



**STORM WATER MANAGEMENT PROGRAM PLAN**  
**August 2024**

*Prepared For*  
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**Signatory and Certification Requirements:**

I certify under the penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the persons who manage the system, or those persons directly responsible for gathering the information the information is to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

\_\_\_\_\_  
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Mayor, City of Mountain Brook

\_\_\_\_\_  
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## INTRODUCTION

### REGULATORY OVERVIEW

The City of Mountain Brook (City) was issued by the Alabama Department of Environmental Management (ADEM) a Municipal Separate Storm Sewer System (MS4) Individual Phase I Permit (ALS000018) on June 7, 2017. Previously, the City was included as a Co-Permittee under permit number ALS000001. The current permit was issued and became effective on July 11, 2022 (**Appendix A**).

As a condition of this permit, “The permittee is required to develop, revise, implement, maintain and enforce a storm water management program (SWMP) which shall include controls necessary to reduce the discharge of pollutants from its MS4 consistent with Section 402(p)(3)(B) of the Clean Water Act and 40 CFR Part 122.26. These requirements shall be met by the development and implementation of a storm water management program plan (SWMPP) which addresses the best management practices (BMPs), control techniques and systems, design and engineering methods, public participation and education, monitoring, and other appropriate provisions designed to reduce the discharge of pollutants from the MS4 to the Maximum Extent Practicable (MEP)”.

Per the requirements of NPDES Permit Number ALS000018, BMPs, measurable goals, and responsibility designations are provided for each of the following program elements:

- Storm Water Collection System Operations
- Public Education and Public Involvement on Storm Water Impacts
- Illicit Discharge Detection and Elimination
- Construction Site Storm Water Runoff Control
- Post-Construction Storm Water Management in New Development and Re- Development
- Spill Prevention and Response
- Pollution Prevention/Good Housekeeping for Municipal Operations
- Application of Pesticides, Herbicides, and Fertilizers
- Oils, Toxics, and Household Hazardous Waste Control
- Industrial Storm Water Runoff

ADEM defines the fiscal year as October 1st to September 30th. Annual reports are required to be submitted to ADEM no later than January 31st following the previous fiscal year.

## MS4 JURISDICTIONAL BOUNDARY

The City of Mountain Brook's MS4 boundary is bound to the north by the city of Birmingham, to the south by the city of Vestavia Hills, to the east by Irondale, and to the west by Homewood. Approximately 26 square miles of residential, commercial, industrial, undeveloped lands and streams make up the MS4 boundary. See **Figure 1: MS4 Boundary**.

There are two water bodies, Cahaba River and Shades Creek, which are considered impaired by the U.S. Environmental Protection Agency and ADEM within the MS4 boundary. The designated use for Cahaba River within the MS4 is Outstanding Alabama Water and Public Water Supply (OAW/PWS). The designated use for Shades Creek within the MS4 is Fish and Wildlife (F&W). Cahaba River has a United States Environmental Protection Agency (USEPA) approved Total Maximum Daily Load (TMDL) for Siltation and Habitat Alteration as well as for Nutrients. Shades Creek has a USEPA approved TMDL for Siltation, Turbidity and Habitat Alteration as well as for Fecal Coliform.

## LEGAL AUTHORITY AND ENFORCEMENT

Part II C of the permit requires the City to review and revise its ordinances and regulatory mechanisms as necessary to comply with the permit. Below is a summary of the current ordinances, municipal codes, and regulations related to the management of The City of Mountain Brook's MS4. These ordinances are found in **Appendix A**.

- **Ordinance 2024, Erosion and Sediment Control Ordinance:** Controls sedimentation leaving construction sites. The ordinance describes the fees, regulations, and the requirements surrounding a land disturbing permit issuance.
- **Ordinance 2092, Fee Schedule/Bond Requirements:** Requires a \$10000 per acre bond for Land Disturbance and escalating fee for noncompliance of \$100-\$500 and revocation or suspension of permits.
- **2013 Subdivision Regulations:** Approved by the Planning and Zoning Board and carry the force of a City Ordinance. They address design requirements for residential and commercial storm water infrastructure.
- **Ordinance 1351, Tree Commission:** Encourages the planting of trees and shrubs to aid in the prevention of erosion and sedimentation, reduce storm water runoff, help control drainage, and restore denuded soil subsequent to construction and grading.

