



City of Hutchinson

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DECEMBER 2015 LOCAL SURFACE WATER MANAGEMENT PLAN

..... WSB Project No. 2702-000



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LOCAL SURFACE WATER MANAGEMENT PLAN

FOR THE

CITY OF HUTCHINSON, MINNESOTA

December 2015

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CERTIFICATION

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Jacob Newhall, PE

Reg. No. 49170

TABLE OF CONTENTS

Title Page
Certification
Table of Contents

SECTION 1: EXECUTIVE SUMMARY

SECTION 2: LAND AND WATER RESOURCE INVENTORY

SECTION 3: AGENCY COOPERATION

SECTION 4: ASSESSMENT OF PROBLEMS AND ISSUES

SECTION 5: GOALS AND POLICIES

SECTION 6: IMPLEMENTATION PROGRAM

LIST OF APPENDICES

Appendix A – Figures

- Figure 1: Location Map
- Figure 2: Zoning Map
- Figure 3: Future Land Use Map
- Figure 4: Storm Sewer Map
- Figure 5: National Wetlands Inventory & DNR Lakes Map
- Figure 6: Soils Map
- Figure 7: Water Resource Problem Areas Map
- Figure 8: Floodplain Map
- Figure 9: Water Quality Monitoring Map
- Figure 10: Pollutant Sources Map
- Figure 11: Stormwater BMP Map

Appendix B – MS4 SWPPP Application for Reauthorization

Appendix C – Stormwater Management Design Standards

SECTION 1

1. EXECUTIVE SUMMARY

1.1. Local Water Management Plan Purposes

The City of Hutchinson's *Local Surface Water Management Plan* (Plan, City Plan, Local Plan) is a local management plan that has been written to be consistent with the requirements of Minnesota Statutes 103B.235, Minnesota Rules 8410. Minnesota Statute 103B.201 states that the purposes of the water management programs are to:

- Protect, preserve, and use natural surface and groundwater storage and retention systems;
- Minimize public capital expenditures needed to correct flooding and water quality problems;
- Identify and plan for means to effectively protect and improve surface and groundwater quality;
- Establish more uniform local policies and official controls for surface and groundwater management;
- Prevent erosion of soil into surface water systems;
- Promote groundwater recharge;
- Protect and enhance fish and wildlife habitat and water recreational facilities; and
- Secure the other benefits associated with the proper management of surface and groundwater.

The Hutchinson Local Surface Water Management Plan addresses these purposes.

1.2. Local Surface Water Management Responsibilities and Related Agreements

The City of Hutchinson (the City) has not entered into any water management related agreements with its neighboring cities, the County, or the State of Minnesota, other than on a project-specific agreement for BMPs constructed to meet water quality requirements.

The City is responsible for construction, maintenance, and operation of the City's storm water management systems (i.e., ponds, pipes, channels).

1.3. Executive Summary

The Hutchinson Local Surface Water Management Plan is divided into six sections:

- ***Section 1 Executive Summary*** provides background information and summarizes the Plan contents.
- ***Section 2 Land and Water Resource Inventory*** presents information about the topography, geology, groundwater, soils, land use, public utilities, surface waters, hydrologic system and data, and the drainage system.

SECTION 1

- **Section 3 Agency Cooperation** describes the City's ordinances and other governmental controls and programs that affect water management.
- **Section 4 Assessment of Problems and Issues** presents the City's water management related problems and issues.
- **Section 5 Goals and Policies** outlines the City's goals and policies pertaining to water management.
- **Section 6 Implementation Program** presents the implementation program for the City, which includes defining responsibilities, prioritizing, and listing the program elements. **Table 6.1** outlines the projects, programs, studies, and Storm Water Pollution Prevention Plan (SWPPP) activities that have been identified to address the problem areas contained in this Plan.

1.3.1. Background

McLeod County adopted a Comprehensive Local Water Plan in 2013. The McLeod County Plan addresses water problems in the context of watershed units and groundwater systems. In addition, The City of Hutchinson is located in the south fork of the Crow River watershed, so the Crow River Organization of Water assists in guiding local water resources policies. The City is not located in a watershed district.

SECTION 2

2. LAND AND WATER RESOURCE INVENTORY

The City, located approximately 50 miles west of downtown Minneapolis, is surrounded by lakes, wetlands, and valuable water and land resources. Protecting and enhancing these important resources is a high priority for the City and the surrounding area. Information has been collected regarding land and water resources for the City from a variety of sources. This section of the Plan provides a general description and summary of the climate, geology, surficial topography, surface and ground water resource data, soils, land use, public utilities services, water-based recreation, fish and wildlife habitat, unique features, scenic areas, and pollutant sources. This section also identifies where more detailed information can be obtained.

2.1. Topography and Geology

The City is located in the northwest area of McLeod County as shown on **Figure 1, Appendix A**. The area is characterized by nearly flat to gently rolling topography, with the highest ground being in the north central portion of the City. Hutchinson is bordered by Otter and Campbell Lake to the west and through the central portion of the city where it continues on as the South Fork Crow River past the Hutchinson Dam. All of the City's surface water drains to Otter Lake and the South Fork Crow River. The City has contour data that covers the entire City and is based on 2011 LIDAR (Light Detection and Ranging) Data.

According to the McLeod County Geologic Atlas from the Minnesota Geologic Survey, the depth to bedrock in the Hutchinson area ranges from approximately 400-500 feet below ground surface.

2.2. Climate and Precipitation

The climate for McLeod County, about one hour west of the Minneapolis/St. Paul metropolitan area, is described as a humid continental climate with moderate precipitation, wide daily temperature variations, warm humid summers, and cold winters. The average annual temperature is 44.3 degrees Fahrenheit. The total average annual precipitation is approximately 26.9 inches. The annual snowfall average is 42.9 inches and is equivalent to approximately 4.3 inches of water. Average monthly temperature and precipitation are shown in **Table 2-1** below. Additional climatological information for the area can be obtained from the Minnesota State Climatology Office at <http://www.climate.umn.edu/>.

The recurrence interval of a rainfall event is based on the probability that a particular storm event will reoccur in any given year. A 24-hour rainfall event having a 99% chance of occurrence is approximately 2.4 inches. A 24-hour rainfall event having a 1% chance of occurrence is approximately 6.9 inches. The 1%, 10-day runoff is 7.1 inches (this is a combination of snowmelt and precipitation when the ground is frozen and no infiltration can occur and is from Figure 2-1 (A) of the *National Engineering Handbook*, Section 4, Hydrology, Soil Conservation Service, August 1972). Additional rainfall events and

SECTION 2

probabilities are listed in **Table 2-2** below. The rainfall data was obtained from the Atlas 14 website produced by the National Oceanic and Atmospheric Administration (NOAA). Refer to <http://hdsc.nws.noaa.gov/hdsc/pfds/> for additional information.

TABLE 2-1 AVERAGE MONTHLY TEMPERATURE AND PRECIPITATION DATA FOR THE CITY OF HUTCHINSON

Months	Average Temp (F°)	Precipitation (inches)	Snowfall (inches)
January	11.8	0.7	8.5
February	17.1	0.6	7.2
March	30.3	1.5	8.7
April	45.7	2.4	2.9
May	58.3	3.4	0.0
June	67.8	4.3	0.0
July	72.3	3.4	0.0
August	69.6	3.7	0.0
September	60.8	2.7	0.0
October	48.4	2.0	0.6
November	32.4	1.3	5.9
December	17.6	0.9	9.1
Totals	(Year Avg.) 44.3	26.9	42.9

TABLE 2-2 RAINFALL EVENTS FOR THE CITY OF HUTCHINSON

RECURRENCE INTERVAL	EVENT DURATION	PROBABILITY OF OCCURRENCE IN ANY GIVEN YEAR	RAINFALL AMOUNT (INCHES)
1 – Year	24 – Hour	99%	2.40
2 – Year	24 – Hour	50%	2.76
5 – Year	24 – Hour	20%	3.44
10 – Year	24 – Hour	10%	4.09
25 – Year	24 – Hour	4%	5.09
50 – Year	24 – Hour	2%	5.95
100 – Year	24 – Hour	1%	6.90

2.3. Soils

The City is predominantly located in five different soil associations: Clarion-Harps-Glencoe, Clarion-Canisteo-Storden, Estherville-Coland-Biscay, Cokato-Storden-Muskego, and Cokato-Canisteo-Cordova. Soil textures, infiltration rates, and slopes can vary greatly between the different soil associations. Infiltration rates of soils affect the amount of direct runoff resulting from rainfall; the higher the

SECTION 2

infiltration rate for a given soil, the lower the runoff potential. Conversely, soils with low infiltration rates produce high runoff volumes and high peak discharge rates. More information about the local soils can be obtained from the *Soil Survey of McLeod County* or *The McLeod County Comprehensive Local Water Plan*.

2.4. Land Use and Zoning

The City is approximately nine square miles with a 2014 population of 14,124. In Hutchinson, population size is growing at a faster rate than the city area, resulting in an increased trend in population density. The Current Zoning Map is shown in **Figure 2**. The Future Land Use Map is shown in **Figure 3**. The City of Hutchinson Comprehensive Plan was adopted on December 10, 2013. For more information on Land Use and Zoning within the City, refer to the Comprehensive Plan which can be found on the City website (<http://www.ci.hutchinson.mn.us/>).

2.5. Public Utilities

Hutchinson provides sanitary and water service throughout the City. In 2008, the Hutchinson wastewater facility underwent a major expansion to help serve the needs of the City through the year of 2028, with a maximum capacity of 9.62 million gallons per day (mgd). The upgrade was designed to treat an average of 3.67 mgd using biological and membrane bioreactor (MBR) processes. Prior to discharging into the South Fork River, the water is treated with chemical phosphorus removal and ultraviolet disinfection. In addition to the treatment facility, there are also areas of the City that utilize individual Subsurface Sewage Treatment Systems (SSTS).

Public water services are described in **Subsection 2.7 Groundwater**.

Storm sewers, ditches, curbs, and gutters provide storm water drainage for the City. The storm sewer map (**Figure 4**) shows the City's storm water system of pipes, channels and ponds. Future street maintenance and redevelopment will likely dictate the extension or reconstruction of the storm drainage system. Mapping of storm water utilities will be updated as improvements of the system are completed to stay in compliance with MS4 requirements.

2.6. Surface Waters

Figure 5 shows the major water resources in the City. The following table lists the named DNR-protected lakes and wetlands within the City and the associated ordinary High Water Level.

<i>Waterbody Name</i>	<i>OHW</i>	<i>Lake ID #</i>
Otter	1039.2	43 0085 00

SECTION 2

The Wetland Conservation Act of 1991 (WCA) dictates that Local Government Units (LGUs) are responsible for administering the rules. The intent of the WCA is to promote no net loss of wetlands. McLeod County is the LGU responsible for administering WCA within the City. Refer to **Figure 5** for the location of National Wetland Inventory (NWI) wetlands throughout the City. A soils map is also included for reference as **Figure 6**.

2.6.1. *Water Quality Data*

Water quality data for the City has been obtained from the Minnesota Pollution Control Agency (MPCA) Environmental Data Access site. This database is utilized by participating agencies to compile water quality testing data and is almost entirely used for the storage of water quality parameters. This water quality monitoring information/data and monitoring locations can be found at the MPCA's Environmental Data Access site at <http://www.pca.state.mn.us/index.php/water/water-monitoring-and-reporting/water-monitoring-and-reporting.html>.

2.6.2. *Impaired Waters*

The MPCA lists the following water bodies located within or near the City as being impaired:

- Otter Lake (Main Basin ID – 43-0085-01) is listed as impaired for mercury in fish tissue and excessive nutrients/eutrophication
- Otter Lake (South Arm ID – 43-0085-02 and North Arm/Campbells ID – 43-0085-03) is listed as impaired for mercury in fish tissue
- South Fork Crow River (Headwaters to Hutchinson Dam: ID-07010205-540) is listed as impaired for mercury in fish, turbidity, fishes bioassessments and aquatic macroinvertebrate bioassessments
- South Fork Crow River (Hutchinson Dam to Bear Creek: ID-07010205-510) is listed as impaired for mercury in fish and turbidity

As of 2015, TMDL studies are currently underway for Otter Lake and the South Fork Crow River as part of a Watershed Restoration and Protection Strategy (WRAPS) study being conducted for the South Fork Crow Watershed. The locations of these impaired water bodies are shown on the water resource problem areas map, **Figure 7, Appendix A**.

2.6.3. *Shoreland*

The City has an adopted a shoreland management ordinance. A copy of this ordinance can be found under Title XV: Land Usage in Chapter 152 at http://www.amlegal.com/codes/client/hutchinson_mn/ or obtained at City Hall. This ordinance requires setbacks from shoreland areas, and limits the type of development and use of the City's shoreland areas.

SECTION 2

2.6.4. *Flood Plain Management*

The City has adopted a flood plain management ordinance. A copy of this ordinance can be found under Title XV: Land Usage in Chapter 154 at http://www.amlegal.com/codes/client/hutchinson_mn/ or obtained at City Hall. This ordinance generally regulates developments, land alterations and uses within each of the floodway, flood fringe, and general flood plain districts.

2.6.5 *Storm Water Management*

The City has adopted a storm water management ordinance that can be found under Title V: Public Works in Chapter 54: Storm Water Management at http://www.amlegal.com/codes/client/hutchinson_mn/ or obtained at City Hall. This ordinance identifies several features related to the City's storm water management and erosion control goals and controls.

2.7. Groundwater

Various agencies are responsible for groundwater management and protection. The DNR regulates groundwater usage rate and volume as part of its charge to conserve and use the waters of the state. For example, suppliers of domestic water to more than 25 people or applicants proposing a use that exceeds 10,000 gallons per day or 1,000,000 gallons per year must obtain a water appropriation permit from the DNR. Many of the agencies charged with regulating water usage are currently involved in assessing and addressing concerns of water usage. When and where feasible the City will work with the associated agencies to be good stewards of water resources. The Minnesota Department of Health (MDH) is the official state agency responsible for addressing all environmental health matters, including groundwater protection. For example, the MDH administers the well abandonment program and regulates installation of new wells. The MPCA administers and enforces laws relating to pollution of the state's waters, including groundwater. The Minnesota Geological Survey provides a complete account of the state's groundwater resources. The City is charged with general responsibilities for groundwater protection and use, but its role is limited to cooperating and assisting the DNR, MDH, and MPCA in their groundwater protection efforts.

Continued research about infiltration impacts and groundwater recharge is ongoing with the goal to help develop a better overall understanding of this groundwater/infiltration interaction.

The City owns and operates five wells located within City limits. The wells draw from an aquifer located approximately 100 feet below ground surface. The Hutchinson Water Treatment Plant uses membrane technology to soften the water and reduce ammonia; biological filtration to reduce iron and manganese; and ammonia to meet treatment requirements within its site constraints. Treated water from the biological pressure filters,

SECTION 2

which use nonpathogenic organisms to remove iron, manganese, and ammonia, is blended with the membrane permeate. The blended water's pH is increased to control corrosion. Disinfection and fluoridation complete the treatment process. Once treated, the pumped water is sent into the City's water distribution system.

2.8. Hydrologic and Hydraulic Modeling

The City's previous storm water management plan was drafted by Barr Engineering Company in 1996. The plan included modeling the water quality and water quantity issues for five specific portions of the City with the aid of PONDNET and HydroCAD software. The previous plan proposed recommendations based upon the plan's findings and identified expected outcomes. City-wide modeling has not been completed.

