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State of Wisconsin
Department of Natural Resources
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JAN 23 2015

**Notice of Intent to Apply for Coverage Under
WPDES MS4 General Permit No. WI-S050181-1**

Form 3400-191 (R 10/14)

Page 1

Notice: Pursuant to ss. 283.33 and 283.37, Wis. Stats., and chs. NR 151 and 216, Wis. Adm. Code, this form is used to apply for coverage under Wisconsin Pollutant Discharge/Elimination System (WPDES) Municipal Separate Storm Sewer System (MS4) General Permit No. WI-S050181-1. This form and any required attachments constitute the permit application. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Laws (ss. 19.31-19.39, Wis. Stats.).

Instructions: Complete all sections of this permit application. If additional space is needed to respond to a question, attach additional pages. Provide descriptions below that explain the program activities that you expect to develop and implement to comply with the MS4 general permit. Information on the MS4 general permit and the MS4 storm water program are available at: <http://dnr.wi.gov/topic/stormwater/municipal/>. Section 3 of the MS4 general permit contains the compliance schedule that directs when the individual program activities need to be developed and submitted to the Department for review. The detailed programs that are developed and submitted to the Department for review may deviate from the program activities described below if necessary. The descriptions provided below are necessary for the Department to verify that the municipality's program activities comply with the permit.

Section I: Applicant Information

Name of Municipality

City of Elkhorn

Mailing Address

PO Box 920

City

Elkhorn

State

WI

ZIP Code

53121

County(s) in which Applicant is located

Walworth

Type of Municipality: (check one)

County City Village Town Other (specify)

Section II: Local Contact Information

Name of Municipal Contact Person

Sam Tapson

Title

City Administrator

Mailing Address

PO Box 920

City

Elkhorn

State

WI

ZIP Code

53121

Email address

stapson@cityofelkhorn.org

Phone Number (incl. area code)

(262) 723-2219

Website address, if available

www.cityofelkhorn.org

Section III: Water Quality Concerns

Yes

No

Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/topic/surfacewater/orwerw.html>)

Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/topic/impairedwaters/>)

Section IV: Potential Permit Exemption

Yes

No

Section NR 216.023, Wis. Adm. Code, allows certain MS4s that have less than 1000 people residing in an urbanized area to be waived from municipal storm water permit coverage.

Do you believe that the MS4 may be eligible for this potential exemption as described in s. NR 216.023, Wis. Adm. Code?

If yes, please provide documentation supporting a permit exemption including the following (Attach additional pages if necessary):

Total municipal area in square miles

Total municipal population (2010 U.S. census)

MS4 service area within Urbanized Area in square miles

Municipal population within Urbanized Area (2010 U.S. census)

Additional information supporting an exemption under s. NR 216.023, Wis. Adm. Code

Note: Urbanized Area information is available from the USEPA at:

<http://water.epa.gov/polwaste/npdes/stormwater/Urbanized-Area-Maps-for-NPDES-MS4-Phase-II-Stormwater-Permits.cfm>

Section V: Summary of Municipal Storm Water Program Activities

Describe the programs or activities the municipality is doing or will do to comply with the requirements of the MS4 general permit. Attach additional pages if necessary.

A. Public Education and Outreach

Describe the public education and outreach program activities that the municipality will implement to comply with section 2.1 of the MS4 general permit.

See attachment

B. Public Involvement and Participation

Describe the public involvement and participation program activities that the municipality will promote to comply with section 2.2 of the MS4 general permit.

See attachment

C. Illicit Discharge Detection & Elimination

Describe the illicit discharge detection and elimination program authority and activities that the municipality will develop and implement to comply with section 2.3 of the MS4 general permit.

See attachment

D. Construction Site Pollution Control

Describe the construction site pollutant control program authority and activities that the municipality will develop and implement to comply with section 2.4 of the MS4 general permit.

See attachment

E. Post-Construction Site Storm Water Management

Describe the post-construction storm water management program authority and activities that the municipality will develop and implement to comply with section 2.5 of the MS4 general permit.

See attachment

F. Pollution Prevention

Describe the pollution prevention program activities that the municipality will implement to comply with section 2.6 of the MS4 general permit.

