

BMP Page

Unique Identifying Number: 1-A

Permit References:

MCM 1

BMP Title: Develop Written Partnership Agreements

BMP Description:

Provide mutually beneficial partnerships to address MS4 permit requirements of providing educational opportunities, illicit discharge detection and elimination, and maintenance of the city conveyance systems.

Measurable Goals:

Number of partnerships entered into with MS4s for the purposes of satisfying one of the MCMs

Specific Components & Notes (Optional):

Rosemount Stormwater Education & Outreach Plan

Partnerships with MS4s that satisfy an MS4

Entity	Program	MCM
Dakota County	WHEP	2

Partnerships with other entities

Entity	Program	MCM
MetCouncil	CAMP	2
Dakota County SWCD	LCW	1, 2

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 1-B

Permit References:

MCM 1 MCM 2

BMP Title: Education Activity Plan

BMP Description:

The City will provide stormwater education and outreach programs for residents within the City. The City will complete an outline of the education program and implementation schedule for the upcoming permit cycle.

Measurable Goals:

Provide or advertise at least 4 education activities per year and track the following:

Documentation of publications and circulation

Number of articles

Number of brochures

Number of mailings/email

Website visits

Specific Components & Notes (Optional):

Rosemount Stormwater Education & Outreach Plan

Workshops & activities: WHEP, Landscaping for Clean Water, CAMP, Rosemount Stormwater Rebate

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 1-C

Permit References:

MCM 1 MCM 2

BMP Title: Education Program

BMP Description:

The City will raise awareness to the audience involved by providing information on stormwater pollution prevention, effects of illicit discharges, best management practices, components of the SWPPP and outside entity resources available to City residents and business owners.

Measurable Goals:

3 City Newsletter articles per year
Provide or advertise 2 educational workshops per year
Continued WHEP participation and partnership

Specific Components & Notes (Optional):

Rosemount Stormwater Education & Outreach Plan
Workshops & activities: WHEP, Landscaping for Clean Water, CAMP, Rosemount
Stormwater Rebate
WHEP Partnership with Dakota County
Two selected high-priority stormwater related issues:

1. Proper yard waste management
2. Residential stormwater BMPs

Responsible Parties:

Name: Jane Byron
Title: Stormwater Specialist
Department: Public Works
Phone: 651-322-2075
Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 1-D

Permit References:

MCM 1

BMP Title: City Website

BMP Description:

The City updates their web site by providing information on high priority stormwater pollution prevention topics and effects of illicit discharge to City residents and business owners. The goal will be to add new material as it becomes available and record the number of website hits annually

Measurable Goals:

Website visits
Public comments

Specific Components & Notes (Optional):

Rosemount Stormwater Education & Outreach Plan

Responsible Parties:

Name: Jane Byron
Title: Stormwater Specialist
Department: Public Works
Phone: 651-322-2075
Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 1-E

Permit References:

MCM 1

BMP Title: City Newsletter

BMP Description:

City staff will develop then distribute stormwater related articles in the City newsletter. This goal will be met by distributing a minimum of two stormwater related articles in the City newsletter each year.

Measurable Goals:

Number of articles

Specific Components & Notes (Optional):

Rosemount Stormwater Education & Outreach Plan

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 1-F

Permit References:

MCM 1

BMP Title: Coordination of Education Program

BMP Description:

The City will collaborate and coordinate the development and implementation of the City's educational activities schedule with the Rosemount Environment & Sustainability Commission, Solid Waste & Recycling Coordinator, and other partners.

Measurable Goals:

Education activity attendance

Public comments

Specific Components & Notes (Optional):

Rosemount Stormwater Education & Outreach Plan

BMP 1-A

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 2-A

Permit References:

MCM 2

BMP Title: Public Notice of Opportunity for Public to Provide Input on the SWPPP

BMP Description:

Provide public notice of opportunity to provide input on the SWPPP in accordance with City public hearing notification requirements.