2.9. NPDES Phase II

The City is required to have a Municipal Separate Storm Sewer System (MS4) permit through the MPCA's National Pollutant Discharge Elimination System (NPDES) Phase II Program. MS4s designated by rule are urban areas with populations over 10,000 or urban areas with populations greater than 5,000 with the potential to discharge to valuable or polluted waters. Permits for construction sites greater than one acre will also be required as part of Phase II.

As an MS4, the City will be required to implement the following six minimum control measures:

1. Public Education and Outreach
2. Public Participation/Involvement
3. Illicit Discharge Detection and Elimination
4. Construction Site Storm Water Runoff Control
5. Post-Construction Storm Water Management
6. Pollution Prevention/Good Housekeeping for Municipal Operations

For more information on the MS4 Permit requirements refer to www.pca.state.mn.us. Refer to **Appendix B** for a copy of the City's MS4 SWPPP (Storm Water Pollution Prevention Plan).

2.10. Water Resource Problem Areas

Water resource problem areas were identified through information obtained from City staff, residents, and other agencies. Each problem was analyzed and potential solutions to address the problems were developed as detailed in **Section 4**. Refer to **Figure 7** for the location of site-specific problem areas. The following is a list of some of the water resource problem areas within the City:

SECTION 2

1. South Central Drainage Area
2. Otter Lake Outfall Sediment Removal and Potential Relocation
3. Northeast Drainage Area Flooding
4. Bradford Street Flooding Area
5. Low Area at Ridgewater College - Future Outlet
6. Potential Regional Ponding Location
7. Drainage Capacity and Maintenance Concerns
8. Low Point Flooding
9. Pond Maintenance Guidance
10. Nutrient TMDL – Otter Lake
11. Turbidity TMDL – Crow River
12. Downtown Storm Water Water Quality Improvements

2.11. Flood Insurance Studies

A Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) was completed for the McLeod County in 2014. A FEMA floodplain map is included as **Figure 8.**

SECTION 3

3. AGENCY COOPERATION

There are a number of local, state, and federal agencies that have rules and regulations related to local water management. The City recognizes the roles of these other agencies and will cooperate, coordinate, and when possible partner with these agencies.

This Plan is in conformance with but does not restate all other agency rules that are applicable to water resource management. The following agencies deal with or regulate water resources throughout the City:

- Minnesota Department of Health www.health.state.mn.us
- Minnesota Pollution Control Agency www.pca.state.mn.us
- Board of Water and Soil Resources www.bwsr.state.mn.us and the Wetland Conservation Act www.bwsr.state.mn.us/wetlands/wca/index.html
- Minnesota Department of Natural Resources www.dnr.state.mn.us
- US Army Corps of Engineers <http://www.mvp.usace.army.mil>
- Minnesota Department of Agriculture www.mda.state.mn.us
- US Fish and Wildlife Service www.fws.gov
- McLeod County www.co.mcleod.mn.us
- Crow River Organization of Water www.crowriver.org
- Minnesota Environmental Quality Board www.eqb.state.mn.us

While these other agencies' rules, policies, and guidelines are not all restated in this Plan, they are applicable to projects, programs, and planning within the City. The MPCA Minnesota Stormwater Manual, which is a document intended to be frequently updated, is also incorporated by reference into this Plan and can be found at www.pca.state.mn.us/water/stormwater/stormwater-manual.html.

SECTION 4

4. ASSESSMENT OF PROBLEMS AND ISSUES

Outlined below is an assessment of existing and potential local water resource-related problems that are known as of 2015. These problems have been identified based on an analysis of the land and water resource data collected during the preparation of this Plan and through information provided by the City, its residents, and other organizations. A description of any existing or potential problem within the City has been listed and potential future corrective actions have been incorporated into an implementation plan. Refer to **Figure 7** for the location of many of the problem areas discussed below. **Figure 9** depicts water quality monitoring locations, **Figure 10** depicts known pollutant sources, and **Figure 11** depicts storm water BMPs.

4.1. Water Quality Problems

Problem 4.1.A The City discharges to the following impaired waters as listed by the Minnesota Pollution Control Agency (MPCA):

- Otter Lake (Main Basin ID – 43-0085-01) is listed as impaired for mercury in fish tissue and excessive nutrients/eutrophication.
- Otter Lake (South Arm ID – 43-0085-02 and North Arm/Campbell ID – 43-0085-03) is listed as impaired for mercury in fish tissue.
- South Fork Crow River (Headwaters to Hutchinson Dam: ID-07010205-540) is listed as impaired for mercury in fish, turbidity, fishes bioassessments, and aquatic macroinvertebrate bioassessments.
- South Fork Crow River (Hutchinson Dam to Bear Creek: ID-07010205-510) is listed as impaired for mercury in fish and turbidity.
- South Fork Crow River (Hutchinson Dam to Bear Creek: ID-07010205-510) is anticipated to be added to the impaired list for *E. coli*.

Corrective Action 4.1.A The MPCA completed a statewide mercury TMDL in 2007. As storm water point sources account for less than 1% of the mercury (majority is atmospheric), the City contributes an insignificant amount to this TMDL.

As of 2015, TMDL studies are currently underway for Otter Lake and the South Fork Crow River as part of a Watershed Restoration and Protection Strategy (WRAPS) study being conducted for the South Fork Crow Watershed. Once the WRAPS report is finalized, the City will work with neighboring communities, Crow River Organization of Water (CROW), and the MPCA to meet its waste load allocation for Otter Lake and the South Fork Crow River.

SECTION 4

Problem 4.1.B Implementation of storm water quality improvements in downtown Hutchinson.

Corrective Action 4.1.B The City and MnDOT have plans to reconstruct Trunk Highway 15 (2nd Avenue N to 5th Avenue S) in the next five to ten years. Storm water quality improvements will be implemented in conjunction with this project. A storm water study will be completed to help determine feasible improvement options.

The City will also investigate other storm water quality improvements in the downtown area as opportunities arise.

4.2. Flooding and Storm Water Rate Control Concerns

Problem 4.2.A The South Central Recreation Center (RC) Area and S. Grade Road have experienced localized flooding dating back to at least 1993 for moderate to heavy storms (approximately 2 inches or greater depending on intensity).

Corrective Action 4.2.A A detailed Hydrology/Hydraulic Analysis was completed for the South Central Recreation Center (RC) Area and S. Grade Road by SEH in 2012. The primary contributors to the flooding were determined to be: 1) an under capacity local storm sewer within the RC area, and 2) lack of downstream storm sewer capacity in combination with the lack of natural surface overflow paths and detention within the RC area. The following is a list of recommendations provided in the study to mitigate flooding. The actions are listed in order of priority.

1. Install new storm sewer system on west side of the RC area,
2. Install detention basins for the RC area in the existing ball field area,
3. Install a new, separate storm sewer system on the east side of the RC area (the existing storm sewer system is to remain and be utilized concurrently with the new, separate system),

Additional details and preliminary costs estimates for each recommendation are provided in the report. Further analysis is ongoing and due for completion in early 2016.

Problem 4.2.B Clifton Heights flooding and surcharging at low point on Michigan Street.

Corrective Action 4.2.B The City plans to construct a large regional storm water basin upon the development of land near Arch Street and Michigan Street NE. This land is currently designated as agricultural.

SECTION 4

Problem 4.2.C Drainage capacity and maintenance concerns in Market Street Ditch east of Fairgrounds.

Corrective Action 4.2.C The City will investigate upstream storm water capacity opportunities as well as maintenance considerations and/or conversion of the ditch.

Problem 4.2.D Flooding near Bradford Street.

Corrective Action 4.2.D The City will investigate opportunities to reduce flood potential in this area. A feasibility study will be completed to determine possible improvement options and a recommendation for addressing the flood concerns.

Problem 4.2.E Low area near Ridgewater College is susceptible to standing water.

Corrective Action 4.2.E The City will investigate the possibility of constructing a regional pond with an outlet to this landlocked area. This will include analyzing downstream capacity and future development needs in the area.

Problem 4.2.F Localized flooding on 8th Avenue (storm water surcharges from School Road).

Corrective Action 4.2.F The City will investigate connecting to the pond at the south end of the golf course or other feasible improvements to reduce the flood potential in the area.

4.3. Impacts of Storm Water Quality on Fish and Wildlife Resources

Problem 4.3.A Recurring winter fish kill in Otter Lake.

Corrective Action 4.3.A. The City will take measures to reduce the discharge of excess nutrients to Otter Lake in accordance with the WLA allocations determined upon the completion of the Otter Lake TMDL study. The DNR has historically measured winter oxygen concentrations and completed winter fish kill assessments to guide lake management.

4.4. Adequacy of Existing Regulations and Programs to Address Adverse Impacts on Local Water Resources

Problem 4.4.A The City has adopted a floodplain ordinance, prohibited discharge ordinance, storm water ordinance, and shoreland ordinance which require enforcement and periodic updates. These ordinances can be found in **Section 2.6**.

Corrective Action 4.4.A The City will continue to enforce and update all ordinances as necessary as required by their MS4 Permit.

SECTION 4

Problem 4.4.B The adequacy of existing capital improvement programs to correct problems.

Corrective Action 4.4.B The implementation program located in **Section 6** of this Plan presents the projects and other implementation tasks that are considered to actively manage local water resource issues in the City. The City will incorporate into its annually updated CIP these storm water projects/tasks and any future projects/tasks.

4.5. Impacts of Erosion and Sedimentation on Local Water Resources

Problem 4.5.A Presence of a sediment delta at the Alan Street outfall of Otter Lake.

Corrective Action 4.5.A The City may provide maintenance on this area to ensure the outfall continues to function as intended and remove the deposited material. In addition, the City will investigate sources of sediment and possible upstream treatment options to help localize maintenance efforts.

Problem 4.5.B Presence of sediment deltas within Otter Lake and Crow River.

Corrective Action 4.5.B The City plans to take sediment samples and perform maintenance to remove sediment/debris at outfalls. The City may also investigate overall depth management within the east arm of Otter Lake to help mitigate deposited material throughout the basin.

4.6. Impact of Land Use Practices and Development on Local Water Resource Issues

Problem 4.6.A Future land use is anticipated to increase storm water runoff volumes and pollutant loads to local water bodies.

Corrective Action 4.6.A The City will investigate opportunities to implement water quality and volume reduction BMPs during future reconstruction projects. In areas where project specific BMPs will be unfeasible, the City will look into completing regional water quality improvement projects to help meet future storm water management requirements.

Problem 4.6.B The majority of the City is served by a sanitary sewer collection system that conveys sanitary sewage to a treatment plant. However, there are areas which contain subsurface sewage treatment systems (SSTS) in operation within the City.

Corrective Action 4.6.B The City will continue to work with the County to ensure that the SSTS remains in compliance and requires that connection to City sewer occur when available.

SECTION 4

4.7. Education Program

Problem 4.7.A The City recognizes the need for local water education programs to increase public awareness of local water management and improve the quality of storm water runoff.

Corrective Action 4.7.A The City will continue to provide educational content and opportunities to residents, businesses, developers, and others. These efforts may include regular notices in the City's monthly newsletter, articles in the local paper, postings on the City website, and flyers in the utility bill. The City may work with CROW or McLeod County to improve the efficiency of educational efforts and reduce duplication. Educational topics may include but are not limited to:

- Wetland buffers
- Yard/pet waste management
- Illicit discharge to storm water
- Utility easements
- Storm water pond function
- Controlling invasive species

4.8. Identification of Potential Problems Which are Anticipated in the Next 20 Years.

Problem 4.8.A Inspecting and maintaining existing storm water infrastructure throughout the City.

Corrective Action 4.8.A The City is responsible for maintenance of its storm water system in conformance with the MCPA's MS4 Program. This includes maintenance of pipes, constructed ponds, lakes, wetlands, ditches, swales, and other drainageways. Proper maintenance will ensure that the storm water system continues to provide the necessary flood control and water quality treatment. Refer to **Appendix B** for a copy of the City SWPPP. Other units of government are responsible for maintaining the storm water systems under their control. For example:

- MnDOT is responsible for maintenance of storm sewer along Trunk Highway 7;
- City of Hutchinson is responsible for maintaining storm sewer catch basins and leads in the county roads;
- Owners of private storm water facilities are responsible for maintaining their facilities in proper condition, consistent with the original performance design standards. Responsibilities include removal and proper disposal of all settled materials from ponds, sumps, grit chambers, and other devices, including settled solids.

SECTION 4

Problem 4.8.B Prioritizing inspection and maintenance of storm water ponds, BMPs, and outfalls as well as determining the performance of existing storm water ponds and BMPs throughout the City.

Corrective Action 4.8.B The City will develop a program to identify pond, BMP, and outfall maintenance activities. This program will need to be updated to result in an updated prioritization of inspection and maintenance activities. In addition, the program will estimate the current treatment provided by each pond/BMP to determine if the desired amount of treatment is being achieved. This program will help meet the new MS4 permit requirements related to the management of storm water ponds.

Problem 4.8.C Maintenance of pond sediment and volunteer vegetation on pond adjacent to Montana Street.

Corrective Action 4.8.C The City will complete an inspection and determine the appropriate amount of sediment and vegetation management to be performed to allow the pond to have appropriate water quality and water quantity volumes. Maintenance/construction may then be performed.

Problem 4.8.D Accumulation of debris and material on City streets.

Corrective Action 4.8.D The City uses pre-wetting with a brine solution in winter which results in less material accumulation and uses sand when necessary to improve traction. The City will continue to sweep debris and salt from City streets in the spring, summer, and fall. The entire City takes approximately two to three weeks to sweep. More information regarding street sweeping activities can be found in the SWPPP which is located in **Appendix B**.

Problem 4.8.E Erosion and drainage issues adjacent to Bridgewater Pond.

Corrective Action 4.8.E The City will complete an inspection and determine the necessary erosion repairs around the perimeter of Bridgewater Pond. Sediment accumulation and vegetation will be removed east of Eighth Avenue SW where positive drainage is being obstructed. Installation of stormwater infrastructure will be required when Eighth Avenue SW is extended to the east to improve drainage functionality.

4.9. Availability and Adequacy of Existing Technical Information to Manage Local Water Resources.

Problem 4.9.A Atlas 14 (updated precipitation probability information) was released by NOAA (National Oceanic and Atmospheric Administration) in 2013.

Corrective Action 4.9.A Previously developed areas within the City (designed to meet TP-40 hydrologic demands) will continue to operate under this design criteria. New development, redevelopment, and areas where problems may exist will be evaluated (as

SECTION 4

needed) by completing a risk assessment using Atlas 14. The City may update its policies, codes, ordinances, and other appropriate documents accordingly.

Problem 4.9.B The City has mapped a vast majority of its storm sewer system. As new and redevelopment projects are completed, the storm sewer GIS database needs to continually be updated.

Corrective Action 4.9.B The City will annually update its storm sewer GIS database to incorporate recent projects and associated storm sewer improvements.

Problem 4.9.C Clear design guidance for developers is not available for post-construction design standards.

Corrective Action 4.9.C The City will incorporate design standards into the Plan; see **Appendix C** for design standards.

SECTION 5

5. GOALS AND POLICIES

5.1. General

The goals in Hutchinson's Local Surface Water Management Plan appear to be consistent with the goals of the McLeod County Water Management Plan and the Crow River Organization of Water (CROW), while addressing the more specific and changing needs of the City. The goals of this plan are also consistent with the guidelines contained in Minnesota Statutes 103B and Minnesota Rules 8410.

