

TOWN OF CAREFREE

STORMWATER MANAGEMENT PROGRAM

February 2024



TOWN OF CAREFREE

PO Box 740

Carefree, Arizona 85377

STORMWATER MANAGEMENT PROGRAM

FOR

Town of Carefree, ARIZONA

in support of the

NOTICE OF INTENT

Submitted to the

STATE OF ARIZONA

DEPARTMENT OF ENVIRONMENTAL QUALITY

WATER QUALITY DIVISION

WATER PERMITS SECTION

PHOENIX, ARIZONA 85012-2809

ARIZONA POLLUTANT DISCHARGE ELIMINATION SYSTEM
GENERAL PERMIT FOR DISCHARGE AZG2021-002
FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)

Located in the Incorporated Area of Town of Carefree

February 2023

Prepared by:

TOWN OF CAREFREE
PO BOX 740
Carefree, AZ 85377

**TOWN OF CAREFREE
STORMWATER MANAGEMENT PROGRAM**

TABLE OF CONTENTS

Sections	Page
Executive Summary.....	1
1.0 Certification Statement.....	2
2.0 Introduction	3
2.1. Regulatory Background.....	3
2.2. Geographic Setting.....	4
2.3. Receiving Waters	4
2.4. Storm Drain System and Outfalls.....	5
2.5. SWMP Implementation.....	5
2.6. Program Coverage and Jurisdictional Areas	5
2.7. Enforcement Authority	6
3.0 Control Measures and Responsibilities	8
3.1. Public Education and Outreach	9
3.2. Public Involvement and Participation.....	10
3.3. Illicit Discharge Detection and Elimination Program	11
3.4. Construction Activity Stormwater Runoff Control	12
3.5. Post-Construction Stormwater Management in New Development and Redevelopment.....	13
3.6. Pollution Prevention and Good Housekeeping	14
4.0 Analytical Monitoring	15
5.0 Qualifying State or Local Program	15
6.0 Sharing Responsibility.....	15
7.0 Program Assessment, Recordkeeping, and Reporting	16
7.1. Program Evaluation.....	16
7.2. Recordkeeping	16
7.3. Reporting.....	16

ATTACHMENTS

Attachment A	AZPDES General Permit Number AZG2021-002
Attachment B	Notice of Intent
Attachment C	Existing and Future Land Use Map
Attachment D	Zoning Map
Attachment E	Existing Stormwater Facilities Map
Attachment F	SWMP Modification Log

ABBREVIATIONS / ACRONYMS

AAC	Arizona Administrative Code
ADEQ	Arizona Department of Environmental Quality
AZPDES	Arizona Pollutant Discharge Elimination System
BMP	Best management practice
CFR	Code of Federal Regulations
CWA	Clean Water Act
DMR	Discharge Monitoring Report
EPA	Environmental Protection Agency
ERP	Enforcement Response Plan
MCM	Minimum Control Measure
MEP	maximum extent practicable
MS4	Municipal separate storm sewer system
NOI	Notice of Intent
NPDES	National Pollutant Discharge Elimination System
SAP	Sampling and Analyses Plan
SWMP	Storm Water Management Plan (also referred to as a Storm Water Management Program)

EXECUTIVE SUMMARY

This Stormwater Management Plan (also referred to as a Stormwater Management Program [SWMP]) has been prepared by the Town of Carefree (Town) as required by the Arizona Department of Environmental Quality's (ADEQ) Arizona Pollutant Discharge Elimination System (AZPDES) General Permit Number AZG2021-002 (Permit). The Permit was originally issued on September 29, 2016 and expires effective on September 29, 2026. This SWMP was originally prepared in June 2017 and updated in February 2024.

This SWMP describes the policies and procedures the Town will implement to reduce, to the maximum extent practicable (MEP), pollutant discharges to and from the small municipal separate storm sewer system (MS4). The overall goal of the program is to ensure to the MEP that discharges from the MS4 do not cause or contribute to exceedances of surface water quality standards.

As required by the Permit, the SWMP addresses the six minimum control measures (MCMs):

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

The SWMP is designed to be a comprehensive program document outlining how the stormwater program is implemented and maintained; therefore, additional sections have been added to describe other Permit-required support activities, including Analytical Monitoring, SWMP Evaluation and Revision, Reporting, and Signatory Requirements.

The SWMP describes the best management practices (BMPs) the Town implements and also describes the overall planned approach to stormwater pollution prevention. This SWMP addresses the requirements of the Permit and reflects the needs and constraints of the Town.

The SWMP complies with the requirements specified in Code of Federal Regulations (CFR) Chapter 40 Part 122.32, incorporated by reference in Arizona Administrative Code (AAC) R18-9-A902 and A905. The SWMP has been prepared to meet the requirements identified in the Permit and is certified according to Permit Section 9.9.