- **Ordinance 2091, An Ordinance to regulate Storm Water Detention within the City of Mountain Brook, Alabama:** Requires a pre development submittal of a pre and post construction drainage plan. Encourages and requires a site plot plan showing improvement and impervious surface area to reduce and limit storm water run-off onto other property and the public storm water system.
- **Ordinance 1633, Flood Ordinance:** Promotes public health, safety and general welfare by controlling construction and construction practices in and around the floodplain as well as controlling the alteration of natural floodplains, stream channels, and natural protective barriers which are involved in the accommodation of floodwaters.
- **Ordinance 50 & 54, Litter, Waste, & Weed Ordinance:** Makes it unlawful to litter, leave waste or weed nuisance on private property or of a sidewalk or street in the city.
- **Ordinance 1112 Abandoned or Inoperable Motor Vehicle Ordinances:** Establishes a law against leaving abandoned and non-usable motor vehicles in the public right of way or within public view on private property.
- **Ordinance 536, Depositing of soil, construction debris, etc., by person engaged in grading or construction Ordinance:** Institutes a misdemeanor violation for leaving or depositing construction debris or materials in the public right of way yard trash and debris in the gutter line. It also controls siltation and construction materials to be contained.
- **Ordinance 2023 Illicit Discharge Ordinance:** Creates an enforcement capability and complaint system in place for illicit discharge of substances into the municipal storm water system.
- **Ordinance 2032 Regulating Nuisance on Private Property:** Establishes clear violation of public nuisance in amending sections of 50, 54 and 1112 regarding litter, waste, weeds, and vehicle nuisance on private property in relation to the public view or interest to protect the neighbor or general public from such public safety nuisance.
- **Ordinance 2019 Post Construction Ordinance:** Enacts the post construction regulations as set forth by the NPDES Permit issued to the city.

In 2011 the City of Mountain Brook also adopted a Standard Operating Procedure (SOP) Manual detailing guidelines for addressing many activities associated with the program elements. The SOP Manual is found in **Appendix A**.

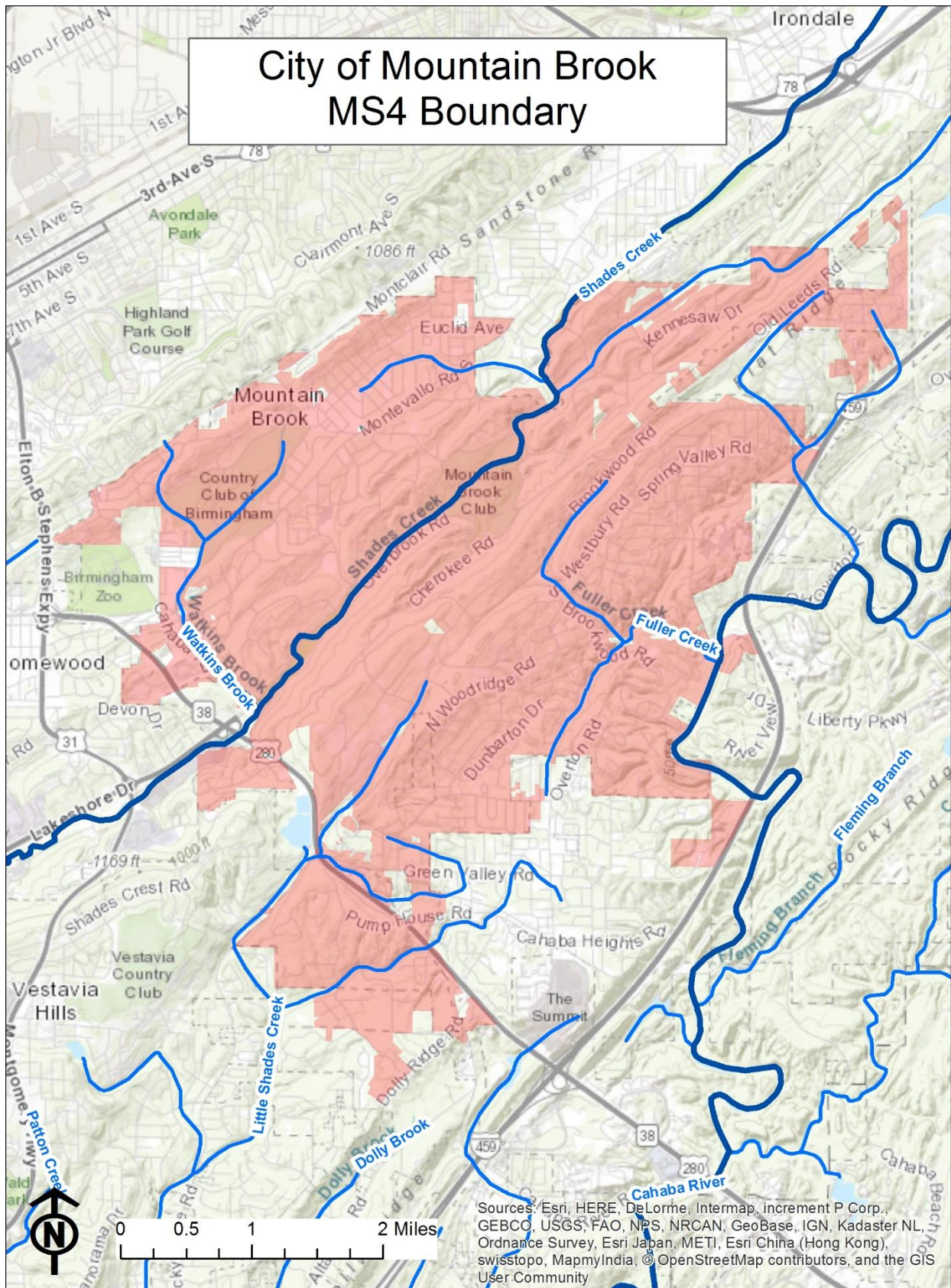
**Table 1: SWMPP Responsibilities Summary** reflects which department is responsible for implementing or coordinating BMPs for each separate program element:

**Table 1: SWMPP Responsibilities Summary**

DEPARTMENT	RESPONSIBILITIES
<b>Storm Water Collection Systems Operations</b>	
Public Works/JCDH	Maintain map of city-owned/maintained structural controls
Public Works	Semi-annual inspection of new and existing structural controls
Inspections	Develop SOP, inspection checklist, and maintenance procedures
Public Works	Stabilize and re-vegetate eroded areas as needed
Public Works	Remove floatable, litter, sediment, and debris from structural controls
<b>Public Education and Public Involvement on Storm Water Impacts</b>	
Administration	Seek and consider public input in the development and implementation of the SWMPP
Administration	Identify targeted pollutant sources
Administration/Public Works	Post litter signage
Administration	Educate individuals and households on reducing storm water pollution
Administration	Encourage community involvement in the storm water program
Administration	Evaluate the effectiveness of the public education program
Administration	Organize annual cleanup
<b>Illicit Discharge Detection and Elimination (IDDE)</b>	
JCDH	Develop MS4 map of outfalls
Administration	Develop applicable ordinances and other regulatory mechanisms
JCDH	Screen at least 15% of the outfalls during dry weather conditions
City Personnel/JCDH	Identify illicit discharge source
Code Enforcement or JCDH	Eliminate illicit discharges
Administration	Notify ADEM of a suspected illicit discharge entering the MS4 from an adjacent MS4
Administration	Receive complaints and investigate illicit discharges reported by the public
Administration	Educate employees on detecting an IDDE, tracing the source of and eliminating illicit discharge
Administration	Make publicly available ordinances and regulatory mechanisms
<b>Construction Site Storm Water Runoff Control</b>	
Inspections	Develop applicable ordinances and other regulatory mechanisms
Engineering	Perform site plan reviews
Inspections/Engineering	Complete monthly qualifying site inspections
Inspections	Train inspection staff
Inspections	Provide construction site inspection checklist
Administration	Document Enforcement Response Plan (ERP) actions
Administration/Inspections	Provide construction site operator education

DEPARTMENT	RESPONSIBILITIES
<b>Post-Construction Storm Water Management in New Development and Re-Development</b>	
Administration	Develop applicable ordinances and other regulatory mechanisms
Administration	Encourage the application of LID/GI practices
Inspections	Inventory post-construction structural controls
<b>Spill Prevention and Response</b>	
Fire and Rescue	Follow City response protocol
Fire and Rescue	Follow spill prevention/spill response plan
Fire and Rescue/Administration	Educate employees on spill prevention/spill response
<b>Pollution Prevention/Good Housekeeping for Municipal Operations</b>	
All Departments	Inventory municipal facilities
All Departments	Evaluate strategy for trash removal
All Departments	Follow good housekeeping practices SOP
All Departments	Complete municipal inspections
Administration	Educate employees on good housekeeping
<b>Application of Pesticides, Herbicides, and Fertilizers (PHFs)</b>	
Park and Recreation/Public Works	Document application and storage of PHFs
Administration	Educate employees on PHFs usage and storage
<b>Oils, Toxics, and Household Hazardous Waste Control</b>	
Administration	Educate public on proper disposal
Administration	Educate employees on oils, toxics, and household hazardous waste
<b>Industrial Storm Water Runoff</b>	
Administration/JCDH	Inventory high-risk facilities
JCDH	Inspect high-risk facilities
<b>Monitoring and Reporting</b>	
JCDH	Monitor locations
JCDH	Review identified impaired waterways
JCDH	Monitor parameters and frequency
JCDH	Perform sampling and analysis
<b>Other Requirements</b>	
All Departments	Perform SWMPP plan review and modification
JCDH	Prepare annual report for submittal





**Figure 1: MS4 Boundary**



## STORM WATER COLLECTION SYSTEMS OPERATIONS

### STRUCTURAL CONTROLS MAP

The City currently owns a structural control within the Public Works facility to mitigate volume flow off site onto the ALDOT ROW of I-459 but, maintains two private structural controls abutting the MS4 boundary limits (**Table 2: Structural Controls**). One structural control device is on the Birmingham Zoo property within the city limits of Birmingham and the other one is adjacent on Unincorporated Jefferson County property. The devices work collectively to help control flooding in Mountain Brook. The City will monitor the addition of any city-owned/maintained structural controls and include them in the annual report. A map of the structural controls can be found in **Figure 2: Structural Controls**.