The City recognizes that McLeod County and the CROW will continue to seek an active role regarding water resources in the City. McLeod County's most recent Water Management Plan can be found at [http://www.co.mcleod.mn.us/departments/files/EnvironmentalServ/McLeod%20County%20Water%20Plan%202013-2023%20\[6-18-13\].pdf](http://www.co.mcleod.mn.us/departments/files/EnvironmentalServ/McLeod%20County%20Water%20Plan%202013-2023%20[6-18-13].pdf). Additional goals and policies of the City are contained throughout this section.

A general priority of the City is to cooperate, collaborate, and partner with other entities such as McLeod County, CROW, and the MPCA as much as possible as the City implements this plan. Cooperation, collaboration, and partnering results in projects that are less likely to conflict with the goals of the affected entities, better able to meet long-term goals, and generally are more cost-effective.

In addition to the goals and policies contained in this section, the City will annually review and update its Storm Water Pollution Prevention Plan (SWPPP) to effectively manage its storm water system and be in conformance with the NPDES MS4 Program. The MS4 General Permit and Construction Permit also apply. Refer to **Appendix B** for the most recent version of the City SWPPP.

The rules and policies identified may be amended from time to time. Any updates to rules and policies will become effective upon approval and shall be used in place of those identified herein.

5.2. Water Resource Ordinances

The City has a Storm Water Management Ordinance (Chapter 54, http://www.amlegal.com/codes/client/hutchinson_mn/). Refer to this ordinance for requirements relating to application, review, and approval standards and the associated storm water management plan components and requirements. It also outlines suspensions, revocations, stop work orders, and associated enforcement/penalty.

Consistent with the Storm Water Management Ordinance (Chapter 54, http://www.amlegal.com/codes/client/hutchinson_mn/), the policies in this section are triggered for all projects disturbing more than one acre. Likewise, the City Engineer may waive this requirement if it is determined the requirements cause a hardship or are

SECTION 5

contrary to the City's goals and objectives.

In addition, the City has adopted a Shoreland Ordinance (Chapter 152, http://www.amlegal.com/codes/client/hutchinson_mn/) and a Floodplain Ordinance (Chapter 154, http://www.amlegal.com/codes/client/hutchinson_mn/) to regulate uses within shoreland and floodplain areas.

5.3. Water Quality

5.3.1. Goal

Work with McLeod County and the CROW to maintain and/or enhance the water quality of the City of Hutchinson's lakes, wetlands, streams, and other water resources in the City.

Utilize regional storm water facilities where possible to enhance water quality by removing sediment and nutrients from runoff.

5.3.2. Policies

1. The City's preferred means of protecting water quality is to infiltrate and provide volume control for storm water runoff. The City requires storm water volume control (infiltration, reuse, or other) equivalent to one inch from new impervious surfaces (increase from existing conditions) or 50% phosphorus removal if infiltration is determined to be unfeasible or undesirable (refer to Policy 2 of NPDES Construction permit regarding infiltration constraints). In addition, Wellhead protection areas should also be reviewed when considering infiltration (see **Section 5.7.2.1**).
2. Infiltration will not be required nor allowed in areas where there are known groundwater contaminants, soils are not suitable for infiltration (unsuitable soils are those with infiltration rates less than 0.3 inches/hour), or in areas where there is less than three feet of separation between the bottom of the infiltration system and the groundwater or bedrock. Percolation tests shall be required to verify the infiltration rates of on-site soils following the construction of infiltration BMPs.
3. Pretreatment of storm water is required prior to discharge to an infiltration system. This pretreatment shall collect sediment and be easily accessed for inspection and maintenance.
4. A pond buffer extending twenty feet outward and two feet up from the high water level must be provided around the entire pond. The developer must provide signs denoting pond buffer limits as deemed necessary and as approved by the City. Pond buffers should be maintained as a meadow,

SECTION 5

prairie, or forest with no more than two mowings annually at a height of no less than four inches (*Hutchinson, MN Code of Ordinances 54.23 (F)*).

5. Inspections for non-routine maintenance items on all storm water management systems must occur at a minimum of once every five years. (*Hutchinson, MN Code of Ordinances 54.24*)
6. Sediment cleanout must occur when 50% of the permanent pool storage volume is sediment. (*Hutchinson, MN Code of Ordinances 54.24*)
7. Newly constructed storm water outfalls to public waters must provide for filtering or settling of suspended solids and skimming of surface debris before discharge (*Hutchinson, MN Code of Ordinances § 54.24 (B)*).
8. New storm water management BMPs (e.g. ponds, infiltration systems, swales) constructed as part of private development shall be covered by drainage and utility easements or outlots that are dedicated to the City. Maintenance responsibilities for these areas will be spelled out in the developer's agreement.

5.4. Runoff Management and Flood Control

5.4.1. Goal

Protect, preserve, and expand (where possible) the storm water storage and detention systems to control excessive runoff volumes and rates, prevent flooding, protect public health and safety, and minimize public capital expenditures.

5.4.2. Policies

1. The City's preferred flood control strategy is to reduce the volume of runoff through regional storm water facilities and reuse or infiltration projects.
2. Consideration shall be given to reduce the need for storm water management system facilities by incorporating the use of natural topography and land cover such as wetlands, ponds, natural swales, and depressions as they exist before development to the degree that they can accommodate the additional water flow without compromising the integrity or quality of these natural features. (*Hutchinson, MN Code of Ordinances § 54.23 (B)*)
3. Under no circumstances shall the 2-, 10-, or 100-year developed peak flow exceed the 2-, 10-, or 100-year existing peak flow without prior

SECTION 5

written approval by the City Engineer (*Hutchinson, MN Code of Ordinances § 54.23*).

4. The regulatory flood protection elevation shall be an elevation no lower than one foot above the elevation of the regional flood plus any increases in flood elevation caused by encroachments on the flood plain that result from designation of a floodway (*Hutchinson, MN Code of Ordinances § 154.086 (C)*).
5. All structures, including accessory structures, must be elevated on fill so that the lowest floor is at or above the regulatory flood protection elevation. The finished fill elevation for structures shall be no lower than one foot above the regulatory flood protection elevation and the fill shall extend at that elevation at least fifteen feet beyond the outside limits of the structure erected thereon (*Hutchinson, MN Code of Ordinances § 154.089 (B)*).
6. Adjacent to floodplain, the lowest floor including basement shall be placed at least two feet above the 100-year flood level.
7. Adjacent to storm water ponds or BMPs, the lowest opening shall be placed at least two feet above the 100-year high water level.
8. An emergency spillway (emergency outlet) from ponding areas shall be installed a minimum of one foot below the lowest building opening and shall be designed to have a capacity to overflow water at an elevation below the lowest building opening at a rate not less than the anticipated 100-year peak inflow rate to the basin.
9. Residential basement construction shall not be allowed below the regulatory flood protection elevation and non-residential basements may be allowed below the regulatory flood protection elevation provided the basement is structurally dry flood proofed in accordance with *division § 154.089 (D)(3) (Hutchinson, MN Code of Ordinances § 154.089 (D)(2))*.
10. All new principal structures must have vehicular access at or above an elevation not more than two feet below the regulatory flood protection elevation (*Hutchinson, MN Code of Ordinances § 154.089 (E)(1)*).
11. Lateral and collector systems shall be designed to accommodate a 10-year return frequency storm event. These systems shall be defined as storm sewer that collects and conveys runoff from catch basins or other inlets from a localized drainage area to a trunk system or ponding facility.

SECTION 5

12. Trunk systems shall be designed to convey the anticipated 100-year critical event storm water flow rate. A trunk system shall be defined as the main channel of the storm water system that receives water from multiple laterals or collectors or serves as an outlet and downstream conveyance system for a storm water storage facility.
13. An overland overflow should be provided for all lateral, collector, and trunk systems to accommodate the 100-year critical duration rainfall event and prevent structural inundation should an obstruction occur in these systems.
14. No orifice having a diameter less than four inches is allowed in the design of rate control structures within the City.

5.5. Wetlands

5.5.1. *Goal*

Achieve no net loss of wetlands including acreage, functions, and values. Where practical improve the functions, values, biological diversity, and acreage of existing wetlands.

5.5.2. *Policies*

1. Wetland alterations must be in conformance with the Wetland Conservation Act (WCA) and will be administered by McLeod County which is the Local Governing Unit (LGU) for WCA in Hutchinson.
2. Water quality treatment to NPDES standards is required prior to discharge into a wetland.
3. Grading or filling in any type 2, 3, 4, 5, 6, 7 or 8 wetland must be evaluated to determine how extensively the proposed activity would affect the following functional qualities of the wetland. This evaluation must also include a determination of whether the wetland alteration being proposed requires permits, reviews, or approvals by other local, state or federal agencies such as a watershed district, the State Department of Natural Resources, or the U.S. Army Corps of Engineers. The applicant will be advised to consider:
 - i. Sediment and pollutant trapping and retention;
 - ii. Storage of surface runoff to prevent or reduce flood damage;
 - iii. Fish and wildlife habitat;

SECTION 5

- iv. Recreational use;
- v. Shoreline or bank stabilization; and
- vi. Noteworthiness, including special qualities such as historic significance, critical habitat for endangered plants and animals, or others.

(Hutchinson, MN Code of Ordinances § 152.039 (C)(4)(a))

- 4. No person shall deposit grass clippings, leaves, or other vegetative materials, with the exception of normal mowing or weed control, within natural or man-made watercourses, wetlands, or within wetland buffer areas
(Hutchinson, MN Code of Ordinances § 54.04 (A)(3)).

5.6. Erosion and Sediment Control

5.6.1. Goal

Protect the capacity of the City's storm water management system, prevent flooding, and maintain water quality by preventing erosion and sedimentation from occurring, and correct existing erosion and sedimentation problems.

5.6.2. Policies

- 1. All persons, subject to meeting the requirements and needing to obtain a NPDES permit, shall apply for coverage and file a copy with the City Engineer *(Hutchinson, MN Code of Ordinances § 54.30 (A))*.
- 2. The construction grading and erosion/sediment control plans, in a format acceptable to the City Engineer, shall contain a drawing or drawings delineating the features incorporated into the SWPPP including details of perimeter protection, construction phasing, storm drain inlet protection, erosion control measures, temporary and final stabilization measures, including all BMPs. In addition, the construction specifications shall contain technical provisions describing erosion, sedimentation, and water control measures to be utilized during and after construction as well as to define the entities responsible for the installation and maintenance of the BMPs. The project SWPPP must be incorporated into the construction specification documents *(Hutchinson, MN Code of Ordinances § 54.31 (B))*.
- 3. The City will conduct erosion control inspections on a regular basis of all projects that require an erosion and sediment control plan.

SECTION 5

4. Alterations of vegetation and topography will be regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping and protect fish and wildlife habitat (*Hutchinson, MN Code of Ordinances § 152.039 (A)*).

5.7. Groundwater

5.7.1. Goal

Protect the quality and quantity of groundwater resources.

5.7.2. Policies

1. Encourage groundwater recharge efforts and protect recharge areas from potential sources of contamination. Provide increased green space, native vegetation, and pond "dead" storage wherever possible and appropriate to allow for the infiltration of storm water runoff and promote groundwater recharge.
2. Wellhead protection areas should be reviewed when infiltration and/or groundwater recharge is considered. Refer to the City Engineering Department for a copy of the Wellhead Protection Plan.
3. Maintain an updated record of all known on-site septic systems, and prohibit installation of new individual sewer systems or alteration, repair, or extension of existing systems when connection can be made to the City's sanitary sewer. The City will notify property owners with on-site septic systems that they are required to connect to the City's sanitary sewer.
4. The City will work with the Department of Health to insure that all unsealed or improperly abandoned wells within the City are properly sealed.
5. Provide groundwater protection as laid out in the County's Local Water Plan.

5.8. Recreation, Habitat, and Shoreland Management

5.8.1. Goal

Protect and enhance fish and wildlife habitat and recreation opportunities.

5.8.2. Policies

1. Cooperate with McLeod County and the CROW to protect existing habitat and recreation corridors.

SECTION 5

2. Maintain, enhance, or provide new habitat as part of wetland modification, storm water facility construction, or other appropriate projects.
3. Encourage alternative landscape designs that a) increase beneficial habitat, wildlife and recreational uses; promote infiltration and vegetative water use; and that b) decrease detrimental wildlife uses (such as beaver dams, goose overabundance), which damage water control facilities, shoreline vegetation, water quality, or recreational facilities.
4. Shore and bluff impact zone deficiencies must be evaluated and reasonable improvements made as part of the conversion. These improvements must include, where applicable, the following:
 - i. Removal of extraneous buildings, docks or other facilities that no longer need to be located in shore or bluff impact zones;
 - ii. Remedial measures to correct erosion sites and improve vegetative cover, and screening of buildings and other facilities as viewed from the water.
(Hutchinson, MN Code of Ordinances § 152.091(C))
5. Placement of natural rock riprap, including associated grading of the shoreline and placement of a filter blanket, is permitted if the finished slope does not exceed three feet horizontal to one foot vertical, the landward extent of the riprap is within ten feet of the ordinary high water level and the height of the riprap above the ordinary high water level does not exceed three feet
(Hutchinson, MN Code of Ordinances § 152.039 (C)(4)(a)).
6. Alterations of vegetation and topography will be regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping, and protect fish and wildlife habitat
(Hutchinson, MN Code of Ordinances § 152.039 (A)).
7. Intensive vegetation clearing within the shore and bluff impact zones and on steep slopes is not allowed. Intensive vegetation clearing for forest land conversion to another use outside of these areas is allowable as a conditional use if an erosion control and sedimentation plan is developed and approved by the soil and water conservation district in which the property is located
(Hutchinson, MN Code of Ordinances § 152.039 (B)(2)(a)).
8. In shore and bluff impact zones and on steep slopes, limited clearing of trees and shrubs and cutting, pruning, and trimming of trees is allowed to provide a view to the water from the principal dwelling site and to accommodate the placement of stairways and landings, picnic areas, access paths, livestock watering areas, beach, and watercraft access areas and permitted water-oriented accessory structures or facilities, provided that:

SECTION 5

- i. The screening of structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf-on conditions, is not substantially reduced;
 - ii. Along rivers, existing shading of water surfaces is preserved; and
 - iii. The above provisions are not applicable to the removal of trees, limbs or branches that are dead, are diseased or pose safety hazards
(*Hutchinson, MN Code of Ordinances § 152.039 (B)(2)(b)*).
9. Shore recreation facilities, including but not limited to swimming areas, docks and watercraft mooring areas, and launching ramps must be centralized and located in areas suitable for them. Evaluation of suitability must include consideration of land slope, water depth, vegetation, soils, depth to ground water, and bedrock or other relevant factors. The number of spaces provided for continuous beaching, mooring, or docking of watercraft must not exceed one for each allowable dwelling unit or site in the first tier (notwithstanding existing mooring sites in an existing commercially used harbor). Launching ramp facilities, including a small dock for loading and unloading equipment, may be provided for use by occupants of dwelling units or sites located in other tiers (*Hutchinson, MN Code of Ordinances § 152.029 (D)(3)*).

5.9. Education and Public Involvement

5.9.1. Goal

Increase public awareness, understanding, and involvement in water and natural resource management issues.