1.0 CERTIFICATION STATEMENT

Permittee Name: Town of Carefree

Permit Number: AZG2021-002

Stormwater Management Program Contact

Name: Gary Neiss

Title: Town Administrator

Mailing Address:

Town of Carefree

PO Box 740

Carefree, AZ 85377

Telephone Number: (480) 488-3686

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Certifying Official:

Name: Gary Neiss

Title: Town Administrator

Mailing Address:

Town of Carefree

PO Box 740

Carefree, AZ 86336

Telephone Number: (480) 488-3686

Email Address: gary@carefree.org

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



Gary Neiss

2/28/24
Date

2.0 INTRODUCTION

This SWMP is the primary document describing the Town’s programs and procedures for compliance with the Arizona Department of Environmental Quality’s (ADEQ’s) general permit (AZG2021-002) for the discharges of stormwater from the Town’s Municipal Separate Storm Sewer System (MS4). A copy of the Permit is included in Attachment A. The Town desires to discharge under that permit and thus has submitted the Notice of Intent (NOI) and prepared and implemented this SWMP in accordance with Section 5.0 of the permit. The submitted NOI is included as Attachment B.

This SWMP addresses stormwater runoff and discharges located within the Town and were developed to serve as a comprehensive management tool to protect stormwater quality. The goal of this SWMP is the protection of the Town’s surface water bodies through compliance with the Arizona Pollutant Discharge Elimination System (AZPDES) MS4 program requirements. This SWMP generally follows the format as per Permit Section 6.0.

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

The Town has developed and implemented a stormwater ordinance that satisfies the requirements of Permit Section 3.2 to control pollutant discharges into its MS4.

2.1. REGULATORY BACKGROUND

In response to concern over the pollution in America’s waterways, Congress passed the Clean Water Act (CWA) in 1972. The CWA is the primary federal law that protects our nation’s surface water bodies or waters of the United States. Polluted stormwater runoff was addressed specifically under the CWA by a two-phase program that relies on the National Pollutant Discharge Elimination System (NPDES) permit coverage. The two phases of the NPDES stormwater program are known as Phase I and Phase II.

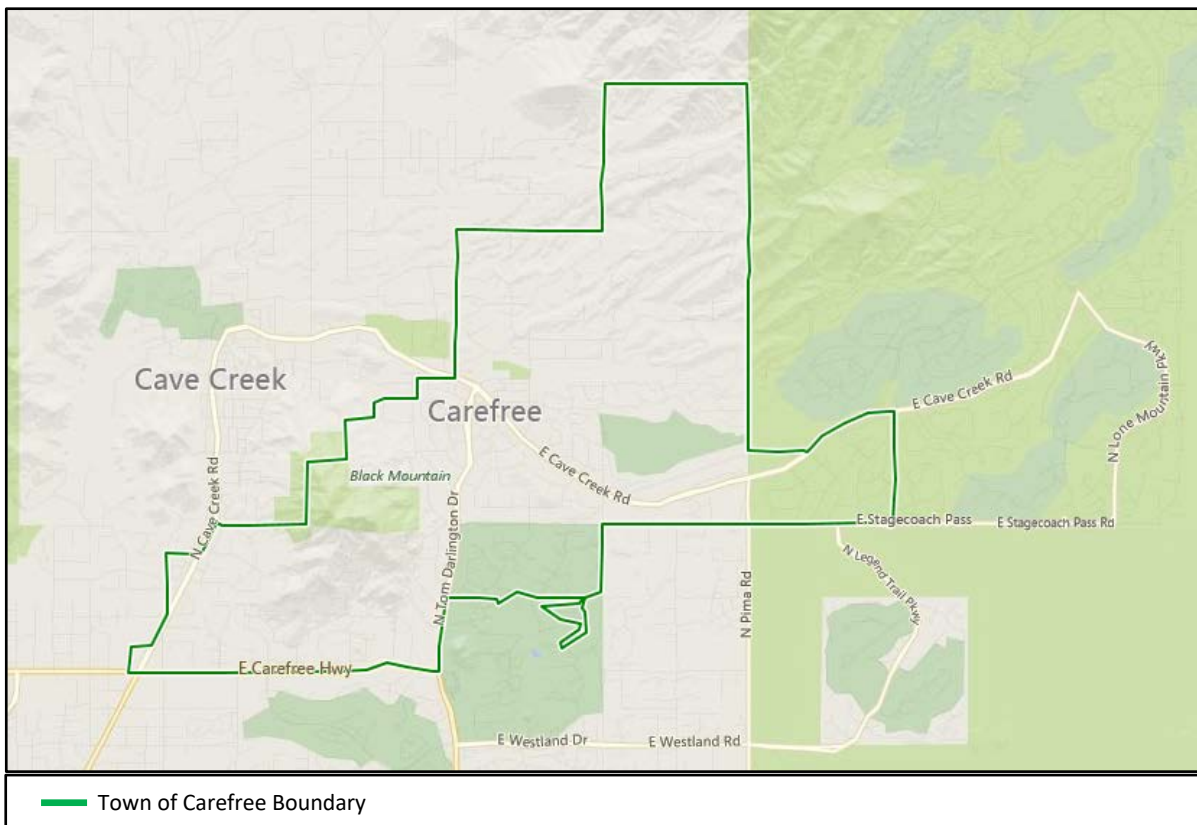
In 1990 the Environmental Protection Agency (EPA) implemented Phase I of the NPDES stormwater program, under the CWA. Phase I addressed the prevention of pollution from stormwater runoff from medium and large MS4s (serving populations over 100,000), construction activities disturbing 5 acres of land or greater, and 10 categories of industrial activities.

To expand the protection of water bodies and promote cleaner water, the Phase II Final Rule was published in 40 CFR on December 8, 1999. This rule extends the NPDES permit coverage to include small MS4s serving urbanized areas (a residential population of at least 50,000 and an overall density of at least 1,000 people per square mile), as well as that from small construction activities.

