



ST. CHARLES PARISH
DEPT. OF PUBLIC WORKS
& WASTE WATER

ANNUAL STORMWATER REPORT
2015

TABLE OF CONTENTS

Section 1 – Introduction.....	2
Section 2 – Results of Information Collected & Analyzed.....	3
Section 3 – Status of Compliance with Permit Conditions, Minimum Controls, & BMPS.....	5
Section 3.1 – Public Outreach & Involvement.....	5
Section 3.2 – Public Involvement & Participation.....	6
Section 3.3 – Illicit Discharge Detection & Elimination.....	6
Section 3.4 – Construction Site Stormwater Runoff Control.....	8
Section 3.5 – Post-Construction Stormwater Management.....	9
Section 3.6 – Pollution Prevention and Good Housekeeping for Municipal Operations....	9
Section 4 – Assessment of Appropriateness of Identified BMPs.....	10
Table 1 – BMP Assessment Table.....	11
Section 5 – Progress of Measurable Goals.....	12
Section 6 – Changes in identified BMPs or Measurable Goals.....	14
Section 6.1 – Public Outreach and Involvement.....	14
Section 6.2 – Public Involvement and Participation.....	15
Section 6.3 – Illicit Discharge Detection and Elimination.....	15
Section 6.4 – Construction Site Stormwater Runoff Control.....	16
Section 6.5 – Post-Construction Stormwater Management.....	16
Section 6.6 – Pollution Prevention and Good Housekeeping Municipal Operations.....	17
Section 7 – Activities for the Next Reporting Cycle.....	18
Table 2 – Anticipated 2016 Activities	
Appendix A – BMP Activity Summary	
1A – Educational Pamphlets	
1B – Public Comment/Complaint Procedures (Website)	
1C – Public Service Announcement on local TV (Ch. 6)	
1D – High School Science Class Lectures	
2A – Storm Drain Marker Program	
2B – Household Hazardous Material Collection Day	
2C – Trash Bash Day	
3A – Illegal Discharge Detection and Elimination (IDDE) Inspection Program	
3B – Illegal Dumping Ordinance	
3C – Sewer Ordinance and Enforcement	
3D – Master Drainage Plan	
4A – Construction Site Runoff Control Ordinance	
4B – Construction Site Inspection and Enforcement Procedures	
5A – Post-Construction Site Runoff Control Ordinance	
5B – Watershed Inspections	

Section 1: Introduction

Stormwater discharges in St. Charles Parish are regulated by the Louisiana Pollutant Discharge Elimination System (LPDES) General Permit LAR041032 (AI# 115009) for discharge from Regulated Small Municipal Separate Storm Sewer Systems (MS4s). The permit was reissued to the Parish by the Louisiana Department of Environmental Quality (LDEQ) on December 5, 2007, which expired on December 14, 2012. St. Charles Parish received its new permit effective March 1, 2013.

Stormwater discharges from municipal separate stormwater systems are regulated at both the federal and state levels. In 1990, the US Environmental Protection Agency (USEPA) established Phase I of the MS4 Program for cities with a population greater than 100,000 with separate storm sewers that convey stormwater. In 2000, Phase II of the program expanded coverage to smaller municipalities, including St. Charles Parish.

In July 2003, LDEQ informed St. Charles Parish of the MS4 stormwater compliance requirements. St. Charles Parish responded in September 2003 and filed its Notice of Intent (NOI) to discharge in order to comply with the requirements of the permit. On March 1, 2013, LDEQ reissued St. Charles Parish's LPDES General Permit. The new permit required the Parish to submit its stormwater management plan (SWMP) and new NOI to LDEQ.

This MS4 annual report acts as a snapshot of the Parish's MS4 Program. The SWMP will continue to be a living document and enhanced in the coming years, with the goal of improving the quality of stormwater discharged to the surrounding water bodies. Every year, St. Charles Parish will use the document to review its status of compliance, assess the appropriateness of identified best management practices (BMPs) and consider changes and amendments to the procedures that will promote improved stormwater quality within the Parish.

St. Charles Parish is currently authorized for discharge under 2013 LAR040000.

Section 2: Results of Information Collected & Analyzed

St. Charles Parish has performed an evaluation of the status of stormwater management activities within the Parish. Following this yearly evaluation, St. Charles Parish has recognized that while significant improvements have been made, every system can be adjusted and more improvements can be achieved to promote improved stormwater quality in the surrounding water bodies. In 2015 St. Charles Parish continued to improve its fledgling stormwater management program, implementing several of the goals planned while re-evaluating the focus of the program. The six minimum control methods (Section 3) continue to build methods to ensure that the Parish remains in MS4 discharge permit compliance.

The following are advancements in St. Charles Parish's Stormwater Management Program:

- St. Charles Parish continues efforts to improve its filing system to capture documentation of BMPs that the Parish has undertaken in the past several years, including the following: Household Hazardous Materials Collection Day, Trash Bash, addressing dumping concerns, culvert cleaning, tracking sewer complaints, and logging sanitary sewer overflows. In 2013, the St. Charles Parish Department of Wastewater completed the Sewer Overflow Response Plan (SORP) and continues efforts to optimize response in order to minimize environmental impact of sanitary sewer overflows. There were 94 tracked overflows in 2015.
- Household Hazardous Materials Collection Day has been held annually in St. Charles Parish since 1998. It provides area households an opportunity to properly dispose of or recycle materials that are inappropriate for curbside pickup. Materials such as solvents, pesticides, herbicides, used oil, and corrosives require special handling to minimize safety and environmental impact. This past year's Household Hazardous Materials Collection Day was held on Saturday, April 18 and collected 75,349 pounds of hazardous materials; 87% of the collected material was recovered or recycled. The next scheduled Hazmat Day is April 16, 2016. Further details can be found on www.hhmcd.com.
- Twice yearly in March and October, St. Charles Parish organizes Trash Bash. Volunteers from the community, including students and representatives from local industry, pick up roadside debris and inform the community that roadside pollution directly contributes to the contamination of local receiving waters. In 2015, the Spring Trash Bash was held on March 7 and collected 2970 pounds of litter. 149 bags were collected by 150 volunteers. The Fall Trash Bash is a non-tracked monthly event held in October. In October 2015, residents formed teams to work together on a project of their choosing in order to compete to win two iPad minis donated by Entergy; the winners were Ashley Hobby and St. Charles Parish 4-H. Details can be found at <http://www.stcharlesparish-la.gov/government/special-government-events/trash-bash>.
- The Parish, prompted by information from the LDEQ and United States Environmental Protection Agency (USEPA), initially decided to enact a draft ordinance from USEPA for Parish

use. After further analysis and comparison to IDDE ordinances in place in surrounding parishes, it was determined that the draft ordinance was insufficient for St. Charles Parish purposes. After consultation and legal review by Parish attorneys, the Chapter 25 Ordinance was enacted to provide a more comprehensive approach to stormwater management. The new ordinance includes sections for addressing Illicit Discharge Detection & Elimination (IDDE), construction site stormwater controls, and post-construction stormwater management. In 2015, this ordinance continued to be a cornerstone of St. Charles Parish's stormwater management program and although it was not necessary to make changes to the ordinance in 2015, the Ordinance continues to be evaluated and will be amended as legislative changes are made at the State and Federal level.

- St. Charles Parish has hired its first full-time MS4 General Inspector. Currently, this Inspector's main focus is fuel tank inspection at all of St. Charles Parish's pump stations, however, cross-training of positions is a core tenet of the MS4 program and this individual is being trained to perform a variety of stormwater-related tasks. All full-time MS4 employees were certified as Stormwater Inspectors by the National Stormwater Center in 2015, and new MS4 employees will be certified as they are hired. In 2016, 2 Parish Quality Assurance inspectors will attend Stormwater Inspector certification. These QA Inspectors will assist in stormwater compliance on Parish-run projects.
- After developing the Parish's SWMP and Chapter 25 Ordinance, the Parish completed reviews of the planning/permitting procedures with the St. Charles Parish Department of Planning & Zoning to ensure water quality considerations were implemented in the permitting process. The MS4 Coordinator is present during the construction permitting process to ensure new construction sites are compliant with LAR100000 and LAR200000 discharge permits. As part of the implementation of the MS4 compliance program, The Parish has integrated Stormwater Pollution Prevention Plan (SWPPP) review, drainage analysis, Erosion and Sedimentation Control (ESC) Agreements, and Stormwater maintenance permitting into the building permit process at Parish Planning & Zoning. The Parish completed 11 reviews of Stormwater Pollution Prevention Plans in 2015, and the Parish continues to require MS4 certification before building permits and/or occupancy certificates are issued.
- As part of the annual review of MS4 BMPs, the Parish elected to formalize spill prevention, control, and countermeasures (SPCC) plans for municipally-controlled pump stations and maintenance yards to achieve compliance with 40 CFR part 112. In 2013, the Parish developed an inventory of aboveground fuel storage and this inventory is continually maintained and amended through 2015 and beyond as more storage comes online, is decommissioned, upgraded, or replaced. As implemented in 2014, the Department of Public Works continues to collect information on the fuel storage of other departments in order to construct a plan to assist the departments as required. Spill containment & control procedures and rapid response will be a cornerstone focus of St. Charles Parish's stormwater compliance program moving forth into 2016.

- In 2015, the two community centers, Emergency Operations Center, and Animal Control were evaluated for SPCC compliance. Only the Emergency Operations Center required a spill plan; EOC's SPCC has been written and finalization will occur in 2016.
- St. Charles Parish has been active in the Louisiana Urban Stormwater Coalition events since 2013 and this relationship with LUSC and surrounding municipalities will continue through 2015 and beyond. In addition, select employees from the Department of Public Works maintain active memberships in the Water Environment Foundation (WEF) as well as other groups such as the Bayou Land Resource Conservation & Development Council, and the American Public Works Association (APWA). St. Charles Parish was invited to be a state breakout session speaker at the 17th Annual EPA Region VI Stormwater conference in Hot Springs, AR on October 18-22, 2015.