5.9.2. Policies

1. Develop and distribute educational materials to the general public and targeted groups in accordance with the City SWPPP. Specific topics could include water resources, groundwater, wetlands, native vegetation, buffers, wildlife habitat, litter control, pet wastes, recycling, trash disposal, leaf collection, grass clippings, lawn chemicals, and hazardous materials. Information may be distributed via the City's newsletter, City website, local newspapers, cable television or other appropriate methods.
2. Coordinate education efforts with McLeod County and the CROW where appropriate.

SECTION 5

5.10. Financing

5.10.1. *Goal*

Minimize and fairly distribute public expenditures for plan implementation, with emphasis on using the City's storm water utility to finance projects and collaborating/partnering with other entities.

5.10.2. *Policies*

1. Use the City's Storm Water Utility Fund to pay for as many storm water management projects and implementation activities as possible.
2. Use other funding sources to pay for the implementation activities, studies/analysis, grants, land sale proceeds, State Aid funds, etc., when available and appropriate.
3. The City will use either its general tax fund or the Storm Water Utility Fund to pay for the public education and information programs.

SECTION 6

6. IMPLEMENTATION PROGRAM

6.1. Implementation Program Components

Table 6.1 contains a comprehensive list of the MS4 activities and projects, programs, and studies that make up the City's implementation program for the next ten years (2015 through 2024). The City developed this program by evaluating the requirements in the MS4 permit (see MS4 SWPPP Application for Reauthorization in **Appendix B**), reviewing existing information (**Section 2**), identifying potential and existing problems (**Section 4**), developing goals and policies (**Section 5**), and then assessing the need for programs, studies, or projects. The City estimated total costs, identified possible funding sources, and developed an approximate schedule to complete the implementation activities. It is anticipated these tables will be updated/revised on a yearly basis.

6.2. Implementation Priorities

The implementation components listed in **Table 6.1** were prioritized to make the best use of available local funding, meet MS4 Permit requirements, address existing water management problems, and prevent future water management problems from occurring. **Table 6.1** identifies which activities are MS4 Permit Requirements, MS4 Permit Requirements – within twelve months, Annual Requirements, or Capital Projects/Programs/Studies. The City's implementation plan reflects its responsibility to protect the public health, safety, and general welfare of its citizens by addressing problems and issues that are specific to the City.

6.3. Financial Considerations

The City will use funds generated from its storm water utility fee as the primary funding mechanism for its implementation program including; maintenance, repairs, capital projects, studies, etc. If funds from this utility fee do not cover necessary costs, the City will consider adjusting the storm water utility fee as well as using general funds to cover the costs associated with the implementation program. The City will continue to review the storm water utility fee annually and adjust based on the storm water related needs of the City and other available funding mechanisms.

Although not proposed at this time, the City may consider using plan implementation taxes (MN Statutes 103B.241) or 429 Special Improvement Assessments in the future if general funds or storm water utility funds are not sufficient to fund the projects. The City will also take advantage of grant or loan programs to offset project costs where appropriate and cost-effective.

SECTION 6

6.4. Plan Revision and Amendments

The City may need to revise this Plan to keep it current. The City may amend this Plan at any time in response to a petition by a resident or business. Written petitions for Plan amendments must be submitted to the City Administrator. The petition must state the reason for the requested amendment and provide supporting information for the City to consider the request. The City may reject the petition, delay action on the petition until the next full Plan revision, or accept the petition as an urgent issue that requires immediate amendment of the Plan. The City may also revise/amend the Plan in response to City-identified needs. This Plan is intended to be in effect for ten years. The Plan will be revised or updated at that time, to the extent necessary.

SECTION VI

TABLE 6.1															
LOCAL WATER MANAGEMENT IMPLEMENTATION PLAN															
No.	Project Description	MS4 Permit Requirement	Annual Requirement	Projects, Programs, & Studies	Minimum Control Measure (MCM)	10 Year Cost Estimate ¹	Possible Funding Sources ³	Proposed Cost By Year ^{1,2}							Comments
								2015	2016	2017	2018	2019	2020	2021	
ADMINISTRATIVE															
1	Education Activity Implementation Plan - Complete outline of education activity implementation program and implementation schedule for the upcoming permit year by June 30th. Include procedures to meet requirements for the following stormwater educational programs: -Printed Brochures at City Hall -Coordination of City Education Program -IDDE Education postings on City website and PRCE brochures -Post Construction SW Management Education guidance documents provided to developers -Targeted distribution of education materials for grease dumpsters and lawn clippings-Other as noted in the City's SWPPP -Others as noted in the City's SWPPP Application.	✓	✓		1	\$7,500	Storm Water Utility	\$750	\$750	\$750	\$750	\$750	\$750	\$750	See SWPPP Application for Reauthorization (Appendix B)
2	Annual SWPPP Assessment & Annual Reporting - City staff will conduct an annual SWPPP assessment in preparation of each annual report. Proposed SWPPP modifications are subject to Part II.G of the MS4 permit. The final annual report will be posted on the City's webpage. City staff will submit the annual report to the MPCA prior to June 30th for the previous calendar year.	✓	✓		1	\$10,000	Storm Water Utility	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	See SWPPP Application for Reauthorization (Appendix B)
3	Annual Review of Stormwater Utility Fund - The City will assess annually the rate to determine if there is a need for rate adjustments.	✓			1	\$5,000	Storm Water Utility, Staff Time	\$500	\$500	\$500	\$500	\$500	\$500	\$500	See SWPPP Application for Reauthorization (Appendix B)
4	Annual Public Meeting/Event - Present the draft MS4 annual report to one public event per year to solicit public input regarding the adequacy of the City's SWPPP. Public input received (oral and written) will be recorded in a record of decision and evaluated by the City's MS4 General Contact. City responses (if relevant) will be made in writing to each commenter. Hold one event per calendar year of the MS4 permit cycle.	✓	✓		2	\$10,000	Storm Water Utility, Staff Time	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	See SWPPP Application for Reauthorization (Appendix B)

SECTION VI

No.	Project Description	MS4 Permit Requirement	Annual Requirement	Projects, & Studies	Minimum Control Measure (MCM)	10 Year Cost Estimate ¹	Possible Funding Sources ³	Proposed Cost By Year ^{1,2}								Comments
								2015	2016	2017	2018	2019	2020	2021	2022	
5	Online Availability of the Stormwater Pollution Prevention Plan (SWPPP) Program Document - The City will make the SWPPP and annual reports on the City's webpage within 12 months from the date the MS4 permit coverage is extended to the City.	✓	✓		2	\$5,000	Storm Water Utility, Staff Time	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	See SWPPP Application for Reauthorization (Appendix B)
6	Employee Training - Continue to host a minimum of one staff training event per year to discuss illicit discharge recognition and reporting. City staff will develop an annual training schedule, record the employee names, topics covered, and date of each event, annually through the end of the MS4 permit cycle.	✓	✓		3	\$5,000	Storm Water Utility, Staff Time	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	See SWPPP Application for Reauthorization (Appendix B)
7	City Webpage updates - The City will update the webpage to include city contact information for construction site non-compliance. The update will also include construction site erosion and sediment control related public education information. This update will occur within 12 months from the date MS4 permit coverage is extended.	✓	✓		1	\$2,500	Storm Water Utility, Staff Time	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	See SWPPP Application for Reauthorization (Appendix B)
8	Employee Training - Building or Engineering Department staff (a minimum of one staff member) will maintain valid certification in NPDES Construction Stormwater Permit related training per NPDES-CSW training requirements.	✓	✓		4	\$2,000	Storm Water Utility, Staff Time	\$400		\$400			\$400			See SWPPP Application for Reauthorization (Appendix B)
9	Develop Priority Site Inspection Procedures - Develop prioritized inspection frequencies for areas of high concern. Post information associated with P2 and GH at City facilities that cause potential pollution causing activities.	✓	✓		4	\$7,000	Storm Water Utility, Staff Time	\$2,500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	See SWPPP Application for Reauthorization (Appendix B)
10	Updated City Ordinance Chapter 54 Stormwater Management - City code Chapter 54 will be revised to comply with changing permit requirements related to illicit discharges, and construction activity stormwater discharges. The final ordinance language will be formally adopted and implemented within 12 months from the date MS4 permit coverage is extended to the City.	✓	✓		3,4,5	\$3,000	Storm Water Utility, Staff Time	\$1,500				\$1,500				See SWPPP Application for Reauthorization (Appendix B)
11	Update MS4 Program - incorporate inspections from Industrial Stormwater permitted sites into MS4 program records.	✓	✓		6	\$5,000	Storm Water Utility, Staff Time	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	See SWPPP Application for Reauthorization (Appendix B)

SECTION VI

		Proposed Cost By Year ^{1,2}																			
No.	Project Description	MS4 Permit Requirement	Annual Requirement	Projects, Programs, & Studies	Minimum Control Measure (MCM)	10 Year Cost Estimate ¹	Possible Funding Sources ³	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Comments			
12	Post Construction Requirements - The City may incorporate sensitivity to wellhead protection activities into ordinance, accept MIDS calculator outputs during post construction reviews, and will amend it's Stormwater Management Plan within 12 months from the date permit coverage is extend to more clearly identify system maintenance needs and regional implementation strategies.	✓			5	\$5,000	Storm Water Utility	\$5,000										See SWPPP Application for Reauthorization (Appendix B)			
13	Enforcement Response Procedures (ERPs) - the City will develop an ERP within 12 months from the date permit coverage is extended. ERP will include the process to enforce code violations associated with IDDEs, construction site runoff, and post construction stormwater management.	✓			General	\$2,000	Storm Water Utility	\$1,000				\$1,000						See SWPPP Application for Reauthorization (Appendix B)			
14	Pond, Wetland, and Lake Inventory - The City will submit its inventory form to the MPCA MS4 Permit Program within 12 months from the date permit coverage is extended.	✓			General	\$4,000	Storm Water Utility	\$2,000				\$2,000						See SWPPP Application for Reauthorization (Appendix B)			
15	Construction Site Stormwater Runoff Control Program - Includes erosion control permit, City Code Chapter 54, staff training, distribution of educational materials, and review of City permitted activities	✓			4	\$60,000	Storm Water Utility, Developer's Agreements	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	See SWPPP Application for Reauthorization (Appendix B)			
16	Annual Storm Sewer GIS Mapping Updates, to include new storm sewer and BMPs	✓			General	\$5,000	Storm Water Utility, Staff Time, Subdivision Agreements	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	Section 4.9.B			
	ADMINISTRATIVE TOTAL					\$138,000		\$23,900	\$12,000	\$12,400	\$12,000	\$16,900	\$12,000	\$12,400	\$12,000	\$12,400	\$12,000				
OPERATIONAL																					
17	Street Sweeping - The City will continue to conduct annual street sweeping operations of all public streets (record the sweeping route and date per occurrence). Review and revise (as needed) street sweeping operations (including schedule, equipment's, and disposal), stormwater quality priority areas, and routes annually through the end of the MS4 permit cycle.	✓	✓		6	\$2,205,000	Storm Water Utility	\$220,500	\$220,500	\$220,500	\$220,500	\$220,500	\$220,500	\$220,500	\$220,500	\$220,500	\$220,500	See SWPPP Application for Reauthorization (Appendix B)			
18	Structural Stormwater BMP Inspections - Continue annual inspection of each structural BMP each year of the MS4 permit cycle.	✓	✓		6	\$48,000	Storm Water Utility, Staff Time	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	See SWPPP Application for Reauthorization (Appendix B)			
19	IDDE Inspections - The City will continue to annually conduct IDDE inspections concurrently with stormsewer outfall, and ponds inspections per the IDDE inspection requirement.	✓	✓		3	\$7,500	Storm Water Utility, Staff Time	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	See SWPPP Application for Reauthorization (Appendix B)			

SECTION VI

No.	Project Description	MS4 Permit Requirement	Annual Requirement	Projects, Programs, & Studies	Minimum Control Measure (MCM)	10 Year Cost Estimate ¹	Possible Funding Sources ³	Proposed Cost By Year ^{1,2}								Comments
								2015	2016	2017	2018	2019	2020	2021	2022	
20	Inspect MS4 Outfalls and Ponds - Continue to inspect all MS4 Outfalls, and Ponds through the end of the MS4 permit cycle and annually, review all pond, outfall, and SPCD inspection records to determine if maintenance, repair, or replacement is needed. Evaluate each SPCD's inspection frequency and adjust as needed per MS4 Permit. Evaluate and update inspection records annually through the end of the MS4 permit cycle.	✓			6	\$50,000	Storm Water Utility, Staff Time	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	See SWPPP Application for Reauthorization (Appendix B)
21	Stockpiles, Storage and Material Handling Area Inspections - Creation of inspection and reporting standard operating procedures to be developed to conduct annual written inspections of all stockpile, storage and material handling areas (per the facility inventory), through the end of the MS4 permit cycle.	✓	✓		6	\$2,500	Storm Water Utility, Staff Time	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	See SWPPP Application for Reauthorization (Appendix B)
22	Pond, BMP, & Outfall Management Program to prioritize inspection and maintenance activities		✓		6	\$25,000	Storm Water Utility	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	Section 4.8.B
	OPERATIONAL TOTAL					\$2,338,000		\$233,800	\$233,800	\$233,800	\$233,800	\$233,800	\$233,800	\$233,800	\$233,800	
CAPITAL PROJECTS																
23	Downtown Stormwater Improvements in conjunction with Trunk Highway 15 Improvements			✓	-	\$350,000	Storm Water Utility, MNDOT						\$350,000			Section 4.1.B
24	South Central Drainage Area Improvements; new storm sewer into neighborhoods west/east of RC, detention basin in the existing ball field area, new storm sewer into RC parking lot.			✓	-	\$1,700,000	Storm Water Utility			\$970,000	\$730,000					Section 4.2.A
25	Clifton Heights Flood Improvement Project: stormwater basin near Arch Street and Michigan Street NE			✓	-	\$800,000	Storm Water Utility								\$800,000	Section 4.2.B
26	Market Street Ditch Improvements: ditch east of Fairgrounds and possible options to improve drainage/maintenance			✓	-	\$30,000	Storm Water Utility		\$30,000							Section 4.2.C
27	Bradford Street Flood Improvement Project construction of improvements.			✓	-	\$100,000	Storm Water Utility					\$100,000				Section 4.2.D
28	Flood Study Near Ridgewater College to investigate constructing a regional pond and adding an outlet to the landlocked area			✓	-	\$12,000	Storm Water Utility				\$12,000					Section 4.2.E

SECTION VI

No.	Project Description	MS4 Permit Requirement	Annual Requirement	Projects, Programs, & Studies	Minimum Control Measure (MCM)	10 Year Cost Estimate ¹	Possible Funding Sources ³	Proposed Cost By Year ^{1,2}								Comments		
								2015	2016	2017	2018	2019	2020	2021	2022		2023	2024
29	8th Avenue Flood Improvements to reduce flood potential and surcharging impacts from School Road			✓	-	\$75,000	Storm Water Utility					\$75,000						Section 4.2.F
30	Alan Street Outfall Management to remove accumulated material near the outfall into Otter Lake			✓	6	\$40,000	Storm Water Utility				\$40,000							Section 4.5.A
31	Sediment Accumulation, Waterbody Functionality, Spillway Operations, Maintenance, and Depth Management Analysis within Otter Lake, Campbell Lake, and the Crow River			✓	6	\$25,000	Storm Water Utility		\$25,000									Section 4.5.B, Future/potential project costs and schedule to be determined
32	Vegetation/Sediment Management on Montana Street Pond to allow for appropriate stormwater storage			✓	6	\$20,000	Storm Water Utility		\$20,000									Section 4.8.C
33	Bridgewater Pond Improvements to address erosion, sedimentation, and necessary infrastructure improvements.			✓	6	\$30,000	Storm Water Utility							\$30,000				Section 4.8.E
	CAPITAL PROJECTS TOTAL					\$3,182,000			\$0	\$75,000	\$970,000	\$782,000	\$175,000	\$350,000	\$30,000	\$0	\$800,000	
	GRAND TOTAL					\$5,658,000			\$257,700	\$320,800	\$1,216,200	\$1,027,800	\$425,700	\$595,800	\$276,200	\$245,800	\$246,200	\$1,045,800

¹ Cost estimates are preliminary and subject to review and revision as engineer's reports are completed and more information becomes available. Table reflects 2015 costs and do not account for inflation. Costs generally include labor, equipment, materials, and all other costs necessary to complete each activity. For City completed activities, staff time is included in the cost. Some of the costs outlined above may be included in other operational costs budgeted by the City.

