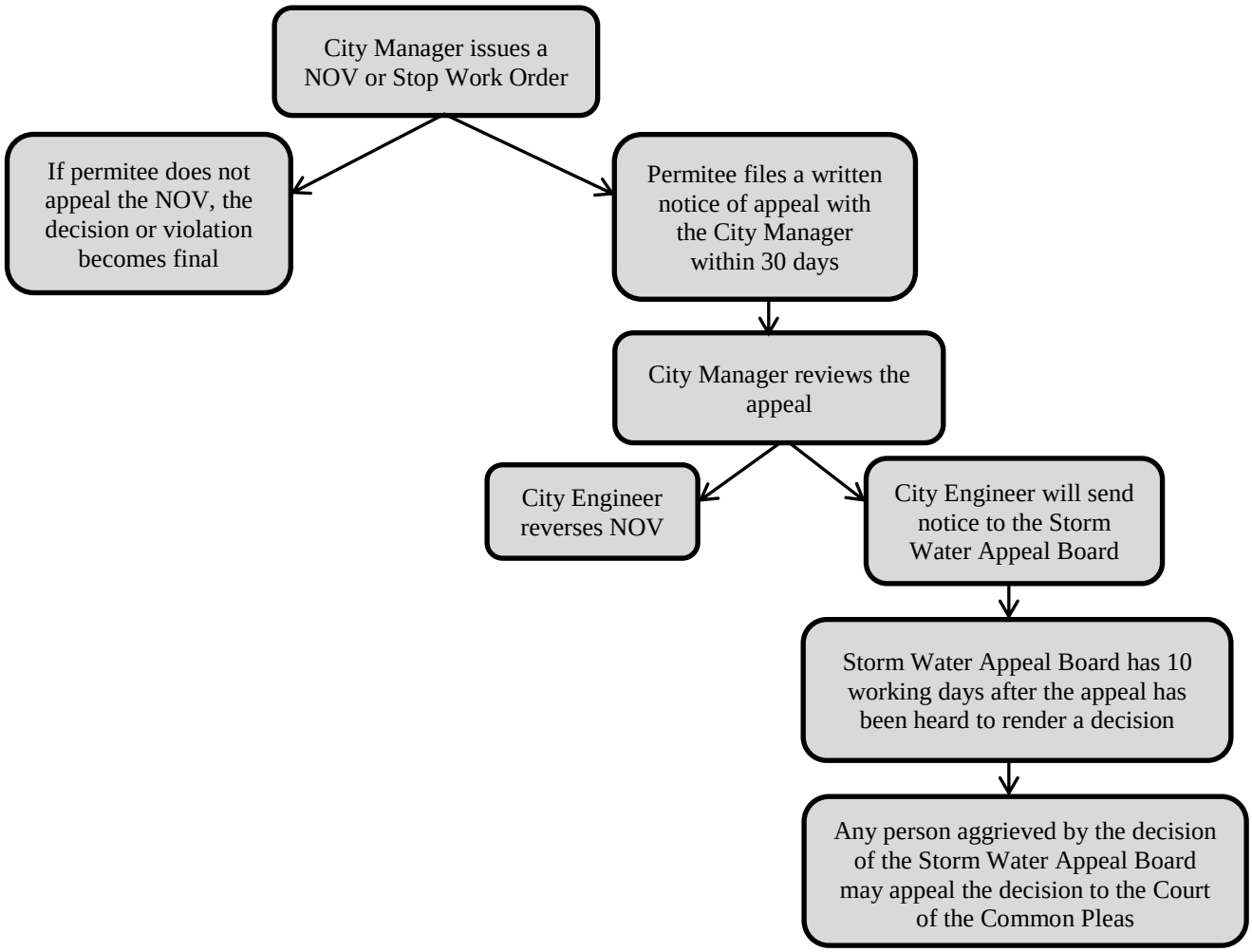


III. APPEALS PROCESS

A. Appeals to the City Engineer

Any person aggrieved by the decision or NOV of the City Engineer may appeal the NOV by filing a written notice of appeal with the City Manager within thirty (30) days of the issuance of the decision or the NOV of the person to whom the decision or NOV is directed fails or neglects to appeal the notice of the violation of thirty (30) days of the issuance of the decision or NOV, the decision or violation becomes final. The City Manager will review the appeal or either reverse the decision or send the decision and notice to the Stormwater Appeal Board. The notice of appeal shall state the specific reasons why the violation or decision of the City Engineer is alleged to be in error.

The Stormwater Appeal Board shall hear and determine such appeals in a quasi-judicial capacity within thirty (30) days of the receipt of the City Engineer's notice or such other times as may be mutually agreed upon and will render a decision within ten (10) working days after the appeal has been heard.
Any person aggrieved by the decision of the Stormwater Appeal Board may appeal the decision to the Court of Common Pleas in accordance with its rules and procedures.



B. Additional Legal Measures

Where the City of Spartanburg is fined and/or placed under a compliance schedule by the state or federal government for a violation(s) of its NPDES permit, and the City of Spartanburg can identify the person(s) who caused such violation(s) to occur, the City of Spartanburg may pass through the penalty and cost of compliance to that person(s).