The goals of the Phase II Final Rule are similar to the Phase I program, which are to reduce the discharge of pollutants to the MEP, protect water quality, and satisfy the water quality requirements of the CWA.

2.2. GEOGRAPHIC SETTING

The Town of Carefree is located within the Upper Sonoran Desert of northern Arizona at an elevation of 2,600 feet above mean sea level as shown in the figure below and a Jurisdictional Boundary Map is in Attachment C. The Town is located within Maricopa County with a total area consisting of 8.84 square miles and a population of approximately 3,800 residents. The Town is bounded on the west by N. Cave Creek Road which turns and bisects the Town east to west, south by E. Carefree Highway and E. Stagecoach Pass.



Areas excluded from this permit are all private roads and private commercial and residential development not connected to the Town’s stormwater collection and conveyance system. An Existing and Future Land Use Map is provided in Attachment C and a Zoning Map showing land use is provided in Appendix D. Approximately 95% of the Town is zoned as residential or rural and the remaining portion commercial.

2.3. RECEIVING WATERS

The Town discharge to various dry washes in the area to include:

- Galloway Wash (including lower, middle and north tributary)
- Unnamed central tributary to Cave Creek
- Stagecoach Pass Wash Tributary

- Rowe Wash
- Grapevine Wash
- Mexican Wash
- Windmill Wash
- E. Pima Wash
- Andora Hills Wash

These washes are shown in the Existing Facilities map provided in Appendix E. The Town does not have traditional outfalls typically associated with an MS4 and has therefore identified the following three (3) screening points for stormwater characterization monitoring.

Screening Point Identifier	Land Use	Waterway	Latitude	Longitude
Screening Point No.1 (SP1)	Commercial	Unnamed Wash	33.824786	-111.923264
Screening Point No. 2 (SP2)	Residential	Galloway Wash	33.829639	-111.925361
Screening Point No. 3 (SP3)	Residential	Galloway Wash	33.828278	-111.917172

2.4. STORM DRAIN SYSTEM AND OUTFALLS

The Town’s storm drain system consists of numerous culverts, overland wash crossings, ditches, and bridges. The sequence of flow is generally overland to roadside ditches then to culverts and then into either washes or drainage channels/ditches. Washes are defined as unimproved natural drainage ways. Drainage channels/ditches are defined as intentionally designed drainage ways that are not natural in either their shape or location. An Existing Facilities map showing the Town’s stormwater infrastructure is provided in Appendix E.

2.5. SWMP IMPLEMENTATION

Overall responsibility for administering the Permit and SWMP will be by the Town Administrator. However, implementing the SWMP requires participation from multiple departments throughout the Town. The responsibilities for each department as well as the title of the responsible person(s) are provided in Section 3. This document is meant to be a living document and as departments, responsibilities, personnel, or any other procedures/practices change within the Town, this information will be updated accordingly. Changes to the SWMP are documented in the SWMP Modification Log provided in Attachment F.

2.6. PROGRAM COVERAGE AND JURISDICTIONAL AREAS

Coverage under ADEQ’s general permit AZG2021-002 is applicable only to the incorporated boundaries of the Town of Carefree as shown on the figure in Section 2.2 and in Attachments C and D. The Permit coverage applies only to stormwater collection systems and networks owned and operated by the Town. It does not include stormwater discharges associated with industrial activity as defined in 40 CFR 122.26(b)(14)(I)-(xi). It also does not include stormwater discharges associated with construction activity as

defined in 40 CFR 122.26 (b)(14)(x) or 40 CFR 122.26 (b)(15). This permit does not include separate storm sewers in discrete areas, such as individual buildings, or discharges covered under other AZPDES programs.

The Town of Carefree has determined that the following discharges are not significant contributors of pollutants to its municipal MS4, and are considered allowable Non-Stormwater Discharges:

- | | |
|---|---|
| a. Water line flushing | k. Springs |
| b. Landscape irrigation | l. Water from crawl space pumps |
| c. Diverted stream flows | m. Footing drains |
| d. Rising ground waters | n. Lawn watering |
| e. Uncontaminated ground water infiltration | o. Individual residential car washing |
| f. Uncontaminated pumped groundwater | p. Discharges from riparian habitats and wetlands |
| g. Discharges from potable water sources | q. De-chlorinated swimming pool and spa discharges |
| h. Foundation drains | r. Street wash water, and |
| i. Air conditioning condensate | s. Discharges of flows from emergency firefighting activities |
| j. Irrigation water | |

Unless explicitly specified otherwise in the SWMP, all actions proposed to be undertaken exclusively apply to the designated urbanized areas only. Actions taken beyond these geographic bounds are done so at the discretion of the Town of Carefree. The Town intends to fully implement the conditions in this SWMP.

