

City of Fitchburg MS4 Program Plan

Published: February 2021

1.0 INTRODUCTION

As an operator of a municipal separate storm sewer system (MS4), the City is required to meet certain regulatory requirements with the aim of preventing polluted stormwater runoff from entering local streams, rivers, and lakes. An MS4 is a conveyance or system of storm drains, pipes, ditches, etc., designed to collect or convey stormwater. Requirements are listed in WPDES Permit No. WI-S058416-4 (“MS4 Permit”), dated July 1, 2019, which was issued to 17 central Dane County communities, Dane County and UW-Madison, including the City of Fitchburg. The goal of the municipal stormwater discharge program is to reduce adverse impacts to water quality in our lakes and streams from urban sources of stormwater runoff.

1.1 Plan Purpose

The purpose of this plan is to meet the following requirement, listed in Section 3 of the City’s MS4 Permit: “The co-permittee shall have a written stormwater management program that describes in detail how the co-permittee intends to comply with the permit’s requirements for each minimum control measure.”

1.2 Plan Organization

This plan has been organized to show compliance with each minimum control measure. The following sections are included in this plan:

- ▶ Section 2.0: Introduction
- ▶ Section 3.0: Public Education and Outreach
- ▶ Section 4.0: Public Involvement and Participation
- ▶ Section 5.0: Illicit Discharge Detection and Elimination
- ▶ Section 6.0: Construction Site Pollutant Control
- ▶ Section 7.0: Post Construction Stormwater Management
- ▶ Section 8.0: Pollution Prevention

2.0 PUBLIC EDUCATION AND OUTREACH

The City of Fitchburg is required to maintain a public education and outreach program to increase the awareness of storm water pollution impacts on waters of the state and to encourage changes in public behavior to reduce such impacts.

The City of Fitchburg is a member of the Madison Area Municipal Storm water Partnership (MAMSWaP). The group pools resources in order to work cooperatively on storm water information, education and outreach. The materials and products that result from this joint effort are expressly developed for the Parties to partially fulfill their information and education permit obligations. As discussed in **Section 3.1.2** of the MS4 Permit, the City is required to participate in the implementation of the most recent MAMSWaP 5-Year Information and Education Plan, and assists in the development of an annual work plan for the following calendar year. These plans can be found on the following website: <https://www.ripple-effects.com/mamswap>.

In addition, the City is required to have its own individual annual public education and outreach plan, which is available on the City's website below:

<http://www.fitchburgwi.gov/233/Stormwater-Discharge-Permit>

The City shall address the eight topics listed below at least once during the permit term, with a minimum of six topics being addressed each year:

1. Illicit Discharge Detection and Elimination
2. Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing
3. Yard Waste Management/Pesticide and Fertilizer Application
4. Stream and Shoreline Management
5. Residential Infiltration
6. Construction Sites and Post-Construction Storm Water Management
7. Pollution Prevention
8. Green Infrastructure/Low Impact Development

The City should provide at least four public education delivery mechanisms each year, at least two of which would be considered an active/interactive mechanism (see **Section 3.1.5 of the MS4 Permit** for a list of active and inactive delivery mechanisms). The City may take credit for active mechanisms organized by MAMSWaP as long as the City uses its resources to advertise the event.

3.0 PUBLIC INVOLVEMENT AND PARTICIPATION

The purpose of the public involvement and participation program is to notify the public of activities required by this permit and to encourage input and participation from the public regarding these activities.

The City is required to provide a minimum of one opportunity annually for the public to provide input on each of the following permit activities: annual report, storm water management program, and if applicable, adoption or amendment of storm water related ordinances. The City provides the annual report to the Resource Conservation and Common Council. The annual report is also available for the public to view at the following location online: <http://www.fitchburgwi.gov/233/Stormwater-Discharge-Permit>.

The City meets the requirements of **Section 3.2.3** by providing at least one public involvement and participation program a year, which can include events such as storm drain stenciling, waterway cleanups, and public workshops.

