PHASE II
STORMWATER MANAGEMENT PROGRAM (SWMP)

for

City of Claremore, Oklahoma

Effective Date:
January 30, 2016

Updated:
April 30, 2025

SIGNATURES OF RESPONSIBLE OFFICIALS

for the City of Claremore, Oklahoma

Per OKR04 Part VI.H, the following certification is hereby made in order to comply with the signatory requirements of the State of Oklahoma's Phase II Stormwater General Permit for Small Municipalities (OKR04).

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.

John W. Feary 4/30/2025

City Manager **Date**

4-30-2025

Public Works Director **Date**

4-30-25

City Engineer **Date**

ATTEST:

Sarah Sharp 4/30/25

City Clerk **Date**

CITY OF CLAREMORE OFFICIAL SEAL CLAREMORE, OKLAHOMA

EXECUTIVE SUMMARY

The City of Claremore has prepared this Stormwater Management Program (SWMP) to provide descriptions of the activities to be conducted to meet its obligations under the Oklahoma Department of Environmental Quality's (ODEQ's) General Permit (OKR04) for Phase II Small Municipal Separate Storm Sewer System (MS4) Discharges within the State of Oklahoma, having an effective date of June 1, 2021.

Copies of this SWMP will be kept in-house for review by ODEQ upon request. Per OKR04 Part V.A.1, this SWMP document will be kept up to date during the term of the permit. Interim progress will be made in developing and implementing program elements during the term of the permit.

All six Minimum Control Measures (MCMs) have been addressed in this SWMP, as well as special conditions for compliance with water quality standards, as required. In addition, the City of Claremore has elected to participate in the "Optional Permit Requirements for Municipal Construction Activities" (OKR04 Part VIII), also known as the "7th MCM."

The City of Claremore herein declares our commitment to ensure the implementation of all requirements in our Stormwater Management Program (SWMP) document regarding protection of water quality in the 303(d) impaired waterbodies within our MS4 (SWMP Section II.K), and to implement all TMDL requirements specified in each TMDL document in which our MS4 has been included (SWMP Section II.L). The City of Claremore has additional requirements to protect Outstanding Resource Waters (ORW) as specified in SWMP Section II.M and SWMP attachments. These three areas of special water quality protection in the SWMP address all requirements of OKR04's Part IV Special Conditions and Compliance with Water Quality Standards.

Each MCM has a number of Best Management Practices (BMPs) that constitute the core activities pertaining to each. Appendix A summarizes the BMPs and provides Measurable Goals for each BMP, including activity descriptions and implementation schedules. In addition, the SWMP text provides additional information about the MCMs and the Responsible Persons assigned to each MCM element.

Every reasonable effort has been made to comply with all requirements in the State's OKR04 General Permit for Small MS4s. This SWMP document will be amended as needed to reflect program and implementation changes per requirements of ODEQ and the OKR04 permit.

To help implement certain aspects of the Phase II requirements, the City of Claremore receives assistance from the following governmental agencies:

- Green Country Stormwater Alliance (GCSA) sponsored by the Indian Nations Council of Governments (INCOG)
    - Public education and involvement
    - Illicit discharge detection and elimination

    - Training of city staff and crews

- The Metropolitan Environmental Trust (MET)
    - Public education and involvement
    - Illicit discharge detection and elimination

- The City of Tulsa, Regional Household Pollutant Collection (RHPC) Facility
    - Public education and involvement
    - Illicit discharge detection and elimination

Services provided by the GCSA, the MET, and the RHPC Facility are described where appropriate in the SWMP.

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PHASE II STORMWATER MANAGEMENT PROGRAM

APPENDICES

I. INTRODUCTION

In 1990, the U.S. Environmental Protection Agency (EPA) promulgated regulations for establishing water-quality-based municipal stormwater programs to address stormwater runoff from certain industrial and construction activities and from medium and large MS4s serving populations of 100,000 or greater. These "Phase I" regulations were incorporated into the existing National Pollutant Discharge Elimination System (NPDES) permit rules that address point source dischargers. As a result, urban nonpoint source pollution runoff became regulated as point source discharges. On December 8, 1999, EPA published final "Phase II" stormwater regulations that addressed urban stormwater runoff from cities under 100,000 population and counties that lie within the Urbanized Area (UA) as designated by the latest US Census Bureau. Phase II permits were also required for certain non-UA cities designated by the ODEQ.

The 1999 EPA Phase II regulations required that all permitted cities and counties must develop a comprehensive Stormwater Management Program (SWMP) that addresses six "Minimum Control Measures" (MCMs). In June 2021, ODEQ updated these requirements to the MCMs listed below:

1. *Public Education and Involvement*
2. *Industrial Stormwater Runoff Control*
3. *Illicit Discharge Detection and Elimination*
4. *Construction Site Stormwater Runoff Control*
5. *Post-Construction Management in New Development and Re-Development*
6. *Pollution Prevention / Good Housekeeping for MS4 Operations*

The ODEQ has primary jurisdiction over permitting and enforcement of the Phase II Stormwater Program for Oklahoma. On February 8, 2005, the ODEQ finalized the first General Permit for Phase II Small Municipal Separate Storm Sewer System Discharges within the State of Oklahoma (OKR04). On April 30, 2021, ODEQ reauthorized OKR04 with an effective date of June 1, 2021. The revised OKR04 permit allows for DEQ to re-open and require modifications to the permit in if certain factors arise, and to allow for minor modifications to the SWMP that will not be considered permit modifications as defined in the regulations.

OKR04 requires that each permittee submit a Notice of Intent (NOI) to apply for coverage and develop a Stormwater Management Program (SWMP) that specifies, for each MCM, what activities will be performed as Best Management Practices (BMPs), along with BMP implementation schedules and Measurable Goals. The NOI for the City of Claremore has been made publicly available on its website.

This SWMP document fulfills the OKR04 General Permit requirement to prepare a detailed plan of how the City of Claremore will address non-stormwater discharges within its permitted MS4 and Urbanized Area. The SWMP is also publicly available on the City's website.

II.SWMP OVERVIEW & SPECIAL REQUIREMENTS

A. Regulatory Authority

In compliance with the provisions of the Clean Water Act (CWA), Public Law 92-500, as amended, 33 U.S.C. § 1251 *et seq*; as required under the Stormwater Phase II Rule at 40 CFR §§ 122-124; and the provisions of the Oklahoma Pollutant Discharge Elimination System (OPDES) OAC 252:606-1-3(b)(3), incorporating by reference 40 CFR §122.26, 122.30-122.35; operators of Small Municipal Separate Storm Sewer Systems (MS4s) are authorized to discharge in accordance with the conditions and requirements set forth in the 2021 OKR04 General Permit. The Stormwater Phase II Rule was originally published on December 8, 1999, (64 FR 68722) and became effective on February 7, 2000.

The 2021 OKR04 General Permit is a reissuance by the ODEQ with an effective date of June 1, 2021. The 2021 OKR04 General Permit and the authorization to discharge shall expire at midnight on May 31, 2026. As provided in the permit, operators of Small MS4s, located in areas specified in the permit and who submit a Notice of Intent (NOI) in accordance with PART III of the permit are authorized to discharge pollutants to waters of the State in accordance with the conditions and requirements set forth in the 2021 OKR04 General Permit.

The OKR04 permit authorizes discharges of stormwater and certain non-stormwater discharges from Small MS4s, as defined in 40 CFR § 122.26(b)(16), adopted and incorporated by reference in Oklahoma Administrative Code (OAC) 252:606-1-3(b)(3). This includes MS4s designated under 40 CFR §122.32(a)(1) and 40 CFR §122.32(a)(2) that describe the referenced area with a population greater than or equal to (≥) 10,000 but less than or equal to (≤) 100,000, and Small MS4s located in Urbanized Areas (UAs). Operators of Small MS4s located outside of a UA may be designated by ODEQ as a regulated MS4.

This SWMP document specifies all of the actions that the City of Claremore will take to comply with the stormwater regulations and address the six “Minimum Control Measures (MCMs)” and the special conditions compliance with water quality standards as required by EPA and OKR04 for a successful stormwater program.

The City of Claremore herein declares our commitment to ensure the implementation of all requirements in our Stormwater Management Program (SWMP) document regarding protection of water quality in the 303(d) impaired waterbodies within our MS4 (SWMP Section II.K), and to implement all TMDL requirements specified in each TMDL document in which our MS4 has been included (SWMP Section II.L). The City of Claremore has additional requirements to protect Outstanding Resource Waters (ORW) as specified in SWMP Section II.M and SWMP attachments. These three areas of special water quality protection in the SWMP address all requirements of OKR04’s Part IV Special Conditions and Compliance with Water Quality Standards.

All information contained in this SWMP represents a good faith effort on the part of the City of Claremore to comply with all requirements of the ODEQ's Phase II General Permit for Small MS4s (OKR04). Per Parts V.A and V.D of OKR04, this SWMP will be reviewed annually and amended, as needed, to provide greater efficiency and for meeting additional requirements that may be forthcoming under OKR04 or from other regulatory changes.

B. SWMP Organization

The City of Claremore participates in INCOG's GCSA, a regional coalition of stormwater-permitted cities and counties in Oklahoma. Through annual membership dues, GCSA members collectively fund certain regional activities and technical assistance services provided by INCOG that are described in this SWMP. INCOG's support services include assistance in the following areas:

- Public education and participation;
- Mapping of MS4s, 303(d) waterbodies and TMDLs;
- Employee training on OKR04-required topics and technical, scientific and legal issues;
- Sampling, monitoring and quality assurance;
- GCSA member education about water quality, sensitive waterbodies, TMDLs, etc.;
- Educating local councils, commissions and management about OKR04 requirements;
- Development of local codes and ordinances; and
- Data management and reporting.

This SWMP addresses all elements of the ODEQ's General Permit for MS4s (OKR04). The six Minimum Control Measures from OKR04 Part V.C are addressed in the SWMP Section III. Appendix A is a summary table of all BMPs to be used in the City of Claremore's program, including year-by-year schedules of implementation and Measurable Goals for each BMP. Appendix B documents the endangered species protection determination for the City of Claremore. Section II.K of the SWMP provides a plan of how the City of Claremore will address the impairments of 303(d)-listed waterbodies within the MS4. Section II.L of the SWMP discusses how the requirements under Total Maximum Daily Load (TMDL) studies or Watershed Plans within the MS4 area will be met by the permittee. Appendix C contains a map of the MS4 boundaries for the City of Claremore. The map also shows the Waters of the State, 303(d) waterbodies, ARC waterbodies, and completed TMDL waterbodies that are within the MS4.

C. Authorized Allowable Non-Stormwater Discharges – OKR04 Part II.B

The City of Claremore has determined that the following non-stormwater sources are not substantial contributors of pollutants to the MS4 or result from activities to protect public health and safety and are therefore allowed (see assessment summary table below):

a. Water line flushing;

b. Landscape irrigation;
c. Diverted stream flows;
d. Rising ground waters;
e. Residential building wash water without detergents;
f. Uncontaminated pumped ground water;
g. Uncontaminated ground water infiltration;
h. Discharges from potable water sources;
i. Foundation drains;
j. Air conditioning condensate;
k. Irrigation water;
l. Springs;
m. Water from crawl space pumps;
n. Footing drains;
o. Lawn watering;
p. Individual residential car washing;
q. De-chlorinated swimming pool discharges;
r. Street wash water;
s. Fire hydrant flushing;
t. Non-commercial or charity car washes;
u. Discharges from riparian areas and wetlands;
v. Discharges in compliance with a separate Oklahoma Pollutant Discharge Elimination System **(**OPDES) or National Pollutant Discharge Elimination System (NPDES) permit.
w. Unless otherwise permitted or regulated by DEQ, discharges of gray water from municipal splash pads (aka, spray parks or spray grounds) as defined in Oklahoma Statutes §27A-2-6-107, provided the discharges comply with all applicable municipal or county ordinances enacted pursuant to law. Discharges from recirculating systems shall be de-chlorinated prior to discharge; and
x. Discharges or flows from emergency firefighting activities provided procedures are in place for the Incident Commander, Fire Chief, or other on-scene firefighting official in charge to make an evaluation regarding potential releases of pollutants from the scene. Measures must be taken to reduce any such pollutant releases to the Maximum Extent Practicable (MEP), subject to all appropriate actions necessary to ensure public health and safety. These procedures must be documented in your SWMP. Discharges or flows from firefighting training activities are not authorized by this permit.

Firefighting Activities: The local incident commander at the firefighting scene will report to the City of Claremore Stormwater Manager any observed releases of chemicals into the MS4 and/or waterbodies. If local remediation is possible, the City of Claremore Fire Department and/or Public Infrastructure crews will deploy absorbents, chemical neutralizers and/or booms and

water skimmers to contain, neutralize and/or remove the chemicals. If the release is beyond the capability of local resources to safely and effectively remediate, then the City of Claremore will contact an Environmental Remediation Service for large-scale hazardous waste remediation.

The list of occasional, incidental, allowable non-stormwater discharges will be periodically reviewed by the City of Claremore and updated, as needed, in this SWMP. Any local controls or discharge conditions required by the City of Claremore on these incidental discharges will also be placed in this SWMP. The following table summarizes the assessments made by the City of Claremore for each of the allowable non-stormwater discharges.

ALLOWABLE DISCHARGE	SAFETY (1)	IMPACT (2)	NATURAL (3)	PERMIT (4)
a. Water line flushing	X			
b. Landscape irrigation		X		
c. Diverted stream flows	X		X	
d. Rising ground waters			X	
e. Residential building wash water, no detergents		X		
f. Uncontaminated pumped ground water		X	X	
g. Uncontaminated ground water infiltration			X	
h. Discharges from potable water sources	X			
i. Foundation drains	X			
j. Air conditioning condensate		X		
k. Irrigation water		X		
l. Springs			X	
m. Water from crawl space pumps	X			
n. Footing drains	X			
o. Lawn watering		X		
p. Individual residential car washing		X		
q. De-chlorinated swimming pool discharges		X		
r. Street wash water	X			
s. Fire hydrant flushing	X			
t. Non-commercial or charity car washes		X		
u. Discharges from riparian areas & wetlands			X	
v. Discharges with an OPDES or NPDES permit				X
w. Gray water from municipal splash pads	X	X		
x. Discharges or flows from emergency firefighting	X			

(1) Overriding public health and safety concerns make this allowable.

(2) Flow or source is intermittent or small; not considered to be a significant source.

(3) Flow from natural processes, mostly intermittent; not considered a significant source.

(4) Authorized and allowed under another OPDES or NPDES permit.

D. Historic Preservation – OKR04 Part II.D

The Oklahoma DEQ's OPDES permitting activities are not Federal undertakings and, therefore, are not subject to review under Section 106 of the National Historic Preservation Act. However, applicants and permittees must comply with the Oklahoma State Register of Historic Places Act [53 Oklahoma Statutes (O.S.) § 361], where applicable, and the Burial Disturbance Law (21 O.S. §§ 1168.0-1168.6), as well as with any applicable local laws concerning the identification and protection of historic properties.

OKR04 permittees who receive Federal funding or other Federal assistance in the completion of their OKR04-related projects may have to comply with Section 106 of the Historic Preservation Act. For information about the Section 106 review process in Oklahoma, Oklahoma properties listed on or eligible for the National Register of Historic Places, and related topics, the following shall be contacted**:**

State Historic Preservation Office
Oklahoma Historical Society
Oklahoma History Center
800 Nazih Zuhdi Drive
Oklahoma City, OK 73105
Tel: (405) 521-6249
To identify historic properties, go to the following website at:
http://www.okhistory.org/index

Oklahoma Archeological Survey
111 East Chesapeake
Norman, OK 73019-5111
Tel: (405) 325-7211
To identify archeological sites, access the Oklahoma Atlas of Archaeological sites at:
https://ou.edu/content/dam/archsurvey/docs/archsur-ok-atlas-of-sites.pdf

The City of Claremore will comply with OKR04 Part II.D (Historic Preservation) whenever permit-related activities require such action. This will include communications with the State Historic Preservation Office and Oklahoma Archeological Survey to discuss what actions the City of Claremore may have to take to comply with rules governing preservation of historical sites and resources, including compliance with the Oklahoma State Register of Historic Places Act and the Burial Disturbance Law of Oklahoma. It is understood that normal OKR04 permit compliance actions taken by the City of Claremore under OKR04 do not require Section 106 review under the National Historic Preservation Act.

E. Meeting Eligibility Requirements for Endangered Species – OKR04 Part II.E

The City of Claremore has reviewed the eligibility criteria and requirements of OKR04's Part II.E, and has verified that coverage under this permit is allowed. The MS4's stormwater discharges,

allowable non-stormwater discharges, and discharge-related activities are not likely to jeopardize the continued existence of any listed species or result in the adverse modification or destruction of critical habitat or cause a prohibited "take" of endangered or threatened species.

Appendix B provides the methods and documentation of the assessment by the City of Claremore to select Criterion D (OKR04 Part II.E.2.c.iv) as the eligibility criteria for coverage under this permit.

F. Information on the MS4 – OKR04 Part III.B.2

Based on population, as determined by the most-recent Decennial Census, Claremore's MS4 is a Category 2, which serves a population greater than or equal to (≥) 10,000, but less than (<) 50,000, within a UA, or a population greater than or equal to (≥) 10,000 but less than or equal to (≤) 100,000 with a population density greater than or equal to (≥) 1,000/square mile or more located outside of a UA.

Urbanized Area (UA) or Core Municipality: For permitted cities, the MS4 is all of the area within the city corporate boundaries. For counties, only the Urbanized Area (UA) within county unincorporated areas as defined by the most-recent US Census is the permitted MS4 area. Appendix C contains a map of the City of Claremore's MS4 area. The following latitude-longitude coordinates are for the City of Claremore's City Hall:

Latitude: 36.310498
Longitude: -95.612634

Names of Major Receiving Waters: The City of Claremore's MS4 discharges to the following major receiving waters listed in the table below; the table notes the designations of 303(d), TMDL and ARC for each (color-coded). None of the listed waterbodies are ORW.

2022 303(d)-listed WATERBODIES including
COMPLETED TMDLs and 2021 AQUATIC RESOURCES OF CONCERN

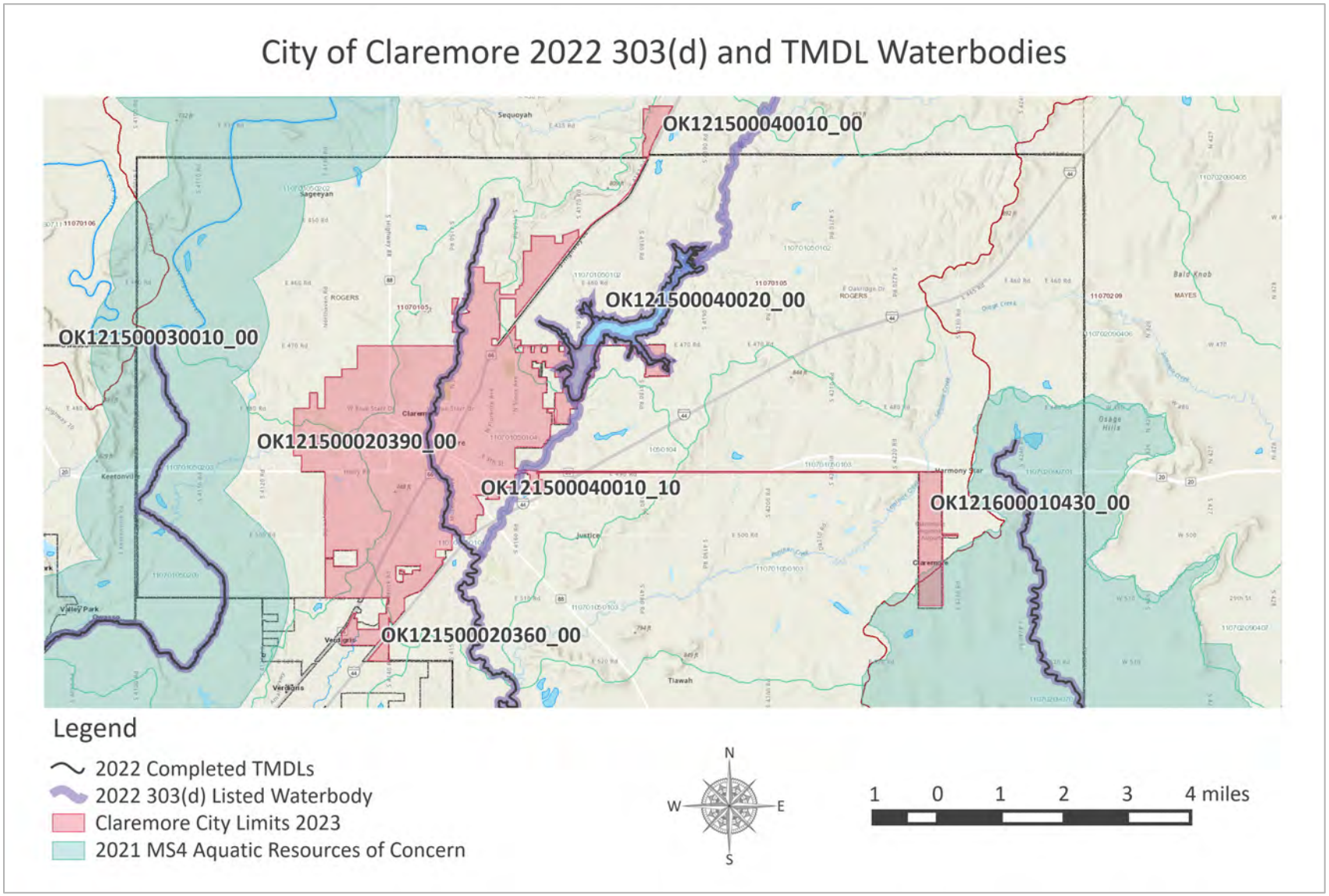
WBID	Waterbody Name	303(d) List Category	303(d) Parameters	TMDL Codes	Proximity to MS4
OK121500030010_00	Verdigris River	4a 5a	Enterococcus Turbidity	42572	1.5 miles west of MS4
OK121500020390_00	Cat Creek	4a 5a 5a 5c 5b	Dissolved Oxygen Enterococcus E. coli Fish Bioassessments Sulfate	31657	Middle of MS4
OK121500040010_10	Dog Creek (Mid)	5c	Macroinvert. Bio		Along east side of MS4
OK121500020360_00	Dog Creek (Lower)	4a 4a 4a	Dissolved Oxygen Enterococcus E. coli	31658 42580 42580	0.5 miles south of MS4

WBID	Waterbody Name	303(d) List Category	303(d) Parameters	TMDL Codes	Proximity to MS4
		5c	Macroinvert. Bio		
OK121500040020_00	Claremore Lake	4a	Chlorophyll-A	60900	NE part of MS4

WBID = Waterbody ID identifier, used by ODEQ and other agencies in Oklahoma.
303(d) = Waterbody is on the 2022 303(d) list of impaired waterbodies.
ORW = Waterbody is listed by the Oklahoma Water Resources Board (OWRB) as an Outstanding Resource Water.
TMDL = Waterbody has a completed and EPA/ODEQ-approved TMDL study.
ARC = Aquatic Resources of Concern; see ARC list and map in OKR04 Exhibit 1.

303(d) and Completed TMDL Waterbodies: The City of Claremore 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 above 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 Claremore.

MAP of MS4 SHOWING PROXIMITY of 2022 303(d),
ARCs and COMPLETED TMDLs:



G. Relying on Another Government Entity – OKR04 Parts V.A.5 and VI.C.1.i

OKR04 Part V.A.5 requires written agreement if "*another governmental entity*" will implement "*one or more of your stormwater MCMs,*" but holds the SWMP "responsible for compliance with permit obligations" if the "other government entity fail to implement the MCM" on our behalf. Part VI.C.1.i (regarding Annual Report contents) requires a written agreement with "*another government entity*" if you are relying on them "*to satisfy some of your permit obligations*".

The City of Claremore herein indicates in the tables below all other government entities upon which we are relying and working collaboratively to satisfy some of our permit obligations. Appendix D contains copies of all written agreements from the entities identified below to accomplish MCMs and BMPs on behalf of the City of Claremore.

OKR04 Part V.A.5: Another Government Entity Responsible for MCMs:

Government Entity	MCM(s) to be Completed by Entity
None	None

OKR04 Part V.C.1.i: Reliance on Another Government Entity Reported in Annual Report:

Government Entity	Permit Obligations to be Completed by Entity
INCOG	Hosts GCSA regional stormwater website: www.stormwaterok.net
INCOG	Conducts Employee Training on OKR04-required topics
OCC	Manages Blue Thumb volunteer stream monitoring program
OCC	Manages Blue Thumb education outreach program
OCC	Conducts other public education outreaches
M.E.T.	Hosts M.E.T. regional website: www.metrecycle.com
M.E.T.	Produces educational material, and provides public resources and educational outreaches
M.E.T.	Manages regional Household Hazardous Waste Collection Events
City of Tulsa	Manages regional Household Pollutant Collection Facility and data tracking

H. Co-Permittees – OKR04 Part III.D

The City of Claremore has elected not to share OKR04 compliance with another entity as a co-permittee.

I. Compliance with Water Quality Standards – OKR04 Part IV.A

OKR04 Part IV.A.1 has eight action items (1.a through 1.h) that must be addressed in the SWMP to protect 303(d)-listed waters. These are covered in Section II.J of the SWMP and are referenced by their OKR04 Parts. Section F above, and Appendix C, each contain a map of the MS4 including the locations of 303(d) impaired waters, ARCs, and TMDL waterbodies.

J. Addressing 303(d) Impaired Waterbodies – OKR04 Part IV.A.1

Part IV.A of OKR04 requires that each SWMP "*document… how you will comply with the following requirements*:" Part IV.A states, "*If you have discharges to receiving waters included in the latest section 303(d) list of impaired waters under the CWA*," then Part III.A.1 requires that the MS4 *"Implement and maintain BMPs that will ensure that the 303(d) impairment caused by identified pollutants… in your receiving waters will not cause, have the reasonable potential to cause, or contribute to an in–stream exceedance of water quality standards*." An MS4 map that includes the locations of all 303(d) waterbodies can be referenced in Section F above, or in Appendix C. Permit Part IV.A.1 has eight sub-parts (Items 1.a – 1.h) that must be addressed in the SWMP. These are presented below:

OKR04 Part IV.A.1.a: 303(d) Plan

In order to protect 303(d) impaired waters and not cause or contribute to a violation of water quality standards, the City of Claremore has created the following plan which lists BMPs to be implemented to reduce the 303(d) pollutants of concern. These special BMPs have been selected by the City of Claremore as being the most feasible and effective for reducing pollutants of concern in stormwater runoff. Appendix C contains a map of the MS4 with respect to 303(d) waterbodies.

At the time this SWMP was last revised, the 2022 303(d) List was in effect in Oklahoma. After reviewing this list, the City of Claremore identified the following impairments within the MS4 (see the map in Appendix C which shows the locations of all 303(d) waterbodies within the MS4):

2022 303(d)-listed Waterbodies Within the City of Claremore MS4:

Waterbody Name	WBID	Impairment Causes
Cat Creek	OK121500020390_00	DO, Enterococcus, E. coli, Fish Bioassessments, Sulfate
Dog Creek	OK121500040010_10	Macroinvertebrate Bio
Claremore Lake	OK121500040020_00	Chlorophyll-a

The following table of BMPs represents the BMP implementation approach that the City of Claremore will take to address 303(d) impairment. These special BMPs will be implemented to ensure that stormwater discharges from the MS4 will not cause, have the reasonable potential to cause, or contribute to an in-stream exceedance of water quality standards.

Table of BMPs and Pollutant Reduction Expectations for Addressing 303(d) Impairments:

303(d) Pollutant(s) / Waterbodies	Best Management Practice (BMP)	Pollutant Reduction Expectations
Enterococcus & E. coli Cat Creek	Develop a pollutant source inventory in 303(d) watersheds and set priority areas. Pollutant source inventory will include private sanitary sewer systems, areas with deteriorating sanitary sewer infrastructure, RV dump sites, and businesses/properties with animal related activities. The City of Claremore will use the inventory to target businesses for pollution prevention education. The City will perform an inspection of target businesses and areas and will take appropriate actions as necessary.	Significant reductions expected by targeting high-priority areas / businesses.
Enterococcus & E. coli Cat Creek	Increase dry weather field screening (DWFS) site inspections in 303(d) watershed priority areas. Illicit discharges can be directly observed at time of DWFS and investigated or traced to the source for removal within 72 hours of discovery.	Uncertain. Though some reductions possible as more frequent inspections could lead to increased discovery of illicit discharges, these are not always present on a given screening day.
Enterococcus & E. coli Cat Creek	Reduce exposure of sanitary sewer maintenance equipment to rainfall at municipal facilities. Pollutant reductions from municipal facilities will be significant. This BMP will require periodic inspections and employee education. Any sanitary sewer maintenance equipment that must be stored outdoors either temporarily or permanently will be sanitized prior to storage.	Minimal reductions, as this practice is mostly in place, but would lead to increased bacteria if taken out of practice.
Enterococcus & E. coli Cat Creek	Conduct employee education for municipal inspectors on pollution in runoff. This BMP will cover all potential pollution sources within a typical MS4 and the OKR04 compliance strategies required for reducing runoff contamination.	Significant reductions possible, as inspectors are in various parts of the city on a daily basis.
Enterococcus & E. coli Cat Creek	Distribute print education materials to local businesses about controlling pollution in runoff.	Insignificant to moderate reductions possible. This BMP effectiveness will rely upon how well the local business or facility uses the practices recommended in the education material.
Enterococcus & E. coli Cat Creek	Ensure the Pet Waste Ordinance has an enforcement mechanism (such as a citation fee). This BMP will target pet owners. It will provide information on controlling pet waste disposal on residential properties to reduce bacteria in runoff.	Moderate to Significant reductions possible, depending on availability of enforcement personnel, and frequency of patrols.

303(d) Pollutant(s) / Waterbodies	Best Management Practice (BMP)	Pollutant Reduction Expectations
Enterococcus & E. coli Cat Creek	Expand the presence of pet waste stations in city parks. This BMP will target pet owners. It will provide the controlling of pet waste disposal on city park property to reduce bacteria in runoff.	Moderate reductions possible. This program is in constant expansion to make these stations more available across the city.
Enterococcus & E. coli Cat Creek	Negotiate and implement an inspection program for private sanitary sewer systems within watershed priority areas. An inspection program will identify and address defects and/or inadequate maintenance in the private sanitary sewer systems to reduce bacteria in runoff.	Moderate to significant reductions possible. Again, this will depend on availability of qualified staff to perform these inspections, and the enforcement mechanisms to make the program effective.
Enterococcus & E. coli Cat Creek	Inline camera inspection of entire City of Claremore sanitary sewer system within ten (10) years. Televising the entire City of Claremore sanitary sewer system will identify any defects in the infrastructure and lead to significant reductions in pollutant loading.	Significant reductions possible. Claremore is over 100 years old, with aging sewer infrastructure that is possibly leaking/seeping into stormwater infrastructure.
Enterococcus & E. coli Cat Creek	Implement and maintain a sanitary sewer system maintenance program. All sanitary sewer system overflows/bypasses are corrected as soon as feasible. The system is cleaned and inspected in problem areas, and staff seeks to clean the entire system every 5-7 years. Efforts are being made to utilize CDBG funding each year to replace deteriorating clay tile lines.	Significant reductions possible. Replacing aging infrastructure could reduce illicit discharges.
Enterococcus & E. coli Cat Creek	Implement a Fats, Oils and Grease (FOG) Management Program. The FOG Management Program includes an annual inspection of grease interceptors of all Food Service Establishments (FSE) within the City of Claremore. This program includes a public education element, BMP program, and maintenance program. The City of Claremore is requiring that all FSE install and maintain a FOG interceptor or grease trap. The FOG Management Program will reduce sanitary sewer overflows.	Minimal reductions possible. Only a small amount of SSOs are logged annually in Claremore.
Enterococcus & E. coli Cat Creek	Review and update Engineering Design Criteria, Ordinances and Codes. The City of Claremore will discuss and consider updating the Engineering Design Criteria, Ordinances and Codes to promote the use of structural stormwater BMPs that have been shown to be effective in bacteria removal.	Moderate reductions possible with the implementation of structural stormwater BMPs.