Measurable Goals:

Document public notice

Specific Components & Notes (Optional):

City website www.rosemountmn.gov

Official city newspaper

City Hall bulletin board

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 2-B

Permit References:

MCM 2

BMP Title: Annual Opportunity to Provide Comment on the SWPPP

BMP Description:

Hold an annual opportunity to solicit public input on the SWPPP, discuss its effectiveness, or make amendments to current SWPPP. Explore new venues and enhance event effectiveness and participation.

Measurable Goals:

Attendance and minutes of public meeting if applicable

Document comments

Document changes made to the SWPPP as a result of comments

Specific Components & Notes (Optional):

City website www.rosemountmn.gov

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 2-C

Permit References:

MCM 2

BMP Title: Public Input Consideration and Response Procedures

BMP Description:

The City will conduct an opportunity to comment on the City's Storm Water Pollution Prevention Program. City staff will respond to all public comments and statements received from the public and document any proposed changes to the SWPPP for final approval by the City Engineer (if applicable).

Measurable Goals:

Document comments

Document record of decision regarding comments

Specific Components & Notes (Optional):

City website www.rosemountmn.gov

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 2-D

Permit References:

MCM 2

BMP Title: Online Availability of the SWPPP Document

BMP Description:

Host the SWPPP Document on the City website

Measurable Goals:

Website hits

Document comments

Specific Components & Notes (Optional):

City website www.rosemountmn.gov

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 3-A

Permit References:

MCM 3

BMP Title: Storm Sewer System Mapping

BMP Description:

Update storm sewer map to meet the requirements of the MS4 General Permit. Identify outfalls, including unique identification (ID) number assigned by the permittee, and an associated geographic coordinate.

Measurable Goals:

Annually update city stormwater map

Specific Components & Notes (Optional):

Cartegraph Assest Management System
DataFi GIS Viewer
2015 Pond Inventory
GIS data

Responsible Parties:

Name: Aaron Menza

Title: GIS Supervisor

Department: Public Works

Phone: 651-322-2085

Email: aaron.menza@rosemountmn.gov

BMP Page

Unique Identifying Number: 3-B

Permit References:

MCM 3

BMP Title: Illicit Discharge Detection and Elimination (IDDE) and Enforcement Ordinance/Rules

BMP Description:

Review ordinance annually to ensure that ordinance continues to meet the needs of the City and legal requirements. Elements of this ordinance will include, but are not limited to, defining allowable discharges, setting policy as it pertains to violations and penalties, and mitigation requirements.

Measurable Goals:

Number of enforcement actions
Review of IDDE Regulations

Specific Components & Notes (Optional):

Title 10, Chapter 2, Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron
Title: Stormwater Specialist
Department: Public Works
Phone: 651-322-2075
Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 3-C

Permit References:

MCM 3 MCM 1

BMP Title: Illicit Discharge Detection and Elimination (IDDE) Training & Public Education

BMP Description:

Develop and implement a training and education program for City Staff on IDDE and spill response. Provide information to the public on IDDE. The City will also review the current educational activities undertaken by its staff to eliminate illicit discharges from general City operations. The City will host information on its website for reporting spills and on IDDE

Measurable Goals:

- Annually review and update training content
- Annually review of spill recognition and reporting information hosted on city website
- One IDDE informational communication to all city staff annually
- Annual training for Public Works staff
- Annual training for Public Works seasonal staff

Specific Components & Notes (Optional):

- Title 10, Chapter 2, Rosemount Code of Ordinances
- City website www.rosemountmn.gov
- Rosemount Stormwater Education & Outreach Plan
- MCM 3 SOP
- Rosemount Spill Response Plan

Responsible Parties:

- Name:** Jane Byron
- Title:** Stormwater Specialist
- Department:** Public Works
- Phone:** 651-322-2075
- Email:** jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 3-D

Permit References:

MCM 3

BMP Title: Illicit Discharge Detection and Elimination (IDDE) Program

BMP Description:

Develop written procedures for illicit discharge inspections, investigations, and response actions. Develop a process to document information as described in the MS4 Permit within 12 months following the date permit coverage is extended. Elements of this ordinance will include, but are not limited to, defining allowable discharges and mitigation requirements. Written procedures and processes were developed in 2015.

