

NCS000444\_LOWELL 2023 ANNUAL SELF ASSESSMENT

Permit Year (July 1 - June 30)	BMP Ref.	Measurable Goal	Reporting Metric	Comments
2	1	Did Lowell submit the Annual Self-Assessment to NCDEQ prior to August 31 each year?	YES	City of Lowell submitted in September 2022 after 30 day submittance extension granted by NCDEQ.
2	3.B.3.	Did Lowell select a funding mechanism?	YES	6.75 / ERU; ERU = 2,827 square feet
2		If so, what is the program funding mechanism?	UTILITY	6.75 / ERU; ERU = 2,827 square feet
2	3.B.4.	Did Lowell implement the selected funding mechanism?	YES	<b>Implemented July 1, 2021</b>
2	5.B.1.	Did Lowell mail fliers on all four topics (general awareness, illicit discharges, illegal dumping, proper waste disposal)?	YES	Summer 2022 and Spring 2023
2	5.B.1.	If so, how many utility bill insert fliers were distributed?	3,283	Summer 2022 = 1,677; and Spring 2023 = 1,606
2	5.B.2.	Did Lowell spotlight stormwater pollutants on the City’s Facebook page?	YES	
2	5.B.2.	If so, what topics were covered?		General Stormwater Awareness, Pool Maintenance BMP, Public Involvement and Participation, Proper Litter Disposal, Bulk Pick-up Policy, Proper Trash Disposal, Things to do to help with SW, Proper Lawn Waste Disposal, Washing your Car, Christmas Tree Disposal, Illicit Discharge, Proper Household Waste Disposal, Grass Clippings and Leaves Composting, and Recycling
2	6.B.2.	Did Lowell identify key neighborhoods that have the most significant nutrient impacts to major outfalls to the South Fork River?	YES	River Falls and River View
2	6.B.2.	If so, did Lowell target those citizens with fertilizer awareness program/mailers?	YES	358 Houses
2	8.B.4.	Did Lowell provide painting Industry BMP flyers to new construction builders to keep on the jobsite?	YES	
2	8.B.4.	If so, how many painting Industry BMP flyers were distributed?	4	Provided to Pro Touch, True Homes, Mill Street townhome buider, and 101 E First Street
2	9.B.1.	Did Lowell provide handouts of worksheets, puzzles, coloring pages, word finds, prize giveaways, etc to citizens of all ages at annual festival?	YES	Lowell Treat Walk on 10/25/2022
2	9.B.1.	If so, how many citizens were interacted with at annual festival?	see comments	Interacted with over 1,000 people of all ages. Handed out 105 Creepy Creek Crawlers Environmental Education Certificates, 15 RSPC pens, 15 Gaston County Nat. Resources pencils, 78 Don't Pollute handouts, 86 Let's Talk Storm Drains handouts, and 75 kids' activity pages
2	9.B.2.	Did Lowell utilize the RSPC for cost sharing of tv/radio advertising?	YES	TV Ad Counts: 322 Fall and 312 Spring for a total of 634 Radio Ad Counts: 45 Fall and 67 Spring for a total of 112
2	10.B.1.	Did Lowell distribute quarterly fliers / newsletters on litter / waste management?	YES	Spotlighted in Spring News Letter 2023 Newsletter
2	10.B.1.	If so, how many quarterly fliers / newsletters on litter / waste management were distributed?	1,606	
2	10.B.2.	Did Lowell implement the bulk waste pickup policy?	YES	Policy was was amended in January 2023 to be more stringent and increase enforcement and fees related to bulk item collection.
2	10.B.2.	If so, how many tons of bulk waste were collected?	15	<a href="#">Lowell Dump Receipt 7-10-23-combined.pdf</a>
2	10.B.3.	Did Lowell enforce the Litter Ordinance?	YES	
2	10.B.3.	If so, how many Litter Ordinance enforcement actions were issued?	1	Truck Loads Causing Litter on Highway citation issued June 22/2023

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2	11.B.4.	Did Lowell post the MS4 Annual Self-Assessment on the web page?	YES	<a href="https://www.lowellinc.com/documents/2022-annual-self-">https://www.lowellinc.com/documents/2022-annual-self-</a>
2	11.B.4.	Did Lowell verify all links and contact info are current/active on the web page?	YES	
2	12.B.1.	Did Lowell maintain the hotline/helpline?	YES	
2	12.B.1.	If so, was the hotline/helpline publicized on the city's web page?	YES	
2	12.B.1.	If so, was the hotline/helpline publicized in the city's newsletter?	YES	
2	12.B.1.	If so, was the hotline/helpline publicized in the city's educational fliers?	YES	
2	13.B.1.	Did Lowell provide an annual volunteer opportunity for litter sweep?	YES	Completed April 15, 2023.
