

DEQ FORM  
605-R04

November 1, 2015



Oklahoma Department of Environmental Quality  
Notice of Intent (NOI) for Stormwater Discharges from  
Small Municipal Separate Storm Sewer Systems (MS4s)  
Under OPDES General Permit OKR04

**Please print or type:** All items should be completed as accurately as possible and in their entirety. Please refer to Part 4 of the permit OKR04 for information about the required items. An original signature of the applicant is required according to PART VI.H in the permit OKR04. Use additional pages to fully describe your responses.

**Note:** Municipality is defined as a federal, state, city, town, county, district, association, or other public body (created by or pursuant to Oklahoma or Federal law), including special districts under State law such as a storm sewer district, flood control or drainage district, or similar entity, or a designated and approved management agency under Section 208 of the CWA.

1. Name and address of the permit applicant and local contact:

Name of the Small MS4: city of Bixby

Address: 116 W. Needles Ave.

City: Bixby

County: Tulsa State: OK

Telephone Number: 918-366-4430 E-mail Address: Baamodt@BixbyOK.gov

Name and Title of Stormwater Management Program Manager: Bea Aamodt, PW Director

Circle the appropriate letter to indicate the legal status of the operator of the facility:

**F** = Federal; **S** = State;  
**M** = Municipal (public other than Federal or State, i.e. as city, county); **P** = Private

**F**  **S**  **M**  **P**

ZIP Code: 74008

2. Co-permittee: Are you co-permitting with another entity? Yes  No  If yes, complete the following:

Name of the Co-permittee \_\_\_\_\_ Name and Title of Stormwater Management Program Manager \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ ZIP Code \_\_\_\_\_

Telephone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Circle the letter for type of facility: Federal, State, Municipal, Private **F**  **S**  **M**  **P**

**Certification by the co-permittee is required in Section 9.**

Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

3. Facility/Site Location: Attach a map showing your MS4 boundaries. Your MS4 jurisdiction shall cover the entire area within the corporate boundary of the municipality if your city is not located entirely within an Urbanized Area.

Name of the Small MS4: city of Bixby County: Tulsa, Wagoner

Street Address: 116 W Needles Ave. City: Bixby

Latitude: 35°56'33" Longitude: 95°53'03" Approximate area of the MS4: 25.6 square miles

Latitude/Longitude: If you do not have this information, go to the DEQ Flexviewer at <http://gis.deq.ok.gov/flexviewer/>.

4. Will another entity provide services to perform some portion or all of the Best Management Practices (BMPs) for the six minimum control measures (PART IV.C) or TMDL supplemental conditions (PART III.B)?

Yes  No  If yes, attach a statement listing their name and the service they will be providing.

5. Receiving waters for discharges of stormwater from your MS4: Use additional pages if needed.

Name of Waterbodies	Impaired?	Impairment	Source of Impairment
<u>Please see attachment</u>	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____	_____
_____	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____	_____
_____	Yes <input type="checkbox"/> No <input type="checkbox"/>	_____	_____

Do you discharge into waterbodies on the Oklahoma 303(d) list of impaired waters? Yes  No

If yes, you must ensure that impairment caused by identified pollutants in your receiving waters will, in future discharges, not cause, have the reasonable potential to cause, or contribute to an in-stream exceedance of WQ standards and comply with PART III.A.1

Do you discharge into receiving waterbodies with an established TMDL or watershed plan? Yes  No

If yes, you must adopt any Wasteload Allocation (WLA) assigned to your discharges specified in the TMDL as measurable goals and include any limitations, conditions, monitoring, and other requirements associated with a TMDL implementation plan within specified timeframes.

Do you discharge into an Outstanding Resource Water (ORW)? Yes  No

If yes, you must document in your SWMP how you will comply with WQ standard prohibitions (PART III.C).

6. Outline of Measurable Goals and BMPs

Attach an updated description of your Stormwater Management Program (SWMP). You shall include details of BMPs that will be implemented and the measurable goals for each of the six stormwater minimum control measures, the month and year in which the MS4 operator will start and fully implement each of the control measures or the frequency of the action, and the name of the person(s) responsible for implementing or coordinating the SWMP.

7. Endangered Species

Based on the requirements of Part I. E and Exhibit 1, does your municipality discharge into an Aquatic Resource of Concern?

Yes  No  If yes, which criterion listed in Part I.E is your municipality using to meet eligibility requirements?

Criterion A

Certification of this NOI will constitute your certification of compliance with the endangered species requirements of this Permit.

8. Construction by the Permitted Municipality

You have the option to develop permit requirements (PART VIII) that allow the municipality to cover all municipalities owned and operated construction sites under this Permit rather than filing a separate OKR10 NOI with the DEQ for each such project.

Will the municipality include the optional permit requirements into your SWMP and permit? Yes  No

9. Certification of Permittee

"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 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."

Jared Cottle  
Signature of Applicant

1/29/16  
Date Signed

JARED COTTLE  
Name (print)

CITY MANAGER  
Title

Certification of Co-Permittee (if applicable)

\_\_\_\_\_  
Signature of Co-Permittee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Title

# CITY OF BIXBY

P.O. Box 70  
116 W. Needles Ave.  
BIXBY, OK 74008  
(918) 366-4430  
(918) 366-6373 (fax)

January 29, 2016

Ms. Karen Milford, P.E.  
Water Quality Division  
Oklahoma Department of Environmental Quality  
707 North Robinson  
P.O. Box 1677  
Oklahoma City, Ok 73101-1677

RECEIVED  
FEB - 1 2016  
WATER QUALITY DIVISION

RE: General Permit OKR04  
Storm Water Management Plan – Authorization No. OKR040042  
Notice of Intent  
City of Bixby, Ok

Dear Ms. Milford:

Enclosed is the Notice of Intent along with supporting documents for the City of Bixby Storm Water Discharge Authorization No. OKR040042. Additionally we have enclosed the Permit Application Fee of \$100.

If you have any questions or need additional information, please contact me at 918/366-4430.

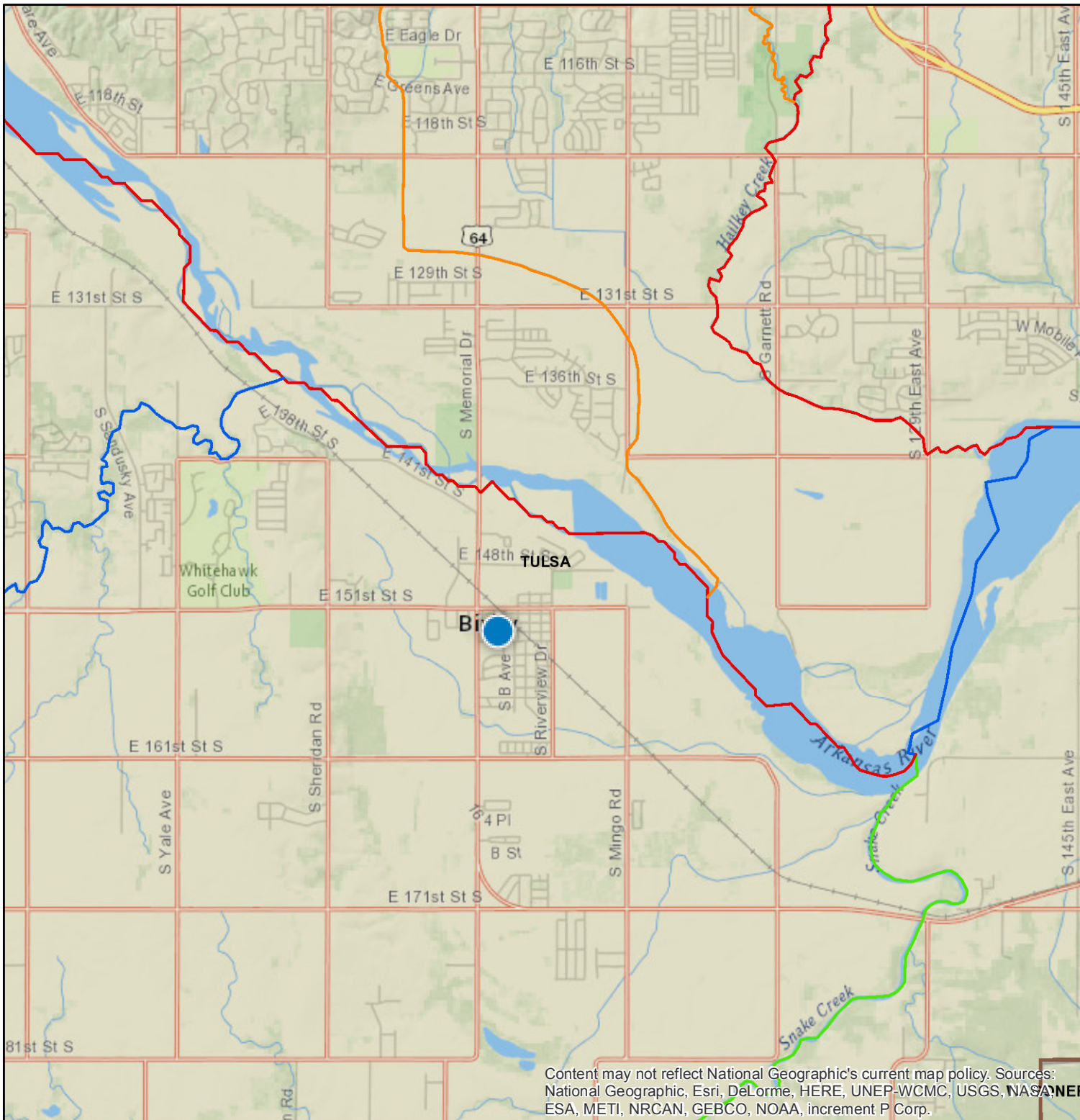
Sincerely,



Bea Aamodt, P.E.  
Public Works Director

cc: Jared Cottle, City Manager  
File

# City of Bixby



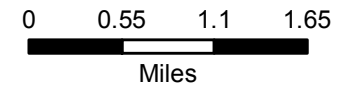
## Legend

### 2014 IR Waterbodies

- 1
- 2
- 3
- 4a
- 5a
- 5b
- 5c

### 2014 303d Waterbodies

- 4a
- 5



Date: 2/26/2016

We make every effort to provide and maintain accurate, complete, usable, and timely information. However, some data and information on this map may be preliminary or out of date and is provided with the understanding that it is not guaranteed to be correct or complete. Conclusions drawn from, or actions undertaken on the basis of, such data and information are the sole responsibility of the user.