303(d) Pollutant(s) / Waterbodies	Best Management Practice (BMP)	Pollutant Reduction Expectations
Enterococcus & E. coli Cat Creek	Develop and enforce regulations for the use of portable toilets at events and construction sites. Develop and enforce regulations that portable toilets must be anchored to the ground and located away from adjacent stormwater conveyances. This will prevent portable toilets from tipping over and subsequent spillage. The City will develop regulations that portable toilets will not be allowable in floodplain areas.	Moderate reductions possible as no current regulation monitors this activity.
Chlorophyll-A Claremore Lake	Develop & distribute lawn care brochures citywide to educate on the harm caused by grass clippings and leaves.	Minimal reduction possible. Claremore's MS4 only constitutes 1% of the Claremore Lake watershed.
Chlorophyll-A Claremore Lake	Develop & distribute flyers detailing maintenance responsibilities of septic system owners within the MS4.	Minimal to moderate reductions possible. It is unregulated how often a septic system has to be serviced, and such attention could help identify illicit discharges.
Chlorophyll-A Claremore Lake	Develop & distribute flyers aimed at developing better pet waste management.	Minimal to moderate reductions possible. Increased attention to this source could enhance reductions.
DO (Dissolved Oxygen) Cat Creek	Develop & distribute lawn care brochures citywide to educate on the harm caused by grass clippings and leaves.	Moderate reduction possible. Temperature and weather are uncontrolled, but less decaying biological material in the stormwater system could help.
DO (Dissolved Oxygen) Cat Creek	Identify industries to co-sponsor creek clean-up days to remove organic matter from creeks.	Moderate reductions possible. Some areas experience significant build-up of leaves and branches.
DO (Dissolved Oxygen) Cat Creek	Develop & distribute lawn care brochures citywide to educate on the harm of indiscriminate use of fertilizer.	Moderate reductions possible. Fertilizer use is not always moderated properly.
Fish Bio Assessment Cat Creek	All of the above BMPs will impact the ability of fish to live better in Cat Creek.	Significant improvements possible, as all BMPs together will have a synergetic impact.
Macroinvertebrate Bio	All of the above BMPs will impact the ability of macroinvertebrates to live better in Dog Creek.	Significant improvements possible, as all BMPs

303(d) Pollutant(s) / Waterbodies	Best Management Practice (BMP)	Pollutant Reduction Expectations
Dog Creek		together will have a synergetic impact.
Sulfate Cat Creek	Implement and maintain a sanitary sewer system maintenance program. All sanitary sewer system overflows/bypasses are corrected as soon as feasible. The system is cleaned and inspected in problem areas, and staff seeks to clean the entire system every 5-7 years. Efforts are being made to utilize CDBG funding each year to replace deteriorating clay tile lines.	Significant reductions possible. Replacing aging infrastructure could reduce illicit discharges.
Sulfate Cat Creek	Develop & distribute lawn care brochures citywide to educate on the harm of indiscriminate use of fertilizer.	Moderate reductions possible. Fertilizer use is not always moderated properly.

OKR04 Part IV.A.1.b: Target Audiences

The City of Claremore has selected its public education and outreach BMPs based residential, industrial, commercial and institutional pollutant sources known or anticipated to exist within the MS4 and have the greatest potential to discharge pollutants in their stormwater runoff. Selected target audiences include:

- Private sanitary sewer system owners
- Older areas of Claremore's MS4 with potentially deteriorating sanitary sewer infrastructure
- RV dump sites
- Businesses/properties with animal-related activities
- Sanitary sewer services (municipal)
- City Inspectors
- Pet Owners
- Livestock Owners
- Restaurants
- Event Organizers
- Fertilizer retailers
- Home Owners' Associations
- Lawn Care Companies

By focusing the types of education materials on high-priority target audiences, the City of Claremore will have greater success in reducing pollution through its educational outreach program.

OKR04 Part IV.A.1.c: Non-Stormwater Discharges

(i) At this time, the City of Claremore has not identified any specific non-stormwater discharges that contribute significant pollutants to impaired waters.

(ii) The City of Claremore has examined potential non-stormwater discharges within its MS4 that could likely contribute significant pollutants to 303(d) impaired waters. The City of Claremore will continue to identify potential bacterial pollutant sources and generate a table to list those as necessary.

OKR04 Part IV.A.1.d: Inspect Priority Areas for Illicit Discharges

(iii) The City of Claremore has established a program to inspect illicit discharges within the MS4 and enforce compliance with associated violations, if any. Priority areas for potential POCs within the impaired watersheds have been established, and are identified in SWMP Section III.C. Data from other agencies and sources, when available, will be obtained and used to assess potential sources. The City of Claremore has a BMP to conduct inspections within these 303(d) priority areas at increased frequency to identify and characterize the sources of the 303(d) pollutants of concern. When illicit discharges are identified, the City of Claremore will utilize any of the following procedures to investigate or trace the source within 72 hours of discovery:

- Inline Camera Inspection
- Dye Testing
- Manhole Observations
- Smoke Testing

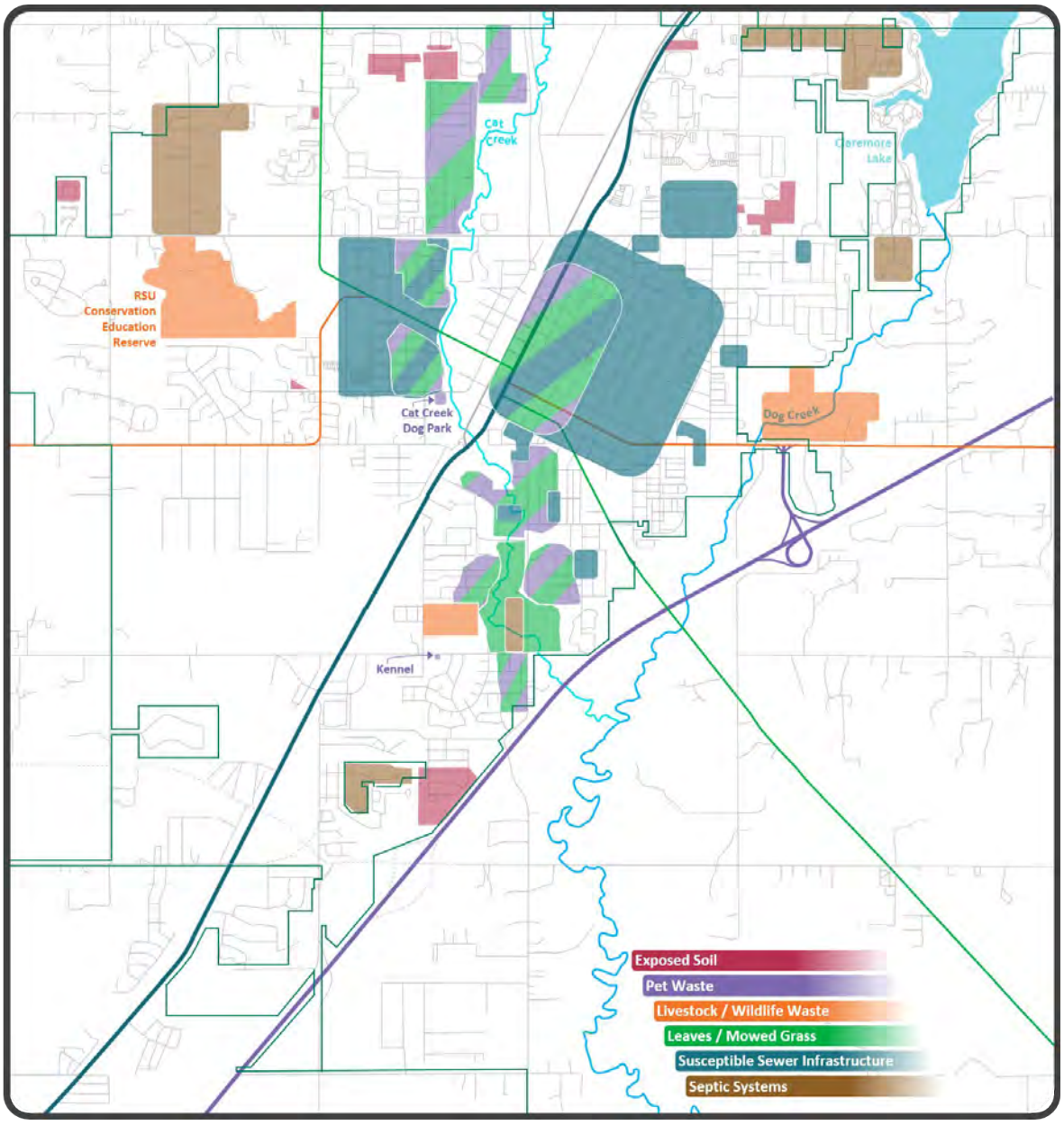
Details of this inspection and enforcement program are presented in Section III.C of this SWMP. The City of Claremore will also prepare a Standard Operating Procedure (SOP) document containing the methods to be used for these types of inspections. The SOP is referenced in Section III.C of this SWMP.

Table of Priority Areas within the MS4

Area Description	Reason to Prioritize
Construction Sites (Currently Keystone Crossing, Forest Park, Stone Creek, Lowry Detention Pond, Shopping Center on N. OK-88, Reading Truck Expansion, Blue Starr Apartments, Per4mance Park on Blue Starr, and Red Plains III)	Large plots of exposed soil are susceptible to excess sediment runoff contributing to turbidity, and lower DO by creating shallower areas in creeks. Altered creek conditions also affect fish and macroinvertebrate populations that indicate the health of the waterbody.
Parks (Including Dog Parks), **Neighborhoods Near Impaired Creeks**, **Kennels, Cattle Grazing Areas**, and **Wildlife Preserves**	Larger populations of pets, cattle and/or wildlife are found in these areas, where increased animal waste contributes to Enterococcus and E. coli pollution. Altered

Area Description	Reason to Prioritize
	creek conditions also affect fish and macroinvertebrate populations that indicate the health of the waterbody.
Forested Neighborhoods and **Parks** along Cat Creek	Turf grass lawncare and increased volumes of dropped tree foliage make these areas more likely sources of decaying plant material, which are sources for Enterococcus pollution and decreased levels of Dissolved Oxygen. Altered creek conditions also affect fish and macroinvertebrate populations that indicate the health of the waterbody.
Older Neighborhoods and **Business Areas**	Aging sewage infrastructure in older areas of the MS4 are susceptible to leaks and more likely to contribute to exfiltrated raw sewage, potentially contributing to increased levels of Enterococcus and E. Coli pollution.
Neighborhoods with **Septic Systems**	On-site Sewage Facilities (such as septic systems) are not maintained by the City and contribute to Enterococcus and E. coli pollution.

Map of Priority Areas within the MS4



<u>OKR04 Part IV.A.1.e</u>: Operation & Maintenance; Assess New & Existing Flood Management Projects

1. **<u>Operation and Maintenance (O&M) for Structural and Non-Structural Controls</u>:**
   The City of Claremore has developed the following procedures to address O&M of all city-owned flood management structural controls required in OKR04 Part IV.A.1.e. O&M of privately-owned structures is discussed separately below, followed by a discussion of O&M of non-structural controls.

O&M of City-Owned, Structural Stormwater Controls:

The City of Claremore defines city-owned structural stormwater controls to mean any physical structure owned and maintained by the City of Claremore, including: retention and detention basins/ponds, constructed wetlands, rain gardens, bioretention cells, and other physical stormwater structures owned by the City of Claremore that are designed for managing stormwater discharge.

The following table summarizes the O&M program for city-owned structures.

Summary of O&M Procedures for City-Owned Structures:

O&M Procedure	Frequency	Methods	Limitations
Detention / Retention Ponds	Visual inspections performed during vegetation management, and annually during DWFS; maintenance as needed. [1]	Visual inspection using city staff. Maintenance depending on factors. [1]	Funding sources could be a limitation for maintenance on large-scale regional detention/retention.
Outfalls and Channels [2]	Visual inspections performed during vegetation management; maintenance as needed. [1]	Visual inspection using city staff. Maintenance depending on factors. [1]	Modifications to structure may need to be coordinated with other changes in the flood basin.

[1] Decision on repair / replacement of features will depend upon factors such as cost, age, future effectiveness of structure, and availability of materials and resources.

[2] Outfalls are defined here as being 36" or larger in diameter. Large channels are those with hard surface lining, at least 5' bottom width and either vertical or sloped sides.

O&M of Privately-Owned, Structural Stormwater Controls:

The City of Claremore defines privately-owned structural stormwater controls to mean any physical structure not owned and maintained by the City of Claremore, instead being owned and maintained by a private interest, such as a business, individual or Homeowners Association. Types of privately-owned stormwater structures will include: wet and dry retention and detention basins and ponds; culverts and open channels that are privately owned and for which the owner or association has an obligation under city ordinance to maintain; and physical stormwater structures privately owned that are designed for managing stormwater flow and direction.

The following table summarizes the O&M program for privately-owned structures. The City of Claremore may offer to assist the private owner with development of formal written procedures of the steps outlined in the table below. Once developed, these procedures will be referenced in this SWMP and any updates to it, and the procedures will be kept with the SWMP document as well as with the owner.

Summary of O&M Procedures for Privately-Owned Structures:

O&M Procedure	Frequency	Methods	Limitations
Detention / Retention Ponds	Annual visual inspections; maintenance as needed. [1]	Visual inspection by owner with city staff assistance. Maintenance depending on factors. [1]	High priority given to structures that are new with a projected long life and greater usefulness. Owner must abide by all local codes and ordinances.
Large Culverts and Channels [2]	Annual visual inspections; maintenance as needed. [1]	Visual inspection by owner with city staff assistance. Maintenance depending on factors. [1]	Modifications to structure will need to be coordinated with the city regarding how the project will impact the flood basin.

[1] Decision on repair / replacement of features will depend upon factors such as cost, age, future effectiveness of structure, and availability of materials and resources.

[2] Large culverts are defined as being 36" or larger in diameter. Large channels are those with hard surface lining, at least 5' bottom width and either vertical or sloped sides.

O&M of City-Owned, Non-Structural Stormwater Controls:

The City of Claremore defines city-owned, non-structural stormwater controls to mean any stormwater-related program implemented by the City of Claremore, including: preservation of open space; expanding disconnections of impervious surfaces; expansion of vegetation and natural systems; grass swales and other types of natural, vegetated infiltration areas; and protection and expansion of riparian stream buffers. The City of Claremore will not impose requirements of non-structural controls on private property. Hence there will be no O&M actions needed regarding privately-owned, non-structural controls. Instead, the City of Claremore will encourage and provide education about such programs as private development expands within the City of Claremore.

The following table summarizes the O&M program for city-owned, non-structural controls.

Summary of O&M Procedures for City-Owned, Non-Structural Controls:

O&M Procedure	Frequency	Methods	Limitations
Preserving a 10-foot buffer/riparian area adjacent to city-maintained creeks.	Maintenance performed as needed.	The City will utilize a mechanical arm to mow the riparian area. The	High priority given to areas that are visible and accessible.

O&M Procedure	Frequency	Methods	Limitations
		mechanical arm will allow vegetation to grow to a height of 10' and therefore act as a filter.	

2. **<u>Assess Water Quality Impacts from New Flood Management Projects</u>:**
The second requirement in OKR04 Part IV.A.1.e applies to proposed new flood management projects that will be within 303(d) watersheds, and it addresses the pollutants of concern in the 303(d) listings. The City of Claremore has prepared the following assessment procedures summary.

The City of Claremore will implement an assessment program for new flood management projects that must be completed prior to issuance of building permits. To make this pre-design process work smoothly, the City of Claremore Floodplain Manager will provide pre-development guidance to applicants of building permits, discussing floodplains implications of their project. Applicants are then directed to the City's floodplain ordinances for further information so they can prepare their plans and specifications to meet all requirements of the City of Claremore. This allows applicants time to incorporate local requirements regarding new flood management project water quality protections at the outset of project design.

The City of Claremore will apply the assessments to MS4-owned projects initially. After the first few years of experience, the City of Claremore will expand the procedures to certain types of privately-owned projects, which will be defined at that time.

The following methods will be used by the City of Claremore for making Part IV.A.1.e water quality impact assessments of new flood management projects:

a. Identify the locations within the MS4 of all the 303(d) impairment watersheds, and identify the pollutants of concern (parameters) for each watershed (Appendix C).

b. The following criteria will be used to select the types of new flood management projects that will be assessed:

   1) The project will be owned by the City of Claremore;

   2) The project is in the pre-design phase and just being proposed for development;

   3) The project will be a physical structure;

   4) The project will be designed to have an inlet structure for collecting runoff from the upstream watershed and an outlet structure for discharging collected runoff; and

   5) The project will be designed to collect runoff from five or more acres.

c. For each new flood management project that will be assessed, the City of Claremore will review any documentation available through ODEQ, EPA and other sources on the potential for that type of project to reduce, have no effect on or possibly increase the 303(d) pollutant(s) in runoff.

d. For each project, the City of Claremore will examine the location of the project and determine its potential for runoff from the project's outlet to enter a 303(d) impaired waterbody. The assessment of potential impact will include consideration of the following:

    1) Small projects several stream miles upstream from the impaired waterbody on small tributary channels will not likely have any significant effect on 303(d) impairment, whereas

    2) Large projects directly next to the waterbody may be more likely to contribute pollution.

e. The City of Claremore will assess the new project's design and determine if there are some features that could be modified during construction to reduce pollutants in runoff. For example, can an LID structure or feature be constructed downstream of the project outlet? Can the project be altered to have greater pervious surface? Can the outlet flow be diverted to a pervious area for absorption of flow?

f. The City of Claremore will submit its assessment findings to the building applicant in a timely manner so that any design changes can be made without unduly affecting project deadlines or schedules.

Within a few years of program initiation, the City of Claremore will expand the program to privately-owned future projects.

3. <u>Examine Existing Projects for Necessity of Additional Controls</u>:

The third requirement in OKR04 Part IV.A.1.e addresses existing flood management projects in 303(d) watersheds. ODEQ allows flexibility for local OKR04 permittees to decide which types of existing flood management projects will need to be assessed under Part IV.A.1.e for applicable 303(d) POCs. The City of Claremore will use the following criteria to select existing projects for examinations as required by Part IV.A.1.e:

a. The project is publicly owned;

b. The project is a physical structure with definable inlet and outlet features;

c. The project receives runoff from five or more acres upstream of the inlet;

d. The project has a long-projected life and function;

e. The project has physical features that can be realistically modified to benefit water quality;

f. The project is privately owned, with owners that are willing to cooperate and assist with their own resources to make recommended modifications, and

g. The project has a good benefit-to-cost ratio for making modifications.

The City of Claremore has developed criteria for completing the "*examination of existing projects to determine if incorporating additional water quality protection devices and practices are necessary*" to affect improvements in 303(d) watersheds. The following examination criteria will be used for rejecting existing projects that were selected using the criteria above:

a. The project has old structures and features with no effectiveness remaining;

b. The project offers little to no potential water quality benefit;

c. The project has poor benefit-to-cost ratio of the proposed modifications needed;

d. The project is or likely will be scheduled for demolition or upgrades in the near future;

e. The project has an unknown or no clear ownership; and

f. The project is privately owned, and there is no clear legal authority to require making water quality improvements to private structures.

It is important to note that the "examination" of existing projects in Part IV.A.1.e of OKR04 does not actually require that modifications be made once a project examination has been completed. Part IV.A.1.e only requires that the examination be made. However, OKR04 does require that each permitted MS4 take all actions "to the Maximum Extent Practicable" (MEP) to protect 303(d) impaired waterbodies from further degradation, and protect water quality. Therefore, the City of Claremore will utilize the procedures outlined above for making modifications to existing projects where feasible.

OKR04 Part IV.A.1.f: Impact of New Flood Management Projects

OKR04 Part IV.A.1.f requires that the City of Claremore must ensure that new flood management projects assess the impacts on water quality and examine existing projects to determine if incorporating additional water quality protection devices and practices are necessary.

OKR04 Part IV.A.1.g: BMPs to Address Identified Pollutants in 303(d) Waters

OKR04 Part IV.A.1.g, which applies to selecting 303(d)-related BMPs, requires that "*You must choose BMPs from EPA's menu or select others that can be used for managing the identified pollutants (e.g., nitrogen or phosphorus, bacteria) in your discharges. The details of the BMPs can be viewed from EPA's website at: http://water.epa.gov/polwaste/npdes/swbmp/index.cfm*." The City of Claremore will rely upon several sources for selecting 303(d) BMPs, including:

1) the EPA database;
2) recommendations from agencies such as ODEQ and INCOG;
3) recommendations from other permittees; and
4) an assessment of feasibility based upon BMP reliability, affordability and suitability to local conditions.

OKR04 Part IV.A.1.h: BMPs to Address Bacterial Pollutants in 303(d) Waters

OKR04 Part IV.A.1.h requires that each permittee address five categories of activities regarding bacteria 303(d) pollutants. The City of Claremore will take the actions specified below to address these five categories. Prior to implementing any of these BMPs, the City of Claremore will send the proposed BMPs defined in the tables below to ODEQ for review and make any changes that ODEQ will require. The categories and sub-categories used below are taken directly from OKR04.

Category 1: Sanitary Sewer Systems:

Sub-Category in OKR04	Selected BMP	Implementation Notes
(a) Make improvements to sanitary sewers	Camera inspection of sewer lines.	Inspect 10,000 feet per year.
(a) Make improvements to sanitary sewers	Clean sewer lines	Clean 100,000 feet annually
(a) Make improvements to sanitary sewers	Repair and replace breaks in sewer lines and appurtenances.	Small repairs covered by annual budget; large projects must be special funded.
(b) Address lift station inadequacies	Inspect lift stations in bacteria 303(d) watersheds annually.	Lift stations are inspected weekly and monitored 24 hours a day by a SCADA system.
(b) Address lift station inadequacies	Assess structure, function and capacity of lift stations every 5 years.	Structure and functionality assessed in CMOM report every 5 years. Capacity is assessed during master plan updates.
(c) Improve reporting of violations	Annual training of Sewer Dept. staff on timely reporting of sewer bypasses and upsets.	Violations are to be reported within a 24-hour time frame.
(d) Strengthen controls	Update spill response equipment and supplies as needed.	Equipment and supplies are restocked as needed within annual budget limitations.
(d) Strengthen controls	Annual training of spill response employees.	Document annual training.

Category 2: On-Site Sewage Facilities (OSSFs):

Sub-Category in OKR04	Selected BMP	Implementation Notes
(1) Identify and address failing systems	Verify state permit was obtained for OSSF	If non-permitted, inform owner of requirement (Title 252. Chapter 641). Follow up with permit status.

Sub-Category in OKR04	Selected BMP	Implementation Notes
(2) Identify and address failing system	Assess the approximate age & condition of the system	Visual inspection and information obtained from property owner or occupant
(3) Identify and address failing system	Distribute EPA's OSSF operation brochure to property owner.	If property owner is not local mail letter & brochure, distribute brochure to occupant also.
(4) Identify and address failing system	Inspect OSSF for evidence of bypasses.	Verify state permit maintenance requirements (252:641-1-4 Operations, repairs and maintenance) are being met by system owner.
(5) Address inadequate maintenance of OSSF	Inspect OSSF for proper maintenance.	Refer to state maintenance requirements (252:641-1-4 Operations, repairs and maintenance). Follow up with maintenance status.
(6) Address inadequate maintenance of OSSF	Obtain records from ODEQ and county agencies on OSSF inspections & enforcement actions.	Contact ODEQ & residing county for record information & possible enforcement action.

Category 3: Illicit Discharges and Dumping:

Sub-Category in OKR04	Selected BMP	Implementation Notes
Additional effort to reduce waste sources of bacteria	Distribute brochure on grease trap cleaning and maintenance.	Distribute to food service establishments with grease traps as part of FOG program permit requirements.
Additional effort to reduce waste sources of bacteria	Distribute brochure on grit trap cleaning and maintenance.	Distribute to car wash & vehicle maintenance facilities with grit traps as FOG program (Phase II).
Additional effort to reduce waste sources of bacteria	Inspect grease traps at food service establishments.	100% of permitted facilities annually. Conducted as part of FOG program permit enforcement response plan.
Additional effort to reduce waste sources of bacteria	Inspect grit traps at local businesses.	Will be a future component (Phase II) of FOG Program

Category 4: Animal Sources:

Sub-Category in OKR04	Selected BMP	Implementation Notes
Expand existing management programs to identify and target new sources	Distribute pet waste brochures or door hangars to residential properties.	10% of residential households annually
Expand existing management programs to identify and target new sources	Inspect MS4-owned animal shelter for proper waste management.	Included as part of the MS4 facility annual inspection
Expand existing management programs to identify and target new sources	Pet waste ordinance has been adopted.	Enforcement mechanism needed.
Expand existing management programs to identify and target new sources	Install and maintain pet waste stations and signs in MS4-owned parks.	Install in 1 park annually

Category 5: Resident Education:

Sub-Category in OKR04	Selected BMP	Implementation Notes
Increase focus and resident education on bacteria discharges from residential sites.	Place web page or link to educational material on MS4's stormwater website about bacteria discharge types and amounts from residential properties either as direct discharge or in runoff.	Develop in year one, implement in year two
Increase focus and resident education on overflows from sewer line clogs from fats, oils and grease.	Place educational data or link to educational material on MS4's website about bacteria contamination from sewer overflows caused by fats, oils and grease disposal to sewer lines.	Develop in year one, implement in year two. Will also include posting of FOG Program information.
Increase focus and resident education on bacteria from decorative ponds.	Distribute brochure on bacteria contamination from residential decorative ponds.	Distribute to 5 HOA's or Neighborhood Groups annually
Increase focus and resident education on bacteria from pet waste.	Distribute pet waste brochures or door hangars to residential properties.	10% of residential households annually

K. Established TMDL Allocations – OKR04 Part IV.B

OKR04 Part IV.B prohibits the "[d]ischarge of a pollutant into any water for which a TMDL or watershed plan in lieu of a TMDL for that pollutant has been either establish or approved by the DEQ or the EPA," unless the discharge is consistent with that TMDL or watershed plan. As an MS4 that discharges to receiving waters included in the latest section 303(d) list of impaired waters under the CWA, the City of Claremore must document in this SWMP how it complies with the following requirements:

1. **SWMP Review & Modification** – The MS4 must evaluate the existing SWMP in light of the TMDL reduction goals. SWMP modifications are tracked in Appendix E of this document. Due to the individual nature of requirements within each TMDL document, the City of Claremore will take the following actions regarding completed TMDLs within its MS4:

   a. The MS4 has procured and evaluated the Approved TMDL documents issued for the following impaired waterbodies and their POCs:

Waterbody Name	WBID	303(d) Impairments	Completed TMDL#
Verdigris River	OK121500030010_00	Enterococcus	42572
Cat Creek	OK121500020390_00	Dissolved Oxygen	31657
Dog Creek (Lower)	OK121500020360_00	Dissolved Oxygen Enterococcus E. coli	31658 42580 42580
Claremore Lake	OK121500040020_00	Chlorophyll-A	60900

   The SWMP will be reviewed and updated annually in regard to the TMDL reduction goals. This document represents the latest update to the SWMP.

   b. The MS4 has determined the Waste Load Allocation (WLA) for each POC assigned to our discharges as well as other limitations, conditions, monitoring or other requirements. The use of educational and programmatic BMPs to manage system-wide municipal stormwater discharges does not easily lend itself to deriving numeric water quality-based effluent limitations. Therefore, the EPA has recommended an interim permitting approach for NPDES stormwater permits which is based on BMPs. This approach also incorporates a coordinated and cost-effective monitoring program. No numeric effluent limitations are required or anticipated for municipal stormwater discharge permits.

Waterbody Name / ID #	POCs	WLA	Requirements
Verdigris River OK121500030010_00	Enterococcus	6.14E+11 cfu/day	1. Develop a bacterial reduction plan, and submit it to ODEQ. 2. Develop or participate in a

Waterbody Name / ID #	POCs	WLA	Requirements
			bacterial monitoring program, and submit it to ODEQ. 3. Annual Reporting through the MS4 AR.
Cat Creek OK121500020390_00	Dissolved Oxygen	1,170 lbs/day (Summer) 1,085 lbs/day (Spring) 2,554 lbs/day (Winter)	1. Conduct additional water quality studies after stream equilibration with completed WWTP improvements. 2. Amend modeling of future conditions in the TMDL as needed. 3. Consider redirecting WWTP point of discharge south to the Verdigris River. 4. Meet recommended WLAs.
Dog Creek (Lower) OK121500020360_00	Dissolved Oxygen, Enterococcus, E. coli	DO same as Cat Creek (above) Enterococcus 1.07E+10 cfu/day E. coli 4.10E+10 cfu/day	1. Develop a bacterial reduction plan, and submit it to ODEQ. 2. Develop or participate in a bacterial monitoring program, and submit it to ODEQ. 3. Annual Reporting through the MS4 AR.
Claremore Lake OK121500040020_00	Chlorophyll-A	WLA Not Required by Final TMDL	No requirements, since less than 1% of Claremore Lake watershed is within the MS4

The third requirement for Cat Creek (i.e. redirecting WWTP point of discharge south to the Verdigris River) has been completed.

c. The MS4 has identified potential significant sources of POCs entering its discharges. These are common sources of the POCs in question, which are applicable to our MS4.

- Leaking septic systems
- Deteriorating sewer system pipes
- Livestock near creeks
- Pet waste (neighborhoods and dog park)
- Leaf/grass waste in storm drainage system

- Excess fertilizer run-off

d. The MS4 has identified and implemented opportunities to address the POCs identified in the applicable TMDLs by expanding or modifying the following:

- Existing public education programs to reduce the discharge of POCs
  - Provide annual educational brochure to homeowners with septic systems (including contact info for local maintenance companies).
  - Identify fertilizer retailers within the MS4 and provide brochure regarding proper storage, handling of manure fertilizer.
  - Connect with HOAs in the MS4 to encourage them to provide pet waste bags.
  - Expand offering of pet waste bags in public parks.
  - Provide brochure to livestock owners within the MS4 detailing the importance of keeping waste out of the waterbodies.
  - Conduct employee education for municipal inspectors on pollution in runoff.
  - Distribute print education materials to local businesses about controlling pollution in runoff.
  - Negotiate and implement an inspection program for private sanitary sewer systems within watershed priority areas.
  - Mail brochure on yard maintenance regarding proper disposal of grass / leaves.
- Existing IDDE or DWFS programs to specifically address the POCs
  - Employ the Map of Priority Areas to identify outfalls in need of additional screening.
  - Verify & map all septic systems in the MS4
  - Develop written procedures for when and how illicit discharges will be investigated to determine their cause within 72 hours.
  - Purchase supplies to support the IDDE procedures.
  - Increase frequency of DWFS to include all outfalls (including priority outfalls) annually, which is more frequently than the 40% of outfall required by the permit.
- Existing ordinances or other regulatory mechanisms to require the reduction or control of POCs, enforcement procedures for noncompliance, and develop additional ordinances, or other regulatory mechanisms, as necessary.
  - Explore adding an enforcement mechanism to the existing pet waste ordinance (i.e. fines, inspections, etc.)

2. TMDL Reduction Plan: A coordinated regional plan not being available, the City of Claremore MS4 has opted to develop its own individual pollutant reduction plan.

    a. BMPs to Meet TMDL Requirements

    b. These BMPs are assessed for effectiveness on the Annual Report.

    c. Ineffective BMPs will be replaced with an alternative within three years of determination of its ineffectiveness.

    d. Schedule for compliance with each TMDL to ensure the WLAs are met within TMDL timeframes, including annual pollutant load reductions & BMPs to make progress toward and ultimately achieve the measurable goal.

Waterbody Name	303(d) Impairments	TMDL Timeframe	Implementation Schedule
Verdigris River	Enterococcus		
Cat Creek	Dissolved Oxygen		
Dog Creek (Lower)	Dissolved Oxygen Enterococcus E. coli		
Claremore Lake	Chlorophyll-A		

    e. Bacterial POCs require compliance with Permit Part IV(A)(1)(h)(i-v).

    f. When the MS4 achieves compliance with an assigned WLA, it will continue to implement BMPs equivalent to those in effect at the time of compliance.

3. TMDL Pollutant Monitoring Plan

4. TMDL Baseline Monitoring Plan (Optional)

5. Monitoring Requirements

    a. Description of program goals, monitoring plan, and sampling and analytical methods

    b. List and map of the selected TMDL pollutant monitoring sites

    c. Frequency of data collection to occur at each station or site

    d. Parameters to be measured relevant to the TMDL(s)

    e. Quality Assurance Project Plan (QAPP) that complies with EPA requirements

6. Annual Reporting – A TMDL Implementation Report is included as part of our annual report, including the status and actions taken to implement the TMDL pollutant reduction plan and monitoring program. The TMDL Implementation Report includes:

   a. Relevant actions taken by the MS4 affecting stormwater discharges to the waterbody segments that are the subject of the TMDL

   b. Status of applicable TMDL implementation schedule milestones

   c. Evaluation of effectiveness of the pollutant reduction plan and monitoring program to ensure progress toward attainment of water quality standards

   d. Evaluation of the pollutant load contributions and reductions to demonstrate consistency with and progress toward TMDLs

   e. Evaluation of implemented BMPs to monitor or assess progress in reducing the discharge of POCs

   f. Summary of revisions to keep with new or revised TMDLs

7. TMDL Implementation Schedule – According to Table IV-1

	Option A	Option B
SWMP Review & Evaluation	No more than two years from TMDL effective date	
TMDL Pollutant Baseline Monitoring Plan	-	No more than three years from TMDL effective date
TMDL Pollutant Reduction Plan	No more than three years from TMDL effective date	No more than 5 years after implementation of the baseline monitoring plan
TMDL Pollutant Monitoring Plan	No more than three years from TMDL effective date	No more than 5 years after implementation of the baseline monitoring plan

8. Existing Approved TMDLs – According to Table IV-2

Watershed Basin	TMDL Report	Identified MS4 Sources	Effective Date
Basin 1 Middle Arkansas – Verdigris – Neosho	Neosho River Basin Bacteria TMDLs – 2008	Miami	June 1, 2022
	Lower Bird Creek Watershed Bacteria TMDLs – 2011	Catoosa Broken Arrow Owasso Tulsa	June 1, 2022

		Tulsa County	
	Arkansas River & Verdigris River Area – Bacteria & Turbidity TMDLs - 2012	Bixby Broken Arrow Claremore Coweta Jenks Muskogee Sand Springs Sapulpa Tulsa	June 1, 2022
	Arkansas River & Haikey Creek Bacteria TMDLs – 2008	Bixby Broken Arrow Tulsa Tulsa County	June 1, 2022
Basin 5 Canadian – North Canadian – Deep Fork	North Canadian River Area – Bacteria TMDLs - 2010	Choctaw Del City Midwest City Moore Mustang Nicoma Park ODOT* Oklahoma City Spencer Tinker Airforce Base Yukon	June 1, 2022
	Lake Thunderbird Nutrient, Turbidity, and Dissolved Oxygen TMDLs – 2013	Moore Norman Oklahoma City	June 1, 2022
Basin 6 Cimarron – Upper Arkansas	Cimarron River Area Bacteria & Turbidity TMDLs - 2013	Oklahoma City (with ODOT* as copermittee) The Village	June 1, 2022
	Salt Fork of the Arkansas River Area Bacteria & Turbidity TMDLs - 2012	Ponca City	June 1, 2022

L. Discharges to Outstanding Resource Waters (ORWs) – OKR04 Part IV.C

Discharges to Outstanding Resource Waters in the State of Oklahoma are not authorized by this permit. The City of Claremore does not currently discharge to any ORWs.

