



City of Fairhope, Alabama

MS4 Program

Phase II General Permit # ALR040040

FY 2012 Report

April 2012 – March 2013

**Report Prepared By:
City of Fairhope
Planning Department
555 South Section Street
Fairhope, AL 36532**

Table of Contents

- 1.0 CONTACT LIST AND INTRODUCTION**
 - 1.1 Certification**
 - 1.2 List of Contacts**
 - 1.3 General Introduction**
 - 1.4 Background**
 - 1.5 Program Management**

- 2.0 PROGRAM EVALUATION**
 - 2.1 Overview of MS4 Program Area**
 - 2.2 Reporting Requirements: Compliance with MS4 Requirements**
 - 2.3 Reporting Requirements: Monitoring – Water Sampling**
 - 2.4 Reporting Requirements: Storm Water Activities**
 - 2.5 Reporting Requirements: SWMP Changes**
 - 2.6 Reporting Requirements: Government Entity Alliances**
 - 2.7 Reporting Requirements: Six Minimum Control Measures**

- 3.0 Public Education and Outreach on Storm Water Impacts**

- 4.0 Public Involvement / Participation**

- 5.0 Illicit Discharge Detection and Elimination (IDDE)**

- 6.0 Construction Site Storm Water Runoff Control**

- 7.0 Post Construction Storm Water Management**

- 8.0 Pollution Prevention / Good Housekeeping for Municipal Operations**

1.0 CONTACT LIST AND INTRODUCTION

1.1 Certification

I certify under penalty of law that this document and all attachments are prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate 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 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 fines and imprisonment for knowing violations.

Name and Title (type or print)

Timothy M. Kant, Mayor (Signature)

Date

1.2 List of Contacts

Address: City of Fairhope
Post Office Drawer 429
Fairhope, AL 36533
Phone: (251) 928-2136

Contact Person: Mrs. Kim Burmeister
Code Enforcement Officer
City of Fairhope
Planning Department
Post Office Box 429
Fairhope, AL 36533
Phone: (251) 990-2877

1.3 General Introduction

On December 21, 2011, the City of Fairhope was granted coverage under the MS4 Phase II General Permit ALR040040, replacing the Phase I General Permit ALS00002. To bring this Annual Report up to date through March 31, 2013, this report includes storm water activity from April 1, 2011 through March 31, 2013, though the report period is April 2012 through March 2013. A Storm Water Management Plan (SWMP) was submitted to ADEM in March of 2012. Minor changes in the Measurable Goals have been made to the SWMP and are included in the SWMP for 2013. The Storm Sewer Outfall Inventory and Mapping project, a permit requirement, was completed in December of 2012.

There are three main receiving streams within the City of Fairhope MS4 area limits, which are also the City limits. The main receiving streams are Fly Creek, Rock Creek and Cowpen Creek. Cowpen Creek has been identified as a 303 (d) stream due to the presence of atmospheric mercury deposition. It is not anticipated that the land uses in the City of Fairhope MS4 watersheds are contributors to the atmospheric deposition of mercury.

1.4 Background

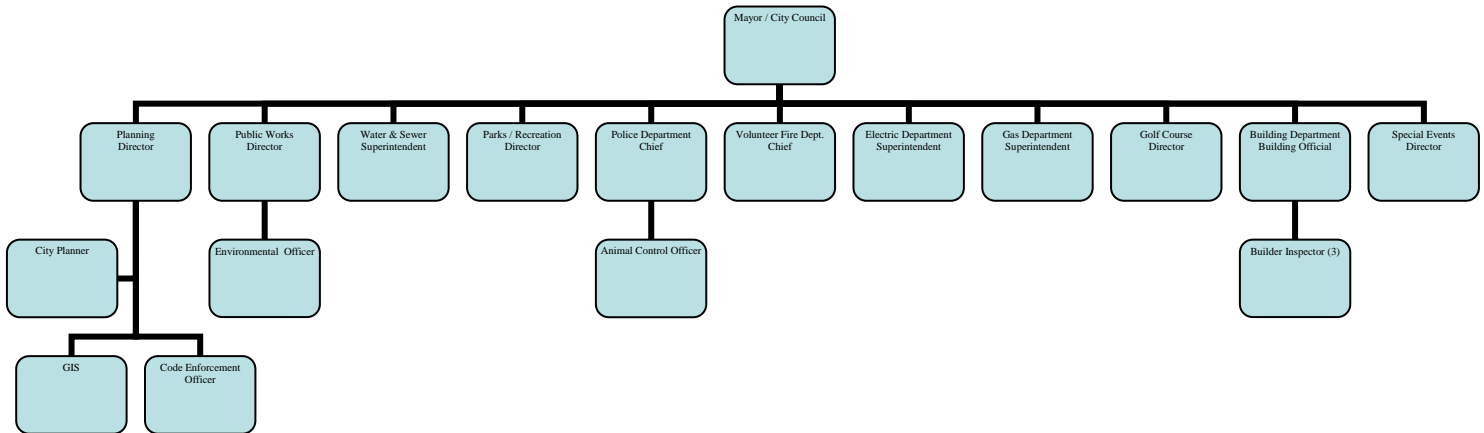
The City of Fairhope is situated on the eastern shore of Mobile Bay in Baldwin County, in southwest Alabama. The 2010 US Census determined the City's population to be 15,326. The annexed limits, which are also the MS4 area limits, comprises roughly 12 square miles. It is part of the Eastern Shore area with Daphne, Montrose and Spanish Fort to the North.

