

**STATE OF GEORGIA DEPARTMENT OF NATURAL RESOURCES
ENVIRONMENTAL PROTECTION DIVISION**

Stormwater Management Program (SWMP)

General NPDES Permit No. GAG610000 for
Small Municipal Separate Storm Sewer Systems (MS4)

1. General Information

- A. Name of small MS4: Barrow County
- B. Name of responsible official: Vicky Short
Title: Interim County Manager
Mailing Address: 30 N. Broad Street
City: Winder State: GA Zip Code: 30680
Telephone Number: 770/307-3005
- C. Designated stormwater management program contact:
Name: Matt Treeter
Title: Stormwater Manager
Mailing Address: 30 N. Broad Street
City: Winder State: GA Zip Code: 30680
Telephone Number: 770/307-3070
Email Address: mtreeter@barrowga.org
- D. Provide the river basin(s) to which your MS4 discharges: Oconee
- E. Provide the latitude and longitude of the MS4 center (e.g. City Hall, County offices, MS4 mailing address) using Global Positioning System (GPS) –WG 84:
Latitude: 33.9926097 Longitude: -83.7201709

2. Sharing Responsibility

- A. Has another entity agreed to implement a control measure on your behalf?
Yes No X (If no, skip to Part 3)

Control Measure or BMP:

1. Name of entity _____
2. Control measure or component of control measure to be implemented by entity on your behalf:

B. Attach an additional page if necessary to list additional shared responsibilities. **It is mandatory that you submit a copy of a written agreement between your MS4 and the other entity demonstrating written acceptance of responsibility.**

3. Minimum Control Measures and Appendices

- A. Public Education and Outreach
- B. Public Involvement/Participation
- C. Illicit Discharge Detection and Elimination
- D. Construction Site Stormwater Runoff Control
- E. Post-Construction Stormwater Management in New Development and Redevelopment
- F. Pollution Prevention/Good Housekeeping
- G. Appendix A – Enforcement Response Plan
- H. Appendix B – Impaired Waters

4. Certification Statement

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

Printed Name: Vicky Short

Date: _____

Signature: _____ Title: Interim County Manager

Stormwater Management Program

Public Education and Outreach on Storm Water Impacts

Table 4.2.1(a) of the Permit

A. Best Management Practice (BMP) #1: Stormwater Webpage

1. **Target audience:** County residents
2. **Description of BMP:** The County maintains a Stormwater webpage on the County's official website for disseminating information to the public. This page contains information about the County's Stormwater Management Program, the Stormwater Utility, stormwater related educational materials, and links to other water quality related websites. The webpage includes a "Report a Violation" tab that allows citizens to email a stormwater related complaint directly to the Stormwater Manager. The website is updated annually to include new stormwater related information. The County has the ability to track the number of visitors to the website. The website can be accessed at:
<https://www.barrowga.org/departments/storm-water.aspx>
3. **Measurable goal(s):** Update the Stormwater webpage at least once during each reporting period.
4. **Documentation to be submitted with each annual report:** Screenshot of the updated stormwater webpage. An affidavit verifying the date(s) the website was updated. Analytics showing the number of webpage views during the reporting period.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of views will allow the County to

determine if the webpage is effective in disseminating educational information to County residents.

B. BMP #2: PowerPoint Presentation

1. **Target audience:** General public
2. **Description of BMP:** The County will provide a PowerPoint presentation to the public that enter the Annex Building at 30 North Broad Street, Winder, GA. The presentation is shown on a continual loop on a screen at the Tax Commissioners office, since this office is the most frequently visited County office. The Tax Commissioner tracks the number of daily visitors to the office. The presentation will include stormwater related information, such as illicit discharge detection and general stormwater activities in Barrow County. The presentation will be updated annually.
3. **Measurable goal(s):** Update the presentation once each reporting period. Track the number of people viewing the presentation each reporting period.
4. **Documentation to be submitted with each annual report:** A copy of the presentation. Log showing the number of people viewing the presentation.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Educating the public about stormwater issues within the County should result in increased awareness about pollution sources and result in improved water quality.

C. **BMP #3: Stormwater Educational Brochures**

1. **Target audience:** County residents
2. **Description of BMP:** The County mails 500 educational brochures with stormwater-related information to local residents annually. The brochures are procured from various sources, such as EPA and the Clean Water Campaign. The topic of the brochure will include such things as general information about stormwater, proper home auto repair, or other information targeting homeowners. In addition, the County periodically distributes brochures in the form of door hangers, as well as distributing materials at select civic events.
3. **Measurable goal(s):** Mail 500 educational brochures to local residents once each reporting period.
4. **Documentation to be submitted with each annual report:** Copy of the educational brochure distributed. The number of brochures distributed will be tracked and reported. Invoice showing the number of brochures printed.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Mailing the brochures out will allow the County to ensure that all sectors of the community are reached with stormwater related educational materials. Tracking the number of brochures will be indicative of the effectiveness of educating a large number of residents.

D. BMP #4: Social Media

1. **Target audience:** County residents
2. **Description of BMP:** The County has established a stormwater page on Facebook to assist in distributing information and updating the public on the County's Stormwater Management Program activities. The County will update the Facebook page with messages about the program, photos of stormwater issues around the County, stormwater projects the County has completed, etc.
3. **Measurable goal(s):** Post at least one stormwater related message on Facebook annually.
4. **Documentation to be submitted with each annual report:** Screenshot of Facebook post(s) showing the date of posting and number of views.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of views for each post will allow the County to determine if the Facebook page is reaching a significant number of residents.

Note: For those permittees with a population of less than 10,000, the MS4 should implement at least 2 BMPs. For those permittees with a population greater than 10,000, the SWMP must include at least four BMPs. For each additional BMP, you should attach an additional BMP page in the SWMP.