Section 3: Status of Compliance with Permit Conditions, Minimum Controls, & BMPs

The MS4 Phase II Rule defines a Stormwater Management Program for a small MS4 as a program composed of six elements that, when implemented together, are expected to reduce pollutants discharged into receiving water bodies to the maximum extent practical.

The following are the six program elements or minimum control measures:

1. Public Education & Outreach on Stormwater Impacts
2. Public Involvement/Participation
3. Illicit Discharge Detection & Elimination
4. Construction Site Runoff Control
5. Post-Construction Stormwater Management in New Development & Redevelopment
6. Pollution Prevention/Good Housekeeping for Municipal Operations

Based on the NOI sent to LDEQ, the Parish has committed to measureable goals to address each of the six minimum controls through selected BMPs. The forms in Appendix A of this document are an example of the BMPs designed to address one or more measureable goals and commitments made to LDEQ.

Section 3.1: Public Outreach & Involvement

3.1.1 Educational Pamphlets

Initiated in 2011, the Parish began distribution of construction site runoff pamphlets at all preconstruction meetings at the Department of Planning & Zoning. In 2014, this was expanded to include the "Erosion and Sedimentation Control Guidelines for Contractors, Architects, and Property Developers" document that was created to define Parish expectations for stormwater compliance. This document is given out to all parties seeking permits for constructions disturbing more than one acre of soil during the construction process. Beginning in 2016, all construction site operators will be educated on Best Management Practices for sediment control, regardless of disturbed soil area.

The Parish has continued the distribution of the auto maintenance pamphlet that began distribution in 2012, and has made instructional materials available on the official St. Charles Parish website. In 2015, this program was expanded to include distribution of a revised and redesigned pamphlet at four auto parts retailers providing used oil collection services located within St. Charles Parish. For 2016, the pamphlet program will be expanded to a residential car washing pamphlet distributed amongst residents' monthly water bills.

3.1.2: Facilitating Public Comment/Complaint Procedures

The Parish "Stormwater Information" page (<http://www.stcharlesparish-la.gov/departments/public-works-and-wastewater/-folder-92>) includes links for reporting of drainage and garbage concerns. These complaints are then archived for tracking purposes and forwarded to the appropriate department. Complaints/Comments are made by the public via the website, telephone, email, and in person to Parish employees. The website was redesigned in 2015 to achieve a more straightforward design with the goal of making stormwater information more easily accessible. St. Charles Parish Public Information maintains a Facebook account (<http://facebook.com/stcharlesgov>) that is often used by the public for reporting issues including MS4/Environmental concerns. These concerns are routed to the Public Works Department via the Parish Public Information Officer.

Additionally, located on the Stormwater Information section of the Parish's official website are links providing information regarding LPDES permitting, the Parish's MS4 Annual Reports, Stormwater runoff specifications, the full Chapter 25 ordinance, SPCC FAQs, the Parish SWMP, NOI, Stormwater pollution prevention guidance, and a link to the USEPA/Weather Channel documentary "After the Storm." In 2016 this information page will include links to the updated Contractor/Architects guidelines and the MS4 Outfall map as it is completed.

3.1.3: Public Service Announcements on Local Television

In March 2012, as part of the public outreach campaign, the Parish began airing the USEPA/Weather Channel documentary "After the Storm," on SCP TV, or cable TV channel 6. This document airs on the 1st of every month at 9:30a and this schedule will continue into 2016 and beyond. "After the Storm" and instructional videos on Stormwater Pollution Prevention Plans are currently available for viewing via streaming video on the Stormwater Information section of the Parish website.

3.2: Public Involvement & Participation

3.2.1 Storm Drain Marker Program

Identifying a need for public education, the St. Charles Parish Department of Public Works began installing storm drain catch basin markers in January 2012 in order to educate the public that storm drains discharge directly to receiving water bodies. 400 drain markers were replaced in 2015; this figure includes new installations and replacement due to theft/accidental detachment. The storm drain marker program has entered its maintenance phase and new markers will be placed as the Parish drainage system is expanded.

3.2.2 Household Hazardous Material Collection Day & Trash Bash

Parish employees, industry professionals, schools, and the general public have worked together towards the goal of improving stormwater quality through teamwork. Trash Bash is held twice a year in the spring and fall to reduce debris/refuse in the Parish MS4 system. The Household Hazardous Material Collection day is an ongoing venture between St. Charles, St. John, & St. James Parishes, and the Louisiana Departments of Environmental Quality and Agriculture & Forestry. On this day collection locations are staffed in order to collect household hazardous material that cannot be disposed of during normal curbside trash collection.

3.3: Illicit Discharge Detection & Elimination

In 2014, the Parish passed the Chapter 25 ordinance, which included in-depth provisions for IDDE, as well as construction site runoff regulation and post-construction stormwater inspection procedures. 15 Public Works maintenance vehicles contain spill kits; expansion to 25 units had been planned for 2015. As an alternative to this goal, the Parish has elected to centralize spill containment & control equipment at several locations within the Parish. Parish employees have been given a standing order to report all environmental concerns to the Department of Public Works – MS4 Coordinator. For 2016, our IDDE program will be expanded by establishment of a dedicated spill control vehicle, Unit #152.

3.3.1: Watershed Inspection Program

Drainage System Maintenance Procedures and Watershed Inspection List can be found in Appendix B of the SWMP. Inspections of ponds by St. Charles Parish staff are documented on the Watershed Inspection work order and at a minimum attempt to identify the following information:

- Adequate access to structures via drainage easements and berms;
- Detention ponds that require sediment removal, grassing, outlet control structure repair, and erosion control;
- Accumulation of dirt, debris, or other notable damage at the discharge of outfall structures;
- Stormwater collection and transfer structures that are not properly maintained.

The following are the stormwater pond inspection activities currently performed:

- Periodic inspection to remove sediment and vegetation from inlet, pond, and forebay;
- Occasional inspection for sediment removal;
- Visual screening for contaminants/pollutants on water surface. (e.g. oil sheen)

The following are the stormwater inspection activities for separator units and pump station bar screens:

- Inspect separator unit/bar screens for integrity
- Inspect for and remove sediment, oil/grease, and debris using catch basin cleaning equipment. Manual removal is used if required.

Expansion of the Watershed Inspection program began in 2015 and will continue with the expansion of the MS4 section of the Department of Public Works.

3.3.2: Illegal Dumping Ordinance

Illicit dumping is prohibited by the St. Charles Parish Code of Ordinances Chapter 10. St. Charles Parish tracks reported dumping issues through the website and uses security cameras when available at hotspots to monitor activity. Approximately 39 work orders were completed regarding trash cleanup in 2015.

The Parish tracks work orders associated with trash/debris pickup, including but not limited to; tire cleanup, ditch clearing/cleaning, culverts blown, and installing or replacing “No Dumping” signs. Regular inspections of culverts, canals, pump stations, and other drainage structures can be reviewed using the Department of Public Works’ monthly and annual reports. Details are found in Appendix A in the Best Management Practices tracking charts. The Public Works Yard on E. Harding in New Sarpy continues to act as a collection point for used tires generated by residents within the Parish.

3.3.3 Sewer Ordinance Enforcement

Sewer system regulations are located in the St. Charles Parish Code of Ordinances, chapter 22. Sanitary Sewer Overflows are tracked and handled according to the Sewer Overflow Response Plan (SORP), written in 2013. The SORP is fully implemented and issues are tracked to expedite cleanup and necessary repairs by the necessary personnel. 94 sewer overflows were tracked, vacuumed, deodorized, and returned to the sewer system in 2015.

3.3.4 Master Drainage Plan

The Parish has written and maintained a Master Drainage Plan as part of the IDDE minimum control measures and in 2013 ongoing drainage capital improvement projects were incorporated into the parish MDP.

St. Charles Parish maintains an updated GIS inventory of stormwater control and conveyance structures including; pipes, catch basins, pump stations, manholes, jack & bores, canals, and ditches located across the Parish. Inspection and maintenance teams locate individual structures, record inspection results, prioritize maintenance needs, and issue maintenance work orders. Drainage System Inventory is continuously updated and incorporated into the Parish’s Master Drainage Plan.

Parish agencies work together to maintain an updated inventory of stormwater control structures and conveyances within St. Charles Parish. Inventory monitoring will provide Public Works personnel the ability to observe signs of increased drainage loads to pump stations in order to signal the need for enhanced controls due to an increase in the impervious areas of new developments.

St. Charles parish continues to refine the data needed to maintain an updated outfall inventory. Maps displaying the outfall locations are maintained by Parish Geographic Information System (GIS) and MS4 personnel. These maps are updated as repairs and improvements are made. Completion of the MS4 outfall map is on schedule for completion in late 2016.

3.4 Construction Site Stormwater Runoff Control

3.4.1 Construction Site Runoff Control Ordinance

St. Charles Parish passed the Chapter 25 ordinance on January 21, 2014, effective March 1st. The ordinance was drafted after consultation with parish officials, attorneys, environmental engineers, and parish officials from larger municipalities with fully-implemented MS4 programs. The ordinance included provisions for addressing IDDE, construction site stormwater control, and post-construction stormwater management. A guideline document has been produced by the Department of Public Works and is given to property owners, architects, and contractors during the building permit process.

3.4.2 Construction Site Inspection and Enforcement Procedures

In late 2014, Department of Public Works personnel met with the Department of Planning and Zoning to integrate MS4 compliance procedures into the building permit process. This process included runoff control specification checklists, SWPPP review, and custom site inspection checklists. As part of the permitting process, documents submitted are subject to approval by the MS4 Coordinator and certification must be attained before construction is allowed to begin. The Parish has identified the need for construction site stormwater training for its construction inspectors and answered this need by sending both full-time MS4 employees to be certified as Stormwater Inspectors by the National Stormwater Center; these employees performed 75 site visits in 2015.