Content may not reflect National Geographic's current map policy. Sources: National Geographic, Esri, DeLorme, HERE, UNEP-WCMC, USGS, NASA, NERESA, METI, NRCAN, GEBCO, NOAA, increment P Corp.

# SUMMARY STATUS REPORT

## For the City of Bixby

The following report has been prepared by the City of Bixby, a Existing Permittee, in accordance with OKR04 Part II.A.1.a. OKR04 requires each Renewal Permittee to submit, along with the Notice of Intent (NOI) Form at time of application, a Summary Status [Report] (SSR) that includes the following information required by Part II.A.1.a:

“You must include a list of current measurable goals for all six (6) or seven (7) Minimum Control Measures (MCMs) and summary of all Best Management Practice (BMP) activities actually accomplished in the summary status of your current SWMP. Also you must include the changes to any BMPs or any measurable goals that apply to your current SWMP.”

Additional MS4 program information is provided in the City of Bixby’s “Description of your SWMP” also required to be submitted with each applicant’s NOI Form, and in the City of Bixby’s SWMP document itself. Completion of the following information satisfies the SSR requirements in OKR04 Part II.A.1.a. All other application materials will be provided separately from this document.

### I. Permittee Information:

Name of Permittee: City of Bixby

Permit Number: OKR\_040042

Name of Program Manager: Bea Aamodt, P.E

Contact Information:

Street: 116 West Needles

P.O. Box: 70

City, OK: Bixby, OK

Phone: 918-366-4430

Email: Baamodt@bixbyok.gov

### II. Background:

1. Date of original Authorization to Discharge letter received from ODEQ in 2005 / 2006.

December 8, 2005

2. Brief summary of how the City of Bixby implemented the SWMP over the past 10 years:

To implement the SWMP, the City of Bixby distributed educational materials to the public, including brochures, pens, cups and stickers with stormwater awareness logos; performed

by the City of Bixby in implementing BMPs under the OKR04 stormwater program including the corrective actions taken.

#### IV. CHANGES TO BMPs AND MEASURABLE GOALS FOR THE NEW SWMP:

**Attachment 2** lists the major changes to BMPs and their Measurable Goals that are planned to be made by the City of Bixby in the forthcoming SWMP and OKR04 program upon reauthorization in 2016. Consult the City of Bixby’s SWMP document for additional details about all program BMPs as well as their Measurable Goals and implementation schedules.

#### V. 2014 303(d) AND TMDL WATERBODIES WITHIN MS4:

The City of Bixby has reviewed the latest lists of waterbodies from ODEQ within its MS4 boundaries pertaining to 303(d) impairment and completed Total Maximum Daily Load (TMDL) studies. The following are found within the MS4:

Waterbody Name	WBID	303(d) Impairment (2014)	TMDL Parameters (2014)
Haikey Creek	OK120410010210_00	Benthic Macroinvertebrates, Diazinon, E. coli	E. coli
Arkansas River	OK120420010010_00	Enterococcus, Turbidity	Enterococcus
Arkansas River	OK120410010080_00	Enterococcus	Enterococcus
Snake Creek	OK120410010220_00	Enterococcus	Enterococcus, Turbidity

Consult the City of Bixby’s SWMP for information about how each of these 303(d) and TMDL waterbodies will be addressed in the City of Bixby’s stormwater permit program. All of the TMDLs listed in the table above have been completed and approved by ODEQ and EPA. Oklahoma TMDLs completed prior to late 2013 require that ODEQ notify the MS4 to begin initiating any compliance actions specified in the TMDL document. However, the latest TMDLs must begin implementation “upon approval by EPA”. The City of Bixby’s SWMP and each TMDL document describes the actions to be taken by the City of Bixby either upon notification by ODEQ or in accordance with the implementation schedule in each EPA-Approved TMDL document.

#### VI. SWMP IMPLEMENTATION PROBLEMS AND SOLUTIONS:

The following is a brief summary of the major problems encountered by the City of Bixby over the past 10 years while implementing the SWMP followed by a description of the steps taken to

daily inspections of construction sites and development and enforced stormwater regulations by issuing “stop work” citations for violations; investigated complaints from residents regarding storm water runoff and enforced applicable regulations; inspected City facilities, including stormwater pipe outfalls. Additionally, Staff participated on various training activities.

3. List of other entities that provided assistance:

The Green Country Stormwater Alliance through INCOG

4. Description of services provided by other entities.

INCOG Activity	BMP or Support	Notes
Co-host water quality and stormwater conferences	Support	Works with other agencies as co-host. Frequent speaker or line up other speakers for variety of topics.
Employee training workshops	BMP	Organize and hold workshops on OKR04-required topics.
Education materials	Support	Develop, acquire and make available to GCSA members. Post downloadable files on GCSA website.
Research legal and technical issues	Support	Research via document reviews, emails, meetings on all technical and legal issues important to GCSA members.
Maintain GCSA website	BMP	Annual refresh of website materials, updated as needed.
Prepare documents, templates	Support	Variety of technical documents for member support.
News Bulletins, Fact Sheets	Support	Prepares monthly GCSA bulletins and fact sheets on important stormwater topics for GCSA members.
LID education support	Support	Speaks at conferences, prepares documents on LID and co-hosts events on LID issues. Summarizes annually.
Mapping	Support	Prepares regional and MS4 maps for members, provides map data and GIS layers upon request.
Screening inspections	Support	Develops field forms; trains on equipment, procedures and safety; assists in field upon request.
GCSA member meetings	Support	Hosts 2-3 member meeting annually on numerous topics.

### III. Current Measurable Goals and BMPs Accomplished:

**Attachment 1** lists the current Measurable Goals and BMPs that have been accomplished by the City of Bixby. The Attachment 1 table also provides for including any relevant/available data on BMP compliance not previously reported to DEQ in any past Annual Reports submitted to ODEQ. Item IV of this SSR lists the SWMP changes that are planned for future BMP implementation upon re-authorization to discharge in 2016. Item VI of this SSR summarizes any problems encountered

correct the problems. At this time, all of the City of Bixby's current SWMP requirements have been successfully implemented with the following exceptions:

Major Problem	Status	Problem Description	Problem Resolution
Effective distribution of education materials	Program will continue with the new permit	Education Material was displayed at City Facilities, however, the Public was not actively picking it up.	Will be included with Permit Applications
Outfall Map was not reference to Utility GIS	Complete with annual updates	The map was not translated to GIS shape file	Will be included in on-going Utility GIS updates
Display Board was not used frequently	Program will continue with the new permit	The Display Board was not used often due to the lack of opportunities.	Use a more permanent display.

## VII. FUNDING OF SWMP PROGRAM:

The following is a brief summary of the present and anticipated future funding sources that will be used to achieve full implementation of all program activities and BMPs for the City of Bixby:

Implementation of the program is achieved with funds from Stormwater Fees assessed on a monthly basis to residents and businesses.

## VIII. STATUS OF ADDRESSING ODEQ AUDIT FINDINGS:

The City of Bixby's MS4 program was evaluated by ODEQ on September 18-19, 2012. ODEQ issued a written report outlining the Findings and Recommendations from this evaluation and required a written response within 30 days of the receipt of the report outlining the steps taken to address the field evaluation findings only. Evaluation Findings were to be addressed by the City of Bixby prior to the new permit cycle. Evaluation Recommendations were to be considered as the City of Bixby's MS4 program evolved. In order to more fully evaluate the City of Bixby's MS4 program, ODEQ is requesting that the City of Bixby address the Findings of the evaluation in this SSR.

The following table summarizes the City of Bixby's actions taken to address the Findings as specified in the written summary letter received from ODEQ a few months after the program evaluation.

ODEQ Program Evaluation Conducted: September 18-19, 2012

Finding from ODEQ Letter	Location of Issue	Corrective Actions Taken	Comments
At Construction sites, silt fencing and maintenance issues were prevalent. No defined concrete washout.	Various residential and commercial building sites	Silt fencing and other erosion control are inspected weekly. Concrete washout areas have been brought up to date.	NOV's are posted within 72 hours allowing compliance. Stop Work orders until the problem is corrected.
At the North Wastewater Lagoon, solids were piled on the ground. Solids and screenings at the comminutor need to be removed.	MS4-owned facilities.	All the screenings on the ground have been removed. All the solids at the comminutor have been removed.	Has been a continued practice as part of lagoon maintenance.
At Bentley Park Garage, grass that have been rinsed from mowers and into the streets needed to be swept up. Clean up oil leak residue.	MS4-owned facilities.	Grass clippings were cleaned up. The oil stain on the parking lot was removed.	Part of on-going routine maintenance.
At the maintenance Garage, solids were found around LS; Roll-offs uncovered; fluids from leaky vehicle; hydraulic fluid spill near brush pile; drums needed to be removed.	MS4-owned facilities.	Solids were removed; roll-off was removed and debris was removed to landfill. Rusted drums were discarded.	Part of on-going routine maintenance.

**ATTACHMENT 1:  
Table of All BMPs Presently Being Implemented By Permittee**

The following BMP information is compiled from the City of Bixby's most recent version of its present SWMP document. Consult the SWMP for additional program and BMP implementation information. The Implementation Details column should include any relevant available data on compliance not previously reported to DEQ in an Annual Report. This will provide ODEQ with any information relevant to the BMP that has not yet been reported in previous Annual Reports, and it is an important information request needed by ODEQ.

<b>City / County:</b>	Bixby/Tulsa & Wagoner Co.
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BMP ACTIVITY		IMPLEMENTATION SCHEDULE	MEASURABLE GOAL
1	Continue distribution of <u>education materials</u>	<u>Annually</u>	50 of each brochure type distributed.
2	Continue attending regional <u>training</u>	<u>Annually</u>	At least 2 City staff/crew attend.
3	Create, review, and update draft of MS4 system <u>map</u>	<u>Dec 6 map complete,</u> review and update annually	100% complete.
4	Review usefulness of <u>ordinances</u> and make changes as needed	<u>Annually</u>	Review and update ordinances.
5	Review usefulness of <u>public information process</u> and update, if needed	<u>Annually</u>	100% complete.
6	Review and amend process for including water quality consideration in <u>site plan reviews</u>	<u>Annually.</u>	100% complete.
7	Promote and attend a <u>regional seminar</u> or conference on phase II stormwater or urban water quality issues	<u>Annually.</u>	At least 2 City staff/crew attend.