Measurable Goals:

Annually review program and procedures.

Track enforcement

Track complaints from the public

Track complaints from staff

Specific Components & Notes (Optional):

Title 10, Chapter 2, Rosemount Code of Ordinances

City website www.rosemountmn.gov

Rosemount Stormwater Education & Outreach Plan

MCM 3 SOP

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 3-E

Permit References:

MCM 3

BMP Title: Illicit Discharge Detection and Elimination (IDDE) Inspections

BMP Description:

The City will maintain a map of areas that are identified as high-priority outfalls and around high-risk establishments (fast food restaurants, dumpsters, car washes, mechanics, and oil changes) and inspect high priority areas annually. The City will notify the MPCA state duty officer of any hazardous material spills or discharges.

Measurable Goals:

Annually review priority areas.

Annually inspect priority outfalls.

Document enforcement and IDDE investigations.

Specific Components & Notes (Optional):

Title 10, Chapter 2, Rosemount Code of Ordinances

MCM 3 SOP

Rosemount Spill Response Procedures

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 3-F

Permit References:

MCM 3

BMP Title: Illicit Discharge Investigation

BMP Description:

As needed, City staff or a consultant will be used to televise a selection of the sewer system, collect grab samples, or perform other effective testing procedures to find illicit connection identified in the system.

Measurable Goals:

Document enforcement and IDDE investigations.

Specific Components & Notes (Optional):

Title 10, Chapter 2, Rosemount Code of Ordinances

MCM 3 SOP

Rosemount Spill Response Procedures

Responsible Parties:

Name: Chuck Jacobus

Title: Public Works Supervisor

Department: Public Works

Phone: 651-322-2092

Email: chuck.jacobus@rosemountmn.gov

BMP Page

Unique Identifying Number: 3-G

Permit References:

MCM 3

BMP Title: MCM 3 Standard Operating Procedures

BMP Description:

SOPs to address MCM 3 were developed in 2015.

Measurable Goals:

Annually review SOPs for compliance with the MS4 Permit and procedural improvements.

Specific Components & Notes (Optional):

MCM 3 SOP

Rosemount Spill Response Procedures

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-A

Permit References:

MCM 4

BMP Title: Construction Site Stormwater Runoff Ordinance

BMP Description:

Review the City's ordinance to ensure it meets the requirements of the MS4 General Permit and that it is at least as stringent as the MPCA general permit to Discharge Stormwater Associated with Construction Activity. Update the ordinance as needed within 12 months of reissuance of either NPDES Permit.

Measurable Goals:

Annually City regulations for compliance with the MS4 and CSW NPDES Permits

Track and document construction site compliance issues

Specific Components & Notes (Optional):

MCM 4 SOP

MN MS4 NPDES Permit

MN CSW NPDES Permit

Chapter 1 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-B

Permit References:

MCM 4

BMP Title: Construction Site Implementation of Erosion and Sediment Control BMPs

BMP Description:

Review and evaluate the efficacy of construction site erosion control plans through regular inspections for construction sites to ensure compliance with City regulations and policies. Document all inspections and enforcement actions and keep on file at City. As part of the City's permit approval standards, BMPs must be implemented in accordance with the NPDES permit.

Measurable Goals:

Track and document construction site inspections

Specific Components & Notes (Optional):

MCM 4 SOP

MN MS4 NPDES Permit

MN CSW NPDES Permit

Chapter 1 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-C

Permit References:

MCM 4

BMP Title: Waste Control BMPs for Construction Site Operations

BMP Description:

Maintain established guidelines, inspection criteria, and enforcement procedures for the management of construction site waste. Continue to inspect construction sites for compliance with waste control ordinances for materials that include discarded building materials, concrete truck washout, chemicals, litter and sanitary waste at the construction site that may cause adverse impacts to water quality.