III. MINIMUM CONTROL MEASURES

This SWMP provides information on the Best Management Practices (BMPs) and other activities that will be implemented to address each of the six Minimum Control Measures (MCMs). Quotations of relevant passages from the OKR04 permit are inserted as needed *in italics text* in this SWMP to indicate the context of permit compliance.

Existing permittees are assumed to have a fully implemented SWMP and all BMPs successfully implemented at time of Notice of Intent (NOI) submittal in early 2016. They may make changes to their SWMP and BMPs at the time of filing their NOI without having to perform OKR04 Part V.D review / update requirements. All subsequent changes to BMPs and the SWMP must follow the requirements of Part V.D. In addition, OKR04 Part V.A.1 requires that, "*Modifications and updates shall be reflected in your SWMP and implemented within two (2) years of the effective date of this Permit, then as needed.*"

The City of Claremore is an existing Permittee. As such, for each of the following Minimum Control Measures (MCMs) in the SWMP sub-sections A-F below, the City of Claremore will implement new and/or continue implementing existing BMPs, develop implementation schedules, and establish Measurable Goals for each BMP. Per OKR04 Part VI.C, an Annual Report will be submitted to ODEQ that documents implementation and BMP effectiveness under each of the six MCMs. Appendix A of the SWMP contains tables of the BMPs with assigned Measurable Goals, implementation schedules, and other BMP-related information.

A. MCM 1: Public Education and Involvement:

OKR04 Part V.C.1 requires Phase II cities to develop and implement a public education program "*to distribute information and education materials to the community and MS4 staff*" to promote behavioral changes which reduce stormwater pollutants and eliminate illicit discharges. These educational programs should target relevant audiences and address the other MCMs. Revisions to existing programs must be completed within the first year of effective date of the permit.

1. Best Management Practices for Public Education & Involvement

The City of Claremore will use a variety of public education & involvement BMPs to inform and involve individuals and groups (commercial, industrial and institutional) within the community about the steps they can take to reduce stormwater pollution and become involved in the

stormwater program. Appendix A summarizes all BMPs that will be used for this MCM. Appendix A also lists the Measurable Goals and schedule of implementation assigned to each BMP.

2. Target Audience

The following target audiences were selected because the City of Claremore considers them most likely to be significant sources of stormwater pollutants:

BMP Category or Type		Target Audience
Residential	Chemical use and disposal	Homeowners, renters, and multi-family residents
	Sources of bacteria	Homeowners with septic systems or aging sewer systems, pet owners, and homeowners' associations
Commercial	Chemical use & disposal	Commercial retailers selling chemicals
	Grease	Restaurants
	Sediment	Construction sites
	Sources of Bacteria	Businesses with animal-related activities, livestock operations, event organizers, fertilizer retailers
	Grass / Leaves	Lawncare companies, homeowners' associations
Educational		Primary and secondary grade levels.

The school education program will use City of Claremore staff and volunteers, and/or MET staff and volunteers. The program will focus on basic water quality impacts and options for pollutant disposal (e.g. recycling and collection events).

The public participation program will primarily target homeowners, City of Claremore adult residents, public school classes and organizations, non-profit organizations (e.g. Boy Scouts), and civic organizations (e.g. local Kiwanis Club). For school-age children, the participation program will focus on storm drain marking, stream clean ups and Blue Thumb "creek walks". The use of the City of Tulsa's Regional Household Pollutant Collection Facility and other M.E.T. regional waste collection events, community stream and cleanup events will target individual residents in the MS4 by encouraging their participation, and providing event information. The Phase II program for the City of Claremore will benefit all residents and local enterprises.

3. Target Pollutant Sources

The City of Claremore's Public Education program will primarily address pollutants from residential neighborhoods by educating individual homeowners on the proper disposal of such household chemicals as:

- pesticides
- fertilizers
- detergents

- solvents
- motor oil
- antifreeze
- other motor and engine fluids
- oil-based paints
- rubbish ("floatable" materials)
- yard waste (grass clippings, leaves)

By encouraging the public to use the City of Claremore Recycling Center, the City of Tulsa Regional Household Pollutant Collection facility, and the Metropolitan Environmental Trust special regional collection events, additional household chemicals such as heavy metals, solvents, acids and poisons can be safely disposed. Proper storage, use and disposal of chemicals by local businesses will also be addressed in the education program.

4. Outreach Strategy

The City of Claremore will participate in the regional stormwater education activities sponsored by INCOG's Green Country Stormwater Alliance (GCSA). Some education materials will be provided by INCOG from existing Federal, State or other sources while other materials will be developed collaboratively from all GCSA members. The City of Claremore has also developed some public education BMPs locally.

The City of Claremore's public education program will employ the following strategies:

a. Homeowners will be educated on how to properly use and dispose of fertilizers and other household chemicals.

b. The public education program will also provide information on how to get involved in stream cleanups, restoration activities and other local conservation efforts that may periodically be conducted within the City of Claremore.

c. The City of Claremore will promote citizen participation in community stream and cleanup, the City of Tulsa Regional Household Pollutant Collection facility, and participation in Metropolitan Environmental Trust special pollutant collection events.

d. INCOG's GCSA regional stormwater web site (www.stormwaterok.net) will provide information to the general public about local and regional water quality and program issues as well as numerous web links to water quality resources.

e. School classes and other organizations can learn about recycling through M.E.T educational materials and outreaches, the Bin Loan & Event Program, and the Solid Waste Education Trunk.

f. School classes and other organizations can learn about water quality and urban sources of pollution through the Blue Thumb's classroom programs for school children.

g. The Oklahoma Conservation Commission, Blue Thumb website will provide information to the general public about local and regional water quality, educational materials and involvement opportunities.

h. The Oklahoma Conservation Commission, Blue Thumb volunteer stream monitoring program will emphasize student and adult education through practical hands-on experience with water quality sampling as well as by providing formal training in water quality, pollution effects and ecosystem health.

i. The public can obtain water quality education through the Oklahoma Conservation Commission, Blue Thumb additional outreaches such as a booth at city events and stream cleanup events.

j. The public can obtain recycling, composting, and hazardous waste education, volunteer and disposal information through the M.E.T. website.

k. The City of Claremore's public education program will develop written materials that target commercial and industrial enterprises that have business activities that may negatively impact the stormwater quality of the MS4.

l. The City of Claremore hosts an annual Household Hazardous Waste (HHW) event for citizens of Claremore and Rogers County. The event is held in Spring or Early Summer.

The City of Claremore's Public Education program has a goal of providing stormwater education material to at least half of its homeowner residents by the end of the five-year permit cycle.

5. Management Responsibility

The City of Claremore has overall project management responsibility for implementing the Public Education and Involvement MCM. The Stormwater Manager will coordinate all local activities and implementation of all program elements for this MCM. INCOG's GCSA program will be managed by the Environmental and Energy Division at INCOG. The City of Claremore will provide sufficient funds for INCOG to provide assistance to its GCSA members' education and involvement programs. INCOG will submit an annual written scope of services to the City of Claremore that will specify INCOG's role in providing technical support and various kinds of education materials, as well as maintenance of the GCSA stormwater web site on behalf of the City of Claremore and other GCSA members. The City of Tulsa will manage its Tulsa Regional Household Pollutant Collection facility, and data tracking. The City of Claremore will provide funds for Claremore residential disposal at the facility. The City of Claremore and Rogers County will co-host an annual HHW Event for Claremore and Rogers County residents. The Metropolitan Environmental Trust will manage its website, educational outreaches, and special pollutant collection events and the City of Claremore will provide funds for the MET to provide services to its member governments. The City of Claremore has a MET Recycling Center for citizens located at 810 W. Ramm Road. The Recycling Center is open to the citizens seven (7) days per week. The Recycling Center receives cardboard, paper, phone books, plastics, glass, used motor oil, used cooking oil, aluminum cans, and batteries. The roles of each agency and organization that will

provide Public Education & Involvement services and support to the City of Claremore are listed in the Cooperative BMPs table below (Subsection 9. Public Involvement Activities).

6. Evaluating Program Effectiveness

OKR04 Part VI.C.1.b requires that the Annual Report assesses the progress made toward achieving each measurable goal, and the appropriateness of the BMPs. The City of Claremore will employ the following strategy to assess program effectiveness in the Annual Report:

Measurable Goals have been established for each Public Education & Involvement BMP. These are summarized in Appendix A and include implementation schedules and milestones for each BMP. The Measurable Goals and target dates for the BMPs were selected by the City of Claremore to accommodate local resources with the intent of establishing BMPs efficiently and cost effectively. Sufficient time was built into the implementation schedules to allow for corrective actions to be taken to have an improved program by the end of the permit cycle.

BMP effectiveness will be demonstrated by keeping records of feedback from individuals and stakeholders in the general public and from local businesses. Feedback from the public (email, phone call, fax, letter or personal visit) will include requests for more information and any follow-up actions taken by MS4 staff to address problems or concerns. If pollution sources are abated as a result of the contact, then the abatement action will be logged as a BMP success for public education as well as removal of illicit discharges. Changes in types of issues reported by the general public and businesses over several years of BMP implementation should demonstrate effectiveness of this MCM.

Measurable Goals have been established for each Public Participation BMP. These are summarized in Appendix A and include implementation schedules and milestones for each BMP. The Measurable Goals and target dates for the BMPs were selected by the City of Claremore to accommodate local resources with the intent of establishing BMPs efficiently and cost effectively. Sufficient time was built into the implementation schedules to allow for corrective actions to be taken to have an improved program by the end of the permit cycle.

7. Involvement in Program Development

In cooperation with ODEQ and INCOG, the City of Claremore has taken a number of steps to inform and include the public in understanding and providing input in the development of the Phase II program. These include:

a. The City of Claremore will present staff and budget information about the Phase II program in City Council public meetings.

b. City staff will respond to questions from the public, and the city will distribute information to the community upon request.

c. As part of its existing Public Education and Outreach MCM, the City of Claremore has provided information about the MS4 program to citizens, and encouraged them to contact the Stormwater Program Manager for additional information.

d. The ODEQ hosted a public meeting and held a formal thirty (30) day public comment period in April 2015 on the draft OKR04 General Permit; ODEQ responded to all comments in writing.

e. The ODEQ has placed all relevant information about the Phase II program, including cities affected and activities required under Phase II, on their public website with links to various types of technical information for the public.

f. INCOG's Green Country Stormwater Alliance (GCSA) website contains web pages for the public about the Phase II stormwater permit program, including invitations to contact local stormwater managers of each GCSA member to learn more about their own local program.

g. The ODEQ will place a notice of the availability of the Notice of Intent (NOI) on the ODEQ web site, and provide a thirty (30) day public comment period for any organization or individual to make formal comments or inquiries on the draft NOI and draft SWMP of each OKR04 applicant. The City of Claremore will make available to any group or individual, upon request, a copy of the NOI and SWMP, and provide any other information upon request.

8. Public Involvement in Program Implementation

Throughout the coming five-year permit cycle, the City of Claremore will use several methods to educate the public about the Phase II program and opportunities for participation. These include:

a. The City of Claremore will continue to include in its Public Education brochures information on how individuals and organizations can become more fully informed and participate in water quality improvement efforts under the Phase II program.

b. The City of Claremore will continue to promote public participation through its City; Volunteer program, Keep Claremore Clean program, and the Claremore Cares program.

c. INCOG's regional GCSA stormwater web site will continue to provide updated information about local and regional activities in which citizens can participate.

d. Promote the use of the City of Tulsa Regional Household Pollutant Collection facility.

e. The M.E.T.'s website will continue to provide updated information about local and regional activities in which citizens can participate.

f. The Oklahoma Conservation Commission, Blue Thumb website will continue to provide updated information about local and regional activities in which citizens can participate.

g. City Council agenda items dealing with aspects of the program (e.g. budget approvals, approval of program activities) will be open to the public and receive public comment.

h. The City of Claremore will host an annual H2P2 event for Claremore and Rogers County Citizens.

9. Public Involvement Activities

Appendix A lists all of the Public Participation BMPs that will be used by the City of Claremore, including the assigned Measurable Goals and implementation schedule for each BMP. The City of Claremore will participate in and support INCOG's GCSA regional Public Participation and education activities. Some education materials will be provided by INCOG from Federal, State or other sources while other materials will be developed collaboratively by all GCSA members.

The City of Claremore's Public Participation program will be conducted to promote and educate its citizens about opportunities to play an active role in water quality improvement efforts. Several of the Public Participation BMPs in Appendix A are joint ventures between the City of Claremore and other agencies and organizations. The roles of the permittee and the organizations for each of these cooperative BMPs are presented below:

Cooperative BMPs for the Public Participation MCM

BMP or Activity	Outside Organization	Organization Role	MS4 Role
City Storm drain Marking Program	None	Train staff & volunteers; help with recruitment and marker placement events.	Promote program; fund supplies; solicit volunteers, provide staff for field and admin. work.
Other Education & Participation Outreaches, Stream Cleanup Events	Rogers County Conservation District	Provide supplies; solicit & educate volunteers, coordinate events, track stream data.	Assist in coordinating events; help fund supplies; provide for disposal, solicit volunteers, provide staff for field and administrative work. Promote program.
Other Public Education & Participation Events	Rogers County Conservation District	Provide booth at City events, educational materials, and solicit participation in local Blue Thumb and City program activities.	Assist in coordinating dates, assist in outreach effort. Promote City program activities, solicit participation.
School Classroom Instruction	Rogers County Conservation District	Provide supplies, help set classroom dates; solicit volunteers; help conduct training.	Help set classroom dates; help with classroom training.

BMP or Activity	Outside Organization	Organization Role	MS4 Role
Rogers County Conservation District Web Site	Rogers County Conservation District	Host and update local & regional water quality data, public education materials and participation opportunities.	Provide information; promote website
Stream Monitoring	Rogers County Conservation District	Provide supplies; solicit & educate volunteers, coordinate events, track stream data	Promote and participate in program; provide staff for field work.
GCSA Website	INCOG	Host and update Public Participation web pages on GCSA website; solicit ideas and information from GCSA members.	Provide information; fund GCSA membership including website; promote website.
HHP Collection	The City of Tulsa	Manage facility, regional weekly collection. Data tracking	Promote locally; fund MS4 portion of costs.
HHP Collection	M.E.T. special collection event	Host, manage and promote special HHP collection events regionally.	Promote locally, fund MS4 portion of costs.
Public Education & Outreach	M.E.T. website	Host and update public education, volunteer & disposal information and events on M.E.T. website	Provide information; fund MS4 portion for member government services; promote website.
School Classroom Instruction	M.E.T. outreach programs	Provide supplies, set classroom dates; solicit volunteers; conduct training.	Help set classroom dates; help with classroom training.

B. MCM 2: Industrial Stormwater Runoff Control

An Industrial Stormwater Runoff Control Plan is required for Category 3 MS4s. As a Category 2 MS4, Claremore is not required to develop these plans under OKR04.

C. MCM 3: Illicit Discharge Detection and Elimination (IDDE):

The City of Claremore will implement a comprehensive program to detect and eliminate illicit discharges within 72 hours, including illegal dumping and onsite sewage disposal systems, following the requirements in the OKR04 General Permit.

The City of Claremore has developed a Dry Weather Field Screening (DWFS) Plan, presented below, that addresses permit requirements in OKR04 Part V.C.3.a. While this SWMP text covers these permit requirements, in the future the City of Claremore may prepare more detailed and formal Standard Operating Procedures (SOPs) as experience is gained in performing these permit requirements. If SOPs are prepared, they will be referenced in an update to the SWMP and replace the existing text.

1. Best Management Practices for Illicit Discharge Detection and Elimination

The City of Claremore will use a number of Best Management Practices (BMPs) to implement an effective detection and elimination program for illicit discharges. Appendix A lists the BMPs that will be used for this MCM. Some BMPs will address administrative actions, such as adopting an ordinance to address pollution occurring locally, while other BMPs will address public education, pollution inspection program, employee training and protection of special waters such as 303(d)-listed waterbodies.

2. Map Development and Update

OKR04 Part V.C.3.a(i) requires the MS4 to develop and periodically update a map of the MS4 priority areas:

a. Areas with older sanitary sewer lines or with a history of sewer overflows or cross-connections
b. Areas with older infrastructure that are more likely to have illicit connections
c. Areas of industrial, commercial or mixed use
d. Areas with a history of past illicit discharges
e. Areas with a history of illegal dumping or citizen complaints,
f. Areas that discharge to ARCs or ORWs

The City of Claremore has completed a map of the MS4 system showing major drainage system features, major outfalls and prominent receiving streams. The MS4 system map is presently in AutoCAD / GIS / PDF and paper format. Periodic updates of map data from sub-state planning agencies and State and Federal agencies will be used to make future changes to the MS4 map as needed. Map features will also be amended in the future as more system inspections are performed by MS4 staff. Updated map information, such as outfall locations and site descriptions, will be reviewed annually by city staff and reflected in the map updates.

The mapping process for both creating new maps and updating existing maps will involve:

a. Collecting initial and updated map data from agencies and organizations;
b. Collecting field data during inspections by city crews to verify locations and descriptions of MS4 spatial map attributes;

c. Periodic review of MS4 system map data by the City Engineer and other city and outside professional staff, and updating maps as needed;

d. Global Positioning System (GPS) will be used when needed to provide coordinate data for the MS4 system, facility locations and sampling sites, while other coordinate data will be collected using aerials and GIS map layers that show structures and sites;

e. Digital and paper aerial photography, and USGS 7.5 Minute Quadrangle maps will be used to assist with locating outfalls and updating their positions; and

f. INCOG will provide GIS data and digital and paper aerial photos of the City's MS4 upon request.

3. Ordinance

OKR04 Part V.C.3.a(vi) requires that an ordinance or other regulatory mechanism be adopted by the MS4 to effectively prohibit non-stormwater discharges. The City of Claremore will adopt an updated ordinance prohibiting illicit discharges to the MS4 which will be evaluated periodically for potential modifications. Development and maintenance of a local illicit discharge ordinance is a BMP listed in Appendix A along with the intended implementation schedule and Measurable Goals. The ordinance development and maintenance process will involve taking the following actions per the schedule presented in Appendix A:

a. Obtain and review model stormwater pollution ordinances from other permitted MS4s and agencies;

b. Compare model ordinances to existing local codes and ordinances and make modifications to local codes;

c. If needed, adopt a new local ordinance or modify an existing ordinance to address illicit discharge detection and elimination;

d. Periodically evaluate ordinance effectiveness and make changes when needed to the illicit discharge ordinance or codes.

4. Plan to Detect and Eliminate Illicit Discharges

OKR04 Part V.C.3.a requires the MS4 to develop a Dry Weather Field Screening (DWFS) Plan. Item (a)(ii) of this passage requires the MS4 to trace or investigate the source of an illicit discharge within 72 hours. OKR04 Part V.C.3.a. requires development of a more general plan to detect and eliminate illicit discharges. Permit requirements are based upon conducting DWFS to look for pollution and its sources, and to take action to eliminate the pollutant discharges from these sources. Though the permit required DWFS for 40% of outfall annually, and all priority outfalls annually, the City of Claremore has opted to perform DWFS on all outfall (priority or otherwise) annually.

IDDE Plan: The City of Claremore has determined that the following actions will satisfy the OKR04 requirements to have an effective Illicit Discharge Detection and Elimination (IDDE) program. The IDDE Plan action items follow the OKR04 steps presented in OKR04's 2015 permit.

a. Locating Priority Areas:

(1) Examine maps of MS4 area to locate sites with high potential for pollutant discharges.

(2) Delineate MS4 areas within each of the 303(d) watersheds, and identify high priority areas that have sources most likely to cause or have the reasonable potential to contribute the 303(d) pollutants of concern to the 303(d)-listed waterbody.

(3) Collect data on pollutant spills that have occurred in the MS4 within the past 5 years.

(4) Identify areas in which there have been sewer system bypasses within the past 5 years.

(5) Identify areas having the oldest sewer system lines and appurtenances.

(6) Identify industrial, commercial and residential areas having the greatest potential to discharge pollutants.

(7) Compile results of any ambient sampling and DWFS inspections that indicate potential pollutants being discharged.

(8) Compile all of these data, and generate a map and description of areas in the MS4 having the greatest potential to discharge pollutants (page 16 of this document).

(9) Of the overall MS4 high priority areas, identify high priority areas specifically associated with 303(d) waterbodies.

b. On-Site Sewage Disposal Systems:

(1) The City of Claremore does **not** allow on-site disposal systems (OSSDS) within the City limits.

(2) If any OSSDS's were identified in the City Limits, the following BMP's would be implemented;

a. Determine if State permit (Title 252, Chapter 641). was obtained for OSSDS.

b. Assess the approximate age and condition of the OSSDS.

c. Distribute EPA's OSSDS brochure to property owner and/or occupant

d. Inspect OSSDS for evidence of bypasses.

e. Inspect OSSDS for proper maintenance.

f. Obtain records from ODEQ and county agencies on OSSDS inspections and enforcement actions regarding system bypasses or failures and pollution episodes.

g. Identify and conduct inspections of the receiving stream for evidence of sewage bypasses from OSSDS.

a. Tracing the Source of Illicit Discharges:

(1) Develop Dry Weather Field Screen (DWFS) Standard Operating Procedures (SOPs) documents that list the methods to be used by field crews to conduct the DWFS

inspections. The DWFS SOPs will include steps for selecting DWFS sites, making visual observations at each site, using simple field test kits, and recording data on field forms.

(2) The DWFS SOPs and program will include special attention to 303(d) waters as required in OKR04 Part III.A.1.d.

(3) Conduct DWFS inspections at least once per year at the sites identified in the SOPs, with special emphasis on all high priority areas in 303(d) watersheds as required in OKR04 Part III.A.1.d.

(4) Upon discovery or after receiving a report of a pollutant in the MS4 or in a receiving water, prepare a Work Order to begin administratively tracking progress of the investigation.

(5) Perform an initial visual observation at the site of the reported pollution event.

(6) If pollutants are not found, log out the Work Order noting the inspection results.

(7) If Pollutants are found, determine if it will be possible to trace the source by looking for evidence of pollutants upstream or coming from a discharge pipe or channel.

(8) If the pollutants appear to be due to an episodic, one-time discarding action with no traceability, note the findings in the Work Order and proceed with cleanup.

(9) If the pollutant source(s) can be traced, conduct further inspections using visual indicators and simple field test kits as necessary to trace the pollutant source. Document your inspection results carefully.

b. Removing the Source:

(1) If the source is found, present your findings to the owner of the pollution source and proceed with enforcement steps as provided in the local IDDE ordinances and codes.

(2) Depending upon the severity of the pollution event, an emergency meeting with the owner may be needed. Consult ODEQ for assistance if needed.

(3) Consult with ODEQ if faced with refusal by owners of the pollutant source or if additional technical expertise is needed to help document pollution severity or extent.

(4) Upon completion of all inspection and enforcement actions, close Work Order.

c. Program Evaluation and Assessment:

(1) The assessment of the IDDE Plan and program will be the assessment required for the Annual Report, with additional evaluation for all inspections and pollutant reduction actions taken within the high priority areas in 303(d) watersheds.

(2) Factors and information to consider include numbers of IDDE Work Orders performed, successful completion of Work Orders, resolution of problems, estimated quantities of pollutants eliminated from the MS4, documentation of any public health problems or complaints, input from ODEQ and county health department, and input from citizens concerning success of program effectiveness or unresolved issues.

(3) Using the factors cited above, perform an overall assessment of the program.

(4) Identify program changes needed in the future to increase effectiveness.

Administrative Actions to Support the IDDE Program: To facilitate the successful implementation of the IDDE Plan defined above, the following additional administrative actions will be taken by the City of Claremore:

a. Ensure that maps are effective by collecting map feature data during inspections to verify accuracy;

b. Evaluate existing land uses in the MS4, and delineate high priority areas that have the greatest potential to discharge pollutants, with special consideration for 303(d) watersheds;

c. Solicit and compile illicit discharge and pollution information from citizens, police and fire units, city public works crews, local businesses, other municipalities, non-profit organizations, volunteer stream monitors, students and educational institutions, construction contractors and workers, local building officials, floodplain administrator, and State and Federal agencies;

d. Ensure that field and facility data are compiled in a manner that facilitates the inspection process (e.g. information about possible pollutants and/or sources are provided to MS4 inspectors in a timely fashion);

e. Ensure that inspection results and field and laboratory data are properly documented with a level of quality assurance appropriate to the use of the data;

f. Participate in INCOG's GCSA regional employee training on quality assurance, data management, use of field kits, analysis of chemical data and more;

g. Implement procedures for helping with enforcement, including how to approach owners of potential sources for on-sight inspections, how to present field data to owners that confirms the source, and what procedures the owner must take to remove the discharge; and

h. Periodically evaluate the inspection and enforcement program, and make modifications as necessary to improve program effectiveness.

Details of IDDE Inspections: The Dry Weather Field Screen (DWFS) and source tracking programs for potentially traceable sources will be described more fully in the City of Claremore's DWFS SOPs. The SOPs will include methods to conduct a visual inspection program performed by MS4 crews, which may include use of one or more field test kits for parameters that monitor the most likely type of stormwater pollution that is indicated (e.g. chlorine residual, pH, dissolved oxygen, conductivity, etc.). The visual inspection will describe and/or quantify the extent of pollution (e.g. floatables, excess algae growth, dead or stressed stream vegetation and organisms, color of water, odors, sediments, etc.). The DWFS SOPs will include special actions to address high priority areas identified in 303(d) watersheds.

If source tracking requires scientifically defensible data for possible litigation and/or enforcement action, then the City of Claremore will use either its properly trained field collection crews or contract professionals to conduct appropriate sampling and information gathering to locate

sources and characterize pollution events. Outside agencies will be contacted, if necessary, to report potentially illegal discharges or to protect health, safety or the environment. All samples collected for transport to laboratories for analysis shall be collected under written Quality Assurance (QA) protocols, including use of Chain of Custody forms, appropriate sample bottles with labels, field forms describing sample collection sites and conditions, and proper sample preservation. All laboratory analyses will follow 40 CFR Part 136 methods.

Standard paper field forms and/or electronic field data recording devices (e.g. laptops, PDAs, GPS or Tablet PCs) will be used to make data collection systematic. Data will be entered and/or downloaded into computer databases for analysis, sharing and reporting. As needed, field data will be linked to MS4 map attributes. If requested to do so by ODEQ, certain monitoring data will be reported to ODEQ on ODEQ's Discharge Monitoring Report (DMR) forms.

5. Administrative Procedures for Source Control

When episodic incidental pollution is reported to the City of Claremore (e.g. motor oil dumped into a storm drain), the MS4 stormwater staff will record the date, location, information source, and description of the event. If necessary, a public works crewman will be sent to investigate to determine if the site should be cleaned (e.g. removal of yard waste, oil spill cleanup, etc.). After inspection and/or cleanup, MS4 staff will keep a record of all actions taken regarding the pollution incident. These data will be included in the City of Claremore's Annual Report and used to evaluate program effectiveness.

When potentially traceable pollution is reported, the same incident information will be recorded, and MS4 staff will be sent to investigate. If the source is not immediately obvious, the MS4 staff will initiate a source tracing inspection and/or hire professional investigation of the site and attempt to trace the source upstream from the pollutant incident. If the source is located, MS4 staff will contact the owner / responsible party to request that the source be abated within a reasonable time in accordance with local ordinance.

The MS4 will perform a follow-up inspection to confirm that the source of pollution has been abated. If not, then the MS4 will take increasingly more strict action leading up to assessment of penalties, and possibly to include ODEQ and EPA enforcement as well. Throughout the administrative and investigative process, MS4 staff will document all major actions in writing to permanent files. Data from all such incidents will be included in the City of Claremore's Annual Report and used to evaluate program effectiveness.

6. Inform Employees and the Public

OKR04 Part V.C.1.a.ii.(2)(a) requires the MS4 to, "*implement and education program to involve public employees, businesses, and the general public make them aware of hazards associated with illegal discharges and improper disposal of waste*". Appendix A lists the types of education and outreach BMPs that will be used for the public community and municipal employees. Those activities specifically targeting the requirements in OKR04 Part V.C.3 are listed below.

a. Distribute brochures to encourage proper use and disposal of household chemicals, maintenance of on-site sewage disposal systems, and recycling;

b. Support a regional public seminar dealing with one or more Phase II stormwater issues;

c. Discuss the Phase II program in a city council meeting open to the public;

d. Provide information on INCOG's GCSA and the City of Claremore websites about pollutant reduction;

e. Support local stream clean-up events conducted by non-profits, organizations or agencies;

f. Support local Blue Thumb volunteer monitoring and public education programs;

g. Support local storm drain marking program;

h. Support regional household pollutant collection; and

i. Support local and regional recycling of wastes.

7. Authorized Occasional Incidental Non-Stormwater Discharges

OKR04 Part V.C.3.a(vii) requires the MS4 to "*Maintain and annually update a list of occasional incidental non-stormwater discharges or flows as allowed in [OKR04] Part II(B)(2) that will not be addressed as illicit discharges*." The City of Claremore's list of allowable non-stormwater discharges is presented at the beginning of Section II.C of this SWMP, along with a description of the actions to be taken to address pollutant releases from firefighting activities.

8. Management Responsibility

The City of Claremore has overall project management responsibility. The Stormwater Program Manager will coordinate all local activities and implementation of all program elements. The GIS division under the direction of the City Planning Department will be responsible for all mapping and updating. The City Engineer will assist in developing 303(d) priority areas, O&M Program, Comprehensive Bacterial Reduction Plan, and identification of significant non-stormwater discharges of 303(d) pollutants. INCOG's GCSA program will be managed by the Environmental and Energy Division at INCOG. The City of Claremore will provide sufficient funds for INCOG to assist its GCSA members with their Illicit Discharge Detection and Elimination program. INCOG will submit an annual written scope of services to the City of Claremore that will specify INCOG's role in providing technical support and activities, as well as maintain the GCSA stormwater web site on behalf of the City of Claremore and other GCSA members. The City of Tulsa will manage its Household Hazardous Pollutant Collection facility, and data tracking. The City of Claremore will provide funds for Claremore residential disposal at the facility. The Metropolitan Environmental Trust will manage its website, public participation outreaches, and special pollutant collection events and the City of Claremore will provide funds for the MET to provide services to its member governments.

9. Evaluating Program Effectiveness

OKR04 Part VI.C.3.1.b.ii. requires the MS4, for each BMP identified in the SWMP, to "*include an assessment of the progress made toward achieving each measurable goal, and appropriateness of the BMP.*", where Part V.C is the requirement to submit an Annual Report. The City of Claremore will employ the following strategy to assess program effectiveness in the Annual Report:

Measurable Goals have been established for each IDDE BMP. These are listed in Appendix A and include implementation schedules and milestones for each BMP. The Measurable Goals and target dates for the BMPs were selected by the City of Claremore to accommodate local resources with the intent of establishing BMPs efficiently and cost effectively. Sufficient time was built into the implementation schedules to allow for corrective actions to be taken to have an improved program by the end of the permit cycle.

BMP effectiveness will be demonstrated by keeping records of feedback from individuals and stakeholders in the general public and from agencies and organizations involved with the IDDE program. Feedback from the public, agencies and organizations (email, phone call, fax, letter or personal visit) including outputs and outcomes of education events will be recorded in writing. The City of Claremore will record all pollution abatement episodes as described in the SWMP, including date, location, pollutant, observations, measurements, interviews, photos, field form data, abatement steps taken, and results of each investigation. The increased number of pollution discharge quantities removed from the environment over a period of several years of BMP implementation and inspections conducted should demonstrate effectiveness of this MCM.

