

STANDARD OPERATING PROCEDURE CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**CITY OF BELLEVILLE
6 MAIN STREET
BELLEVILLE, MICHIGAN 48111**

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UPDATED JULY 2019**



SECTION A – PURPOSE

The Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II Stormwater Discharge Permit Application requires a **description of current and proposed BMPs** to meet the minimum control measure requirements for the construction stormwater runoff control program to the maximum extent practicable. The City of Belleville does administer a Part 91 program and is a designated municipal enforcement agency. The following standard operating procedure provides a description of the procedures the City of Belleville employs for construction site runoff control that includes notification procedures and ensuring proper permits are obtained by those disturbing greater than one acre of soil.

SECTION B – APPLICATION PROCEDURE

Prior to any earth disturbance, the City of Belleville will ensure that construction activity one acre or greater in total earth disturbance with the potential to discharge to the MS4 does obtain a Part 91 Permit and/or a State of Michigan Permit by Rule is reviewed by an approved Authorized Public Agency through the site plan review process. These requirements are documented in the City of Belleville's

B.1 Article IV – Soil Erosion and Sedimentation Control in Chapter 34 – Environment Cod of Ordinances

SECTION C – INSPECTIONS/COMPLAINTS

As the Part 91 regulating authority, the City of Belleville will inspect active construction sites that have obtained a Soil Erosion and Sedimentation Control Permit from the City of Belleville.

Complaints regarding soil erosion and sedimentation issues made by the public will be forwarded to the City of Belleville's Engineer (Hennessey Engineers, Inc.). At that time, the City of Belleville's Engineer, Hennessey Engineers, Inc. will direct a site inspection to document any violations of the soil erosion and sedimentation/grading permit within 24 to 48 hours and pursue enforcement actions as appropriate. See the Enforcement Response Procedure for a summary of the enforcement protocols to ensure compliance with the City's Part 91 program.

**C.1 Article IV – Soil Erosion and Sedimentation Control in Chapter 34 – Environment Cod
of Ordinances**

SECTION D – MEASUREABLE GOALS

To demonstrate the effectiveness of the City of Belleville's Part 91 program, the following metrics will be tracked for reporting purposes:

- Number of Part 91 related complaints received.
- Number of Part 91 permits issued by the City of Belleville.
- Number of enforcement actions taken to achieve compliance with the City of Belleville's Part 91 program.

These metrics will be tracked over the reporting cycle that is specified in the City of Belleville's Certificate of Coverage for the MS4 Permit.

SECTION E – REPORTABLE DISCHARGES

The City of Belleville will not report instances of *de minimis* soil discharges to MDEQ. For instances where the discharge of sediment cannot be immediately contained on site, or if there are other pollutants that include pesticides, petroleum derivatives, construction chemicals, and solid waste associated with the discharge in quantities that are consistent with the spill response plan as defined in the Stormwater Management Plan (SWMP), the City of Belleville will notify the MDEQ within 24 hours through the Pollution Emergency Alert System (PEAS) at 1-800-292-4706.

SECTION F – STATE OF MICHIGAN PERMIT BY RULE

The City of Belleville shall advise the landowner or recorded easement holder of the State of Michigan Permit by Rule (Rule 323.2190) for storm water discharge from construction activity if the area of the disturbance is greater than 5 acres. These criteria will be identified during the site plan review process and will be included in correspondence with the landowner as appropriate.

SECTION G – PROCESS FOR REVISION

Any questions on this policy and procedure should be directed to the Stormwater Manager, City Manager or Hennessey Engineers, Inc. This procedure shall be reviewed once per permit cycle by the Stormwater Manager for any updates to streamline the requirements.