Measurable Goals:

Track and document construction site inspections

Tack and document enforcement actions

Specific Components & Notes (Optional):

MCM 4 SOP

MN MS4 NPDES Permit

MN CSW NPDES Permit

Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-D

Permit References:

MCM 4

BMP Title: Construction Site Plan Review

BMP Description:

Every applicant for a city permit to allow land disturbing activities is required to submit a project specific stormwater management plan (if applicable) and/or erosion control plan to the City for review and approval. Construction permits will be required to meet MPCA NPDES Phase II guidelines for erosion and sediment control and all applicable City ordinances and codes.

Measurable Goals:

Track and document project reviews, including checklists used
Track and document permits issues or approvals given

Specific Components & Notes (Optional):

MCM 4 SOP
MN MS4 NPDES Permit
MN CSW NPDES Permit
Review checklists
Chapters 1 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron
Title: Stormwater Specialist
Department: Public Works
Phone: 651-322-2075
Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-E

Permit References:

MCM 4 MCM 3

BMP Title: Receipt and Consideration of Non-Compliance for Construction Site Stormwater Controls

BMP Description:

The City maintains an issue reporter app on the front page of its website and information on how to report spills. The City will strive to inspect reported incidents within 24 hours of receipt or on the next scheduled work day by the City. Hazardous material spills or discharges will be reported to the MPCA State Duty Officer within 24 hours.

Measurable Goals:

- Annually review and update as necessary procedures for receiving complaints
- Document complaints by the public
- Document complaints by staff
- Document enforcement activities
- Document illicit discharges

Specific Components & Notes (Optional):

- City website www.rosemountmn.gov
- MCM 4 SOP
- MCM 3 SOP
- MN MS4 NPDES Permit
- MN CSW NPDES Permit
- Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

- Name:** Jane Byron
- Title:** Stormwater Specialist
- Department:** Public Works
- Phone:** 651-322-2075
- Email:** jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-F

Permit References:

MCM 4 MCM 3

BMP Title: Stormwater Compliance Inspections

BMP Description:

Construction site operators must conform to all NPDES construction permit standards and City ordinances pertaining to construction site erosion control and waste disposal. Inspection procedures consist of NPDES Phase II inspection requirements and violations reported by the public as defined in BMP Summary Sheets 3-D and 4-E.

Measurable Goals:

Number of enforcement actions

Number of inspections

Specific Components & Notes (Optional):

MCM 4 SOP

MCM 3 SOP

MN MS4 NPDES Permit

MN CSW NPDES Permit

Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-G

Permit References:

MCM 4 MCM 5 MCM 3

BMP Title: Standard Operating Procedures (SOPs)

BMP Description:

Complete an annual review of SOPs for site inspections and site plan reviews by evaluating checklists and existing guidelines to ensure they are up-to-date to reflect MPCA's current construction general permit requirements and city regulations.

Measurable Goals:

Document changes to SOPs

Specific Components & Notes (Optional):

MCM 4 & 5 SOP
MCM 3 SOP
MN MS4 NPDES Permit
MN CSW NPDES Permit
Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron
Title: Stormwater Specialist
Department: Public Works
Phone: 651-322-2075
Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-H

Permit References:

MCM 4 MCM 3

BMP Title: Enforcement Response Procedures

BMP Description:

Enforcement response procedures (ERPs) for construction site activities that enforce the standard operating procedures and permit requirements were developed in 2015.

Measurable Goals:

Document changes to ERPs
Document enforcement actions

Specific Components & Notes (Optional):

MCM 4 SOP
MCM 3 SOP
ERP
MN MS4 NPDES Permit
MN CSW NPDES Permit
Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron
Title: Stormwater Specialist
Department: Public Works
Phone: 651-322-2075
Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-I

Permit References:

MCM 4 MCM 3 MCM 5

BMP Title: Permit Update

BMP Description:

Update the City Grading, Building, and ROW permits and Construction Site Stormwater Runoff ordinance to meet the new permit requirements within 12 months following the date permit coverage is extended. City staff will review and revise (if applicable) current City ordinances and codes annually for conformance to new or amended NPDES construction permit and/or watershed district erosion control.