D. MCM 4: Construction Site Stormwater Runoff Control:

The City of Claremore will implement a comprehensive education, inspection and enforcement program to address the pollution of stormwater runoff from active construction sites. The City of Claremore will develop an ordinance prohibiting the discharge of pollutants and sediment from construction sites, and require the deployment of adequate sediment and erosion control measures. The MS4's stormwater, infrastructure, and building inspectors and their qualified designates will perform periodic site inspections for compliance with local stormwater codes either as part of other construction inspections or in response to complaints about site runoff contamination. Construction inspections will be performed, at a minimum, monthly for high priority sites, and quarterly for normal sites.

1. Best Management Practices for Construction Site Runoff Control

The City of Claremore will use a number of Best Management Practices (BMPs) to implement an effective erosion and pollutant control program for active construction sites. Appendix A provides a description of each BMP, along with Measurable Goals and schedule of implementation. The BMPs presented in Appendix A include an education component, and include administrative actions, such as ordinance development. There are also BMPs for performing inspections and taking enforcement actions.

2. Ordinance

OKR04 Part V.C.4.a.i requires the MS4 to develop an ordinance to control erosion and sediment at construction sites. The City of Claremore will adopt an updated ordinance prohibiting construction related discharges to the MS4. The ordinance will be periodically evaluated and modifications made as needed. The ordinance will mirror requirements contained in ODEQ's statewide stormwater permit for construction activities (OKR10). Local ordinance adoption and updating will involve:

a. An initial ordinance development and update action will be taken during the first year of OKR04 authorization.

b. The initial process will compare model construction ordinances to existing City ordinances and drafting modifications that will be needed to local codes;

c. Inspection and administrative staffing needs will be assessed, and additional resources will be sought, if needed, to ensure that the City will be able to implement all provisions in the ordinance;

d. Local construction codes and ordinances will be updated as needed;

e. Key staff persons will be identified to manage all inspection and enforcement activities; and

f. Program effectiveness will be assessed annually, and changes made to the program pertaining to ordinance requirements and City resources and manpower.

3. Plan to Ensure Compliance by Site Operators

OKR04 Part V.C.4.a.iii requires the MS4 to, "*Implement and enforce prcedures for site inspection and enforcement of control measures including enforcement escalation procedures for recalcitrant or repeat offenders.*" The City of Claremore will take the following actions to address construction related activities as defined in OKR04 Part V.C.4.a to ensure that construction site operators implement proper erosion and sediment control measures and control wastes at construction sites. These will include:

a. Provide education materials for construction site operators that they will be required through local ordinance to establish erosion and sediment controls and controls of site waste;

b. The MS4 will incorporate this education into the initial plan review and building permit application process;

c. The MS4 will establish guidelines and requirements for erosion and sediment control Best Management Practices (BMPs) and methods to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste; and

d. The MS4 will ensure compliance from site operators through the site inspection and enforcement process. Increasing severity of penalties will result when corrective action has been ignored or not fully achieved.

4. Procedures for Site Plan Review

OKR04 Part V.C.4.a.ii requires the MS4 to, "*Implement and enforce procedures for site plan review with incorporate consideration of potential water quality impacts including erosion and sediment controls, controls of other wastes, and any other impacts that must be examined according to the requirements of the local ordinance or other regulatory mechanism*". To meet this OKR04 permit requirement, the City of Claremore will take the following actions:

a. Include in the MS4's regular site plan review process additional steps to ensure that the draft plans are consistent with local erosion and sediment control requirements;

b. Require all new development and redevelopment construction plans to consider potential impacts on water quality from construction activities. Areas to be addressed include sediment and erosion control and control of on-site wastes that can impact water quality.

c. Ensure that the proposed construction plans and activities are in compliance with local floodplain ordinances.

5. Procedures for Public Input

OKR04 Part V.C.1.a.iii. requires the MS4 to, "*Include a process by which public comments on the SWMP are received and reviewed by the person(s) responsible for the SWMP*". The City of Claremore will establish the following administrative process for taking input from the public:

a. Designating one or more MS4 staff as the primary contact person for stormwater communications from the general public;

b. Creating and periodically updating as needed a written and/or computer-based form that allows efficient collection of the information being provided from the public;

c. Educating MS4 staff on how to coordinate contacts from the public with the designated MS4 staff person.

d. Processing of input from the public will be allowed from all sources, including emails, letters, faxes, phone calls and personal contacts;

e. The MS4 will document the response actions taken to resolve each request for assistance; and

f. The public input program will be part of the annual program assessment for the Annual Report and include evaluating success and follow-up actions taken on unresolved problems.

6. Construction Site Inspections

OKR04 Part V.C.4.a.iii. requires the MS4 to, "*document inspection findings and take all necessary follow-up actions… to ensure site compliance. Ata minimum, site inspections shall be conducted at the frequencies outlined in Table V-5*," which for Category 2 MS4s is monthly for high priority sites, and quarterly for normal sites. To comply with this requirement, the City of Claremore will develop a program for inspection of construction sites. Stormwater control inspections will be performed by The MS4's stormwater, infrastructure, and building inspectors and their qualified

designates. Inspections will be performed when a complaint is received from the public about a stormwater pollution incident, and periodically during the other MS4 construction inspection activities. The following stormwater inspection procedures will be used:

a. A stormwater inspection form will be created and periodically updated as needed to document inspection results of each site visit;

b. Stormwater inspection staff will be identified and trained to perform stormwater inspections.

c. A stormwater inspection will be conducted whenever a complaint is received, and periodically during the routine construction inspections by the MS4 inspector;

d. The stormwater inspection form will document the adequacy of the erosion and sediment control measures being used and note any remedial action needed;

e. Inspection data from the forms as well as all follow-up actions, including enforcement, will be entered into a computer and also stored in paper files;

f. Enforcement will rely upon initially encouraging remediation by the construction owner / operator, followed by a warning to remediate within a reasonable time, followed by issuance of a fine under authority of the local ordinance; and

g. Any immediate and significant threat to health, safety or the environment will be enforced immediately using best professional judgment of the inspector and/or administrative or public works management, including police and fire personnel, as the situation merits. ODEQ will be notified as deemed necessary to report the violation for OKR10 enforcement.

7. Management Responsibility

The City of Claremore has overall project management responsibility. The Stormwater Program Manager will coordinate all local activities and implementation of all program elements.
The City Engineer will be responsible for site plan reviews, and will assist in the development of construction site guidelines for sediment and erosion control, and site waste control (for inclusion in the Design Criteria Manual). The Infrastructure Inspections division under the direction of the Construction Program Manager will be responsible for construction site inspections of commercial and industrial developments, and residential developments during the infrastructure construction portion of a development. The Stormwater inspector(s) under the direction of the Stormwater Program Manager will be responsible for residential development inspections during the home building portion of the development. The Building inspector(s) under the direction of the Community Development Director will assist in all non-infrastructure construction inspections as required. The Community Development Director will also be responsible for the consideration of implementing a Green Development Incentive Program. INCOG's GCSA program will be managed by the Environmental and Energy Division at INCOG. The City of Claremore will provide sufficient funds for INCOG to assist its GCSA members with their Construction Site Runoff Control program. INCOG will submit an annual written scope of services to the City of Claremore that will specify INCOG's role in providing technical support and activities, as well as maintain the GCSA stormwater web site on behalf of the City of Claremore and other GCSA members.

8. Evaluating Program Effectiveness

OKR04 Part VI.C.3.1.b.ii. requires the MS4, for each BMP identified in the SWMP, to "*include an assessment of the progress made toward achieving each measurable goal, and appropriateness of the BMP.*", where Part V.C is the requirement to submit an Annual Report. The City of Claremore will employ the following strategy to assess program effectiveness in the Annual Report:

Measurable Goals have been established for each construction site control BMP. These are listed in Appendix A and include implementation schedules and milestones for each BMP. The Measurable Goals and target dates for the BMPs were selected by the City of Claremore to accommodate local resources with the intent of establishing BMPs efficiently and cost effectively. Sufficient time was built into the implementation schedules to allow for corrective actions to be taken to have an improved program by the end of the permit cycle.

BMP effectiveness will be demonstrated by keeping records of feedback from individuals and stakeholders in the general public and from agencies and organizations involved with the construction site control program. Feedback from the public, agencies and organizations (email, phone call, fax, letter or personal visit) including outputs and outcomes of education events will be recorded in writing. The City of Claremore will record all construction site inspections and pollution abatement episodes as described in the SWMP, including date, location, pollutant, observations, measurements, interviews, photos, field form data, abatement and enforcement steps taken, and results of each investigation. The increased number of pollution discharge quantities removed from the environment over a period of several years of BMP implementation and inspections conducted should demonstrate effectiveness of this MCM.

9. 7th MCM Optional Permit Requirements for City Construction

The City of Claremore has elected to use the alternative provided in Part VIII of OKR04 relating to construction activities on land owned by the MS4 and to activities that are directly controlled by the City of Claremore. By selecting this option, all municipal construction discharges are herein authorized so long as the City meets all terms and requirements under OKR04 Part VIII. The City of Claremore will develop, for each MS4 construction project of one acre or greater in size, a Stormwater Pollution Prevention Plan (SWP3) that meets all requirements of OKR04 and applies to all municipal construction activities within the MS4's city limits. This option applies to all MS4 construction activities where the MS4 meets the definition of "construction site operator" as defined in OKR04.

The City of Claremore will have potentially several types of construction activities in the future: 1) new buildings, 2) cleared and/or paved areas such as parking lots or park ball fields, and 3) utility line entrenchment. The City of Claremore will either hire a contractor to perform the work or use city crews and equipment. Standard construction practices will be used on all projects. Local conditions include construction in accessible areas with sufficient easement and/or city

ownership of property. Appendix C shows a map of the MS4 boundaries within which this option applies.

The City of Claremore's City Engineer will ensure that the project-specific SWP3 is developed and a copy kept at the construction site for review. When the City of Claremore hires a contractor to perform the work, the contractor will be required to prepare and maintain access to the SWP3, and this will be verified by the construction inspector or other MS4 official. The project site will be inspected as with any other construction project as described above in the SWMP. Part of this inspection process will be to ensure that all SWP3 requirements are being met. The MS4's SWP3 contents will meet all requirements of OKR04 Part VIII.

E. MCM 5: Post-Construction Management

Post-construction stormwater management in new development and redevelopment focuses on implementation of controls and practices that are designed to maintain good water quality conditions after an area has been developed and after construction activities have been completed.

1. Best Management Practices for Post Construction Runoff Control

OKR04 Part V.C.5.a requires the MS4 to "Implement and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one (1) acre…". Appendix A lists the BMPs that will be used by the City of Claremore to address the Post-Construction MCM including the Measurable Goals and implementation schedules for each BMP.

BMP Strategy: The City of Claremore has developed the following strategy for addressing post-construction control of runoff:

a. Attempt to maintain pre-development runoff conditions;

b. Ensure that controls are in place that will prevent or minimize water quality impacts;

c. Define pre-development not as conditions that existed before any manmade disturbance, but rather the condition of development that exists just prior to commencing the present development activities;

d. Develop and implement structural and/or non-structural BMPs appropriate for the MS4 community;

e. Implement BMPs that are appropriate for the local site conditions and selected to minimize water quality impacts;

f. Review local codes and ordinances and identify barriers to Low Impact Development (LID), and remove those barriers that are incompatible with local community standards;

g. Develop and Implement a program that ensures adequate long-term operation and maintenance of the BMPs;

h. Develop and implement an education program for developers and the general public about the benefits of LID; and

i. Encourage and provide incentives for implementation of LID practices by private developers before and during the building permit application and pre-design phases of projects.

Additional details of the Post-Construction BMP Strategy are presented below.

2. Ordinance

OKR04 Part V.C.5.a.i. requires the MS4 to develop a Post-Construction ordinance to control pollutants in runoff from the final project once construction has been completed. The City of Claremore will adopt an updated Post-Construction ordinance which will be assessed and updated in the future as needed. Local ordinance adoption and updating will involve:

g. An initial ordinance development and update action will be taken during the first year of OKR04 authorization.

h. The initial process will compare model construction ordinances to existing City ordinances and drafting modifications that will be needed to local codes in the near future;

i. Inspection and administrative staffing needs will be assessed, and additional resources will be sought, if needed, to ensure that the City will be able to implement all provisions in the ordinance;

j. Local construction codes and ordinances will be updated as needed;

k. Ordinance effectiveness will be assessed annually, and changes made when necessary.

3. Review Local Codes for LID Barriers

OKR04 Part V.C.5.a.iii requires the MS4 to, "*Review local ordinances, regulations, and engineering plans or specifications to identify any legal/regulatory barrier to LID a well as opportunities to promote LID. Develop a schedule to remove those barriers and implement identified opportunities. If a barrier is not removed or an opportunity is not implemented, provide a justification.*" The City of Claremore will comply with this requirement by taking the following actions:

a. Educate MS4 staff on LID practices and on the types of requirements in local codes that are barriers to implementing certain types of LID;

b. Identify all of the local codes, policies, guidance and ordinances that must be reviewed.

c. Review each of these, and list all LID-related provisions that must be considered further.

d. Decide whether or not the LID-related provision in each code is a barrier to LID implementation.

e. Assess each of the LID barrier code provisions that can be deleted or modified to make LID implementation possible or more beneficial.

f. Prepare a summary of findings of the code research, including a list of recommendations for code changes.

g. Develop a schedule for making the recommended code changes. Priorities can be assigned to the list of LID barriers to be removed, and the schedule can be done in phases. All changes must be implemented within four years of the effective date of OKR04.

h. For each code the MS4 determines should not or cannot be changed, prepare a written justification as to why the barrier must stay in place.

4. BMP Long-Term Operation and Maintenance (O&M)

OKR04 Part V.C.5.a.ii. requires the MS4 to, "…*ensure adequate long-term operation and maintenance of BMPs that are installed during and left in place after the completion of a construction project…*". ODEQ considers that this provision shall apply to both privately-owned and public facilities, and that the provision applies to all types of flood control projects, including detention basins, not just to LID-type projects. ODEQ also considers that the inspections should be conducted as visual observations of each facility's condition and adequacy of maintenance. Characteristics of the inspections are presented below.

O&M Inspection and Enforcement Program: The City of Claremore will comply with this permit requirement by taking the following actions:

a. Summarize all limitations and exclusions under existing codes and ordinances pertaining to entry on private property by the MS4. This will include the following:

   1) Research MS4 codes and ordinances and identify all rights and obligations of private owners to maintain the BMPs that will be included in this permit requirement.

   2) Compile a list of actions the MS4 can take under existing MS4 codes and ordinances to enforce O&M of privately owned BMPs.

   3) Determine the MS4's authority under existing codes and ordinances regarding the rights of entry to perform inspections of privately owned BMPs. This will include delineating any MS4 rights-of-way and easements that may apply to the private structure.

b. Compile a list of all LID and flood control structures within the MS4 that are to be assessed.

c. Research basic data and information about each structure, such as:

   1) Ownership of property and responsible party for maintenance.

   2) Type of structure.

   3) Purpose of structure and any associated land uses served by the structure (e.g., subdivision or commercial center).

   4) Watershed in which structure is located.

   5) Age and present estimated condition of structure.

d. Prepare inspection schedules based upon priority of importance for protecting water quality.

e. Conduct visual inspections of each structure according to priority schedule; including:
   1) Mowing and weeding;
   2) Sediment buildup and erosion;
   3) Fencing, pathways, signage, public safety;
   4) Evidence of vandalism;
   5) Structural integrity;
   6) Vegetation health, ground cover, rock, concrete surfaces;
   7) Inlet and Outlet damage, blockage, condition;
   8) Debris, tree limbs, trash buildup;
   9) Function of pervious surfaces.

f. MS4-Owned Structures: Schedule and acquire resources and funding for making any needed repairs or upgrades.

g. Privately-owned Structures: Within the authority granted by local codes and ordinances, negotiate with the private responsible party on the types of maintenance and upgrades that the MS4 has determined are needed, and take any enforcement actions allowable under local codes and ordinances for failure of the responsible party to perform the required tasks.

5. Education Program for Developers and the Public

OKR04 Part V.C.1.a.ii.(4) requires the MS4 to, "*implement an education program to involve developers and the public and make them aware of project designs that minimize water quality impacts, including LID strategies.*" The City of Claremore participates in INCOG's regional stormwater education program implemented on behalf of its Green Country Stormwater Alliance (GCSA). The GCSA website (www.stormwaterok.net) contains a number of public education materials and information about protecting water quality and about LID specifically that is periodically updated by INCOG.

The GCSA website has webpages that target developers and the public on many water quality protection issues. The GCSA website is periodically updated with new information as needed. In addition, The City of City of Claremore, in cooperation with INCOG's GCSA, helps sponsor water quality conferences and workshops that target developers and the public about water quality protection at construction sites, household chemicals, urban stormwater pollution issues, and the benefits of LID. Several of these MS4 activities are listed in Appendix A as specific BMPs under the Public Education and Public Participation MCMs.

INCOG prepares an annual summary GCSA Fact Sheet that reports on all of the LID education and outreach activities accomplished by INCOG on behalf of its GCSA members. These Fact Sheets are kept by each GCSA member in their stormwater files and attached to or summarized in their Annual Reports.

6. Management Responsibility

The City of Claremore has overall project management responsibility. The Stormwater Program Manager will coordinate all local activities and implementation of all program elements. The Stormwater Program Manager (with the assistance of the City Engineer and the Community Development Director) is responsible for the overall review of local codes to identify barriers to LID; removal or justification of non-removal. The City Engineer (with assistance from the Stormwater Program Manager), will be responsible for the Post-Construction ordinance or code, and the O&M Plan for Municipal BMP's. The Community Development Director will be responsible for the consideration of developing standards to direct growth away from sensitive areas and to increase open space, the consideration of encouraging infill development in high density urban areas, The consideration of adopting local codes that allow implementation of LID practices, the assessment of local codes for street design and parking lots for potential modifications to support LID and reduce impervious cover, and the consideration of developing a local incentives-based program to encourage developers to use LID. INCOG's GCSA program will be managed by the Environmental and Energy Division at INCOG. The City of Claremore will provide sufficient funds for INCOG to assist its GCSA members with their Post-Construction Site Runoff Control program. INCOG will submit an annual written scope of services to the City of Claremore that will specify INCOG's role in providing technical support and activities, as well as maintain the GCSA stormwater web site on behalf of the City of Claremore and other GCSA members.

7. Evaluating Program Effectiveness

OKR04 Part VI.C.3.1.b.ii. requires the MS4, for each BMP identified in the SWMP, to "*include an assessment of the progress made toward achieving each measurable goal, and appropriateness of the BMP.*", where Part V.C is the requirement to submit an Annual Report. The City of Claremore will employ the following strategy to assess program effectiveness in the Annual Report:

Measurable Goals have been established for each post-construction BMP. These are listed in Appendix A and include implementation schedules and milestones for each BMP. The Measurable Goals and target dates for the BMPs were selected by the City of Claremore to accommodate local resources with the intent of establishing BMPs efficiently and cost effectively. Sufficient time was built into the implementation schedules to allow for corrective actions to be taken to have an improved program by the end of the permit cycle.

BMP effectiveness will be demonstrated by keeping records of feedback from individuals and stakeholders in the development community, the general public and from agencies and organizations involved with construction and post-construction. Feedback from developers, the public, agencies and organizations (email, phone call, fax, letter or personal visit) including outputs and outcomes of education events will be recorded in writing. The City of Claremore will record all post-construction site inspections and structural maintenance and improvements as described in this SWMP, including date, location, affected pollutants, observations, measurements, interviews, photos, field form data, abatement and enforcement steps taken,

and results of each investigation and maintenance project. The increased number of structural maintenance and improvements made over a period of several years of BMP implementation and inspections conducted should demonstrate effectiveness of this MCM.

F. MCM 6: Pollution Prevention / Good Housekeeping

This MCM addresses the operation and maintenance (O&M) of the MS4 and municipal facilities, and requires training of municipal employees. Performing municipal activities in a careful and proper manner prevents or reduces pollutant runoff. Municipal operations addressed by this "Good Housekeeping" MCM include parks and open space maintenance, buildings for storage and maintenance of fleet vehicles and other public works vehicles and equipment, new construction and land disturbances, and stormwater system maintenance.

The City of Claremore will address OKR04 Part V.C.6.a. requirements with the following program. Appendix A contains a list of all BMPs for the Good Housekeeping MCM, along with Measurable Goals and implementation schedules for each BMP.

1. Employee Training and Education Program

OKR04 Part V.C.1.a.ii.(5) requires the MS4 to "*conduct staff training to prevent and reduce stormwater pollution from MS4 activities*". The following actions will be taken by the City of Claremore to meet these permit requirements:

a. The City of Claremore participates in the INCOG regional GCSA program which includes periodic (at least every other year, and locally if requested) employee training on the following topics:
    1) Park and open space maintenance;
    2) Fleet and building maintenance;
    3) New construction and land disturbances;
    4) Stormwater system maintenance;
    5) Urban water quality, pollution and OKR04 requirements;
    6) Construction permit requirements under OKR10;
    7) OSHA requirements on MSD forms and labels;
    8) Storage and disposal of chemicals at city facilities; and
    9) Reporting of local pollution to municipal officials.

b. INCOG's GCSA employee training 1-day workshops are held approximately three times per year. Certificates of Training and for engineer Professional Development Hours (PDH) are issued. At least once a year, INCOG provides ODEQ's 4-hour operator license renewal training certificates for one of the workshops.

c. One or more meeting handouts are distributed by INCOG at the GCSA employee training workshops, or are emailed to GCSA members prior to each workshop.

d. INCOG prepares GCSA Fact Sheets and GCSA News Bulletins annually on a variety of topics, many concerning pollution issues at municipal operations or within the MS4. These are distributed by email to GCSA members as well as posted on the GCSA website.

e. INCOG has prepared a number of GCSA brochures, several of which pertain to municipal operations and educating city councils and county commissions about the OKR04 permit program. These are posted on the GCSA website in pdf format for download and local printing by each GCSA member.

f. The City of Claremore will place signs in work areas promoting the proper disposal of waste materials.

INCOG's regional GCSA employee training workshops cover a wide variety of topics and issues facing stormwater permittees. These are presented as workshop themes, such as for field sampling and safety, OKR04-required training, construction site BMPs and OKR10, LID and post-construction in OKR04, stormwater 101 for new employees, and preparing documents and data management. Appendix A lists a number of employee training BMPs and BMPs for public education and outreach that include topics important for the Good Housekeeping MCM.

2. List of Industrial Permitted Facilities

Part V.C.6.a.ii. requires the MS4 to, "*Maintain and annually update a list of industrial facilities you own or operate that are subject to the OKR05, or individual OPDES or NPDES permits for discharges of stormwater associated with industrial activity, that ultimately discharge to your small MS4.*" The following facilities are owned and operated by the City of Claremore that are subject to the ODEQ Multi-Sector General Permit for Industrial Activities (OKR05) or individual OPDES or NPDES permits for discharges of stormwater associated with industrial activity that ultimately discharge to the MS4:

- City of Claremore WWTP Auth. No. OKR050242 Facility #S-21506
- Claremore Regional Airport Auth. No. OKR051203 Facility #6614542

For each facility, the City of Claremore will include the authorization number or a copy of the Industrial NOI form for each facility. You must review this inventory annually and update as necessary. The authorization number (OKR05 permit number assigned by ODEQ) for each facility is provided above. The City of Claremore will review the status of each permitted municipal facility annually and update the SWMP information as needed.

3. Controlling Pollutants from MS4 Systems and Facilities

The City of Claremore will implement procedures for controlling, reducing or eliminating the discharge of pollutants from streets, roads, highways, parking lots, maintenance and storage yards, waste transfer stations, fleet or maintenance shops with outdoor storage areas, and salt/sand storage locations and snow disposal areas we operate.

To comply with this OKR04 requirement, the City of Claremore will implement a program to control, reduce or eliminate pollutants discharged from the MS4. The following areas will be addressed:

- City streets and roads;
- Municipal parking lots;
- City maintenance and storage yards;
- City fleet maintenance shops with outdoor storage areas;
- Municipal salt/sand storage locations; and
- Municipal snow disposal areas.

Additionally, the City of Claremore will require implementation of BMPs, including sediment and erosion controls during routine maintenance, waterline breaks, and emergency repairs. After any of these activities are complete, stabilization measures will be implemented within fourteen calendar days of completion.

The City of Claremore will ensure that vehicle was waters are not discharged into the MS4 or waters of the state. All vehicle washing and/or dumpster washing is to take place within the wash bay located on the west end of the Fleet Maintenance shop. These wash waters are collected and disposed by Safety-Kleen.

Any contractors hired to perform maintenance activities on the City of Claremore MS4 facilities will be contractually required to comply with all of our stormwater control measures, good housekeeping practices and facility-specific stormwater management operating procedures. The MS4 will provide oversight to ensure these contractual obligations are met.

The City of Claremore will implement and enforce procedures for inspection and maintenance of housekeeping for City facilities. Inspections at the City facilities shall be conducted at a minimum quarterly for high priority sites and at least once per year for normal sites. Typically, all city facilities are inspected quarterly.

List of MS4 Facilities: The following facilities are owned by the City of Claremore and are subject to the requirements of this MCM:

Facility	Location / Address	Notes
Fleet Maintenance Shop	801 W. Ramm Rd.	Performs maintenance for police, fire, sanitation, parks and public works vehicles and equipment. Includes service bays and a wash bay.
Recycling Center	724 W. Ramm Rd.	Includes storage bins, waste oil collection drums, storage building, and carport. Straddles W. Ramm Rd.
Power & Light	724 W. Ramm Rd.	Warehouse, garage and storage barn for electrical equipment and vehicles

Facility	Location / Address	Notes
Sanitation	724 W. Ramm Rd.	Office, breakroom and garage for sanitation vehicles, bins and tools
Public Works	720 W. Ramm Rd.	Offices, garages, covered storage, shops and outdoor storage of vehicles, equipment, covered salt storage, road rock class A, tarp-covered sand, concrete barriers for sand, sandy loam and cold asphalt.
Park Maintenance Warehouse	512 N. Owalla Rd.	Shops, garages and outdoor storage of supplies and equipment, city vehicles and various types of metal, wood, and stone park equipment; 1,000-gallon diesel tank with containment.
Water Plant	1450 E. Blue Starr Dr.	Offices, shops, storage buildings and settling basins near Claremore Lake.
Claremore Regional Airport	19502 Rogers Post Rd.	FBO offices, hangars, septic system, Jet A and Avgas tanks, and mobile refuelers, vehicles, and equipment.
Wastewater Treatment Plant (WWTP)	1500 N. Choctaw Ave.	Offices, storage buildings, shops, drying beds, digesters, clarifiers, vehicles and equipment for wastewater processing.

Other city facilities previously listed included the Claremore Lake Park and the Park Maintenance Office, which qualify as No Exposure Certificate (NEC) facilities. These NECs are on file with the Stormwater Manager.

Procedures for Controlling Pollutants: The facilities listed above all pertain to the requirements in OKR04 Part V.C.6.a.ii. They are herein categorized as to Municipal Facilities (e.g., buildings, parking lots, storage yards, etc.), and MS4 System (e.g., roads, streets, roadside ditches, culverts, and large stormwater conduits). The City of Claremore will take the following actions to reduce or eliminate pollutants from these systems and areas.

Municipal Facility Inspection Frequency

	Category 1	Category 2	Category 3
Site inspections at MS4 facilities subject to the OKR05 or individual OPDES or NPDES permit	Once / Quarter	Once / Quarter	Once / Quarter
Site inspections at other MS4 facilities impacted by this program	Once / Year	Once / Year	Once / Year

Municipal Facilities:

a. The City of Claremore will perform an initial inspection of its facilities to determine potential pollutant sources via stormwater into the MS4;

b. Where possible, all exposed materials will be moved under removable covers (e.g., tarps) or inside a building to prevent contact with stormwater runoff.

c. For those materials that cannot be sheltered, such as salt piles for snow removal, structural BMPs will be used where feasible to control contaminated runoff from the storage areas. These will include use of silt fencing, grassy swales, sediment ponds and/or other measures as deemed appropriate.

d. At least once a year, an inspection of these areas will be made to ensure that the BMPs and storage controls are deployed properly and working.

MS4 System:

a. The public education MCM is expected to reduce the amount of trash and chemical pollutants placed on city streets. This program will include educating citizens about not disposing of chemicals and yard waste into the streets and drop inlets.

b. Misdemeanant labor will also be used. Workers will be assigned from local courts to work with MS4 crews for trash pickups along streets when necessary.

c. The City of Claremore owns street sweeping equipment that is used at least 12 times per year to remove floatables, trash and sediment from streets. The street sweeper was not in operation in 2024 due to staffing shortages.

d. MS4 Public Works crews will be trained to report observed pollution problems and/or trash buildup on city streets and in the City's stormwater collection system. When reported, MS4 crews will remove debris and trash from streets and the MS4 system as necessary.

e. Removed debris and waste materials will be disposed of by transporting the material to Recycle Center Convenience Station for disposal. The material to be disposed of includes street sweeper collections, dredged material from drainage systems and creeks, sediment cleanups from streets and lots, floatables removed from culverts and streams, materials from drop inlet cleanouts, and other types of debris removed from the MS4 system.

4. New Flood Management Projects

The City of Claremore implemented procedures to ensure that new flood management projects are assessed for impacts on water quality. The City of Claremore will ensure that all municipally-owned new flood management projects are assessed for impacts on water quality. The City's Floodplain Administrator and Public Works staff will evaluate each proposed new municipal project for potential water quality impacts during the technical review of the proposed project plans and specifications. If it is feasible and cost effective to add water quality protection features

to the project design, a recommendation will be made to incorporate the features before final plans are developed.

5. Inspection and Maintenance of BMPs

The City of Claremore has implemented inspection/maintenance for structural and non-structural BMPs, including maintenance activities, maintenance schedules and long-term inspection procedures for controls to reduce floatables and other pollutants discharged to your small MS4. This OKR04 requirement applies to municipally owned facilities under the Good Housekeeping MCM. Structural BMPs at municipal facilities include sediment basins, various types of containers for disposal of wastes and fluids, constructed swales and shallow depressions designed to collect runoff and allow infiltration, wet and dry detention basins having inlet and outlet structures, and various types of pervious surfaces used in parking lots and storage areas that allow infiltration of runoff.

Non-structural BMPs at municipal facilities include stormwater-related programs implemented by the City of Claremore, including: preservation of open space; expanding disconnections of impervious surfaces; expansion of vegetation and natural systems; natural grass swales and other types of unconstructed, vegetated infiltration areas; and protection and expansion of riparian stream buffers.

BMP Maintenance: Structural BMP maintenance will be according to need and availability of funds and resources. High maintenance priority will be given to structures that have the greatest potential to improve water quality and have a high feasibility of success using available funds. Maintenance will be scheduled upon acquisition of funds and materials, and when manpower and necessary permits are obtained. Projects that have a low chance of improving water quality after maintenance will be considered for replacement or decommissioned. The City of Claremore will make every effort to address maintenance issues identified in the BMP inspection program. Non-structural BMP maintenance, such as assessing ordinance effectiveness, will be made annually.

BMP Inspections: The City of Claremore will inspect structural BMPs annually or within 24 hours after a report of a stormwater contamination problem at a municipal facility. Inspections of structural BMPs will rely upon visual indicators, such as accumulation of trash and debris, breaks and cracks, misalignments of headwalls and inflow and outflow devices, excessive accumulation of sediment, excessive erosion of slopes, failure of fencing and other public safety features, etc. Inspections of non-structural BMPs will consist of annual reviews of stormwater programs and the corresponding codes and ordinances, and annual inspections of natural features within the MS4 such as riparian areas along creeks and natural swales and infiltration areas.

Results of all inspections and maintenance will be reported to the stormwater staff and recorded in computer and paper files. The Annual Report will include a summary of these activities.

6. Best Management Practices for Good Housekeeping

Appendix A contains a list of all BMPs that will be performed for this MCM, and includes Measurable Goals and implementation schedules for each BMP.

7. Management Responsibility

The City of Claremore has overall project management responsibility. The Stormwater Program Manager will coordinate all local activities and implementation of all program elements. The Stormwater Program Manager (with the assistance of the City Engineer) will implement an inspection and maintenance program of city facilities' structural and non-structural BMP's. The City Engineer will be responsible for developing procedures to assess impacts on water quality from new city flood management projects, assessing existing flood management projects to determine if additional protection is needed. INCOG's GCSA program will be managed by the Environmental and Energy Division at INCOG. The City of Claremore will provide sufficient funds for INCOG to assist its GCSA members with their Good Housekeeping program. INCOG will submit an annual written scope of services to the City of Claremore that will specify INCOG's role in providing technical support and activities, as well as maintain the GCSA stormwater web site on behalf of the City of Claremore and other GCSA members.