4.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION

As discussed in **Section 3.3.1**, the City is required to have an illicit discharge ordinance. The City's illicit discharge ordinance can be found in Title III, Chapter 30, Article II, Section 30-34 - Illicit Discharges. The City's Code of Ordinance can be accessed online at the location below:

https://library.municode.com/wi/fitchburg/codes/code_of_ordinances

Section 3.3.2 requires the City to perform illicit discharge detection and elimination (IDDE) field screening, as well as written procedures for responding to a suspected illicit discharge. The City's IDDE protocol is located in Chapter 9 of the City's Stormwater Utility Maintenance Plan, which is available at the link below:

<http://www.fitchburgwi.gov/232/Stormwater-Utility>

5.0 CONSTRUCTION SITE POLLUTANT CONTROL

As discussed in **Section 3.4.1**, the City is required to have a construction site ordinance. The City's construction site ordinance can be found in Title III, Chapter 30, Article II, Erosion Control and Stormwater Management. Erosion Control requirements are at least as stringent as the requirements listed in **Section 3.4.1** of the permit. The City's Code of Ordinance can be accessed online at the location below:

https://library.municode.com/wi/fitchburg/codes/code_of_ordinances?nodeld=TIIBUENCO_CH30EN_ARTIIERCOSTMA

According to **Section 3.4.1**, the City should have written procedures for construction plan review, including the process for obtaining local approval, management and responsible to complaints, tracking regulated construction sites, and construction site plan receipt and consideration of information submitted by the public. According to **Section 3.4.2**, the City should have written procedures for construction site plan review. This requirement is met in the “City of Fitchburg Erosion Control Roles and Responsibilities” document, which can be found on the City’s internal network at the location below:

I:\Public Works\Engineering\Environmental\Stormwater\ECSWM Permits\SOP

Members of the public can submit complaints by calling the City’s main number (608-270-4200) or by visiting the City’s “Report a Concern” webpage and selecting, “Construction Site Erosion Control Concern.” The City’s “Report a Concern” webpage can be found at the link below:

<http://www.fitchburgwi.gov/requesttracker.aspx>

According to **Section 3.4.3** and **Section 3.4.4**, the City should have written procedures for administration of the construction site pollutant control program, as well as written procedures for construction site inspection and enforcement. The City’s procedures meet the inspection frequency requirements listed in **Section 3.4.4.b** of the Permit. The “City of Fitchburg Engineering Erosion Control and Stormwater Management Enforcement Standard Operating Procedures & Common Requirements” (the “City’s EC SOP”) procedures for these items can be found at the URL below:

<http://www.fitchburgwi.gov/DocumentCenter/View/20326/City-of-Fitchburg-Erosion-Control-Enforcement-SOP>

According to **Section 3.4.4.c**, compliance with the inspection requirements shall be determined by proper documentation and maintenance of records. Records for inspections can be found in Dane County’s files (for the sites that Dane County inspects on behalf of the City), as well as the City’s files (for plat projects which the City inspects).

As discussed in the City's EC SOP, citations and stop work orders may be used to obtain erosion control compliance, in accordance with **Section 3.4.4.d** of the MS4 Permit.

6.0 POST-CONSTRUCTION STORMWATER MANAGEMENT

According to **Section 3.5.1**, the City is required to have an ordinance or other regulatory mechanism to regulate post-construction stormwater discharges from new and redevelopment. The City's stormwater management ordinance can be found in Title III, Chapter 30, Article II, Erosion Control and Stormwater Management. Stormwater management requirements are at least as stringent as the requirements listed in **Section 3.5.1**. The City's Code of Ordinance can be accessed online at the location below:

https://library.municode.com/wi/fitchburg/codes/code_of_ordinances?nodeId=TIIBUENCO_CH30EN_ARTIIERCOSTMA

As discussed in **Section 3.5.1.f**, the City is responsible for implementing long-term maintenance requirements for landowners and other persons responsible for long-term maintenance of post-construction storm water control measures, including requirements for privately-owned post-construction control measures. The City's relevant ordinance can be found in Title III, Chapter 30, Article II, Sec. 40-896. - Annual stormwater management/maintenance report, which can be accessed at the link below:

https://library.municode.com/wi/fitchburg/codes/code_of_ordinances?nodeId=TIIVSE_CH40UTARTVSTUT_DIV1GE_S40-896ANSTMAMARE

Ongoing stormwater facility maintenance responsibilities are outlined at the URL below, in the section entitled, "Ongoing Stormwater Facility Maintenance." Annual maintenance reports are due to the City by December 31 each year and should use the "Annual Stormwater Management Maintenance Report Template," which can also be found at:

<http://www.fitchburgwi.gov/231/ECSWM-Requirements>

According to **Section 3.5.2**, the City is required to have written procedures for the administration of the post-construction stormwater management program, including a process for obtaining local approval and responding to complaints. The City's procedures for the administration of this program is in a document entitled, "City of Fitchburg Oversight and Enforcement Timeline for Annual Stormwater Maintenance," which can be found on the City's internal network at the location below:

According to **Section 3.5.3**, the City is required to have written procedures for post-construction site plan review. At the City, these plans are reviewed as part of the Erosion Control and Stormwater Management permitting process. This is described more fully in Section 5.0 of this plan.

According to Section 3.5.4, the City is required to have written procedures to, at a minimum, track and enforce the long-term maintenance of stormwater management facilities implemented to meet applicable post-construction performance standards. This requirement is met via the City's "Standing Operating Procedures and Common Requirements for Long-term Maintenance of Private Stormwater Facilities" were approved via Resolution R-201-19, and can be found at:

<http://www.fitchburgwi.gov/DocumentCenter/View/20256/City-of-Fitchburg-Long-term-SW-Maintenance-SOP>

7.0 POLLUTION PREVENTION

According to **Section 3.6.1**, the City must update and maintain an inventory of municipally-owned or operated stormwater best management practices, such as wet ponds, bioretention devices, infiltration bays, etc. An inventory of City-owned stormwater facilities can be found on the "Fitchburg Public Map," which can be accessed at the link below. The facility type and year constructed are noted, where available.

<http://www.fitchburgwi.gov/151/Mapping>

According to **Section 3.6.1.c(1)**, the City should confirm if there is an operation and maintenance plan with inspection procedures and schedule for stormwater facilities. These procedures and schedules can/will be found in the City's "Stormwater Utility Maintenance Plan" and "Site-Specific Stormwater Facility Vegetation Maintenance Plan" (to be written in 2021). Both of these documents will be made available at the link below upon publication:

<http://www.fitchburgwi.gov/232/Stormwater-Utility>

According to **Section 3.6.1.c(2)**, the City should confirm whether or not record drawings are available for stormwater facilities. If available, record drawings can be found on the City's internal network at the locations below:

According to **Section 3.6.1.c(3)**, if a BMP is owned by another entity but used by the City to meet water quality requirements for this permit, there should be written documentation that the City has permission from the owner to use the BMP for this purpose. The City has public stormwater easements over the following privately-owned stormwater facilities: East and West Chapel Pond, The Crossing Ponds, and the Nesbitt-Jung's Pond.

According to **Section 3.6.3**, municipally-owned facilities (such as municipal storage yards) should have a Stormwater Pollution Prevention Plan (SWPPP). A hard copy of the SWPPP for the Public Works Maintenance Yard can be found in the files of the Director of Public Works, Environmental Engineer, and Streets Supervisor.

Section 3.6.5 of the MS4 Permit contains requirements for collection services and storm sewer maintenance activities. The City does not currently (2020) use street sweeping to meet water quality requirements of this permit. However, there are plans to add this to the City's total maximum daily load (TMDL) model in 2022. When this is done, according to **Section 3.6.5.a**, it will be necessary to maintain documentation of the number and type of equipment used, SOP, an estimate of the number of lane-miles swept annually, and an estimate of the weight in tons of material collected annually.

According to **Section 3.6.5.b**, if routine cleaning of catch basins with sumps is utilized to meet a water quality requirement, the City shall maintain documentation of the number of catch basins cleaned, SOPs, and an estimate of the weight in tons of material collected annually. Catch basin cleaning along Lacy Road is completed to meet water quality requirements under the MS4 permit. The SOP for this activity is documented in Chapter 7 of the City's Stormwater Utility Maintenance Plan. Documentation of basin cleanings as well as an estimate of the weight removed is kept in the Street Supervisor's files.

According to **Section 3.6.5.c**, material collected from street sweeping and sump cleaning should be disposed of or beneficially reused in accordance with applicable solid waste and hazardous waste statuses and administrative codes. Non-stormwater discharges associated with dewatering and drying material are not authorized by the permit.