The Department of Public Works worked extensively with the Planning and Zoning Department in the development of the Chapter 25 ordinance and the stormwater management plan (SWMP). The ordinance allows for plan review processes to ensure water quality considerations and contractor compliance with permits LAR100000 and LAR200000. The Parish now conducts SWPPP review, drainage impact analysis, Erosion & Sediment Control (ESC) Agreements, and Stormwater Maintenance into these review processes. The Parish completed 11 SWPPP reviews in 2015 and the BMP requiring SWPPP reviews for all applicable projects in the future remains in place for 2016. Additionally for 2016, owners and contractors for all construction sites will be educated on sediment Best Management Practices, regardless of site size or disturbed soil area.

3.5 Post-Construction Stormwater Management

St. Charles Parish drafted a comprehensive stormwater ordinance that included provisions for post-construction runoff control. These practices were incorporated into the Chapter 25 ordinance and the updated Stormwater Management Plan (SWMP) as part of the MS4 permit renewal process. The Department of Public Works & Planning & Zoning collaborated in order to incorporate the new water quality guidelines during the planning/permitting process. These new directives included SWPPP reviews, drainage impact analysis, Erosion and Sedimentation Control (ESC) Agreements, and Structural Stormwater permitting. The Chapter 25 ordinance, which contains provisions for post-construction stormwater management, was signed on January 21, 2014 and officially in place on March of 2014. Following the hiring of an MS4 Coordinator to oversee management of the Parish's MS4 program, the ordinance is nearing full implementation.

3.6 Pollution Prevention and Good Housekeeping for Municipal Operations

3.6.1 Spill Response and Prevention Plan

The Parish elected to formalize spill plans for municipally controlled pump station and maintenance yards in 2012 and has issued a task order to an environmental consultant to develop SPCC plans for the facilities. These plans were completed in 2014. Additionally, the Department of Public Works has issued a technical memorandum to the other Parish departments outlining the criteria determining the need for a formal SPCC plan. In 2013, the Department of Public Works collected information on the fuel storage of other departments, and put together a plan to assist the departments. To date, information has been received from the Wastewater Department, Water Works, Hospital, Courthouse, Community Center, both Community Centers, Emergency Operations, & Sheriff's Department. SPCC plans for the Wastewater, Water Works Departments, and the Courthouse are complete, and Emergency Operations is on track to have an SPCC implemented in 2016.

As part of the SPCC (Spill Prevention Controls and Countermeasure) and SWMP (Storm Water Management Plan) development effort in 2013, St. Charles Parish now maintains an SPCC inventory of Municipal facilities that have the potential to cause pollution. Appendix C of the SWMP lists all municipal facilities inventoried for SPCC to date, including 2 fleet maintenance and fueling facilities, East Bank Water Works, West Bank Water Works, East Bank and West Bank Wastewater Department, Courthouse, Emergency Operations, and 45 drainage pump stations. The facility inventory may be further updated as future facilities become operational, are decommissioned, or upgraded. Two new pumping stations are under construction for 2016-2017.

Currently there are 15 spill response kits located on various SCP Public Works vehicles within the Parish; this number was previously planned to expand to 25 units in 2015, but after further review with department heads it was decided that the Parish would centralize bulk stores of spill cleanup/control equipment in several geographically spaced locations. A current inventory of vehicles/locations equipped with spill response equipment is available at the Director's Office, St. Charles Parish Department of Public Works/Waste Water. For 2016, Parish truck #152 will be converted into a dedicated "spill unit." Unit 152 will store supplies such as oil absorbent, spill booms, and spill pads to allow a rapid response to any spill events that may arise.

In a further spill reduction effort, the Parish currently recycles used oil and will continue to develop and refine standard operation procedures for handling used oil and other maintenance-related fluids (antifreeze, etc.) at the various maintenance locations, as well as procedures for handling other hazardous materials. The procedures will describe measures to prevent or reduce the discharge of pollutants to drainage systems or waterways from leaks and spills by reducing the chance for spills, stopping the source of spills, containing and cleaning up spills, and properly disposing of spill materials. It will include training for employees on spill prevention and cleanup, and ready access to spill cleanup materials. Training in spill response procedures for all applicable parish employees began early 2015; 85% of Public Works field personnel have completed the 2015 Spill Training class. For 2016, the goal is to have a minimum of 80% training for field personnel in Public Works, Wastewater, and Waterworks.

The Parish will continue to develop procedures per the current used oil collection process and will identify potential expansion of the program to make collection and recycling of used oil easier for the community. In 2012, the Parish distributed an auto-maintenance pamphlet throughout the Parish, and added the pamphlet to the website in 2013. Expanding of the distribution of this pamphlet to parish auto parts retailers acting as an oil collection point began in 2015. Distribution of a residential car washing procedure pamphlet is planned for 2016.

Section 4: Assessment of Appropriateness of Identified BMPs

Table 1 identifies the BMPs that St. Charles Parish is currently using. The table provides a summary by BMP, and identifies updates to any BMPs to ensure consistency with current Parish capital expenditures.

Table 1

BMP Assessment					
Minimum Control	BMP Unique Identifier	Description	Degree of Suitability	Proposed Change	Comments
Public Education and Outreach	1A	Pamphlets	Good	Enhancement	Pamphlets and education materials will be an overarching minimum control to help the community understand the importance of stormwater management, and will strategically target specific audiences to facilitate many of the BMPs listed below. Each year the Parish will explore new target audiences. For 2016, the program is scheduled to be expanded to distribution of a residential car washing pamphlet.
	1B	Website	Good	Enhancement	In 2011, the Parish added a stormwater link from the homepage which includes instructional videos, links for reporting drainage and dumping concerns. Enhancements in 2014 included; information on stormwater ordinances and management practices, and information on construction site runoff management, and pamphlets. As new material is developed, it will be added to the Parish "Stormwater Information" page.
	1C	Utilize Parish use of Ch. 6	Good	Enhancement	This BMP was changed in 2011. The Parish uses Ch. 6 for public service announcements and as the parish wide notification system. The Parish began airing the EPA and Weather Channel watershed documentary "After the Storm" in March 2012 and will continue the first of every month at 9:30 am. Informational stormwater-related slides are periodically released for public viewing on a rotational basis.
Public Involvement /Participation	2A	Storm Drain Markers	Good	Continue Development	400 markers were installed in 2015, with an additional 400 purchased for 2016. The Drain Marker Program has entered in the maintenance phase of the program, with expansion as further drains are installed within the Parish.
	2B	Hazardous Waste Day and Trash Bash Day	Superior	None	This BMP changed in 2011. Household Hazardous Materials Collection Day had been held annually in St. Charles Parish since 1992 and its purpose to provide area households an opportunity to properly dispose or recycle materials that are inappropriate for curbside pickup. The Parish will propose to use this event along with Trash Bash Day in lieu of Stream Clean-up activity for Public Involvement.
Illicit Discharge detection and Elimination	3A	IDDE Ordinance	Superior	None	In 2011, the Parish developed a draft IDDE ordinance to specifically address illicit discharges to the storm drain system. This ordinance was reviewed in 2012 through parish legal, and a more comprehensive draft stormwater ordinance developed. IDDE part of Chapter 25 passed January 2014, and implementation began on March 1, 2014.
	3B	Dumping Ordinance	Superior	None	In 2011, the Parish began tracking work orders associated with picking up trash/debris, old tires, cleaning ditches and culverts of trash and installing/replacing "No Dumping" signage. This activity to continue. Public Works E. Harding Yard continues to act as a collection point for used tires dropped off by residents.
	3C	Sewer Ordinance	Good	Monitoring	The Parish tracks all sewer complaints and SSOs. Parish to formalize document controls associated with the Sewer Overflow Response Plan (SORP). 94 overflow incidents occurred in 2015.
	3D	Master Drainage Plan	Good	Continue Development	The Master Drainage Plan will continue capital improvement projects. Begin to identify potential sources of pollution and prioritize watershed inspections for IDDE based on the inventory of structural stormwater controls. Inspections for all SCP stations will begin in 2015.
Construction Site Runoff Control	4A	Construction Site Runoff Ordinance	Good	Continue Development	In January 2014, the Parish passed the Chapter 25 ordinance addressing construction site stormwater control. The Parish developed tools for managing construction site runoff including; Construction Site Runoff Control Specification Section, Site Inspection checklists, and SWPPP documentation checklists. The Parish will continue improving permitting and inspection processes and will begin hiring additional inspectors in 2016-2017 to aid the MS4 General Inspector hired in 2015.
	4B	Construction Site Inspection and Enforcement Procedures	Good	Enhancement	Construction Site inspection forms were created in 2014, along with an MS4 enforcement policy. 75 Construction sites were inspected in 2015. St. Charles parish maintains a 100% certification rate as Stormwater Inspectors for MS4 personnel.
Post-Construction Runoff Control	5A	Landscape and Stormwater Management Ordinance	Good	Enhancement	In January 2014, Parish Passed ordinance Chapter 25 addressing post-construction runoff control. The Parish will continue to refine its processes through implementation of Chapter 25.

	5A	Watershed Inspections	Good	Enhancement	Watershed inspections are an ongoing Parish Maintenance activity. Future development to include more focus to water quality through employee training, hiring additional inspectors, and formulation of an MS4 Outfall Map.
Pollution Prevention/Good Housekeeping	6A	Spill Response and Prevention Plan	Good	Enhancement	Currently 15 maintenance units are equipped with spill kits. 85% of Public Works field personnel have been spill-trained in 2015; this training action will continue. For 2016, Unit 152 will be equipped and designated as a "spill response vehicle"; this truck will be equipped to supply rapid response to spill events.
	6B	Culvert Cleaning Program	Superior	Superior	Continue Culvert Cleaning Operations
Assessment Key follows on next page.					