**Table 2: Structural Controls**

Location	Site Name	Description	Latitude	Longitude
3579 East Street	Public Works	Detention	33.461387	-86.714364
2630 Cahaba Road	Zoo Pond	Detention	33.48514	-86.778245
2471 20 <sup>th</sup> Place S	Consortium Pond	Detention	33.48493	-86.78377

**Responsible Department: Public Works/JCDH**

### STRUCTURAL CONTROLS INSPECTION

As stated in the permit, all existing and new structural controls owned/maintained by the Permittee shall be inspected using a standard inspection form found in **Appendix B** on a semi-annual basis, at a minimum. Maintenance activities will also be documented using the provided maintenance form found in **Appendix B**. The completed forms should be uploaded to the Storm Water Online Activity Record (SOAR) program. The City owns no structural controls currently. A city inspector and/or a contractor will perform inspections. Any deficiencies or maintenance recommendations listed on the inspection form in regards to the structural control will be addressed and documented by Public Works.

**Responsible Department: Public Works**

## STANDARD OPERATING PROCEDURE (SOP) FOR STRUCTURAL CONTROL INSPECTION AND MAINTENANCE PROCEDURES

The standard operating procedure for structural control inspection and maintenance is found in **Appendix B**.

**Responsible Department: Inspections**

## STABILIZATION AND RE-VEGETATION OF ERODED AREAS

During the inspection of the structural controls, areas of erosion will be documented. The Public Works Department will receive a copy of the inspection documentation noting the eroded areas and will stabilize and re-vegetate these areas. Activities are to be documented and submitted as described.

**Responsible Department: Public Works**

## FLOATABLES, LITTER, SEDIMENT, AND DEBRIS REMOVAL

All floatables, litter, sediment, and/or debris found during the structural inspection will be documented. The Public Works Department will receive a copy of the inspected documentation and will address the noted items. Public Works will also complete documentation of the estimated amounts of floatables, litter, sediment and debris removed during maintenance activities and upload to SOAR.