Measurable Goals:

Document changes to regulations
Annually review regulations

Specific Components & Notes (Optional):

MCM 4 & 5 SOP
MCM 3 SOP
ERP
MN MS4 NPDES Permit
MN CSW NPDES Permit
Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron
Title: Stormwater Specialist
Department: Public Works
Phone: 651-322-2075
Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-1

Permit References:

MCM 4

BMP Title: Prioritize Inspections

BMP Description:

The City has developed an inspection frequency prioritization based on stage of construction, type of receiving water, and weather conditions.

Measurable Goals:

Annually review inspection frequency and prioritization for constructions sites

Specific Components & Notes (Optional):

MCM 4 SOP

MCM 3 SOP

ERP

MN MS4 NPDES Permit

MN CSW NPDES Permit

Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 4-K

Permit References:

MCM 4

BMP Title: Permit Application System

BMP Description:

Develop procedures to integrate construction site stormwater runoff review and inspection documents into permit tracking program. The documents will help to maintain compliance with the MPCA and the City Code on these construction sites.

Measurable Goals:

Annually evaluate potential updates to the permit tracking and inspection process.

Specific Components & Notes (Optional):

MCM 4 SOP

MCM 3 SOP

ERP

MN MS4 NPDES Permit

MN CSW NPDES Permit

Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 5-A

Permit References:

MCM 5

BMP Title: Site Plan Review Program

BMP Description:

The City will review and revise (if necessary, during the plan review process) permanent BMP designs and criteria for post-construction stormwater management associated with new development and redevelopment projects of one acre or more. The City will also actively look for non-structural opportunities where prudent and feasible.

Measurable Goals:

Document site plan reviews.

Specific Components & Notes (Optional):

Rosemount Surface Water Management Plan
Rosemount Engineering Guidelines
Rosemount City Spec and Detail Plates
MN MS4 NPDES Permit
MN CSW NPDES Permit
Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Brian Erickson
Title: City Engineer
Department: Public Works
Phone: 651-322-2025
Email: brian.erickson@rosemountmn.gov

BMP Page

Unique Identifying Number: 5-B

Permit References:

MCM 5

BMP Title: Update Ordinance to Meet New Permit Requirements

BMP Description:

Complete Ordinance updates for post-construction runoff from new development and redevelopment within 12 months of updated MS4 Permit coverage, of reissuance of the MN CSW NPDES Permit, and updates to other land use regulations, such as watershed management plans.

Measurable Goals:

Annually review post-construction runoff regulations.
Track updates made to regulations.

Specific Components & Notes (Optional):

Rosemount Surface Water Management Plan
Rosemount Engineering Guidelines
Rosemount City Spec and Detail Plates
MN MS4 NPDES Permit
MN CSW NPDES Permit
Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron
Title: Stormwater Specialist
Department: Public Works
Phone: 651-322-2075
Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 5-C

Permit References:

MCM 5

BMP Title: Standard Operating Procedures (SOPs)

BMP Description:

The City developed an SOP for post-construction stormwater management in 2015.

Measurable Goals:

Annually review the SOP.

Specific Components & Notes (Optional):

MCM 4 & 5 SOP

MN MS4 NPDES Permit

MN CSW NPDES Permit

Chapters 1 & 2 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 5-D

Permit References:

MCM 5

BMP Title: Document Pertinent Project Information

BMP Description:

Maintain all related documents pertaining to each new or redevelopment project in more user-friendly filing system for better records management.

Measurable Goals:

Document development & redevelopment projects.

Specific Components & Notes (Optional):

Rosemount Surface Water Management Plan
MCM 4 &5 SOP
MN MS4 NPDES Permit
MN CSW NPDES Permit
Chapters 1 of Title 10 of the Rosemount Code of Ordinances

Responsible Parties:

Name: Amy Simonson
Title: Public Works Office Specialist
Department: Public Works
Phone: 651-322-2075
Email: amy.simonson@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-A

Permit References:

MCM 6

BMP Title: Parking Lots & Street Cleaning

BMP Description:

The City currently brush or vacuum sweeps City owned streets a minimum of twice per year in an effort to reduce the amount of sediment and trash from reaching the storm sewer system. One street sweeping activity will occur in the spring (April-June) on all streets, and the second activity will occur in the fall (September –November) on selected areas.