Assessment Key	
<i>Inappropriate</i>	<i>Parish will change BMP</i>
<i>Minimal</i>	<i>Parish will consider change</i>
<i>Good</i>	<i>Parish will perform a yearly review of measurable goals associated with this BMP</i>
<i>Superior</i>	<i>SOPs, documentation, and monitoring are in place for updating annual report</i>

Section 5: Progress of Measurable Goals

The most significant progress made was the implementation of the municipal fuel storage tank inspection section of the MS4 program and the hiring of the first MS4 General Inspector. St. Charles Parish continues to refine the SPCC to allow for more rapid response and cleanup of spill incidents; the SPCC inventory is continually amended to provide the most accurate inventory of Parish-controlled petroleum stores & cleanup equipment. The following list describes progress with respect to measurable goals reported for the 2014 annual report:

- No changes or amendments to the Chapter 25 Ordinance were required in 2015.
- 100% of full-time MS4 personnel are trained as certified Stormwater Inspectors. New employees will be trained as they are hired. The previously reported goal of 25 construction ESC-trained employees by the end of 2015 was later deemed to be undesirable as the employees trained would not be performing construction inspections as part of their normal duties. 2 of the Parish's Quality Assurance inspectors will be stormwater-trained in 2016; as these QA inspectors regularly perform site visits to Parish construction projects.
- The Parish Web site was updated to provide a link for the public to report drainage, sewer and dumping concerns, which are tracked as they apply to each of the minimum controls. The results of tracking are presented monthly by the Department of Public Works to the Parish President. Stormwater/Environmental concerns from the public are reported on the Parish-run facebook page located at <https://www.facebook.com/stcharlesgov/>.
- The Parish Stormwater Information web page has been remodeled for 2015. Prominently displayed are links for reporting drainage or dumping concerns, videos, FAQs, annual MS4 reports, pamphlets, construction specification section, Best Management Practices, the Parish's SWPPP, Chapter 25 MS4 Ordinance, and the Parish's Notice of Intent.
- With the development of the SWMP in 2013, St. Charles Parish now maintains an updated, searchable inventory of stormwater control and conveyance structures, including pipes, catch basins, pump stations, manholes, jack & bores, canals, and ditches, etc. located across St. Charles Parish. Inspection and maintenance teams locate individual structures, record inspection results, prioritize maintenance needs, and issue maintenance work orders. Drainage System Maintenance Procedures and Watershed Inspection List can be found in Appendix B of the SWMP. This inventory is continuously updated and incorporated on an ongoing basis into the Parish's Master Drainage Plan. St. Charles Parish will continue to refine the outfall inventory during ongoing inspections and develop revised inventories as part of the Annual Report Cycle. Maps detailing the structural inventory are maintained by the Parish GIS Department and updated as necessary. Outfall Mapping for Parish-owned/operated stormwater pumping stations will begin in 2016-2017.

- In 2011, the Parish developed an erosion and sediment control brochure/pamphlet, and distributed it to all construction permit applicants at preconstruction meetings. The pamphlets were distributed throughout 2012, and will continue in an increased capacity. Also, in 2011, the Parish modified an existing auto-maintenance pamphlet, and distributed it throughout the Parish during 2012. In 2013, these pamphlets were added to the parish website. In 2015, an oil change pamphlet was distributed to participating auto parts stores that act as used oil collection points. The planned subject for the 2016 pamphlets will be BMPs for residential car washing.
- After attaining an inventory assessment from the two Community Centers, Animal Control, and Emergency Operations, it was determined that only the EOC will require a Spill Prevention Control & Containment (SPCC) plan, which is currently nearing completion. The Annual Spill Training program has begun, with field personnel from all departments attending. As proof of attendance, sign-in logs for these classes will be kept for a minimum of 3 years. For 2016, the goal is to have 80% of Parish field personnel in Public Works, Wastewater, and Waterworks trained in spill control.

St. Charles Parish DPW plans to continue collecting information on the fuel storage of other Parish departments. Appendix C of the SWMP lists all municipal facilities inventoried for SPCC to date, including 2 fleet maintenance and fueling facilities, East Bank Waterworks, West Bank Waterworks, East Bank and West Bank Wastewater Department, Courthouse, Community Center, and 114 drainage pump stations. The facility inventory may be further updated as future facilities become operational, decommissioned, or upgraded. For 2016, Public Works Unit #152 will be designated as an official “spill control” vehicle. It will contain spill cleanup equipment stored in a centralized location available for immediate response.

- In 2015, the storm drain marker program has entered its maintenance phase. The Parish has installed 400 storm drain markers on the east bank, the west bank, and has ordered an additional 400 to be placed in 2016 as the Parish drainage system is expanded.
- Over 75,349 pounds of hazardous materials were collected at the 2015 annual Household Hazardous Materials Collection Day on March 15, 2014. Approximately 87% was recycled and/or recovered.
- The spring 2015 Trash Bash event was held on March 7, 2015. A total of 150 volunteers from community groups and industry filled 149 bags with roadside litter, or about 2,970 pounds of garbage. This total was nearly double that of the previous spring Trash Bash! The event was sponsored and staffed by volunteers from The St. Charles Parish Herald-Guide, Raising Cane’s, St. Charles Parish Sheriff’s Department, Entergy, Global Recycling LLC, the Oldies But Goodies, and the Harry Hurst Wetland Watchers.

The Fall 2015 Trash Bash encompassed the entire month of October. Contestants picked a subject of their choosing in order to compete in the Trash Bash Photo Contest for one of two iPad Minis donated by Entergy Waterford 3. The winners were Ashley Hobby and the St. Charles Parish 4-H. Statistics detailing the trash totals collected are not available for the Fall event.

- The Parish will continue to use Channel 6 for public service announcements on stormwater and what the public can do to prevent stormwater impacts. The Parish began airing the USEPA and Weather Channel watershed documentary “After the Storm” on March 1, 2012, and will continue airing it at 9:30 on the 1st of every month. Informational slides related to stormwater sediment/pollution control run periodically on a rotation with other public information material.
- Currently 13 maintenance units are equipped with OIL-DRI spill kits with 25 originally scheduled by the end of 2015. Upon further examination, it was determined that this goal would not be feasible. As a substitution, bulk spill cleanup supplies have been made available at 4 centralized locations within the Parish. For 2016, Public Works Unit #152 will be converted into a “spill response unit.”

Section 6: Changes in identified BMPs or Measurable Goals

The specific SMPs identified in this document have served as the basis for the Parish’s Stormwater Management Program and Plan since 2011. The BMPs that have been identified to address the six minimum controls will continue to be enhanced in the coming years as the program develops. The annual report is used as a self-assessment tool by the Parish when identifying potential changes in BMPs or measurable goals every year. For example, when a sufficient number of storm drains have been marked, changes will be considered for the BMP. The Household Hazardous Materials Collection Day, initiated in 1998, will continue annually, and the semiannual Trash Bash will be held, providing an opportunity for the community to participate in removal of the additional waste streams from potential stormwater exposure. The Parish is currently authorized for discharge under 2013 LAR0400000 after receiving notification of the new revised permit on February 20, 2013, and developed an updated Stormwater Management Program and Plan and new NOI. The effort resulted in changes to the identified BMPs and associated measurable goals based on the revised permit. The BMP revisions are reflected below for the 2014 annual reporting cycle.

Listed in the following subsections are the current measurable goals sent to LDEQ as part of the permit’s NOI, and changes proposed in 2015.

6.1 Public Outreach and Involvement

St. Charles Parish updated the measurable goals for Public Outreach and Involvement in 2015 to reflect current Parish priorities.

The following are the current Parish measurable goals consistent with the NOI submission:

- Number of comments/complaints posted to the Parish website regarding drainage and dumping – *On-going*
- Website enhancements – *On-going*

- Social Media Outreach has been implemented via a Parish-run Facebook account. Complaints/concerns are routed to the proper personnel by the St. Charles Parish Public Information Officer.
- The Parish will continue to air the EPA documentary “After the Storm” on the first of every month on Channel 6. In 2016, the educational slides presented on Channel 6 will be expanded and included in the rotation.
- A series of environmental-related science class presentations at the two high schools in St. Charles parish was planned for 2015. This portion of the Public Outreach program was postponed to 2016.
- The Parish plans to release at least one stormwater related education pamphlet per year to an identified target audience. This program is ongoing and will be expanded annually. Parish officials will continue to review available pamphlets, decide which ones are useful for the local audience, and develop for use with local contact information where useful, distributing the pamphlets at locations of interest. The activities will be documented and presented in the annual report. Expansion of the auto care pamphlet to Parish auto parts retailers was implemented in 2015. For 2016, the targeted subject matter will be Residential Car Washing.

6.2 Public Involvement and Participation

St. Charles Parish updated the measurable goals for Public Involvement and Participation in 2013 to reflect current Parish priorities.

The following are the current Parish measurable goals consistent with the NOI submission:

- Pounds of material collected during Household Hazardous Material Collection Day: *75,349*
- Number of bags of trash collected during Trash Bash Day: *149, 2970 lbs.*

The following were the Parish measurable goals in the previous reporting cycle:

- Number of storm drains marked: *400 – This includes new drains marked and replacement of stolen/detached markers.*
- Trash Bash and Household Hazardous Material Collection Day will continue to log measurable quantities of materials collected and volunteers used as a public participation control measure. *2015 Trash Bash collected 2970 lbs of materials, and HHMCD collected 75,349 pounds of materials. 87% of the material from HHMCD was recovered or recycled.*

6.3 Illicit Discharge Detection and Elimination

As part of the SWMP and NOI submission and reauthorization process, the Parish changed its measurable goals for the IDDE control measure. The following is consistent with NOI submission:

- New MS4 Employees will be trained as Certified Stormwater Inspectors. 100% of current full-time MS4 employees are certified.

- Complete outfall inventory. *On track for completion date of late 2017*
- Complete inventory of industrial and commercial facilities by 2017. *On track.*
- Number of work orders generated to address drainage and dumping concerns. *On-going.*
- Social Media Outreach via Parish-run Facebook account has been implemented. Stormwater/Environmental concerns are routed to MS4 personnel by Parish Public Information Office.
- Number of SSOs reported, work orders executed to address overflows. *On-going.*
- MS4 Coordinator continues to be the Point of Contact for all Stormwater/Environmental concerns within St. Charles parish.