Public Involvement/Participation

Table 4.2.2 (a) of the Permit

A. BMP #1: Great American Cleanup

1. **Target audience/stakeholder group:** County residents
2. **Description of BMP:** The Great American Cleanup is an event coordinated statewide by Keep America Beautiful and all of their State and local affiliates. Keep Barrow Beautiful organizes one major cleanup event each year. The event is advertised on the website, the Facebook page, and at local government buildings. The event allows participants to dispose of recyclable materials, including such things as electronics, scrap metal, used motor oil, and tires. The County tracks the number of participants using a traffic counter.
3. **Measurable goal(s):** Advertise the Great American Cleanup event annually. Hold the event one time during the reporting period.
4. **Documentation to be submitted with each annual report:** Copies of advertisements for the Great American Cleanup event. Report on the number of participants. Photographs documenting the event.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the amount of trash disposed of and the number of participants will allow the County to evaluate citizen participation in the event and therefore, determine BMP effectiveness.

B. BMP #2: Pet Waste Stations

1. **Target audience/stakeholder group:** County residents
2. **Description of BMP:** The County maintains a dog park with a Pet Waste Station. The station consists of a waste receptacle, dog waste bags and signage. The County plans to expand this program over the permit cycle, adding additional Pet Waste Stations as the need is identified. The County will supply the Pet Waste Stations with waste bags and empty the waste receptacles on a scheduled basis. The County will track the number of waste bags used at each Pet Waste Station through the number of bags re-ordered.
3. **Measurable goal(s):** The County will maintain at least one Pet Waste Station during the reporting period. The County will track the number of times the waste receptacle is emptied monthly and the number of waste bags supplied each reporting period.
4. **Documentation to be submitted with each annual report:** A log showing the number of times the waste receptacle is emptied at each Pet Waste Station. Copies of any invoices for pet waste bags re-ordered during the reporting period.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): January 2024
 - c. Frequency of actions (if applicable): Monthly
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Recreation Department Director
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of waste bags used will allow the County to determine the usage of the Pet Waste Station, which will reduce the amount of pet waste entering the receiving waters.

C. **BMP #3: Barrow County Recycling Program**

1. **Target audience/stakeholder group:** County residents
2. **Description of BMP:** The Keep Barrow Beautiful program currently manages in-house recycling programs for County residents. The program offers a method for County residents to recycle glass, plastic, paper, cans, cardboard and tin. The program provides a meaningful way of collecting trash to avoid disposal in landfills as well as reduce the potential that these materials will end up as litter on the County's roads and eventually in the MS4. A roll-off container is maintained for collecting recyclables at the County Annex and picked up by a commercial recycling company every two weeks.
3. **Measurable goal(s):** Maintain at least one collection site for recyclable materials within the County.
4. **Documentation to be submitted with each annual report:** Invoices documenting the collection of recyclable materials during the reporting period.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Providing a collection location for recyclable materials will remove these materials from the waste stream. Tracking the collection of materials at the recycling location will be an indication of public participation in the recycling program, which will be indicative of BMP effectiveness.

D. BMP #4: Public Complaint Stormwater Reporting

1. **Target audience/stakeholder group:** County residents
2. **Description of BMP:** The County provides multiple avenues for the public to contact the stormwater management program with complaints and concerns regarding MS4 infrastructure issues, water quality concerns, and erosion and sediment control violations. The County receives complaints via telephone call, email, walk-ins, and letters. In addition, the County maintains a “Report a Violation” tab on the stormwater webpage of the County’s official website that allows citizens to email a stormwater related complaint directly to the Stormwater Manager. The complaint is assigned to the appropriate department for investigation. The complaints are investigated within 3 business days. The County contacts the responsible party and if necessary, takes enforcement in accordance with the ERP to resolve the complaint. The County will maintain a database of all complaints received by the public. The complaint log will include information such as the date of complaint receipt, the location of complaint, complainant contact information, nature of the complaint (MS4, water quality, E&S, misc.), the date of complaint investigation, and complaint closure date.
3. **Measurable goal(s):** Investigate complaints within 3 business days of receipt.
4. **Documentation to be submitted with each annual report:** Copy of complaint log for reporting period
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** By handling complaints, the County will prevent water quality or MS4 structural problems from escalating into more serious issues. Responding in a timely manner will demonstrate the County’s commitment to addressing complaints and be a measure of BMP effectiveness.

Note: For those permittees with a population of less than 10,000, the MS4 should implement at least 2 BMPs. For those permittees with a population greater than 10,000, the SWMP must include at least four BMPs. For each additional BMP, you should attach an additional BMP page in the SWMP.

Illicit Discharge Detection and Elimination

Table 4.2.3 (a) of the Permit

A. BMP #1 – Legal Authority

1. **Description of BMP:** The County maintains an illicit discharge prohibition ordinance within Barrow County's Code of Ordinances that provides the County with the authority to conduct inspections and monitoring, control illicit discharges and connections, and control illegal dumping and spills into the MS4. The ordinance also provides the legal authority to take enforcement action to eliminate illicit discharges and connections. The ordinance was adopted on November 22, 2005.
2. **Measurable goal(s):** Annually evaluate the existing ordinance and if necessary, revise the ordinance.
3. **Documentation to be submitted with each annual report:** If the ordinance is revised during the reporting period, a copy of the adopted ordinance.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to take enforcement action and eliminate any illicit discharges or connections will provide an indication that the ordinance is effective.

SWMP Attachments:

- Illicit Discharge Detection and Elimination ordinance

B. BMP #2 – Outfall Map and Inventory

1. **Description of BMP:** The County maintains an updated inventory and map showing the location of all outfalls from the MS4 within the unincorporated urbanized area of the County and the names and locations of all waters of the State that receive discharges from those outfalls. Each year, the County will update the map and inventory to reflect the addition of outfalls from new construction projects or developments. Additionally, the County will remove outfalls that have been reclassified or removed.
2. **Measurable goal(s):** Annually update the inventory and map showing the location of all outfalls from the MS4 within the unincorporated urbanized area of the County and the names and locations of all waters of the State that receive discharges from those outfalls.
3. **Documentation to be submitted with each annual report:** The outfall map and inventory will be submitted with each annual report. The number of outfalls added or deleted, and the total number of outfalls will be provided in each annual report.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continually
 - d. Month/Year of each action (if applicable): Annually
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Maintaining an updated outfall map and inventory will allow the County to continually evaluate potential illicit discharge sources.