Sustainable development continues to be a priority in preserving Fairhope's natural resources. Of primary concern is storm water quality, and ultimately the protection of the aquatic resources in Fairhope. The proper utilization of Best Management Practices (BMP's), including phasing of development and minimal land clearing, is a key component to our overall plan for sustainable development.

The aquatic resources of the Fairhope Region, including Mobile Bay, Cowpen Creek, Fly Creek and Rock Creek, are essential to the area's economy and the attractiveness of the community to both residents and visitors. Preserving these resources and keeping them healthy is of primary interest to the community and to area leaders.

1.5 Program Management

The City of Fairhope Planning Department serves as the lead coordinator of the MS4 program, including the Storm Water Management Plan. Several departments within the City of Fairhope will have a role in Fairhope’s MS4 program. Below is a flow chart defining roles and responsibilities of each department in the MS4 permitting process:



The City of Fairhope conducts an extensive review of plan submittals. The City of Fairhope Planning Department coordinates the plan reviews of subdivision and zoning cases. The City of Fairhope Building Department coordinates plan reviews of residential and commercial submittals for permit issuance. Prior to subdivision or zoning approval, the City of Fairhope conducts a multi-discipline design review for many issues, one of which includes storm water and BMP standards. Utility crews and City of Fairhope crews are held to the same standards as general contractors, including the permitting of right of way work through the City of Fairhope Building Department. BMP inspections are also an essential part of our storm water control program.

The City of Fairhope reduces the discharge of pollutants on construction sites by requiring structural and non-structural controls, as set forth in plan reviews, storm water standards (within the Subdivision Regulations), *BMP Minimum Requirements*, and BMP inspections. During FY 2012, the City of Fairhope Planning Department conducted preliminary, minor and final subdivision reviews, as well as site plan reviews. In October 2011, the Subdivision Regulations were amended to include a definition for a “Flood Control Structure”. The purpose of this definition was to clarify whether detention ponds could be located within a stream buffer. The City of Fairhope continues to set examples on Low Impact Design by incorporating pervious concrete into City projects, when applicable (such as the pervious sidewalk project along Volanta Avenue in 2012).

City of Fairhope's Storm Water Management Plan (SWMP) is available for public review on the City of Fairhope website, as is the current MS4 Annual Report (www.cofairhope.com). The SWMP is reviewed annually in a public forum, most recently on December 3, 2012 at the City of Fairhope Planning Commission Meeting at City Hall.

The City GIS database (using ESRI ArcMap 10.0) continues to be used as an important planning tool and is extremely useful in making future land use decisions. Specific applications relative to storm water include but are not limited to calculating acreage for watersheds, data collation and entry, mapping, etc. Most recently, the GIS program was used to integrate findings and map data from the storm sewer and outfall inventory, which was completed in December 2012 by a local consultant. The GIS program will also be used to keep the storm sewer / outfall inventory up to date as new infrastructure is introduced into the City of Fairhope MS4 area.

The City of Fairhope Natural Resource Inventory, compiled in 2003, is one planning tool frequently used as reference, and is available for public review on the City of Fairhope website (www.cofairhope.com). Critical areas are researched prior to permit issuance, to further determine the need for special planning and building directives. Another on-line resource frequently used is Web Soils—www.websoilsurvey.nrcs.usda.gov (an on-line soil survey resource). This resource is used to indicate approximate locations and boundaries of wetlands and critical areas (to determine if a wetland delineation is required, for instance).