The following were the goals outlined in the previous reporting cycle:

- Continue to monitor dumping through Parish ordinances (existing). *Approximately 39 complaints in reference to garbage/dumping were made to Public Works in 2015.*
- Passage of draft stormwater ordinance to specifically address illicit discharges into the storm drainage system. In 2013, this measurable goal changed to passage of the comprehensive stormwater ordinance designed to address IDDE as well as construction site runoff control and post-construction stormwater management. *Construction site inspection protocols in effect. 75 site visits performed in 2015, including 11 sites with active SWPPP.*
- The internal Parish reporting procedures handle and monitor sanitary sewer overflows. The Parish will continue to report sanitary sewer overflows. *94 overflows occurred in 2015.*
- Removal of single walled tanks and replacing with double walled tanks. *All traditional-type single walled tanks have been removed from St. Charles Parish Public Works' inventory. The remaining single walled tanks are either mobile or have integral containment walls.*

6.4 Construction Site Stormwater Runoff Control

As part of the SWMP and NOI submission and reauthorization process, the Parish changed its measurable goals for this control measure. The following is consistent with NOI submission:

- Passage of Chapter 25, Code of Ordinances – Stormwater Management and Erosion and Sedimentation Control. *Completed and implemented.*
- One Parish inspector trained in Construction Erosion and Sedimentation Control. The Parish has a goal of 15 employees by third quarter of 2015. *This goal was revised after further review deemed the goal to be unnecessary, since the 15 employees would not be performing inspections as a part of their daily job assignments. In lieu of this goal, 100% of full-time MS4 employees are trained as Certified Stormwater Inspectors by the National Stormwater Center. In the future, all non-clerical MS4 employees will be certified as Stormwater Inspectors. For 2016, St. Charles Parish will be certifying two Quality Assurance inspectors as Stormwater Inspectors.*

- Job sites inspected for SWPPP compliance. *9 plans inspected and approved. Sites are inspected periodically throughout the construction process to insure compliance.*

The following were the goals outlined in the previous reporting cycle:

- Parish contracts to include LDEQ Construction Stormwater General Permit language for all construction sites. *This activity is on-going since 2011. For 2016, all construction sites regardless of size will be informed of Stormwater Management expectations throughout the Planning & Zoning process.*
- Parish inspectors and engineers will be set up to monitor compliance. The Parish formalized process with Planning and Zoning department for ordinance and SWMP implementation. *The MS4 Coordinator is present during pre-application meetings in order to educate contractors and architects on MS4 Compliance.*
- LDEQ Stormwater General Permit requirements will be added to all Parish construction permits and established by Parish law. *This was completed with the passage of Chapter 25. The Chapter 25 Stormwater Ordinance is continually reviewed and will be revised as changes to Federal and State law are implemented.*
- New specifications will be added to all future construction contracts. *On-going since 2011.*
- The contractor will be required to specify specific stormwater abatement issues.
- Additional evaluation of planning and zoning processes. St. Charles Parish plans to evaluate the existing erosion and sediment control inspection process, and develop and document standard policies and procedures that are consistent with the current LPDES General Permit for Discharges of Stormwater from Construction Activities. *The Parish completed this activity with the development of the SWMP and stormwater ordinance. MS4 Personnel inspect each construction site over 1 acre in size at least three times throughout the course of construction. For these sites, a letter of "MS4 Certification" is required from the MS4 Coordinator before construction is allowed to begin. This letter serves as proof that the site owners/operators have submitted the proper documents to attain LPDES compliance.*
- Number of Parish construction inspectors trained for stormwater runoff control. *2. Additional inspectors will trained as they are hired.*

6.5 Post-construction Stormwater Management

As part of the SWMP and NOI submission and reauthorization process, the Parish changed its measurable goals for this control measure. The following is consistent with NOI submission:

- Passage of Chapter 15, Code of Ordinances – Stormwater Management and Erosion and Sedimentation Control. *Complete. The ordinance is continually reviewed and will be amended as required.*
- Number ESC agreements issued. *ESC review requirements by MS4 coordinator is in effect. 9 Erosion & Sedimentation Agreements reviewed in 2015.*
- Number of Post-Construction Stormwater Permits issued. *Post-Construction permitting is now in effect for new projects.*

- MS4 Certification required for all new construction > 1 acre. *Goal stays unchanged, however, beginning 2016 all construction projects will be encouraged to utilize BMP-Sedimentation practices.*

The following are the Parish measurable goals for the previous reporting cycle:

- The Parish is working on ordinances to eliminate or reduce post construction runoff. *Complete.*
- The Parish is updating the master drainage plan. *On-going. Master Drainage plan will be updated as new infrastructure is installed.*
- New ordinances will include requirements for site/BMP inspection and maintenance. *Complete. In 2016, all construction projects regardless of size will be expected to implement Best Management Practices designed for controlling sediment/pollution.*
- Develop ordinance to eliminate or reduce post-construction runoff. *Complete.*
- Continued enhancement of master drainage plan through capital improvement projects. *On-going. 3 new stormwater pumping stations are currently under construction, Willow Ridge, Mimosa, & Magnolia Ridge.*
- Completeness evaluation of the master drainage plan. *This resulted in the structural inventory presented in section 3.3.4. New drainage infrastructure is added to the master drainage plan as it is completed. MS4 Outfall Mapping is planned for 2016-2017.*

6.6 Pollution Prevention and Good Housekeeping Municipal Operations

AS part of the SWMP and NOI submission and reauthorization process in 2013, the Parish changed its measurable goals for this control measure. The following is consistent with NOI submission:

- On-going program to replace all single-walled tanks under Parish operation. *Non-mobile pumping stations have had all single-walled tanks removed and replaced with double-walled fuel tanks. The only remaining single-walled tanks within Parish inventory are either mobile or have integral containment walls within the tank structure.*
- Complete SPCC Plans for all municipal facilities. *On-going.*
- Culvert and ditch cleaning program. *On-going.*
 - Number of work orders – 8,426
 - Feet of culverts cleaned/blown – 88,562
 - Linear feet ditches cleaned – 102,547
 - 7,170 feet of culverts replaced
 - 177,410 feet canals cleaned

The following were the Parish measurable goals for the previous reporting cycle:

- The spill response and prevention plan will be updated. Public Works, Wastewater, Waterworks, and the Courthouse plans have already been completed and implemented. *Emergency Operations' spill plan on track for 2016 completion. Through an internal audit, the Parish has determined that Animal Control & Recreation do not store fuel in SPCC-regulated quantities.*
- The Parish currently recycles used oil but has no procedure; a procedure will be developed. *Procedure completed. The Parish currently uses Oil-Mop Inc. as its oil/fluids disposal contractor.*

Spill prevention activities included under this BMP have been reviewed, and the following updates are being considered:

- Purchasing of a vacuum unit designated for spill cleanup.
- Integration of MS4 personnel into Emergency/Hazmat response teams.
- Expansion of spill control equipment & training. The Parish strives for a 100% completion of field personnel attending annual spill training; currently SCP Public Works has attained an 85% training rate.

Section 7: Activities for the Next Reporting Cycle

Table 2 presents the BMP activities planned for 2016.

Table 2 – Anticipated 2016 Activities

BMP Unique Identifier	Description	Activity Planned
1A	Pamphlets	Expand pamphlet program to include residential car washing, distributed in residents' waterworks bill.
1B	Website	Implement measures to aid residents in reporting stormwater concerns.
1C	Channel 6	Design 2 new Stormwater-related informational slides for display on Channel 6.
1D	Science Class Lectures	Perform stormwater-related presentations for Parish high school science classes – postponed from 2015
2A	Catch Basin Markers	Continue installation of markers on unmarked catch basins – ongoing. Implement basin inspections as part of MS4 personnel daily activities.
2B	Haz. Mat. Collection Day	Household Hazardous Material Collection Day – April 16, 2016
2C	Trash Bash Day	Roadside garbage clean-up day, March 5, 2016
2C	Trash Bash Day	Roadside garbage clean-up month, October 2016
3A	IDDE Inspection	Implement focus on IDDE as part of employees' Annual Spill Training
3B	Dumping Ordinance	Continue to monitor dumping through parish ordinance – ongoing
3C	Sewer Ordinance	Continue to monitor sanitary sewers through parish ordinance. Document responses in accordance with Sewer Overflow Response Plan (SORP) – ongoing
3D	Master Drainage Plan	Continue Revision of Master Drainage Plan as required.
4A	Construction Ordinance	Implement BMP practice standard for all construction projects within the Parish – informational material given to all applicants during the Planning & Zoning Process
4B	Construction Inspection	Continue expansion of MS4 Department. Train two additional Stormwater Inspectors for 2016.
5A	Post-Construction Runoff	Begin construction site visit database for future tracking of site visits.
5B	Watershed Inspections	Watershed inspections are an ongoing Parish Maintenance activity. Attain 100% training rate for Pump Mechanics & Electricians performing Pumping Station maintenance.
6A	Spill Prevention	Finalize Spill Plan for Emergency Operations, begin audit of public services for MS4 Compliance.
6B	Culvert Management Program	Continue to record number of work orders, number of ditches/culverts cleaned, linear feet of new culverts dug, linear feet of culverts blown - ongoing