SWMP Attachments:

- Outfall inventory
- Outfall map showing the outfalls and the receiving streams, including stream names

C. BMP #3 – IDDE Plan

1. **Description of BMP:** The County's Illicit Discharge Detection and Elimination (IDDE) Plan consists of inspecting outfalls to ensure illegal dumping is not occurring, sampling any dry weather flow to determine if upstream facilities are discharging non-stormwater flows to the drainage system, and eliminating all identified illicit discharges.

The County inspects outfalls during a period of dry weather, which is defined as a period of precipitation of <0.1" per day within the previous 72 hours. The unincorporated urbanized area of the County is divided into five sectors and dry weather screening is conducted in one sector each reporting year. This ensures that 100% of the total outfalls are inspected within the 5-year permit term. If an outfall is added to the MS4 during the reporting period, the outfall will be screened that year if it is located in the sector to be screened in that year, or if the outfall is located in a previously screened sector.

If a dry weather flow is encountered, the County implements investigative and follow-up procedures including the performance of field tests, sampling, and source tracing to identify any potential illicit discharges. If the source of an illicit discharge is identified as deriving from an adjacent MS4, the County will notify that MS4.

The County ensures all identified illicit discharges are eliminated. If necessary, the County implements enforcement procedures described in the Enforcement Response Plan (ERP) in Part 4.3 of the Permit. More detailed outfall screening, source tracing, and illicit discharge detection procedures are included in the IDDE Plan.

2. **Measurable goal(s):** The County will dry weather screen one sector annually so that 100% of the total outfalls are screened within the 5-year permit term. The County will investigate 100% of suspected illicit discharges and ensure that 100% of all identified illicit discharges are eliminated.
3. **Documentation to be submitted with each annual report:** The number and percentage of outfall inspections conducted during the reporting period and copies of completed outfall screening checklists. In addition, source tracing reports will be submitted for any outfalls with suspected illicit discharges.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A

b. Implementation date (if applicable): On-going

c. Frequency of actions (if applicable): Annually

d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** A reduction in the number of dry weather flows identified as illicit discharges over time will be an indication of BMP effectiveness.

SWMP Attachments:

- Illicit Discharge Detection and Elimination Plan
- Outfall inspection form

D. BMP #4 – Education

1. **Description of BMP:** The County maintains a Stormwater webpage on the County's official website for disseminating information to the public. This page contains information about the County's Stormwater Management Program, the Stormwater Utility, stormwater related educational materials, and links to other water quality related websites. The webpage includes a "Report a Violation" tab that allows citizens to email a stormwater related complaint directly to the Stormwater Manager. The website is updated annually to include new stormwater related information. The County has the ability to track the number of visitors to the website. The website can be accessed at:
<https://www.barowga.org/departments/storm-water.aspx>
2. **Measurable goal(s):** Update the Stormwater webpage at least once during each reporting period.
3. **Documentation to be submitted with each annual report:** Screenshot of the updated stormwater webpage. An affidavit verifying the date(s) the website was updated. Analytics showing the number of webpage views during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of views will allow the County to determine if the webpage is effective in disseminating educational information to County residents.

E. BMP #5 – Complaint Response

1. **Description of BMP:** The County provides multiple avenues for the public to contact the stormwater management program with complaints and concerns regarding MS4 infrastructure issues, water quality concerns, and erosion and sediment control violations. The County receives complaints via telephone call, email, walk-ins, and letters. In addition, the County maintains a “Report a Violation” tab on the stormwater webpage of the County’s official website that allows citizens to email a stormwater related complaint directly to the Stormwater Manager. The complaint is assigned to the appropriate department for investigation. The complaints are investigated within 3 business days. The County contacts the responsible party and if necessary, takes enforcement in accordance with the ERP to resolve the complaint. The County will maintain a database of all complaints received by the public. The complaint log will include information such as the date of complaint receipt, the location of complaint, complainant contact information, nature of the complaint (MS4, water quality, E&S, misc.), the date of complaint investigation, and complaint closure date.
2. **Measurable goal(s):** Investigate complaints within 3 business days of receipt.
3. **Documentation to be submitted with each annual report:** Copy of complaint log for reporting period
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: Stormwater Manager
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Responding to complaints in a timely manner and resolving the complaints to the complainant’s satisfaction will result in a determination of BMP effectiveness.

SWMP Attachments:

- Complaint procedures
- Example complaint log

Construction Site Stormwater Runoff Control

Table 4.2.4 (a) of the Permit

A. BMP #1 – Legal Authority

1. **Description of BMP:** The County is certified as a Local Issuing Authority (LIA). As such, the County maintains a Soil Erosion, Sedimentation and Pollution Control ordinance within Barrow County's Code of Ordinances, which meets the requirements of the NPDES Permit as well as the Georgia Erosion and Sedimentation Act (GES). The ordinance was last updated and adopted on January 19, 2017. The authority to control construction waste is provided by the Debris and Waste Control Environmental Ordinance, Section 78-44, Construction and Demolition Sites, (1993), which was last updated on June 10, 2014.

In accordance with the LIA requirements, the County submits semi-annual reports to the Georgia Soil and Water Conservation Commission. The report covering the January- June period is submitted by July 30th. The report covering the July- December period is submitted by January 31st of the following year.

2. **Measurable goal(s):** Annually evaluate the existing ordinances and if necessary, revise the ordinances.
3. **Documentation to be submitted with each annual report:** If the ordinance is revised during the reporting period, a copy of the adopted ordinance.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Planning Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to properly regulate construction site activities will indicate that the ordinance is effective.