BMP ACTIVITY		IMPLEMENTATION SCHEDULE	MEASURABLE GOAL
8	Discuss Phase II stormwater and stormwater quality topics in <u>public meetings</u>	<u>Annually</u>	Staff report to city council.
9	Support regional stormwater website	<u>On-going</u>	100% complete.
10	Use regional <u>display board</u> for one or more public meetings	<u>Annually</u>	Use at one city-wide public event.
11	Post <u>signs</u> for watersheds and city buildings about water quality and proper handling and disposal of chemicals	<u>Dec-08</u> place signs at key watersheds and post on city buildings.	2 watershed signs, 3 city building signs.
12	Household <u>Pollutant Collection Event</u> : promote and help fund city portion of regional	<u>Annually</u>	One regional event promoted each year.
13	<u>Recycling Center</u> : funding and promotion of local recycling center in city.	<u>Annually</u>	15,000 lbs of Old Newspapers, 500 lbs of Plastic, and 200 gallons of Oil recycled in 2008
14	Conduct <u>MS4 inspections</u> based upon incident reports and Dry Weather Field Screen (DWFS) inspections of outfalls. DWFS of outfalls will be conducted on 303(d) listed water bodies first.	<u>Annually</u>	20% of DWFS outfalls inspected during year.
15	Conduct <u>construction site inspections</u> based upon incident reports and observations made by city crews.	<u>Ongoing</u>	Conduct <u>construction site inspections</u> based upon incident reports and observations made by city crews.

BMP ACTIVITY		IMPLEMENTATION SCHEDULE	MEASURABLE GOAL
16	Conduct <u>inspections of city facilities</u> and maintenance yards for control of chemicals.	<u>On-going</u>	Conduct <u>inspections of city facilities</u> and maintenance yards for control of chemicals.

**ATTACHMENT 2:  
BMPs Changes That Will Be Implemented By Permittee**

This table summarizes changes that will be made to existing BMPs once OKR04 permit coverage is renewed in 2016. Consult the City of Bixby's SWMP document for additional details about the stormwater program and BMPs planned for implementation in the future.

BMP To Be Changed	Change To Be Made	Reason For Change
Continue distribution of education materials	Distribute brochures to restaurants; print newspaper articles on urban water quality protection; run video on local TV channel	Maximize the resources available for Public Education and Outreach

## City of Bixby – Stormwater Management Program (SWMP) Description

The City of Bixby has designated Bea Aamodt, Public Works Director as the primary staff person responsible for making supervisory decisions over implementing all Phase II stormwater BMPs and activities.

In the event the primary official is not available, alternates are hereby designated:

Larry Bailey, \_\_\_\_\_ Stormwater Inspector  
Jared Cottle, \_\_\_\_\_ City Manager

**TABLE 1: BEST MANAGEMENT PRACTICES AND ASSOCIATED MINIMUM CONTROL MEASURES**

**City / County:** Bixby/Tulsa & Wagoner Co.

*BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES* **Numbers for each year represent quarters in which BMP will be deployed: 1<sup>st</sup> = Jan-Mar; 2<sup>nd</sup> = Apr-Jun; 3<sup>rd</sup> = Jul-Sep; 4<sup>th</sup> = Oct-Dec.**

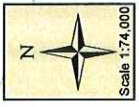
Annual Measurable Goal		2016	2017	2018	2019	2020
<b>IV.C.1. PUBLIC EDUCATION AND OUTREACH</b>						
a.	Distribute brochures to homeowners: household pollution control.	All year	All year	All year	All year	All year
b.	Distribute brochures to retailers: proper use and disposal of chemical products.	All year	All year	All year	All year	All year
c.	Distribute brochures to restaurants: proper disposal of wastes and chemicals.	All year	All year	All year	All year	All year
d.	Use <b>display board</b> with education materials at community events, meetings and city hall.	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>
e.	Distribute <b>give-away items</b> with stormwater logo for use with table-top display.	All year	All year	All year	All year	All year
f.	Place <b>street signs</b> about watershed protection at local stream crossings.	Research	Install 2	Install 2	Install 2	Replace as needed
g.	Print local / regional <b>newspaper articles</b> on urban water quality protection.	3 <sup>rd</sup>	3 <sup>rd</sup>	3 <sup>rd</sup>	3 <sup>rd</sup>	3 <sup>rd</sup>
h.	Run <b>video</b> on urban stormwater protection on local <b>cable access TV channel</b> .	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>
i.	Give <b>presentations to City Council / County Commission</b> on stormwater permit program.	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>



BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES		Annual Measurable Goal					2016	2017	2018	2019	2020
Goal											
	disposal.										
h.	Assist INCOG with hosting GCSA employee training on conducting inspections.	INCOG, 1 training session	2 <sup>nd</sup>	2 <sup>nd</sup>	Update as needed	All year	Draft	Update	Update	Update	
i.	Assist INCOG with hosting GCSA employee training on permit requirements.	INCOG, 1 training session	3 <sup>rd</sup>	3 <sup>rd</sup>	Update as needed	All year	Update	Update	Update	Update	
j.	Implement a Spill Response and Prevention Plan for spills within the MS4.	1 Plan	Develop / update	Update as needed	Update as needed	All year	Final	Update	Update	Update	
k.	Train city field workers to inspect for, identify and report pollution.	All year	All year	All year	All year	All year	Update	Update	Update	Update	
l.	Develop 303(d) priority areas for pollution source inspections and update as needed.	Map and data	Develop	Develop	Update	All year	Update	Update	Update	Update	
m.	Maintain a list of occasional incidental non-stormwater discharges per Part I.B.2.	Develop and Update	Update	Update	Update	All year	Update	Update	Update	Update	
<b>IV.C.4. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL</b>											
a.	Adopt and update a construction ordinance or local code to control pollution.	Adopt, update	Research	Adopt	Update	All year	Adopt	Update	Update	Update	
b.	Implement program for site plan review for assessing project's water quality impacts.	Procedures, forms	Develop	Develop	Update	All year	All year	All year	All year	All year	
c.	Implement program to receive information from the public on construction site pollution.	Procedures, forms	Develop	Develop	Update	All year	All year	All year	All year	All year	
d.	Implement a construction site inspection and enforcement program.	Estimate 25 / year	All year	All year	Update	All year	All year	All year	All year	All year	
e.	Assist INCOG with hosting GCSA training for builders on construction pollution.	1 training session	4 <sup>th</sup>	4 <sup>th</sup>	Update	All year	Update	Update	Update	Update	
f.	Use GCSA website and brochures to educate builders on construction site pollution.	Website, 2 brochures	All year	All year	Update	All year	All year	All year	All year	All year	
g.	Assist INCOG with hosting GCSA employee training on conducting inspections.	1 training session	2 <sup>nd</sup>	2 <sup>nd</sup>	Update	All year	Update	Update	Update	Update	
h.	Develop requirements for construction site operators to implement sediment and erosion BMPs.	Update	Update	Update	Update	All year	Update	Update	Update	Update	
i.	Develop requirements for construction site operators to control wastes at sites.	Update	Update	Update	Update	All year	Update	Update	Update	Update	
<b>IV.C.5. POST-CONSTRUCTION IN NEW AND RE-DEVELOPMENT</b>											
a.	Review local codes; identify barriers to LID; remove them	Strategy, code changes	Develop	Adopt	Update	All year	Adopt	Update	Update	Update	

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES		Annual Measurable Goal					2016	2017	2018	2019	2020
	and justify those not removed.										
b.	Assist INCOG with hosting GCSA education for builders on post-construction strategies and LID.	INCOG, 1 workshop	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	
c.	Assist INCOG with GCSA promotion of LID and other construction BMPs.	Website, brochures	Develop	All year	All year	All year	All year	All year	All year	All year	
d.	Encourage infill development in high density urban areas.	Strategy, code changes	Develop	Adopt	Update	Update	Update	Update	Update	Update	
e.	Adopt local codes that allow implementation of local LID practices.	Strategy, code changes	Develop	Adopt	Update	Update	Update	Update	Update	Update	
f.	Implement inspection program for municipal LID projects.										
<b>IV.C.6. GOOD HOUSEKEEPING FOR MS4 OPERATIONS</b>											
a.	Assist INCOG with hosting GCSA employee training on pollution at municipal facilities.	1 training session	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	
b.	Maintain and update a list of all municipal facilities subject to OKR05 or OPDES permits.	List in SWMP, revise	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	2 <sup>nd</sup>	
c.	Develop procedures for controlling pollution from streets, storage areas and other city facilities.	Strategy, guidance	Develop	All year	All year	All year	All year	All year	All year	All year	
d.	Implement inspection program of city facilities' structural and nonstructural BMPs.	Strategy, guidance	Develop	All year	All year	All year	All year	All year	All year	All year	
e.	Implement maintenance program of city facilities' structural BMPs.	Strategy, guidance	Develop	All year	All year	All year	All year	All year	All year	All year	
f.	Develop procedures for proper use, storage and disposal of chemicals at municipal facilities.	Strategy, guidance	Develop	All year	All year	All year	All year	All year	All year	All year	
g.	Develop procedures for storage and maintenance of city vehicles and equipment.	Strategy, guidance	Develop	All year	All year	All year	All year	All year	All year	All year	
h.	Display pollution prevention signs at city work areas	2 signs	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>	4 <sup>th</sup>	
i.	Coordinate with other city departments on performing site inspections and employee training.	All year	All year	All year	All year	All year	All year	All year	All year	All year	

Numbers for each year represent quarters in which BMP will be deployed: 1<sup>st</sup> = Jan-Mar; 2<sup>nd</sup> = Apr-Jun; 3<sup>rd</sup> = Jul-Sep; 4<sup>th</sup> = Oct-Dec.