8. Evaluating Program Effectiveness

The City of Claremore evaluates the appropriateness of Claremore's identified BMPs for this MCM. Your evaluation shall verify compliance with permit requirements and more importantly, document that efforts have been made towards achieving your identified measurable goals and reducing the impacts of stormwater runoff from the small MS4. The City of Claremore will employ the following strategy to assess program effectiveness in the Annual Report:

Measurable Goals have been established for each Good Housekeeping BMP. These are listed in Appendix A and include implementation schedules and milestones for each BMP. The Measurable Goals and target dates for the BMPs were selected by the City of Claremore to accommodate local resources with the intent of establishing BMPs efficiently and cost effectively. Sufficient time was built into the implementation schedules to allow for corrective actions to be taken to have an improved program by the end of the permit cycle.

BMP effectiveness will be demonstrated by keeping records of feedback from city staff, the general public and from agencies and organizations using city owned facilities and impacted by the MS4 system conditions. Feedback from city staff, the public, agencies and organizations (email, phone call, fax, letter or personal visit) including outputs and outcomes of education events will be recorded in writing. The City of Claremore will record results of all Good Housekeeping site inspections and structural maintenance and improvements as described in this SWMP, including date, location, affected pollutants, observations, measurements, interviews, photos, field form data, abatement and enforcement steps taken, and results of each investigation and maintenance project. The increased number of structural maintenance and

improvements made over a period of several years of BMP implementation and inspections conducted should demonstrate effectiveness of this MCM.

G. MCM 7: OPTIONAL PERMIT REQUIREMENTS FOR MUNICIPAL CONSTRUCTION ACTIVITIES

Optional for Small MS4s Seeking Coverage for Municipal Construction Activities Under this Permit

1. Description of how construction activities will generally be conducted by the small MS4. Local conditions and other site-specific considerations must be included in the description;

Sequence and Estimated Dates of Construction Activities (Part VIII.1.b.)
Major construction activities must include a schedule of estimated *start dates* and the *duration* of individual intended 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; and Removal of temporary stormwater conveyances/channels and other stormwater control measures, removal of construction equipment and vehicles, and cessation of any pollutant-generating activities.

A. Construction Phase I
    1. Mobilization/ installation of dedicated construction entrance. (Est. Start Date- Duration)
    2. Install silt fences and erosion controls. (Est. Start Date- Duration)
    3. Commencement of earth disturbing operations (Est. Start Date- Duration)
        a. Clearing and Grubbing (Est. Start Date- Duration)
        b. Install Detention Facility/Sediment Basin (Est. Start Date- Duration)
        c. Site Preparation (excavating, cutting and filling) (Est. Start Date- Duration)
        d. Stockpiling (Est. Start Date- Duration))
    4. Construct facility (Est. Start Date- Duration)
    5. Install utilities (Est. Start Date- Duration)
    6. Construct parking lot (Est. Start Date- Duration)
    7. Cessation of construction activities on the site (Est. Start Date- Duration)
    8. Place permanent and temporary cover over unpaved, disturbed areas of the site. (Est. Start Date- Duration)
    9. Removal of temporary stormwater conveyances/channels and other stormwater control measures (Est. Start Date- Duration)

10. Demobilization and cessation of any pollutant generating activities (Est. Start Date- Duration)

B. Construction Phase II
    1. Mobilization/ installation of dedicated construction entrance. (Est. Start Date- Duration)
    2. Install silt fences and erosion controls. (Est. Start Date- Duration)
    3. Commencement of earth disturbing operations (Est. Start Date- Duration)
        a. Clearing and Grubbing (Est. Start Date- Duration)
        b. Install Detention Facility (Est. Start Date- Duration)
        c. Site Preparation (excavating, cutting and filling) (Est. Start Date- Duration)
        d. Stockpiling (Est. Start Date- Duration)

    4. Construct facility (Est. Start Date- Duration)
    5. Install utilities (Est. Start Date- Duration)
    6. Construct parking lot (Est. Start Date- Duration)
    7. Cessation of construction activities on the site (Est. Start Date- Duration)
    8. Place permanent and temporary cover over unpaved, disturbed areas of the site. (Est. Start Date- Duration)
    9. Removal of temporary stormwater conveyances/channels and other stormwater control measures (Est. Start Date- Duration)
    10. Demobilization and cessation of any pollutant generating activities (Est. Start Date- Duration)

Documentation of Water Quality Impaired Waters (Part VIII.2.1)

Receiving waters should be described as such:

The name of the receiving water for this site is the OKXXXXXXXXXXX (Insert HUC Number). This creek (is) (is not) on the Oklahoma Department of Environmental Quality's (ODEQ) 303(d) list and, according to this list, siltation or causes related to construction activities (are) (are not) causes of pollution for this reach of the creek.

If sedimentation and construction activities would have an effect on an impaired waterbody, insert information regarding how chosen BMPs will reduce and avoid pollutants of concern from entering the waterbody. Must describe and implement any measures necessary to meet the requirements of an approved TMDL Plan.

1. Information of how Stormwater discharges will affect water quality impaired receiving waters.
2. Description of how the selected BMPs and other control measures will reduce and avoid the discharges of pollutants of concern into 303(d) impaired waters.
    a. Description of performing inspections every 7 days and within 24 hours of the end of 0.5-inch storm event.
    b. Description of site stabilization to be completed within 7 day after temporary or permanent cessation of construction.

3. List the TMDL implementation measure requirements of an approved TMDL or watershed plan. a. List the TMDL monitoring and reporting procedures of Stormwater discharges to be used.

2022 303(d)-listed WATERBODIES including
COMPLETED TMDLs and 2021 AQUATIC RESOURCES OF CONCERN

WBID	Waterbody Name	303(d) List Category	303(d) Parameters	TMDL Codes	Proximity to MS4
OK121500030010_00	Verdigris River	4a 5a	Enterococcus Turbidity	42572	1.5 miles west of MS4
OK121500020390_00	Cat Creek	4a 5a 5a 5c 5b	Dissolved Oxygen Enterococcus E. coli Fish Bioassessments Sulfate	31657	Middle of MS4
OK121500040010_00	Dog Creek (Upper)	5a 5c 5c 5a	Dissolved Oxygen Fish Bioassessments Oil & Grease pH		1.5 miles NE of MS4
OK121500040010_10	Dog Creek (Mid)	5c	Macroinvert. Bio		Along east side of MS4
OK121500020360_00	Dog Creek (Lower)	4a 4a 4a 5c	Dissolved Oxygen Enterococcus E. coli Macroinvert. Bio	31658 42580 42580	0.5 miles south of MS4
OK121500040020_00	Claremore Lake	4a	Chlorophyll-A	60900	NE part of MS4

WBID = Waterbody ID identifier, used by ODEQ and other agencies in Oklahoma.
303(d) = Waterbody is on the 2022 303(d) list of impaired waterbodies.
ORW = Waterbody is listed by the Oklahoma Water Resources Board (OWRB) as an Outstanding Resource Water.
TMDL = Waterbody has a completed and EPA/ODEQ-approved TMDL study.
ARC = Aquatic Resources of Concern; see ARC list and map in OKR04 Exhibit 1.

2. Description of how the small MS4 will implement the technology-based requirements to comply with Effluent Limitation Guidelines and Standards for the Construction and Development Point Source Category (ELGs) under Part 450 of 40 C.F.R., Effective February 1, 2010, in Part VIII.1.b.ii. of this Permit;

Erosion and Sediment Controls to be Used During Construction Activity
The EPA's national BMP menu shall be used to select appropriate control measures for the site. Straw and hay bales will NOT be used for sediment and erosion controls.

1. The construction-phase erosion and sediment controls shall be designed to retain sediment on site to the extent practicable.

2. All control measures will be properly selected, installed, and maintained in accordance with the manufacturer's specifications and good engineering practices. If periodic inspections or other information indicates a control has been used inappropriately, or incorrectly, the City of Claremore will replace or modify the control for site situations.
3. If sediment escapes the construction site, off-site accumulations of sediment shall be removed at a frequency sufficient to minimize offsite impact (e.g., fugitive sediment in street could be washed into storm sewers by the next rain and/or pose a safety hazard to users of public streets).
4. Sediment shall be removed from sediment traps or sedimentation ponds when design capacity has been reduced by 50%.
5. Litter, construction debris, and construction chemicals exposed to stormwater shall be prevented from becoming a pollutant source for stormwater discharges (e.g., screening outfalls, picked up daily).
6. Offsite material storage areas (also including overburden and stockpiles of dirt, borrow areas, etc.) used solely by the permitted project are considered a part of the project and shall be addressed in the SWP3.
7. Buffer requirements: 100- or 50-foot buffer. If the construction site makes an appropriate buffer impossible, operator must provide equivalent controls showing the locations of available buffer along with alternative additional control measures on the site plan. DEQ encourages the use of a combination of sediment and erosion controls in order to achieve maximum pollutant removal and reduction of stormwater volume to waters of the State. Revise appropriate places in the SWP3 in accordance with the requirements of OKR10.
    a. Sediment basin that serves 5 acres or more at one time.
    b. Velocity dissipation devices (Part 4.5.11.A.c).
    c. Screened outfalls (Part 11.2.Step 2.D).
    d. Inspection every 7 days and within 24 hours of the end of 0.5 inch storm event.
    e. Stabilization completed within 7 days after temporary or permanent cessation of construction.

Stabilization Practices

During the clearing and grubbing phase of construction, the existing topsoil shall be stockpiled for use during final stabilization.

Temporary Cover

Disturbed portions of the site where construction activity temporarily ceases for at least fourteen (14) days (seven 7 calendar days if located in ARC) will be stabilized with temporary seed and an erosion control blanket or equivalent no later than fourteen (14) days from the last construction activity in that area. Some temporary seeding options are defined below. Hydro-mulch may be an acceptable alternative after mix approval by the owner's representative.

3. Description of how the small MS4 will ensure that the SWP3 requirements

are properly implemented and maintained at the construction site; or how the small MS4 will ensure that the contractors obtain a separate authorization for stormwater discharges from DEQ for each project; and

INSPECTION, MAINTENANCE, CORRECTIVE ACTION

Inspections

Qualified personnel (the project superintendent or his properly trained designee) shall inspect disturbed areas of the construction site that have not been finally stabilized, areas used for storage of materials that are exposed to precipitation, structural control measures, and locations where vehicles enter or exit the site shall be inspected at least once every 14 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater.

Where areas have been temporarily or permanently stabilized or runoff is unlikely due to winter conditions (e.g. site is covered with snow, ice or frozen ground exists), such inspections shall be conducted at least once every month.

Inspections should at a minimum consist of the following items:

1. Disturbed areas and areas used for storage of materials that are exposed to precipitation shall be inspected for evidence of, or the potential for, pollutants exiting the site. Sediment and erosion control measures identified in the SWP3 shall be observed to ensure that they are operating correctly. Where discharge locations or points are accessible, they shall be inspected to ascertain whether erosion control measures are effective in preventing significant impacts to receiving waters. Where discharge locations are inaccessible, nearby downstream locations shall be inspected to the extent that such inspections are practicable. Locations where vehicles enter or exit the site shall be inspected for evidence of off-site sediment tracking.

2. Based on the results of the inspection, the SWP3 shall be modified as necessary (e.g., show additional controls on map; revise description of controls) to include additional or modified BMPs designed to correct problems identified. Revisions to the SWP3 shall be completed within 7 calendar days following the inspection. If existing BMPs need to be modified or if additional BMPs are necessary, implementation shall be completed before the next anticipated storm event. If implementation before the next anticipated storm event is impracticable, they shall be implemented as soon as practicable.

3. A report summarizing the scope of the inspections, name(s) and qualifications of personnel making the inspection, the date(s) of the inspection and major observations relating to the implementation of the SWP3 shall be made and retained as part of the SWP3 for at least three years from the date that the site is finally stabilized. Major observations should include: the location(s) of discharge of sediment or other pollutants from the site; location(s) of BMPs that failed to

operate as designed or proved inadequate for a particular location; and location(s) where additional BMPs are needed that did not exist at the time of inspection. Actions taken in accordance with the requirements of OKR10 shall be made and retained as part of the SWP3 for at least three years from the date that the site is finally stabilized. Such reports shall identify any incidents of non-compliance. Where a report does not identify any incidents of non-compliance, the report shall contain a certification that the facility is in compliance with the SWP3 and the OKR10. The report shall be signed in accordance with the OKR10. A sample inspect report form is included as an appendix to this plan.

Maintenance

All erosion and sediment control measures and other protective measures identified in the SWP3 must be maintained in effective operating condition. If site inspections identify Best Management Practices, (BMP's), that are not operating effectively, maintenance shall be performed before the next anticipated storm event, or as necessary to maintain the continued effectiveness of Stormwater controls. If maintenance prior to the next anticipated storm event is impracticable, maintenance must be scheduled and accomplished as soon as practicable.

Corrective Action

All deficiencies will be noted in the inspection forms and Corrective Action Log and addressed/corrected within seven (7) calendar days from the time of discovery. If it is infeasible to correct the deficiency within seven (7) calendar days, a note will be made in the records and the deficiency will be corrected as soon as practicable.

A Corrective Action Report will be created within 24 hours of discovering the occurrence noting the condition, the nature of the identified condition, the date and time of the condition identified, and how the condition was identified. Within 7 days of discovering the occurrence, a follow-up Corrective Action Report will be created noting any follow-up actions taken and dates the actions occurred along with a summary of stormwater control modifications made and dates.

Any modifications to stormwater controls will be updated and documented in the SWP3 within seven (7) calendar days of completing the corrective action work. All corrective action documents will be made available upon request.

STAFF TRAINING REQUIREMENTS

Prior to commencement of earth disturbing activities, all pertinent personnel will be trained on the requirements of the OKR04 and OKR10 permits and the contents of this SWP3. Specifically, site personnel will be trained on inspection requirements and proper placement and usage of stormwater control measures. A Staff Training log will be kept for record keeping of training.

4. General Stormwater Pollution Prevention Plan (SWP3) conditions and a

procedure to include site specific BMPs to account for local considerations.

Management Responsibility

The City of Claremore has overall project management responsibility. The City Engineer will be responsible for and coordinate all local activities and implementation of all program elements. The Infrastructure Inspections division under the direction of the Construction Program Manager will be responsible for the overall construction site inspections. The Stormwater inspector(s) under the direction of the Stormwater Program Manager will be responsible to assist in inspections as required on any specific project. The Building inspector(s) under the direction of the Community Development Director will assist in all non-infrastructure construction inspections as required on any specific project.

APPENDIX A: Table of BMPs with Measurable Goals and Schedules

TABLE 1: BEST MANAGEMENT PRACTICES

BEST MANAGEMENT PRACTICES (BMPs) TO ADDRESS MINIMUM CONTROL MEASURES	Pub. Ed.	Pub. Part.	IDDE	Constr.	Post Constr.	Good HsKp.
IV.C.1. PUBLIC EDUCATION AND OUTREACH						
a. Distribute **brochures to homeowners**: household pollution control. ***(Note 1)***	X	X				
b. Distribute **brochures to retailers**: proper use and disposal of chemical products. ***(Note 1)***	X	X				
c. Distribute **brochures to restaurants**: proper disposal of wastes and chemicals. ***(Note 1)***	X	X				
d. Use **display board** with education materials at community events, meetings and city hall.	X					
e. Distribute **give-away items** with stormwater logo for use with table-top display. ***(Note 2)***	X					
f. Give **presentations to local organizations** on urban water quality protection.	X					
g. Give **presentations to City Council** on stormwater permit program.	X					
h. Assist INCOG with updating **GCSA website** for public education and outreach. *	X					
i. Assist INCOG with co-hosting a regional **workshop on LID** and urban water quality. *	X	X	X		X	
j. Create **age-focused educational messages** on the City website.	X					
k. Place educational **recycling information** on the City website.	X	X				
l. Post Litter **fine** signs	X		X	X	X	
m. Provide link on city website to **OCC Blue Thumb website**.	X	X				
n. Provide link on city website to **M.E.T. website**.	X	X	X			
o. Post information on city website to promote use of **Tulsa's Regional Household Pollutant Collection Facility**.	X	X	X			
IV.C.2. PUBLIC PARTICIPATION AND INVOLVEMENT						

BEST MANAGEMENT PRACTICES (BMPs) TO ADDRESS MINIMUM CONTROL MEASURES	Pub. Ed.	Pub. Part.	IDDE	Constr.	Post Constr.	Good HsKp.
a. Assist with and promote local **Blue Thumb volunteer stream monitoring** program.	X	X	X			
b. Comply with all state and local **public notification** requirements.		X				
c. Assist INCOG with hosting regional **GCSA stormwater website** for **post-construction**.	X	X				
d. Make **SWMP available to the public**, and assist with notifications by ODEQ as needed.		X				
e. Take **advice from citizens** and businesses during public meeting presentations.		X				
f. Conduct **storm drain marking** that addresses waste dumping into inlets.	X	X	X			
g. Assist **Blue Thumb** with **outreaches to schools & other entities** as allowed**.**	X	X	X			
h. Encourage citizens and businesses to participate in **EPA's Adopt Your Watershed**.	X	X				
i. Assist Blue Thumb with or host local **stream cleanup** event.	X	X				
j. Promote use of the City **recycle center**.	X	X	X			
k. Distribute brochures to promote use of **Tulsa's Regional Household Pollutant Collection Facility.**	X	X	X			
l. Promote participation in **special collection events** for materials and chemicals.	X	X	X			
m. Implement program to receive pollution and spill episode **information from the public**.		X	X			
n. Promote **GCSA website** to inform the public about getting involved with **water protection programs**.	X	X	X			
o. Distribute **brochure** to encourage citizens to use **proper chemical disposal** methods.	X	X	X			
p. Purchase and maintain **pet waste stations** at City parks.	X	X	X			
IV.C.3. ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)						
a. Adopt and periodically update an **IDDE ordinance** or local code to control pollution.			X			

BEST MANAGEMENT PRACTICES (BMPs) TO ADDRESS MINIMUM CONTROL MEASURES	Pub. Ed.	Pub. Part.	IDDE	Constr.	Post Constr.	Good HsKp.
b. Implement a Dry Weather Field Screening (**DWFS**) **inspection** program. ***(Note 3)***			X			
c. Implement a **source tracking inspection** and enforcement program. ***(Note 3)***			X			
d. Develop an **MS4 system map** showing outfalls, Waters of the State and MS4 structures.			X			
e. Control pollution from **on-site sewage disposal** systems that may flow into the MS4. ***(Note 6)***			X			
f. Control pollution from **sanitary sewer overflows and bypasses**. ***(Note 4)***			X			
g. Display pollution prevention **signs at municipal facility work areas**.			X			X
h. Use **GCSA website** and brochures to **inform the public** on improper waste disposal.	X	X	X			
i. Assist INCOG with hosting **GCSA employee training** on improper waste disposal. ***(Note 5)***			X			
j. Distribute **brochures to local businesses** on improper waste disposal.	X	X	X			
k. Assist INCOG with hosting **GCSA employee training** on conducting inspections. ***(Note 5)***			X			
l. Assist INCOG with hosting **GCSA employee training** on permit requirements. ***(Note 5)***			X			
m. Implement a **Spill Response and Prevention Plan** for spills within the MS4.			X			
n. **Train city field workers** to inspect for, identify and report pollution. ***(Note 5)***			X			
o. Develop **303(d) priority areas** for pollution source inspections and update as needed.			X			
p. Conduct **pollutant source inspections** in **303(d)** high priority areas.			X			
q. Implement **operation and maintenance (O&M) procedures** in **303(d)** areas for structural and non-structural stormwater controls.			X			
r. Implement a comprehensive **bacteria 303(d) pollutant reduction plan** as defined in OKR04 Part III.A.1.g.	X	X	X			
s. **Identify** significant non-stormwater **discharges of 303(d) pollutants**.			X			

BEST MANAGEMENT PRACTICES (BMPs) TO ADDRESS MINIMUM CONTROL MEASURES	Pub. Ed.	Pub. Part.	IDDE	Constr.	Post Constr.	Good HsKp.
t. Maintain a **list** of occasional incidental **non-stormwater discharges** per Part I.B.2.			X			
IV.C.4. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL						
a. Adopt and update a **construction ordinance** or local code to control pollution.			X	X		
b. Implement program for **site plan review** for assessing project's water quality impacts.			X	X		
c. Implement program to receive **information from the public** on construction site pollution.	X	X	X	X		
d. Implement a **construction site inspection** and enforcement program. ***(Note 3)***			X	X		
e. Assist INCOG with hosting **GCSA training for builders** on construction pollution. ***(Note 5)***	X		X	X		
f. Use GCSA website and brochures to **educate builders** on construction site pollution.	X		X	X		
g. Assist INCOG with hosting **GCSA employee training** on conducting inspections. ***(Note 5)***			X	X		
h. Consider implementing **incentive program for developers** to use green building techniques.			X	X		
i. Develop requirements for construction site operators **to implement sediment and erosion BMPs**.			X	X		
j. Develop requirements for construction site operators to **control wastes at sites**.			X	X		
IV.C.5. POST-CONSTRUCTION MANAGEMENT IN NEW AND RE-DEVELOPMENT						
a. Adopt and update a **post-construction ordinance** or local code for post-construction runoff.					X	
b. Review local codes; **identify barriers to LID**; remove them and justify those not removed.					X	
c. Develop long-term **Operation & Maintenance Plan** for municipal BMPs left in place after completion of a construction project.					X	X

BEST MANAGEMENT PRACTICES (BMPs) TO ADDRESS MINIMUM CONTROL MEASURES	Pub. Ed.	Pub. Part.	IDDE	Constr.	Post Constr.	Good HsKp.
d. Assist INCOG with hosting **GCSA education for builders** on post-construction strategies and LID.	X		X		X	
e. Assist INCOG with **GCSA promotion of LID** and other construction BMPs.	X		X		X	
f. Consider developing **standards to direct growth** away from sensitive areas and to increase open space.					X	
g. Consider **encouraging infill development** in high density urban areas.					X	
h. Consider adoption of **local codes** that allow implementation of local LID practices.					X	
i. Assess local codes for **street design and parking lots** to determine potential modifications to support LID and reduce impervious cover.					X	
j. Consider implementing a local **incentives-based program** to encourage developers to use LID.	X			X	X	
IV.C.6. POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR MS4 OPERATIONS						
a. Implement an **O&M program** for all municipal facilities to prevent or reduce pollutant runoff.						X
b. Assist INCOG with hosting **GCSA employee training** on pollution at municipal facilities. ***(Note 5)***						X
c. Maintain and update a **list of all municipal facilities** subject to OKR05 or OPDES permits.						X
d. Implement **procedures for controlling, reducing or eliminating pollution** from city streets, city storage areas and other city facilities.						X
e. Implement procedures to **assess impacts** on water quality from **new city flood management projects**.					X	X
f. Examine **existing flood management projects** in **303 (d)** areas to determine if incorporating additional water quality protection devices and practices are necessary (per OKR04 Part III).						X
g. Implement **inspection program** of city facilities' structural and nonstructural BMPs.						X
h. Implement **maintenance program** of city facilities' structural BMPs.						X

BEST MANAGEMENT PRACTICES (BMPs) TO ADDRESS MINIMUM CONTROL MEASURES	Pub. Ed.	Pub. Part.	IDDE	Constr.	Post Constr.	Good HsKp.
i. Develop an **inventory of all MS4 operations** subject to OKR04 and update as needed.						X
j. Develop procedures for proper **use, storage and disposal** of chemicals at municipal facilities.						X
k. Implement a **Spill Response and Prevention Plan** for spills within the MS4.						X
l. Display pollution prevention **signs at city work areas** (see **Table D**).						X
m. Implement **street sweeping** program.						X

BEST MANAGEMENT PRACTICES (BMPs) TO ADDRESS MINIMUM CONTROL MEASURES	Publ. Ed.	Publ. Part.	IDEE	Constr.	Post Constr.	Good HsKp.
VIII. OPTIONAL PERMIT REQUIREMENTS FOR MUNICIPAL CONSTRUCTION ACTIVITIES						
a. Develop description of how construction activities will generally be conducted.				+		
b. Develop description of how MS4 will implement technology-based requirements to comply with effluent limitations guidelines and standards for the construction and Development Point Source Category (Part VIII.B.3).				+		
c. Develop description of how MS4 will ensure the SWP3 requirements are properly implemented and maintained and/or how the MS4 will ensure that contractors obtain a separate authorization for stormwater discharges for each project.				+		
d. Develop a general SWP3 and a procedure to include site specific BMP's.				+		

*** INCOG/GCSA** = INCOG providing assistance to permittee as a GCSA member.
\+ **City of Claremore =** municipal construction activities only

Note 1: Brochures include, pamphlets, flyers, fact sheets, and booklets. See **Table A** for present list of materials used by City of Claremore.

Note 2: Give-Away Items with GCSA logo and website address presently include: cups, pens, water bottles.

Note 3: Types of inspections and monitoring for all MCMs are listed in **Table B**.

Note 4: Pollution controls include a combination of public education, employee training, MS4 inspections and enforcement.

Note 5: GCSA Employee Training workshop topics are presented in **Table C**.

Note 6: There are no known OSSF facilities in the city limits of Claremore. They are not allowed in new construction. In the event that an OSSF facility was discovered, appropriate BMP's are listed in the SWMP.

TABLE A: List of Brochures, Fact Sheets and Education Materials

Education Materials Used by the City of Claremore *
General Public and Community:
EPA: After the Storm
EPA: Plug Into E-Cycling
EPA: Protecting Water Quality from Urban Runoff
EPA: The Solution to Pollution
EPA: Stormwater Structures and Mosquitoes Fact Sheet
GCSA: Oil, Grease and Fat
GCSA: How to Protect Your Local Watershed
Residential and Homeowner:
EPA: Greenscaping Your Lawn & Garden
EPA: A Homeowner's Guide to Septic Systems
EPA: Household Hazardous Waste: Steps to Safe Management
GCSA: Origins and Fate of PPCPs In the Environment Fact Sheet
GCSA: Community Car Wash Events Fact Sheet
GCSA: A Homeowner's Guide to Protecting Our Water
GCSA: A Homeowner's Guide to Recycling and Reuse
GCSA: A Pet Owner's Guide to Protecting Our Water
Municipal Employee and City Officials:
GCSA: Phase II Stormwater: Information for City and County Officials
GCSA: Handling and Disposal of Chemicals at Municipal Sites
GCSA: Green Country Stormwater Alliance
GCSA: Municipal Best Management Practices that Protect Our Water
Local Retailers and Businesses:
GCSA: A Retailers Guide to Pesticide Basics

Education Materials Used by the City of Claremore *
GCSA: A Food Service Guide to Waste Disposal
Construction Industry:
GCSA: Final Stabilization at Construction Sites: OKR10 Requirements
GCSA: A Homebuilder's Guide to Erosion Control
OSU: Using Vegetation for Erosion Control on Construction Sites

**** New materials for additional topics will be produced periodically.***

TABLE B: OKR04-Required Types of Inspections and Monitoring

Types of Inspections and Monitoring Performed by the City of Claremore
Dry Weather Field Screening (DWFS) inspection program
Complaint-response inspection program of the MS4 system
Source tracking inspection program of pollutants in MS4 system
Construction site inspection program
Good housekeeping inspection program of city properties
Inspection program of pollutants of concern in high priority areas
Monitoring program to meet TMDL requirements

TABLE C: GCSA Employee and Community Training Topics

GCSA Training Topics Given for the City of Claremore Employees & Officials
Urban water quality, pollution and stormwater permit requirements
Data quality and data management
Conducting inspections and monitoring; field safety
Hazardous Waste Operations and Emergency Response (HAZWOPER)
Test kits and environmental chemistry basics
Stormwater 101 for new employees and city officials
BMPs, low impact development (LID), and post-construction
TMDLs and 303(d) impaired waterbodies

GCSA Training Topics Given for the City of Claremore Employees & Officials
Construction permit requirements and changes to OKR10
OSHA required training on MSDS forms and container labels
CLEET and environmental law for stormwater enforcement
Municipal parks and open space maintenance pollution control
Storage and disposal of chemicals at city facilities
Pollution control at municipal fleet maintenance
Pollution control for municipal land disturbance activities
Pollution control for MS4 maintenance (streets and drainage)
Looking for and reporting local pollution episodes by city crew and staff

TABLE D: Types of Pollution Signs Used at City Work Areas

Pollution Prevention Sign Topics Used by the City of Claremore
Keep Dumpster Lids Closed
Chemical Storage & Disposal
Spill Clean Up
Litter Signs
Recycle Signs

APPENDIX A, TABLE 2: MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES FOR EACH BMP IN TABLE 1

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

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
IV.C.1. PUBLIC EDUCATION AND OUTREACH						
a. Distribute **brochures to homeowners**: household pollution control. ***(Note 1)***	Average 50 each type	All year	All year	All year	All year	All year
b. Distribute **brochures to retailers**: proper use and disposal of chemical products. ***(Note 1)***	25 each type	All year	All year	All year	All year	All year
c. Distribute **brochures to restaurants**: proper disposal of wastes and chemicals. ***(Note 1)***	20 each type	All year	All year	All year	All year	All year

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
d. Use **display board** with education materials at community events, meetings and city hall.	2 meetings annually	2nd / 3rd	2nd/3rd	2nd/3rd	2n/3rd	2nd/3rd
e. Distribute **give-away items** with stormwater logo for use with table-top display. ***(Note 2)***	100 items	All year	All year	All year	All year	All year
f. Give **presentations to local organizations** on urban water quality protection.	1 presentation annually	2nd	2nd	2nd	2nd	2nd
g. Give **presentation to City Council** on stormwater permit program.	1 formal presentation & public meeting during permit cycle	4th				
h. Assist INCOG with updating **GCSA website** for public education and outreach. *	INCOG, as needed	All year	All year	All year	All year	All year
i. Assist INCOG with co-hosting a regional **workshop on LID** and urban water quality. *	INCOG, 1 workshop	Develop	Annual	Annual	Annual	Annual
j. Create **age-focused educational messages** on the City website.	1 web page and/or link(s)	Research	Initial page	Update	Update	Update
k. Place educational **recycling information** on the City website.	1 web page and/or link(s)	Update	Update	Update	Update	Update
l. Post **litter fine** signs	Post on major arterial roadways	Assess 4th	Assess 4th	Assess 4th	Assess 4th	Assess 4th
m. Provide link on city website to **OCC Blue thumb website**.	10 referrals annually	Initial link	All year	All year	All year	All year
n. Provide link on city website to **M.E.T. website**.	25 referrals annually	Initial link	All year	All year	All year	All year
o. Post information on city website to promote use of **Tulsa's Regional Household Pollutant Collection Facility.**	35 referrals annually	Develop & post	All year	All year	All year	All year
IV.C.2. PUBLIC PARTICIPATION AND INVOLVEMENT						
a. Assist with and promote local **Blue Thumb volunteer stream monitoring** program.	1 site monitored 6 times annually	Research promote	Begin	All year	All year	All year
b. Comply with all state and local **public notification** requirements.	Compliance for all legal notices	All year	All year	All year	All year	All year
c. Assist INCOG with hosting regional **GCSA stormwater website** for **post-construction**.	INCOG, annual updates as needed	All year	All year	All year	All year	All year

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
d. Make **SWMP available to the public**, and assist with notifications by ODEQ as needed.	Available regular office hours	Develop	All year	All year	All year	All year
e. Take **advice from citizens** and businesses during public meeting presentations.	At least one annual meeting agenda	Develop	3rd	3rd	3rd	3rd
f. Conduct **storm drain marking** that addresses waste dumping into inlets.	10 storm drains annually	Develop	3rd	3rd	3rd	3rd
g. Assist **Blue Thumb** with **outreaches to schools & other entities** as allowed.	1 event, as allowed, annually	Update program	2nd	2nd	2nd	2nd
h. Encourage citizens and businesses to participate **in EPA's Adopt Your Watershed**.	15 brochures annually	Develop	All year	All year	All year	All year
i. Assist Blue Thumb with or host local **stream cleanup** event.	1 event annually	Develop	3rd	reassess	3rd	3rd
j. Promote use of City **recycle center**.	20 brochures annually	Develop	All year	All year	All year	All year
k. Promote use of the **Tulsa Regional Household Pollutant Collection facility.**	25 brochures annually, data tracking reported annually	Develop brochures & enact use agreement	All year	All year	All year	All year
l. Promote participation in **special collection events** for material and chemicals.	2 events annually	Develop	2nd / 3rd	2nd / 3rd	2nd / 3rd	2nd / 3rd
m. Implement program to receive pollution and spill episode **information from the public.**	Estimated 5 reports annually	All year	All year	All year	All year	All year
n. Promote **GCSA website** to inform the public about getting involved with **water protection programs**.	INCOG, 1 website	Update as needed	Update as needed	Update as needed	Update as needed	Update as needed
o. Distribute **brochure** to encourage citizens to use **proper chemical disposal** methods.	20 brochures annually	All year	All year	All year	All year	All year
p. Purchase and maintain **pet waste stations** at City parks.	1 Park annually, maintain	Install, maintain	Install, maintain	Install, maintain	Install, maintain	Install, maintain