SWMP Attachments:

- Erosion and Sedimentation Ordinance
- Debris and Waste Control Environmental Ordinance

B. BMP #2 – Site Plan Review Procedures

1. **Description of BMP:** The County is certified as a Local Issuing Authority and remains in compliance with the Georgia Erosion and Sedimentation Control Act (GESCA) of 1975, as amended. Accordingly, all developers are required to comply with the local Soil Erosion, Sedimentation and Pollution Control ordinance and obtain a land disturbance permit prior to the start of any land disturbing activities that will disturb one (1.0) or more acres of land within the unincorporated area of the County.

The County does not currently have a Memorandum of Agreement with the Georgia Soil and Water Conservation Division (GSWCD) such that in-house plan reviews of Erosion, Sedimentation and Pollution Control (ES&PC) plans are performed. Instead, the County sends all ES&PC plans to the GSWCD and the plans submitted for Land Disturbance Activity (LDA) permits are reviewed by the County engineer. If a component of the construction plans requires water or sewer extension, then a breakout set of plans are sent to EPD for review. The building inspector and fire marshal also review the plans. The County review process can take up to 45 days per submittal. The County ensures 100% of all ES&PC plans are reviewed and approved by GSWCD prior to issuance of a LDA permit. The plans received and reviewed and their status (approved or denied) are tracked in a spreadsheet. A separate log is maintained for issued LDA permits.

2. **Measurable goal(s):** Ensure that 100% of site plans for projects disturbing 1.0 or more acres of land are reviewed and approved prior to issuance of a LDA permit.
3. **Documentation to be submitted with each annual report:** A list of the site plans received; the number of site plans reviewed, approved or denied; and the total number of LDA permits issued during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): On-going
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Planning Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of site plans reviewed and receiving approval will allow the County to gauge if the procedures are working or require modification.

SWMP Attachments:

- Example plan review tracking log
- LDA permit log

C. **BMP #3 – Inspection Program**

1. **Description of BMP:** The County inspects all active construction sites within the unincorporated area that have been issued a Land Disturbance Activity permit. The inspection ensures that the sites are in compliance with the Manual for Erosion and Sediment Control in Georgia, including the design and installation of structural and non-structural BMPs. All construction sites are inspected shortly after land disturbing activities have commenced to ensure all E&S BMPs are in place. Regular inspections will take place after that based on the following priorities:

- Evidence of erosion or sediment leaving the site
- History of non-compliance with ES&PC plan and E&S regulations
- Citizen complaints
- Proximity to local waterways

During the routine inspections, the County also ensures that construction site waste is being properly controlled. Throughout the length of the project, the E&S certified person responsible for the ES&PC plan implementation onsite must submit weekly reports to the County on the implementation status. All sites are inspected after construction has ceased to ensure that the site has been properly stabilized. A checklist is used during the inspection to ensure all inspections are uniform and to provide the LDA permit holders with a record of inspection findings.

2. **Measurable goal(s):** Conduct at least one inspection at each active construction site during the reporting period.
3. **Documentation to be submitted with each annual report:** A list of active construction sites and the number and dates of inspections conducted on each site during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Planning Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Routine inspections of active construction sites will allow the County to verify compliance with E&S regulations.

SWMP Attachments:

- E&S inspection form
- Example site inspection tracking log

D. BMP #4 – Enforcement Procedures

1. **Description of BMP:** If during an inspection, a construction site is found to be in non-compliance with the Soil Erosion, Sedimentation and Pollution Control ordinance, the LDA permit holder will be provided with a copy of the inspection report and given a timeline for compliance. County E&S inspectors then re-inspect the site to ensure that the appropriate measures have been implemented. Following the third and subsequent violation, an immediate stop work order is issued. No work is allowed on the site except to address those deficiencies identified during the inspections.

Stop work orders are issued immediately without prior warning if any of the following are identified on site:

- Regulated land disturbing activities are being undertaken without a LDA permit
- Failure to maintain a stream buffer
- Significant amounts of sediment are being discharged into State waters

More detailed enforcement procedures are described in the ERP in accordance with Part 4.3 of the Permit.

2. **Measurable goal(s):** The County will take enforcement for 100% of E&S violations identified during construction site inspections.
3. **Documentation to be submitted with each annual report:** The County will provide documentation of any enforcement actions taken during the reporting period, including the number and type (e.g. Notice of Violation, Stop Work Order), the status (e.g. pending, resolved), and the amount of any assessed penalties.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): As needed
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Planning Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The County will consider this BMP effective if all E&S violations are addressed and resolved.

SWMP Attachments:

- Example enforcement forms or letters (e.g. Stop Work Order, Warning Notice)
- Example enforcement action tracking log

E. BMP #5 – Complaint Response

1. **Description of BMP:** The County provides multiple avenues for the public to contact the stormwater management program with complaints and concerns regarding MS4 infrastructure issues, water quality concerns, and erosion and sediment control violations. The County receives complaints via telephone call, email, walk-ins, and letters. In addition, the County maintains a “Report a Violation” tab on the stormwater webpage of the County’s official website that allows citizens to email a stormwater related complaint directly to the Stormwater Manager. The complaint is assigned to the appropriate department for investigation. The complaints are investigated within 3 business days. The County contacts the responsible party and if necessary, takes enforcement in accordance with the ERP to resolve the complaint. The County will maintain a database of all complaints received by the public. The complaint log will include information such as the date of complaint receipt, the location of complaint, complainant contact information, nature of the complaint (MS4, water quality, E&S, misc.), the date of complaint investigation, and complaint closure date.
2. **Measurable goal(s):** Investigate complaints within 3 business days of receipt.
3. **Documentation to be submitted with each annual report:** Copy of complaint log for reporting period
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Responding to complaints in a timely manner and resolving the complaints to the complainant’s satisfaction will result in a determination of BMP effectiveness.