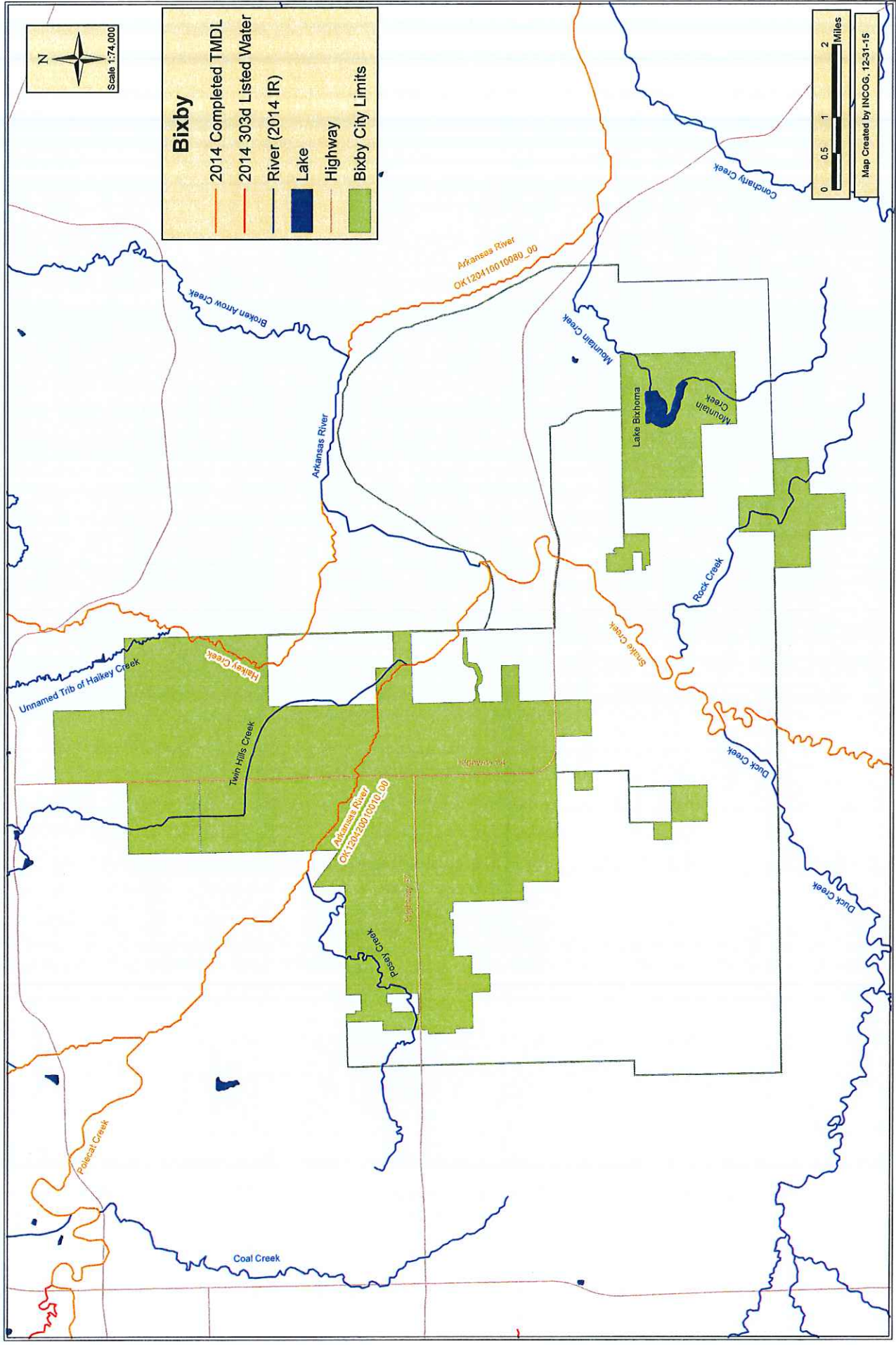


**Bixby**

- 2014 Completed TMDL
- 2014 303d Listed Water
- River (2014 IR)
- Lake
- Highway
- Bixby City Limits



Map Created by INCOG, 12-31-15



## INCOG SERVICES TO GREEN COUNTRY STORMWATER ALLIANCE (GCSA) MEMBERS

The following is a summary of services performed by INCOG annually on behalf of its GCSA membership. INCOG does not implement Minimum Control Measures as defined in the ODEQ stormwater permit (OKR04). The table identifies which activities are for technical research / assistance and which can be considered Best Management Practices to be claimed by GCSA members (employee training on OKR04-required topics and hosting the regional GCSA website at [www.stormwaterok.net](http://www.stormwaterok.net)). OKR04's Part V.C.1.g requires a written agreement with "another government entity" if the permittee is relying on them "to satisfy some of your permit obligations". This document satisfies OKR04 Part V.C.1.g requirements.

INCOG Activity	BMP or Support	Notes
Co-host water quality and stormwater conferences	Support	Works with other agencies as co-host. Frequent speaker or line up other speakers for variety of topics.
Employee training workshops	BMP	Organize and hold workshops on OKR04-required topics.
Education materials	Support	Develop, acquire and make available to GCSA members. Post downloadable files on GCSA website.
Research legal and technical issues	Support	Research via document reviews, emails, meetings on all technical and legal issues important to GCSA members.
Maintain GCSA website	BMP	Annual refresh of website materials, updated as needed.
Prepare documents, templates	Support	Variety of technical documents for member support.
News Bulletins, Fact Sheets	Support	Prepares monthly GCSA bulletins and fact sheets on important stormwater topics for GCSA members.
LID education support	Support	Speaks at conferences, prepares documents on LID and co-hosts events on LID issues. Summarizes annually.
Mapping	Support	Prepares regional and MS4 maps for members, provides map data and GIS layers upon request.
Screening inspections	Support	Develops field forms; trains on equipment, procedures and safety; assists in field upon request.
GCSA member meetings	Support	Hosts 2-3 member meeting annually on numerous topics.

### OKR04-Required Certification Statement:

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 the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



INCOG Executive Director

1/19/16

Date

## WATER BODIES RECEIVING MS4 STORMWATER DISCHARGES

### From the City of Bixby, Oklahoma

**303(d) and Completed TMDL Waterbodies:** The City of Bixby has reviewed the latest lists of waterbodies from ODEQ within its MS4 boundaries that have 303(d) impairment and/or completed Total Maximum Daily Loads (TMDLs). The table below lists which of the major receiving waters are listed as 303(d) impaired, have a completed TMDL, are designated as Aquatic Resources of Concern (ARC), or are listed as Outstanding Resource Waters (ORW). The SWMP describes how each of these special conditions will be addressed by the City of Bixby.

Waterbody Name	WBID (1)	303(d) (2)	ORW (3)	TMDL (4)	ARC (5)
Arkansas River	OK120410010010_00	X		X	
Arkansas River	OK120410010080_00	X		X	
Haikey Creek	OK120410010210_00	X		X	
Posey Creek	OK120420010030_00				
Rock Creek	OK120410030020_00				
Snake Creek	OK120410010022_00	X		X	
Bixby Creek	--				
Fry Creek	--				
Mountain Creek	--				

(1) WBID = Waterbody ID identifier, used by ODEQ and other agencies in Oklahoma.

(2) 303(d) = Waterbody is on the 2014 303(d) list of impaired waterbodies.

(3) ORW = Waterbody is listed by the OWRB as an Outstanding Resource Water.

(4) TMDL = Waterbody has a completed and EPA/ODEQ approved TMDL study.

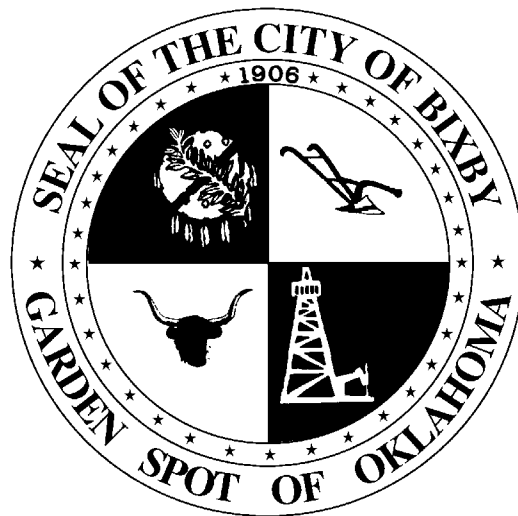
(5) ARC = Aquatic Resources of Concern; see ARC list and map in OKR04 Exhibit 1.



# Municipal Construction Projects Storm Water Pollution Prevention Plan

for

City of Bixby, Oklahoma



**CITY OF BIXBY**  
**Department of Public Works**  
**Beatriz Aamodt, Director**  
**116 West Needles**  
**Bixby, Ok 74008**

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**Municipal Construction Projects  
Storm Water Pollution Prevention Plan  
Bixby, OK**

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- B. Checklist
- C. Erosion/Sediment Controls
- D. Maintenance
- E. Storm Water Management
- F. SWPPP Amendment Log
- G. Inspection Report Form
- H. Corrective Action Report
- I. Contractor Certification
- J. Construction Support Activities
- K. Emergency/Spill Response Plan
- L. SWP3 Plan Sheet Template
- M. General Permit – OKR10

**Municipal Construction Projects  
Storm Water Pollution Prevention Plan  
Bixby, OK**

***A. Storm Water Management Team***

<b>City of Bixby Storm Water Team</b>	
<b>Team Member</b>	<b>Role and Responsibilities</b>
Bea Aamodt, Public Works Director	Development & amendment of SWP3; Supervision & implementation of housekeeping program; providing staff training
Jon Brown, Construction Manager	Routine facility inspection; corrective action report preparation; communicate changes in SWP3 with onsite crews; Stormwater regulation enforcement
Sean Guinn, Stormwater Enforcement Inspector	Routine facility inspection; corrective action report preparation; communicate changes in SWP3 with onsite crews; Stormwater regulation enforcement

**Municipal Construction Projects  
Storm Water Pollution Prevention Plan  
Bixby, OK**

***B. Checklist***

	<i>Data Location</i>	
	<i>SWP3 Document</i>	<i>Construction Plans</i>
1. Construction Activity Description		X
2. Construction Sequence		X
3. Total Site Area/Disturbed Site Area		X
4. Receiving Waters		X
5. Runoff Coefficients		X
6. Endangered/Threatened Species		X
7. Critical Habitat		X
8. Historical Preservation		X
9. Soils Description		X
10. Site Map		
11. Grading/Drainage Plan		
12. Erosion/Sediment Controls	X	
13. Erosion Control Plan		X
14. Maintenance	X	
15. Inspection Procedures	X	
16. Storm Water Management		X
17. Non-Storm Water Discharges		X
18. Permit Requirements	X	
19. Owner Certification	X	
20. Contractor Certification	X	

***NOTE: IF PROJECT IS LOCATED WITHIN A SENSITIVE WATERSHED, THIS PLAN WILL BE USED TO ENSURE THAT MEASURES ARE IN PLACE TO AVOID ADVERSE IMPACTS TO THE WATERSHED.***

# Municipal Construction Projects Storm Water Pollution Prevention Plan Bixby, OK

## ***C. Erosion/Sediment Controls***

- 1) Short Term Goals:
  - a. During construction, discharges will be limited to storm water only.
  - b. Protection for Endangered/Threatened Species will be provided by Structural BMP's specified for the project.
  - c. Sediments will be retained within the project area by preservation of existing vegetation and through the use of silt fences along areas that discharge primarily by sheet flow and the use of bale barriers in the channelized drainage areas.
  - d. Silt fences will also prevent construction debris and litter from discharge through storm water facilities.
  - e. Litter and debris that may become a pollutant source will be picked up daily.
  