Measurable Goals:

Document frequency and miles swept.
Document amount of material swept.

Specific Components & Notes (Optional):

Cartegraph asset management program
MCM 6 SOP

Responsible Parties:

Name: Eric Day

Title: Streets Crew Lead

Department: Public Works

Phone: 651-322-2042

Email: eric.day@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-B

Permit References:

MCM 6 MCM 3

BMP Title: Storm Sewer Inspection Program

BMP Description:

Conduct one inspection of all City-owned ponds and outfalls prior to expiration date of the MS4 General Permit. Annually inspect of 100% of structural pollution control devices.

Inspect structural stormwater BMPs annually unless previous inspections, complaints, or maintenance indicate a more or less frequent inspection frequency is indicated. Inspection and maintenance frequencies for the majority of sump catch basins within the city have indicated that inspection frequency can be reduced to every other year for the individual BMP.

Newly constructed and rebuilt structural pollution control devices will be added to the storm sewer map and inspected within one year of post construction.

Measurable Goals:

Document inspections
Update maps

Specific Components & Notes (Optional):

BMP 6-D
BMP 3-A
Cartograph asset management program
MCM 6 SOP

Responsible Parties:

Name: Eric Day
Title: Streets Crew Lead
Department: Public Works
Phone: 651-322-2042
Email: eric.day@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-C

Permit References:

MCM 6

BMP Title: Inspection of All Exposed Stockpiles, Storage, and Material Handling Areas

BMP Description:

City staff will annually locate and inspect all exposed stockpiles and storage/material handling areas on City owned properties. All existing onsite BMP's will be inspected for conformance to NPDES Phase II permit requirements. Any identified erosion control issues will be corrected and documented.

Measurable Goals:

Inspect all stockpile and storage handling areas at least once annually and document.

Specific Components & Notes (Optional):

Cartograph asset management program
MCM 6 SOP

Responsible Parties:

Name: Chuck Jacobus

Title: Public Works Supervisor

Department: Public Works

Phone: 651-322-2092

Email: chuck.jacobus@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-D

Permit References:

MCM 6

BMP Title: Structural Stormwater BMP Maintenance Program

BMP Description:

This plan will consist of (at a minimum) training materials and workshops for City staff to help reduce storm water pollution caused from park maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

Measurable Goals:

Document annually number or structures repaired or scheduled for maintenance.

Specific Components & Notes (Optional):

Cartegraph asset management program
MCM 6 SOP

Responsible Parties:

Name: Chuck Jacobus
Title: Public Works Supervisor
Department: Public Works
Phone: 651-322-2092
Email: chuck.jacobus@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-E

Permit References:

MCM 6

BMP Title: Asset Management System for Record Reporting and Retention

BMP Description:

The City will retain all records of inspection, maintenance, and corrective actions of the City's stormwater system. Records will be available, by request, to the public upon approval by the City.

Measurable Goals:

Number of data requests.
Annual evaluation of asset management data procedures.

Specific Components & Notes (Optional):

Cartegraph asset management program
MCM 6 SOP

Responsible Parties:

Name: Aaron Menza
Title: GIS Supervisor
Department: Public Works
Phone: 651-322-2085
Email: aaron.menza@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-F

Permit References:

MCM 6

BMP Title: Evaluation of Inspection Frequency

BMP Description:

The City will retain the records of inspection results and any maintenance performed or recommended for structural stormwater BMPs. After two years of inspections, if patterns of maintenance become apparent, the frequency of inspections may be adjusted at the discretion of the City.

Measurable Goals:

Documentation of structural BMP inspections.

Specific Components & Notes (Optional):

Cartegraph asset management program
MCM 6 SOP

Responsible Parties:

Name: Brian Erickson

Title: City Engineer

Department: Public Works

Phone: 651-322-2025

Email: brian.erickson@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-G

Permit References:

MCM 6

BMP Title: Landscape and Lawn Care

BMP Description:

The City will continue to annually review and, if necessary, adjust its current practices in the use of fertilizer, pesticide and herbicide application, mowing and discharge operations, grass clipping collection, mulching and composting.

