

2006 (Due by March 31, 2007)

For the Cities of Fitchburg, Madison, Middleton, Monona, Sun Prairie, and Verona; the Villages of DeForest, Maple Bluff, McFarland, Shorewood Hills, and Waunakee; the Towns of Blooming Grove, Burke, Madison, Middleton, Westport, and Windsor; Dane County; and the University of Wisconsin – Madison

This document is for the purpose of annual reporting on activities undertaken pursuant to WPDES Permit No. WI-S058416-2 for the above listed municipalities. An owner or operator of a municipal separate storm sewer system covered by a municipal storm water discharge permit under Chapter NR 216, Wis. Adm. Code, is required to submit an annual report to the Department of Natural Resources by March 31 of each year to report on activities for the previous calendar year. Information in the annual report will be used by the Department of Natural Resources to assist with assessing permit compliance. Use of this specific form is optional. The Department of Natural Resources has created this form for the user's convenience and believes that the information requested on this form meets the reporting requirements for an owner or operator of a municipal separate storm sewer system covered by WPDES Permit No. WI-S058416-2. However, an owner or operator of a municipal separate storm sewer system that uses and completes this form will not automatically be deemed to be in compliance with other requirements of WPDES Permit No. WI-S058416-2.

Complete and submit the annual report by March 31, 2007, to the following address: Storm Water Management Specialist, Wisconsin Dept. of Natural Resources, South Central Region, 3911 Fish Hatchery Rd., Fitchburg, WI 53711

I. MUNICIPAL INFORMATION

Name of municipality Fitchburg	Contact person and title Rick Eilertson, P.E., Environmental Engineer
Mailing Address City of Fitchburg 5520 Lacy Road Fitchburg, WI 53711	Telephone no. (608) 270-4264
	Fax no. (608) 270-4275
	E-mail address rick.eilertson@city.fitchburg.wi.us

Does the municipality have an internet website? Yes No

If yes, provide internet address:

<http://www.city.fitchburg.wi.us/>


If the municipality has an internet website, is there current information posted about or links provided to the municipal storm water discharge permit and the municipality's storm water management program? Yes No

If yes, provide internet address:

<http://www.city.fitchburg.wi.us/309782.html>

II. CERTIFICATION

I certify that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of the annual report.

Authorized representative printed name Paul Q. Woodard	Authorized representative title Director of Public Works
Authorized representative signature 	Date signed 3-29-07

III. GENERAL INFORMATION

a. Has the municipality made any changes under its legal authority that affects implementation of the requirements of the municipal storm water discharge permit (e.g., changes to ordinances)? Yes No
If yes, describe the changes in **Appendix A**.

b. List the people who attended quarterly meetings on behalf of the municipality and indicate the quarterly meetings in which the municipality was represented for the reporting year.

<u>Name</u>	<u>Title</u>	<u>Affiliation</u>
David Caverson	Environmental Engineer	City of Fitchburg
Felipe Avila	Engineering Technician	City of Fitchburg

c. Quarterly meetings represented: February May August November

d. Describe in **Appendix A** how the municipality internally coordinates implementation of the requirements of the municipal storm water discharge permit between the municipality's agencies, departments, and programs. Provide any documentation on how this was accomplished, such as meeting agendas, minutes, memos, etc.

e. Describe in **Appendix A** how elected and municipal officials and appropriate staff are kept apprised of the municipal storm water discharge permit. Provide any documentation on how this was accomplished, such as meeting agendas, minutes, memos, etc.

f. Has the municipality prepared its own municipal-wide storm water management plan? Yes No

If yes, date of storm water management plan: N/A

g. Describe in **Appendix A** how the requirements of the municipal storm water discharge permit are incorporated into master planning activities, neighborhood plans, development plans, or other comprehensive planning activities.