SWMP Attachments:

- Complaint procedures
- Complaint tracking log

F. BMP #6 – Certification

1. **Description of BMP:** The County ensures that any staff involved in construction activities subject to the Construction General Permits, such as conducting plan reviews or E&S inspections, are trained and obtain the proper certification in accordance with the rules adopted by the GSWCC.
2. **Measurable goal(s):** Ensure that 100% of all staff involved in construction activities subject to the Construction General Permits are certified.
3. **Documentation to be submitted with each annual report:** Copies of GSWCC certification cards or printouts from the GSWCC website.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): As needed
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The BMP will be determined to be effective if all staff involved in construction activities maintain current certification.

Post-Construction Stormwater Management in
New Development and Redevelopment
Table 4.2.5 (a) of the Permit

A. BMP #1 – Legal Authority

1. **Description of BMP:** The County maintains a post-construction ordinance within Barrow County's Code of Ordinances that addresses stormwater management and stormwater facilities, including the long-term maintenance of detention/retention ponds. The ordinance was last adopted on August 9, 2016 and included the adoption of the latest edition of the Georgia Stormwater Management Manual. The ordinance provides the County with the authority to conduct inspections and take enforcement for the failure to maintain post-construction structures.

The County is required to continue to review and revise, where necessary, ordinances, building codes, and other regulations to ensure they do not impede or prohibit the use of Green Infrastructure/Low Impact Development (GI/LID) practices. The County will conduct the evaluation using the Center for Watershed Protection's Code and Ordinance worksheet during the first year of the permit cycle. During subsequent permit years, the County will reference this first-year evaluation, and either provide the status of any ordinance revisions or certify that revisions to the codes and ordinances were not necessary.

2. **Measurable goal(s):** Complete a comprehensive evaluation of the building codes and ordinances during the first permit year. Annually thereafter, evaluate the post-construction ordinance and if necessary, revise the ordinance.
3. **Documentation to be submitted with each annual report:** In the first-year annual report, a completed Center for Watershed Protection Code and Ordinance worksheet and if needed, a schedule for completing ordinance or code revisions. In each subsequent annual report, the status of any revisions or a certification that no revisions were needed. If the ordinance is revised during the reporting period, a copy of the adopted ordinance.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): February 15, 2024
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually

d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to properly regulate post-construction structure design and maintenance will indicate the BMP is effective.

SWMP Attachments:

- Post-Construction ordinance
- Center for Watershed Protection Code and Ordinance Worksheet

B. BMP #2 – Inventory

1. **Description of BMP:** The County maintains an inventory of post-construction stormwater management structures (e.g. detention / retention ponds, underground detention) located within the unincorporated urbanized area as follows:
 - All publicly-owned post-construction structures
 - Privately-owned structures designed after the December 9, 2008 deadline for adoption of the GSMM. This includes non-residential and those private residential structures located in a common development consisting of individually owned detached single family residential homes.
 - Publicly-owned structures by other entities (e.g. Board of Education and other entities that the County has the legal authority to inspect) with construction completed after December 6, 2012.

The inventory includes information on the number and type of structures, and ownership (i.e. publicly-owned, privately-owned, publicly-owned by other entities). The inventory will be updated as new structures are completed or existing structures are identified.
2. **Measurable goal(s):** Update the inventory as new structures are completed or existing structures are identified, with the update to occur at least annually.
3. **Documentation to be submitted with each annual report:** An updated inventory of post-construction structures, including those structures added during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): As needed
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Maintaining an updated inventory will allow the County to ensure that post-construction structures are being inspected and maintained as needed.

SWMP Attachments:

- Inventory of detention/retention ponds and underground detention structures

C. BMP #3 – Inspection Program

1. **Description of BMP:** The County conducts inspections of 100% of the post-construction stormwater management structures included on the inventory required by BMP #2 above, within the 5-year permit term. The County will ensure that at least 5% of the structures are inspected annually. The inspection date is tracked on a stormwater management structure log to show that 100% of the structures were inspected during the 5-year permit cycle.
2. **Measurable goal(s):** Inspect at least 5% of the post-construction structures on the inventory annually, with 100% of the structures inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** Copies of completed inspection forms, a copy of the inspection log, and the number and percentage of the total structures inspected during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Inspections showing improved maintenance of stormwater management structures over time will indicate BMP effectiveness.

SWMP Attachments:

- Example inspection form
- Inspection log for tracking inspections conducted over permit cycle

D. BMP #4 – Maintenance Program

1. **Description of BMP:** The County implements a long-term operation and maintenance program for post-construction stormwater management structures. Permittee-owned structures are maintained by the County to the maximum extent practicable. The County will also maintain existing residential privately owned post-construction structures with construction completed after December 6, 2012 and before December 6, 2017. The County will not maintain any new residential ponds constructed after December 6, 2017.

General maintenance will consist of vegetation management (e.g. cutting grass, removing weeds from the fence line, removing brushy growth and trees from the structure) as well as litter and trash removal. If an inspection identifies a structural deficiency, then a work order is generated and maintenance is scheduled. The work order is closed upon completion. If the scope of work is such that the work cannot be completed in a short period of time or is extensive, then the project is added to the County capital improvement projects list.

Privately-owned residential structures constructed after December 6, 2017 will be maintained by the owner and are required to enter into a maintenance agreement. In addition, private non-residential structures and publicly-owned structures owned by other entities with construction completed after December 6, 2012 are maintained by the owners and are required to enter into a maintenance agreement with the County. The County maintains a list of executed maintenance agreements. This list is updated as new agreements are signed. If inspections of these structures identify maintenance deficiencies, then letters of violation are transmitted to the owners listing the deficiencies and setting a time frame for correction.