² 10 Year cost projections are based upon 2 MS4 Permit Cycles with year 1 program updates occurring again in 2019

³ Funding for stormwater program activities projected to come from following sources - Surface Water Utility, Developers Agreements, Grant Funds, General Operating Fund, or Special Assessments

APPENDIX A

Figures

City of Hutchinson Zoning Map August, 2012

Zoning

C-1	NEIGHBORHOOD CONVENIENCE COMMERCIAL
C-2	AUTOMOTIVE SERVICE COMMERCIAL
C-3	CENTRAL COMMERCIAL
C-4	FRINGE COMMERCIAL
C-5	CONDITIONAL COMMERCIAL
GT	GATEWAY
I-1	LIGHT INDUSTRIAL PARK
I-2	HEAVY INDUSTRY
IC	INDUSTRIAL COMMERCIAL
R-1	SINGLE FAMILY RESIDENTIAL
R-1 PD	SINGLE FAMILY RESIDENTIAL PLANNED DEVELOPMENT
R-2	MEDIUM DENSITY RESIDENTIAL (1 OR 2 FAMILY & DUPLEXES)
R-2 PD	MEDIUM DENSITY RESIDENTIAL PLANNED DEVELOPMENT
R-2B	MEDIUM DENSITY RESIDENTIAL (R-2 PLATTED AFTER 1987)
R-3	MEDIUM-HIGH DENSITY RESIDENTIAL
R-3 PD	MEDIUM-HIGH DENSITY RES. PLANNED DEVELOPMENT
R-4	HIGH DENSITY RESIDENTIAL (2 FAMILY AND LARGER)
R-5	MANUFACTURED HOME PARK
MKD	MIXED USE DISTRICT

Disclaimer

The end user of the information agrees that these data and map sets have been prepared for general informational purposes only and are not intended for use at different moments in time and at various levels of accuracy. They are only a graphic representation and should not be considered as positionally accurate. The City of Hutchinson does not warrant the accuracy, completeness, or appropriateness to its intended use of the data. It is the responsibility of the end user to be aware of the data's limitations and to utilize the data in an appropriate manner and the end user agrees to hold The City of Hutchinson harmless for any and all damages, including special or incidental or consequential damages, arising out of or from the use of the information provided.

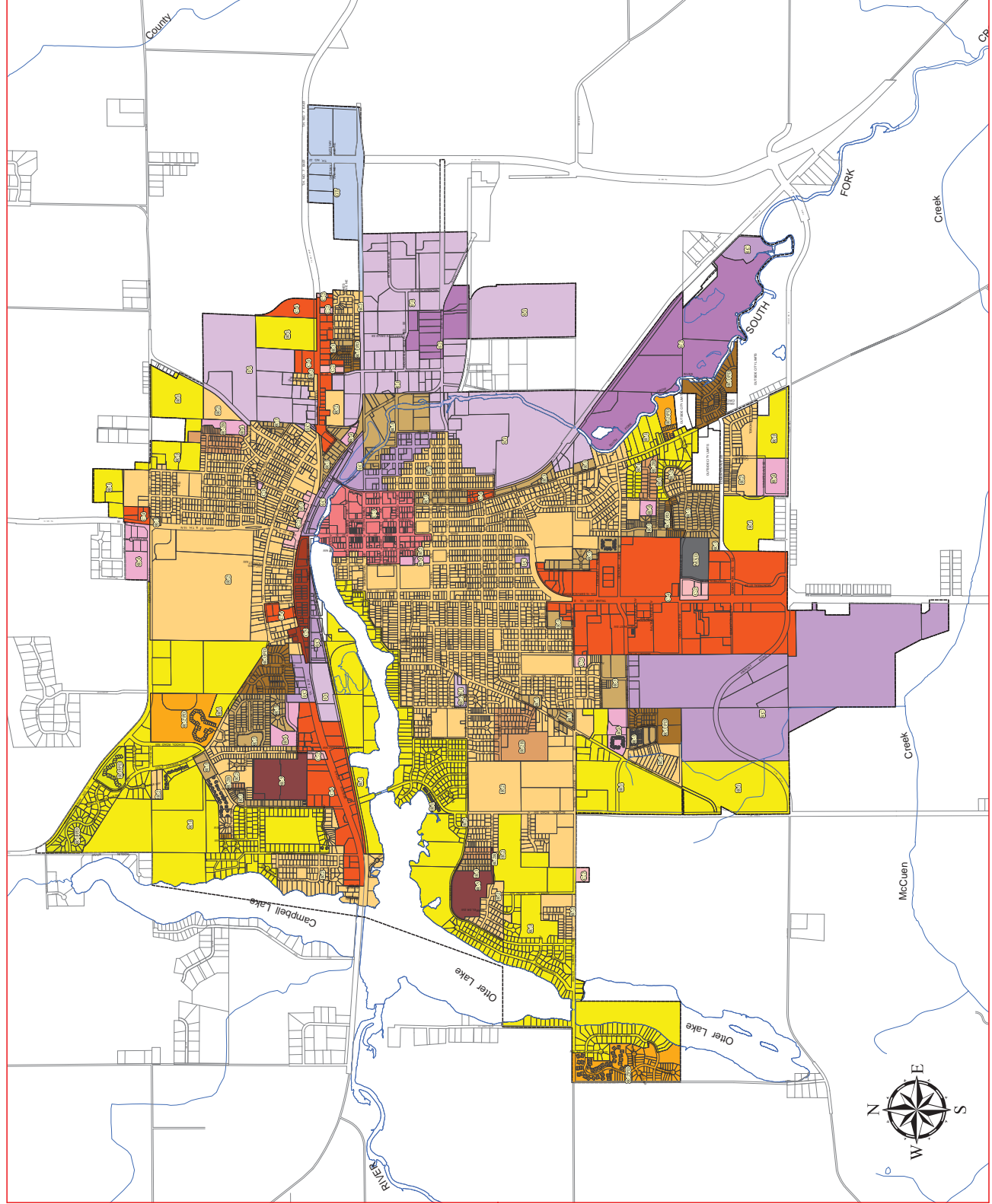
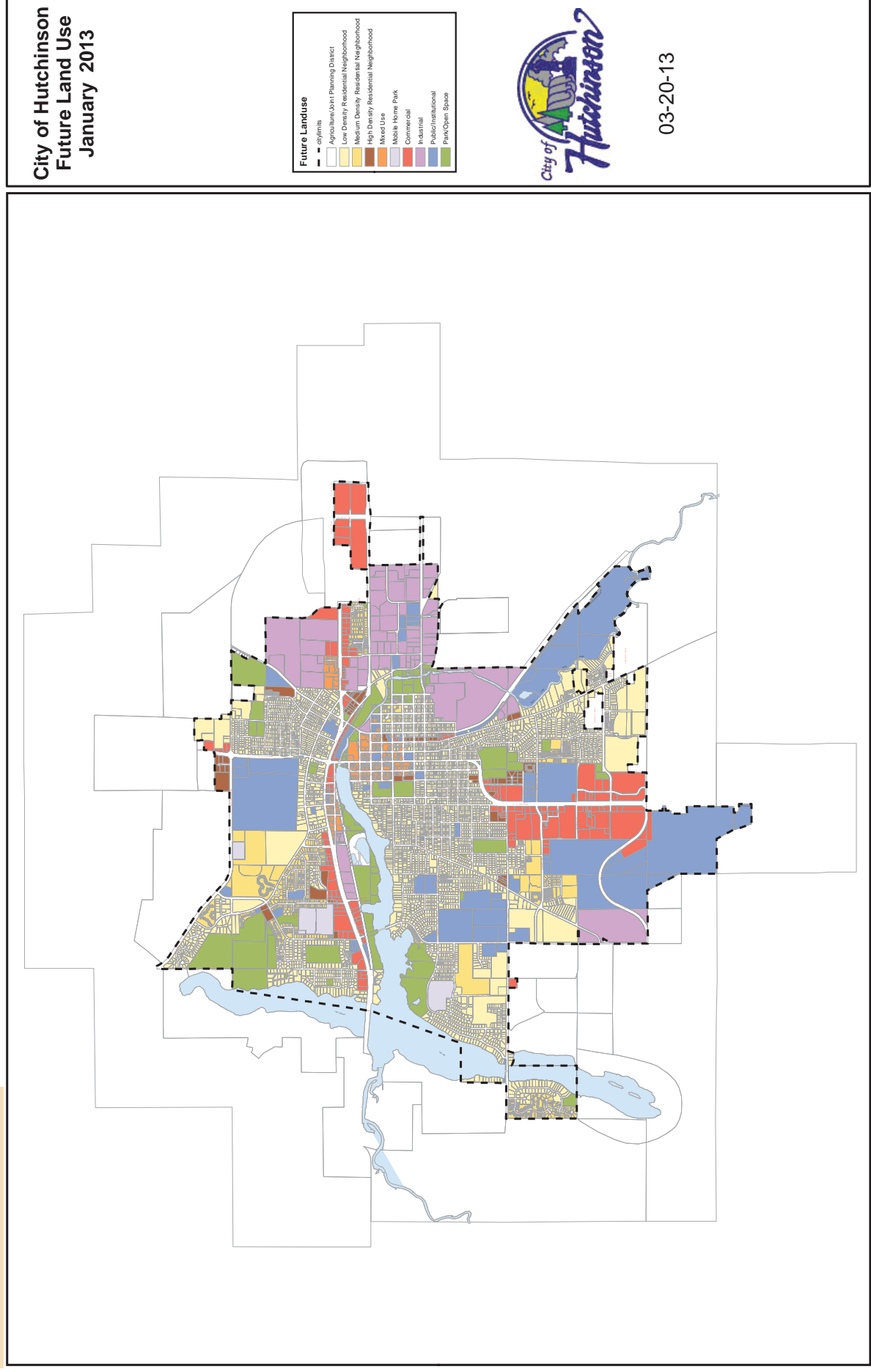


Figure 4.5 Future Land Use Map



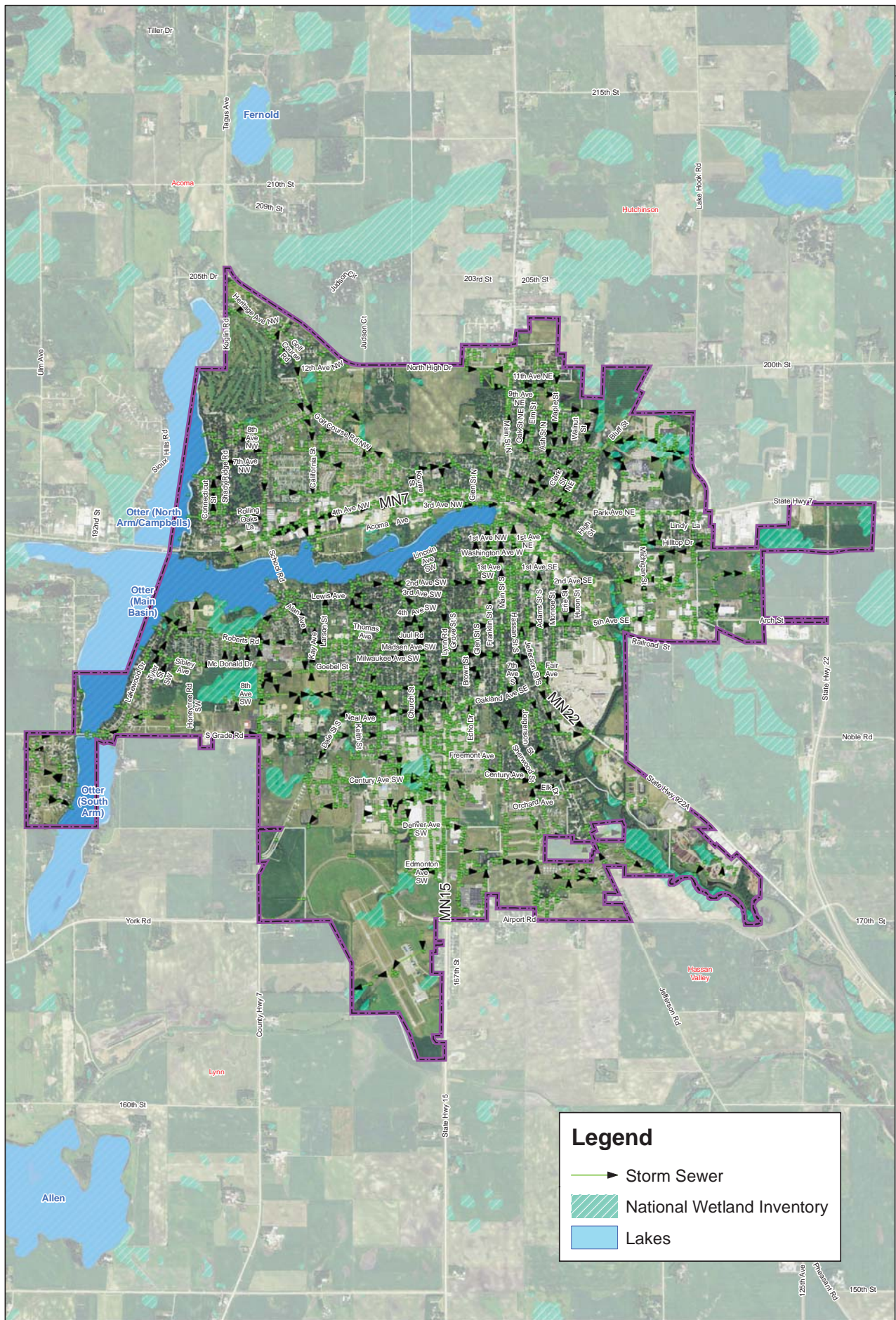
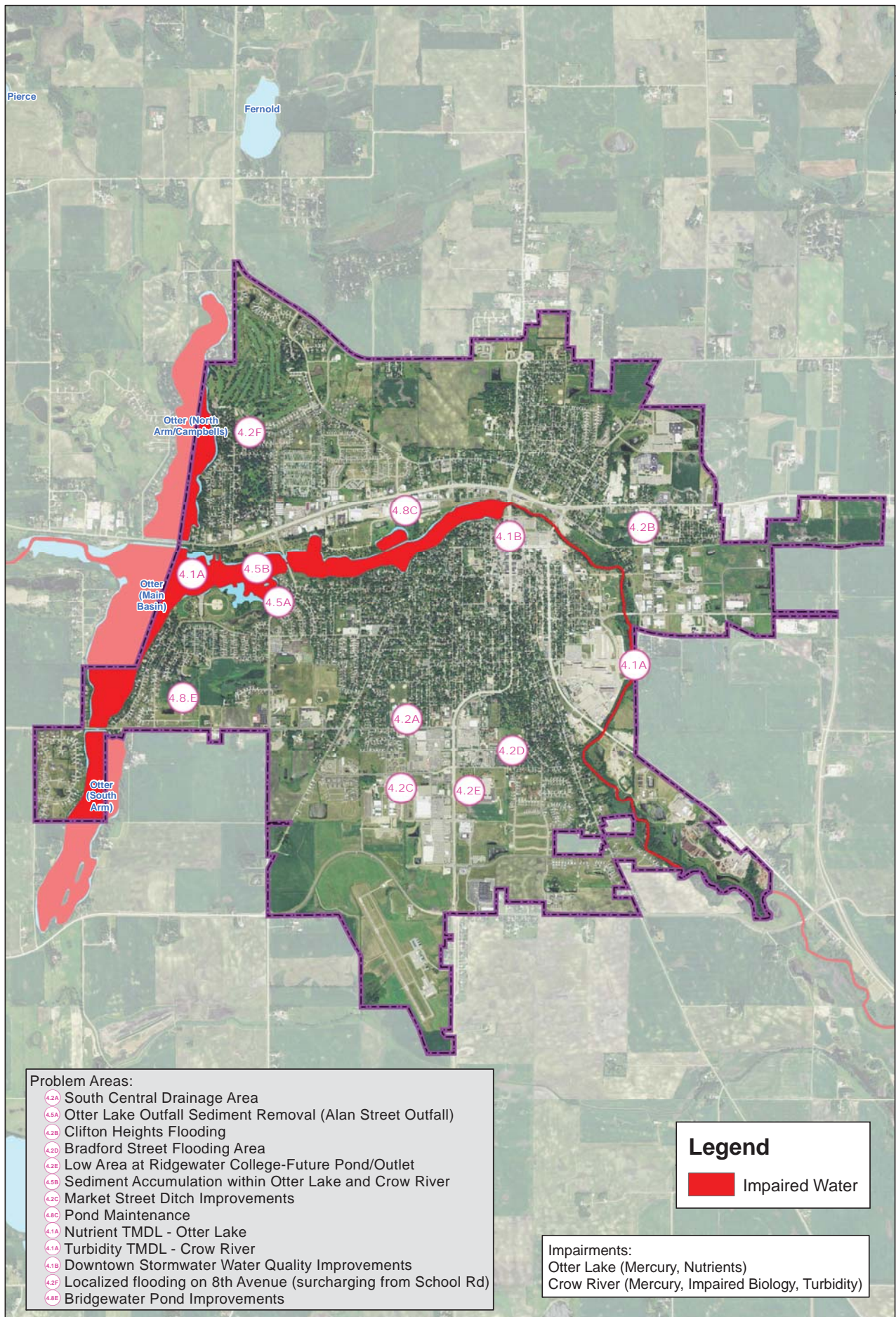