The City Attorney may institute injunctive, mandamus or other appropriate action or proceedings at law or equity, including criminal conviction, for the enforcement of this Ordinance or to correct violations of this Ordinance, and any court of competent jurisdiction shall have the right to issue restraining orders, temporary or permanent injunctions, mandamus or other appropriate forms of remedy or relief.

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

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Legal Office Coding: _____

UNIVERSITY OF SOUTH CAROLINA

Contract Approval Form

- The Board of Trustees has authorized only certain University officials to sign contracts on behalf of the University of South Carolina. Please read University policy BTRU 1.04 Authority to Sign Contracts or the summary on the following page to insure compliance.
- This form is to be completed and **two copies submitted with two* copies of the proposed contract** to the Office of General Counsel, which is located in the Osborne Administration Building. The originating party should retain a copy of this form.

***Please submit three copies of the proposed contract if it has not yet been signed by the non-University entity.**

1. **COLLEGE/DEPARTMENT NAME:** College of Science and Technology

Direct Contract Questions To: Jack Turner Phone: (864) 503-5728

Return To: Jeannie Chapman (Name) | Arts and Sciences (Building) | 114 (Room Number)

2. **CONTRACT WITH:**

Name: City of Spartanburg

3. **DESCRIPTION:** (Goods and/or services to be procured, physical location, etc.)

The Watershed Ecology Center (WEC) will provide 50 programs to elementary and secondary schools and 5 programs to civic organizations within the City of Spartanburg in exchange for $5000 provided by the City.

4. **CONTRACT TERMS:**

Start Date: 8/1/2019 End Date: 7/31/2020 Renewal of Contract No.: _____ Contract Value: $5,000 (approximate if necessary)

5. **LEGAL DEPARTMENT REVIEW:**

_____ (Date) | _____ (Name) | _____ (Signature)

6. **CERTIFICATION OF REQUESTING PARTY:**

I have read this contract entirely. I am satisfied with its description of the goods and services to be provided to the University (including, for example, warranties, delivery terms, acceptance period, and maintenance terms). I am also satisfied with the description of the University's obligations (including, for example, payment due dates, late charges, tax charges, insurance, and confidentiality requirements) and all other provisions of this contract, except as noted in any attached memorandum.

7/29/2019 (Date) | Jack A. Turner (Signature (Sign original in blue ink))

Jack A. Turner (Name) | Director, Watershed Ecology Center (Title) | (864) 503-5728 (Phone)

7. **CERTIFICATION OF DEPARTMENT HEAD:**

I approve this contract. I am satisfied that it is consistent with departmental policy and resources and applicable requirements of the University Purchasing Department. I have obtained any approval required by my Dean or Vice President.

7/29/2019 (Date) | _____ (Signature (Sign original in blue ink))

Jeannie M. Chapman (Name) | Dean, College of Science and Technology (Title) | (864) 503-5768 (Phone)

Contract I.D. # _____

MEMORANDUM OF UNDERSTANDING

between

City of Spartanburg

and

The University of South Carolina Upstate
by and through its
Watershed Ecology Center

FOR PUBLIC EDUCATION SERVICES
TO SUPPORT THE
CITY OF SPARTANBURG PHASE II NPDES PROGRAM

This MEMORANDUM OF UNDERSTANDING ("MOU") is made this ___ day of July 2019, by and between the City of Spartanburg (the "City") and University of South Carolina Upstate ("USC Upstate"), by and through its Watershed Ecology Center ("WEC") in the College of Science and Technology. This MOU will be effective as of August 1, 2019 and shall expire on July 31, 2020.

The purpose of this MOU is to provide for the development and delivery of educational programs needed for the National Pollution Discharge Elimination System (NPDES) Phase II Storm Water Protection Program for the City. WEC will develop programs about watersheds and storm water runoff and their role in ecosystems (the "Programs"). WEC will deliver the Programs to elementary and secondary schools in the City as well as selected community organizations.

In furtherance of the foregoing objectives, the City and USC Upstate agree as follows:

1. City will provide the sum of $5,000 upon USC Upstate's request, which will support WEC's development and delivery of the Programs to elementary and secondary school audiences.

2. USC Upstate will provide administrative support to accomplish the objectives of the MOU, including (a) phone and computer support and (b) serving as custodian of funds needed to deliver the Programs.

3. WEC will furnish a designated Education Coordinator to organize and administer the Programs.

4. WEC will provide City a quarterly report of Programs it has presented.

5. WEC will provide at least 50 Programs to elementary and secondary schools in the City during the academic year.

6. WEC will provide at least 5 Programs to civic organizations in the City including, but not limited to, scouting organizations, garden clubs, public libraries, and service clubs such as Rotary and Kiwanis.

7. WEC will provide assistance to the City in the development of partnerships with other interested agencies including, but not limited to,Water Districts, the Soil and Water Conservation Districts, DHEC, and Friends of Lawson's Fork.

IN WITNESS WHEREOF, the parties have executed this MOU as of the day and year indicated beside their signatures below.

CITY OF SPARTANBURG

9/16/19

Chris Story — Date
City Manager

UNIVERSITY OF SOUTH CAROLINA UPSTATE

8/9/19

Brendan B. Kelly — Date
Chancellor

8/15/2019

Jack A. Turner — Date
Director, Watershed Ecology Center