2	13.B.1.	If so, how many annual volunteer litter sweep participants were there?	8	
2	13.B.2.	Did Lowell provide an annual volunteer opportunity with River Sweep?	Yes	Completed November 5, 2022
2	13.B.2.	If so, how many annual volunteer River Sweep participants were there?	10	5 Lowell Residents/ 5 Lowell Nonresidents.Collected 220 pounds of trash.
2	14.B.1.	Did City staff bring stormwater issues before the planning board to receive citizen input and factor stormwater into development decisions?	YES	<a href="https://www.lowellinc.com/stormwater-commission-meetings/">https://www.lowellinc.com/stormwater-commission-meetings/</a>
2	14.B.2.	Did Lowell utilize the stormwater website for submission forms for asking a stormwater question or report a concern?	YES	<a href="https://www.lowellinc.com/#/city/report/embed/report-a-stormwater-concern">https://www.lowellinc.com/#/city/report/embed/report-a-stormwater-concern</a>
2	14.B.2.	If so, how many online submissions asking a stormwater question or reporting a concern were received?	3	Besides these online submissions, Lowell also received 13 additional stormwater issues/concerns in the permit year: 4 by email, 4 by phone, 4 by field observations, and 1 by in-person.
2	16.B.2.	Did Lowell coordinate clean-up of public areas?	YES	Launched Summer Litter Patrol Social Media Campaign and coordinated pop-up George Poston Park clean-up with Gaston County for July 2023
2	16.B.2.	If so, how many citizens participated in coordinated clean-up of public areas?	0	As of end of Permit Year 2 no citizens have participated in Summer Litter Patrol Social Media Campaign. Coordination with Gaston County happened in Permit Year 2 but actual clean-up is scheduled for Permit 3
2	16.B.2.	If so, how many tons of trash were removed during coordinated clean-up of public areas?	0	As of end of Permit Year 2 no citizens have participated in Summer Litter Patrol Social Media Campaign. Coordination with Gaston County happened in Permit Year 2 but actual clean-up is scheduled for Permit 3
2	18.B.2.	Did Lowell host an Elected Officials workshop to discuss stormwater issues with regional elected officials?	YES	3 elected officals. Completed March 9th, 2023
2	18.B.3.	Did Lowell Participate in the public event RiverFest (Catawba River Keeper) in Belmont to discuss stormwater with local citizens?	YES	Signed up as vendor. Distributed 99 Stormwater Activities For Kids, 99 Wendell and Penelope Learn About Stormwater, 99 The Surprising Story of Stormwater
2	19.B.1.	Did Lowell conclude initial MS4 mapping?	YES	4,193 features was collected during the initial MS4 mapping: 1,417 inlets, 762 ditches, 1,407 pipes, 11 open channels, and 595 outlets
2	22.B.3.	Did Lowell implement the IDDE Plan?	YES	
2	23.B.1.	Did Lowell train staff to implement the IDDE ordinance, IDDE Plan and SOP?	YES	
2	23.B.1.	If so, how many staff were trained on IDDE ordinance, IDDE Plan and SOP implementation?	2	

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2	24.B.1	Did Lowell conduct IDDE inspections in accordance with the IDDE Plan?	NO	Prior to the adoption of the IDDE plan, staff did identify a local business discharging FOG (fats, oil,grease) from collection bin into an onsite catch basin. Business was sent the food industry BMP. No further action was needed.
2	24.B.1	If so, how many IDDE inspections were performed?	0	As of July 31, 2023 we have a new Stormwater Admin who will be performing IDDE inspections going forward.
2	24.B.1	How many confirmed illicit discharges were documented?	0	
2	24.B.1	How many illicit discharges were remedied?	0	
2	24.B.1	How many illicit discharge enforcement actions were issued?	0	
2	24.B.2.	Did Lowell perform dry weather outfall inspections?	YES	
2	24.B.2.	If so, how many dry weather outfall inspections were performed?	27	Twenty-seven comprise 40% of the 67 outfalls discovered during the initial mapping. Per the 1.6.4 section of Lowell's IDDE Plan, at least 20% of the outfalls within the MS4 boundary will be screened yearly.