2.7. ENFORCEMENT AUTHORITY

In 2018, the Town adopted a stormwater ordinance #2018-02 that provides enforcement procedures in compliance with the requirements of the Permit to control pollutant discharges into its MS4. The ordinance can be found in Chapter 5, Section 5-6-1 through 5-6-17 of the Carefree Town Code. These enforcement procedures address the following:

- Prohibit and eliminate illicit connections and discharges to the MS4.
- Control the discharge of spills and prohibit dumping or disposal of materials other than stormwater into the MS4.
- Require compliance with conditions in the ordinance, permits, contracts, or orders.
- Require owners/operators of construction activities, new or redeveloped land, and industrial and commercial facilities to minimize the discharge of pollutants to the MS4 through the installation, implementation, and maintenance of stormwater control measures.
- Allowable methods to enter private property for the purpose of inspecting at reasonable times any facilities, equipment, practices, or operations related to

stormwater discharges to determine whether there is compliance with the Town's stormwater control ordinance/standards.

- Require violators to cease and desist illicit discharges or discharges of stormwater in violation of any ordinance or standard and/or cleanup and abate such discharges.
- Provide for civil or criminal sanctions (including referral to a city or district attorney) and escalate corrective response, consistent with its enforcement response.
- Identify departments within the Town's jurisdiction that conduct stormwater-related activities and their roles and responsibilities under this permit.
- Identify any other administrative and legal procedures and ordinances available to mandate compliance with stormwater issues if applicable.
- Describe how stormwater related-ordinances are implemented and appealed.

The Town also developed an Enforcement Response Plan (ERP) that specifies how it will exercise its legal authority to comply with the Permit (Appendix G). The ERP includes a prioritization schedule that establishes escalated enforcement for non-compliance of illicit discharges and construction activities.

3.0 CONTROL MEASURES AND RESPONSIBILITIES

The Town has established six (6) required minimum control measures (MCM) to assist in reducing discharge of pollutants to the MEP to protect water quality. These control measures include:

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

Tables detailing each minimum control measure are provided in the following sections. The table below identifies the personnel/department responsible for the various control measures:

NAME	POSITION	DEPARTMENT	CONTROL MEASURE RESPONSIBILITY
Gary Neiss	Town Administrator	Administration	1, 3, 5
Stacey Bridge-Denzak	Planning Director	Planning	2, 3, 4, 5
VACANT	Town Engineer	Engineering	2, 3, 4, 5, 6

3.1. PUBLIC EDUCATION AND OUTREACH

Goal: To implement a program that includes educational goals on stormwater issues of significance within the Town’s MS4. The ultimate objective of this public education program is to increase knowledge and change the behavior of the public so that pollutants in stormwater are reduced. The Town will modify any ineffective message or distribution technique as needed and document in each annual report the overall effectiveness of the education program.

Implementing Position: Town Administrator

MCM #1 - Public Education and Outreach				
Target Group	Message	Goals/Methods	Implementation	
			Start Date	Target Date
Restaurants	Potential stormwater impacts from fats, oils, greases and spills from restaurant activities.	Educate local restaurants on proper management of their fats, oils, greases and spills and to eliminate or reduce impacts to stormwater. The method will include development of an educational brochure to be provided to local restaurants. The number of restaurants provided with the brochure will be documented.	04/17/23	04/15/24 and annually
Residents/ Commercial Businesses	Potential stormwater impacts from use of pressure washing equipment.	Educate residents and commercial operations about proper use of pressure washing equipment and how to eliminate/reduce impacts to stormwater. Method will include development and distribution of an educational document to residents and local commercial businesses. The number of residents/businesses provided with the brochure will be documented.	04/17/23	03/15/24 and annually
Residents	General information about ongoing stormwater activities within the Town.	Educate the general public about ongoing stormwater activities the Town is conducting. Method will be notifications via email through the Carefree Official Information Notification System (COINS). The number of emails sent will be documented.	04/17/23	Biannually
Residents	Information to the general public about the Towns SWMP and annual report.	Educate local residents on the SWMP and annual report. Method will include posting the SWMP and annual report to the Town’s stormwater webpage. The number of webpage visits will be documented.	04/17/23	Annually

3.2. PUBLIC INVOLVEMENT AND PARTICIPATION

Goal: To provide opportunities to engage the public to participate in the review and implementation of the Town’s SWMP.

Implementing Position: Town Engineer, Planning Director

MCM #2				
Public Involvement & Participation				
Target	Message	Goals/Methods	Implementation	
			Start Date	Target Date
Residents	How the public can be involved in ongoing Town stormwater activities.	Provide Town residents with an opportunity to be involved in ongoing stormwater activities. The method will include an update by the Town Engineer during a Town Council meeting and request for resident comment and provide input. The meeting will include a live-stream and will be recorded. The number of comments will be documented.	11/17/23	01/31/24 and annually
Residents, Businesses	How the public can review and comment on the SWMP and annual report.	Provide an opportunity for residents and local businesses to review and comment on the SWMP and annual report. These documents will be posted to the Town’s website and a link available to provide comments. The number of comments will be documented annually.	04/17/23	09/18/24 and annually
Local Builders	How local builders can be involved in Town stormwater construction requirements.	Provide an opportunity to local builders to provide input on stormwater ordinance and other stormwater related requirements. A general construction stormwater brochure will be provided to builders and the number of comments recorded.	04/17/23	09/18/24 and annually
Public/Pet Owners	How pet owners can protect stormwater and use the Town provided waste station within park area.	Encourage pet owners to use the existing doggie waste station within the public desert gardens (park) area through signage and free waste bags. This program will target the public by enhancing awareness and encourage participation. The number of rolls of doggie bags provided will be documented.	04/17/23	09/18/24 and annually

3.3. ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

Goal: To develop, implement, and enforce a program to systematically find and eliminate sources of non-stormwater into the Town’s small MS4.