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
IV.C.3. ILLICIT DISCHARGE DETECTION AND ELIMINATION						
a. Adopt and periodically update an **IDDE ordinance** or local code to control pollution.	Adopt, update	Develop / update	update	update	update	update
b. Implement a Dry Weather Field Screening (**DWFS**) **inspection** program. ***(Note 3)***	1 inspection of all outfalls annually during permit cycle, including high priority sites.	Develop / update	4th	4th	4th	4th
c. Implement a **source tracking inspection** and enforcement program. ***(Note 3)***	Estimate 3 events annually	Develop / update	As needed	As needed	As needed	As needed
d. Develop an **MS4 system map** showing outfalls, Waters of the State and MS4 structures.	Map and data	Develop / update	As needed	As needed	As needed	As needed
e. Control pollution from **on-site sewage disposal** systems that may flow into the MS4. ***(Note 6)***	If any discovered, Describe and map	Develop as needed	Update	Update	Update	Update
f. Control pollution from **sanitary sewer overflows and bypasses**. ***(Note 4)***	Estimate 15 events annually	As needed	As needed	As needed	As needed	As needed
g. Display pollution prevention **signs at municipal facility work areas**.	1 new or replacement sign annually	Develop	1st	1st	1st	1st
h. Use GCSA website and brochures to **inform the public** on improper waste disposal.	INCOG, 1 web page	Update	As needed	As needed	As needed	As needed
i. Assist INCOG with hosting **GCSA employee training** on improper waste disposal. ***(Note 5)***	1 training session annually	2nd	2nd	2nd	2nd	2nd
j. Distribute **brochures to local businesses** on improper waste disposal.	20 brochures annually	2nd	2nd	2nd	2nd	2nd
k. Assist INCOG with hosting **GCSA employee training** on conducting inspections. ***(Note 5)***	INCOG, 1 training session annually	2nd	2nd	2nd	2nd	2nd
l. Assist INCOG with hosting **GCSA employee training** on permit requirements. ***(Note 5)***	INCOG, 1 training session annually	3rd	3rd	3rd	3rd	3rd
m. Implement a **Spill Response and Prevention Plan** for spills within the MS4.	1 Plan	Develop	Execute	Update as needed	Update as needed	Update as needed
n. **Train city field workers** to inspect for, identify and report pollution. ***(Note 5)***	1 Training Session annually	Develop	4th	4th	4th	4th

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
o. Develop **303(d) priority areas** for pollution source inspections and update as needed.	Develop & update	Assess	Develop	Update as needed	Update as needed	Update as needed
p. Conduct **pollutant source inspections** in **303(d)** high priority areas.	1 stream annually	Assess	Develop	Update as needed	As Update as needed	Update as needed
q. Implement **operation and maintenance (O&M) procedures** in **303(d)** areas for structural and non-structural stormwater controls.	Develop & update	Assess	Develop	Execute	Update as needed	Update as needed
r. Implement a comprehensive **bacteria 303(d) pollutant reduction plan** as defined in OKR04 Part III.A.1.g.	Develop & update as required by specific TMDL	Assess	Develop	Execute	Update as needed	Update as needed
s. **Identify** significant non-stormwater **discharges of 303(d) pollutants**.	Develop & update	Assess	Develop	Update as needed	Update as needed	Update as needed
t. Maintain a **list** of occasional incidental **non-stormwater discharges** per Part I.B.2.	Develop & update	Assess	Develop	Update as needed	Update as needed	Update as needed
IV.C.4. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL						
a. Adopt and update a **construction ordinance** or local code to control pollution.	Adopt, update	Research	Adopt	Update	Update	Update
b. Implement program for **site plan review** for assessing project's water quality impacts.	Procedures, forms	Develop	Update as needed	Update as needed	Update as needed	All year
c. Implement program to receive **information from the public** on construction site pollution.	Procedures, forms	Develop	All year	All year	All year	All year
d. Implement a **construction site inspection** and enforcement program. ***(Note 3)***	1 per permitted site, or additionally as required, annually	All year	All year	All year	All year	All year
e. Assist INCOG with hosting **GCSA training for builders** on construction pollution. ***(Note 5)***	1 training session annually	4th	4th	4th	4th	4th

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
f. Use GCSA website and brochures to **educate builders** on construction site pollution.	Website, 2 brochures	All year	All year	All year	All year	All year
g. Assist INCOG with hosting **GCSA employee training** on conducting inspections. ***(Note 5)***	1 training session annually	2nd	2nd	2nd	2nd	2nd
h. Consider implementing **incentive program for developers** to use green building techniques.	Strategy, guidance		Research	Consider	Develop	Potential Adoption
i. Develop requirements for construction site operators **to implement sediment and erosion BMPs**.	Adopt, update	Research	Adopt	Update	Update	Update
j. Develop requirements for construction site operators to **control wastes at sites**.	Adopt, update	Research	Adopt	Update	Update	Update
IV.C.5. POST-CONSTRUCTION IN NEW AND RE-DEVELOPMENT						
a. Adopt and update a **post-construction ordinance** or local code for post-construction runoff.	Adopt, update	Develop	Adopt	Update	Update	Update
b. Review local codes; **identify barriers to LID**; remove them and justify those not removed.	Strategy, code changes		Research	Develop	Adopt	Update
c. Develop long-term **Operation & Maintenance Plan** for municipal BMPs left in place after completion of a construction project.	Strategy, document	Develop	Update	Update	Update	Update
d. Assist INCOG with hosting **GCSA education for builders** on post-construction strategies and LID.	INCOG, 1 workshop annually	1st	1st	1st	1st	1st
e. Assist INCOG with **GCSA promotion of LID** and other construction BMPs.	Website, brochures	Develop	All year	All year	All year	All year
f. Consider developing **standards to direct growth** away from sensitive areas and to increase open space.	Strategy, guidance		Research	Consider	Develop	Potential Adoption
g. Consider e**ncouraging infill development** in high density urban areas.	Strategy, code changes		Research	Consider	Develop	Potential Adoption
h. Consider adoption of **local codes** that allow implementation of local LID practices.	Strategy, code changes		Research	Develop	Potential Adoption	Update

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
i. Assess local codes for **street design and parking lots** to determine potential modifications to support LID and reduce impervious cover.	Strategy, code changes		Research	Assess	Develop	Potential Adoption
j. Consider implementing a local **incentives-based program** to encourage developers to use LID.	Strategy, guidance		Research	Consider	Develop	Potential Adoption
IV.C.6. GOOD HOUSEKEEPING FOR MS4 OPERATIONS						
a. Implement an **O&M program** for all municipal facilities to prevent or reduce pollutant runoff.	Strategy, guidance	Develop	All year	All year	All year	All year
*b. Assist INCOG with hosting **GCSA employee training** on pollution at municipal facilities. (**Note 5**)*	*1 training session*	*1st*	*1st*	*1st*	*1st*	*1st*
c. Maintain and update a **list of all municipal facilities** subject to OKR05 or OPDES permits.	List in SWMP, revise	2nd	2nd	2nd	2nd	2nd
d. Implement **procedures for controlling, reducing or eliminating pollution** from city streets, city storage areas and other city facilities.	Strategy, guidance	Develop	All year	All year	All year	All year
e. Implement procedures to **assess impacts** on water quality from **new city flood management projects**.	Strategy, guidance	Develop	All year	All year	All year	All year
f. Examine **existing flood management projects** in **303 (d)** areas to determine if incorporating additional water quality protection devices and practices are necessary (per OKR04 Part III).	Strategy, guidance	Develop	All year	All year	All year	All year
g. Implement **inspection program** of city facilities' structural and nonstructural BMPs.	Strategy, guidance	Develop	All year	All year	All year	All year
h. Implement **maintenance program** of city facilities' structural BMPs.	Strategy, guidance	Develop	All year	All year	All year	All year
i. Develop an **inventory of all MS4 operations** subject to OKR04 and update as needed.	List in SWMP		Develop	Update	Update	Update
j. Develop procedures for proper **use, storage and disposal** of chemicals at municipal facilities.	Strategy, guidance			Develop	Update	Update

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
k. Implement a **Spill Response and Prevention Plan** for spills within the MS4.	Strategy, document			Develop	Update	Update
l. Display pollution prevention **signs at city work areas** (see **Table D**).	2 signs	4th	4th	4th	4th	4th
m. Implement **street sweeping** program.	Develop program, assess as needed. 200 yd3 collected annually	All year	All year	All year	All year	All year

BMP MEASURABLE GOALS AND IMPLEMENTATION SCHEDULES	Annual Measurable Goal	2016	2017	2018	2019	2020
VIII. OPTIONAL PERMIT REQUIREMENTS FOR MUNICIPAL CONSTRUCTION ACTIVITIES						
a. Develop description of how construction activities will generally be conducted.	Develop, guidance	Develop	Update as needed	Update as needed	Update as needed	Update as needed
b. Develop description of how MS4 will implement technology-based requirements to comply with effluent limitations guidelines and standards for the construction and Development Point Source Category (Part VIII.B.3).	Develop, guidance	Develop	Update as needed	Update as needed	Update as needed	Update as needed
c. Develop description of how MS4 will ensure the SWP3 requirements are properly implemented and maintained and/or how the MS4 will ensure that contractors obtain a separate authorization for stormwater discharges for each project.	Develop, guidance	Develop	Update as needed	Update as needed	Update as needed	Update as needed
d. Develop a general SWP3 and a procedure to include site specific BMP's.	Update document	Update	Update as needed	Update as needed	Update as needed	Update as needed

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

*** INCOG/GCSA** = INCOG providing assistance to permittee as a GCSA member.
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Note 5: GCSA Employee Training workshop topics are presented in **Table C**.

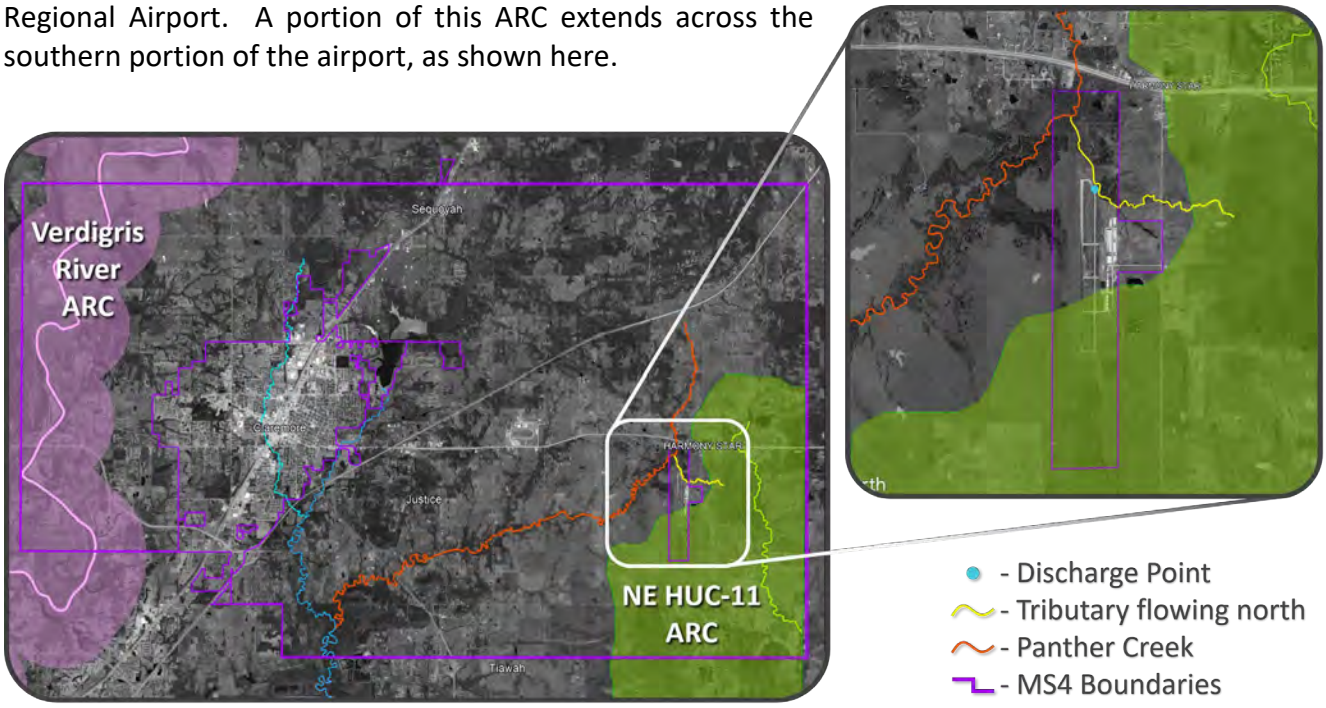
Note 6: There are no known OSSF facilities in the city limits of Claremore. They are not allowed in new construction. In the event that an OSSF facility was discovered, appropriate BMP's are listed in the SWMP.

APPENDIX B: Documentation of Endangered Species Eligibility Criteria Selection

Procedures and Documentation
regarding the Selection of Eligibility Criteria for the
Protection of Endangered Species (Part II.E. of OKR04)

The City of Claremore MS4, in compliance with Part II.E. of the OKR04 Permit, certifies that we have met the eligibility criteria for protection of threatened or endangered species and their critical habitat, and are authorized to discharge under this permit. To protect listed species, eligibility was determined prior to submitting the NOI to DEQ.

The MS4 is located partially in an ARC, as defined in Exhibit 1 of the permit (included in Appendix C of this SWMP), namely the NE HUC-11 Watershed associated with Chouteau Creek east of the Claremore Regional Airport. A portion of this ARC extends across the southern portion of the airport, as shown here.

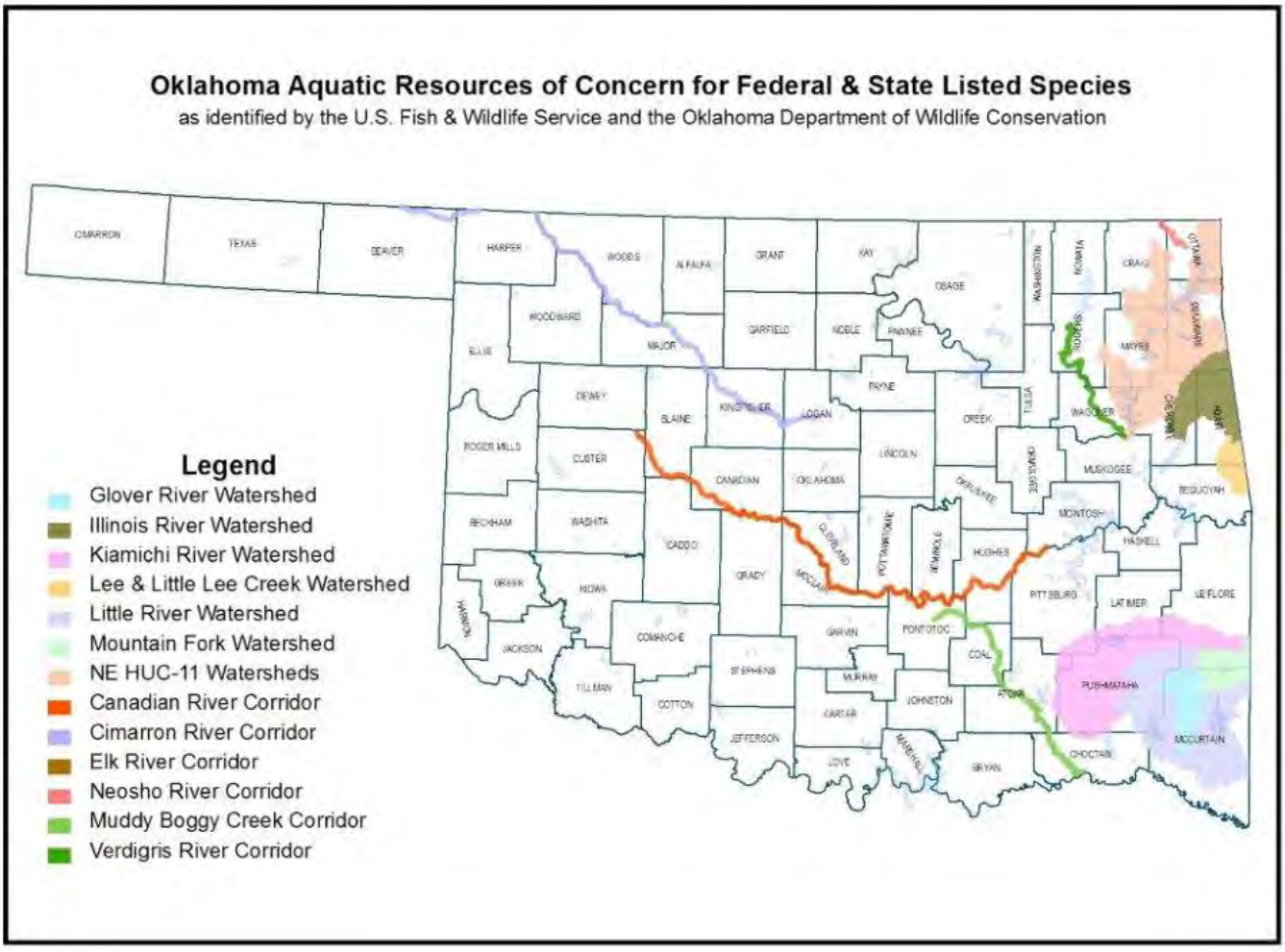


The overlap of the MS4 boundaries with the ARC boundaries indicates that either Criterion B, C, D or E must be met for the term of this permit. Also, note the Verdigris River ARC is nearby the MS4, and shares a very slight overlap with incorporated boundaries along the western edge. The MS4 qualifies to discharge under Criterion D, quoted below:

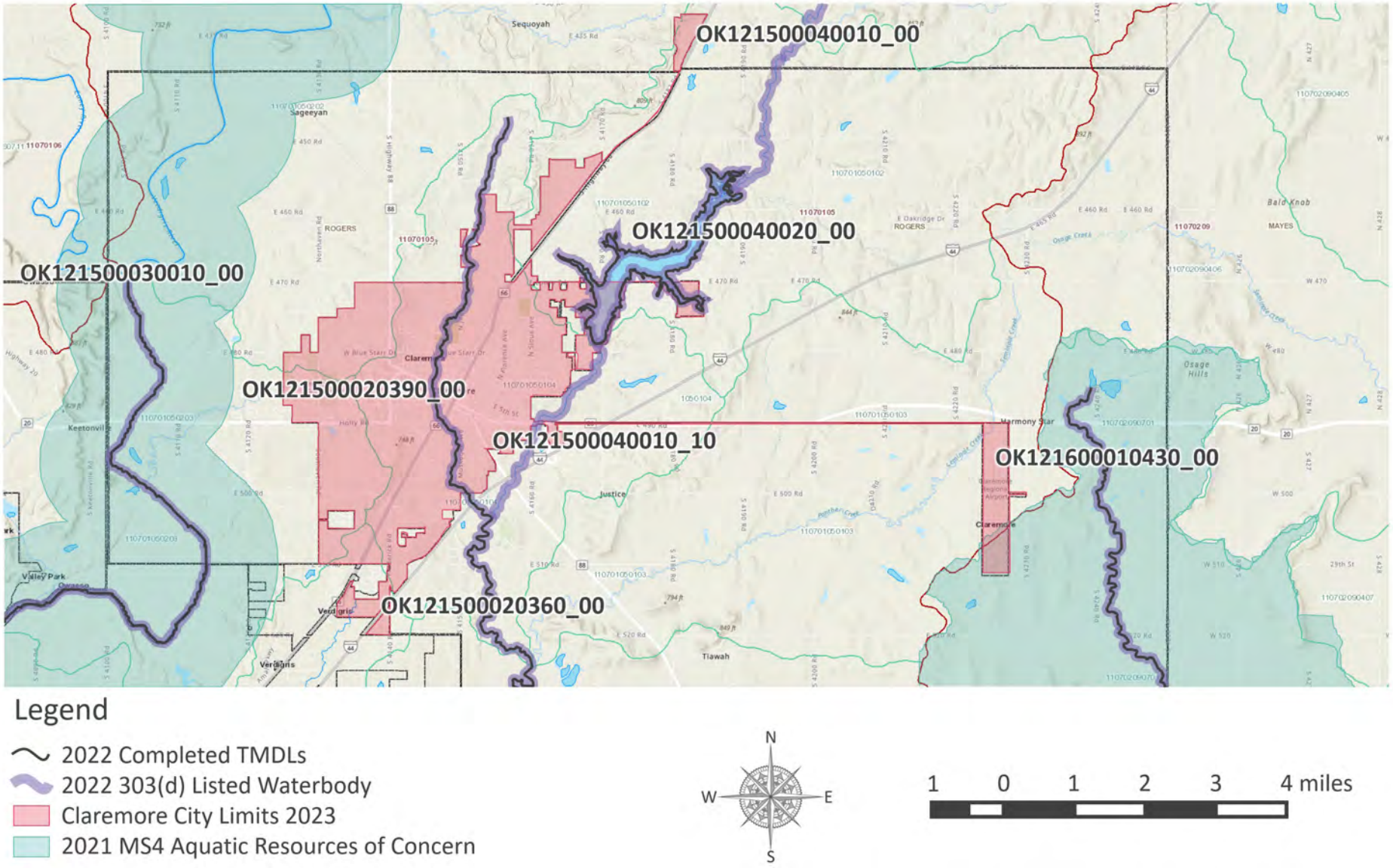
> *The applicant has evaluated, using best judgment and available scientific and commercial data, the effects of the stormwater discharges, allowable non-stormwater discharges, and discharge-related activities on listed species and critical habitat. Based on the evaluation, the permittee has determined that there is no reason to believe the discharge and discharge-related activities are likely to adversely affect any listed species or result in the adverse modification or*

destruction of critical habitat. <u>Any measures necessary to maintain eligibility under this criterion must be documented in the SWMP</u>.

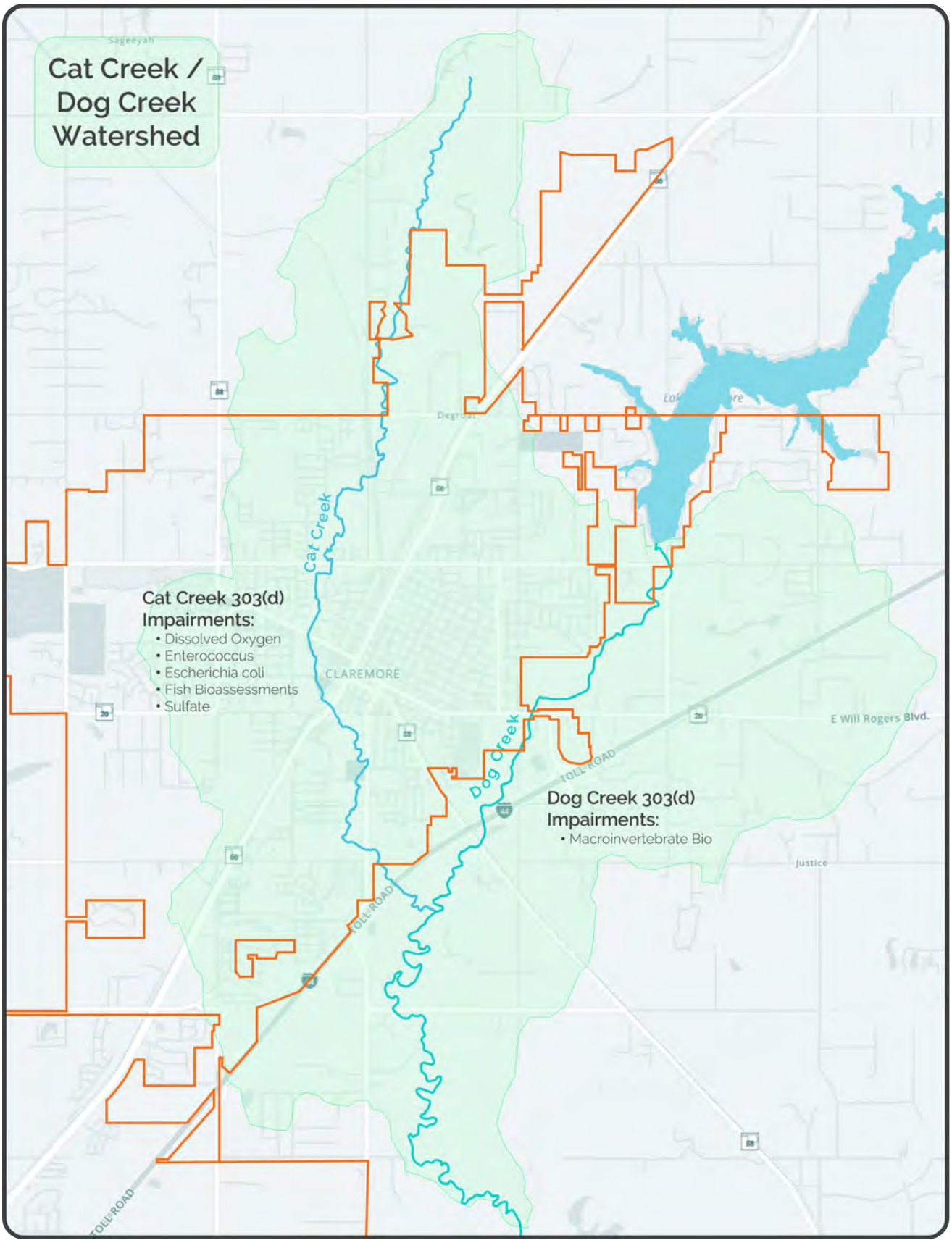
After comparing ARC delineations in Appendix C with the MS4 boundaries and MS4 areas of highest likelihood of having stormwater pollution sources, it was determined that the MS4 will have no stormwater discharges that will likely adversely affect endangered species or result in the adverse modification or destruction of critical habitat. The City of Claremore has identified a number of special BMPs that are described in this SWMP for compliance with OKR04 Part III (Special Conditions). By implementing these special BMPs, any receiving waterbodies that are on the 303(d) List, have completed TMDLs or otherwise are subject to the provisions of Part III, are expected to not have any exceedances of water quality standards nor will stormwater discharges from the MS4 have the reasonable potential to cause any water quality problems.



APPENDIX C: Map of MS4, 303(d), ARC and TMDL Waterbodies



Impaired Watershed Map



APPENDIX D: Written Agreement(s) from Another Government Entity

INCOG Regional Partners — Regional Solutions

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'24–'25 INCOG Services to Green Country Stormwater Alliance (GCSA) Members

The following is a summary of INCOG services performed annually on behalf of its GCSA Members. The table identifies services as either general program support activities or Best Management Practices (BMPs) falling under one or more of OKR04's Minimum Control Measures (MCMs). This letter fulfills OKR04's Annual Report requirement in Part VI.C.1.i to provide a "*written agreement*" with "*another government entity*" if the permittee is relying on them "*to satisfy some of your permit obligations*". A copy of this agreement must also be kept with the MS4's SWMP per OKR04 Part V.A.5.

INCOG Activity	BMP or Support	Support Service Description
Co-host water quality and stormwater conferences	Support	Work with other agencies as co-host. Assist with conference planning and give presentations on stormwater topics.
Employee training workshops and virtual meetings	BMP	Organize and hold workshops and online virtual training on OKR04-required training topics and MS4 technical priorities.
Education materials	Support	Develop, acquire, and make available to GCSA members. Post downloadable files on GCSA website.
Technical assistance	Support	Research technical and permit issues important to GCSA members. Report results via fact sheets, news bulletins and in workshops.
GCSA website	BMP	Annual updates of website materials on priority issues.
Guidance, Templates, Plans	Support	Prepare technical guidance and templates for member support. Research and develop TMDL-related Plans and guidance.
Education outreach documents	Support	Prepare Workbooks, News Bulletins, Announcements, Fact Sheets, White Papers, and Newsletters on important stormwater topics.
Individual MS4 assistance	Support	Upon request, meet with MS4 staff, city councils, county commissions and committees on OKR04 and local issues.
Mapping and field inspections	Support	Prepare regional and MS4 maps and forms, train members on equipment use and sampling procedures, assist with inspections.
OKR04 permit compliance	Support	Assist MS4s with SWMPs, NOIs, SOPs, Annual Reports, QA, permit requirements, DEQ Audits and enforcement issues.

OKR04 Part VII.H.4 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.

7/1/2024

Director, Office of Energy and Environment — Date

AGREEMENT FOR THE PROVISION OF SERVICES

THIS AGREEMENT is entered into between the City of Claremore (Claremore), and The Metropolitan Environmental Trust (M.e.t.), a public trust, having twelve area jurisdictions as its beneficiaries including Claremore.

I. RECITATIONS

Claremore, in conjunction with its comprehensive approach to solid waste management, desires to provide for its citizens a waste reduction recycling program, public education concerning responsible solid waste disposal, and household hazardous waste collection.

The M.e.t. has the ability and facilities in place to continue to operate a recycling program at its depot located within the jurisdictional boundaries of Claremore. The M.e.t. also has the expertise and the existing relationships to provide public education and to facilitate the collection of household hazardous waste on a regional basis.

The City of Tulsa, Oklahoma, has created a household pollutant collection facility (Facility) for Tulsa citizens to dispose of certain hazardous waste which is deleterious to the environment if disposed of incorrectly. The facility is located at 4502 S. Galveston. TARE and the City of Tulsa desires to make the facility available to area jurisdictions in a manner that is beneficial to the local environment, and consistent with Oklahoma Department of Environmental Quality MS4 water permits.

In consideration of the foregoing, as well as, mutual promises and covenants contained in this agreement, the parties agree as follows:

II. M.e.t. DUTIES

Recycling Collection

1. The M.e.t. agrees to provide recycling services at the recycling depot located within the jurisdictional boundaries of Claremore as specified in this agreement. The M.e.t. will provide equipment, materials, and management of operations for recycling services at the depot location. The M.e.t. will be responsible for and will pay for electricity charges at the depot location.

2. The parties reserve the right to change the location of the existing depot or to add depots upon mutual agreement reduced to writing and signed by each.

3. The M.e.t. shall maintain records showing the types and quantities of materials

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recycled at the depot, the expenditures for the operation of the M.e.t. depot program, revenue and cost generated from the sale of recyclable materials and any other record which is required by local ordinance, state law, federal law or regulation. Reports shall be made available at the M.e.t. monthly board meetings or upon request and reasonable notice at the M.e.t.'s place of business during normal business hours.

4. It is understood by the parties that the M.e.t. will enter into contracts with organizations that provide employment opportunities for adults with disabilities to man the recycling depot. The hours of operation and the number of workers present at each depot will be dependent upon the contract with the organization and the volume of the stream of recyclables at the depot.

Public Education

5. The M.e.t. will promote the responsible disposal of solid waste and hazardous materials through messages to the public on television, radio, newspaper and social media; speeches to civic groups; and information booths at public events. Messages will include promotion of green businesses located within Claremore, and anti-littering campaigns the importance of composting to divert green waste from the public waste stream.

6. The M.e.t. will conduct a one-time event for the collection of tires, fire extinguishers, or other items not otherwise routinely collected by the M.e.t, at a regional location designed to attract citizens of Claremore.

7. The M.e.t. will conduct the Enviro Expo event, or a similar event, that promotes area businesses and organizations dedicated to recycling and environmental responsibility.

III. HOUSEHOLD HAZARDOUS WASTE COLLECTION

8. The M.e.t. will field requests via telephone or email, screen, and provide vouchers for the Tulsa Facility to hazardous household waste from citizens of Claremore

9. Vouchers will be created using the system agreed to between the M.e.t. and Tulsa. The M.e.t. will enter the name of the citizen and the type of materials to be delivered. The M.e.t. will educate the citizens on the existence of the local recycling depot and items they can take there rather than at Tulsa's Household Pollutant (HHP) Facility, including the convenience and its reduction in the weight at the HHP Facility. The M.e.t. will instruct citizens to bring with them valid identification that matches the name of the citizen shown on the voucher and prove residency in the area jurisdiction. The M.e.t. will instruct the citizen as to the consequences of including poundage exceeding 45 pounds, or different items permitted by the voucher.

10. Tulsa will receive, weigh and process the materials presented at the facility by citizens that have a voucher. Tulsa reserves the right to reject any materials that do not appear as acceptable on Exhibit A. Tulsa will not receive materials from any citizen of Claremore that does not have a voucher.

11. Tulsa will charge the M.e.t. a fee for the disposal up to **45 pounds** for **$62.** The Claremore citizen is responsible for any additional fees for materials exceeding 45 pounds. at a cost of **$1.37/lb**. Provided that automobile, boat and lawn equipment batteries will be accepted, but will not be included in the weight.

12. The M.e.t. will pay Tulsa for the voucher out of the funds provided to it by Claremore under this agreement.

13. Claremore authorizes the M.e.t. to make **15** vouchers available for its citizens to use the Tulsa facility plus any carryover vouchers from FY 23/24. Additional vouchers may be authorized in writing upon receiving notice from Claremore and agreed to arrangement for payment.

14. The M.e.t. will deliver to Claremore at the M.e.t. Board meeting, a monthly itemization showing the total number of vouchers. The poundage of and types of waste received, as well as the unanticipated items and excess poundage that were paid for by the citizen will be reported to Claremore upon request.

Excess Poundage, Unanticipated Products, Excess Number of Visits

15. The parties anticipate that citizens may arrive at the facility with different products than they disclosed when making the voucher. The parties also anticipate that it may have more participation than anticipated and budgeted in this agreement.