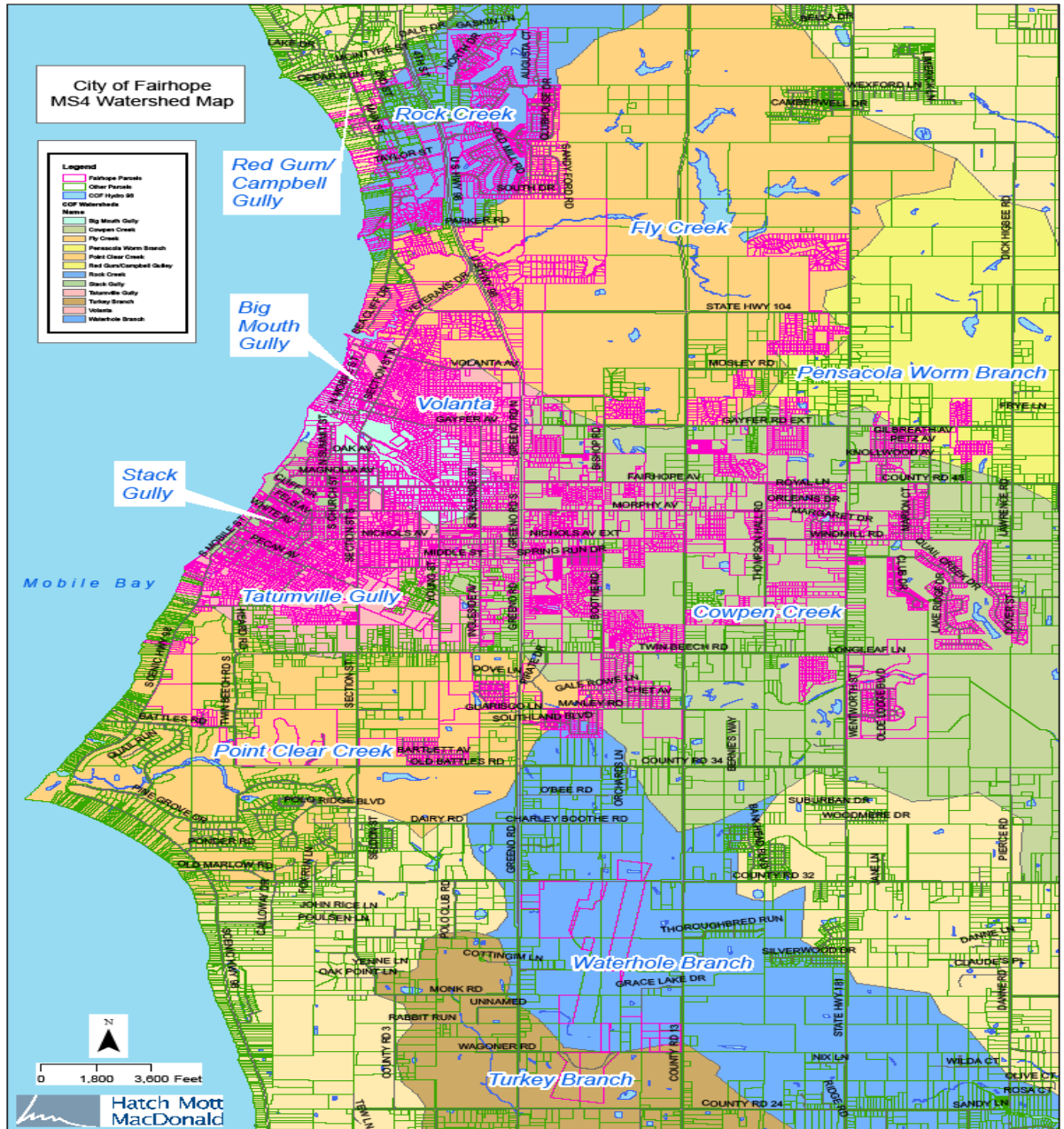


Pictured: Henry George Park in Fairhope

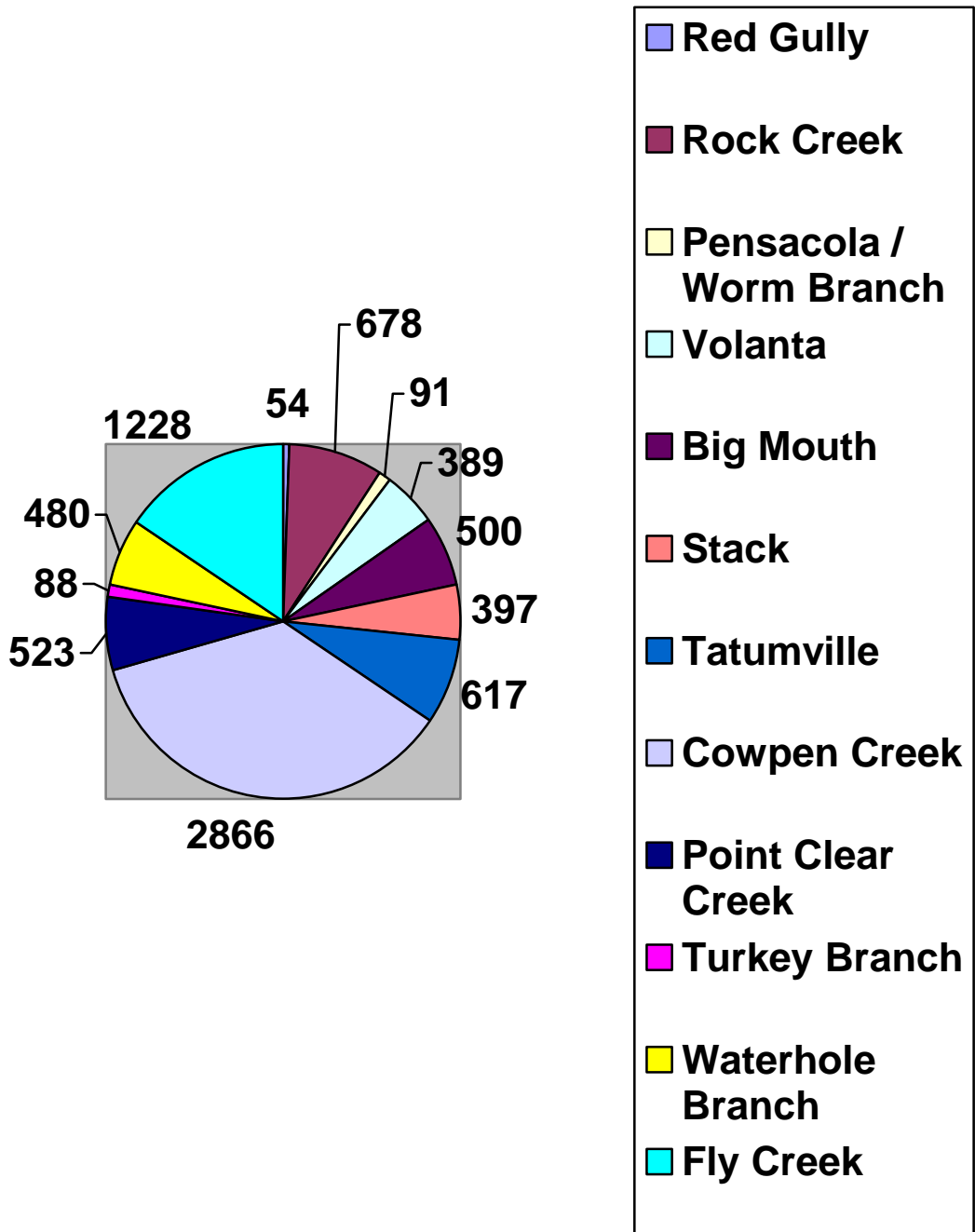
2.0 PROGRAM EVALUATION

2.1 Overview of MS4 Program Area

The City of Fairhope uses a watershed based approach to storm water management. The MS4 area limits (also the annexed City limits) encompass 12 watersheds, and roughly 12 square miles.