See attachment

Section VI: Certification

I hereby certify that I am an authorized representative of the municipality that is the subject of this application for general permit coverage, and that the information provided is true and complete, to the best of my knowledge. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Name

Sam Tapson

Title

City Administrator

Signature



Date Signed

1-20-15

Email address

stapson@cityofelkhorn.org

Phone Number (incl. area code)

(262) 723-2219

Return this completed form to: Wisconsin Department of Natural Resources
Storm Water Program – WT/3
PO Box 7921
Madison, WI 53707-7921

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City of Elkhorn

Section V

A. Public Education and Outreach

- a. The City will implement a Public Education and Outreach Program meeting the requirements of Section 2.1 of WPDES MS4 General Permit No. WI-S050181-1. The City has entered an intergovernmental agreement with Walworth County to collaborate on this permit requirement. At a minimum, the public education and outreach program will include:
 - i. Detection and elimination of illicit discharges
 - ii. Proper management of materials that may cause storm water pollution
 - iii. Beneficial onsite reuse of leaves and grass clippings and proper use of fertilizers and pesticides
 - iv. Management of streambanks and shorelines by riparian landowners
 - v. Infiltration of residential runoff
 - vi. Education of those responsible for the design, installation and maintenance of construction site and storm water management facilities
 - vii. Identify and educate businesses and activities that may pose a storm water contamination concern
 - viii. Promote environmentally sensitive land development designs by developer and designers

B. Public Involvement and Participation

- a. The City will implement a Public Involvement and Participation Program meeting the requirements of Section 2.2 of WPDES MS4 General Permit No. WI-S050181-1. The City has entered an intergovernmental agreement with Walworth County to collaborate on this permit requirement. At a minimum, the public involvement and participation program will include the notification of the public of permit activities and encourage input and participation in these activities.

C. Illicit Discharge Detection and Elimination

- a. The City will implement an Illicit Discharge Detection and Elimination Program meeting the requirements of Section 2.3 of WPDES MS4 General Permit No. WI-S050181-1. The program will include the following:
 - i. An ordinance to prevent and eliminate illicit discharges and connections
 - ii. Initial and ongoing field screening of all major outfalls during dry weather periods
 - iii. Establishing procedures for responding to known or suspected illicit discharges
 - iv. Removal of illicit discharges from the MS4 system.

D. Construction Site Pollution Control

- a. The city has an existing Construction Site Pollution Control Program. The existing program includes a construction site erosion control ordinance, construction site plan

review for sites not required to obtain an NOI and routine and rain event inspections of sites. City will revised the existing program to meet the requirements of Section 2.4 of WPDES MS4 General Permit No. WI-S050181-1. The program will include the following:

- i. Updating the ordinance to meet all erosion and sediment control requirements of NR151
- ii. Updating the procedures for construction site inspection and enforcement of erosion and sediment control measures as required
- iii. Updating the procedures for receipt and consideration of information submitted by the public as required
- iv. Updating the procedures for construction site plan review as required
- v. Updating the procedures for the administration of the construction site pollutant control program as required

E. Post-Construction Site Storm Water Management

a. The City has an existing Post-Construction Site Storm Water Management Program. The existing program includes a stormwater ordinance with quantity and quality requirements and procedures to ensure the long-term maintenance of storm water management facilities. City will revised the existing program to meet the requirements of Section 2.5 of WPDES MS4 General Permit No. WI-S050181-1. The program will include the following:

- i. Updating the ordinance to meet all post-construction requirements of NR151
- ii. Updating the procedures to ensure the long-term maintenance of storm water management facilities as required
- iii. Updating procedures for the administration of the post-construction storm water management program as required

F. Pollution Prevention

- a. The City will complete an inventory of municipally owned or operated structural storm water facilities and develop and implement procedures for the routine inspection and maintenance of these facilities.
- b. The City has an existing street sweeping program. The existing street sweeper is a broom and vacuum sweeper. The City currently sweeps all streets three times per year and the downtown area weekly. The existing program will be evaluated as part of the permit activities.
- c. The City currently cleans about a quarter of their catch basins per year. Individual catch basins are also cleaned on an as-needed basis. The existing program will be evaluated as part of the permit activities.
- d. The City disposes of street sweeping and catch basin cleaning debris in accordance with existing regulations.
- e. The City has adopted a snow removal policy to limit the application of road salt and other deicers to the amount necessary to maintain public safety. The City uses a liquid deicer before snow events and road salt after snow events. The City uses an application rate of 200 pounds per lane-mile and only applies salt and deicers to intersections, curves and hills.

- f. The City mulches leaves and grass clippings on City properties. The City has a compost program for residents. Residents can bring in materials for composting twice a week from April to November and the City does curbside pickup for a short period every spring and fall.
- g. The City will prepare storm water pollution prevention plans for the public works garage. This facility is the location of the City's salt storage, which is housed in a covered facility.
- h. The City currently applies phosphorus-free fertilizers to municipal properties. The City has an ordinance [Municipal Code Section 8.05.1 (4)] that prohibits phosphorus fertilizer in the City.
- i. The City educates public works staff on their deicing program. The City will expand their staff education program to include procedures and policies developed as a part of this permit.