- 2) Long Term Goals:
  - a. Permanent vegetation will be established in all unpaved areas of the project after construction completion.
  - b. Storm water runoff after construction will be controlled by storm water drainage facilities with stabilized outfalls to prevent erosion (riprap).
  - c. Vegetation and hard-armored discharge points will provide protection for the Arkansas River and the Least Tern by mitigating off-site conveyance of silt.
  
- 3) Stabilization Practices:
  - a. During construction, existing vegetation will be preserved adjacent to the development. The vegetation will provide a buffer between the construction site and the off-site tributaries that feed into the Arkansas River.
  - b. Existing trees on the west side of the project will be preserved as practicable during construction operations.
  - c. Permanent vegetation will be established throughout the development.
  
- 4) Structural BMP's: (See *Erosion Control Plan*)

<i>Structure</i>	<i>Utilization</i>
Siltation Screens	Down slope of grading areas. Across drainage channels with hay bales or wire reinforcement.
Triangular Structure Silt Dykes	Around proposed drainage structures. Reinforcement for silt fence.
Energy Dissipating Devices	At discharge points.

# Municipal Construction Projects

## Storm Water Pollution Prevention Plan

### Bixby, OK

5) Non-structural BMP's:

<i>Measure</i>	<i>Utilization</i>
Preserve Existing Vegetation	Includes all areas outside of grading perimeter.
Site Inspections	Perform inspections as provided for in Section J.
Energy Dissipating Devices	Grouted riprap with filter fabric.

6) Other Controls:

- a. Waste Disposal: Construction of the proposed development will occur in undeveloped pasture land. Demolition and removal operations will be limited to the concrete drive approach removal at the north end of the site. The concrete from this operation will be hauled off-site for disposal. Litter from construction operations will be collected daily and stored in designated areas for off-site disposal.
- b. Off-site vehicle tracking: Construction will begin at the north end of the project. The existing paved roadway and the gravel base for the proposed roadway will provide a stabilized construction entrance to limit off-site vehicle tracking.
- c. Waste disposal, sanitary sewer, septic systems: Neither solid waste nor sanitary sewage will be generated by construction operations (all excess excavation will be used as site fill, placed and re-compacted in accordance with the Grading Plan).
- d. Expected waste materials: The only anticipated waste that will be generated from this project will be the concrete pavement removed during reconstruction of the approach.

7) Approved State or Local Plans:

- a. This Storm Water Pollution Prevention Plan is consistent with requirements specified in applicable sediment and erosion site plans of site permits, or storm water management site plans or site permits approved by State or local officials.
- b. This Storm Water Pollution Prevention Plan will be updated as necessary to remain consistent with any changes applicable to protecting surface water resources in sediment erosion site plans or site permits, or storm water management site plans or site permits approved by State or local officials for which the permittee receives written notice.

**Municipal Construction Projects**  
**Storm Water Pollution Prevention Plan**  
**Bixby, OK**

***D. Maintenance***

All erosion and sediment controls will be maintained in good working order from the beginning of construction until an acceptable vegetative cover is established. Inspection by the Contractor shall be performed once every seven (7) calendar days and within 24 hours after any storm event greater than 0.5 inches (as recorded by a non-freezing rain gauge to be located on site by the Contractor). Contractor shall also perform a follow-up inspection within 24 hours of identifying deficiencies in the control structures or SWP3 to ensure that the measures required to control storm water discharges have been applied. Potentially erodible areas, drainage ways, material storage, structural devices, construction entrances, and exits along with erosion and sediment control locations are examples of sites that need to be inspected.

***E. Storm Water Management***

Permanent storm water control measures that will be utilized include one or more of the following:

- 1) Establishing vegetative cover in all construction areas
- 2) Paving roadways and drives
- 3) Installing concrete-lined, rock-lined, or vegetated storm water drainage swales
- 4) Placing riprap and/or energy dissipating structures with filter fabric at storm water discharge points
- 5) Discharge to storm water holding ponds as applicable



# Municipal Construction Projects Storm Water Pollution Prevention Plan Bixby, OK

## ***G. Erosion and Sediment Control Inspection Report***

You must conduct site inspections once every seven (7) calendar days at a minimum, and within 24 hours of a storm event of 0.5 inches or greater or within 24 hours of a discharge caused by snowmelt.

Owner: \_\_\_\_\_

Contractor: \_\_\_\_\_

Date: \_\_\_\_\_ Time of Inspection: \_\_\_\_\_

Temp. (°F): \_\_\_\_\_

Weather:

Sunny	Ptly Cloudy	Overcast	Lt. Rain	Rain	Snow/Ice
-------	-------------	----------	----------	------	----------

Rainfall: \_\_\_\_\_ inches

Wind Conditions:

Still	Moderate	High
-------	----------	------

Wind Direction:

N	S	E	W
---	---	---	---

**Stabilization Measures:**

<i>Measures:</i>	<i>Utilized As Per SWP3?</i>			<i>Deficiencies</i>
	Y	N	N/A	
Temporary Seeding				
Permanent Sodding, Sprigging				
Mulching				
Soil Retention Blanket				
Preservation of Existing Vegetation				
Other:				

# Municipal Construction Projects Storm Water Pollution Prevention Plan Bixby, OK

**Structural Practices:**

Measures:	Utilized As Per SWP3?			Deficiencies
	Y	N	N/A	
Siltation Screens				
Temporary Bale Barriers				
Diversion, Interceptor or Perimeter Dikes				
Diversion, Interceptor or Perimeter Ditches				
Diversion Dike and Ditch Combinations				
Pipe Slope Drains				
Paved Ditch and Ditch Liner Protection				
Energy Dissipating Devices				
Temporary Sediment Basins				
Temporary Sediment Filters				

**Off-site Vehicle Tracking:**

Measures:	Utilized As Per SWP3?			Deficiencies
	Y	N	N/A	
Haul Roads Dampened for Dust Control				
Loaded Haul Trucks Covered w/Tarpaulin				
Excess Dirt on Road Removed Daily				
Stabilized Construction Exit				

**Control Status:**

All Controls Implemented  
All Controls Effective

Y	N	If No, Describe:

**Any Indicators of Storm Water Pollution?** \_\_\_ If yes, describe: \_\_\_\_\_  
(i.e. oil, chemical, construction materials, etc.)

**Control Repairs, Modifications, or Implementation Required:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Required Repairs, Modifications, or Implementation Reported to:** \_\_\_\_\_  
**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## ***H. Corrective Action Report Form – Field Version***

### **Purpose**

This Corrective Action Report Form is designed to assist you in preparing corrective action reports for OKR10 General Permit for Construction Activities and OKR04 Discharge Permit. This form will enable you to create a corrective action report that complies with the minimum reporting requirements of the permit.

Note: If the inspection or visual examination results indicate any permit violations, you must implement the corrective actions required in Part VIII.B.7.n. However, a violation would result if you fail to implement the required corrective actions

If you discharge to water identified as ORW or your sites are located within areas identified as an ARC you must implement inspection, corrective actions and stabilization requirements provided in Part VIII.B.3.b

You are only required to fill out this form if one of the corrective action triggering conditions in OKR10 General Permit for Construction Activities and OKR04 Discharge Permit requirements which occurs on your site. Routine maintenance and repairs are generally not considered to be a corrective action triggering condition. Corrective actions are triggered only for specific, more serious conditions that are identified below in the "Overview of Corrective Action Requirements."

If you are covered under a state CGP, this form may be helpful in developing a report that can be used for that permit; however it will need to be modified to meet the specific requirements of the permit. If your permitting authority requires you to use a specific corrective action report form, you should not use this form.

### **Overview of Corrective Action Requirements**

Construction operators covered under the OKR10 General Permit for Construction Activities are required to conduct corrective actions and report on progress made in correcting the problem condition(s) in accordance with the following requirements:

Corrective action is required whenever any of the following conditions occur at your site:

- A required stormwater control was never installed, was installed incorrectly, or not in accordance with the requirements in OKR10 or OKR04;
- The stormwater controls (e.g., erosion and sediment controls or pollution prevention controls) that have been installed and maintained are not effective enough for the discharge to meet applicable water quality standards or applicable requirements in OKR10 or OKR04 general permits;
- A prohibited discharge has occurred or is occurring; or
- Any corrective actions required by EPA or ODEQ as a result of permit violations found during an inspection carried out.

#### *Deadlines for Completing Corrective Actions*

You must complete corrective action (e.g., installing and making operational any new or modified control, correcting errors in installation, preventing, mitigating, or cleaning up spills or leaks making repairs) by no later than 7 calendar days from the time of discovery of the condition. If infeasible to complete the installation or repair within 7 calendar days, you must document why it is infeasible and document your schedule for completing the corrective action as soon as practicable.

#### *Deadlines for Documenting Corrective Actions in a Report*

You are required to complete a corrective action report for each of corrective action you take in accordance with the following deadlines.

- Within 24 hours of discovering the occurrence of a corrective action triggering condition, you must document the following:
  - The condition identified at your site;
  - The nature of the condition identified; and
  - The date and time of the condition identified and how it was identified
- Within 7 calendar days of discovering a triggering condition, you must document the following:
  - Any follow-up actions taken to review the design, installation, and maintenance of stormwater controls, including the dates such actions occurred;
  - A summary of stormwater controls modifications taken or to be taken, including a schedule of activities necessary to implement changes, and the date the modifications are completed or expected to be completed; and
  - Notice of whether SWPPP modifications are required as a result of the condition identified or corrective action.

## Instructions for Using This Report Form

This Field Version of the Corrective Action Report Form is intended to be used in the field and filled out by hand. If you will be filling out the Corrective Action Report Form electronically (i.e., you will be typing in your findings), please use the Electronic Version of the Corrective Action Report Form available through the City of Bixby. The Electronic Version includes text fields with instructions for what to enter.