Watershed Acreage of the City of Fairhope MS4 Area Limits



While all of these watersheds ultimately drain to Mobile Bay, the watersheds located on the East side of U. S. Highway 98 drain to Fish River before final discharge into Mobile Bay. The watersheds that drain into Fish River first are: Turkey Branch, Waterhole Branch, Cowpen Creek and Pensacola/Worm Branch.

2.2 Reporting Requirements: Compliance with MS4 Requirements

The City of Fairhope remains in compliance with MS4 Phase II permit requirements. Compliance mechanisms and goals regarding the six minimum control requirements are listed in Section 3.0, 4.0, 5.0, 6.0, 7.0 and 8.0 of this document. Non-compliance issues, as addressed in Section 5.0 (Illicit Discharge Detection and Elimination) and Section 6.0 (Construction Site Storm Water Runoff Control) were resolved promptly. Over 100 Notice of Violations and stop work orders were issued in FY 2012 for non-compliant BMPs, and six illicit discharge complaints were received and resolved. The City of Fairhope effectively reduces, to the maximum extent practical, the discharge of pollutants, including sediment on construction sites, by requiring structural and non-structural controls, as set forth in plan and design reviews, BMP Inspections, enforcement of the Erosion and Sediment Control Ordinance, *BMP Minimum Requirements*, and the storm water standards (within the Subdivision Regulations).

2.3 Reporting Requirement: Monitoring – Water Sampling

The City of Fairhope's Phase II General Permit does not have monitoring requirements, therefore no water sampling data has been collected for FY 2012. The City is conducting yearly visual screenings at the thirteen major watershed outfalls in Fairhope.

Cowpen Creek, located within Fairhope's MS4 program, is an impaired stream, according to ADEM's classification for 303 (d) streams. The impairment is "atmospheric mercury deposition". According to land use data, the City of Fairhope MS4 area is not a contributor to this impairment, therefore the City is not conducting monitoring.



Pictured: Heron at North Beach Park

2.4 Reporting Requirement: Storm Water Activities

Storm Water Activities (2012)

City of Fairhope completed (9) storm water projects in 2012, which include (3) Volanta Watershed Projects. Public Works implemented the storm water project work for seven of the projects below (numbers 6 and 9, listed below, were implemented by the Water and Sewer Department).

The most significant storm water project in 2012 was the Volanta Watershed Project. This was completed in January 2013. The Volanta Watershed Project was a joint effort between the City of Fairhope and the Mobile Bay National Estuary Project. Although Volanta is one of the smaller watersheds in the Fairhope MS4 area limits, City officials and Planners agree it is one of the most critical, because of population density. The City of Fairhope received funding assistance from the Mobile Bay National Estuary Program to conduct a study of the Volanta Gulley Watershed, and to design and construct at least three storm water projects in the watershed. These projects reduce storm water volume downstream. The grant is a 50/50 match. The City of Fairhope contracted with Jade Consulting (a local engineering firm) to conduct the study and to engineer the storm water projects. Engineering fees totaled \$32,000 for the project as a whole, and are not included in the totals below. City of Fairhope labor was used to install the design projects, as proposed by the study.

For more information on the Volanta Watershed Project and Study:
www.cofairhope.com/dep_publicwks.php

The nine storm water projects listed below include watershed management, asphalt to green space improvements, bioretention additions and upgrades, beach renourishment, slope stabilization and erosion control.

These projects continue to operate properly and are successful at keeping pollutants, including sediment, from entering waterways. The City of Fairhope storm water projects include:

1. Project Name: *Beach Renourishment Project @ North Beach Park*

Completed: February 2012

Description of Project: Sand was removed from the upper park area and relocated on the beach. Sand berms were built to prevent sand deposition into parking areas. Vegetation (sod, sea oats and other beach resilient plants) was added to further prevent sand deposition. The Public Works Department provided the labor and equipment for this project.

Cost of Project: \$120,000

2. Project Name: *Ditch Stabilization @ the Public Works Warehouse*

Completed: March 2012

Description of Project: Ditch on South side of the warehouse was stabilized to handle run off from the Public Works parking lot area. Five tons of rock were used in this project.

Cost of Project : \$1,000

3. Project Name: *Asphalt to Green space @ North Beach Park Entrance*

Completed: March 2012

Description of Project: 240 square feet of asphalt was removed in the median, and vegetation was added (Indian Hawthorne, drift roses and live oaks). The Eastern Shore Chamber of Commerce donated the live oak.

Cost of Project : \$1,500

4. Project Name: *Landfill Road Stabilization Project @ City C & D Landfill*

Completed: April 2012

Description of Project: The road behind the Public Works Warehouse (leading to the landfill) was regraded and a sediment pond was constructed to slow run off and collect sediment from the landfill road and landfill area. The Public Works Department provided the labor and equipment for this project.

Cost of Project: \$5,900

5. Project Name: *Westley Avenue / Central Avenue Bioretention Project: Volanta Watershed Management Project*

Completed: April 2012

Description of Project: Bioretention was added to the right of way. This project was part of the Volanta Watershed

Cost of Project: \$1,500 *Includes funding from MBNEP

6. Project Name: *Exposed Sewer Line Stabilization*

Completed: August 2012

Description of Project: An exposed sewer line in the Tatumville watershed was discovered. The gully bank was eroding. The Water and Sewer Department conducted emergency stabilization procedures to secure the pipe, and to stabilize the bank from further erosion.