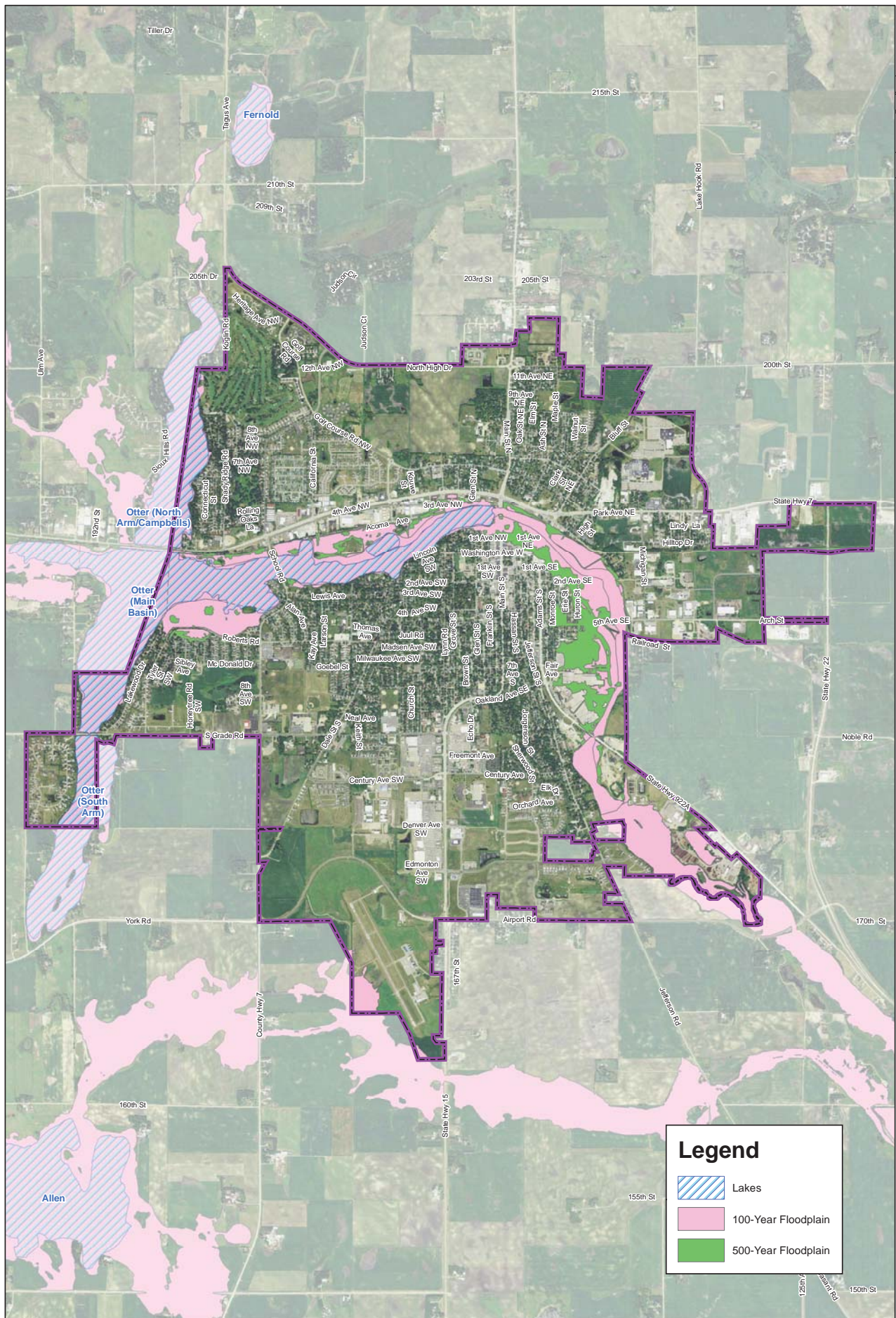
FIGURE 4: Storm Sewer Map
Source: City of Hutchinson (2015)

1 inch equals 2,500 feet

April 2015







Legend

- Lakes
- 100-Year Floodplain
- 500-Year Floodplain



FIGURE 8: FEMA Floodplain Map
Source: McLeod County - FEMA (2014)

1 inch = 2,500 feet
April 2015



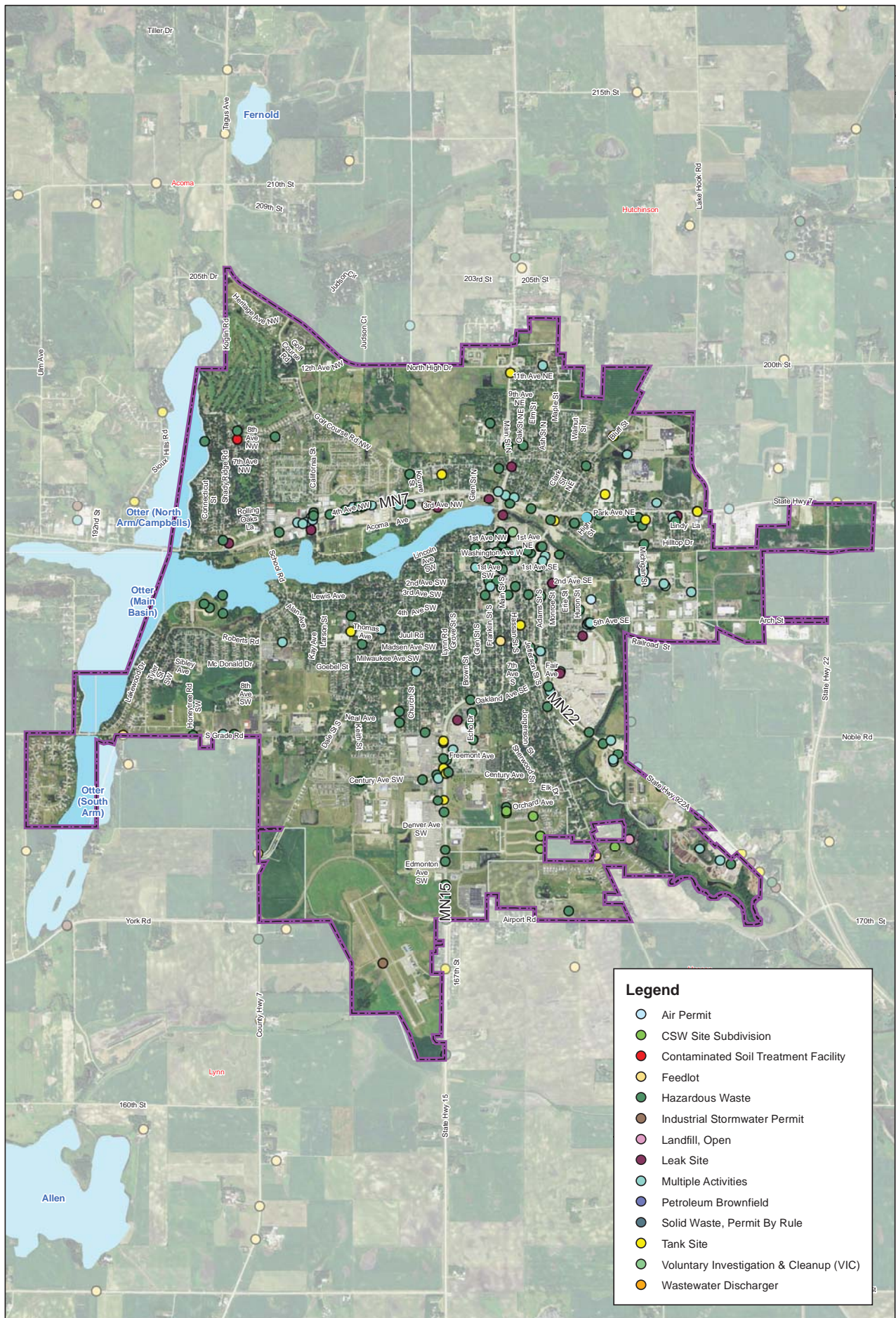


FIGURE 10: Pollutant Sources Map
Source: MPCA - "What's in My Neighborhood?" (2014)

1 inch = 2,500 feet

April 2015



APPENDIX B

MS4 SWPPP Application for Reauthorization



**Minnesota Pollution
Control Agency**

520 Lafayette Road North
St. Paul, MN 55155-4194

MS4 SWPPP Application for Reauthorization

**for the NPDES/SDS General Small Municipal Separate
Storm Sewer System (MS4) Permit MNR040000
reissued with an effective date of August 1, 2013
Stormwater Pollution Prevention Program (SWPPP) Document**

Doc Type: Permit Application

Instructions: This application is for authorization to discharge stormwater associated with Municipal Separate Storm Sewer Systems (MS4s) under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) Permit Program. **No fee** is required with the submittal of this application. Please refer to "Example" for detailed instructions found on the Minnesota Pollution Control Agency (MPCA) MS4 website at <http://www.pca.state.mn.us/ms4>.

Submittal: This MS4 SWPPP Application for Reauthorization form must be submitted electronically via e-mail to the MPCA at ms4permitprogram.pca@state.mn.us from the person that is duly authorized to certify this form. All questions with an asterisk (*) are required fields. All applications will be returned if required fields are not completed.

Questions: Contact Claudia Hochstein at 651-757-2881 or claudia.hochstein@state.mn.us, Dan Miller at 651-757-2246 or daniel.miller@state.mn.us, or call toll-free at 800-657-3864.

General Contact Information (*Required fields)

MS4 Owner (with ownership or operational responsibility, or control of the MS4)

*MS4 permittee name: City of Hutchinson *County: McLeod
(city, county, municipality, government agency or other entity)

*Mailing address: 111 Hassan St SE

*City: Hutchinson *State: MN *Zip code: 55350

*Phone (including area code): 320.234.4212 *E-mail: kexner@ci.hutchinson.mn.us

MS4 General contact (with Stormwater Pollution Prevention Program [SWPPP] implementation responsibility)

*Last name: Paulson *First name: John
(department head, MS4 coordinator, consultant, etc.)

*Title: Environmental Specialist

*Mailing address: 111 Hassan St SE

*City: Hutchinson *State: MN *Zip code: 55350

*Phone (including area code): 320.234.5682 *E-mail: jpaulson@ci.hutchinson.mn.us

Preparer information (complete if SWPPP application is prepared by a party other than MS4 General contact)

Last name: _____ First name: _____
(department head, MS4 coordinator, consultant, etc.)

Title: _____

Mailing address: _____

City: _____ State: _____ Zip code: _____

Phone (including area code): _____ E-mail: _____

Verification

1. I seek to continue discharging stormwater associated with a small MS4 after the effective date of this Permit, and shall submit this MS4 SWPPP Application for Reauthorization form, in accordance with the schedule in Appendix A, Table 1, with the SWPPP document completed in accordance with the Permit (Part II.D.). ☒ Yes
2. I have read and understand the NPDES/SDS MS4 General Permit and certify that we intend to comply with all requirements of the Permit. ☒ Yes

Certification (All fields are required)

- ☒ Yes - 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.

I certify that based on 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 civil and criminal penalties.

This certification is required by Minn. Stat. §§ 7001.0070 and 7001.0540. The authorized person with overall, MS4 legal responsibility must certify the application (principal executive officer or a ranking elected official).

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

Name: Kent Exner
(This document has been electronically signed)

Title: Director of Public Works Date (mm/dd/yyyy): 11/26/13

Mailing address: 111 Hassan St SE

City: Hutchinson State: MN Zip code: 55350

Phone (including area code): 320.234.4212 E-mail: kexner@ci.hutchinson.mn.us

Note: The application will not be
processed without certification.

Stormwater Pollution Prevention Program Document

I. Partnerships: (Part II.D.1)

- A. List the **regulated small MS4(s)** with which you have established a partnership in order to satisfy one or more requirements of this Permit. Indicate which Minimum Control Measure (MCM) requirements or other program components that each partnership helps to accomplish (List all that apply). Check the box below if you currently have no established partnerships with other regulated MS4s. If you have more than five partnerships, hit the tab key after the last line to generate a new row.

☒ No partnerships with regulated small MS4s

Name and description of partnership	MCM/Other permit requirements involved
NA	NA

- B. If you have additional information that you would like to communicate about your partnerships with other regulated small MS4(s), provide it in the space below, or include an attachment to the SWPPP Document, with the following file naming convention: *MS4NameHere_Partnerships*.

The City does not rely on other entities or MS4s to meet our permit requirements. The City does work in partnership with local watershed organizations, the Minnesota Cities Stormwater Coalition, and citizen groups to amplify the quality of the message that is being conveyed.