Implementing Position: Town Administrator, Planning Director, and Town Engineer

MCM #3				
Illicit Discharge Detection and Elimination Program				
Target	Message	Goals/Methods	Implementation	
			Start Date	Target Date
Mapping	Maintain an up-to-date map of the Town’s MS4.	The Town will annually review its roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains system and update its mapping as needed.	04/17/23	09/18/24
Enforcement	Ordinance to prohibit non-stormwater discharges into the storm sewer system	The Town will annually review its stormwater ordinance to ensure it has the appropriate enforcement procedures and actions to protect stormwater.	04/17/23	09/18/24
Wet Weather Monitoring	Prepare a Sampling and Analysis Plan (SAP) for stormwater characterization.	Develop a SAP in accordance with Permit requirements to conduct one time stormwater characterization. This will be a one-time occurrence.	04/17/23	09/18/24
Town Personnel	Written IDDE procedures.	The Town will review and update its IDDE manual in accordance with Permit requirements. The IDDE manual will clearly identify responsibilities with regard to eliminating illicit discharges and how to conduct dry and wet weather screening. The Town will track and maintain records of the IDDE activities reported and follow up conducted.	04/17/23	09/18/24
Town Personnel	Provide training to Town personnel on IDDE procedures.	Train Town personnel on IDDE procedures.	04/17/23	09/18/24 and annually
Public	Develop an online tool for the public to report an IDDE.	Provide an online reporting tool to the Town website for the public to report spills and/or illicit discharges. The Town will track and maintain records of the IDDE activities reported and follow up conducted.	04/17/23	09/18/24

3.4. CONSTRUCTION ACTIVITY STORMWATER RUNOFF CONTROL

Goal: To develop, implement, maintain and enforce a construction activity program stormwater runoff program to minimize or eliminate pollutant discharges to the MS4 from construction activities that will disturb one (1) or more acres of land, including sites less than one (1) acre that are part of a common plan of development or sale.

Implementing Position: Planning Director and Town Engineer

MCM #4				
Construction Activity Stormwater Runoff Control				
Target	Message	Goals/Methods	Implementation	
			Start Date	Target Date
Enforcement	Maintain an ordinance that addresses construction site runoff control.	The Town will review its ordinance annually to ensure it has the legal authority to address construction stormwater runoff issues into the Town’s MS4. If an update or revision is needed it will go through the City Council for approval.	04/17/23	09/18/24
Site Plan Review	Formalize plan review procedures for stormwater requirements.	Develop a checklist for site plan review procedure to include compliance with the stormwater ordinance and MS4 Permit.	06/17/23	09/18/24
Inspections	Review and update construction site inspection procedures to include stormwater runoff control.	Review current construction site inspection procedures and seek opportunities to update inspection of stormwater runoff controls. Initial review to be completed by 1/18/24 with annual reviews to occur and updates as needed.	04/17/23	01/18/24 and annually
Training	Provide training to construction inspectors on stormwater runoff requirements.	Train construction inspectors to identify compliance/non-compliance with the stormwater ordinance requirements. Completion by 1/18/24.	06/17/23	Annually
Inventory	Develop a construction permit tracking system.	Develop a spreadsheet or database to keep an inventory of all construction activities that disturb or will disturb one (1) or more acres within the permitted area; including those that are less than one (1) acre but are part of a larger common plan of development or sale if the larger common plan will ultimately disturb greater than one (1) acre.	06/17/23	On-going

3.5. POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

Goal: To develop, implement, and enforce a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb one (1) or more acres of land or less than one (1) acre if part of a common plan of development that discharges in the Town’s MS4.

Implementing Position: Town Administrator, Planning Director

MCM #5				
Post-Construction Stormwater Management in New Development and Redevelopment – Best Management Practices and Measurable Goals				
Target	Message	Goals/Methods	Implementation	
			Start Date	Target Date
Enforcement	Maintain an ordinance that addresses post-construction site runoff control.	The Town will review its ordinance annually to ensure it has the legal authority to address post-construction stormwater controls from new development and redevelopment projects.	06/17/23	09/18/24 and annually
Site Plan Reviews	Formalize plan review procedures for stormwater requirements to include post-construction.	Develop a checklist to evaluate and approve post-construction stormwater controls for compliance with the stormwater ordinance and MS4 Permit. .	04/17/23	09/18/24
Inspections	Review and update construction site inspection procedures to include stormwater runoff control.	The Town will review its current construction site inspection procedures and seek opportunities to update inspection of stormwater runoff controls.	04/17/23	09/18/24 and annually
Training	Provide training to inspectors on stormwater post-construction requirements.	Train construction inspectors to identify compliance/non-compliance with the stormwater post-construction requirements.	04/17/23	09/17/24 and annually
Inventory	Develop a post-construction tracking system.	Develop a spreadsheet or database to keep an inventory of all post construction stormwater runoff control .	06/17/23	On-going

3.6. POLLUTION PREVENTION AND GOOD HOUSEKEEPING

Goal: To develop, implement and maintain an operations and maintenance program that includes a training component with the ultimate goal of preventing or reducing pollutant runoff and protecting water quality from municipal facilities and activities.