According to **Section 3.6.5.d(1)**, the City should maintain a description of the leaf collection program, including type of pick-up methodology and equipment used. Brush and yardwaste collection is contracted out in five-year increments. Currently (2020-2024), brush and yardwaste is collected by Pellitteri. Residents are required to bag yardwaste and place the bags

in the terrace for collection. Brush should meet size requirements and be stacked neatly in the terrace. Brush and yardwaste collection instructions can be found at the website below:

<https://www.fitchburgwi.gov/2568/Brush-Yard-Waste>

The schedule for brush and yardwaste collection can be found in the City’s “Collection Calendar” available at:

<https://www.fitchburgwi.gov/146/Refuse-Recycling>

Brush and yardwaste are picked up by Pellitteri and taken to Purple Cow, where the brush and yardwaste is processed into compost for local sale. It is not possible to estimate the weight in tons of material collected annually, as there is currently (2020) no scale available at the Purple Cow facility.

According to **Section 3.6.5.d(3)**, the City shall maintain documentation of municipally-operated leaf disposal locations. The City’s leaf disposal location is located at the City of Fitchburg Recycling Drop-off Site (2373 S. Fish Hatchery Road). Yardwaste is composted on site and used on City projects, as well as made available to residents free of charge.

According to **Section 3.6.6**, no more salt or deicers may be applied than necessary to maintain public safety. Documentation on deicing activities shall be maintained including the following:

Contact Information for the individual(s) with overall responsibility for winter roadway maintenance.	Mark Hodel, Streets Supervisor Mark.hodel@fitchburgwi.gov (608) 729-1720
A description of the types of deicing products used.	Salt brine, GEO Melt (AG64 mixed 80/20 with brine)
Amount of deicing product used per month or per storm event.	Available in the Street Supervisor’s files. Depends on the degree of deicing needed and temperatures. 20-40 gallons per ton.
A description of type of equipment used.	Tailgate mounted pre-wetter, Truck mounted pre-treater.
An estimate of the number of lane-miles treated with deicing products, as well as an estimate of the total area of municipally-owned parking lots treated.	Lanes-Miles: 268 Parking Lots: 526,704 sq ft
A description of snow disposal locations.	Not applicable.

A description of anti-icing, pre-wetting and bringing, equipment calibration, pavement temperature monitoring, and/or salt reduction strategies implemented or being considered.	Pre-wetting during application and pretreating when applicable. Yearly salter calibration, electronic speed control spreaders, pavement temp monitoring via outside source.
--	---

In **Section 3.6.7**, fertilizer on municipally-controlled properties over 5 acres each may only be implemented in accordance with site-specific nutrient application schedule based on appropriate soil tests. As of 2020, the only areas that the City puts fertilizer that falls into this category are McKee Farms and McGaw. The City took soil samples in fall of 2020 to be analyzed by the UW-Extension. The soil report findings and recommendations will be used to determine appropriate amounts of fertilizer to apply.

According to **Section 3.6.8**, consideration of environmentally sensitive land development designs for municipal projects, including green infrastructure and low impact development, shall be designed, installed, and maintained to comply with a water quality requirement under the MS4 Permit.

According to **Section 3.6.9**, the City hold one annual training event for appropriate municipal staff and other personnel involved in implementing each of the elements of the pollution prevention program under this section (Pollution Prevention). Documentation shall be maintained including the date, number of people attending the training, the names of each person and a summary of their responsibilities, and the content of the training. This documentation will be maintained in the Environmental Engineer’s Files.

As outlined in **Section 3.7** of the MS4 Permit, the City should implement and maintain structural and non-structural BMPs to achieve a reduction of 20% or more of total suspended solids (TSS) carried from existing development to waters of the state. An updated model of TSS removal from urban runoff within the City is scheduled to be completed in 2022. A less current model can be found within the Environmental Engineering files.

According to **Section 3.8**, the City is required to maintain a map of the MS4. This information can be found in the “Fitchburg Public Map” available at the link below. Information is provided to the City of Madison annually, so they can maintain a common storm sewer system map for the entire group permit area in accordance with **Section 3.8.2**. This information should be updated annually and provided to the City of Madison by January 31 each year.

<http://www.fitchburgwi.gov/151/Mapping>

As discussed in Section 3.9, the MS4 Annual Report is due to DNR by March 31 of the following year. The City's past reports can be found online at:

<http://www.fitchburgwi.gov/233/Stormwater-Discharge-Permit>