II. Description of Regulatory Mechanisms: (Part II.D.2)

Illicit discharges

- A. Do you have a regulatory mechanism(s) that effectively prohibits non-stormwater discharges into your small MS4, except those non-stormwater discharges authorized under the Permit (Part III.D.3.b.)? ☒ Yes ☐ No

1. If **yes**:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

☒ Ordinance ☐ Contract language
☐ Policy/Standards ☐ Permits
☐ Rules
☐ Other, explain: _____

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

Hutchinson Municipal Code of Ordinances Chapter 54 Stormwater Management

Direct link:

http://www.amlegal.com/hutchinson_mn/

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_IDDEreg*.

2. If **no**:

Describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

Updates will be made to the Ordinance within the next 12 months to comply with the changing permit requirements.

Construction site stormwater runoff control

- A. Do you have a regulatory mechanism(s) that establishes requirements for erosion and sediment controls and waste controls? ☒ Yes ☐ No

1. If **yes**:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

☒ Ordinance ☐ Contract language
☐ Policy/Standards ☐ Permits
☐ Rules
☐ Other, explain: _____

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

Hutchinson Municipal Code of Ordinances Chapter 54 Stormwater Management

Direct link:

http://www.amlegal.com/hutchinson_mn/

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_CSWreg*.

- B. Is your regulatory mechanism at least as stringent as the MPCA general permit to Discharge Stormwater Associated with Construction Activity (as of the effective date of the MS4 Permit)? ☐ Yes ☒ No

If you answered **yes** to the above question, proceed to C.

If you answered **no** to either of the above permit requirements listed in A. or B., describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

City staff will review and amend, as necessary, our current ordinance to comply with the most current MPCA stormwater requirements within 12 months of permit issuance.

- C. Answer **yes** or **no** to indicate whether your regulatory mechanism(s) requires owners and operators of construction activity to develop site plans that incorporate the following erosion and sediment controls and waste controls as described in the Permit (Part III.D.4.a.(1)-(8)), and as listed below:

- | | |
|--|---|
| 1. Best Management Practices (BMPs) to minimize erosion. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. BMPs to minimize the discharge of sediment and other pollutants. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. BMPs for dewatering activities. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. Site inspections and records of rainfall events | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 5. BMP maintenance | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 6. Management of solid and hazardous wastes on each project site. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 7. Final stabilization upon the completion of construction activity, including the use of perennial vegetative cover on all exposed soils or other equivalent means. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 8. Criteria for the use of temporary sediment basins. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

Post-construction stormwater management

- A. Do you have a regulatory mechanism(s) to address post-construction stormwater management activities?

☒ Yes ☐ No

1. If **yes**:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

☒ Ordinance ☐ Contract language
☒ Policy/Standards ☐ Permits
☐ Rules
☐ Other, explain: _____

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

Hutchinson Municipal Code of Ordinances Chapter 54 Stormwater Management

Direct link:

http://www.amlegal.com/hutchinson_mn/

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_PostCSWreg*.

B. Answer **yes** or **no** below to indicate whether you have a regulatory mechanism(s) in place that meets the following requirements as described in the Permit (Part III.D.5.a.):

1. **Site plan review:** Requirements that owners and/or operators of construction activity submit site plans with post-construction stormwater management BMPs to the permittee for review and approval, prior to start of construction activity. ☒ Yes ☐ No
2. **Conditions for post construction stormwater management:** Requires the use of any combination of BMPs, with highest preference given to Green Infrastructure techniques and practices (e.g., infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.), necessary to meet the following conditions on the site of a construction activity to the Maximum Extent Practicable (MEP):
 - a. For new development projects – no net increase from pre-project conditions (on an annual average basis) of: ☒ Yes ☐ No
 - 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
 - 2) Stormwater discharges of Total Suspended Solids (TSS).
 - 3) Stormwater discharges of Total Phosphorus (TP).
 - b. For redevelopment projects – a net reduction from pre-project conditions (on an annual average basis) of: ☐ Yes ☒ No
 - 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
 - 2) Stormwater discharges of TSS.
 - 3) Stormwater discharges of TP.
3. **Stormwater management limitations and exceptions:**
 - a. Limitations ☐ Yes ☒ No
 - 1) Prohibit the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) when the infiltration structural stormwater BMP will receive discharges from, or be constructed in areas: ☐ Yes ☒ No
 - a) Where industrial facilities are not authorized to infiltrate industrial stormwater under an NPDES/SDS Industrial Stormwater Permit issued by the MPCA.
 - b) Where vehicle fueling and maintenance occur.
 - c) With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.
 - d) Where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating stormwater.
 - 2) Restrict the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), without higher engineering review, sufficient to provide a functioning treatment system and prevent adverse impacts to groundwater, when the infiltration device will be constructed in areas: ☐ Yes ☒ No
 - a) With predominately Hydrologic Soil Group D (clay) soils.
 - b) Within 1,000 feet up-gradient, or 100 feet down-gradient of active karst features.
 - c) Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13.
 - d) Where soil infiltration rates are more than 8.3 inches per hour.
 - 3) For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), the permittee's regulatory mechanism(s) may allow exceptions as described in the Permit (Part III.D.5.a(3)(b)). The permittee's regulatory mechanism(s) shall ensure that a reasonable attempt be made to obtain right-of-way during the project planning process. ☐ Yes ☒ No
 4. **Mitigation provisions:** The permittee's regulatory mechanism(s) shall ensure that any stormwater discharges of TSS and/or TP not addressed on the site of the original construction activity are addressed through mitigation and, at a minimum, shall ensure the following requirements are met:
 - a. Mitigation project areas are selected in the following order of preference: ☐ Yes ☒ No

- 1) Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
 - 2) Locations within the same Minnesota Department of Natural Resource (DNR) catchment area as the original construction activity.
 - 3) Locations in the next adjacent DNR catchment area up-stream
 - 4) Locations anywhere within the permittee's jurisdiction.
- b. Mitigation projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. ☐ Yes ☒ No
 - c. Routine maintenance of structural stormwater BMPs already required by this permit cannot be used to meet mitigation requirements of this part. ☐ Yes ☒ No
 - d. Mitigation projects shall be completed within 24 months after the start of the original construction activity. ☐ Yes ☒ No
 - e. The permittee shall determine, and document, who will be responsible for long-term maintenance on all mitigation projects of this part. ☐ Yes ☒ No
 - f. If the permittee receives payment from the owner and/or operator of a construction activity for mitigation purposes in lieu of the owner or operator of that construction activity meeting the conditions for post-construction stormwater management in Part III.D.5.a(2), the permittee shall apply any such payment received to a public stormwater project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e). ☐ Yes ☒ No
5. **Long-term maintenance of structural stormwater BMPs:** The permittee's regulatory mechanism(s) shall provide for the establishment of legal mechanisms between the permittee and owners or operators responsible for the long-term maintenance of structural stormwater BMPs not owned or operated by the permittee, that have been implemented to meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)). This only includes structural stormwater BMPs constructed after the effective date of this permit and that are directly connected to the permittee's MS4, and that are in the permittee's jurisdiction. The legal mechanism shall include provisions that, at a minimum:
- a. Allow the permittee to conduct inspections of structural stormwater BMPs not owned or operated by the permittee, perform necessary maintenance, and assess costs for those structural stormwater BMPs when the permittee determines that the owner and/or operator of that structural stormwater BMP has not conducted maintenance. ☒ Yes ☐ No
 - b. Include conditions that are designed to preserve the permittee's right to ensure maintenance responsibility, for structural stormwater BMPs not owned or operated by the permittee, when those responsibilities are legally transferred to another party. ☒ Yes ☐ No
 - c. Include conditions that are designed to protect/preserve structural stormwater BMPs and site features that are implemented to comply with the Permit (Part III.D.5.a(2)). If site configurations or structural stormwater BMPs change, causing decreased structural stormwater BMP effectiveness, new or improved structural stormwater BMPs must be implemented to ensure the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) continue to be met. ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within twelve (12) months of the date permit coverage is extended, these permit requirements are met:

Post construction requirements are enforced by reference to the most restrictive of all applicable state and local regulations. The City will also be amending it's Stormwater Management Plan within the next 12 months to more clearly identify system maintenance needs and regional implementation strategies. Ordinance updates will also be made within the next 12 months to directly reference the requirements of both the CSW and MS4 permit requirements for Post Construction.

III. Enforcement Response Procedures (ERPs): (Part II.D.3)

- A. Do you have existing ERPs that satisfy the requirements of the Permit (Part III.B.)? ☐ Yes ☒ No
1. If **yes**, attach them to this form as an electronic document, with the following file naming convention: *MS4NameHere_ERPs*.
 2. If **no**, describe the tasks and corresponding schedules that will be taken to assure that, with twelve (12) months of the date permit coverage is extended, these permit requirements are met:

The City of Hutchinson will develop a ERP within 12 months of permit issuance. The ERP to be developed will include the process to enforce code violations associated with IDDEs, construction site runoff, and post construction stormwater management.

B. Describe your ERPs:

The ERPs will include current process and actions for any non-compliance issues. It will include the steps to be taken, who will be responsible for that enforcement action, and associated mitigative measures such as stop work orders and criminal penalties.

IV. Storm Sewer System Map and Inventory: (Part II.D.4.)

A. Describe how you manage your storm sewer system map and inventory:

An annual review of the system map is completed so new BMPs can be added and modifications to existing BMPs can be updated in the map and inventory. Map updates are managed with a GIS system and include all known aspects of the City stormwater system and as modifications/additions to the system are made the map system is updated.

B. Answer **yes** or **no** to indicate whether your storm sewer system map addresses the following requirements from the Permit (Part III.C.1.a-d), as listed below:

1. The permittee's entire small MS4 as a goal, but at a minimum, all pipes 12 inches or greater in diameter, including stormwater flow direction in those pipes. ☒ Yes ☐ No
2. Outfalls, including a unique identification (ID) number assigned by the permittee, and an associated geographic coordinate. ☒ Yes ☐ No
3. Structural stormwater BMPs that are part of the permittee's small MS4. ☒ Yes ☐ No
4. All receiving waters. ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

C. Answer **yes** or **no** to indicate whether you have completed the requirements of 2009 Minnesota Session Law, Ch. 172, Sec. 28: with the following inventories, according to the specifications of the Permit (Part III.C.2.a.-b.), including:

1. All ponds within the permittee's jurisdiction that are constructed and operated for purposes of water quality treatment, stormwater detention, and flood control, and that are used for the collection of stormwater via constructed conveyances. ☒ Yes ☐ No
2. All wetlands and lakes, within the permittee's jurisdiction, that collect stormwater via constructed conveyances. ☒ Yes ☐ No

D. Answer **yes** or **no** to indicate whether you have completed the following information for each feature inventoried.

1. A unique identification (ID) number assigned by the permittee. ☒ Yes ☐ No
2. A geographic coordinate. ☒ Yes ☐ No
3. Type of feature (e.g., pond, wetland, or lake). This may be determined by using best professional judgment. ☒ Yes ☐ No

If you have answered **yes** to all above requirements, and you have already submitted the Pond Inventory Form to the MPCA, then you do not need to resubmit the inventory form below.

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

E. Answer **yes** or **no** to indicate if you are attaching your pond, wetland and lake inventory to the MPCA on the form provided on the MPCA website at: <http://www.pca.state.mn.us/ms4>, according to the specifications of Permit (Part III.C.2.b.(1)-(3)). Attach with the following file naming convention: *MS4NameHere_inventory*. ☐ Yes ☒ No

If you answered **no**, the inventory form must be submitted to the MPCA MS4 Permit Program within 12 months of the date permit coverage is extended.

V. Minimum Control Measures (MCMs) (Part II.D.5)

A. **MCM1: Public education and outreach**

1. The Permit requires that, within 12 months of the date permit coverage is extended, existing permittees revise their education and outreach program that focuses on illicit discharge recognition and reporting, as well as other specifically selected stormwater-related issue(s) of high priority to the permittee during this permit term. Describe your **current**

educational program, including **any high-priority topics included:**

The City of Hutchinson educates on a wide variety of stormwater pollution topics and the information is distributed via our monthly utility billings to each home and business throughout town.

The City also utilizes our local newspaper to highlight topics of concern or interest. The Hutchinson Leader is very helpful in highlighting points of concern and conveys an appropriate message that the general public can relate to.

The City utilizes its Park and Rec Brochure every year to distribute information on local stormwater concerns and to also highlight our annual rain barrel sale.

Other outlets used to distribute educational information is our Stormwater Website as well as Hutchinson's Local Public Access Channels 7&10 are used to for distributing PSAs every year.

2. List the categories of BMPs that address your public education and outreach program, including the distribution of educational materials and a program implementation plan. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the U.S. Environmental Protection Agency's (EPA) *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Distribute Educational Materials	Number of people reached and hits to website/Annually
Implement and Education Program	Number of brochures distributed to various entities/Annually
Public Education and Outreach	Number of brochures distributed at City facilities/Annually
Public Participation-storm drain marking/annual meeting	Number of public meetings and events/Annually
IDDE Education	Posting information on web and PRCE brochure/Annually
Construction Site Run-off Control Education	Number of handouts to builders/excavators / Annually
Post Construction SW Management Education	Number of guidance documents to developers/Annually
PP/Good Housekeeping Education	Number of staff trained/Annually
Coordination of Education Program	Check and update City website links to information/Annually
Annual Public Meeting	Information distributed and number of attendees/Annually
Stormwater Utility Fund	Assess annually to determine need for rate increases
BMP categories to be implemented	Measurable goals and timeframes
Targeted distribution of education materials for issues of concern such as grease dumpsters and mowing clippings into streets	Number of businesses reached/New topic annually to focus efforts on new issues of concern as they arise.
Host rain barrel sale or workshop	Number of barrels sold or constructed at a workshop/annually

3. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Environmental Specialist

B. MCM2: Public participation and involvement

1. The Permit (Part III.D.2.a.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement a public participation/involvement program to solicit public input on the SWPPP. Describe your current program:

The City host an annual Stormwater Pollution Prevention plan meeting at a City Council meeting each spring. It is an opportunity for both the Council and interested citizens to learn about the program, implementation activities, and is used to respond to questions. This meeting is meant to engage the public and bring awareness to stormwater issues both in our City and abroad. It is the primary, but not the only, opportunity for receiving public input/feedback. In addition to the annual meeting (which is televised on the local television station) City staff is actively engaged with the public for a wide variety of issues surrounding stormwater.

2. List the categories of BMPs that address your public participation/involvement program, including solicitation and documentation of public input on the SWPPP. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In

addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Public Notice annual meeting	Prepare and publish public meeting notice/annually
Solicit Public Opinion on adequacy of SWPPP	Receive written or oral comments/annually
Consider Public Input	Analyze comments and incorporate necessary changes/ongoing
BMP categories to be implemented	Measurable goals and timeframes
Host a stormwater education booth at local fair or event	Number of people reached/annually

3. Do you have a process for receiving and documenting citizen input? ☒ Yes ☐ No

If you answered **no** to the above permit requirement, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Environmental Specialist

C. MCM 3: Illicit discharge detection and elimination

1. The Permit (Part III.D.3.) requires that, within 12 months of the date permit coverage is extended, existing permittees revise their current program as necessary, and continue to implement and enforce a program to detect and eliminate illicit discharges into the small MS4. Describe your current program:

The City implements IDDE program elements by utilizing a variety of tools. A call line is posted on the website and is available in all public education brochures is continuously monitored. Incident tracking and response to issues is ongoing as problems are identified.

An education program is used for both City staff and the general public to emphasize what illicit discharges are and how to report them. This is done through the use of brochures, posters, in person trainings, and site visits that are done when an illicit discharge is identified.