APPENDIX A: BMP ACTIVITY SUMMARY

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 1A

Minimum Control Measures Addressed by this BMP

x	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
x	Public participation & involvement	<input type="checkbox"/>	Post construction stormwater management
x	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Educational Pamphlets	
BMP Description: St. Charles Parish officials annually review available pamphlets and literature readily available online at LDNR or EPA's websites decide which ones to use and direct at a specific audience, then distribute the pamphlets at locations of interest. The Parish also works with a consultant to develop memos and educational materials directed at specific audiences.	
<p>Measurable Goals:</p> <ul style="list-style-type: none"> • Stormwater construction run off pamphlets distributed at every pre-construction meeting to all contractors on Parish projects regardless of project size – <i>ongoing. 1 acre size limit removed for 2016.</i> • Guidelines document outlining Parish/LDEQ expectations for contractors/architects distributed to managers of applicable projects distributed at Planning & Zoning Pre-Application Meetings regardless of size – <i>ongoing. 1 acre size limit removed for 2016</i> • Modified Auto-maintenance pamphlet and distributed amongst Parish-located Auto Parts stores. – <i>ongoing.</i> • Identify additional target audiences and potential material – <i>for 2016, new material distributed will be a residential car washing pamphlet.</i> 	<p>Timeline/Implementation Schedule:</p> <ul style="list-style-type: none"> • October 2016 – Distribute residential car washing pamphlet to residents located within St. Charles Parish.
Specific Components & Notes (optional):	
Responsible Person	
Name: Renee Allemand-Simpson	
Title: DPW Public Information Office	
Phone: (504) 491-9304	
E-mail: rallemand@stcharlesgov.net	
Educational components related to this BMP (description or number – optional):	
Audience: Contractors/General Public	
Educational Goal: To improve auto-maintenance and car care practices	
Technical memorandum outlining criteria for identifying the need for SPCC plans – Audience: Other Parish Departments	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 1B

Minimum Control Measures Addressed by this BMP

x	Public education & outreach	x	Construction site runoff controls
x	Public participation & involvement	x	Post construction stormwater management
x	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

BMP Title: Public Comment/Complaint Procedures	
BMP Description: The Parish, with the assistance of an environmental consultant, had further developed the website to include Frequently Asked Questions (FAQs) links from EPA, LDEQ and the Center for Watershed Protection, as well as a video link to "After the Storm." The Parish stormwater page also has a link for reporting drainage and garbage concerns. Future development of the website will include links to the Parish stormwater ordinances and management practices. The Parish will continue tracking and responding to complaints and concerns. These complaints and concerns are received in a number of ways including through the website, and through telephone, e-mail, and verbal communication with Parish officials. Additional links, videos and enhancements included on the Trash Bash link. Social Media outreach such as MS4-specific Twitter/Facebook accounts discussed for implementation late 2015.	
Measurable Goals: <ul style="list-style-type: none"> • Number of complaints/comments posted to the website. 39 garbage/dumping complaints, 111 drainage concerns in 2015. • Documented actions by DPW. • The Department of Public Works processed 8,426 work orders in 2015. (See DPW annual report to Parish President) • Enhance Stormwater Reporting ease-of-use on new Parish Webpage 	Timeline/Implementation Schedule: <ul style="list-style-type: none"> • Tracking work orders continue through 2016 and beyond. -- ongoing • Enhancement to information contained in Parish Stormwater Information webpage as necessary – ongoing.
Specific Components & Notes (optional): Stormwater Information Page – http://www.stcharlesparish-la.gov/departments/public-works-and-wastewater/-folder-92 Added links reporting drainage or dumping concern, a link for Haz. Mat. Collection Day and Trash Bash including videos, FAQs, annual report, pamphlets, construction specification section, and videos "After the Storm" and SWPPP intro Haz. Mat. Collection Day Page – www.hhmcd.com Trash Bash Day Page – http://www.stcharlesparish-la.gov/government/special-government-events/trash-bash Trash Bash Website enhancements now include links for sign-up, spread the word, photos, previous events, trash bash stats map, recycling locations, Garbage/Recycling/Hazardous Materials FAQ, News, Harry Hurst Wetland Watchers, Volunteer Roll Call, Public service announcements, Facebook, Litter hotspots map.	
Responsible Person	
Name: Rene Simpson	
Title: DPW Public Information Office	
Phone: (504) 491-9304	
E-mail: rallemand@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public Educational Goal: To provide complain/comment forum for illicit discharge, detection and elimination, as well as construction site stormwater violations	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 1C

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Public Service Announcement on local TV (Ch.6)	
BMP Description: The parish will utilize Ch. 6 for public service announcements on stormwater and what the public can do to prevent stormwater impacts. The Parish began airing the EPA and Weather Channel watershed documentary "After the Storm" on March 1, 2012, and will continue airing at 9:30 on the 1 st of every month.	
Measurable Goals: <ul style="list-style-type: none">• Number of times "After the Storm" airs per month on local Ch. 6, with a minimum of the first of every month at 9:30 am.• "After the Storm" ran 12 times on Ch. 6 in 2015.• "After the Storm" video available on Parish "Stormwater Information" webpage.• Added SWPPP intro video to the Parish Stormwater webpage, the Parish will consider airing on Ch. 6 if timeslots warrant.• Add two new Stormwater instructional slides to Channel 6 rotation.	Timeline/Implementation Schedule: <ul style="list-style-type: none">• March 2012 – Began airing "After the Storm" and will continue at 9:30 am the first of every month.• August 2014 – Identify additional information that can be aired on Ch. 6.• October 2014 – Comprehensive list of stormwater related information TV segments.• October 2015 – Identify and distribute two new stormwater/environmental instructional videos on the "Stormwater Information" webpage.• October 2016 – Implement two new instructional slides on Channel 6.
Specific Components & Notes (optional): "After the Storm" DVD, "Stormwater Pollution Prevention Intro" Airs the first of each month at 9:30 am. First air date was March 1, 2012. Video also embedded from the Parish's Vimeo account accessed through a link on the stormwater information page: Http://www.stcharlesparish-la.gov/index.aspx?page=1055	
Responsible Person	
Name: Rene Simpson	
Title: DPW Public Information Office	
Phone: (504) 491-9304	
E-mail: rallemand@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public Educational Goal: To generate public awareness of impacts of stormwater runoff	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 1D

Minimum Control Measures Addressed by this BMP

x	Public education & outreach
x	Public participation & involvement
x	Illicit discharge detection & elimination

x	Construction site runoff controls
x	Post construction stormwater management
x	Pollution prevention/Good housekeeping

BMP Title: High School Science Class Lectures	
BMP Description: Educate high school students on the importance of stormwater pollution effects, IDDE reporting, and prevention using a series of presentations designed to educate and engage students	
Measurable Goals: <ul style="list-style-type: none">Perform science class lectures at Parish high schools, Hahnville High and Destrehan High, in order to educate students on the importance of stormwater pollution prevention and methods of reporting suspected illegal discharges. (Postponed from 2015)	Timeline/Implementation Schedule: <ul style="list-style-type: none">October 2016 – Hahnville HighNovember 2016 – Destrehan High
Specific Components & Notes (optional):	
Responsible Person	
Name: Rene Simpson	
Title: DPW Public Information Office	
Phone: (504) 491-9304	
E-mail: rallemand@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public Educational Goal: To generate public awareness of impacts of stormwater runoff and importance of citizen monitoring for IDDE.	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 2A

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public education & outreach
<input type="checkbox"/>	Public participation & involvement
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination

<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Post construction stormwater management
<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Storm Drain Marker Program	
BMP Description: The Parish with the assistance of an environmental consultant will mark storm drains with “No Dumping” or similar message to discourage non-stormwater discharges. This provides educational awareness to residents that the catch basin is directly connected to the Parish receiving waters.	
Measurable Goals: <ul style="list-style-type: none">• 400 drains were marked in 2015. This includes drains not previously marked and drain markers installed to replace damaged/stolen markers.• 200 were ordered for placement in 2016.• Storm Drain Marker Program has entered its maintenance phase. Drain markers are placed on every second drain and will be replaced as required.	Timeline/Implementation Schedule: <ul style="list-style-type: none">• July 2015 – Review procedure designed, reviewed, and finalized• December 2015 -- 2000 of the 2700 markers ordered for 2015 are placed• 2016 – Storm Drain Marker Program has entered its maintenance phase. 200 additional markers ordered for 2016 and new markers will be placed as new developments allow.
Specific Components & Notes (optional): Parish installation work orders available upon request.	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public Educational Goal: To provide awareness to Parish residents that the stormwater catch basins are directly connected to receiving waters.	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 2B

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Household Hazardous Material Collection Day	
BMP Description: On Saturday, March 15, 2014, the 16 th Household Hazardous Materials Collection Day was held in Luling, LaPlace and Lutcher, LA. This event had been held annually since 1998 and its purpose is to provide area households an opportunity to properly dispose or recycle materials that are inappropriate for curbside pickup. Materials such as solvents, poisons, used oil, electronics, and corrosives require special handling to minimize safety and environmental impact. http://www.hhmcd.com	
Measurable Goals: 23 area manufacturers sponsored the event, providing funding and volunteers. Of the 75,349 pounds of materials collected, 87% was recycled or recovered. Of the 75,349 pounds, 4,950 pounds was used oil and 3,449 pounds was batteries. Used electronics accounted for 19,029 pounds. The three sites this year included assistance from 71 volunteers who serviced drop-offs from 523 vehicles. For more information, visit the event website at www.hhmcd.com .	Timeline/Implementation Schedule: <ul style="list-style-type: none">• This activity has taken place since 1998.• The 16th annual Household Hazardous Materials Collection Day will be held April 16, 2016
Specific Components & Notes (optional): With approval from Louisiana Department of Environmental Quality and support from St. Charles Parish Council, St. James Parish Office of Emergency Preparedness, Department of Transportation and Development and St. John Parish Sherriff's Office, this event was sponsored by the following companies as a community service: Air Liquide, Air Products (multiple locations), ArcelorMittal, Cornerstone Chemical Company, Dow, DuPont (two locations), Entergy, Evonik Corporation, Galata Chemicals LLC, Hexion, Marathon Petroleum Company LP, Monsanto, Nalco Champion – an EcoLab Company, Noranda, Norco Manufacturing Complex, Nucor, OxyChem, Plains Marketing, LP, Praxair, Shell Pipeline, Union Pacific and Valero. Other organizations which provided volunteers, support services and/or recycling were: ArcelorMittal, COLT, Inc., American Recovery, The Green Project, Louisiana Department of Agriculture & Forestry, New Wine Christian Fellowship, Positive Results, Inc., Veolia and Jerusalem Shriners Hall AAONMS. LEI - Lamp Environmental Industries and Stericycle Environmental Solutions provided waste and recycling professional services.	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public Educational Goal: To provide awareness to Parish residents an opportunity to properly dispose or recycle materials that are inappropriate for curbside pickup.	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 2C

