



**MS4 Permit No. WI-S050075-3**

**Section 2.6.1 & 2.6.2 Storm Water BMP Maintenance Program**

**March 2023**

**Summary**

The City of Watertown (City) is covered under the Wisconsin Department of Natural Resources' (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City implements a Stormwater Best Management Practice (BMP) Maintenance Program that includes both publicly- and privately-owned BMPs. Inspections and maintenance of the stormwater BMPs located within the City is completed to ensure the BMPs are functioning as designed and constructed to reduce the amount of pollution that enters local streams, lakes and wetland from stormwater runoff per Section 2.6.1 and 2.6.2 of the MS4 Permit. A variety of different BMPs are located in the City, requiring a wide range of equipment, resources, staffing and knowledge for these BMPs to successfully reduce the overall amount of Total Suspended Solids (TSS), Total Phosphorus (TP) and other pollutants from reaching the Rock River, Johnson Creek, Silver Creek, Silver Creek Pond, Lake Victoria, Heiden Pond, and other local tributaries and wetlands.

**Program Timelines**

Routine inspections and maintenance of the publicly-owned stormwater BMPs are completed at various times throughout the year, often due to forecasted rain events. City crews understand the impacts of clogged outfall structures and loose debris in the stormwater BMPs, and are trained to inspect and maintain these areas in particular on a routine basis.

Less frequent, full inspections are completed and documented at least once every 2 years. These inspections may reveal more substantial maintenance tasks to be done, such as outfall structure maintenance, inlet structure maintenance, sediment build up to be removed, and more. Engineering Division staff complete and document the inspections, then coordinate completion of the work with the Street Division Operations Manager or with a private contractor.

Privately-owned stormwater BMPs are inspected\* once every 2 years by City staff. These inspections are documented and stored with other MS4 Permit program documentation within the Engineering Division. Notifications including copies of the inspection reports are sent out to private stormwater BMP owners with maintenance tasks and suggested timelines identified. City staff review the BMPs after these timeframes have passed to confirm whether the maintenance

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tasks were completed or not. If not, City staff may schedule this work to be completed either through the Streets Division (depending on staff and equipment availability) or through a contractor.

#### **Administrative Procedures**

Both City-owned and privately-owned stormwater BMPs are tracked through inventories in spreadsheets and GIS. (see attached spreadsheets). Information such as the BMP type, location, year constructed, street address, parcel #, and whether the BMP has a maintenance plan/agreement, As-builts and stormwater management plan are tracked either on the spreadsheets or in GIS. The City Engineering Division stores the maintenance plans/agreements, as-builts, and stormwater management plans electronically along with the inspection reports and inspection notification letters. (Additional spreadsheets are maintained to track Total Suspended Solids (TSS) and Total Phosphorus (TP) control levels for each individual BMP, primarily for TMDL purposes. Additional pollutant control due to newly constructed or installed BMPs is reported to the Wisconsin Department of Natural Resources (WDNR) via the MS4 Permit Annual Report.)

Maintenance plans have been developed for the City-owned stormwater BMPs. These plans include the type of BMP, location, recommended routine and occasional maintenance tasks, and a schedule recommending when to complete these tasks. Long-term maintenance agreements are required for privately-owned stormwater BMPs as part of the City's stormwater permit process, which include similar BMP information.

Inspections reports for City-owned BMPs are documented and housed within the Engineering Division. Maintenance activities that are identified through these inspections are communicated with the Street Division Operations Manager or with a private contractor.

Inspection reports for privately-owned stormwater BMPs are documented and copies are included with the notification letters that are sent out to the property owners. For properties that do not have maintenance activities completed within the appropriate timeframes, City staff may charge back the property owner for the cost of the maintenance work through the property tax bills at the end of the year. This process would be coordinated between the Engineering Division and the Clerk's Office.

Sediment removal at City-owned BMPs would be reviewed through the WDNR's NR 528 Sediment Characterization Process, to determine the best way to dispose of any sediment removal from the bottom of the BMP. Records of the characterization are retained for at least 20 years per the requirements of NR 528, Wisconsin Administrative Code. Sediment removal beyond the minor amounts allowed in NR 528 is anticipated to be completed once every 10-20 years,

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depending on the BMP type, land use within the contributing drainage area and site-specific conditions.

Some BMPs will require dewatering to adequately complete the sediment removal or other maintenance tasks. Dewatering of stormwater BMPs is covered under the WDNR's WPDES Dewatering Permit, which City staff would obtain coverage under prior to dewatering stormwater BMPs.

#### **Outreach**

Information on stormwater BMP maintenance particularly for private property owners is included on the City's Stormwater Utility website. This website is updated multiple times per year with new or revised information for property owners and the general public as part of the overall Stormwater Education Program. City staff refer to stormwater BMP owners to this site for information to share with contractors, neighbors and other interested parties. City staff also refer Streets Division and Parks & Forestry Department staff to this site for information on stormwater related topics including maintenance, vegetation, and invasive species.

#### **Program Contact**

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