2	27.B.1.	Did Lowell implement a quarterly training program for Public Works staff to identify and report illicit discharges?	YES	Only one training happened in Permit Year 2. As of July 31, 2023 we have a new Stormwater Admin who will be performing quarterly IDDE trainings going forward.
2	27.B.1.	If so, how many Public Works staff were trained to identify and report illicit discharges?	8	
2	28.B.1.	Did Lowell create fact sheets for illicit discharges for employee common areas?	YES	<a href="https://www.lowellinc.com/documents/illicit-discharge-fact-sheet/">https://www.lowellinc.com/documents/illicit-discharge-fact-sheet/</a>
2	28.B.2.	If so, how many fact sheet posters for illicit discharges for employee common areas were displayed?	3	Illicit discharge fact sheets on display in Lowell City Hall, Police Department, and Public Works employee commom areas; Part of Precon Meeting Packet
2	31.B.1.	Did Lowell train municipal staff on proper handling of construction site runoff control complaints?	YES	
2	31.B.1.	If so, how many staff were trained on proper handling of construction site runoff control complaints?	8	
2	33.B.1.	Did Lowell develop an ordinance to require construction site operators to control waste?	YES	Code of Ordinances, Section 50.03
2	34.B.1.	Did Lowell create waste management requirement fact sheets to share during pre-construction meetings?	YES	City of Lowell decided to use the NCG01 Ground Handling and Materials Handling Sheet.
2	34.B.2.	Did Lowell add waste management requirement fact sheets to the stormwater web page?	YES	<a href="https://www.lowellinc.com/documents/ground-stabilization-and-materials-handling-sheet/">https://www.lowellinc.com/documents/ground-stabilization-and-materials-handling-sheet/</a>
2	34.B.3.	Did Lowell distribute waste management requirement fact sheets during pre-construction meetings?	YES	Part of Precon Meeting Packet.
2	34.B.3.	If so, how many waste management requirement fact sheets were distributed during pre-construction meetings?	2	
2	35	Did Lowell track the number of low-density and high-density plan reviews performed?	YES	
2	35	If so, how many low density project reviews were performed?	1	Gaston County
2	35	If so, how many high density project reviews were performed?	0	Gaston County
2	35	If so, how many low density project reviews were approved?	1	Gaston County
2	35	If so, how many high density project reviews were approved?	0	Gaston County
2	35	Did Lowell maintain a current inventory of low-density projects and constructed SCMs, including SCM type or low-density acreage, location, last inspection date and type of enforcement action (if any)?	YES	

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2	35	How many high density non-municipally owned SCM inspections were performed?	0	Mailed out SCM inspection letters of notice but didn't received inspection results in Permit Year 2.
2	35	How many low-density inspections were performed?	0	Mailed out SCM inspection letters of notice but didn't received inspection results in Permit Year 2.
2	35	How many post-construction enforcement actions were issued?	0	
2	41.B.2.	Did Lowell Include pet waste disposal criteria information in city newsletter?	YES	Included in Spring News Letter 2023 Newsletter
2	42.B.2.	Did Lowell perform inspections of the municipal PPGH inventory facilities?	YES	9 inspections performed: Bob Bolick Park, City Hall, Edgewood Cemetery, Harold Rankin Park, Community Center, McCord Family Park, Police Department, Public Works, and Wastewater Treatment Plant
2	42.B.2.	If so, were the municipal PPGH facilities classified as low, medium and high potential?	YES	Public Works and Wastewater Treatment Plant were classifeid as being high potential of stormwater pollution runoff and all other 7 facilities are considered to have a low potential.
2	42.B.3.	Did Lowell identify and obtain industrial stormwater permits for subject city-owned industrial facilities?	YES	Lowell has already identified and already obtained a NPDES permit for the City of Lowell Wastewater Treatment Plant.
2	42.B.3.	If so, how many municipal industrial facilities were permitted?	1	Municipal Wastewater Treatment Plant: Discharge (< 1MGD) permit type, originally issued 4/29/1981, reissued 7/1/2020, expires 1/31/2025
2	42.B.4.	Did Lowell determine which city owned facilities require a SPCC Plan?	YES	SPCC does not current apply to any municipal facilities. All facilities are below the threshold for required federal mandate.
2	42.B.4.	If so, how many facilities require a SPCC Plan?	0	City has future plans to build a new Public Works facility in the next 5 years. Staffff will re-evaluate this measure during plan design for this project.