**Responsible Department: Public Works**

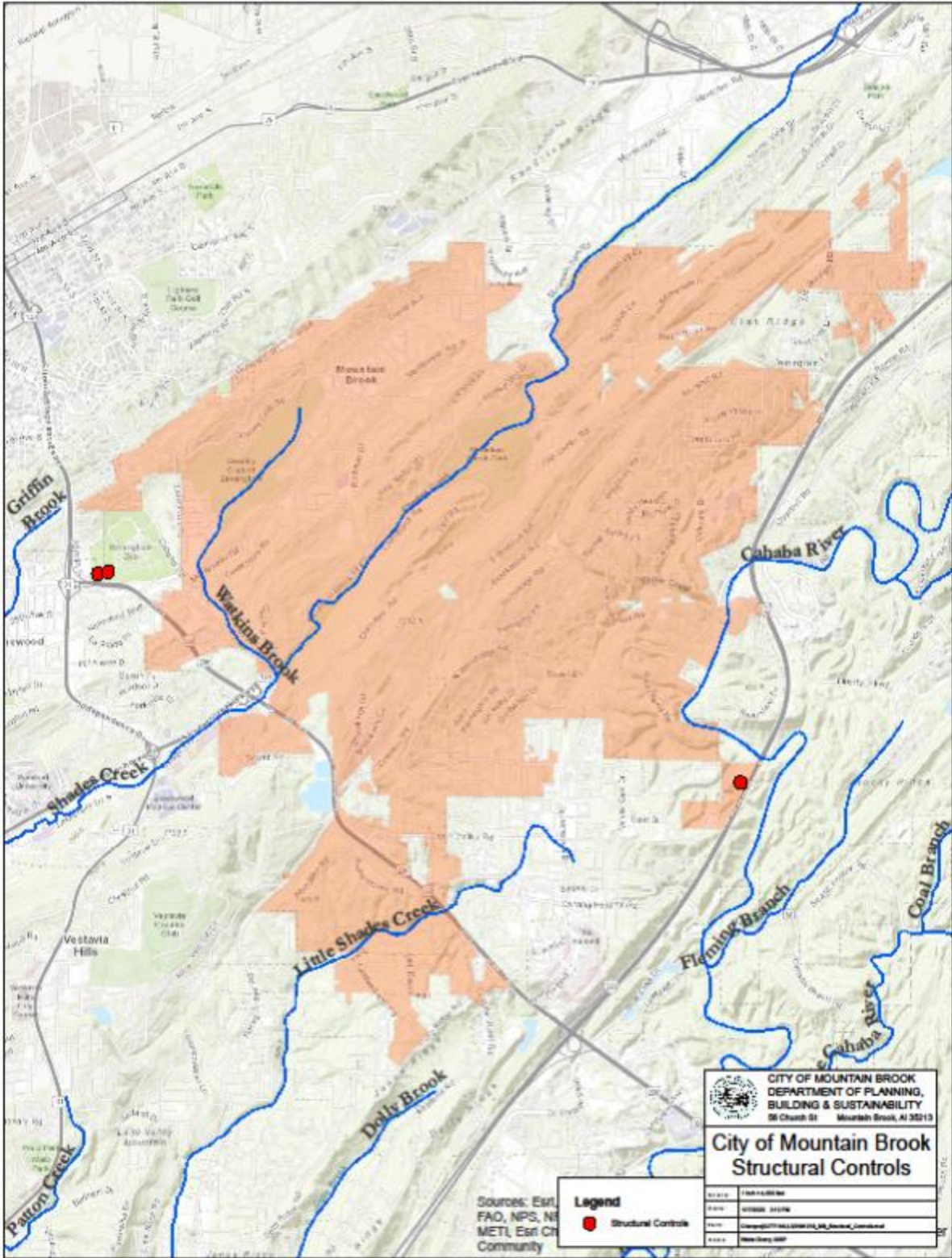


Figure 2: Structural Controls

## PUBLIC EDUCATION AND PUBLIC INVOLVEMENT ON STORM WATER IMPACTS

### PUBLIC EDUCATION AND PUBLIC INVOLVEMENT BMPS

#### PUBLIC EDUCATION

The City will provide public education information via its stormwater webpage and distribution of stormwater brochures.

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#### PUBLIC INVOLVEMENT

The City activities for public involvement include a litter clean-up and a household hazardous waste collection event.

### DEVELOPMENT AND IMPLEMENTATION OF THE SWMPP

The City seeks public input on the SWMPP annually. Notification of the public comment period will be made at council meetings. The SWMPP is available for review on the City's website. If revisions are approved, the updated SWMPP will be submitted to ADEM and posted on the website.

**Responsible Department: Administration**

### TARGETED POLLUTANT SOURCES FOR PUBLIC EDUCATION

The City discusses targeted pollutant sources in the section of the SWMPP titled "Community Involvement with the Storm Water Program".

### REDUCTION OF LITTER, FLOATABLES, AND DEBRIS

Litter signage is maintained throughout the City. Signage will be updated as necessary to properly address these issues. Administration approves of the messages and Public Works installs the signs and/or labels.

**Responsible Departments: Administration/Public Works**

## EDUCATING INDIVIDUALS AND HOUSEHOLDS ON REDUCING STORM WATER POLLUTION

Information describing Mountain Brook's Storm Water Program is posted on the City's website. The information includes general information about the storm water permit with links and brochures about different ways to reduce storm water pollution in relation to the different community segments. These same brochures on storm water issues are placed at City Hall for public pickup. These materials will be updated as needed.

**Responsible Department: Administration**

## COMMUNITY INVOLVEMENT WITH THE STORM WATER PROGRAM

### GENERAL PUBLIC

The City has a storm water page on its website and placed brochures containing information in City facilities that inform the general public of:

- General impacts litter has on waterbodies and ways to reduce the litter.
- General impacts of storm water on surface water from impervious surfaces.
- Source control BMPs in areas of pet waste, home vehicle maintenance, landscaping and rainwater reuse.
- Impacts of illicit discharges and how to report them.

These materials will be updated as needed.

**Responsible Department: Administration**

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### GENERAL PUBLIC AND BUSINESSES, INCLUDING HOME-BASED AND MOBILE

The City has a storm water page on its website and placed in City facilities brochures containing information on the following business-related topics:

- Information on BMPs for use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps and other hazardous materials.
- Impacts of illicit discharges and how to report them.

These materials will be updated as needed.

**Responsible Department: Administration**

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## HOMEOWNERS, LANDSCAPERS, PROPERTY MANAGERS, AND CITY PERSONNEL

The City has a storm water page on its website and placed brochures containing educational information in City facilities that inform homeowners, landscapers, and property managers on the following topics:

- Landscape or yard care techniques that protect water quality.
- BMPs and storage of pesticides, herbicides, and fertilizers.
- BMPs for carpet cleaning and auto repair and maintenance.
- Detention/retention pond maintenance.
- General impacts of storm water from impervious surfaces into surface water.

These materials will be updated as needed.

**Responsible Department: Administration**

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## ENGINEERS, CITY PERSONNEL, REVIEW STAFF, LAND USE PLANNERS, CONTRACTORS, AND DEVELOPERS

The City has a storm water page on its website and also placed in City facilities brochures to inform engineers, contractors and developers on the following topics:

- Impacts of increased storm water flows into receiving waterbodies.
- Technical standards for construction site sediment and erosion control.
- Stormwater treatment and flow control BMPs.
- Run-off reduction techniques and low impact development (LID)/green infrastructure practices and maintenance. Specifically addressing site design, pervious pavement, alternative parking lot design, retention of forests and mature trees.

These materials will be updated as needed.

**Responsible Department: Administration**

## EVALUATING THE EFFECTIVENESS OF THE PUBLIC EDUCATION PROGRAM

The City will on a continuing basis evaluate the effectiveness of the public education program by monitoring and reporting the number of visitors to the storm water page and the number of brochures that are picked up from City facilities on an annual basis.