7. Project Name: *Volanta Sports Park Detention Upgrade; Volanta Watershed Project*

Completed: October 2012

Description of Project: Existing detention was expanded upon and enhanced.

Cost of Project: \$95,500* Includes funding from MBNEP

8. **Project Name:** *Jasmine Park Detention Addition ; Volanta Watershed Project*
Completed: January 2013 **Project Description:** Added detention area to neighborhood park
Cost of Project: \$34,000* Includes funding from MBNEP

9. **Project Name:** *South Drive Sewer Line Embankment Stabilization*
Completed: January 2013
Project Description: Water and Sewer Department stabilized embankment under eroded sewer line with vegetation and rip rap. Also redirected flow of a storm drain near this location to prevent further erosion.
Cost of Project: \$3,000

Storm Water Activities: Proposed for FY 2013:

Note: these are items discovered during the Storm Sewer Outfall Inventory in 2012

1. **Proposed Project Name:** *Stack Gully storm drain pipe repair*
This pipe off of St. James Street (near the USA Building) is suspended over Stack Gully and is causing erosion. Public Works will repair by December 2013.

2. **Proposed Project Name:** *Fly Creek Watershed Debris Removal on Storm Drain*
This structure, at Scenic Highway 98 & State Highway 104, was excessively covered in fallen tree debris. It appeared to be impeding storm water flow. Public Works will repair by December 2013.

3. **Proposed Project Name:** *Tatumville Gully Storm Drain Repair or Replacement*
This storm drain structure, generally located behind 9 Echo Lane, has been displaced and partially buried. Public Works will repair by December 2013.

4. **Proposed Project Name:** *Big Mouth Gully Retaining Wall Repair*
Retaining wall generally located in the drainage area at Bancroft & Bayou Avenue has partially collapsed. Public Works will repair by December 2013.

2.5 SWMP: Changes for FY 2013

The Storm Water Management Plan submitted in 2012 has not changed. However, some of the measurable goals have been revised or completed. See each section (3.0 – 8.0) for a list of 2012 Measurable Goals (and status) versus 2013 Measurable Goals. These are listed within each section. One Measurable Goal is being discontinued: Gully Assessment. This is already being done on a regular basis by residents. The City of Fairhope frequently receives reports on gully conditions and issues within. Four Measurable Goals have been added: creation of a LID Manual; Rain Barrel workshop (or other hands on workshop) annually; revitalization of the Recycle Committee; Commercial Pesticide Applicator's Certification for Parks and Recreation Director. A SWMP will be submitted in 2013 to reflect these changes.

2.6 Reporting Requirement: Government Entity Alliances (City, County)

While the City of Fairhope is under a Phase II general permit separate from any other municipality or county entity, education and data will frequently be shared with Daphne, Spanish Fort and Baldwin County. As a collective community, we will rely on information being shared on a regular basis.

2.7 Reporting Requirement: Six Minimum Control Measures

The Storm Water Management Plan was developed and submitted to ADEM in March 2012 and is being revised for 2013 to reflect changes in the Measurable Goals. The Measurable Goal changes in 2013 are listed in Section 2.5. The SWMP addresses the Six Minimum Control Measure (MCM) requirements, and how the City of Fairhope complies with each MCM. The six Minimum Control Measures as listed in the General Permit are:

- a. Public Education and Outreach on Storm water Impacts (Section 3.0)
- b. Public Involvement/Participation (Section 4.0)
- c. Illicit Discharge Detection and Elimination (Section 5.0)
- d. Construction Site Storm water Runoff Control (Section 6.0)
- e. Post-Construction Storm water Management in New Development and Redevelopment (Section 7.0)
- f. Pollution Prevention/Good Housekeeping for Municipal Operations (Section 8.0)

A summary of each Minimum Control Measure follows:



Pictured: Rain Barrel Workshop (with Planning Department Staff) in Fairhope, July 2012

3.0 PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

- **Requirements:** Implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff.
- **Responsible Persons:** Planning Department; Building Department; Public Works Department; Police Department
- **Rationale Statement:** The City of Fairhope supports the monthly volunteer efforts of the Fairhope Environmental Advisory Board, also called the FEAB, by providing a public facility for the forum, providing notification and postings of the meeting, and by providing a City liaison, which is currently the City's Staff Planner to attend and take minutes of each meeting.

The City of Fairhope takes part in several community events each year, such as Coastal Clean Up (by facilitating garbage pick up), Mobile Area Earth Day (by offering an area for this event and by offering recycling at the event) and Arbor Day (by offering education on the importance of trees, and by giving away seedlings). These events collectively reach over a 1,000 residents. Public Works coordinates these efforts.

The City of Fairhope supports public access to volunteer water testing results by posting a link to Alabama Water Watch on the City website. The Alabama Water Watch program provides volunteer water testing at three locations within the City limits monthly. Testing parameters include turbidity, dissolved oxygen, ph, temperature, and e. coli.

To address storm water concerns in the Volanta gulley watershed, The City of Fairhope, with support from the Mobile Bay National Estuary Program, completed the Volanta Watershed Project in January 2013. As part of this project, two educational meetings, addressing the overall condition and concerns of the Volanta Watershed, were conducted in December 2011 and January 2012.

Target audience for the City educational mechanisms are developers, contractors, landscapers, business owners, land owners, home owners and City employees. Pollutants of concern are sediment, oil residue from parking lots, pesticides, herbicides, fertilizers and pathogens.