2	42.B.4.	If so, how many facilities received a SPCC Plan?	0	
2	42.B.5.	Did Lowell update the municipal PPGH industrial facility inventory with new or closed facilities?	YES	added McCord Park and Edgewood Cemetery
2	43.B.1.	Did Lowell create a PPGH SOP for inspection of City facilities, including inspection forms, frequencies, and report documentation?	YES	<a href="https://lowellinc-my.sharepoint.com/:b:/p/tstroupe/Ee9SPz5_bFFKiVPuG-PuSl4BevCiTgz9rEVviHa_C3rDuQ?e=fllobm">https://lowellinc-my.sharepoint.com/:b:/p/tstroupe/Ee9SPz5_bFFKiVPuG-PuSl4BevCiTgz9rEVviHa_C3rDuQ?e=fllobm</a>
2	44.B.1.	Did Lowell develop a staff training program for general stormwater pollution prevention for public works employees?	YES	
2	44.B.1.	Did Lowell perform a staff training program for general stormwater pollution prevention for public works employees?	YES	Training happened on March 9, 2023.
2	44.B.1.	If so, how many staff were trained on general stormwater pollution prevention?	8	
2	45.B.1.	Did Lowell train municipal staff on spill response?	YES	Training happened on March 9, 2023.
2	45.B.1.	If so, how many staff were trained on spill response?	8	
2	45.B.4.	Did Lowell train VFD on spill response?	YES	<a href="#">45.B.4 VFD Spill Response Memo.pdf</a>
2	45.B.4.	If so, how many VFD staff were trained on spill response?	Unknown, see attached memo from Chief Cunningham	As of July 31, 2023 we have a new Stormwater Admin who will be participating in training events with the VFD and will document the number of personnell trained as well as the date or dates of Hazmat training.
2	48.B.1.	Did Lowell develop a training program for conducting MS4 system inspections and maintenance?	YES	

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				Inspection data fields and attributes were added to the MS4 data collection ArcGIS Online web layers used in the initial mapping. Field Inspections were performed on inlets, conveyance, and outlets not digitized from plans or engineering drawings. Initial and future inspections for inlets included the condition of the inlet, any standing water in the box, and dry weather flow, and any blockage inside the box or pipe; for conveyance, included the shape of ditches; and for outlets, included the possibility of an illicit discharge, condition of outlet, any blockages, and shape of the ditch at the discharge point.
2	48.B.2.	Did Lowell create a stormwater collection system inspection form?	YES	
2	48.B.3.	Did Lowell perform stormwater collection system inspections?	YES	
2	48.B.3.	If so, how many stormwater collection system inspections were performed?	1,030 Inlets, 749 Ditches, and 507 Outlets	
2	51.B.1	Did Lowell staff maintain core, right-of-way, and ornamental pest control applicator certifications?	YES	
2	51.B.1	If so, how many certified core, right-of-way, and ornamental pest control applicator staff does Lowell have?	1	Thomas Shrewbury, Public Work Director
2	51.B.2.	Did Lowell develop or identify a pollution prevention and chemical use, storage and handling training program?	YES	
2	51.B.4.	Did Lowell require City contractors to provide NC Pesticide License for inspection?	NO	Not Applicable
2	52.B.5.	Did lowell create an NPDES Permit tracking mechanism to document and track municipal facilities with an industrial stormwater permit, expiration dates, and inspections?	YES	Municipal Wastewater Treatment Plant: Discharge (< 1MGD), expires in 2025
2	53.B.2.	Did Lowell perform inspections of municipal vehicle and equipment cleaning maintenance facilities?	YES	
2	53.B.2.	If so, how many municipal vehicle and equipment cleaning maintenance facility inspections were performed?	26	10 Public Works vehicles, 14 Police vehicles, 2 Administration vehicles
2	53.B.3.	Did Lowell reinspect any deficient municipal vehicle and equipment cleaning maintenance facilities to ensure corrective actions were implemented?	YES	
2	53.B.3.	If so, how many reinspections of deficient municipal vehicle and equipment cleaning maintenance facilities were performed?	2	Four vehicles needed reinspections (3 Public Works and 1 Police) in Permit Year 2. Two of the Public Works vehicles are on loan to another community, so reinspections for these vehicles will take place at the beginning of Permit Year 3.
2	54.B.2.	Did Lowell implement a SOP with a schedule of leaf collection, gutter blowing, and street cleaning and standardized documentation?	YES	
2	54.B.2.	How many cubic yards of leaves were collected?	1,132	
2	54.B.2.	How many street miles were swept?	508	Public works has a truck with a leaf vacuum but not a sweeper.