The following tips for using this form will help you ensure that the minimum permit requirements are met:

- **Review the corrective action requirements.** Before you fill out this corrective action report form, read the OKR10 General Permit for Construction Activities and OKR04 Discharge Permit corrective action requirements. This will ensure that you have a working understanding of the permit's underlying corrective action requirements.
- **Complete a separate report for each condition that triggers corrective action.** For each triggering condition on your site, you will need to fill out a separate corrective action report form.
- **Complete all required text fields.** Fill out all text fields. Only by filling out all fields will the form be compliant with the requirements of the permit. (Note: Where you do not need the number of rows provided in the corrective action report form, you leave those rows blank. Or, if you need more space to document your findings, you may add an additional sheet.)
- **Sign and certify each corrective action report.** Each corrective action report form must be signed and certified by the permittee to be considered complete. Where your corrective actions are carried out by a contractor or subcontractor, it is recommended that you also have the form signed and certified by the inspector, in addition to the signature and certification required of the permitted operator. The form includes a signature block for both parties.
- **Include the corrective action report form with your SWPPP.** Once your form is complete, make sure to include a copy of the corrective action report form in your SWPPP.
- **Retain copies of all corrective action reports with your records.** You must retain copies of your corrective action reports in your records. These reports must be retained for at least 5 years from the date your permit coverage expires or is terminated.

## Section-by-Section Instructions

You will find specific instructions corresponding to each section of the report form on the reverse side of each page. These instructions were written in order to provide you with more details in terms of what is expected to be documented in these reports.

### Corrective Action Records

For each corrective action taken in accordance with this Part, you must complete a corrective action report, which includes the applicable information in this part.

- (a). Within **24 hours of discovering** the occurrence of one of the triggering conditions in Part VIII.B.7.n.(1).(a) of OKR04; or OKR10 Part 4.5.15.B.1 at your site, you must provide a record of the following:
- i. Which condition was identified at your site?
  - ii. The nature of the condition identified.
  - iii. The date and time of the condition identified and how it was identified.
- (b). Within seven (**7**) **days of discovering** the occurrence of one of the triggering conditions in Part VIII.B.7.n.(1).(a) of OKR04; or OKR10 Part 4.5.15.B.1 at your site, you must complete a record of the following:
- i. Any follow-up actions taken to review the design, installation, and maintenance of stormwater controls, including the dates such actions occurred.
  - ii. A summary of stormwater control modifications taken or to be taken, including a schedule of activities necessary to implement changes, and the date the modifications are completed or expected to be completed. OPDES Permit OKR04 for Small MS4s, Month Date, 2015 Part VIII, Page 69
  - iii. Notice of whether SWP3 modifications are required as a result of the condition identified or corrective action.

## Instructions for Filling Out the Initial Report (Section A)

You must complete Section A of the report form within 24 hours of discovering the condition that triggered corrective action

### **Name of Project**

Enter the name for the project.

### **CGP Tracking No.**

Enter the tracking number that was assigned to your NOI application for permit coverage.

### **Today's Date**

Enter the date you completed this form.

### **Date/Time Problem First Discovered**

Specify the date on which the triggering condition was first discovered. Also specify the time of the discovery.

### **Name/Contact Information**

Provide the individual's name, title, and contact information as directed in the form.

### **Site Condition That Triggered Corrective Action**

Under the OKR10 General Permit for Construction Activities and OKR04 Discharge Permit corrective action is required when one of 3 triggering conditions occurs at your site. Check the box that corresponds to the condition that triggered this corrective action.

### **Description of the Site Condition**

Provide a summary description of the condition you found that triggered corrective action under requirements of the OKR10 General Permit for Construction Activities and OKR04 Discharge Permit and the specific location where it was found. Be as specific as possible about the location; it is recommended that you refer to a precise point on your site map. If you have already provided this explanation in an inspection report, you can refer to that report.

### **Deadline for Completing Corrective Action**

This deadline is fixed. For all projects, the deadline is either: (1) no more than 7 calendar days after the date you discovered the problem, or (2) if it is infeasible to complete work within the first 7 days, as soon as practicable following the 7th day. If your estimated date of completion falls after the 7-day deadline consistent with (2), above, explain (a) why you believe it is infeasible to complete work within 7 days, and (b) why the date you have established for making the new or modified stormwater control operational is the soonest practicable timeframe:

## Instructions for Filling Out the Corrective Action Progress Table (Section B)

You must complete Section B of the report form no later than 7 calendar days after discovering the condition that triggered corrective action.

### **Section B.1 – Why the Problem Occurred**

After you have had the opportunity to examine the problem more closely, provide details as to what you believe to be the cause of the problem, and specify the follow-up actions you took (along with the dates of such actions) to diagnose the problem.

### **Section B.2 – Stormwater Control Modifications to be Implemented**

Provide a list of modifications you plan to make to your stormwater controls to correct the problem and the date you completed such work. Keep in mind that your work must be completed within the timeline specified in Section A for the completion of corrective action work.

Also, if a SWPPP modification is necessary in order to reflect changes implemented at your site, indicate the date you modified your SWPPP. Keep in mind that SWPPP changes must be made within 7 days of discovering the problem that triggered this corrective action.

Space is provided for you to include additional notes or observations regarding the change that you implemented at your site to correct the problem.

**Section A – Initial Report**

(Complete this section within 24 hours of discovering the condition that triggered corrective action)

<b>Name of Project</b>	<b>CGP Tracking No.</b>	<b>Today's Date</b>
<b>Date Problem First Discovered</b>	<b>Time Problem First Discovered</b>	
<b>Name and Contact Information of Individual Completing this Form</b>		

**What site conditions triggered the requirement to conduct corrective action (check the box that applies):**

- A required stormwater control was never installed, was installed incorrectly or not in accordance with the requirements in Parts VIII.B.3 and/or VIII.B.6 of OKR04; or actions required in Part 4.5.15 of OKR10
- The stormwater controls that have been installed and maintained are not effective enough for the discharge to meet applicable water quality standards or applicable requirements water quality standards or applicable requirements in Part VIII.B.4 of OKR 04; or OKR10 Part 3.5.
- One of the prohibited discharges in Parts I.C and VIII.B.3.c of OKR04; or Parts 3.1 and 3.3.3.A OKR10 is occurring or has occurred.
- EPA or ODEQ requires corrective action as a result of permit violations found during an onsite inspection.
- If you are subject to the monitoring requirements in Addendum G of OKR10, samples indicate that you have a discharge that exceeds the applicable effluent limitation.

**Provide a description of the problem:**

**Deadline for completing corrective action** (Enter date that is either: (1) no more than 7 calendar days after the date you discovered the problem, or (2) if it is infeasible to complete work within the first 7 days, enter the date that is as soon as practicable following the 7th day):

**If your estimated date of completion falls after the 7-day deadline, explain (1) why you believe it is infeasible to complete work within 7 days, and (2) why the date you have established for making the new or modified stormwater control operational is the soonest practicable timeframe:**

**Section B – Corrective Action Progress**

(Complete this section no later than 7 calendar days after discovering the condition that triggered corrective action)

**Section B.1 – Why the Problem Occurred**

<b>Cause(s) of Problem (Add an additional sheet if necessary)</b>	<b>How This Was Determined and the Date You Determined the Cause</b>
1.	1.
2.	2.

**Section B.2 – Stormwater Control Modifications to be Implemented to Correct the Problem**

<b>List of Stormwater Control Modification(s) Needed to Correct Problem (Add an additional sheet if necessary)</b>	<b>Date of Completion</b>	<b>SWPPP Update Necessary?</b>	<b>Notes</b>
1.		<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide date SWPPP modified:	
2.		<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide date SWPPP modified:	

## Instructions for Signature and Certification (Section C)

Each corrective action report must be signed and certified to be considered complete.

### Section C.1 – Contractor or Subcontractor Signature and Certification

Where a contractor or subcontractor is relied on to complete this report and the associated corrective action, you should require the individual(s) to sign and certify each report. Note that this does not relieve you of the requirement to sign and certify the report as well.

### Section C.2 – Signature and Certification by Permittee

At a minimum, the corrective action report form must be signed by either (1) the person who signed the NOI, or (2) a duly authorized representative of that person. The following requirements apply to scenarios (1) and (2):

If the signatory will be the person who signed the NOI for permit coverage, as a reminder, that person must be one of the following types of individuals:

For a corporation: A responsible corporate officer. For the purpose of this subsection, a responsible corporate officer means: (i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

For a partnership or sole proprietorship: A general partner or the proprietor, respectively.

For a municipality, state, federal, or other public agency: Either a principal executive officer or ranking elected official. For purposes of this subsection, a principal executive officer of a federal agency includes (i) the chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator of EPA and ODEQ).

If the signatory will be a duly authorized representative, the following requirements must be met:

The authorization is made in writing by the person who signed the NOI (see above);

The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company. (A duly authorized representative may thus be either a named individual or any individual occupying a named position); and

The signed and dated written authorization is included in the SWPPP. A copy must be submitted to EPA and ODEQ, if requested.

**Section C – Certification and Signature**

**Section C.1 – Certification and Signature by Contractor or Subcontractor**

"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 the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

**Signature of Contractor or Subcontractor:** \_\_\_\_\_ **Date:**

**Printed Name and Affiliation:** \_\_\_\_\_

**Section C.2 – Certification and Signature by Permittee**

"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 the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

**Signature of Permittee or  
"Duly Authorized Representative":** \_\_\_\_\_ **Date:**

**Printed Name and Affiliation:** \_\_\_\_\_

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***I. Contractor Certification***

\_\_\_\_\_  
(Operator)

Contractors involved in construction activity who are not the owner, and have not been issued the Storm Water Construction General Permit (Permit) authorization, execute this Contractor Certification which places the responsibility of complying with and abiding by the intent and purpose of the permit with the contractor for any and all work performed under the authority and direction of the contractor. Furthermore, the contractor assumes responsibility to avoid or eliminate any actual or potential adverse effects upon the environment according to the Storm Water Pollution Prevention Plan (SWP3), during all phases of building, construction, or delivery activity on any and all construction sites under the control and responsibility of the contractor as described in the SWP3.

1. Contractor company name: \_\_\_\_\_
2. Contractor address: \_\_\_\_\_
3. Project Location: \_\_\_\_\_

Contractor must also be thoroughly familiar with, and adhere to, the Storm Water Pollution Prevention Plan (SWP3) and the Best Management Practices (BMP) on file at the following location; **City of Bixby**. The Contractor is certifying below that they assume all responsibility for any and all construction activities performed by the Contractor or under the direction and control of the Contractor, to avoid or eliminate any actual or potential adverse effects upon the environment pertaining to the properties listed below in Item 3 above.