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public education & outreach
<input checked="" type="checkbox"/>	Public participation & involvement
<input type="checkbox"/>	Illicit discharge detection & elimination

<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Post construction stormwater management
<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Trash Bash Day	
BMP Description: Twice per year, in March and October, St. Charles Parish organizes Trash Bash day with volunteers from around the community including students and representatives from local industry to pick up roadside debris and inform the community that roadside pollution directly contributes to the contamination of local receiving waters. For more information see http://www.stcharlesparish-la.gov/government/special-government-events/trash-bash	
Measurable Goals: Spring Trash Bash 2015: March 7, 2015 Approximately 150 volunteers gathered on March 22 to help clean up St. Charles Parish as part of the fifth annual spring Trash Bash. In all, 149 bags of trash were collected, equaling approximately 2,970 pounds. Fall Trash Bash 2015: Entire month of October Residents were asked to participate on a project of their choosing for the entire month of October for a chance to win one of two iPad tablets donated by Entergy Waterford 3. Ashley Hobby & the St. Charles Parish 4-H received the prizes for their winning entries in the Trash Bash Photo Contest. See additional info on the website video. Trash Bash maintains a Facebook presence for social outreach as well as fliers available for download on the website.	Timeline/Implementation Schedule: <ul style="list-style-type: none">• This even began in March 2009. Historic information on this event can be found on the Parish website.• Spring Trash Bash will be on March 5, 2016.• The Fall event will again be the month of October.
Specific Components & Notes (optional): Spring 2013 Trash Bash; Sponsors for the event included: St. Charles Parish Parks and Recreation Department, Valero, Atmos Energy, ES&H, Global Recycling LLC, the Oldies But Goodies and the Harry Hurst Wetland Watchers. Trash Bash Website enhancements now include links for sign-up, spread the word, photos, previous events, trash bash stats map, recycling locations, Garbage/Recycling/Hazardous materials FAQ, News, Harry Hurst Wetland Watchers, Volunteer Roll Call, Public service announcements, Facebook link, Litter hotspots map.	
Responsible Person	
Name: Renee Simpson-Allemand	
Title: Public Information Officer	
Phone: (985) 783-5000	
E-mail: rsimpson@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public Educational Goal: To provide Parish residents an opportunity to participate in good housekeeping and pollution prevention activities.	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 3A

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach
<input type="checkbox"/>	Public participation & involvement
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination

<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Post construction stormwater management
<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Illegal Discharge Detection and Elimination (IDDE) Inspection Program	
BMP Description: The Parish inspects each inventoried stormwater structure (i.e catch basins, detention ponds, storm drain lines, ditches, etc.) in accordance with Drainage System Maintenance Procedures and Watershed Inspections found in Appendix B of the SWMP to identify potential illicit discharges. St. Charles Parish prioritizes stormwater control structure inspections based on those that discharge to stormwater impaired 303(d)-listed waters and those resulting from complaint investigations. Currently there are no discharges to stormwater impaired 303(d)-listed waters; these will be identified and prioritized as TMDLs are implemented. In 2011, after a review of existing Parish IDDE language, the Parish Director of Public Works directed environmental consultants to draft an IDDE ordinance. A new more comprehensive draft ordinance was developed in 2012, which included sections for addressing IDDE, construction site stormwater control, and post-construction management. In 2013, the Parish performed legal review of the draft ordinance, and passed the general stormwater ordinance Chapter 25 in January 2014.	
Measurable Goals: <ul style="list-style-type: none">Parish Council passed Chapter 25 Stormwater Management and Erosion and Sedimentation Control Jan. 2014Documented response to illicit discharges in accordance with Chapter 25 of the code of ordinancesFocus on IDDE as part of Annual Spill Training	Timeline/Implementation Schedule: <ul style="list-style-type: none">December 2016: Implement IDDE as major portion of annual spill training.Attain a minimum 80% attendance for field personnel in Public Works, Waterworks, & Waste Water.
Specific Components & Notes (optional): A comprehensive stormwater ordinance was developed in 2012, which included sections for addressing IDDE, construction site stormwater control, and post-construction stormwater management. In 2013, the ordinance was thoroughly reviewed by Parish legal council, and all Parish officials. Chapter 25 – Stormwater Management and Erosion and Sedimentation Control was passed in January 2014. Drainage System Maintenance Procedures and Watershed Inspections found in Appendix B of the SWMP. In December 2014 the MS4 Coordinator developed an Enforcement Response Plan with IDDE components. This Enforcement Plan awaits Director approval at the time of this report. St. Charles Parish Municipal Code of Ordinances Chapter 22 – Sewers and Sewerage Disposal Specifically addresses illicit discharge and illicit connection to sewers	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Chapter 25 ordinance posted to the Parish Stormwater webpage and was advertised in the local paper for public review and comment. The Parish plans to train employees responsible for watershed inspections on IDDE in the coming years.	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 3B

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach
<input checked="" type="checkbox"/>	Public participation & involvement
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination

<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Post construction stormwater management
<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Illegal Dumping Ordinance	
BMP Description: The St. Charles Parish Municipal Code of Ordinances Chapter 10 addresses illicit dumping and requires proper storage and disposal of garbage and rubbish. Specifically, "No person shall place any rubbish in any street, alley, or other public place or upon any private property, whether or not owned by the person, within the parish, unless it is in proper containers for collection, nor shall any person throw unauthorized accumulation of garbage on any premises is hereby declared to be a nuisance and is prohibited." This ordinance was reinforced with IDDE provisions in the Chapter 25 stormwater ordinance passed January 2015. The Parish will track reported problems through the Parish website. The ongoing parish monitoring activities will be documented and presented in the annual report. The Parish uses security cameras at selected hotspots to monitor dumping.	
Measurable Goals: Approximately 39 Work Orders generated in 2015 to address trash/debris pick-up or dumping concerns. This work consisted of picking up trash/debris, old tires, clearing ditches and culverts of trash and install/replacing "No Dumping" signage.	Timeline/Implementation Schedule: <ul style="list-style-type: none">January 2009 – The Parish began tracking website complaints and actions taken by the ParishFuture Plans – Parish will continue to monitor dumping through its website and Public Works requests
Specific Components & Notes (optional): St. Charles Parish Municipal Code of Ordinances Chapter 10 – Garbage and Trash	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 3C

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Sewer Ordinance and Enforcement	
BMP Description: The St. Charles Parish Municipal Code of Ordinances Chapter 22 addresses regulations for the sewer system. The Parish currently tracks all SSOs from the three WWTP: Destrehan, Hahnville, and Luling. The Parish Department of Wastewater has a service area of approximately 384 sq. miles with over 300 lift stations and approximately 314 miles of sewer lines. The Department has developed a Capacity, Management, Operations and Maintenance (CMOM) Program. The program consists of a CMOM crew and support from office personnel. The CMOM Crew is inspecting, numbering, labeling, and repairing manholes throughout the entire parish. These men also video lines, record problem areas and when necessary make minor repairs. Office personnel log complaints and maintain and organize all necessary documentation. In 2013, the Parish Wastewater Department formalized a Sewer Overflow Response Plan (see Appendix D of the SWMP). The SORP was fully implemented for 2014.	
Measurable Goals: 94 overflows in 2015. All overflows are disinfected and deodorized. Overflows are also washed down, returned back to the system or vacuumed whenever possible. <ul style="list-style-type: none">• Draft IDDE Ordinance complete in 2012• Chapter 25 Ordinance completed legal and Parish review in 2013• Chapter 25 Ordinance passed in Jan. 2014• Completed Sewer Overflow Response Plan (SORP)	Timeline/Implementation Schedule: <ul style="list-style-type: none">• The Parish will continue operations, service, and maintenance of sewer system.• Ongoing – formalized document controls on SSO responses.
Specific Components & Notes (optional): St. Charles Parish Municipal Code of Ordinances Chapter 22 – Sewers and Sewerage Disposal Public Comment/complaint procedures on parish website Illicit discharge inspection program The Parish continues a number of capital improvement projects to address SSOs. Sewer Overflow Response Plan (SORP)	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public Post Chapter 25 ordinance and SORP on Parish website	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 3D

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach
<input type="checkbox"/>	Public participation & involvement
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination

<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Post construction stormwater management
<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Master Drainage Plan	
BMP Description: St. Charles Parish maintains an updated, searchable inventory of stormwater control and conveyance structures, including pipes, catch basins, pump stations, manholes, jack & bores, canals, and ditches, etc. located across St. Charles Parish. The Parish will continue to refine the outfall inventory during ongoing inspections and develop revised inventories as part of the Annual Report cycle. Maps detailing the structural inventory are maintained by the Parish GIS Department and updated as necessary. The Parish's current MS4 structural inventory is included below in measurable goals.	
Measurable Goals: <ul style="list-style-type: none">• 6,621 catch basins• 14,500 ditches• 1,001 drainage manholes• 179,400 linear feet of storm drain lines	Timeline/Implementation Schedule: <ul style="list-style-type: none">• Master Drainage Plan is updated as necessary – ongoing.
Specific Components & Notes (optional): East Bank Master Drainage Plan West Bank Master Drainage Plan Montz MDP – Improve/Realign Coulee Drainage Mimosa and Lagatutta Pump Station Randolph Pump Station improvements Sunset Pump Station improvements Major Canal Bank Stabilization – Dunleith Phase V & VI Willow Ridge Pump Station Project Willowdale T-wall & Levee extension Ellington Levee Phase I Levee	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 4A

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach
<input type="checkbox"/>	Public participation & involvement
<input type="checkbox"/>	Illicit discharge detection & elimination