IV. STORM WATER MANAGEMENT PROGRAM

a. Public Education and Outreach

Dane County only:

1. Has any municipality failed to submit its financial contribution in accordance with the *Intergovernmental Agreement to Create and Fund a Position Responsible for Storm Water Management Education and Outreach*? Yes No

If yes, list municipalities:

2. Attach in **Appendix B** a copy of the 2007 Information and Education work plan

3. Describe in **Appendix B** the Information and Education plan implementation and activities for the reporting year, including any materials produced and their distribution. Provide examples. Include an assessment of the effectiveness of reaching targeted audiences and delivery of intended messages.

All municipalities:

4. Describe in **Appendix B** how any materials produced by Dane County on behalf of the municipality have been used and/or distributed. Provide examples.

5. Describe in **Appendix B** any individual information and education activities undertaken for the reporting year, including any materials produced and their distribution. Provide examples. Include an assessment of the effectiveness of reaching targeted audiences and delivery of intended messages.

b. Public Involvement and Participation

1. The group permit requires that the information in this annual report be an agenda item for discussion before the appropriate governing board(s) or council(s) contemporaneous with the submittal of the annual report to the Department of Natural Resources. Accordingly, please provide the following information:

2. Name of board(s)/council(s):

Resource Conservation Committee (RCC) & Board of Public Works (BPW)

3. Date(s) of meeting(s) to discuss the annual report:

March 19, 2007 (RCC & BPW)

4. Describe in **Appendix B** the opportunities and types of forums for public involvement and participation in permit related activities that occurred during the reporting year. Include an assessment of the effectiveness of efforts to involve the public and the level of participation.

c. Illicit Discharge Detection and Elimination

1. Describe in **Appendix B** the illicit discharge detection and elimination program developed to comply with the permit. Include information on the municipality's strategy to prevent, detect, and eliminate all types of illicit discharges; how priorities are established for field screening and the methodologies to be used for field screening; and procedures for responding to and rectifying illicit discharges to the MS4, including spills, improper disposal of waste or dumping. Also include an assessment of the effectiveness of detection and elimination of illicit discharges, prevention of improper disposal of waste and dumping, the handling of spills, and any enforcement efforts involving these activities.

2. Has the municipality performed any field screening for the reporting year? Yes No

If yes, please provide documentation in **Appendix B** the results of the field screening.

3. Has the municipality investigated any instances of spills, improper disposal of waste or dumping? Yes No

If yes, please provide documentation in **Appendix B** the results of the investigations.

4. Describe in **Appendix B** how the municipality facilitates public reporting of illicit discharges.

d. Construction Site Pollution Control

1. Does the municipality notify landowners who apply for local construction or land disturbing permits of the possible applicability of Subchapter III of Chapter NR 216, Wis. Adm. Code, *Construction Site Storm Water Discharge Permits*, to the landowners' construction projects? Yes No

If yes, please explain the process for providing this notification. If no, please explain why this notification is not provided.

This notification is addressed in the Erosion Control & Stormwater Management Permit Application paperwork as well in discussions with the developer, developer's engineer, and developer's contractor before, during, and following construction.

2. Describe in **Appendix B** the procedures the municipality employs to incorporate timely consideration of potential water quality impacts from construction sites and that ensure implementation of the standards of ss. NR 151.11 and 151.23, Wis. Adm. Code, or equivalent local standards. Be specific of when in the review and approval process this is done, and how the municipality ensures compliance with the standards.

3. Describe in **Appendix B** the procedures the municipality employs for the inspection of construction sites and enforcing erosion control standards. Provided documentation of any enforcement actions taken that resulted in the issuance of a stop work order, citation, or summons for a construction site where one or more acre of land is disturbed. Include the name and address of the landowner, the site name and location, date(s) of violation(s), type of violation(s), and the status of resolution of the enforcement action.

4. List the name, title, address, telephone number, e-mail address, and duties of all persons designated with the responsibility to ensure implementation of the standards of ss. NR 151.11 and 151.23, Wis. Adm. Code, or equivalent local standards, and the requirements of Subchapter III of Chapter NR 216, Wis. Adm. Code, *Construction Site Storm Water Discharge Permits*, where applicable.