Measurable Goals:

Annually review landscape and lawncare practices.

Specific Components & Notes (Optional):

Public Works Quality Standards
MCM 6 SOP

Responsible Parties:

Name: Kyle Morris

Title: Public Works Supervisor

Department: Public Works

Phone: 651-322-2095

Email: kyle.morris@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-H

Permit References:

MCM 6

BMP Title: Road Salt Application Review

BMP Description:

The City will review the practices and policies of road salt applications such as alternative products, calibration of equipment, inspection of vehicles and staff training.

Measurable Goals:

Annual review of road salt application policies.

Specific Components & Notes (Optional):

Snowplowing Policy
MCM 6 SOP

Responsible Parties:

Name: Chuck Jacobus
Title: Public Works Supervisor
Department: Public Works
Phone: 651-322-2092
Email: chuck.jacobus@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-1

Permit References:

MCM 6 MCM 5

BMP Title: Evaluation of Proposed Stormwater Infiltration Projects for Impacts on Source Water

BMP Description:

If the proposed infiltration/discharge is determined by the City to potentially affect the local drinking water supply, the City will prohibit the construction of the infiltration area or incorporate the necessary BMPs to minimize the identified pollutant(s) prior to infiltrating the vulnerable portions of the drinking water supply management areas (DWSMAs). The City shall follow stormwater infiltration restrictions and provisions of the MN CSW NPDES Permit and the MN MS4 NPDES Permit.

Measurable Goals:

Document site plan reviews
Document infiltrometer testing post infiltration basin construction

Specific Components & Notes (Optional):

MN CSW NPDES Permit
MN MS4 NPDES Permit
Rosemount Surface Water Management Plan
Rosemount Engineering Guidelines
Rosemount Spec and Detail Plats
Chapter 1 of Title 10 of the Rosemount Code of Ordinances
MCM 4 & 5 SOP

Responsible Parties:

Name: Brian Erickson
Title: City Engineer
Department: Public Works
Phone: 651-322-2025
Email: brian.erickson@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-J

Permit References:

MCM 6

BMP Title: Park and Open Space Training

BMP Description:

Develop written procedures for the existing program to train full-time and seasonal employees on proper use and application of fertilizers and pesticides for maintenance of City lands.

Measurable Goals:

Document annual training

Specific Components & Notes (Optional):

Public Works Quality Standards
MCM 6 SOP

Responsible Parties:

Name: Kyle Morris

Title: Public Works Supervisor

Department: Public Works

Phone: 651-322-2095

Email: kyle.morris@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-K

Permit References:

MCM 6

BMP Title: Fleet and Building Maintenance Training Program

BMP Description:

Training focused on automotive maintenance program (automotive inspections and washing), spill cleanup training, hazardous materials training, building leak prevention and inspection training.

Measurable Goals:

Document annual training

Specific Components & Notes (Optional):

Public Works Quality Standards
MCM 6 SOP

Responsible Parties:

Name: Kyle Morris

Title: Public Works Supervisor

Department: Public Works

Phone: 651-322-2095

Email: kyle.morris@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-L

Permit References:

MCM 6

BMP Title: Stormwater Systems Maintenance Training Program

BMP Description:

Training focused on parking lot and street cleaning, storm drain systems cleaning, road salt materials management.

Measurable Goals:

Document annual training

Specific Components & Notes (Optional):

Snowplowing Policy
Public Works Quality Standards
MCM 6 SOP

Responsible Parties:

Name: Chuck Jacobus
Title: Public Works Supervisor
Department: Public Works
Phone: 651-322-2092
Email: chuck.jacobus@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-M

Permit References:

MCM 6 MCM 3

BMP Title: Spill Prevention & Control Plans for Municipal Facilities

BMP Description:

Ensure that plans describing spill prevention and control procedures are consistent among all departments. Conduct annual spill prevention and response training sessions to all municipal employees. Distribute education materials to each municipal facility by the end of year 2.