Target pollutants for this reporting period are:

- a. Sediment
- b. Pathogens

3.0 PUBLIC EDUCATION AND OUTREACH, CONTINUED:

Sediment deposition is a major concern in Fairhope, since it is a terrain bordered by many gulley systems, tributaries and three major creeks (Fly Creek, Rock Creek and Cowpen Creek). The Fairhope Planning Department is continually working to balance the rights of property owners with watershed and natural resource protection. In FY 2012, the Building Department issued, on average, 34 land disturbance or new construction permits per month (over 400 land disturbance or new construction permits yearly). These permits, which trigger erosion control (BMP) inspections, include land disturbance, single family residential, commercial, right of way, demolition and accessory buildings. The City of Fairhope Planning Department averaged about 25 residential reviews monthly (about 300 residential reviews for the year). Effective land use planning (through the Subdivision Regulation and Zoning Regulations) aid in storm water management. The Planning Department and the Building Department collectively have three full time employees who are certified as “Qualified Credentialed Inspectors” (Code Enforcement Officer and Building Inspectors) to inspect for and locate site BMP inefficiencies. The Building Official and a third Building Inspector will receive QCI certification in 2013.

Pathogens are a high priority storm water pollutant concern. In 2012, initiation of a scientific study to determine fecal pollution sources at the Fairhope Municipal Beach was approved by City leaders. This study, paid for by the City of Fairhope, was conducted by Dr. Feng of Auburn University beginning in January 2012. The preliminary findings of this study were presented to City Council in a Work Session on May 29th, and finalized in report form in July of 2012. This study indicated the bird population at the beach as one possible factor. Reduction of the geese population was implemented in the Summer of 2012, through coordination with the U. S. Fish and Wildlife Services.

- **BMP** methods used for educational outreach:
 1. Brochures
 2. Public Educational Meetings
 3. City Website (www.cofairhope.com)
 4. Existing Demonstration projects (Rain Garden, Wetland Pond)
 5. Community Events
 6. Employee Certifications and Training
 7. Volanta Gulley Watershed Project
 8. Employee Erosion and Sediment Control (BMP) Workshop
 9. Pet Waste Bags in Parks

3.0 PUBLIC EDUCATION AND OUTREACH, CONTINUED:

BMP # 1: Brochures promoting green space and storm water management, available at City offices:

- a. *Greener by the Yard* , Weeks Bay Watershed Project
- b. *Fairhope Gullies*, joint effort of Mobile Bay National Estuary Program, Fairhope Single Tax, and the City of Fairhope
- c. *Parks of Fairhope* , joint effort of the FEAB and the City of Fairhope
- d. *Storm Water Management*, by EcoSolutions, created for the City of Fairhope
- e. *Field Guide for Erosion and Sediment Control on Construction Sites in Alabama*, by Alabama Soil and Water Conservation Committee

BMP #2: Public Educational Meetings:

- a. December 2011
Topic: *Volanta Gulley Watershed Project*
Forum: Public Meeting
Location of Meeting: Nix Center
Hosted By: Public Works
Speaker: Trey Jinright, Jade Consulting
- b. January 2012
Topic: *Volanta Gulley Watershed Project*
Forum: Public Meeting
Location of Meeting: Nix Center
Hosted by: Public Works
Speaker: Trey Jinright, Jade Consulting
- c. March 2012
Topic: *MS4 Permitting*
Forum: Monthly FEAB Meeting
Location of Meeting: City Hall, Delchamps Room
Hosted by: FEAB/City of Fairhope Planning Department
Speakers: Chip Crockett and Marla Smith, ADEM

3.0 PUBLIC EDUCATION AND OUTREACH, CONTINUED:

- d. May 2012
Topic: *Westley Avenue/Central Avenue Drainage Upgrade Project*
Forum: Public Works Week Demonstration Project Meeting
Location of Meeting: Westley & Central
Hosted by: Public Works
Speaker: Trey Jinright, Jade Consulting

- e. July 2012
Topic: *Rain Barrels*
Forum: Rain Barrel Workshop
Location: Trinity Presbyterian Church, S. Mobile Street
Hosted by: Planning Dept./AU Marine Extension & Research Ctr.
Speaker: Christian Miller, AU Marine Extension & Research Ctr.

- f. October 2012
Topic: *Volanta Sports Park, Detention Upgrades*
Forum: Monthly FEAB Meeting
Location of Meeting: Volanta Sports Park
Hosted by: FEAB/Public Works
Speaker: Trey Jinright, Jade Consulting

- g. December 2012
Topic: *Storm Sewer Inventory and Mapping Project*
Forum: City Council Work Session
Location: City Hall, Delchamps Room
Hosted by: City of Fairhope Planning Dept.
Speaker: John Peterson, Hatch, Mott, MacDonald

- h. December 2012
Topic: *Storm Sewer Inventory and Mapping Project*
Forum: Monthly FEAB Meeting
Location: City Hall, Delchamps Room
Hosted by: FEAB/City of Fairhope Planning Department
Speaker: John Peterson, Hatch Mott, MacDonald

.3.0 PUBLIC EDUCATION AND OUTREACH, CONTINUED:

BMP # 3: City Website (www.cofairhope.com) has informative links for:

- a. Alabama Water Watch (“Community Profile”)
- b. City Rain Garden (“Planning Department”)
- c. Waste Management (“Public Works”)
- d. MS4 Annual Report / Storm Water Management Plan (“Planning Dept.”)
- e. Zoning Ordinance (“Planning Department”)
- f. Subdivision Regulations (“Planning Department”)
- g. Municipal Code of Ordinances (“Planning Department”)
 1. Erosion and Sediment Control Ordinance (#1398)
 2. Red Soils Ordinance (# 1423)
 3. Wetlands Ordinance (#1370)
 4. Construction Site Waste Ordinance (#958)
 5. Illicit Discharge Ordinance (#1081)

BMP # 4: Demonstration projects continue to provide educational signage:
(Responsible Department: Public Works)

- a. Wetland Pond @ North Beach Park – this simulated Wetland Pond was created several years ago, to reduce pathogens entering Mobile Bay, from duck pond water run off. The pond features native plants and is a joint project from the MBNEP and City of Fairhope.
- b. Rain Garden @ City Hall – this 480 square foot rain garden was installed by City employees in 2003, to treat run off from 2,600 square feet of asphalt from the City Hall parking lot. This project was funded in part by Gulf Coast Resource Conservation and Development. Details of this project, and the benefits of rain gardens, is available on the City of Fairhope website (www.cofairhope.com).