2. **Measurable goal(s):** Maintain 100% of permittee-owned structures after an inspection indicates needed maintenance. Maintain 100% of privately-owned residential structures constructed between December 6, 2012 - December 6, 2017. Require executed maintenance agreements for all privately-owned residential structures constructed after December 6, 2017. Require executed maintenance agreements for all privately-owned non-residential or publicly-owned by other entities structures constructed after December 6, 2012. Notify owners of privately-owned or publicly-owned by other entities post-construction structures of any corrective action needed within 6 months of inspection.
3. **Documentation to be submitted with each annual report:** The County will provide copies of any work orders completed for those post-construction structures they maintain (i.e. permittee-owned, private residential constructed between December 6, 2012 – December 6, 2017) listing the structure maintained and the type of maintenance performed. For privately-owned structures or those

structures owned by other entities, the County will provide a summary list of maintenance agreements, the total number of executed agreements and copies of letters notifying the structure owners of required maintenance.

4. Schedule:

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): As needed
- d. Month/Year of each action (if applicable): N/A

5. Person (position) responsible for overall management and implementation of the BMP: Stormwater Manager

6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Properly maintained stormwater management structures within the County will indicate this BMP is effective.

SWMP Attachments:

- Example maintenance agreement
- List of maintenance agreements executed to date
- Example letter to notify owner of maintenance deficiencies

E. BMP #5 – GI/LID Program

1. **Description of BMP:** The County developed a GI/LID program that includes background information on the MS4, procedures for evaluating the feasibility of different GI/LID techniques and practices, the GI/LID structures allowed to be constructed within the County, and procedures for the inspection and maintenance of the GI/LID structures. This GI/LID program was approved by EPD on June 23, 2020. The County will evaluate the GI/LID program each reporting period for any needed revisions.
2. **Measurable goal(s):** Annually evaluate the GI/LID program.
3. **Documentation to be submitted with each annual report:** If the GI/LID program is revised during the reporting period, then the revised program will be submitted for EPD review.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The consideration of GI/LID structures during the design and review of development plans will be an indication of BMP effectiveness.

SWMP Attachments:

- GI/LID Program

F. BMP #6 – GI/LID Structure Inventory

1. **Description of BMP:** There are no GI/LID structures located within the unincorporated urbanized area of the County as of the date of the SWMP preparation. The County will maintain an inventory of water quality-related GI/LID structures constructed after December 6, 2012 located within the unincorporated urbanized area of the County. The inventory will include infiltration practices, pervious paver systems, pervious concrete, and porous asphalt. The inventory includes County-owned, publicly-owned by other entities, and privately-owned non-residential GI/LID structures. The County will track the addition of new water quality-related GI/LID structures through the plan review process and will enter into maintenance agreements for any newly constructed GI/LID structures that are privately-owned or publicly-owned by other entities.
2. **Measurable goal(s):** Update the GI/LID structure inventory annually. Track the addition of new water quality-related GI/LID structures through the plan review process and ensure the structures are added to the inventory.
3. **Documentation to be submitted with each annual report:** Updated inventory of water quality-related GI/LID structures or a statement that there are no GI/LID structures within the permitted area of the County.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The addition of new GI/LID structures to the inventory will demonstrate that the County is maintaining an updated inventory.

G. BMP #7 – GI/LID Structure Inspection Program

1. **Description of BMP:** The County will conduct inspections and/or ensure inspections are conducted on the water quality-related GI/LID structures listed on the inventory required by BMP #6. Routine inspections are important to keep the structure functioning properly. The inspection will include checking for such things as structural problems, excessive ponding, excessive vegetative growth, erosion, sediment buildup, deterioration of pipes, clogging of inlet and outlets, etc. Due to the diversity in GI/LID structures that the County will consider, specific procedures on the inspection of each of these structure types cannot be described here. Therefore, the inspections will follow the guidance provided by the Georgia Stormwater Management Manual, Volume 2, Appendix E, Operations & Maintenance Guidance Document. Inspection forms taken from this document are included in the County's GI/LID program and will be used to document the inspections. If the inventory contains less than 5 structures, then the County will conduct at least one inspection during each reporting period. If there are more than five GI/LID structures, then the County will inspect at least 5% of the structures annually.
2. **Measurable goal(s):** Inspections will begin following the construction of any GI/LID structures. Inspect either one GI/LID structure annually or if the inventory includes more than five structures, inspect 5% of the total structures annually. Ensure that 100% of the GI/LID structures are inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** Either a statement that no GI/LID structures exist within the County or the number and percentage of GI/LID structures inspected. Completed inspection forms for those structures inspected during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Completed inspection forms will demonstrate that the inspection program is effective.

SWMP Attachments:

- GI/LID Inspection Forms

H. BMP #8 – GI/LID Structure Maintenance Program

1. **Description of BMP:** There are no GI/LID structures located within the unincorporated urbanized area of the County. In the event GI/LID structures are constructed, the County will conduct maintenance on County-owned GI/LID structures as needed based on the results of structure inspections. Maintenance will include such things as removing excessive sediment, removing debris and litter from the inlet or outlet structures, mowing or maintaining vegetation, etc. The specifics regarding structure maintenance will follow the guidance provided by the Georgia Stormwater Management Manual, Volume 2, Appendix E, Operations & Maintenance Guidance Document. Maintenance performed will be tracked using a work order system.

For any existing publicly-owned structures owned by other entities and privately-owned non-residential GI/LID structures, the County will maintain a list of agreements executed after December 6, 2017. The list of agreements will be updated as new maintenance agreements are executed. When inspections of these GI/LID structures indicate maintenance is needed, the County will transmit letters to the responsible parties notifying them of deficiencies and setting a corrective action date.