**Responsible Department: Administration**

## PUBLIC ACTIVITIES TARGETING LITTER, FLOATABLES, AND DEBRIS REMOVAL FROM AREA WATERWAYS

Currently the City is planning to host or participate in a cleanup annually. The tonnage collected by the City will be included in the annual report.

**Responsible Department: Administration**



## ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

### MS4 MAP

Maps of the major outfalls and waters of the State within the MS4 boundary that receive discharge from the major outfalls can be found in **Appendix C**. Also, a list of the major outfalls' latitude and longitude coordinates can be found in **Appendix C**.

JCDH will update the MS4 map and provide a list of location coordinates annually on behalf of the City in the annual report.

**Responsible Department: JCDH**

### ORDINANCE/REGULATORY MECHANISM

**Ordinance 2023 and 2032** addresses illicit discharges as required by the City's Permit.

**Responsible Department: Administration**

### DRY WEATHER SCREENING PROGRAM

Dry weather screening of at least 15% of the major outfalls will be performed annually with 100% of the major outfalls screened at least once per the five-year permit period. This work will be completed by JCDH. Currently there are no priority outfalls identified within the MS4 boundary, but if illicit discharges are identified during the dry weather inspections, those outfalls will be screened on an annual basis. JCDH shall use the EPA's guidance manual, *Illicit Discharge Detection and Elimination, A Guidance Manual for Program Development and Technical Assessments*, Center for Watershed Protection, October 2004, for the main source of investigative techniques and guidance for the dry weather screening process. Outfalls will be field inspected after a minimum of 72 hours of dry weather. Data sheets found in **Appendix C** will be filled out for each outfall inspected. The protocols for dry weather screening are in the Standard Operating Procedure Manual found in **Appendix A**.

**Responsible Department: JCDH**



## SOURCE IDENTIFICATION

If during the dry weather screenings, Public Works' identification, or citizen complaint, an outfall is found to be discharging a liquid, the city inspector or JCDH personnel will traverse upstream of the discharge in an attempt to identify the source of the discharge. If the discharge source is unidentifiable, then a sample of the discharge shall be collected by JCDH and analyzed by a qualified lab. Based on the lab results, the outfall will be prioritized and scheduled for further investigation if needed.

**Responsible Departments: City Personnel/JCDH**

## ILLICIT DISCHARGE ELIMINATION

Once the source and responsible party of an illicit discharge has been identified, either the City will take action through **Ordinance 2023** or JCDH will through its regulations.

**Responsible Departments: Code Enforcement or JCDH**

## ADEM NOTIFICATION BY THE CITY

If a suspected illicit discharge enters the City's MS4 boundary from an adjacent MS4, the City will notify the adjacent MS4 and the ADEM Water Division within 48 hours of observing the suspected illicit discharge. The Standard Operating Procedure for this action is found in **Appendix C**.

**Responsible Department: Administration**

## ILLCIT DISCHARGE REPORTING BY THE PUBLIC

The City receives calls for illicit discharges at the City Hall phone number 205-802-3800 or action center located on the home page of the web site. There is also a phone number, 205-802-3812 or email of merchant@mtnbrook.org, listed on the City's website to report illicit discharges.

**Responsible Department: Administration**

## PERSONNEL TRAINING

City administrators, engineers, inspectors and laborers will be trained on IDDE identification and response annually.

**Responsible Department: Administration**

## ORDINANCE/REGULATORY MECHANISM AVAILABILITY

The illicit discharge ordinance is found on the City's website at the link below:

<https://www.mtnbrook.org/pbs/page/storm-water-management>

**Responsible Department: Administration**

## CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

### ORDINANCE/REGULATORY MECHANISM

**Ordinance 2024** addresses Construction Site Regulations as required by the City's Permit. The ordinance is found on the City's website at the link below:

<https://www.mtnbrook.org/pbs/page/storm-water-management>

**Responsible Department: Inspections**

### SITE PLAN REVIEWS

According to **Ordinance 2024**, a BMP plan must be submitted to the City along with the permit application before any land disturbance. The City must either approve or disapprove the BMP plan within 14 days. Reasons for disapproval must be submitted to the applicant in writing. All revisions have an additional 14-day response time. Land disturbing activity may not be commenced prior to the issuance of the permit by the City.

**Responsible Department: Engineering**

### CONSTRUCTION SITE INSPECTION SCHEDULE

The City will perform a monthly inspection, at a minimum, on qualifying sites that have been issued land disturbance permits. Mountain Brook's sites are categorized as "Priority Construction Sites" due to the impaired status of Shades Creek and the Cahaba River. Erosion controls and best management practices will be inspected during these inspections. Deficiencies identified during an inspection will be subjected to enforcement procedures outlined in the Erosion Control Ordinance.

**Responsible Department: Inspections/Engineering**

### TRAINING OF MS4 SITE INSPECTION STAFF

Personnel responsible for construction site inspections receive BMP training annually.

**Responsible Department: Inspections**

### CONSTRUCTION SITE INSPECTION CHECKLIST

See **Appendix D** for the City's construction site inspection checklist.