Pictured: Wetland Pond at North Beach Park

3.0 PUBLIC EDUCATION AND OUTREACH, CONTINUED:

BMP # 5: Community Events in 2012 (Responsible Department: Public Works)

- a. *Arbor Day* (February 2012). This event is held at Faulkner State Community College campus in Fairhope. The City gave away 2,500 seedlings.
- b. *Mobile Area Earth Day* (April 2012). This event was held at South Beach Park in Fairhope. City Public Works hosted E-Waste recycling at this event and recycled 1.5 tons of e-waste. The City of Fairhope also gave away seedlings at this event.
- c. *Coastal Clean Up* (September 2012). This is a community beach clean up event, organized by local volunteers. Over 3 tons of garbage were collected.
This event was advertised in the City newsletter *City Sketches*; City provided garbage pickup.
- d. *America Recycles Day* (November 2012). This event, highlighting e-waste recycling, was held at Museum Plaza in downtown Fairhope. Eight tons of e-waste were collected and recycled.

BMP # 6: Employee Certifications / Training, FY 2012:

1. The City of Fairhope has staff certified for the proper application of pesticides and herbicides. This certification by the State of Alabama Department of Agriculture and Industries encourages proper application and use, which contributes to less pesticide and herbicide run off into area waters:
-State of Alabama Department of Agriculture and Industries Pesticide Applicators Certification (3 year certification):
 - a. Public Works: Horticulturist: Permit # 14654 (Exp.:10/15)
 - b. Public Works: Landscape Sup., #13571, (Exp.: 12/28/2015)
 - c. Golf Course Grounds Supervisor, # 13550 (Exp.: 12/28/2015)
2. The City of Fairhope has staff certified and knowledgeable in Storm Water Management:
-Planning Dept; Building Dept.: Qualified Credentialed Inspector, or "QCI":
 - a. Code Enforcement Officer, recertified in October 2012 (QCI # 25712-Expires 10/2013)
 - b. Building Inspectors, certified in March & October of 2012 (QCI# 65045-Expires 10/2013)
(QCI#64077-Expires 03/2013)
-Planning Dept. Certified Stormwater Inspector:
 - a. Code Enforcement Officer, certified in November 2012 Certificate # 4764 (National Stormwater Center Course)
Expires 11/2017
-Planning Dept. Region 4 Stormwater Compliance Conference:
 - a. Code Enforcement Officer – Attended November 2012 National Stormwater Center Conference

3.0 PUBLIC EDUCATION AND OUTREACH, CONTINUED:

-Planning Dept. Continuing education: “Beyond Pipe and Pond” storm water workshop
University of New Hampshire Seminar
Hosted by : Weeks Bay National Estuarine Research Reserve
a. Code Enforcement Officer - Attended: April 2011

BMP # 7: Volanta Watershed Management Project

The Volanta Watershed Project was a joint effort between the City of Fairhope Public Works Department and the Mobile Bay National Estuary Project. It was completed in January 2013. More information on the Volanta Watershed Project can be found at : www.cofairhope.com/dep_publicwks.php

BMP #8: Employee Erosion and Sedimentation Workshop

The City of Fairhope Planning Department and Building Department host an annual employee Erosion and Sedimentation Workshop at City facilities. The purpose of this workshop is to remind employees of the Construction Site Storm Water Runoff Control standards required by the City of Fairhope. State and Federal regulations are also reviewed. Emphasis is placed on right of way and utility work, as well as other planned and emergency projects, as may be applicable to the different City of Fairhope departments. A local storm water professional is invited to be a guest speaker at the event, to offer an outside view on storm water standards from the State and Federal level. City staff reviews City of Fairhope regulations and ordinances regarding storm water standards, which apply to contractors, developers, land owners and City projects. Each department within the City is expected to send employees such as crew leaders, assistant supervisors and/or supervisors. The Planning Department and the Building Department facilitate this effort.

BMP # 9: Pet Waste Bags in City Parks

Pet waste bag dispensers are available in City parks along the bay, and also at the Dog Park. In FY 2012, two new dispenser locations were added: Jasmine Park and Stimpson Park. Pet waste bags are available free to the public, and encourage removal of pet waste from public areas. The Animal Control Officer is responsible for keeping pet waste bag dispensers full, and for enforcement of City Ordinance #988, which requires owners to clean up after their pets on public property. This helps keep pet waste out of storm drains and area waters.

Responsible Person(s): Police Dept. (Animal Control Officer)

3.0 PUBLIC EDUCATION AND OUTREACH, CONTINUED:

➤ **Measurable Goals:**

For 2012:

1. Storm Water Related Workshop, Seminar for Planning Department Staff

Status: Complete

Comments:

Director attended the Alabama Planning Association (APA) regional meeting in February 2012; and the national meeting for APA in May 2012. Both included topics on storm water and LID standards.