Implementing Position: Town Engineer, Public Works Department

MCM #6				
Pollution Prevention and Good Housekeeping – Best Management Practices and Measurable Goals				
Target	Message	Goals/Methods	Implementation	
			Start Date	Target Date
Inventory	Inventory of municipal operations.	The Town will inventory its municipal operations and prioritize activities that have the potential to discharge stormwater to the MS4.	04/17/23	09/17/24
Facility Prioritization	Develop a facility prioritization list for implementing and maintaining pollution prevention and good housekeeping measures.	Prioritize Town maintenance yard, parking lots, catch basins and public streets for pollution prevention activities.	08/17/23	09/17/24 one time occurrence
Implement Controls	Develop an in-house inspection program.	Develop and enforce the operation and maintenance programs through an in-house inspection program.	04/17/23	09/17/24 and annually
Inspections	Develop inspection program and protocols for Capital Improvement Projects.	Routinely inspect Capital Improvement Projects for compliance with their individual SWPPPs.	01/17/23	Annually

4.0 ANALYTICAL MONITORING

The Town will conduct one time stormwater characterization in accordance with Section 7.0. of the Permit. Samples will be collected during the “first flush” (first 30 minutes of stormwater discharge) of a qualifying storm event to the maximum extent practicable and submitted to a laboratory for analysis. The intent of this sampling activity is to provide characterization data of stormwater discharges coming from the Town’s MS4. Samples will be collected one (1) time within the first 3.5 years of the effective date of the Small MS4 Permit. A Sampling and Analysis Plan (SAP) has been developed that meets the requirements of ADEQ’s Small MS4 Permit No. AZG2021-002 and provides guidance for proper sample collection. The SAP has been submitted to ADEQ and is available for public review upon request.

5.0 QUALIFYING STATE OR LOCAL PROGRAM

The Town is not substituting any state or local stormwater pollution control program for compliance with one or more of the MCMs.

6.0 SHARING RESPONSIBILITY

The Town has the responsibility to implement all measures within this SWMP. There are no shared responsibilities for MCM implementation.

7.0 PROGRAM ASSESSMENT, RECORDKEEPING, AND REPORTING

The Town will conduct a program assessment, recordkeeping and reporting in accordance with Permit requirements.

7.1. PROGRAM EVALUATION

The Town will annually self-evaluate its compliance with the terms and conditions of the Permit and maintain the annual evaluation documentation as part of the SWMP. The evaluation will include the appropriateness of its selected BMPs in achieving the objectives of each control measure and its defined measurable goals. If a BMP is determined to be ineffective the Town may replace it with an alternative BMP in accordance with Permit criteria. Should a BMP be replaced the Town will include the following information in the SWMP:

- Analysis of why the BMP is ineffective or infeasible
- Expectations on the effectiveness of the replacement BMP
- Analysis of why the replacement BMP is expected to achieve the defined goals of the BMP to be replaced

Any BMP changes or modifications will be discussed in the Annual Report.

7.2. RECORDKEEPING

The Town will keep all records required by the Permit for a period of at least three (3) years. Records include information used in the development of any written program required by this permit, any monitoring results, copies of reports, records of screening, follow-up and elimination of illicit discharges; maintenance records; inspection records; enforcement actions; and data used in the development of the notice of intent, SWMP, plans, and annual reports. Additional records will include Discharge Monitoring Reports and the Annual Report.

7.3. REPORTING

The Town will submit an annual report each year of the permit term to ADEQ. The reporting period is from July 1 through June 30 each year. The annual report is due to ADEQ on or before September 30 each year for the reporting period. The annual reports will include the following information:

- Status of compliance with the permit terms and conditions
- Updates regarding mapping requirements (see Part 4.1), including percent complete
- Assessment of the progress towards achieving the measurable goals and objectives of each control measure
- Description of the activities used to promote public participation
- Description of the activities related to implementation of the IDDE program
- Outfall screening and monitoring data

- Identification of all discharges determined to be causing or contributing to an exceedance of water quality standards and description of response
- BMPs used to address the pollutant identified as the cause of the impairment and assessment of the BMPs effectiveness at controlling the pollutant
- Status of the construction runoff management
- Status of stormwater management for new development and redevelopment
- Status of the operation and maintenance programs
- Description of any changes in identified BMPs or measurable goals
- Any additional reporting requirements as per the Permit conditions
- Description of activities to be conducted during the next reporting cycle

The Town will also provide a report to ADEQ should the following events occur:

- **Anticipated Noncompliance:** The Town will give advanced notice to ADEQ of any planned changes that may result in noncompliance with permit requirements.
- **Transfers:** The Town may not transfer the Permit to any person except after notice to the ADEQ Director. Additional modification or revocation may be needed to change the name of the permittee and incorporate other requirements that may be necessary to comply with the permit.
- **Other Information:** The Town will promptly notify ADEQ after becoming aware of a failure to submit any relevant facts or submitting incorrect information in the NOI or in any other report to ADEQ.