**Responsible Department: Inspections**

## ENFORCEMENT RESPONSE PLAN (ERP)

An Enforcement Response Plan is included in **Ordinance 2024**. Documentation of formal enforcement actions and ADEM referrals is available via the SOAR program.

**Responsible Department: Administration**

## CONSTRUCTION SITE OPERATOR TRAINING

The City provides construction site operator's informational materials regarding appropriate application and maintenance of erosion and sediment controls when they receive their permits from the Inspections Department. The City has a storm water page on its website and brochures at City facilities that inform the engineers, contractors and developers on:

- Impacts of increased storm water flows into receiving waterbodies.
- Run-off reduction techniques and low impact development (LID)/green infrastructure practices. Specifically addressing site design, pervious pavement, alternative parking lot design, retention of forests and mature trees.

These materials will be updated as needed.

**Responsible Departments: Administration/Inspections**

## POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND RE-DEVELOPMENT

### ORDINANCE/REGULATORY MECHANISM

**Ordinance 2019** addresses storm water design requirements for post-construction storm water management.

The Ordinance addresses the following:

- Procedures to develop, implement and enforce systems of appropriate structural and/or non-structural BMPs.
- Procedures to develop, implement and enforce performance standards.
- Procedures for encouragement of the utilization of LID/green infrastructure practices.
- Procedures to ensure compliance including sanctions and enforcement mechanisms.
- Procedures for post-construction inspections to include tracking and enforcement.
- Procedures to ensure adequate long-term operation and maintenance of BMPs.

The post-construction ordinance is found on the City's website at the link below:

<https://www.mtnbrook.org/pbs/page/storm-water-management>

**Responsible Department: Administration**

### LID/GI ENCOURAGEMENT PROCEDURES

Information detailing the importance of LID/GI is provided along with the City's land disturbance permit application. This also includes a statement acknowledging receipt of the information by the applicant.

**Responsible Department: Administration/Inspections**

### INVENTORY OF POST-CONSTRUCTION STRUCTURAL CONTROLS

Currently there are no privately-owned structural controls within the City. The City will monitor the addition of any privately-owned structural controls and include them in the annual report.

**Responsible Department: Inspections**

## SPILL PREVENTION AND RESPONSE

### CITY RESPONSE PROTOCOL

Mountain Brook Fire and Rescue is responsible for investigating, responding, and conducting response actions for any spill within the City's boundaries. Jefferson County's Emergency Management Agency (EMA) will additionally respond at the request of the City. Mountain Brook's Fire and Rescue and EMA track the spills, the response, and the cleanup activities for all spills.

**Responsible Department: Fire and Rescue**

### SPILL PREVENTION/SPILL RESPONSE PLAN

The City's SOP for spill response is found in **Appendix E**.

**Responsible Department: Fire and Rescue**

### PERSONNEL SPILL PREVENTION/RESPONSE TRAINING

Mountain Brook Fire and Rescue is responsible for the training and certification of their personnel. An annual training will be provided to municipal personnel on spill prevention/response.

**Responsible Departments: Fire and Rescue/Administration**

## POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

### MUNICIPAL FACILITIES INVENTORY

See **Table 3: Municipal Facilities** for a list of facilities. The list will be updated as needed in the annual report.

**Responsible Departments: All Departments**

### STRATEGY EVALUATION

City personnel pick up trash prior to it entering the MS4 and remove trash from the MS4. Volunteer organizations assist with removal of trash from waterbodies and the MS4. Trash collected is assessed and documented. The City also participates in a household hazardous waste collection event. An SOP for special events is located in **Appendix F**. These activities have been successful in removing and preventing trash from entering the MS4.

**Responsible Departments: All Departments**

### GOOD HOUSEKEEPING PRACTICES SOP

The SOP detailing good housekeeping practices is found in the 2011 SWMA SOP Manual (**Appendix A**).

**Responsible Departments: All Departments**

### INSPECTION PLAN

Annual inspections will be conducted for municipal facilities that have the potential to discharge pollutants via stormwater runoff. See **Appendix F** for the inspection checklist.

**Responsible Departments: All Departments**

### GOOD HOUSEKEEPING TRAINING PROGRAM

City staff will be educated annually on good housekeeping practices. The SOP manual (**Appendix A**) contains procedures related to Good Housekeeping.

**Responsible Department: Administration**

## APPLICATION OF PESTICIDES, HERBICIDES, AND FERTILIZERS (PHFS)

### APPLICATION AND STORAGE

The Parks and Recreation Department keeps annual records of applied pesticides, herbicides, and fertilizers (PHFs). Each chemical used is applied per the labeling instructions. Safety Data Sheets (SDS) on each product are found in the chemical storage areas. City staff responsible for application of PHFs receive annual training in safe use, storage, and disposal of PHFs. All contractors contracted to apply pesticides or herbicides to City property shall provide proper certification and licensing before performing work. Also, contractors contracted to apply fertilizer must provide qualification in utilizing proper nutrient management practices.