16. In the event that the citizen has materials in excess of 45 pounds excluding batteries, Tulsa will require that the citizen pay Tulsa for the overage at the time they appear at the facility. The M.e.t. will not be responsible and will not pay for materials in excess of 45 pounds delivered by a citizen at a scheduled voucher. The M.e.t. will instruct the citizen as to the consequences of including more poundage, prior to arrival at the facility.

17. If the citizen includes materials routinely accepted at M.e.t. such as motor oil, batteries, cooking oil and grease, the M.e.t. will direct the citizen to deposit those materials at the M.e.t. recycling depot.

IV. PAYMENT

18. Claremore will pay the M.e.t. a total of **$44,320** payable as follows. One installment payment of **$12,577.20** due on August 15, 2024, and the other amount of

$31, 742.80 due on August 15, 2024, upon receipt of invoices from The M.e.t. showing the duties performed and the amount due. In the event that Claremore authorizes vouchers at the Tulsa Facility in excess of the number agreed to above, Claremore will pay the M.e.t. in advance or in a mutually agreed upon manner for an additional number of vouchers at the rate of **$62** per voucher. Unused vouchers shall roll over to the next contract year.

V. TERM

19. The term of this Agreement shall commence on **July 1, 2024,** and conclude on **June 30, 2025**. This agreement may be renewed for a period equal to the initial term upon written agreement to the extension, signed by both parties. In no event shall an extension term be longer in duration than 1 year.

VI. TERMINATION

20. This agreement may be terminated by either party for cause after notice and an opportunity has been given to present reasons why such action should not be taken. Grounds constituting cause include but are not limited to, failure to comply with the provisions of this agreement, any applicable laws, ordinances or material regulations or guidelines; one party has been unduly dilatory in executing its duties under this agreement; or non-payment. In the event of termination, the M.e.t. shall be entitled to payment for otherwise valid and allowable obligations incurred in good faith prior to notice of termination. The M.e.t. shall make all necessary efforts to mitigate the damages caused by the termination.

21. Neither forbearance nor payment by either party shall constitute waiver of any remedies for any default or breach that exists then or occurs later.

VII. DISCLAIMER OF AGENCY

22. In the performance of this agreement, the parties shall be deemed to be and shall be independent contractors and, as such, neither shall be entitled to any benefits applicable to employees of the other. Neither party is authorized or empowered to act for the other for any purpose and shall not on behalf of the other enter into any contract, warranty and/or representation as to any matter. Neither shall be bound by the acts or conduct of the other except as expressly set out in this agreement.

VIII. AMENDMENT

23. This agreement may be amended only in writing and signed by all parties.

IX. SEVERABILITY

24. If any provision under this agreement, or its application to any person or circumstance is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of this contract or its application that can be given effect without the invalid provision or application.

X. ENTIRETY OF THE AGREEMENT & VENUE

25. This Agreement sets forth the entire understanding of the parties and supersedes any oral agreements. The terms of this agreement shall be interpreted and construed under the laws of the State of Oklahoma.

THIS AGREEMENT may be executed in several counterparts, each of which shall be deemed the original, but all of which shall constitute one and the same instrument.

CLAREMORE

(title) Debbie Long, Mayor
Attest:
Clerk Sarah Sharp
Date: 7/15/24
(seal)

CLAREMORE OFFICIAL SEAL CLAREMORE, OKLAHOMA

Approved as to form:
Attorney Adam Heavin

The M.e.t.

(title) Chairman
Attest:
Secretary
Date: 5-9-24

Approved as to form:
Attorney

Exhibit A – Accepted and Non-Accepted Household Hazardous Waste

The waste list below is to be accepted by Tulsa from outside jurisdictions through services provided by The M.e.t.

- Fluorescent and CFL Light Bulbs
- Oil Based Paints and Paint Thinner
- Latex Paint*
- Flammable Liquids
- Lawn Chemicals
- Automotive Fluids
- Cooking Oil/Grease
- Aerosols
- Household and Car Batteries
- Household Cleaners
- Pool Chemicals

The listed wastes below are not accepted by Tulsa.

- Industrial or Commercially Generated Waste (including non-hazardous waste)
- Medical or Biomedical Waste
- Asbestos
- Food or Organic Waste
- Radioactive Material
- Ammunition/Explosives
- Electronics
- Tires
- Compressed Gas Cylinders
- Unknown Materials or Substances

**Since latex paint is not harmful to the environment and due to budgetary concerns, M.e.t. staff encourages Claremore citizens to dry out their latex paint and not bring it to the facility.*

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APPENDIX E: SWMP Modification Log

DATE	SUMMARY OF REVISIONS	EDITOR
8/20/24	Majority of plan was updated according to DEQ recommendations and to comply with the most-recent OKR04 renewal, issued 2021.	Scott Vaughn, Stormwater Mgr.
4/8/25	More of the plan was reviewed and updated to comply with the 2021 permit.	Scott Vaughn, Stormwater Mgr.

APPENDIX F: ACRONYMS

Refer to OKR04 Part VII for a list of definitions of terms used in the OKR04 stormwater permit program. The following list of acronyms was compiled by INCOG. These pertain to contents of this SWMP and include terms involved with specific activities, such as assessing laboratory data and technical reports from other agencies.

Acronym	Definition
%Sat	Percent saturation of dissolved oxygen in a water sample.
303(d)	Section 303(d) of the Clean Water Act requiring biannual assessment of beneficial uses.
BMP	Best Management Practice, particularly regarding pollution controls.
BOD	Biochemical oxygen demand; a test of potential for a water sample to use up oxygen.
BUMP	Beneficial Use Monitoring Program; OWRB's sampling program to support USAP.
°C	Degrees centigrade or Celsius; the most common unit of measure for temperature.
CBOD5	Carbonaceous BOD, incubated 5 days; common NPDES permit requirement for WWTPs.
CBOD20	CBOD incubated 20 days; equivalent to "ultimate" (maximum) CBOD in a water sample.
COE	US Army Corps of Engineers.
col/100mL	Colonies per 100 milliliters of water sample; a unit of quantification for bacteria samples.
COSWA	Central Oklahoma Stormwater Alliance.
CPP	Continuing Planning Process; a standards and procedures summary document.
CWA	Clean Water Act; more formally the Federal Water Pollution Control Act.
Diurnal	24-hour cycle, particularly related to how DO changes over a 24-hour period.
DMR	Discharge Monitoring Report; ODEQ's form for filing sampling results.
DO	Dissolved oxygen.
EA / EIS	Environmental Assessment / Environmental Impact Statement.
EPA	US Environmental Protection Agency.
FWS	US Fish and Wildlife Service.
GCSA	Green Country Stormwater Alliance; INCOG's coalition of stormwater permittees.
GIS	Geographic Information System; computer system that relates map features to data.
GPS	Global Positioning System; measuring x and y coordinates (location) from satellites.
HUC	Hydrologic Unit Code, used to classify watershed sizes.
INCOG	Indian Nations Council of Governments; 5-county Tulsa area sub-state planning agency.
LA	Load Allocation; nonpoint source numerical discharge quantity in a TMDL.
MCM	Minimum Control Measure; six categories of permit actions under EPA/ODEQ rules.
mg/L	Milligrams per liter; approximately equivalent to parts per million.

MS4	Municipal Separate Storm Sewer System; also used to designate a stormwater permittee.
NH3-N	Ammonia nitrogen; amount of nitrogen as ammonia.
NO2-N	Nitrite nitrogen; amount of nitrogen as nitrite.
NO3-N	Nitrate nitrogen; amount of nitrogen as nitrate.
NOI	Notice of Intent; application form and process to apply for stormwater permit coverage.
NPDES	National Pollutant Discharge Elimination System; federal discharge permit program.
NWI	National Wetlands Inventory by the US Fish and Wildlife Service
OAC	Oklahoma Administrative Code
OCC	Oklahoma Conservation Commission.
ODEQ	Oklahoma Department of Environmental Quality.
OKR04	ODEQ's stormwater general permit for small MS4s.
OKR05	ODEQ's stormwater general permit for industrial activities.
OKR10	ODEQ's stormwater general permit for construction activities.
OPDES	Oklahoma Pollutant Discharge Elimination System; the state discharge permit program.
OWRB	Oklahoma Water Resources Board.
QAPP	Quality Assurance Project Plan; formal documentation about ensuring data integrity.
RCRA	Resource Conservation and Recovery Act; for control of hazardous substances.
SOP	Standard Operating Procedure; description of repetitive tasks such as inspections.
s.u.	Standard Unit for pH measurements.
SWMP	Stormwater Management Program document required by stormwater permits.
SWP3	Stormwater Pollution Prevention Plan; required by construction stormwater permit.
TDS	Total dissolved solids; reflects on presence of salts and conductivity in a water sample.
TKN	Total Kjeldahl Nitrogen; amount of organic nitrogen plus ammonia in a water sample.
TMDL	Total Maximum Daily Load; study accounting for all point and nonpoint sources.
TP	Total phosphorus.
TRI	Toxics Release Inventory; national database of releases of over 650 chemical types.
ug/L	Micrograms per liter; approximately equivalent to parts per billion.
USAP	Use Support Assessment Protocol; methods used in 303(d) assessments.
USGS	United States Geological Survey.
WBID	Waterbody Identification; Oklahoma's system of classifying streams.
WLA	Waste load allocation; point source numerical quantity in a TMDL and discharge permits.
WQS	Water quality standards.
WWTP	Wastewater treatment plant; also referred to as POTW (publicly owned treatment works).

APPENDIX G: Copy of Existing Illicit Discharge Ordinance

CHAPTER 55: ILLICIT DISCHARGES

Stormwater Discharges

Section

STORMWATER DISCHARGES

§ 55.01 SCOPE.

This chapter establishes methods to regulate the introduction of pollutants to the city's municipal separate storm sewer system and enables the city to comply with all applicable state and federal laws and regulations, including the federal Clean Water Act, 33 U.S.C. §§ 1251, *et seq.*, the Oklahoma Environmental Quality Act, 27A O.S. 2001, §§ 1-1-101, *et seq*., and stormwater regulations contained in 40 CFR Part 122, EPA Administered Permit Programs: the National Pollutant Discharge Elimination System (NPDES). The objectives of this chapter shall permit the city to:

(A) Regulate the contribution of pollutants into the municipal separate storm sewer system through the stormwater discharges of any user;

(B) Control the introduction into the municipal separate storm sewer system of spills, dumping, or the disposal of materials other than stormwater;

(C) Prohibit illicit discharges into the municipal separate storm sewer system;

(D) Carry out inspections, surveillance and monitoring procedures necessary to determine compliance and noncompliance with this chapter; and

(E) Comply with its OPDES Municipal Storm Water Discharge Permit conditions and any other federal or state law or regulation pertaining to stormwater quality.

(Ord. 2007-25, passed 11-19-07)

§ 55.02 DEFINITIONS AND ABBREVIATIONS.

(A) For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ACT or ***THE ACT.*** The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. §§ 1251, *et seq.*

BEST MANAGEMENT PRACTICE or ***BMP.*** The best available practices or devices that, when used singly or in combination, eliminate or reduce the contamination of surface waters, ground waters, or both. BMPs shall be divided into the following categories:

(a) ***NONSTRUCTURAL BEST MANAGEMENT PRACTICES.*** Those which require modified or additional operational or behavior practices, such as sweeping a parking lot or having spill response equipment on site; and

(b) ***STRUCTURAL BEST MANAGEMENT PRACTICES***. Those which require the construction of a structure or other physical modification on the site.

CITY. The City of Claremore, Oklahoma, a municipal corporation, and its duly authorized officers, agents and employees.

COMPOSITE SAMPLE. A sample of stormwater run-off, resulting from the combination of individual samples taken at selected intervals, based on an increment of either flow or time.

DIRECTOR. The Director of Public Infrastructure, or the person succeeding to this person's duties and functions, by whatever name known, or this person's duly authorized representative.

DISCHARGE. Any addition or introduction of any pollutant, stormwater, or any other substance whatsoever into the municipal separate storm sewer system (MS4) or into waters of the United States.

ENVIRONMENTAL PROTECTION AGENCY or ***EPA.*** shall mean the United States Environmental Protection Agency or, where appropriate, the term may also be used as a designation for the Regional Water Management Division Director or other duly authorized official of the EPA.

FLOATABLE. Any buoyant or semi- buoyant, organic or inorganic, water-borne waste material such as litter, paper, Styrofoam, grass, leaf litter, cigarette butts and other debris.

GARBAGE. Trash, with reference to collections of pollutants at floatable collection sites.

GRAB SAMPLE. A sample of stormwater run-off which is taken on a one-time basis, without regard to the flow and consideration of time.

ILLICIT DISCHARGE. Any intentional discharge to the municipal separate storm sewer system (MS4) that is not composed entirely of stormwater, except discharges pursuant to § 55.04 of this chapter, or discharges resulting from firefighting activities.

INDUSTRIAL ACTIVITY. Any activity which is directly related to manufacturing, processing or raw materials storage areas at an industrial facility. The term includes, but is not limited to, industrial plant yards; immediate access roads and rail lines used or traveled by carriers of raw materials, manufactured products, waste material, or by-products used or created by the industrial facility; sites where material handling activities are performed; refuse sites; sites

used for the applications or disposal of process waste waters; sites used for the storage and maintenance of material handling equipment; sites used for residual treatment, storage or disposal; shipping and receiving areas; manufacturing buildings; storage areas, including tank farms, for raw materials, and intermediate and finished products.

INDUSTRIAL FACILITY or ***INDUSTRY.*** Any premises whose function is classified in the latest edition of the Standard Industrial Classification Manual, also known as the SIC code manual, prepared by the Executive Office of the President, Office of Management and Budget.

MATERIAL HANDLING ACTIVITIES. The storage, loading and unloading, transportation, or conveyance of any raw material, intermediate product, finished product, by-product or waste product.

MONITORING. The performance of stormwater flow measurements, stormwater sampling, sample analysis, and like procedures necessary to determine compliance with stormwater discharge activity.

MUNICIPAL SEPARATE STORM SEWER SYSTEM OR MS4. A conveyance or system of conveyances, including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, and storm drains that are owned or operated by the city and are designed or used for collecting or conveying stormwater.

OPDES STORM WATER DISCHARGE PERMIT. The most current "Multi-Sector General Permit for Storm Water Discharge Associated with Industrial Activities for the State of Oklahoma," or the most current "General Permit for Storm Water Discharge Associates with Construction Activities within the State of Oklahoma," with provisions under the Oklahoma Administrative Code (OAC), 252:606, incorporating by reference 40 CFR Part 122.26, as issued by the Oklahoma Department of Environmental Quality (ODEQ).

OUTFALL. A point source as defined in this chapter.

OVERBURDEN. Any material of any nature, consolidated or unconsolidated, that overlies a mineral deposit, excluding topsoil or similar naturally occurring surface material that are not disturbed by mining operation.

PERSON. An individual, partnership, co- partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity or any other legal entity, or their lawful representatives, agents or assignees. This definition shall include all federal, state, and local governments.

POINT SOURCE. Any discernible, confined and discrete conveyance, including but not limited to any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel, or other floating craft from which pollutants are or may be discharged.

POLLUTANT. Any dredge spoil, solid waste, incinerator residue, oil, grease, sewage, garbage, sewage sludge, munitions, medical waste, chemical waste, industrial waste, biological materials, radioactive materials, heat, wrecked or discharged equipment, rock, sand, cellar dirt, agriculture waste, industrial waste, municipal waste and the characteristics of the wastewater including but not limited to, pH, temperature, TSS, turbidity, color, BOD, COD, toxicity, and odor.

PREMISES. Any plot or tract of ground, regardless of size or plat, owned by a person or used by a person and any contiguous plots.

SIGNIFICANT MATERIALS. Any raw materials, fuels, materials such as solvents, detergents, and plastic pellets, finished materials such as metallic products, raw materials used in food processing or production, hazardous substances.

SPILLS. Any release that has negatively or has the potential to negatively impact the quality of water within, or discharges from the city's municipal separate storm sewer system (MS4) or causes damaging or deleterious effects to the city's MS4, including all structures or appurtenances, or creates any violation of this chapter.

STORMWATER. Any rainwater run-off, surface run-off, and drainage related to storm events or snow melt.

STORMWATER DISCHARGE ASSOCIATED WITH INDUSTRIAL ACTIVITY. Stormwater from areas of industrial activity or areas where industrial activity has taken place in the past and significant materials remain and are exposed to stormwater.

USER. Any source of direct or indirect discharge into the city's municipal separate storm sewer system (MS4).

(B) As used in this chapter the following abbreviations shall have the meanings given below:

BAT	Best Available Technology
BMP	Best Management Practices
BOD	Biochemical Oxygen Demand
CFR	Code of Federal Regulations
COD	Chemical Oxygen Demand
EPA	United States Environmental Protection Agency
gpd	Gallons per Day
L	Liter
mg	Milligrams
mg/L	Milligrams per Liter
MS4	Municipal Separate Storm Sewer System
OAC	Oklahoma Administrative Code
NOI	Notice of Intent
NOV	Notice of Violation
NPDES	National Pollutant Discharge Elimination System
ODEQ	Oklahoma Department of Environmental Quality
OPDES	Oklahoma Pollutant Discharge Elimination Discharge System (See Oklahoma Administrative Code (OAC), Title 252, Chapter 606, §§ 252:606-1-1 *et seq.*, as amended)
POTW	Publicly Owned Treatment Works
RCRA	Resource Conservation and Recovery Act of 1976 (Pub.L. 94580, Oct. 21, 1976, 90 Stat. 2795, as amended)
RQ	Reportable Quantities
SARA	Superfund Amendments and Reauthorization Act of 1986 (Pub.L. 99-499, Oct. 17, 1986, 100 Stat. 1613, as amended)
SWDA	Solid Waste Disposal Act (Pub.L. 89-272, Title II, Oct. 20, 1965, 79 Stat. 997, 42 U.S.C. §§ 6901, *et seq.*, as amended)
TSD	Treatment, Storage, and Disposal Facilities
TSS	Total Suspended Solids
USC	United States Code

(Ord. 2007-25, passed 11-19-07)

§ 55.03 DISCHARGE REQUIREMENTS.

(A) *Allowable discharges.*

(1) The following types of discharges shall not be prohibited discharges unless the Director determines that the type of discharge, whether singly or in combination with others, causes contamination of surface water, stormwater or groundwater; causes overload or damage to the MS4 or has the potential to endanger public health and safety; or causes the city to violate its OPDES Municipal Storm Water Discharge Permit:

(a) Water line flushing;

(b) Landscape irrigation;

(c) Diverted stream flows;

(d) Rising ground waters;

(e) Residential building wash water without detergents;

(f) Uncontaminated pumped ground water;

(g) Uncontaminated ground water infiltration;

(h) Discharges from potable water sources;

(i) Foundation drains;

(j) Air conditioning condensate;

(k) Irrigation water;

(l) Springs;

(m) Water from crawl space pumps;

(n) Footing drains;

(o) Lawn watering;

(p) Individual residential car washing;

(q) De-chlorinated swimming pool discharges;

(r) Street wash water;

(s) Fire hydrant flushing;

(t) Non-commercial or charity car washes;

(u) Discharges from riparian areas and wetlands;

(v) Discharges in compliance with a separate Oklahoma Pollutant Discharge Elimination System (OPDES) or National Pollutant Discharge Elimination System (NPDES) NPDES Permit;

(w) Discharges or flows from emergency firefighting activities provided that the Incident Commander, Fire Chief or other on-scene firefighting official in charge makes an evaluation regarding potential releases of pollutants from the scene and summons the hazardous material team if pollutants are suspected. Discharges or flows from firefighting training activities are not authorized by OKR04 as allowable discharges.

(2) Dye testing shall be an allowable discharge, but shall require verbal notification to the Director prior to testing. The city shall be exempt from this requirement.

(3) Any discharge that has a current NPDES discharge permit with the EPA or has a current OPDES discharge permit with the ODEQ shall be an allowable discharge, with the following exceptions:

(a) A discharge that results in the city violating its OPDES Municipal Storm Water Discharge Permit;

(b) A discharge the Director determines causes contamination of surface water, stormwater or groundwater within the city; or

(c) A discharge that could block or damage the MS4.

(4) Stormwater that is not associated with and/or intermingled with stormwater that is associated with industrial activity required to obtain an "NPDES Stormwater Discharge Permit" as defined in 40 CFR Part 122, before the point source discharge to the municipal to the MS4, is an allowable discharge.

(5) Any stormwater that is associated with industrial activity and has had pollutants removed by structural or nonstructural BMPs to a level considered satisfactory by the Director is an allowable discharge.

(B) *Prohibited discharges.*

(1) (a) No person shall discharge or cause to be discharged into the municipal storm water drainage system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater. The commencement, conduct or continuance of any unlawful discharge is prohibited.

(b) It is unlawful for any residence or business to allow drainage of a polluting substance or to allow drainage of water which may become a hazard into any street, alley or sidewalk. A polluting substance is one so defined under 82 O.S. § 926.1.

(c) It shall be unlawful and a misdemeanor offense to discharge or allow the discharge of any of the following into the city's MS4:

1. All non-stormwater except those classified as an allowable discharge in division (A) of this section;
2. Any stormwater from any activity required to obtain an "NPDES Storm Water Discharge Permit" as defined in 40 CFR Part 122.26(b)(14), unless the discharge is authorized by a valid "NPDES Storm Water Discharge Permit";
3. Any spilled pollutants, unless it can be demonstrated that failure to allow the discharge will result in a greater imminent peril or hazard to the life, health, welfare, or safety of the public; or
4. Any material that is disposed of or dumped in such a manner that causes pollutants to be discharged.

(2) It is a violation of this chapter for any person to place, store or locate any material in such a manner that causes pollutants to be transported by wind, rain or other atmospheric conditions into the city's MS4 or street, alley, sidewalk or pavement.

(3) Any point source discharge into the city's MS4 or street, alley, sidewalk or pavement that either singly or in conjunction with other discharges causes the city to violate its OPDES Municipal Storm Water Discharge Permit shall be prohibited.

(4) It shall be unlawful and a misdemeanor offense for any person to dispose of grass, dirt, leaves, trash or other pollutants into the city's MS4 or street, alley, sidewalk or pavement.

(5) Allow an animal to defecate (without the owner, keeper or harborer removing the excreta deposited) on public or private property other than that of the owner or into the city's MS4 or street, alley, sidewalk or pavement.

(6) No person shall deposit, drain or divert, whether directly or through an agent, into or upon any public highway, street, sidewalk, alley, parking lot, paving, drainage ditch, storm drain, sewer, gutter, creek, stream, river, lake, pond or lagoon, any oil or oily liquid with petroleum content, grease, water, or any mud, rotary mud, sand, salt water, sewer waste or industrial waste; or in any manner permit by seepage, overflow or otherwise, any of such substances to escape from any property owned, leased or controlled by such person nor shall any person allow such substances to flow or be carried onto or upon any public highway, street, sidewalk, alley, parking lot, paving, drainage ditch, storm drain, sewer, gutter, creek, stream, river, lake, pond or lagoon within the city.

(7) Any illicit discharge, except those allowable pursuant to division (A)(1) of this section, shall be prohibited.

(Ord. 2007-25, passed 11-19-07; Am. Ord. 2015-29, passed 11-16-15) Penalty, see § 55.14

§ 55.04 SPILLS.

Spills that have the potential to enter or have entered the city's MS4 shall be contained, and remediation activity shall be commenced, as soon as possible. In case of vehicle accident, all spillage shall be properly contained and cleaned and stored with accident vehicle. Any person identified as the source of any spill into the city's MS4 shall be required to remediate, remove and properly dispose of spilled materials. Remediation activities shall only be considered complete when the clean-up is deemed satisfactory by the Director. The required reporting or notification for such spills shall be completed as specified in § 55.09 of this chapter.

(Ord. 2007-25, passed 11-19-07)

§ 55.05 PAVEMENT WASH WATERS.

Discharges to the city's MS4 or upon any public highway, street, sidewalk, alley, parking lot, paving drainage ditch, storm drain, sewer, gutter, creek, stream, river, lake, pond or lagoon within the city, resulting from the cleaning of driveways, parking lots, and other paved surfaces shall be deemed allowable upon the fulfillment of the following requirements:

(A) The person conducting the cleaning shall employ BMPs, including but not limited to absorbent materials, which prevent the discharge of pollutants into the city's storm sewer;

(B) Prior to any washing, floatables shall be removed from the surface that is about to be cleaned;

(C) The discharge shall not result in a violation of the city's OPDES Municipal Storm Water Discharge Permit; and

(D) The discharge, based upon the determination of the Director, shall not cause contamination of surface water, stormwater or groundwater within the city.

(Ord. 2007-25, passed 11-19-07; Am. Ord. 2015-29, passed 11-16-15)

§ 55.05A PROHIBITION OF ILLICIT CONNECTIONS.

(A) The construction, use, maintenance or continued existence of illicit connections to the stormwater drainage system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the

past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

(B) A person is considered to be in violation of this section if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.

(Ord. 2015-29, passed 11-16-15)

§ 55.06 CONSTRUCTION ACTIVITIES.

(A) *General provisions.*

(1) *General performance standards.* Any person subject to a construction activity NPDES and/or OPDES Stormwater Discharge Permit shall comply with all provisions of such permit(s). Proof of compliance with said permit(s) may be required in a form acceptable to the Stormwater Manager and/or Stormwater Inspector prior to the allowing of discharges to the MS4. All construction activities including but not limited to the development, excavation, clearing, grading, regrading, paving, land filling, berming and diking of land shall be conducted in such a manner as to minimize erosion and prevent the discharge of pollutants, including but not limited to rock, sand, soil, discarded building materials, concrete truck washout, chemicals, litter and sanitary waste into the city's Municipal Separate Storm Sewer System (MS4). Persons conducting the construction shall implement and maintain adequate structural and/or nonstructural BMPs for controlling erosion and preventing the discharge of pollutants to the MS4. The discharge shall not result in a violation of the city's OPDES Municipal Stormwater Discharge Permit. The discharge, based upon the determination of the Stormwater Manager and/or Stormwater Inspector, shall not cause contamination of surface water, stormwater or groundwater within the city. The discharge, based upon the determination of the Stormwater Manager and/or Stormwater Inspector, does not transport sediment into the city's MS4. All construction site stormwater runoff control BMPs and post-construction stormwater runoff BMPs shall comply with the current ODEQ OKR10 construction permit and the *City of Claremore Engineering Design Criteria and Standard Specifications*.

(2) *Responsible person.* The person with overall responsibility of the construction, such as the general contractor, shall be jointly responsible with the person at whose direction the construction is being conducted for compliance with division (A)(1) of this section.

(3) *Record keeping.* The person or persons responsible shall retain, and make available to the Stormwater Manager and/or Stormwater Inspector, for inspection and copying, all records and information required to be retained under this section or order issued hereunder. These records shall remain available for a period of at least three years after expiration of the applicable permit. This period shall be automatically extended for the duration of any litigation concerning compliance with this section, or where the person or persons responsible have been specifically notified of a longer retention period by the Stormwater Manager and/or Stormwater Inspector.

(B) *Construction.* All construction activities, including the development, excavation, grading, regrading, paving, landfilling, berming, and diking of land shall be conducted in such a manner as to minimize erosion and prevent the discharge of pollutants, including but not limited to rock, sand, and soil into the city's MS4. Persons conducting the construction shall implement and maintain adequate structural and/or nonstructural BMPs for controlling the discharge of pollutants. In the case of ten acres or more draining to one discharge point, a sediment basin or adequate alternate measures shall be implemented. The adequacy of any BMP shall be based upon the fulfillment of the following requirements:

(1) The discharge shall not result in a violation of the city's OPDES Municipal Storm Water Discharge Permit;

(2) The discharge, based upon the determination of the Director, shall not cause contamination of surface water, stormwater or groundwater within the city; and

(3) The discharge, based upon the determination of the Director, does not transport sediment into the city's MS4.

(C) *Erosion control.*

(1) Erosion control shall be provided during the construction phase on all construction sites as necessary to prevent impacts to offsite areas and/or public rights-of-way. The primary goal of erosion control and best management practices is to minimize erosion and sedimentation during construction activities until final grading, landscaping and storm sewer structures are in place. Best management practices include but are not limited to seeding, sodding, sprigging, silt fences, straw bale dikes, earth dikes or swales, temporary stream crossings, storm sewer inlet protection, temporary sediment basins and stabilized construction entrances. Failure to provide sediment and erosion control protection can result in suspension of the earth change, stormwater development and building permits. A violation of this section by the failure to comply with any of its requirements shall constitute an offense and any person or entity convicted thereof shall be punishable as set forth in Claremore Code. Provided, that each lot upon which such violation occurs shall constitute a separate offense; and each day on which a violation occurs or is allowed to remain shall constitute a separate offense. The imposition of criminal sections shall not prevent Claremore from taking any lawful action as is necessary to prevent or remedy a violation.

(2) Sediment and Erosion Control Permit.

(a) Unless specifically exempted, a Sediment and Erosion Control Permit, as defined and regulated by this section, shall be obtained from the Planning and Development Services Department for any construction activities causing land disturbance. The Sediment and Erosion Control Permit must be obtained prior to commencement of any construction activities including, but not limited to any development, excavation, clearing, grading, regrading, land filling, berming and diking of land.

(b) *Exemptions.* A Sediment and Erosion Control Permit shall not be required for the following: customary and incidental routine grounds maintenance, landscaping, and home gardening: construction activities related to bona fide agricultural, ranching and farming operations which constitute the principal use of a tract of ground in the City of Claremore and are under the jurisdiction of the Oklahoma Department of Agriculture, Food, and Forestry; construction activities occurring at oil and gas exploration and production related industries and pipeline operations that are under the jurisdiction of the Oklahoma Corporation Commission (OCC); and construction activities occurring on Indian Country Lands (as defined in 18 U.S.C. § 1151).

(c) *Application for Sediment and Erosion Control Permit.* For each Sediment and Erosion Control Permit a written application from the owner of the site, or his or her authorized representative, shall be provided to the Planning and Development Services Department in the form and with the content prescribed in this section, and shall be accompanied by a minimum of three copies of a Sediment and Erosion Control Plan with the content prescribed in this section, and the required Sediment and Erosion Control Permit fee as set forth in this section. The permit application shall include the following information:

1. Name, address and telephone number of the legal owner of the property for which the Sediment and Erosion Control Permit is requested;
2. Name, address and telephone number of applicant, if different from the property owner;
3. Name(s), address(es) and telephone number(s) of any and all contractors, subcontractors or persons actually doing the land disturbing or land filling activities;
4. Name(s), address(es) and telephone number(s) of the person(s) responsible for the preparation of any required vicinity map;
5. Name(s), address(es) and telephone number(s) of the person(s) responsible for preparation of the Sediment and Erosion Control Plan and any required reports;
6. Legal description of the site and the address of the site (if a valid address has been assigned and/or accepted by the city);
7. Size of the construction site, measured in acres;
8. Proposed start date of the project;
9. Proposed completion date of the project;
10. Date of the application; and
11. Signature(s) of the owner(s) of the site or an authorized representative.

(d) *Sediment and Erosion Control Plan requirements.* These plans shall include sufficient information to evaluate the environmental characteristics of the affected areas, the potential impacts of the proposed construction activities on water resources, and the best management practices (BMPs) and other measures proposed to minimize soil erosion and prevent off-site sedimentation. All sediment and erosion control measures must be properly selected, installed and maintained in accordance with the manufacturer's specifications and good engineering practices. All construction activities including but not limited to the development excavation, clearing, grading, regrading, landfilling, berming and diking of land shall be performed in strict accordance with the approved plan.

1. For construction sites less than one acre that are not part of a larger common plan of development or sale that is one acre or more, the following information shall be included in any plan:

   A. A project narrative describing the nature of the construction activity;

   B. A description of any surrounding watercourses, water bodies and other significant geographical features;

   C. Legal description of the site and the address of the site (if a valid address has been assigned and/or accepted by the City of Claremore);

   D. The name, address and telephone number of the owner and/or developer of the property where the land disturbing activity is proposed;

   E. A description of, and specifications for, sediment and erosion control measures to minimize on-site erosion and prevent off-site sedimentation during the construction process, including provisions to preserve topsoil and limit disturbance. Minimum control measures must include the proper installation and maintenance of silt screen around the perimeter of the construction site. The applicant may propose the use of any sediment and erosion control measures in a plan provided such measures are proven to be as or more effective than the

measures contained in this section and the current *City of Claremore Engineering Design Criteria and Standard Specifications*;

F. A chronological schedule describing when the sediment and erosion control measures will be implemented during the construction process;

G. A description of temporary and permanent stabilization measures. The plan shall ensure that existing vegetation is preserved where attainable and that disturbed portions of site are stabilized. Stabilization practices may include but are not limited to the establishment of temporary vegetation, establishment of permanent vegetation, mulching, geotextiles, sod stabilization, vegetative buffer strips, protection of trees, preservation of mature vegetation and other appropriate measures. Use of impervious surfaces for stabilization should be avoided. Stabilization measures shall be initiated as soon as practicable in portions of the site where construction activities have temporarily or permanently ceased, but in no case more than 14 days after the construction activity in that portion of the site has temporarily or permanently ceased except:

i. Where the initiation of stabilization measures by the fourteenth day after construction activity temporarily or permanently ceased is precluded by adverse climatological conditions (i.e., snow, ice, heavy rains or drought) stabilization measures shall be initiated as soon as practicable; and

ii. Where construction activity on a portion of the site is temporarily ceased, and earth disturbing activities will be resumed within 21 days, temporary stabilization measures do not have to be initiated on that portion of the site; and

H. The Stormwater Manager and/or Stormwater Inspector may require any additional information or data deemed appropriate and/or may impose such conditions thereto as may be deemed necessary to ensure compliance with the provisions of this section or the preservation of public health and safety.