**Certification**

I certify that I understand the terms and conditions of the Oklahoma Pollutant Discharge Elimination System Act (OPDES) General Permit that authorizes storm water discharges associated with construction activity from the construction site identified as part of this certification. I have read and understand Part I.B. eligibility requirements for coverage under the general permit for storm water discharges from construction activities, including those requirements published in the modified OPDES General Permit OKR10 of September 8, 2002, and the Storm Water Pollution Prevention Plan (SWP3) and Best Management Practices (BMP) described in Item 3 above. I agree that as a contractor, builder, regular supplier, or support service company, I am responsible for installing and/or maintaining the appropriate pollution prevention measures that I am responsible for according to the agreement I have with the permittee.

I understand that continued coverage under this permit is contingent upon maintaining eligibility as provided in Part I.B. of the permit.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_  
Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

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***J. Contractor Support Activities***

Nature of the Construction Activity

**Instructions:**

- Provide a general description of the nature of the construction activities at your project.
- Describe the size of the property (in acres) and the total area expected to be disturbed by the construction activities (in acres), construction support activities covered by this permit, and the maximum area expected to be disturbed at any one time.

**General Description of Project**

Provide a general description of the construction project:

**Size of Construction Project**

What is the size of the property (in acres), the total area expected to be disturbed by the construction activities (in acres), and the maximum area expected to be disturbed at any one time?

SIZE OF PROPERTY (in acres):

---

---

TOTAL AREA OF CONSTRUCTION DISTURBANCES (in acres):

---

---

MAXIMUM AREA TO BE DISTURBED AT ANY ONE TIME (in acres):

---

---

[Repeat as necessary for individual project phases.]

**Construction Support Activities** (only provide if applicable)

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Describe any construction support activities for the project (e.g., concrete or asphalt batch plants, concrete washout areas, equipment staging yards, material storage areas, excavated material disposal areas, borrow areas)

DESCRIPTION OF CONSTRUCTION SUPPORT ACTIVITY:

---

---

CONTACT INFORMATION FOR CONSTRUCTION SUPPORT ACTIVITY (Name, Telephone No., Email Address):

---

---

LOCATION INFORMATION FOR CONSTRUCTION SUPPORT ACTIVITY (Address and/or Latitude/Longitude):

---

---

[Repeat as necessary.]

# Municipal Construction Projects

## Storm Water Pollution Prevention Plan

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#### Sequence and Estimated Dates of Construction Activities

##### **Instructions:**

- Describe the intended construction sequence and timing of major activities.
- For each phase of construction, include the following information:
  - ✓ Installation of stormwater controls, and when they will be made operational;
  - ✓ Commencement and duration of earth-disturbing activities, including clearing and grubbing, mass grading, site preparation (i.e., excavating, cutting and filling), final grading, and creation of soil and vegetation stockpiles requiring stabilization;
  - ✓ Cessation, temporarily or permanently, of construction activities on the site, or in designated portions of the site;
  - ✓ Final or temporary stabilization of areas of exposed soil. The dates for stabilization must reflect the applicable deadlines to which you are subject;
  - ✓ Removal of temporary stormwater conveyances/channels and other stormwater control measures, removal of construction equipment and vehicles, and cessation of any pollutant-generating activities.
- The construction sequence must reflect the following requirements:
  - ✓ Area of disturbance);
  - ✓ Installation of stormwater controls); and
  - ✓ Stabilization deadlines.
- Also, see EPA's *Construction Sequencing BMP Fact Sheet* at <http://water.epa.gov/polwaste/npdes/swbmp/Construction-Sequencing.cfm>
- Include a map of all concrete washout areas and concrete wastewater discharge plan. Discharge of all concrete washout wastewater must conform to Part VIII.B.3.c of OKR04 permitting regulations.

Note: Allowable non-stormwater discharge included in Part I.B.2 of OKR04 are not allowed for municipal construction activities.
- All deposited sediment must be removed by the end of the same work day in which the track-out occurs or by the end of the next work day if track-out occurs on a non-work day. There are possibilities of sediment being tracked-out from your site onto the surface of this street, paved areas, and sidewalks. You must include provision to remove the track-out by sweeping, shoveling, or vacuuming these surfaces, or by using other similarly effective means of sediment removal. You are prohibited from hosing or sweeping tracked-out sediment into any stormwater conveyance (unless it is connected to a sediment basin, sediment trap, or similarly effective control), storm drain inlet, or surface water.

##### **Phase I**

- GENERAL DESCRIPTION OF PHASE
  - ESTIMATED START AND END DATES OF CONSTRUCTION DISTURBANCES ASSOCIATED WITH THIS PHASE: \_\_\_\_\_
-

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- FOR EACH STORMWATER CONTROL, PROVIDE ESTIMATED DATE(s) OF INSTALLATION OF EACH STORMWATER CONTROL:

---

- FOR AREAS OF THE SITE REQUIRED TO BE STABILIZED, PROVIDE ESTIMATED DATE(s) OF APPLICATION OF STABILIZATION MEASURES:

---

- ESTIMATED DATE(s) WHEN STORMWATER CONTROLS WILL BE REMOVED:

---

---

**Phase II**

- GENERAL DESCRIPTION OF PHASE:
- ESTIMATED START AND END DATES OF CONSTRUCTION DISTURBANCES ASSOCIATED WITH THIS PHASE:

---

- FOR EACH STORMWATER CONTROL, PROVIDE ESTIMATED DATE(s) OF INSTALLATION OF EACH STORMWATER CONTROL:

---

- FOR AREAS OF THE SITE REQUIRED TO BE STABILIZED, PROVIDE ESTIMATED DATE(s) OF APPLICATION OF STABILIZATION MEASURES:

---

- ESTIMATED DATE(s) WHEN STORMWATER CONTROLS WILL BE REMOVED:

---

- [Repeat as needed.]

Below list all provisions to remove the track-out by sweeping, shoveling, or vacuuming these surfaces, or by using other similarly effective means of sediment removal.

# Municipal Construction Projects

## Storm Water Pollution Prevention Plan

### Bixby, OK

#### Allowable Non-Stormwater Discharges

##### **Instructions:**

- Identify all allowable sources of non-stormwater discharges. The allowable non-stormwater discharges identified in OKR10 include:
  - ✓ Discharges from emergency fire-fighting activities;
  - ✓ Fire hydrant flushings;
  - ✓ Landscape irrigation;
  - ✓ Waters used to wash vehicles and equipment, provided that there is no discharge of soaps, solvents, or detergents used for such purposes;
  - ✓ Water used to control dust;
  - ✓ Potable water including uncontaminated water line flushings;
  - ✓ Routine external building wash down that does not use detergents;
  - ✓ Pavement wash waters provided spills or leaks of toxic or hazardous materials have not occurred (unless all spilled material has been removed) and detergents are not used. You are prohibited from directing pavement wash waters directly into any surface water, storm drain inlet, or stormwater conveyance, unless the conveyance is connected to a sediment basin, sediment trap, or similarly effective control;
  - ✓ Uncontaminated air conditioning or compressor condensate;
  - ✓ Uncontaminated, non-turbid discharges of ground water or spring water;
  - ✓ Foundation or footing drains where flows are not contaminated with process materials such as solvents or contaminated ground water; and
  - ✓ Construction dewatering water that has been treated by an appropriate control.

# Municipal Construction Projects Storm Water Pollution Prevention Plan Bixby, OK

## List of Allowable Non-Stormwater Discharges Present at the Site.

Type of Allowable Non-Stormwater Discharge	Likely to be Present at Your Site?
Discharges from emergency fire-fighting activities	<input type="checkbox"/> YES <input type="checkbox"/> NO
Fire hydrant flushings	<input type="checkbox"/> YES <input type="checkbox"/> NO
Landscape irrigation	<input type="checkbox"/> YES <input type="checkbox"/> NO
Waters used to wash vehicles and equipment	<input type="checkbox"/> YES <input type="checkbox"/> NO
Water used to control dust	<input type="checkbox"/> YES <input type="checkbox"/> NO
Potable water including uncontaminated water line flushings	<input type="checkbox"/> YES <input type="checkbox"/> NO
Routine external building wash down	<input type="checkbox"/> YES <input type="checkbox"/> NO
Pavement wash waters	<input type="checkbox"/> YES <input type="checkbox"/> NO
Uncontaminated air conditioning or compressor condensate	<input type="checkbox"/> YES <input type="checkbox"/> NO
Uncontaminated, non-turbid discharges of ground water or spring water	<input type="checkbox"/> YES <input type="checkbox"/> NO
Foundation or footing drains	<input type="checkbox"/> YES <input type="checkbox"/> NO
Construction dewatering water	<input type="checkbox"/> YES <input type="checkbox"/> NO

**Names of Major Receiving Waters:** The City of Bixby's MS4 discharges to the following major receiving waters; the table notes the designations of 303(d), ORW, TMDL and ARC for each:

Waterbody Name	WBID (1)	303(d) (2)	ORW (3)	TMDL (4)	ARC (5)
Arkansas River	OK120410010010_00	X		X	
Arkansas River	OK120410010080_00	X		X	
Haikey Creek	OK120410010210_00	X		X	
Posey Creek	OK120420010030_00				
Rock Creek	OK120410030020_00				
Snake Creek	OK120410010022_00	X		X	
Bixby Creek	--				
Fry Creek	--				
Mountain Creek	--				

(1) WBID = Waterbody ID identifier, used by ODEQ and other agencies in Oklahoma.

(2) 303(d) = Waterbody is on the 2014 303(d) list of impaired waterbodies.

(3) ORW = Waterbody is listed by the OWRB as an Outstanding Resource Water.

(4) TMDL = Waterbody has a completed and EPA/ODEQ approved TMDL study.

(5) ARC = Aquatic Resources of Concern; see ARC list and map in OKR04 Exhibit 1.

# Municipal Construction Projects

## Storm Water Pollution Prevention Plan

### Bixby, OK

**Note: Reminder of the requirement to identify the likely locations of these allowable non-stormwater discharges on the site map.**

#### **Instructions:**

- Attach site maps in Appendix A of the Template. For most projects, a series of site maps is necessary and recommended. The first should show the undeveloped site and its current features. An additional map or maps should be created to show the developed site or, for more complicated sites, show the major phases of development.