Rick Eilertson, Environmental Engineer, 270-4264, rick.eilertson@city.fitchburg.wi.us - Plan review, Construction Inspections

Felipe Avila, Engineering Technician, 270-4277, felipe.avila@city.fitchburg.wi.us - Plan review, Construction Inspections

5. Include in **Appendix B** an assessment of the municipality's construction site pollution control program effectiveness in meeting the standards of ss. NR 151.11 and 151.23, Wis. Adm. Code, including enforcement efforts.

e. Post-Construction Site Storm Water Management

1. Describe in **Appendix B** the procedures the municipality employs to incorporate timely consideration of potential water quality impacts from construction sites and that ensure implementation of the standards of ss. NR 151.12 and 151.24, Wis. Adm. Code, or equivalent local standards. Be specific of when in the review and approval process this is done, and how the municipality ensures compliance with the standards.

2. Describe in **Appendix B** the procedures the municipality employs for inspecting the construction and installation of storm water best management practices and enforcement actions to ensure compliance with post-construction storm water management standards. Provided documentation of any enforcement actions taken that resulted in the issuance of a stop work order, citation, or summons for non-compliance with post-construction storm water management standards for sites where one or more acre of land is disturbed. Include the name and address of the landowner, the site name and location, date(s) of violation(s), type of violation(s), and the status of resolution of the enforcement action.

3. List the name, title, address, telephone number, e-mail address, and duties of all persons designated with the responsibility to ensure implementation of the standards of ss. NR 151.12 and 151.24, Wis. Adm. Code, or equivalent local standards, and the requirements of Subchapter III of Chapter NR 216, Wis. Adm. Code, *Construction Site Storm Water Discharge Permits*, where applicable.

Rick Eilertson, Environmental Engineer, 270-4264, rick.eilertson@city.fitchburg.wi.us - Plan review, Final Inspections

Felipe Avila, Engineering Technician, 270-4277, felipe.avila@city.fitchburg.wi.us - Plan review, Final Inspections

4. Include in **Appendix B** an assessment of the municipality's post-construction site storm water management program effectiveness in meeting the standards of ss. NR 151.12 and 151.24, Wis. Adm. Code, including enforcement efforts.

f. Municipal Pollution Prevention

1. List in **Appendix B** an inventory of long-term storm water best management practices owned, operated, managed, or maintained by the municipality. Include storm water basins, infiltration practices, treatment structures, and other practices for long-term water quality treatment. For each best management practice, provided the name, location, type of practice, and any maintenance activities undertaken for the practice during the reporting year. Also in **Appendix B**, provide a description of the maintenance procedures used and schedules for each long-term storm water best management practice and the approximate amount of solids collected (tons or cubic yards) from any structural control receiving maintenance.

2. Does the municipality perform catch basin cleaning? Yes No

If yes, approximate amount of solids collected (tons or cubic yards): 40 cy. Describe in **Appendix B** the procedures used and schedules for catch basin cleaning. If no, explain:

3. Does the municipality perform street sweeping? Yes No

If yes, approximate number of street miles swept: 4,500; approximate amount of solids collected (tons or cubic yards): 850 cy. Describe in **Appendix B** the procedures used and schedules for street sweeping. If no street sweeping is performed, explain:

4. Describe in **Appendix B** the municipality's procedures for roadway snow removal and de-icing. Provide information on what practice and procedures the municipality has implemented in consideration of water quality impacts from snow removal and de-icing. Include an estimate of the annual amount of salt and/or sand used for roadway de-icing.

5. Does the municipality haul snow to off-site disposal locations? Yes No

If yes, provide in **Appendix B** the location of all off-site snow disposal locations and describe what practices and procedures are used to protect water quality from snow and ice melt from the disposal site.