2. **Measurable goal(s):** Conduct maintenance on 100% of the County-owned GI/LID structures where inspections noted needed maintenance. Annually update the summary list of executed maintenance agreements for publicly-owned by other entities and privately-owned non-residential GI/LID structures. Notify owners of publicly-owned by other entities and privately-owned non-residential GI/LID structures of needed maintenance through letters transmitted within 6 months of a completed inspection.
3. **Documentation to be submitted with each annual report:** The number of County-owned structures maintained and completed work orders. An updated summary list of maintenance agreements for publicly-owned by other entities and privately-owned non-residential GI/LID structures and copies of any letters sent to these owners regarding needed maintenance.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP: Stormwater Manager**
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Properly maintained GI/LID structures, whether County-owned or not, will indicate that this BMP is being properly implemented and is effective.**

SWMP Attachments:

- Example maintenance agreement

Pollution Prevention/Good Housekeeping for Municipal Operations

Table 4.2.6 (a) of the Permit

A. BMP #1 – MS4 Structure Inventory and Map

1. **Description of BMP:** The County will annually update an inventory and map of the MS4 structures located within the unincorporated urbanized area of the County, including catch basins, ditches (miles or linear feet), County-owned detention/retention ponds and underground detention, and storm drain lines (miles or linear feet). The inventory and map will be updated as as-built drawings are received from completed developments, along with any previously unidentified structures found during field inspections.
2. **Measurable goal(s):** Annually update an inventory and map of the MS4 structures.
3. **Documentation to be submitted with each annual report:** An updated inventory and map, the number of structures added during the reporting period, and the total number of structures.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The continual inventorying and mapping of the MS4 structures will ensure that the County is able to implement inspection and maintenance activities.

SWMP Attachments:

- MS4 inventory
- MS4 map

B. BMP #2 – MS4 Inspection Program

1. **Description of BMP:** The unincorporated urbanized area of the County is divided into five sectors. One sector is inspected during each reporting period, resulting in 100% of the MS4 being inspected within the 5-year permit term. During the inspections, the structure conditions are documented, such as any noted damage, debris present, sediment build-up, scouring or erosion, etc. The catch basins, ditches and pipes are inspected using a tablet in the field that links to ArcGIS, allowing the creation of inspection spreadsheets. The inspections of County-owned detention ponds are documented using a hard copy inspection form. The inspection dates are entered into the inventories provided in BMP #1 to demonstrate the County's status towards inspecting 100% over the 5-year permit cycle.
2. **Measurable goal(s):** Inspect one sector of the MS4 structures annually, so that 100% of the structures are inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** The number and percentage of the total structures inspected, and either completed inspection forms or inspection spreadsheets.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Inspecting a minimum of 5% of the MS4 structures or an entire sector of the MS4 will demonstrate the BMP is effective.

SWMP Attachments:

- MS4 Sector Map
- Field Inventory Manual
- Example inspection spreadsheet

C. **BMP #3 – MS4 Maintenance Program**

1. **Description of BMP:** The County conducts maintenance on the MS4 structures as needed. For the purpose of this permit, the area that this BMP will be reported on will consist of the unincorporated urbanized area of the County. The County prioritizes the structures requiring maintenance based on citizen complaints and the results of the MS4 inspection program. For example, those catch basins that are 75-100% full of sediment are given higher priority for maintenance over catch basins that contain 0-25% sediment. The maintenance programs will generally follow the procedures included in the MS4 Operation & Maintenance Procedures included in the appendices. Work orders are prepared for those MS4 structures requiring maintenance. Once the maintenance work is completed, these work orders are updated with information regarding the activities completed and the date(s) of completion. The completed maintenance activities are tracked in a spreadsheet.
2. **Measurable goal(s):** Conduct maintenance on MS4 structures as needed on an annual basis.
3. **Documentation to be submitted with each annual report:** The number of each type of structure maintained and a maintenance log.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** A properly functioning MS4 will be indicative that this BMP is effective.

SWMP Attachments:

- MS4 Operation & Maintenance procedures
- Example Maintenance Log

D. BMP #4 – Street and Parking Lot Cleaning

1. **Description of BMP:** The County conducts street and parking lot cleaning in an effort to remove litter and debris from County roadways before it can enter the MS4. The County has hired a contractor who conducts litter pickup on behalf of the County. The litter is removed prior to mowing the roadway rights-of-way. The County Roads & Bridges Department provides the contractor with a list of roads to receive litter removal and mowing each year. The contractor is required to complete the entire list each year. The contractor completes a litter removal form once the litter pickup is completed on a road.
2. **Measurable goal(s):** Conduct litter removal activities at least once during the reporting period.
3. **Documentation to be submitted with each annual report:** Copies of completed litter removal forms.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Cleaner streets and less debris in the MS4 will demonstrate BMP effectiveness.

SWMP Attachments:

- Litter removal form

E. BMP #5 – Employee Training

1. **Description of BMP:** The County conducts annual training for Public Works employees. The purpose of the training is to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance. The training will include, but not be limited to, such topics as stormwater pollution, good housekeeping at municipal facilities, illicit discharge detection, MS4 structure maintenance, construction site activities, and green infrastructure. The training will usually be in the form of on-line videos (e.g. YouTube) that are viewed by the employees. The training is documented using a sign-in sheet.
2. **Measurable goal(s):** Hold one employee training event annually
3. **Documentation to be submitted with each annual report:** A sign-in sheet showing the date of training and the topic(s) addressed.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of employees trained and an increased awareness of stormwater pollution among employees will demonstrate BMP effectiveness.

F. BMP #6 – Waste Disposal

1. **Description of BMP:** The County maintains a dedicated dumpster at the public works facility for MS4 waste. All debris removed from the MS4 is collected in this dumpster. The dumpster is taken to the Inert landfill at 1370 Hwy 211 for disposal of the waste when it is filled. The County tracks the amount of waste disposed of each time.
2. **Measurable goal(s):** The County will track the amount of MS4 waste disposed of annually.
3. **Documentation to be submitted with each annual report:** Landfill invoices
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The proper disposal of bulk waste, yard debris and litter will prevent the materials from entering the MS4 and receiving stream.