ATTACHMENT A

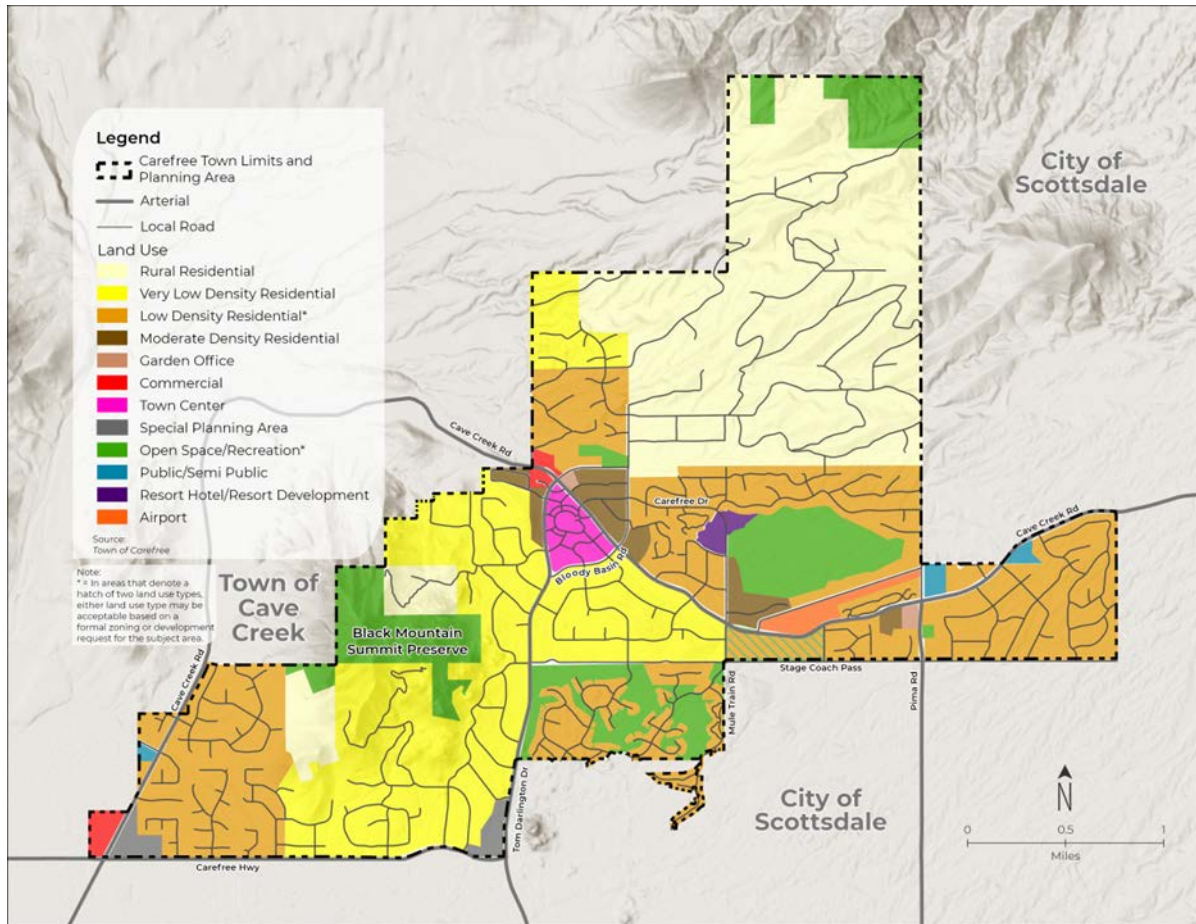
AZPDES General Permit Number AZG2021-002