6. Does the municipality own or operate salt storage facilities? Yes No

If yes, provide in **Appendix B** the locations of all salt storage facilities. Are all salt storage facilities managed in accordance with Chapter TRANS 277, Wis. Adm. Code? Yes No

7. Does the municipality provide curbside pickup service for leaves, yard waste, and grass clippings? Yes No
If yes, approximate amount of material collected (tons or cubic yards): 2600 cy
8. Describe in **Appendix B** the municipality's procedures for the collection of leaves, yard waste, and grass clippings, and/or instruction to citizens for on-site management of these items. Provide the location of sites used by the municipality or citizens for the disposal of leaves, yard waste, and grass clippings.
9. Describe in **Appendix B** the municipality's policies and procedures for the use and application of lawn and garden fertilizers on municipally controlled properties. Include information on how these policies and procedures address pollution prevention efforts.
10. Describe in **Appendix B** the municipality's policies and procedures for the use and application pesticides and herbicides on municipally controlled properties. Include information on how these policies and procedures address pollution prevention efforts.
11. Describe in **Appendix B** any local program the municipality employs to regulate the private use of lawn and garden fertilizers, and pesticides and herbicides.
12. Include in **Appendix B** an assessment of the effectiveness of the municipality's pollution prevention efforts through the municipal pollution prevention program.

V. STORM SEWER SYSTEM MAP

City of Madison only:

- a. Has any municipality failed to submit its hard copy changes for the storm sewer system map by January 31, 2007?
 Yes No If yes, list municipalities:

- b. Attach in **Appendix C** a copy of the updated storm sewer system map.

All municipalities:

- c. Has the municipality updated and maintained documentation of all storm sewer outfalls from its MS4 to waters of the state?
 Yes No

VI. MONITORING PROGRAM

City of Madison only:

- a. Has any municipality failed to submit its financial contribution in accordance with the *Intergovernmental Agreement to Fund a Joint Storm Water Monitoring Program through the Scientific Evaluation of rain Gardens*? Yes No
If yes, list municipalities:

- b. Provide in **Appendix D** information on implementation and any results of the group-sponsored rain garden study.

All municipalities:

- c. Provide in **Appendix D** information on any monitoring of storm water or storm water treatment methods that the municipality is involved in outside of the group rain garden study.

VII. ADDITIONAL INFORMATION

- a. Provide in **Appendix E** a description of any revisions or proposed revisions to any element of the municipality's storm water management program.
- b. Provide in **Appendix E** an updated listing and contact information for any new industrial facilities that may be regulated under Subchapter II of NR 216, Wis. Adm. Code, and that have commenced operation during the reporting year.
- c. Provide in **Appendix E** a summary of any other activities undertaken to comply with the conditions of this permit or other information you feel the Department of Natural Resources should be aware of.

d. Complete the fiscal analysis table provided below.

Program Element	2006 Annual Expenditure	2007 Budget	Source of Funds
Public Education and Outreach	\$1,500	\$1,500	Stormwater Utility
Public Involvement and Participation	\$500	\$500	Stormwater Utility
Illicit Discharge Detection and Elimination	\$3,000	\$3,000	Stormwater Utility
Construction Site Pollution Control	\$9,000	\$9,000	Stormwater Utility
Post-Construction Site Storm Water Management	\$2,000	\$2,000	Stormwater Utility
Municipal Pollution Prevention	\$127,000	\$127,000	Stormwater Utility

e. What is the overall estimated annual cost to the municipality for compliance with the permit in 2006? \$143,000

f. Has the municipality implemented a storm water utility? Yes No, but considering No, and not considering
 If yes, provide a description of the storm water utility in **Appendix E** and any additional information that will assist the Department of Natural Resources in understanding how the utility works in your municipality.

APPENDIX A
General Information

III.a. Fitchburg's most recent revision to Chapter 27 Erosion Control and Stormwater Management Ordinance (attached) was adopted by the Common Council at their January 23, 2007 meeting and went into effect on February 2, 2007. Draft copies of this ordinance were sent to Eric Rortvedt (WisDNR) and Jeremy Balousek (Dane County Land & Water Resources Department) for review prior to adoption. It is Fitchburg's understanding that the current Chapter 27 meets the requirements of both NR 151 and Dane County Chapter 14.