City facilities that store PHFs will be inspected annually to determine proper storage, product labeling, and SDS accessibility (**Table 3: Municipal Facilities**). The SOP manual (**Appendix A**) contains procedures related to usage and storage of PHFs.

**Responsible Department: Parks and Recreation/Public Works**

### PHF TRAINING PROGRAM

Necessary staff will be educated annually on proper PHF practices.

**Responsible Department: Administration**



**Table 3: Municipal Facilities**

<b>Name</b>	<b>Address</b>	<b>Inspection</b>
Park Board	3664 Bethune Dr., Mountain Brook 35223	<b>Yes. Vehicle Storage, Equipment Maintenance, PHF Storage</b>
Public Works	3579 East Street, Mountain Brook, AL 35243	<b>Yes. Fuel Station and Vehicle Maintenance</b>
Police Administration	101 Tibbett St, Birmingham, AL 35213	<b>Yes. Fuel Pump and Vehicle Storage</b>
Fire Station #3	4277 Old Leeds Rd, Mountain Brook, AL 35213	<b>Yes. Fuel Pump and Vehicle Storage</b>
Fire Station #1	102 Tibbett St, Mountain Brook, AL 35213	No. No potential to discharge pollutants.
City Hall	56 Church Street Mountain Brook, AL 35213	No. No potential to discharge pollutants.
Fire Station #2	3785 Locksley Dr, Mountain Brook, AL 35223	No. No potential to discharge pollutants.

## OILS, TOXICS, AND HOUSEHOLD HAZARDOUS WASTE

### PUBLIC EDUCATION ON PROPER DISPOSAL

The City has contact information on its webpage regarding where to report spills, illicit discharges and improper disposals. The webpage also includes a link to the website Earth911\_ <http://earth911.com/> which provides local sites for recycling of oils, toxics and household hazardous waste. Brochures on oils, toxics, and household hazardous waste are on the City storm water webpage as well as placed in City facilities for public pick-up.

**Responsible Department: Administration**

### ANNUAL EMPLOYEE TRAINING

Annual training on spill prevention is provided to City personnel.

**Responsible Department: Administration**

## INDUSTRIAL STORM WATER RUNOFF

### INVENTORY OF HIGH-RISK FACILITIES

The City maintains a list of industrial and high-risk facilities within the city limits (**Appendix G**). The list of facilities will be reviewed annually for accuracy and included in the annual report.

**Responsible Departments: Administration/JCDH**

### INSPECTION OF HIGH-RISK FACILITIES

JCDH will inspect these sites annually on behalf of the City. See **Appendix G** for the Industrial Inspection form.

**Responsible Department: JCDH**

## MONITORING AND REPORTING

### MONITORING LOCATIONS

JCDH will take grab samples annually on behalf of the City. See **Table 4: Sampling Sites** for a list of sampling sites.

**Table 4: Sampling Sites**

Water Body	Latitude, Longitude	Description
Fuller Creek	33.479676, -86.712698	Grab Sample
Shades Creek	33.48057, -86.759513	Grab Sample
Watkins Branch	33.476147, -86.763681	Grab Sample

**Responsible Department: JCDH**

### IMPAIRED WATERWAYS

The City will review the waterbodies listed in the latest final §303(d) list, annually. If a waterbody becomes listed that falls within the MS4 boundary, the SWMPP will be updated as needed.

**Responsible Department: JCDH**

## MONITORING PARAMETERS AND FREQUENCY

Grab samples will be analyzed for the following parameters:

- a. E. coli
- b. Total Nitrogen (TN) (mg/l)
- c. Total Phosphorus (mg/l)
- d. Total Suspended Solids (TSS) (mg/l)
- e. Temperature
- f. pH/ORP
- g. Turbidity (NTU)
- h. Conductivity
- i. Dissolved Oxygen (mg/l)
- j. Ammonia Nitrogen (NH<sub>3</sub>-N) (mg/l)
- k. Biochemical Oxygen Demand (BOD) (mg/l)
- l. Chemical Oxygen Demand (COD) (mg/l)
- m. Hardness as CaCO<sub>3</sub> (mg/l)
- n. Nitrate plus Nitrite Nitrogen (NO<sub>3</sub>+NO<sub>2</sub>-N) (mg/l)
- o. Oil and Grease (mg/l)
- p. Total Dissolved Solids (TDS) (mg/l)
- q. Total Kjeldahl Nitrogen (TKN) (mg/l)

**Responsible Department: JCDH**

## SAMPLE TYPE, COLLECTION, AND ANALYSIS

JCDH will collect grab samples and submit them to a certified laboratory for analysis.

**Responsible Department: JCDH**

## OTHER REQUIREMENTS

### SWMPP PLAN REVIEW AND MODIFICATION

This plan will be reviewed annually and updated as necessary.

**Responsible Departments: All Departments**

### ANNUAL REPORT

The annual report will be compiled by JCDH for the City of Mountain Brook.

**Responsible Department: JCDH**