<input checked="" type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Post construction stormwater management
<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Construction Site Runoff Control Ordinance	
BMP Description: In January 2014, the Parish Council passed the ordinance Chapter 25 – Stormwater Management and Erosion and Sedimentation Control. IN 2013 DPW and P&Z formalized plan review processes for inclusion into the SWMP and implantation of the new ordinance. All plans and supporting documents are submitted to the Planning and Zoning Department to obtain an Erosion and Sediment Control (SEC) Agreement, then submitted to DPW for review and approval in accordance with the new ordinance. The MS4 Coordinator meets with all contractors/architects/property owners during the Planning & Zoning permit application process in order to provide guidance on MS4 compliance.	
Measurable Goals: <ul style="list-style-type: none">January 2014, the Parish council passed the ordinance Chapter 25 – Stormwater Management and Erosion and Sedimentation Control. The Chapter 25 ordinance was implemented beginning March 1, 2014.Enhance communication with site owners/operators regarding Best Management Practices for sediment control.	Timeline/Implementation Schedule: <ul style="list-style-type: none">Documentation & communication regarding Best Management Practices will be given to <u>all</u> construction site owners/operators during the Planning & Zoning process beginning July 2016. Previously BMP documentation was only given to operators of sites <1 acre in size.
Specific Components & Notes (optional): Construction Site Runoff Inspection and SWPPP checklists Construction Permit Procedures Monitoring and Inspection activities Construction Site Runoff Control Specification Section	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): New Draft ordinance will be posted to the Parish Stormwater webpage and will be advertised in the local paper for public review and comment. Links on stormwater webpage include construction specification section, SWPPP intro video. New information is posted to the “Stormwater Information” website as it becomes available.	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 4B

Minimum Control Measures Addressed by this BMP

x	Public education & outreach
	Public participation & involvement
	Illicit discharge detection & elimination

x	Construction site runoff controls
x	Post construction stormwater management
	Pollution prevention/Good housekeeping

BMP Title: Construction Site Inspection and Enforcement Procedures	
BMP Description: St. Charles Parish evaluated the existing erosion and sediment control inspection process for consistency with current LPDES General Permit for Discharges of Stormwater from Construction Activities. With the assistance of environmental consultants the Parish developed a Construction Site Runoff Control Specification Section, Site Inspection checklists, and SWPPP documentation checklists. In 2013, the Parish reviewed and formalized permitting processes for ordinance implementation. The Parish began implementation of SWPPP review, and will continue to implement this plan review with implantation of the new ordinance. These processes are included in the SWMP. St. Charles Parish evaluated several different stormwater construction site inspection forms, and has elected to instead modify the form currently used by Parish inspectors to include items to ensure compliance with the construction general permits – LAR100000 and LAR200000. The Parish has identified the need for construction site stormwater training for its construction inspectors. Training began in early 2015, beginning with the MS4 Coordinator and new stormwater training will occur as the MS4 department undergoes expansion.	
Measurable Goals: <ul style="list-style-type: none"> • Number of Parish inspectors certified as stormwater inspectors – 2 currently, 2 additional for 2016 • Number of SWPPP reviews – 9 for 2015, 3-4 visits/each site. 	Timeline/Implementation Schedule: <ul style="list-style-type: none"> • November 2016 – 2 additional Quality Assurance inspectors certified as Stormwater Inspectors.
Specific Components & Notes (optional): New Stormwater Ordinance Construction Permit Procedures Monitoring and Inspection activities Enforcement procedures Construction Site Runoff Inspection and SWPPP checklists Construction Site Runoff Control Specification Section	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public Links on Parish website include stormwater specification section, SWPPP intro video, and erosion and sediment pamphlet	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 5A

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Post-Construction Site Runoff Control Ordinance	
BMP Description: In 2013, DPW and P&Z formalized plan review processes for inclusion into the SWMP and implementation of the new ordinance that includes provisions for post-construction runoff control. In January 2014, the Parish Council passed the ordinance Chapter 25 – Stormwater Management and Erosion and Sedimentation Control. A Stormwater Maintenance Permit will be required which will specify inspections and maintenance activities, allowing tracking of the effectiveness and maintenance of existing structural BMPs. All structural BMPs in a single development will be covered under on Stormwater Maintenance Permit. A Stormwater Maintenance Permit will be issued for any permanent structural Stormwater controls to the developer, or his assignee, upon fulfillment of the performance and warranty obligations and final acceptance of the subdivision in accordance with Appendix C, of the Parish Code of Ordinances, St. Charles Parish Subdivision Regulations of 1981, Ordinance 81-8-2, Sec. II.H. The Parish will survey existing subdivisions and commercial developments every three (3) years to locate existing structural Stormwater controls that do not have a Stormwater Maintenance Permit.	
Measurable Goals: <ul style="list-style-type: none">Inspect qualifying new developments 3x per site minimum during construction as well as at least once post-construction in 2016.	Timeline/Implementation Schedule: <ul style="list-style-type: none">December 2016
Specific Components & Notes (optional): Stormwater Maintenance Permit Post-Construction Permit Procedures Chapter 25 – Code of Ordinances, Stormwater Management and Erosion and Sedimentation Control Construction Site Runoff Control Specification Section	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): New Draft ordinance will be posted to the Parish Stormwater Information webpage and will be advertised in the local paper for public review and comment. Links on stormwater webpage include construction specification section, SWPPP intro video. New information will be added as it becomes available.	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 5B

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach
<input type="checkbox"/>	Public participation & involvement
<input type="checkbox"/>	Illicit discharge detection & elimination

<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Post construction stormwater management
<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Watershed Inspections	
BMP Description: Inspections of Structural Stormwater controls by St. Charles Parish staff are documented on the Watershed inspection work order and, at a minimum, attempt to identify the following information: <ul style="list-style-type: none">• Adequate access to structures via drainage easements and berms;• Detention ponds that require sediment removal, grassing, outlet control structure repair, and erosion control;• Accumulation of dirt, debris, or other notable damage at the discharge of outfall structures;• Stormwater collection and transfer structures that are not properly maintained. The following are the stormwater pond inspection activities carried out by St. Charles Parish: Periodic inspection to remove sediment and vegetation from inlet, pond, and forebay, occasional inspection for sediment buildup. The following are the stormwater inspection activities for separator units and pump station bar screens: Inspect the separator until/bar screen integrity, clean out sediment, oil and greased, and floatables, using catch basin cleaning equipment (vacuum pumps). Manual removal of pollutants may be necessary. These stations are inspected weekly, at minimum, and maintenance/cleaning operations performed as necessary to maintain operational health of the pumping station.	
Measurable Goals: <ul style="list-style-type: none">• Attain 100% spill training for Parish Pump Mechanics performing Pump Station maintenance	Timeline/Implementation Schedule: <ul style="list-style-type: none">• Watershed inspections are an ongoing Parish Maintenance activity• Pump Mechanics spill training 100% completion rate – December 2016.
Specific Components & Notes (optional): Stormwater Maintenance Permit Post-Construction Permit Procedures Chapter 25 – Code of Ordinances, Stormwater Management and Erosion and Sedimentation Control Drainage System Maintenance Procedures and Watershed Inspections found in Appendix B of the SWMP	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): New Draft ordinance will be posted to the Parish Stormwater webpage and will be advertised in the local paper for public review and comment. Links on stormwater webpage include construction specification section, SWPPP intro video.	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 6A

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach
<input type="checkbox"/>	Public participation & involvement
<input type="checkbox"/>	Illicit discharge detection & elimination

<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Post construction stormwater management
<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Spill Response and Prevention Plan	
BMP Description: The Parish currently recycles used oil and will develop standard operating procedures for handling used oil and other maintenance related fluids (antifreeze, etc.) at the various maintenance locations, as well as procedures for handling other hazardous materials. The plan will describe measures to prevent or reduce the discharge of pollutants to drainage systems or waterways from leaks and spills by reducing the chance for spills, stopping the source of spills, containing and cleaning up spills, and properly disposing of spill materials. This will include training for employees on spill prevention and cleanup, and provide ready access to materials. The Parish will develop procedures around the current used oil collection process and identify expansion of the program to make collection and recycling of used oil easier for the community. Through the MS4 Program the Parish will continue to work toward full compliance with 40 CFR Part 112 throughout all departments and facilities.	
Measurable Goals: <ul style="list-style-type: none">• Complete Spill Plan for Emergency Operations Center• Begin audit of public services for spill compliance	Timeline/Implementation Schedule: <ul style="list-style-type: none">• October 2016 – EOC spill plan• November 2016 – Public Services spill compliance audit completion
Specific Components & Notes (optional): Completed SPCC plans: Department of Public Works Pump Stations & Yards, Wastewater, Waterworks. In-progress SPCC plans: EOC, Community Centers Parish Maintenance Trucks are equipped with “Oil Dri” spill kit – 5 gallon bucket. The Parish has 13 units in drainage that have these spill kits; including pump mechanics, electricians, and foremen. Unit #s 111, 261 (Foremen trucks), 181, 187, 192, 120, 119, 110, 180, 265, 189, 260, 149.	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: Other Parish departments Technical memorandum outlining criteria for identifying the need for SPCC plans	

MS4 Name: St. Charles Parish

Unique Identifying Control Number: 6B

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public education & outreach
<input type="checkbox"/>	Public participation & involvement
<input type="checkbox"/>	Illicit discharge detection & elimination

<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Post construction stormwater management
<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Title: Culvert Management Program	
BMP Description: The Parish has an ongoing Culvert Management Program. As part of the Program, the Parish maintains work crew, a response system, and culvert cleaning operations. Also as part of the Program, the Parish modified its Culvert Ordinance on April 4, 2011 by adopting Ordinance No. 11-4-25 amending the code of Ordinances by revising Chapter 21, Article I, section 21-1 (a) and (b).	
Measurable Goals: In 2015: 102,547 feet of ditches dug/cleaned. 191 council requests 8,426 work orders completed Feet of culverts blown or cleaned: 88,562 Feet of culverts installed or replaced: 7,170	Timeline/Implementation Schedule: <ul style="list-style-type: none">Continue Culvert Cleaning Operations
Specific Components & Notes (optional):	
Responsible Person	
Name: Sam Scholle	
Title: Director of Public Works/Wastewater	
Phone: (985) 783-5102	
E-mail: sscholle@stcharlesgov.net	
Educational components related to this BMP (description or number – optional): Audience: General Public	