A robust GIS map is also used to identify areas of concern, track routes of flow through the pipes, and to keep City staff on the front line of identifying and preventing illicit discharges. This system is used for inspection location and identification of sources when an issue is identified.

2. Does your Illicit Discharge Detection and Elimination Program meet the following requirements, as found in the Permit (Part III.D.3.c.-g.)?

- a. Incorporation of illicit discharge detection into all inspection and maintenance activities conducted under the Permit (Part III.D.6.e.-f.) Where feasible, illicit discharge inspections shall be conducted during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation). ☒ Yes ☐ No
- b. Detecting and tracking the source of illicit discharges using visual inspections. The permittee may also include use of mobile cameras, collecting and analyzing water samples, and/or other detailed procedures that may be effective investigative tools. ☒ Yes ☐ No
- c. Training of all field staff, in accordance with the requirements of the Permit (Part III.D.6.g.(2)), in illicit discharge recognition (including conditions which could cause illicit discharges), and reporting illicit discharges for further investigation. ☒ Yes ☐ No
- d. Identification of priority areas likely to have illicit discharges, including at a minimum, evaluating land use associated with business/industrial activities, areas where illicit discharges have been identified in the past, and areas with storage of large quantities of significant materials that could result in an illicit discharge. ☒ Yes ☐ No
- e. Procedures for the timely response to known, suspected, and reported illicit discharges. ☒ Yes ☐ No
- f. Procedures for investigating, locating, and eliminating the source of illicit discharges. ☒ Yes ☐ No
- g. Procedures for responding to spills, including emergency response procedures to prevent spills from entering the small MS4. The procedures shall also include the immediate notification of the Minnesota Department of Public Safety Duty Officer, if the source of the illicit discharge is a spill or leak as defined in Minn. Stat. § 115.061. ☒ Yes ☐ No
- h. When the source of the illicit discharge is found, the permittee shall use the ERPs required by the Permit (Part III.B.) to eliminate the illicit discharge and require any needed corrective action(s). ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

- List the categories of BMPs that address your illicit discharge, detection and elimination program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Review and update system map	Updates made to map/annually
Review and update ordinance	Updates made to ordinance/annually
IDDE plan implementation	Complaints taken, responses to complaints, # of outfalls inspected/annually
Public and Employee IDDE education	Number of brochures, posters, and training content/annually
Non-stormwater flows evaluation	Assess list annually
BMP categories to be implemented	Measurable goals and timeframes
Implement higher level of detail into system map to comply with inventory requirements	Information updated/annually

- Do you have procedures for record-keeping within your Illicit Discharge Detection and Elimination (IDDE) program as specified within the Permit (Part III.D.3.h.)? ☐ Yes ☒ No

If you answered **no**, indicate how you will develop procedures for record-keeping of your Illicit Discharge, Detection and Elimination Program, within 12 months of the date permit coverage is extended:

Record keeping and tracking procedures of the IDDE program will be formalized to align with the current process that is being implemented in Hutchinson. This will be done through the formal development of a standard operating procedure.

- Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Environmental Specialist

D. MCM 4: Construction site stormwater runoff control

- The Permit (Part III.D.4) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a construction site stormwater runoff control program. Describe your current program:

The City implements it's CSW permit program parallel to the MPCA CSW program. Plan reviews, post construction treatment reviews, contractor education, ordinance enforcement, site inspections, and on site education are all part of program activities implemented to reduce/eliminate risks associated with contaminated stormwater runoff from construction sites.

Common issues receive additional focus with educational outreach. New industry products are also highlighted to contractors when they appear to be a good substitute to a traditional BMP.

- Does your program address the following BMPs for construction stormwater erosion and sediment control as required in the Permit (Part III.D.4.b.):
 - Have you established written procedures for site plan reviews that you conduct prior to the start of construction activity? ☒ Yes ☐ No
 - Does the site plan review procedure include notification to owners and operators proposing construction activity that they need to apply for and obtain coverage under the MPCA's general permit to *Discharge Stormwater Associated with Construction Activity No. MN R100001*? ☒ Yes ☐ No
 - Does your program include written procedures for receipt and consideration of reports of noncompliance or other stormwater related information on construction activity submitted by the public to the permittee? ☒ Yes ☐ No
 - Have you included written procedures for the following aspects of site inspections to determine compliance with your regulatory mechanism(s):
 - Does your program include procedures for identifying priority sites for inspection? ☒ Yes ☐ No

- 2) Does your program identify a frequency at which you will conduct construction site inspections? ☒ Yes ☐ No
- 3) Does your program identify the names of individual(s) or position titles of those responsible for conducting construction site inspections? ☒ Yes ☐ No
- 4) Does your program include a checklist or other written means to document construction site inspections when determining compliance? ☒ Yes ☐ No
- e. Does your program document and retain construction project name, location, total acreage to be disturbed, and owner/operator information? ☒ Yes ☐ No
- f. Does your program document stormwater-related comments and/or supporting information used to determine project approval or denial? ☒ Yes ☐ No
- g. Does your program retain construction site inspection checklists or other written materials used to document site inspections? ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

3. List the categories of BMPs that address your construction site stormwater runoff control program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Ordinance Development	Ordinance developed/permit cycle
Construction site implementation of BMPs	Sites inspected/annually
Construction site waste control	Sites inspected/annually
Site plan review	Plans reviewed/annually
Procedures for receiving complaints	Complaints received and responses to them/annually
BMP categories to be implemented	Measurable goals and timeframes
Revise ordinance to comply with new standards	Updates made/annually
Conduct training for interested entities	Trainings conducted and content/annually
Distribute education materials to contractors at time of permit application	Number of permits/annually
Review active MPCA CSW permit list for discrepancies with City permitted activities	#Sites that obtained appropriate coverage/annually

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Environmental Specialist

E. MCM 5: Post-construction stormwater management

1. The Permit (Part III.D.5.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a post-construction stormwater management program. Describe your current program:

The City includes post-construction requirements into its plan review procedures. BMP's are implemented in accordance with CSW and MS4 requirements to meet both treatment requirements and to address local and regional flooding issues as opportunities present themselves. A wide range of BMPs are considered and in place throughout Hutchinson and a stormwater maintenance agreement is required for detention that is required as part of a regulatory requirement.

2. Have you established written procedures for site plan reviews that you will conduct prior to the start of construction activity? ☒ Yes ☐ No
3. Answer **yes** or **no** to indicate whether you have the following listed procedures for documentation of post-construction stormwater management according to the specifications of Permit (Part III.D.5.c.):
- a. Any supporting documentation that you use to determine compliance with the Permit (Part III.D.5.a), including the project name, location, owner and operator of the construction activity, any ☒ Yes ☐ No

checklists used for conducting site plan reviews, and any calculations used to determine compliance?

- b. All supporting documentation associated with mitigation projects that you authorize? ☒ Yes ☐ No
- c. Payments received and used in accordance with Permit (Part III.D.5.a.(4)(f))? ☒ Yes ☐ No
- d. All legal mechanisms drafted in accordance with the Permit (Part III.D.5.a.(5)), including date(s) of the agreement(s) and names of all responsible parties involved? ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the steps that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

4. List the categories of BMPs that address your post-construction stormwater management program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Develop and implement structural and non-structural BMPs	Number of BMPs installed/annually
Ordinance to address post construction runoff	Review and updates of ordinance/annually
Long term O&M of BMPs	Number of agreements implemented/annually

BMP categories to be implemented	Measurable goals and timeframes
Incorporate sensitivity to Wellhead Protection activities into ordinance	Updated ordinance/12 months
Update City stormwater management plan and incorporate references to requirements of CSW and MS4	Updated SWMP/12 months
Accept MIDS calculator outputs during post construction reviews	Number of plan reviews that used MIDS calculator/annually

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Environmental Specialist, City Engineer

F. MCM 6: Pollution prevention/good housekeeping for municipal operations

1. The Permit (Part III.D.6.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement an operations and maintenance program that prevents or reduces the discharge of pollutants from the permittee owned/operated facilities and operations to the small MS4. Describe your current program:

The City implements its pollution prevention/good housekeeping program through staff training, inspections of stormwater system components, and evaluations to determine the need for increased activities in any area that is in need. Inspections of ponds, system outfalls, biofiltration practices, structural system components, and general facility operations are conducted by trained and knowledgeable staff. Street sweeping is a front line of defense that is used to remove volumes of potential pollutants from the streets.

2. Do you have a facilities inventory as outlined in the Permit (Part III.D.6.a.)? ☒ Yes ☐ No
3. If you answered **no** to the above permit requirement in question 2, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:
4. List the categories of BMPs that address your pollution prevention/good housekeeping for municipal operations program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In

addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. For an explanation of measurable goals, refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Municipal operations and maintenance	Annual staff training/#attendees
Street sweeping	Routes and frequencies/annually
Annual inspection of structural devices	Number inspected/annually
Pond, outfall inspections	Number inspected/ annually
Inspection of exposed stockpiles	Number inspected/annually
Repair and Maintenance follow up of inspections	Maintenance activities conducted/annually
Record retention of inspections	Updates made to tracking system/annually
BMP categories to be implemented	Measurable goals and timeframes
Incorporate inspections from Industrial Stormwater permitted sites into MS4 program records	Inspections conducted/Annually
Post information associated with P2 and GH at City facilities that conduct potential pollution causing activities	Number of posters/annually
Prioritize inspection frequencies for areas of high concern	Priority listing and number of inspections/annually

5. Does discharge from your MS4 affect a Source Water Protection Area (Permit Part III.D.6.c.)? ☒ Yes ☐ No
- a. If **no**, continue to 6.
- b. If **yes**, the Minnesota Department of Health (MDH) is in the process of mapping the following items. Maps are available at <http://www.health.state.mn.us/divs/eh/water/swp/maps/index.htm>. Is a map including the following items available for your MS4:
- 1) Wells and source waters for drinking water supply management areas identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330? ☒ Yes ☐ No
- 2) Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health under the federal Safe Drinking Water Act, U.S.C. §§ 300j – 13? ☒ Yes ☐ No
- c. Have you developed and implemented BMPs to protect any of the above drinking water sources? ☒ Yes ☐ No
6. Have you developed procedures and a schedule for the purpose of determining the TSS and TP treatment effectiveness of all permittee owned/operated ponds constructed and used for the collection and treatment of stormwater, according to the Permit (Part III.D.6.d.)? ☒ Yes ☐ No
7. Do you have inspection procedures that meet the requirements of the Permit (Part III.D.6.e.(1)-(3)) for structural stormwater BMPs, ponds and outfalls, and stockpile, storage and material handling areas? ☐ Yes ☒ No
8. Have you developed and implemented a stormwater management training program commensurate with each employee's job duties that:
- a. Addresses the importance of protecting water quality? ☒ Yes ☐ No
- b. Covers the requirements of the permit relevant to the duties of the employee? ☒ Yes ☐ No
- c. Includes a schedule that establishes initial training for new and/or seasonal employees and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements? ☒ Yes ☐ No
9. Do you keep documentation of inspections, maintenance, and training as required by the Permit (Part III.D.6.h.(1)-(5))? ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements listed in **Questions 5 – 9**, then describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

An inspection and reporting standard operating procedure will be developed within 12 months to comply with new permit requirements.

10. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Environmental Specialist, Public Works Manager

VI. Compliance Schedule for an Approved Total Maximum Daily Load (TMDL) with an Applicable Waste Load Allocation (WLA) (Part II.D.6.)

- A. Do you have an approved TMDL with a Waste Load Allocation (WLA) prior to the effective date of the Permit? ☐ Yes ☒ No

1. If **no**, continue to section VII.

2. If **yes**, fill out and attach the MS4 Permit TMDL Attachment Spreadsheet with the following naming convention: *MS4NameHere_TMDL*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

VII. Alum or Ferric Chloride Phosphorus Treatment Systems (Part II.D.7.)

- A. Do you own and/or operate any Alum or Ferric Chloride Phosphorus Treatment Systems which are regulated by this Permit (Part III.F.)? ☐ Yes ☒ No

1. If **no**, this section requires no further information.

2. If **yes**, you own and/or operate an Alum or Ferric Chloride Phosphorus Treatment System within your small MS4, then you must submit the Alum or Ferric Chloride Phosphorus Treatment Systems Form supplement to this document, with the following naming convention: *MS4NameHere_TreatmentSystem*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

VIII. Add any Additional Comments to Describe Your Program

APPENDIX C

Storm Water Management Design Standards

STORMWATER MANAGEMENT DESIGN STANDARDS CITY OF HUTCHINSON

Purpose

The primary purpose of this design guide is to set forth regulatory requirements for construction activities to help protect the property and citizens in the City of Hutchinson. The goals are presented in Section 5 of the Local Plan. Definitions can be found in Appendix C.

Other Agency Regulations

Agency regulations as outlined in Local Plan Section 3 must be met in addition to the requirements of any other relevant regulations. Pertinent regulations that provide the greatest protection for human welfare and/or the environment shall be given highest emphasis.

Receiving Waters

Pertinent receiving waters relevant to the Local Plan are discussed in the Local Plan Section 2.

Related Review and Regulations

Hutchinson Ordinance Requirements

Local Plan Section 2 and Appendix C

MPCA NPDES Construction Permit

<http://www.pca.state.mn.us/index.php/water/water-types-and-programs/stormwater/construction-stormwater/index.html>

Crow River Organization of Water

<http://www.crowriver.org/>

Environmental review (e.g. EAW, EIS) should be completed for projects that trigger the requirements, consistent with MN Rules.

Design Requirements

Developers are required to provide three submittals to the City, which are elaborated in greater detail in the City ordinances and Appendix C:

- Drainage/Erosion Control Permit,
- Stormwater pollution prevention plan (SWPPP), and
- NPDES Construction Permit.

A SWPPP shall be submitted with the Drainage/Erosion Control Permit application. The SWPPP shall be consistent with the requirements outlined in this document, City ordinances, and State and Federal

regulations. The SWPPP shall be completed prior to submitting a Drainage/Erosion Control Permit application and prior to conducting any land disturbing activities. SWPPP plan content must include at a minimum the items required and identified in the NPDES Construction Permit Part III. This includes information to meet the requirements of the Construction Site Stormwater Runoff Control and Post-Construction Stormwater Management sections of this document, where applicable.

Construction Site Stormwater Runoff Control Requirements

Site plans and project documentation must incorporate erosion and sediment controls and waste controls as required and identified in the NPDES Construction Permit Part IV, including those identified in the NPDES Construction Permit for discharges to special and impaired waters, when applicable. These requirements may include:

- Erosion prevention practices,
- Sediment control practices,
- Dewatering and basin draining activities,
- Inspections and maintenance,
- Pollution prevention management measures, and
- Final stabilization.

Post-Construction Stormwater Management Requirements

Site plans and project documentation must incorporate post-construction (permanent) stormwater management BMPs/systems to manage stormwater longterm once construction activity is complete. Permanent stormwater systems shall be designed consistent with the Minnesota Stormwater Manual and address the following requirements as detailed in Local Plan Section 5 and Appendix C:

- Water Quality (see Local Plan Section 5.3),
- Runoff Management and Flood Control (see Local Plan Section 5.4),
- Wetlands (see Local Plan Section 5.5),
- Erosion and Sediment Control (see Local Plan Section 5.6),
- Groundwater (see Local Plan Section 5.7), and
- Recreation, Habitat, and Shoreland Management (see Local Plan Section 5.8).