2. *[Reserved]*.

3. For construction sites greater than or equal to one acre and for construction sites that are less than one acre if the construction site is part of a larger common plan of development or sale that is one acre or more, Sediment and Erosion Control Plans shall be prepared by or under the direction of a registered professional engineer licensed by the State of Oklahoma. Any required Sediment and Erosion Control Plans shall comply with good engineering practices and shall be approved and stamped by a registered professional engineer licensed by the state. In addition, the following information shall be included in any plan:

A. A project narrative describing the nature of the construction activity;

B. An attached vicinity map showing the location of the site in relationship to the surrounding area's watercourses, water bodies and other significant geographical features, roads and other significant structures, and showing suitable contours for the topography. An indication of the scale used (this map shall be at a scale no smaller than one inch = 100 feet) and an arrow indicating north shall be included on the map;

C. Legal description of the site and the address of the site (if a valid address has been assigned and/or accepted by the city);

D. The name, address and telephone number of the owner and/or developer of the property where the land disturbing activity is proposed;

E. A chronological schedule and description of construction activities that disturb soils of the site (e.g., clearing, grubbing, excavation, grading, utilities and infrastructure installation);

F. A description of, and specifications for, sediment and erosion control measures to minimize on-site erosion and prevent off-site sedimentation during the construction process, including provisions to preserve topsoil and limit disturbance. Minimum control measures include the proper installation and maintenance of silt screen around the perimeter of the construction site; the proper installation and maintenance of control measures around all storm sewer inlets; the proper installation and maintenance of controls to minimize erosion on all slopes greater than three horizontal to one vertical (3:1) where land disturbing activity is planned; and stabilized gravel construction site entrances/exits to prevent tracking or flowing of sediment onto public rights-of-way. The applicant may propose the use of any sediment and erosion control measures in a plan provided such measures are proven to be as or more effective than the measures contained in this section and the current *City of Claremore Engineering Design Criteria and Standard Specifications*;

G. A chronological schedule describing when the sediment and erosion control measures will be implemented during the construction process;

H. A description of temporary and permanent stabilization measures. The plan shall ensure that existing vegetation is preserved where attainable and that disturbed portions of site are stabilized. Stabilization practices may include but are not limited to the establishment of temporary vegetation, establishment of permanent vegetation, mulching, geotextiles, solid stabilization, vegetative buffer strips, protection of trees, preservation of mature vegetation and other appropriate measures. Use of impervious surfaces for stabilization should be avoided. Stabilization measures shall be initiated as soon as practicable in portions of the site where construction activities have temporarily or permanently ceased, but in no case more than 14 days after the construction activity in that portion of the site has temporarily or permanently ceased except:

i. Where the initiation of stabilization measures by the fourteenth day after construction activity temporarily or permanently ceased is precluded by adverse climatological conditions (i.e., snow, ice, heavy rains or drought) stabilization measures shall be initiated as soon as practicable; and

ii. Where construction activity on a portion of the site is temporarily ceased, and earth disturbing activities will be resumed within 21 days, temporary stabilization measures do not have to be initiated on that portion of the site;

I. A description of measures that will be installed during the construction process to control pollutants in stormwater discharges that will occur after construction operations have been completed;

J. A copy of all required state and federal stormwater discharge permits (NPDES filed with EPA; OPDES filed with ODEQ) for the construction site shall be provided to the Planning and Development Services Department. If an OKR10 permit is required by ODEQ for stormwater discharges from a construction site, then the following documents shall be provided to the Planning and Development Services Department:

i. A copy of the notice of intent submitted to ODEQ for the OKR10 permit;

ii. A copy of all stormwater pollution prevention plans developed for the construction site; and

iii. A copy of the authorization to Discharge Stormwater Permit issued by ODEQ; and

K. The Planning and Development Services Department may require any additional information or data deemed appropriate and/or may impose such conditions thereto as may be deemed necessary to ensure compliance with the provisions of this section or the preservation of public health and safety.

(e) *Permit application review.* The Planning and Development Services Department shall review each application for a Sediment and Erosion Control Permit to determine its conformance with the provisions of this section. Within 15 business days after receiving a complete application, the Planning and Development Services Department shall:

1. Approve the permit application;
2. Approve the permit application subject to such reasonable conditions as may be necessary to secure substantially the objectives of this section, and issue the permit subject to these conditions; or
3. Disapprove the permit application, indicating the reason(s) for disapproval.

(f) *Permit disapproval.* If the Planning and Development Services Department determines that the Sediment and Erosion Control Plan does not meet the requirements of this section, then a Sediment and Erosion Control Permit shall not be issued. The Sediment and Erosion Control Plan must be resubmitted and must be approved by the Planning and Development Services Department before the land disturbance activity begins.

(g) *Conditions of approval.* In granting any Sediment and Erosion Control Permit pursuant to this section, the Planning and Development Services Department may impose such conditions as may be reasonably necessary to prevent creation of a nuisance or unreasonable hazard to persons or to a public or private property. Such conditions shall include (even if not specifically written in the permit), but need not be limited to:

1. The granting (or securing from others) and the recording in county land records of easements for drainage facilities, including the acceptance of their discharge on the property of others, and for the maintenance of slopes or erosion control facilities;
2. Adequate control of dust by watering, or other control methods acceptable to the Planning and Development Services Department, and in conformance with applicable air pollution ordinances;
3. Improvements of any existing grading ground surface or drainage condition on the site (not to exceed the area as proposed for work or development in the application) to meet the standards required under this section and the current *City of Claremore Engineering Design Criteria and Standard Specifications*; and
4. Sediment traps and basins located within a densely populated area or in the proximity of an elementary school, playground or other area where small children may congregate without adult supervision may be requested to install additional safety related devices.

(h) *Permit authorization.* The issuance of a Sediment and Erosion Control Permit shall constitute an authorization to do only that work described in the permit, or shown on the approved Sediment and Erosion Control Plan and specifications, all in strict compliance with the requirements of this

section, unless each and every modification or waiver is specifically listed and given specific approval by the Planning and Development Services Department.

(i) *Permit duration.* The permittee shall fully perform and complete all of the work required in the sequence shown on the plans within the time limit specified in the permit. Permits issued under this section shall be valid for the period during which the proposed land disturbing or filling activities and soil storage takes place or is scheduled to take place, whichever is shorter, but in no event shall such a permit be valid for more than one year after cessation of construction activity.

(j) *Responsibility of permittee.* The permittee shall maintain a copy of the Sediment and Erosion Control Permit, approved plans and reports required under the Sediment and Erosion Control Permit on the work site, or if unable to store on the work site, must be locally available for public inspection during all working hours. The permittee shall, at all times, be in conformity with the approved Sediment and Erosion Control Plan and also conform to the following:

1. *General.* Notwithstanding other conditions or provisions of the Sediment and Erosion Control Permit, or the minimum standards set forth in this section, the permittee is responsible for the prevention of damage to adjacent property. No person shall grade on land in any manner, or so close to the property line as to endanger or damage any adjoining public street, sidewalk, alley or any other public or private property without supporting and protecting such property from settling, cracking, erosion, sedimentation or other damage or personal injury which might result; and
2. *Public ways.* The permittee shall be responsible for the prompt removal of, and the correction of damages resulting from any soil, miscellaneous debris or other materials washed, spilled, tracked, dumped or otherwise deposited on public streets, highways, sidewalks or other public thoroughfare, incident to the construction activity, or during transit to and from the construction site.

(k) *Liability.* The permittee is responsible for safely and legally completing the project. Neither the issuance of a Sediment and Erosion Control Permit under the provisions of this section, nor the compliance with the provisions hereto or with any condition imposed by the city, shall relieve any person from responsibility for damage to persons or property resulting therefrom, or as otherwise imposed by law, nor impose any liability upon the city for damages to persons or property.

(l) *Action upon noncompliance.*

1. In the event work does not conform to the Sediment and Erosion Control Permit or to the plans and specifications or to any conditions imposed by the city, notice to comply shall be given to the permittee in writing. The notice shall set forth a notification and compliance period of at least 15 days for the permittee to comply with the requirements of the notice, except that when an imminent hazard exists, the Planning and Development Services Department may require that corrective work begin immediately. The notification and compliance period will begin on the day the notice is mailed to the permittee or the day the notice is posted on the property that is not conforming to the permit requirements, except that when an imminent hazard exists, the Stormwater Manager and/or Stormwater Inspector may order an immediate summary abatement action to abate the violation. At the time of mailing of notice, the city shall obtain a receipt of mailing from the Postal Service, which

receipt shall indicate the date of mailing and the name and address of the mailee. Said notice shall further advise that, should the permittee fail to comply with the requirements of the notice by the established deadline, the work necessary to achieve compliance may be done by the city or a designated contractor and the expense thereof shall be charged to the permittee. Issuance of a notice to comply shall not be a prerequisite to taking any other enforcement action.

2. If the city finds any existing conditions not as stated in the application or approved plans, the Stormwater Manager and/or Stormwater Inspector may issue a stop-work order requiring that all construction activities halt when a construction site is in violation of this section. The stop-work order may apply to all construction activity on the subject property which may be directly or indirectly related to site drainage and which is being performed pursuant to any permits, licenses, franchises or contracts issued or approved by the city. The stop-work order may order a work stoppage on all construction activity on buildings or structures and appurtenances thereto, including but not limited to building, electrical, plumbing, mechanical, street work, storm sewers, sanitary sewers, gas lines, and all utilities including but not limited to gas, electric, telephone and cable television. The Planning and Development Services Department may also suspend or revoke any Sediment and Erosion Control, site preparation, grading, erosion control, earth change, construction, or any other permit when any part of this section is violated.
3. The violation of any provision of this section, upon conviction, shall be punished by a fine not to exceed $1,000 or 30 days in jail, or both, plus court costs as set by the city. Each day or any portion of a day during which any violation of this section shall continue shall constitute a separate offense.
4. Other actions described in the penalties and administrative remedies section of this chapter may be taken by the city, including but not limited to suspension of MS4 access, water supply severance, injunctive relief, abatement, remediation, and restoration of lands. The permittee shall be responsible for the costs incurred by the city. Failure to pay will result in the city seeking recovery of costs and damages pursuant to the conditions set forth in this chapter.

(m) *Changes to plans.* All proposals to modify the approved Sediment and Erosion Control Plans must be submitted in writing to the Planning and Development Services Department. No grading or any type of work in connection with any proposed modification shall be initiated without prior written approval of the Planning and Development Services Department.

(n) *Inspection and supervision.* The city shall conduct construction site inspections upon receiving a complaint of violation of this section and as needed to evaluate compliance with this section. The permittee shall notify the Stormwater Manager and/or Stormwater Inspector when there are any departures from the approved Sediment and Erosion Control Plan and at the following stages:

1. Upon completion of installation of perimeter sediment and erosion controls;
2. At least 24 hours but not more than 72 hours (exclusive of Saturdays, Sundays and holidays) prior to commencing initial grading or land disturbing activities;
3. When construction and land disturbing activities are halted for a period of 30 days or more;
4. At least 24 hours but not more than 72 hours (exclusive of Saturdays, Sundays and holidays) prior to when construction or land disturbing activities shall recommence after being halted for a period of 30 days or more;

5. Upon submitting a notice of termination to ODEQ in compliance with any OKR10 permit requirements; and
6. Upon completion of final grading, permanent drainage and erosion control facilities including established ground covers and planting, and all other work of the permit.

(o) *Maintenance during and after construction.* For any property on which grading or other work has been done, pursuant to a Sediment and Erosion Control Permit granted under the provisions of this section, the permittee or owner or an agent of the owner shall inspect all sediment and erosion control measures and other protective measures identified in the Sediment and Erosion Control Plan at least once every 14 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater and shall maintain and repair all sediment and erosion control measures, graded surfaces and erosion control facilities, drainage structures or means and other protective devices, plantings, and ground cover installed while construction is active. After construction is complete, the owner or their agent shall continue to regularly inspect the vegetation until adequate turf establishment or other suitable vegetative cover is established.

(Ord. 2007-25, passed 11-19-07; Am. Ord. 2015-29, passed 11-16-15)

§ 55.06A POST-CONSTRUCTION STORMWATER IMPACTS; MINIMIZATION REGULATIONS AND REQUIREMENTS; COMPLIANCE PROCEDURES.

(A) The following post-construction stormwater impact provisions are intended to encourage:

(1) The purpose of this section is to address the design, construction, operation and maintenance requirements of stormwater drainage systems within the city to reduce or eliminate post-development adverse stormwater quality and quantity impacts to the Municipal Separate Stormwater System (MS4).

(2) Development design, construction and post-construction operations and maintenance of stormwater drainage systems shall be performed in such a manner so that adverse stormwater quality and quantity impacts to the stormwater drainage systems and receiving streams both on the subject property and on offsite properties are avoided, reduced or eliminated. Adverse stormwater quality and quantity effects for the purposes of this section includes increased flood elevations, increased velocity of floodwaters, erosion, siltation, sedimentation, reduced base flow, pollution or degradation of water quality.

(3) Stormwater drainage systems for the purposes of this section include any facility, structure, improvement, development, equipment, property or interest therein, including structural and nonstructural elements, which are made, constructed, used or acquired for the purpose of collecting, containing, storing, conveying, filtering, treating, infiltrating and controlling stormwater. This includes, but is not limited to detention facilities, retention facilities, sediment basins, ponds, lakes, engineered open channels, natural channels, floodplains, creeks, storm sewers, conduits, pipes, borrow ditches, swales, roadways, infiltration systems, rain gardens and bio-retention filters.

(4) Every development shall be provided with a stormwater drainage system designed by an engineer registered in the state, adequate to serve the development, and otherwise shall meet approval requirements of the officials having jurisdiction. The design shall meet this section and the *City of Claremore Engineering Design Criteria Manual* and other City of Claremore criteria and codes where applicable.

(5) The stormwater drainage system shall be designed so that property owners located downstream from and upstream from the development shall not be injuriously affected by the construction, operation or maintenance of such system.

(6) *Proof of compliance.*

(a) If a proposed development will disturb an existing wetland, the developer shall provide to the city a written statement from the U.S. Army Corps of Engineers that the development plan fully complies with all applicable federal wetland regulations as established in the Federal Clean Water Act.

(b) If the city obtains credible information regarding threatened or pending regulatory enforcement action related to an environmental condition of the property to be developed, or an environmental impact related to the development plan, then the Planning and Development Services Department may require the developer to provide to the city written statements from such governmental agencies as the city may designate as having related jurisdiction based upon the nature of the threatened enforcement action or environmental impact. Said statements shall verify that the development plan fully complies with environmental regulations within the jurisdiction of the writing agency. If the developer, after a diligent effort, is unable to obtain such written verifications from one or more of the designated agencies, the developer shall at least provide to the city a written verification from said agency that the city's approval of the development plan will not interfere with a threatened or pending environmental enforcement action of said agency. All required written statements shall be provided to the Planning and Development Services Department prior to the scheduling of the hearing for the project development plan.

(7) Construction of the development including stormwater drainage systems shall be performed in compliance with *City of Claremore Engineering Design Criteria* and other City of Claremore construction criteria and code requirements where applicable.

(8) Operations responsibility of the development stormwater drainage system shall be detailed in the covenants language on platted developments, on easement language for stormwater drainage systems in dedicated easements, or shall be borne by the property owner for stormwater drainage systems on private property.

(9) Maintenance responsibility of the development stormwater drainage system shall be detailed in the covenants language on platted developments, on easement language for stormwater drainage systems in dedicated easements or shall be borne by the property owner for stormwater drainage systems on private property.

(10) In the event that the owner or responsible party fails to properly operate or maintain the stormwater drainage system such that negative stormwater quality or quantity impacts to stormwater drainage systems and/or receiving streams either on the subject property or on offsite properties occurs or is imminent, the city or its designated contractor may enter the property to perform required operations or maintenance, and the cost shall be paid by the owner of responsible party.

(B) *Allowing construction materials to spill onto public ways.* No person shall place, spill or allow the flow of concrete or similar construction materials on any public road, alley, highway or sidewalk, except as may be required for the construction or the maintenance of the public road, street, highway or sidewalk.

(C) *Construction debris.*

(1) Construction debris shall not be allowed to blow off the site of origin.

(2) Trash containers of sufficient size, but not less than four feet wide by four feet deep by four feet high, shall be located on each construction site no later than the time the rough plumbing is ready for inspection.

(D) *Responsible person.*

(1) Any person with overall responsibility for the construction, such as the general contractor, shall be jointly responsible with the person at whose direction the construction is conducted, for purpose of compliance with divisions (A) through (C) of this section.

(2) If construction on a particular site requires that a "Notice of Intent (NOI) for Storm Water Discharges Associated with Construction Activity under the OPDES General Permit" be filed with the ODEQ, then the facility operator listed on the notice shall be responsible for compliance with divisions (A) through (C) of this section.

(Ord. 2015-29, passed 11-16-15)

§ 55.07 WATERCOURSE PROTECTION.

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation and other obstacles that would pollute, contaminate or significantly retard the flow of water through the watercourse. All grading and excavation of silt and sediment of ditches within the city's and/or state's right-of-way shall be executed by the city. In addition, the owner or lessee shall maintain existing privately-owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function or physical integrity of the watercourse.

(Ord. 2007-25, passed 11-19-07; Am. Ord. 2017-20, passed 8-21-17)

§ 55.07A REQUEST FOR VARIANCE.

(A) The City Council shall hear and render judgment on requests for variances from the requirements of this chapter.

(B) The variance request must be received by the Planning and Development Services Department within 15 days from the date of the notice of violation.

(C) The Planning and Development Services Department shall maintain a record of all actions involving a request for variance and shall report variance decisions to ODEQ and EPA upon request.

(D) Upon consideration of the factors involved and the intent of this chapter, the City Council may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this chapter.

(E) Any person or persons aggrieved by the decision of the City Council may appeal such decision in the courts of competent jurisdiction.

(Ord. 2015-29, passed 11-16-15)

§ 55.07B MONITORING OF DISCHARGES.

(A) The Stormwater Manager and/or Stormwater Inspector shall be permitted to enter facilities, premises, watercourses and waterways subject to regulation under this chapter for the purpose of observing, measuring, sampling, testing and inspecting as often as may be necessary to determine compliance with chapter. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the authorized enforcement agency.

(B) Facility operators shall allow the Stormwater Manager and/or Stormwater Inspector ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of an NPDES or OPDES permit to discharge stormwater, and the performance of any additional duties as defined by state and federal law. Any permits, pollution prevention plans, or other documents regarding a facility's stormwater discharge shall be made available to the Stormwater Manager and/or Stormwater Inspector when requested.

(C) The Stormwater Manager and/or Stormwater Inspector shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the authorized enforcement agency to conduct monitoring and/or sampling of the facility's stormwater discharge.

(D) The Stormwater Manager and/or Stormwater Inspector has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.

(E) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Stormwater Manager and/or Stormwater Inspector and shall not be replaced. The costs of clearing such access shall be borne by the operator.

(F) Unreasonable delays in allowing the Stormwater Manager and/or Stormwater Inspector access to a permitted facility is a violation of a Stormwater Discharge Permit and of this chapter. A person who is the operator of a facility with a NPDES permit or an OPDES permit to discharge stormwater associated with industrial activity commits an offense if the person denies the authorized enforcement agency reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this chapter.

(G) If the Stormwater Manager and/or Stormwater Inspector has been refused access to any part of the premises from which stormwater is discharged, and the city is able to demonstrate probable cause to believe that there may be a violation of this chapter, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this chapter or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the city may seek issuance of a search warrant from any court of competent jurisdiction.

(Ord. 2015-29, passed 11-16-15)

§ 55.08 RECORD KEEPING.

(A) *Duration.* Every person and industry shall retain and make available to the Director for inspection and copying, all records and information required to be retained under this chapter, or order issued hereunder. The person or industry shall retain these records for a period of no less than five years after an initial request by the Director. This retention period shall be automatically extended for the duration of any litigation concerning

compliance with this chapter, or where the industry or person has been specifically notified of a longer retention period by the Director.

(B) *Fraud and false statements.* Reports and other documents required to be submitted or maintained under this chapter, or order issued hereunder, shall be subject to the provisions of 18 U.S.C. §1001, regarding fraud or false statements and the provisions of §309c(4) of the Act, as amended, governing false statements, representations, or certification.

(Ord. 2007-25, passed 11-19-07)

§ 55.09 REPORTING REQUIREMENTS.

(A) *Submission of correspondence.* Any industry that performs an industrial activity that is required by 40 CFR Part 122.26 to obtain an "NPDES Storm Water Discharge Permit" from the EPA must submit a copy of that application and permit, as well as any written correspondence with any federal, state or local agency regarding the aforementioned permit, to the Director within 15 days of request.

(B) *Availability.* Any permits, pollution prevention plans, or other documents regarding an industry's or construction site's OPDES Storm Water Discharge Permit shall be made available to the Director upon request.

(C) *Spills.* Any person or industry shall, at the earliest possible time but, in any case, no later than one hour from discovery, orally report to the Director a spill, release, dumping, or other situation that has contributed or is likely to contribute pollutants into the MS4. This notification shall include the location, type, concentration and volume, if known, and corrective actions taken for each spill, release and the like. Written notification shall also be made to the Pretreatment/Stormwater Department of the city within five days of the discovery of the spill. If the spill is contained, notification to the Director shall be next business day. This notification shall include all the notification requirements specified within this section. These reporting requirements shall be in addition to and not in lieu of any other reporting requirements imposed under federal, state and local laws or regulations.

(D) *Reports.* All persons or industrial facilities may be required to provide other reports deemed necessary by the Director to monitor, maintain and ensure compliance with this chapter.

(Ord. 2007-25, passed 11-19-07)

§ 55.10 COMPLIANCE MONITORING REQUIREMENTS.

(A) *Stormwater sampling event criteria.* When the Director requires that a sample of a storm event be obtained, the following criteria must be met:

(1) The depth of the rainfall must be greater than one-tenth inch or its equivalent;

(2) The sample storm event must be preceded by at least 72 hours of less than one-tenth inch of rainfall; and

(3) All point sources from the premises or industry required to sample must be sampled, unless otherwise specified.

(B) *Sampling.* When the Director has reason to believe that any person or industrial facility is violating this chapter, the person or industrial facility may be required to obtain either a grab or composite sample and analyze any discharge, stormwater, groundwater and/or sediment and provide a copy of the analysis to the Director for review.

(C) *Illicit discharge sampling.* When the Director has cause to believe that any discharge is an illicit discharge, the Director may obtain either a grab or composite sample and analyze the discharge. If the Director determines that the discharge is an illicit discharge, then the Director may fully recover all cost of the sampling and analysis from the person or industrial facility. When the discharge is likely to contain illicit discharges on a recurring basis, the person or industrial facility may be required by the Director to conduct monitoring activities at its expense.

(D) *Chain-of-custody.* Upon completion of sample collections and documentation, a written record of the chain-of-custody must be completed. The chain-of-custody record is an accurate step-by- step documentation of the sampling path from origin through analysis. It must contain the following information:

(1) Name of the person(s) collecting the sample;

(2) Sample ID numbers;

(3) Date and time of sample collection;

(4) Location of sample collection;

(5) Name(s) and signature(s) of all persons handling the sample in the field and in the laboratory;

(6) Type of sampling equipment used;

(7) Type of preservation; and

(8) Certification of sample authenticity.

A copy of the Chain-of-Custody will remain with all sample analyses sent to the City of Claremore for review.

(E) *Substitution of substantially identical effluents.* When a person or industry is required to sample a storm event and that person or industry has two or more point sources with substantially identical effluents, the person or industry may petition the Director to allow the sampling of only one point source and report that the data apply to the substantially identical point source(s).

(F) *Monitoring methods.* Monitoring must be conducted according to test procedures approved under 40 CFR Part 136, unless other test procedures have been specified by the Director.

(Ord. 2007-25, passed 11-19-07)

§ 55.11 REQUIREMENTS FOR BEST MANAGEMENT PRACTICES.

(A) *Implementation.* If the Director determines that a stormwater discharge into the MS4 is, or has the potential of, contributing to water quality degradation, has potential to cause any violation of this chapter or, causes a violation of the city's OPDES Municipal Storm Water Discharge Permit, a BMP shall be implemented. The type and number of BMPs shall be addressed individually, with the initial implementation of nonstructural BMPs, followed by structural BMPs. The Director may require additional BMPs to be implemented for any discharge from a commercial, residential and industrial source.

(B) *Spill BMPs.* All persons and industrial facilities shall take measures to prevent spills or any other accidental introduction of pollutants into the MS4. These measures shall take the form of BMPs.

(Ord. 2007-25, passed 11-19-07)

§ 55.12 INSPECTIONS AND SAMPLING.

(A) *Right of access.* The Director or the Director's authorized representative bearing credentials, shall be permitted to gain access to such premises as may be necessary for the purpose of inspecting, observing, measuring, sampling and testing, as often as may be necessary, to determine compliance with the provisions of this chapter.

(B) *Inspections.* The Director or the Director's authorized representative bearing credentials, retains the right to perform inspections at any industrial facility or any other premises that discharges or has the potential to discharge stormwater into the MS4. Whenever an inspection of such premises is made, the findings shall be recorded and a copy of the inspection report made available to the owner or person in charge of such premises, after finalization of the inspection report.

(Ord. 2007-25, passed 11-19-07)

§ 55.13 ADMINISTRATIVE ENFORCEMENT REMEDIES.

(A) *Investigation.* The Director or authorized representative may investigate any premises where there is reason to believe that there may be a failure to comply with the requirements of this chapter.

(B) *Notice of violations.* Whenever the Director determines that a violation of this chapter has occurred or is occurring, the Director may issue a notice of violation (NOV) to the person or industry. This NOV shall include the nature of the violation and provide a reasonable time for correction. The Director may require, within 15 days of the receipt of this NOV, an explanation of the violation and a plan for the satisfactory correction and prevention, including specific required actions. The explanation and plan shall be submitted by the violator to the Director in writing. Submission of this plan shall in no way relieve the person or industry of liability for any violation(s) occurring before or after receipt of the NOV. Issuance of a NOV shall not preclude any other enforcement action.

(C) *Administrative orders.*

(1) *Consent orders.* The Director is empowered to enter consent orders, assurances of voluntary compliance, or other similar documents establishing a consensus with any person or industry for noncompliance. Such an order shall include specific action to be taken by the violator to correct the noncompliance within a time period specified in the order. Consent orders shall be judicially enforceable.

(2) *Compliance orders.* When the Director finds that a person or industry has violated or continues to violate this chapter or orders issued hereunder, the Director may issue an order to the violator directing that compliance be obtained within a specified time period. If compliance is not achieved within the time period, water service or sewer service, or both services may be discontinued, unless adequate BMPs or other related appurtenances are installed and properly operated. Compliance orders may also contain other requirements addressing noncompliance, including additional self-monitoring. A compliance order shall not extend the deadline for compliance established by a federal standard or requirement, nor shall a compliance order release the violator from liability for any violation, including any continuing violation. Issuance of a compliance order shall not preclude any other enforcement action.

(3) *Cease and desist orders.* When the Director finds that a person or industry is violating provisions of this chapter, or any order issued hereunder, or that past violations are likely to recur, the Director may issue an order directing the violator to cease and desist all such violations or activities likely to cause a recurrence, and to:

(a) Immediately comply with all requirements; and

(b) Take such appropriate remedial or preventive actions as may be necessary to properly address a continuing or threatened violation, including halting operations or terminating the discharge.

(4) Issuance of a cease and desist order shall not preclude other action against the violator.

(5) Administrative orders may be revised by the Director at any time in order to insure compliance with this chapter.

(D) *Administrative fines.*

(1) When the Director finds that a user has violated or continues to violate any provision of the chapter, or order issued hereunder, the Director, upon good cause shown, may impose an administrative fine against such user in an amount not to exceed $1,000. Such fines may be assessed on a per violation, per day basis.

(2) Notice of an administrative fine shall be served personally on the user or by certified mail, return receipt requested. Payment of the fine shall be received by the Director within 15 days after such notice is served.

(3) Failure to submit payment for an administrative fine within 15 days shall be considered a violation of this chapter.

(4) Issuance of an administrative fine shall not preclude any other action against the user.

(E) *Cost recovery of expenses incurred for violation of this chapter.* Notwithstanding any other provision of this chapter, the Director may require any person and or industry found to have violated any provision of this chapter, or orders issued hereunder, to reimburse the city for any goods or services used to remove pollutants from the city's MS4, prevent further discharge of pollutants into the MS4, and shall become liable to the city for any expense, loss, or damages experienced by the city as a result of a violation. The city may pursue its right of action to recover all such costs, by utilizing any and all reasonable methods, including installment payment administered by the Finance Department. The city may recover the costs incurred by adding them to the utility bill of the violator or filing a lien on the subject property.

(F) *Water supply severance.* Whenever a person has violated, or continues to violate any provision of this chapter, or orders issued hereunder, water service may be severed. Service shall only recommence at the violator's expense, after the violator has satisfactorily demonstrated an ability to comply, and actual compliance.

(G) *Appeals.* Any person aggrieved by any NOV, administrative fine or order issued by the Director pursuant to this section may appeal the action as provided in this section.

(1) The initiation of an appeal shall be in writing and filed with the Director no later than 15 days after service of notice of the action appealed from. The written notice of appeal shall specify the action appealed, detail why the action is in error, and specify provision of ordinances or statutes supporting the person's appeal.

(2) Upon receipt of a notice of appeal by the Director, the Director shall conduct any necessary investigation into the basis of the appeal and hold a hearing within 30 days of receipt. However, upon review of the notice of appeal, if the Director determines that the basis of the appeal is patently frivolous or filed only for purposes of delay, then the Director may deny the appeal without a hearing. Upon the Director's denial without a hearing, the appellant shall be notified in writing of the denial and the grounds for denial.

(3) At the conclusion of a hearing on an appeal, if the appeal is sustained in favor of the appellant, the Director may modify or withdraw the notice, fine or order. If the Director fails to act on the appeal within 30 days of concluding the hearing, the appeal shall be deemed denied. Any ruling, requirements, decisions or actions of the Director on appeal shall be final and binding, unless appealed to the City Council.

(4) Any person aggrieved by an appeal decision of the Director may perfect an appeal to the City Council by filing a written notice of appeal with the City Clerk and the Director within 15 days from the date of the action by the Director. Such notice shall specify grounds for the appeal. A hearing on the appeal shall be commenced by the Council no later than 30 days from the date the notice of appeal was filed with the City Clerk. The City Council shall have jurisdiction to affirm, modify, reverse or remand the action of the Director upon good cause shown. Any rulings, requirements, or decision of the Council shall be final and binding, provided that any right of appeal to the courts shall not be abrogated.

(Ord. 2007-25, passed 11-19-07) Penalty, see § 55.14

§ 55.14 VIOLATIONS, INJUNCTION AND CRIMINAL PROSECUTION.

(A) *Injunctive relief.* Whenever a person or industrial facility has violated or continues to violate the provisions of this chapter, or orders issued hereunder, the Director, with the advice and counsel of the City Attorney and the approval of the Manager, may petition the district court for the issuance of an injunction, which restrains or compels the activities on the part of the person or industry. A petition for injunctive relief shall not preclude any other action against a person or industrial facility.

(B) *Criminal prosecution.* It shall be unlawful and a misdemeanor offense for any person to violate any of the provisions of this chapter, or any order issued hereunder. Any person convicted of a violation of this chapter, or any order issued pursuant to this chapter, shall be guilty of a misdemeanor offense and shall be punished by a fine of not more than $200, excluding costs, fees and assessments, or by imprisonment in the City Jail for a period not exceeding ten days, or by both such fine and imprisonment. Each day, or portion thereof, during which a violation is committed, continued or permitted shall be deemed a separate offense.

(C) *Remedies nonexclusive.*

(1) The provisions of § 55.13 (A) and (B) of this chapter shall not be exclusive remedies. The city reserves the right to take any combination of actions against a violator of this chapter. These actions may be taken concurrently.

(2) The city may recover reasonable attorney's fees, court costs and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the city.

(Ord. 2007-25, passed 11-19-07)

§ 55.15 CONFIDENTIAL INFORMATION.

Information and data regarding a person, industrial facility or industrial activity obtained from reports, surveys, OPDES stormwater discharge permit applications or permits, monitoring programs, inspections and sampling activities may be available to the public in accordance with the Oklahoma Open Records Act, (51 O.S. 2001, §§ 24A.1, *et seq.*) or to other government agencies unless the industrial facility or industrial activity can demonstrate to the Director's satisfaction that the release of such information would divulge information regarding trade secrets which is entitled to protection under applicable state law. If, in the opinion of the Director, that information and

data requested may disclose trade secrets or secret processes, then the information or data will not be made available.

(Ord. 2007-25, passed 11-19-07)