III.d. The "Information on Applicability and Filing" flyer for the Erosion Control and Stormwater Management Permit Process (attached) describes the Chapter 27 permit requirements and process followed for obtaining the applicable permits. The Public Works Department coordinates permit reviews and construction inspections for these permits. Erosion control inspections for single family residential dwellings are handled by the Building Inspection Department via Uniform Dwelling Code (UDC) guidelines.

III.e. Information on the NR216 permit and process was presented in the 2006 Public Works Annual Report (distributed to all elected municipal officials and city staff). A draft of the Annual Report was reviewed at the March 19, 2007 Board of Public Works and Resource Conservation Committee meetings.

III.g. Developers are notified of construction stormwater performance standards by Public Works in preliminary meetings or plan reviews.

APPENDIX B
Storm Water Management Program

IV.a.2 (Dane County only)

IV.a.3 (Dane County only)

IV.a.4. No materials produced by Dane County were used for publication in 2006. The County article topics were similar to the City newsletter topics. Future material from the County will be published or used when appropriate.

IV.a.5. A total of 9 Fitchburg newsletter articles related to water quality were published in the Spring, Summer, and Fall of 2005. The newsletter is distributed to all residents. The City held a computer recycling event and grade school visits that information on water pollution prevention was distributed. MAMSWaP Information and Education brochures (Myfairlakes.com) were sent out to all customers during the March 2006 billing.

IV.b.4. The City Resource Conservation Committee (RCC) meets monthly and the meeting agenda includes public appearances which are open to discussion on stormwater or water quality issues. There are occasional public appearances on water quality issues.

IV.c.1. In 2005, stormwater outfalls greater than 24-inch diameter were inspected during dry weather periods, May through August. Commercial, industrial, and environmentally sensitive areas were inspected first. Spring and Fall outfall and basin inspections were also conducted with the inspectors looking for evidence of illicit discharge as well. In the course of the inspections only two cases of potential illicit discharge were found, (soap suds in a stormwater basin, water flow from an outfall) and the city was unable to determine the source. In 2006, 20 follow-up inspections were made, with no illicit discharges noticed.

IV.c.2. In 2005, A total of 119 outfalls were inspected for flow and maintenance problems. A few outfalls had an oil sheen or bacterial slime but the quantities were so small that there was no evidence to suggest that they were caused by anything other than normal rainwater flowing off the street. In 2006, 20 follow-up inspections were made, with no changes to the 2005 observations.

IV.c.3. In the event of general public calls or e-mails reporting improper disposal of waste or dumping, City staff makes follow-up inspections and/or makes contact with the property owner to verify the issue and identify the appropriate action to be taken. In 2006, there were 35 contacts dealing with improper disposal of brush and yard waste within the City. 3 contacts resulted in enforcement citations. All issues were resolved.

IV.c.4. The city website, newsletter, and cable access channels all have contact information for residents to report spills or illicit discharges.

IV.d.2. For all developments, the City requires an erosion control plan submittal, review, and approval before a Building Permit or Erosion Control & Stormwater Management (ECSWM) Permit is issued. The review process includes a check for compliance with NR 151 standards.

IV.d.3. The City inspects projects weekly to monthly depending on scope and disturbance schedule of each project. Developments not in compliance with erosion control measures are contacted by the City with an Erosion Control Corrective Action Notice. If problems are not corrected within three days, a stop work notice is issued.

IV.d.5. In 2006, the City issued approximately 35 corrective action notices to various site developments for noncompliance for the city's erosion control and stormwater management ordinance. Follow-up inspections did not result in the need for the issuance of a stop work order.

IV.e.1. For all developments, the City requires a stormwater management plan submittal, review, and approval before a Building Permit or ECSWM Permit is issued. The review process includes a check for compliance with NR 151 standards.