G. BMP #7 – New Flood Management Projects

1. **Description of BMP:** The County is certified as a Local Issuing Authority and remains in compliance with the Georgia Erosion and Sediment Control Act (GESCA) of 1975, as amended. The County requires all new construction projects, which includes new County projects, to comply with the Georgia Stormwater Management Manual and the County's stormwater management ordinance within Barrow County's Code of Ordinances. During the plan review stage, the County evaluates each project to determine water quality impacts and ensure compliance with the runoff reduction standard. If necessary, the County requires revision of the plan design. The County also reviews the design of any proposed flood management projects (i.e. detention/retention ponds) for improved pollutant removal and includes new structures on an inventory. The County utilizes a Water Quality Improvement Worksheet during the plan review process as part of the analysis.
2. **Measurable goal(s):** Ensure that 100% of proposed projects are assessed for water quality impacts during the design phase.
3. **Documentation to be submitted with each annual report:** A list of plans reviewed during the reporting period that were assessed for water quality impacts, noting those plans that resulted in new flood management projects for improved water quality.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The list of plans reviewed each year that were evaluated for runoff reduction and that include new flood management projects will be an indication of BMP effectiveness.

SWMP Attachments:

- Example form used to document the assessment of new plans

H. BMP #8 – Existing Flood Management Projects

1. **Description of BMP:** The County conducts an assessment of existing (i.e. those designed prior to the 2016 Georgia Stormwater Manual) County-owned flood management projects (e.g. detention and retention ponds) for potential retrofitting to address water quality impacts. The County utilizes an Existing Facility Water Quality Improvement Worksheet to conduct the evaluation. This worksheet consists of a flow chart format which assesses whether a retrofit is needed and if so, is the retrofit feasible (e.g. is there a possible retrofit, is land available, are funds available, etc.). If the evaluation determines that retrofitting of the existing structure is feasible, then the County will proceed with the retrofit design and installation. If an assessment has previously been performed on any of the County-owned structures using the 2016 GSMM, then an additional assessment will not be performed.
2. **Measurable goal(s):** The County owns 5 existing detention/retention structures, so will assess 100% of the structures within the 5-year permit term. However, if any of these structures were previously assessed prior to the December 6, 2022 permit effective date, using the 2016 GSMM, then an additional assessment will not be performed during this permit cycle.
3. **Documentation to be submitted with each annual report:** A completed Existing Facility Water Quality Improvement Worksheet for each assessed structure and information on any retrofitting activities conducted during the reporting period. For structures previously assessed prior to the December 6, 2022 permit effective date, the County will provide documentation of the assessment and the status of any retrofitting activities with the 2023 annual report. The 2024-2027 annual reports will include a table listing the existing flood management structures, the date of assessment, the results of the assessment and the status of retrofitting activities.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): February 15, 2024
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): 2024 -2027
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Assessing and retrofitting existing flood management projects will potentially result in improved water quality which will be verified through the impaired waters monitoring program.

SWMP Attachments:

- List of existing flood management structures
- Water Quality Improvement Worksheet

I. BMP #9 – Municipal Facilities

1. **Description of BMP:** The County maintains an inventory of municipal facilities with the potential to cause pollution. The inventory includes those municipal facilities owned by the County and located within the unincorporated urbanized area. The inventory is updated annually.

The County conducts inspections of the municipal facilities included on the inventory, so that 100% of the facilities are inspected within the 5-year permit term. The County utilizes an inspection form that includes general facility information (e.g. location of the facility, activities conducted at the facility, facility contact information) and specific facility information (e.g. potential pollutant sources, best management practices present, pollution prevention practices). During the inspection, if any problems are noted, then the facility representative is notified and necessary corrective actions are explained. An example inspection form is attached.

2. **Measurable goal(s):** Annually update the inventory of municipal facilities. Conduct inspections on at least 5% of the municipal facilities annually, ensuring that 100% of the facilities are inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** Updated inventory of municipal facilities. Completed inspection forms.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Stormwater Manager
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** On-going inspections, including on-site education of facility personnel, should result in fewer pollution problems noted at the municipal facilities during subsequent inspections.

SWMP Attachments:

- Inventory of municipal facilities
- Example inspection form

Appendix A

Enforcement Response Plan

1. The MS4 was required to develop an Enforcement Response Plan (ERP) that describes the action to be taken for violations of the Stormwater Management Program during a previous permit iteration.
 - A. Provide the date the ERP was approved by EPD: May 30, 2014
 - B. If the ERP has not yet been approved, provide the date submitted to EPD: N/A
2. The ERP is to be evaluated annually and revised as needed. Provide the most recent version of the ERP as an attachment to this Appendix.

Appendix B

Impaired Waters

1. Population based on the latest U.S. Census: 86,333

Date of the latest U.S. Census used: 2020

If the population is less than 10,000, then see item #2 below.

If the population exceeds 10,000, then see items #3 below.

2. If the population is less than 10,000, then the MS4 must develop an Impaired Waters Plan (IWP) (see Part 4.4.1 of the NPDES Permit) including:
 - A list of impaired waters and the pollutant(s) of concern;
 - A map showing the location of the impaired waters and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
 - BMPs that will be implemented to address each pollutant of concern; and
 - A schedule for implementing the BMPs.
3. If the population exceeds 10,000, then the MS4 must develop an Impaired Waters Plan/Monitoring and Implementation Plan (MIP) (see Part 4.4.2 of the NPDES Permit) including:
 - A list of impaired waters and the pollutant(s) of concern, including the date of the 303(d) list used;
 - A map showing the location of the impaired waters, the monitoring location(s), and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
 - The sample location (instream or at the outfalls);
 - Information on the sample type, frequency, and any seasonal considerations;
 - Schedule for starting monitoring for any newly identified pollutants;
 - BMPs that will be implemented to address each pollutant of concern;
 - A schedule for implementing the BMPs; and
 - The information to be included in each annual report, including the monitoring data, as assessment of data trends, and an assessment of the effectiveness of the BMPs.
4. The IWP and MIP must be evaluated annually and revised as needed. The most recent version of the IWP or MIP must be submitted as an attachment to this appendix.