ATTACHMENT B

Notice of Intent

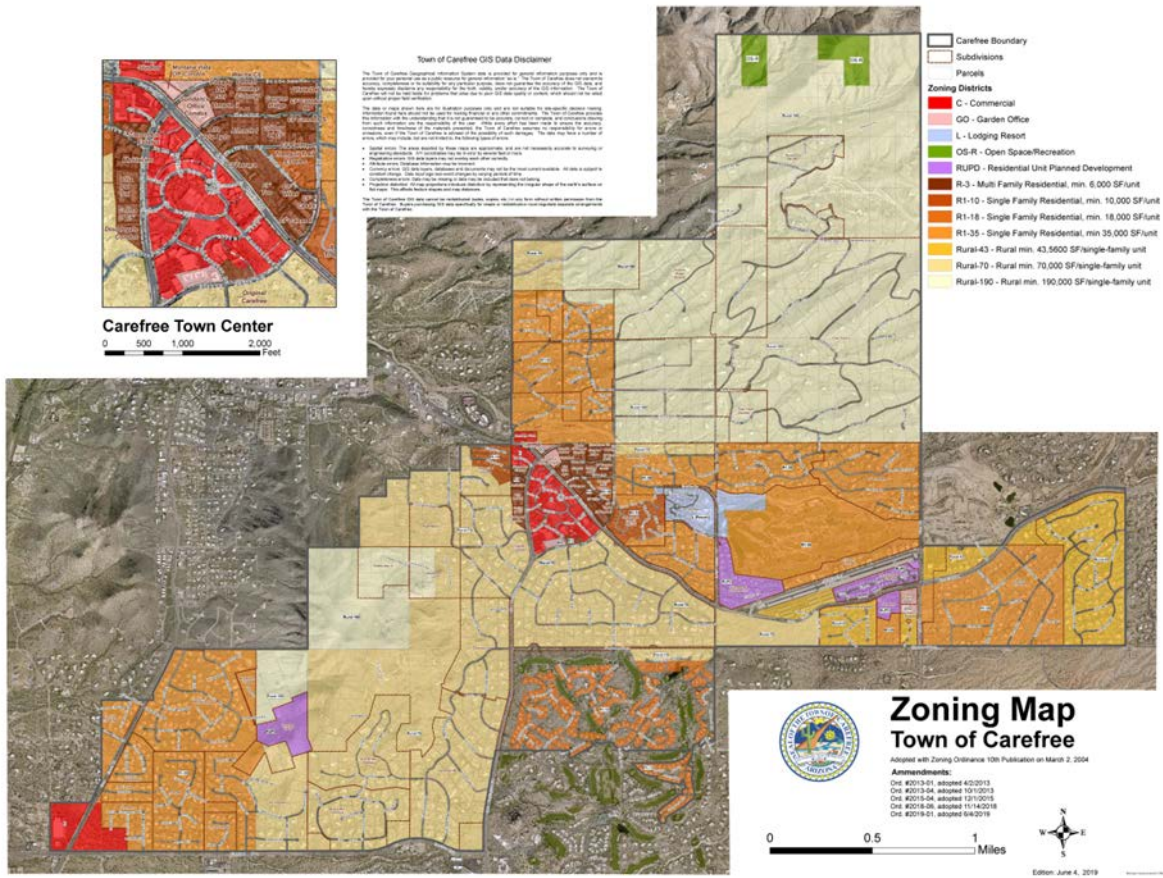
ATTACHMENT C

Existing and Future Land Use Map



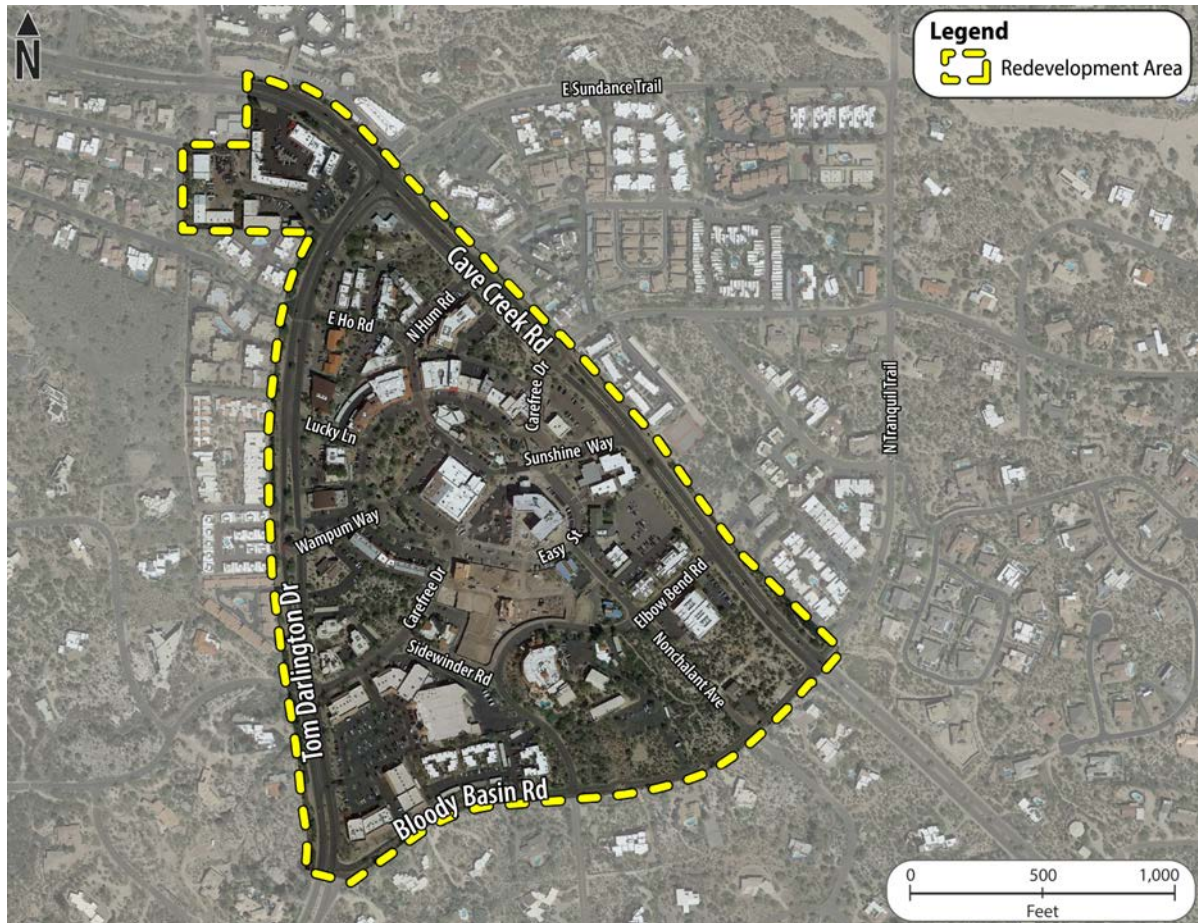
ATTACHMENT D

Existing Zoning Map



ATTACHMENT E

Existing Stormwater Facilities Map



ATTACHMENT F
SWMP Modification Log

Date	Modification	Author
December 2023	Comprehensive Update	GN
February 2024	Updated Deliverable Dates	GN