IV.e.2. For commercial projects, Building Inspection notifies Public Works for a site inspection before issuing an occupancy permit. A condition of the permit is to correct site deficiencies per the approved stormwater management plan. For subdivisions, Public Works conducts a site inspection. Site deficiencies per the approved stormwater management plan must be corrected before building permits are issued.

IV.e.4. If developments do meet post-construction stormwater management standards per the approved plans, a work list with due date is issued to the developer.

IV.f.1. As of the end of 2006, A total of 47 stormwater basins were owned and maintained by the City. The Highway Division generally maintains all basins by mowing at least once a year. If erosion control or maintenance problems are found at the basins during mowing operations, the Highway Division will schedule and perform the repair work for the Stormwater Utility. Approximately 3 cubic yards of solids were collected from each of 12 basin outlet structures in 2006.

IV.f.2. The City standard stormwater collection structures are inlets and are not built with a sump. If plugging or debris problems are found during sweeping operations, the Highway Division will collect the material with the sweeper vacuum or schedule and perform the maintenance work. The Highway Division also responds to resident calls on inlet maintenance problems. Approximately ¼ to 1 cubic yard of solids were collected from each of 30 inlets in 2006.

IV.f.3. The City maintains and mechanically sweeps approximately 114 inventory miles of streets. Approximately 850 cubic yards of solids were collected from streets in 2006. The Highway Division operates the sweeper from approximately March through December. All streets are swept 2 times each in the Spring, and as needed through the Summer and Fall. The sweeper is also sent to street with debris problems as called in by residents.

IV.f.4. The City procedure for snow and ice removal includes the use of plow trucks loaded with a deicing mix. The deicing mix includes an approximate 60-40 mix of salt to sand; however this blend varies with anticipated temperatures following deicing application. Approximately 1510 tons of salt and 585 tons of sand were used in 2006.

IV.f.5. N/A

IV.f.6. The City salt storage facility is located at 2373 S. Fish Hatchery Road.

IV.f.8. The City collects curbside leaves, yard waste, and grass clippings under Contract with Green Valley. Four yard waste collection weeks, two each in the Spring and Fall, were provided in 2006. Sixteen brush collection weeks were provided in 2006. Residents may also dispose of yard waste at the City Recycling Drop-Off Site at 2373 S. Fish Hatchery Road. Residents are instructed on disposal, composting, or grass cycling methods annually by the City newsletters.

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IV.f.9. The Highway Division does not use fertilizer for highway or stormwater utility projects. The Public Works Department promotes the use of a soil test before applying fertilizer for projects in the City. The Parks Department minimizes the use of fertilizer at medians, athletic fields, and municipal building grounds. Fertilizer is not used on general park land.

V.f.10. The Highway Division does not use pesticides or herbicides for highway or stormwater utility projects. The Parks Department minimizes the use of herbicides at medians, athletic fields, and municipal building grounds. Herbicide is not used on general park land, but may occasionally be used at wet park areas to control invasive species such as purple loosestrife.

IV.f.11. The City does not have local ordinances to regulate the private use of fertilizer, pesticides, and herbicides. The City quarterly newsletters and website contains information for the smart use of these items if necessary.

IV.f.12. The City quarterly newsletters which often contain information on pollution prevention. are sent to all residents. The City website also contains pollution prevention information that is available to residents.

APPENDIX E
Additional Information

VII.a. N/A

VII.b. N/A

VIII.c. N/A

VII.f. The City created a Stormwater Utility in 2002 to fund stormwater activities. The Stormwater Utility is responsible for maintaining and upgrading the City stormwater management facilities. Services include street sweeping, basin and streambank improvements, stormwater system pollution prevention and planning, repair, and installation, and public education.

Property owners within the Fitchburg urban service area are charged a quarterly fee, based on the impervious area of the property. Property owners within the rural service area are charged an annual fee, based on the impervious area of the property.