#### **These maps must include the following features:**

- Boundaries of the property and of the locations where construction will occur, including:
  - ✓ Locations where earth-disturbing activities will occur, noting any phasing of construction activities;
  - ✓ Approximate slopes before and after major grading activities. Note areas of steep slopes;
  - ✓ Locations where sediment, soil, or other construction materials will be stockpiled;
  - ✓ Locations of any crossings of surface waters;
  - ✓ Designated points on the site where vehicles will exit onto paved roads;
  - ✓ Locations of structures and other impervious surfaces upon completion of construction; and
  - ✓ Locations of construction support activity areas covered by this permit.
- Locations of all surface waters, including wetlands, that exists on or near your site. Indicate which waterbodies are listed as impaired, and which are identified by ODEQ as an Outstanding Resource Water (ORW) or Aquatic Resource of Concern (ARC).
- The boundary lines of any natural buffer areas.
- Topography of the site, existing vegetative cover (e.g., forest, pasture, pavement, structures), and drainage pattern(s) of stormwater and allowable non-stormwater flow onto, over, and from the site property before and after major grading activities.
- Stormwater and allowable non-stormwater discharge locations, including:
  - ✓ Locations of any storm drain inlets on the site and in the immediate vicinity of the site; and
  - ✓ Locations where stormwater or allowable non-stormwater will be discharged to surface waters (including wetlands).
- Locations of all potential pollutant-generating activities identified in OKR10.
- Locations of stormwater control measures.
- If applicable, sampling locations if the project is subject to numeric limitation (for asphalt batch plant). Also indicate the sampling location(s) and all discharge points, and indicate which discharge points are considered “substantially identical”.

# Municipal Construction Projects

## Storm Water Pollution Prevention Plan

### Bixby, OK

#### Natural Buffers or Equivalent Sediment Controls

##### **Instructions:**

The purpose of this guidance is to assist you in complying with the requirements in OKR10 permit regarding the establishment of natural buffers or equivalent sediment controls. Consult Addendum I for information on how to comply with the buffer requirements.

- Describe the compliance alternative (Alternative 1, 2, or 3) that was chosen to meet the buffer requirements, and include any required documentation supporting the alternative selected. The compliance alternative selected must be maintained throughout the duration of permit coverage. However, if you select a different compliance alternative during your period of permit coverage, you must modify your SWPPP to reflect this change.
- If you qualify for one of the exceptions in OKR10 or those listed below in this Section, include documentation related to your qualification for such exceptions.

**Note:** All discharges through a buffer must be non-channelized or non-concentrated.

##### **Buffer Compliance Alternatives**

Is your construction site located within the Aquatic Resources of Concern (ARC), identified by USFWS and ODWC?  YES  NO

Is your construction site adjacent to the waters of the State?  YES  NO

**Note: If you have answered no to both questions above, continue to buffer exceptions. No further documentation is required for this section in the SWPPP Template.**

Check the compliance alternative that you have chosen:

- Alternative 1:** I will provide and maintain a 100-foot or 50-foot undisturbed natural buffer. To ensure that the water quality protection benefits of the buffer are retained during construction, you are prohibited from conducting any earth-disturbing activities within the buffer during permit coverage.
- (1) Show the 100-foot or 50-foot boundary line of the natural buffer on your site map
  - (2) Show how all discharges from your construction disturbances that flow through the natural buffer area will first be treated by the site's erosion and sediment controls on your site map
  - (3) Show any velocity dissipation devices used to prevent erosion within the natural buffer area on your site map
  - (4) Document any exceptions to this requirement such as water crossings, limited water access, and stream restoration authorized under a CWA Section 404 permit (USACE)

# Municipal Construction Projects

## Storm Water Pollution Prevention Plan

### Bixby, OK

- Alternative 2:** Provide and maintain an undisturbed natural buffer that is less than 100-feet or 50-feet and is supplemented by additional erosion and sediment controls, which in combination achieves the sediment load reduction equivalent to a 100-foot or 50-foot undisturbed natural buffer. To ensure that the water quality protection benefits of the buffer are retained during construction, you are prohibited from conducting any earth-disturbing activities within the buffer during permit coverage.

**Note: Follow guidelines in, Steps 1 & 2 to provide the following information.**

- (1) Insert width of natural buffer to be retained
- (2) Show the boundary line of the natural buffer on your site map (see Section 2.6 of SWPPP Template)
- (3) Show how all discharges from your construction disturbances that flow through the natural buffer area will first be treated by the site's erosion and sediment controls on your site map
- (4) Show any velocity dissipation devices used to prevent erosion within the natural buffer area on your site map
- (5) Document any exceptions to this requirement such as water crossings, limited water access, and stream restoration authorized under a CWA Section 404 permit (USACE)
- (6) Insert either one of the following (Step 1):
  - Estimated sediment removal of the buffer's vegetation using OKR04 Buffer Guidance. Include information about the buffer vegetation and the soil type that predominate at your site.
  - If you conducted a site-specific calculation for the estimated sediment removal of a 100-foot or 50-foot buffer, provide (1) the specific removal efficiency, (2) the information you relied upon to make your site-specific calculation, and (3) the calculation itself.
- (7) Insert the following information (Step 2):
  - Specify the model or other tool used to estimate sediment load reduction's from the combination of the buffer area and additional erosion and sediment controls installed at your site.
    - There are a variety of models available that can be used to support your calculation, such as: (1) USDA's RUSLE-series, (2) WEPP erosion model, (3) SEDCAD, or (4) SEDIMOT.
  - Include the results of calculations showing that the combination of your buffer area and the additional erosion and sediment controls installed at your site will meet or exceed the sediment removal efficiency of a 100-foot or 50-foot buffer.
- (8) Insert description of additional erosion and sediment controls to be used on your site alone or in combination with any retained natural buffer, to achieve a reduction in sediment equivalent to that achieved by a 100-foot or 50-foot buffer.

# Municipal Construction Projects

## Storm Water Pollution Prevention Plan

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- Alternative 3:** If it is infeasible to provide and maintain an undisturbed natural buffer of any size, you must implement erosion and sediment controls that achieve the sediment load reduction equivalent to a 100-foot or 50-foot undisturbed natural buffer.
- (1) Insert rationale for concluding that it is infeasible to provide and maintain a natural buffer of any size
  - (2) Show how all discharges from your construction disturbances will first be treated by the site's erosion and sediment controls before discharging into the waterbody on your site map
  - (3) Document any exceptions to this requirement such as water crossings, limited water access, and stream restoration authorized under a CWA Section 404 permit (USACE)
  - (4) Insert either one of the following ( Step 1):
    - Estimated sediment removal of the sediment controls using OKR04 Buffer Guidance. Include information about the soil type at your site.
    - If you conducted a site-specific calculation for the estimated sediment removal of a 100-foot or 50-foot buffer, provide (1) the specific removal efficiency, (2) the information you relied upon to make your site-specific calculation, and (3) the calculation itself.
  - (5) Insert the following information (Step 2):
    - Specify the model or other tool used to estimate sediment load reduction's from the additional erosion and sediment controls installed at your site.
      - There are a variety of models available that can be used to support your calculation, such as: (1) USDA's RUSLE-series, (2) WEPP erosion model, (3) SEDCAD, or (4) SEDIMOT.
    - Include the results of calculations showing that the erosion and sediment controls installed at your site will meet or exceed the sediment removal efficiency of a 100-foot or 50-foot buffer.
  - (6) Insert description of additional erosion and sediment controls to be used on your site to achieve a reduction in sediment equivalent to that achieved by a 100-foot or 50-foot buffer.
- I qualify for one of the exceptions in OKR10. If you have checked this box, provide information on the applicable buffer exception that applies, below.)

#### Buffer Exceptions

Which of the following exceptions to the buffer requirements applies to your site?

- (1) There is no discharge of stormwater to the surface water that is located 50 feet from my construction disturbances.

**Note: If this exception applies, no further documentation is required for this section.**

# Municipal Construction Projects

## Storm Water Pollution Prevention Plan

### Bixby, OK

- (2) No naturally vegetated buffer area exists due to preexisting development disturbances (structures, impervious surfaces, etc...) that occurred prior to the initiation of planning for this project.

**Note (1): You are not required to comply with the buffer requirements unless you will be removing portions of the preexisting development.**

**Note (2): If this exception applies, no further documentation is required for this Section.**

**Note (3): Where some natural buffer exists but portions of the area within 50 feet of the surface water are occupied by preexisting development disturbances, you may refer to the above listed sediment control alternatives. You must still comply with one of the compliance alternatives.**

- (3) Buffer disturbances are authorized under a Clean Water Act (CWA) Section 404 permit (where required), such as:

- Water crossings for water lines, sewer lines, utility lines and roadways
- Water-dependent structures and water access areas (piers, boat ramps, etc.)

Insert descriptions of any earth disturbances that will occur within the buffer area

**Note (1): If this exception applies, no further documentation is required for this section.**

**Note (2): This exception only applies to the limits of disturbance authorized under the Section 404 permit, and does not apply to any upland portion of the construction project or the additional areas of the construction site adjacent to the waterbody.**

#### Hazardous or Toxic Waste

**Note: Examples include paints, solvents, petroleum-based products, wood preservatives, additives, curing compounds, acids.**

#### **General**

- Insert general description of how you will comply with OKR10 Part 3.3.3.B.3.d

#### **Specific Pollution Prevention Practices**

Pollution Prevention Practice # 1 [Repeat as needed.]

Description

- Insert description of practice to be installed
- If applicable, include copies of design specifications here

Installation

- Insert approximate date of installation

Maintenance Requirements

- Insert maintenance requirements for the pollution prevention practice

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***K. Emergency/Spill Response Plan***

The Contractor will be responsible for following the Emergency/Spill Response Plan.

Storage of hazardous construction materials and wastes will not be permitted on site.

In the Event of a Storm Water Discharge Emergency, the Contractor will immediately isolate the spill area by construction of an earthen berm and quantify the amount of material spilled.

The Contractor will then notify the following entities:

Entity	Phone Number
City of Bixby Fire Dept.	(918) 366-4430
City of Bixby Public Works Dept.	(918) 366-4430
ODEQ – Tulsa Office	(918) 293-1600
National Response Center	(202) 267-2675

After a site inspection has been completed by the above entities, the Contractor will mitigate the spill as directed to their satisfaction.

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***L. SWP3 Plan Sheet Template***

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***M. General Permit – OKR10***