Measurable Goals:

Document annual training

Specific Components & Notes (Optional):

MCM 3 SOP

MCM 6 SOP

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-N

Permit References:

MCM 6

BMP Title: Facility Inventory

BMP Description:

The City maintains an inventory of city-owned facilities that contribute pollutants to stormwater discharges.

Measurable Goals:

Annual review and update of facilities

Specific Components & Notes (Optional):

Cartegraph asset management system
MCM 6 SOP

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

Phone: 651-322-2075

Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 6-0

Permit References:

MCM 6

BMP Title: Pond Assessment Procedures & Schedule

BMP Description:

The City pond assessment procedure and schedule relies on predictive modeling to gauge when ponds are in need of maintenance. The City annually selects 5-6 ponds for further study and modeling based on predictive modeling software, complaints, inspections, and proximity to upcoming capital projects. Selected ponds are then prioritized for maintenance based on results.

Measurable Goals:

Maintain a list of ponds needing maintenance

Document pond maintenance

Update predictive modeling program

Specific Components & Notes (Optional):

SWMP predictive modeling program

MCM 6 SOP

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

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Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 7-A

Permit References:

22.1

BMP Title: TMDL Review & Implementation

BMP Description:

Rosemount will work cooperatively with the Minnesota Pollution Control Agency and other outside organizations to develop and implement all future TMDL implementation plan(s) for impaired waters designated under Section 303(d), receiving MS4 discharges from within or adjacent to the City.

Measurable Goals:

1. Establish a baseline of information— determine what processes are in place and what has already been accomplished (i.e. TMDL studies underway) that will help meet these permit conditions during this MS4 permit cycle.
2. Prepare a written inventory of all impaired waters within the jurisdictional boundaries of the MS4, as well as those outside these boundaries likely to have an impact as a result of receiving stormwater discharge from the MS4; compile as much detail about the stormwater discharges they receive from the MS4 as is available.
3. Prepare a map that includes all impaired waters that the MS4 discharge may impact, all MS4 discharge points that may impact these water(s), and delineated watershed(s) that may contribute to the impairment.
4. Complete for records a written overview of the conclusions reached through this review, including the decision making process used to determine what SWPPP revisions may be needed.

Specific Components & Notes (Optional):

Impaired Waters List

Responsible Parties:

Name: Jane Byron

Title: Stormwater Specialist

Department: Public Works

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Email: jane.byron@rosemountmn.gov

BMP Page

Unique Identifying Number: 7-B

Permit References:

22.3 22.4

BMP Title: Lower Mississippi River Basin Fecal Coliform TMDL

BMP Description:

The TMDL requires a reduction in bacteria TMDLs. The city will annually evaluate if there are potential areas that are likely to be high sources of bacteria. Additionally, the city implements the following practices that are capable of reducing bacterial load:

1. Requires in/filtration of stormwater for new and redevelopments
2. Requires native vegetative buffers around all wetlands and nearly all stormwater ponds
3. Provides rebates for qualifying smart irrigation controllers and irrigation audits to reduce irrigation overspray (program only remains valid as funding is available)
4. Installs pet waste signage in areas of higher dog traffic in parks
5. Annual street sweeping

It should be noted that the piped MS4 stormwater system does not currently outlet to the Mississippi River. Current flows to the River are overland and/or not owned or controlled by the City.

Measurable Goals:

Annual evaluation of potential high source areas
Number of infiltration basins added
Updates to pet waste signage map
Frequency of miles swept and amount of material collected

Specific Components & Notes (Optional):

BMPs 6-A, 1-B, 3-A
Rosemount Comprehensive Wetland Management Plan
Rosemount Comprehensive Surface Water Management Plan
Chapter 1 of Title 10 of the Rosemount Code of Ordinances
Chapter 7 of Title 11 of the Rosemount Code of Ordinances
MCM 5 SOP & MCM 6 SOP

Responsible Parties:

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