Code Enforcement Officer attended 2nd Regional Stormwater Compliance Conference, November 2012

Code Enforcement Officer attended on-line course for QCI Re-certification in October 2012.

Code Enforcement Officer attended (4) webinars on MS4 Permitting: IDDE, Good Housekeeping, Construction Inspections and Commercial Inspections Building Inspectors (2) attended QCI certification courses in March and in October 2012

Building Inspector (1) attended Rain Barrel Workshop in July 2012

City Planner attended Rain Barrel Workshop in July 2012

City Planner attended LID Seminar in June 2011

2. Storm Water Article in *City Sketches*

Status: Complete (Spring 2012)

Comments: Article on Coastal Clean up and the importance of litter control

3. Volanta Watershed Management Project

Status: Complete (January 2013)

Comments: (3) areas within this watershed were implemented with bioretention. See Section 2.4 for more information.

4. Horticulturist: Recertify Pesticide Applicator's License

Status: Complete (2012)

Comment: Permit # 14654

5. Landscape Supervisor: Recertify Pesticide Applicator's License

Status: Complete (2012)

Comment: Permit # 13571

6. Golf Course Grounds Supervisor: Recertify Pesticide Applicator's License

Status: Complete (2012)

Comment: Permit # 13550

3.0 PUBLIC EDUCATION AND OUTREACH, CONTINUED:

7. Code Enforcement Officer: Recertify QCI (Qualified Credentialed Inspector)

Status: Complete (2012)

Comment: QCI # 25712

8. BMP Seminar for City Employees

Status: Complete (March 2012)

Comments: Hosted by Planning Department at the Nix Center; guest speaker was Tom Hutchings of EcoSolutions. Twenty one City staff attended the 1.5 hour seminar.

Measureable Goals For 2013:

1. Storm Water Education / Seminar

Responsible Department : Planning Department

Goal: Staff shall attend one storm water related workshop, conference or seminar annually

Due: December 2013

2. Storm Water Article in City Sketches

Responsible Department: Public Works

Goal: Ensure there is at least one storm water article in City Sketches (quarterly newsletter for citizens) per year

Due: December 2013

3. BMP Seminar for City Employees

Responsible Department: Planning Department

Goal: Host workshop for City employees to demonstrate BMP techniques, minimum standards for storm water compliance.

Due: December 2013

The Measurable Goal for QCI Recertification (listed in MS4 Annual Report for 2011, Section 3.0) has been moved to section 6.0

4.0 PUBLIC INVOLVEMENT / PARTICIPATION

- **Requirements:** At a minimum, comply with State and local public notice requirements when implementing a public involvement/participation program.
- **Responsible Persons:** Planning Department; Building Department
- **Rationale Statement:** The City of Fairhope offers opportunities for public review, involvement and participation in the City of Fairhope Storm Water Management Program (SWMP). The SWMP and the MS4 Annual Report are posted on the City website, under the Planning Department page, “publications” (www.cofairhope.com). The Planning Commission, a group of appointed volunteers who offer insight and approval on Planning Department procedures and policies, meets monthly at City Hall. The meeting is open to the public. In FY 2012, the Planning Commission held monthly meetings, which were open to the public. In December 2012, the Planning Commission meeting was utilized as a public review forum for the SWMP and related ordinances. The Planning Department is responsible for coordination of these efforts. Storm water issues, as well as other environmental concerns, are frequently addressed at the Fairhope Environmental Advisory Board, which is a group of appointed volunteers who meet monthly. The City of Fairhope Planning Department offers a City employee liaison to attend and facilitate this meeting monthly.

The City of Fairhope complies with State and local public notice requirements.

Target audiences:

- a. Homeowners
- b. Subdivision Property Owner Associations
- c. Environmental groups
- d. Educational groups
- e. Commercial business owners

5.0 PUBLIC INVOLVEMENT / PARTICIPATION, CONTINUED:

- **BMPs used for Public involvement of Public Meetings:**
 1. Ads in newspapers as per legal requirements
 2. City Hall posting of notices for public meetings
 3. Subdivision Property Owner Association Contact List (email)
 4. FEAB (Fairhope Environmental Advisory Board)—meets monthly; Planning Department Planner attends as a liaison to the Board.
 5. Recycling Committee—Though this monthly volunteer committee has been relatively inactive in the past few years, it is being reformed and revitalized, possibly as a sub-committee to the existing FEAB. This is an effort to keep the City of Fairhope recycling program up to date, vital and financially feasible.

- **Measurable Goals**

For 2012:

1. Facilitate Educational Public Meetings

Status: Complete (2012)

Comments: The City of Fairhope facilitated (8) educational public meetings. Eight of these were facilitated by the Planning Department, including a Rain Barrel workshop and meetings by the Fairhope Environmental Advisory Board, featuring guest speakers; Public Works facilitated two workshops in regards to the Volanta Watershed project. These meetings are listed in detail in Section 3.0.

2. SWMP Review

Goal: Complete (December 2012)

Comments: Storm Water Management Plan and related ordinances were reviewed by the Planning Commission. Planning Department facilitated this review. Public notices were sent to subdivision POA groups, as well as per according to legal requirements.

For 2013:

1. Public Educational Meeting

Responsible Department: *Planning Department*

Goal: Facilitate at least one educational meeting per year (such as through FEAB), for the community; send email and/or other notices out accordingly (*Planner*)

Due: December 2013

6.0 PUBLIC INVOLVEMENT / PARTICIPATION, CONTINUED:

2. SWMP Review

Responsible Department: Planning Department

Goal: Facilitate review of storm water management plan yearly, through public forum such as Planning Commission and/or City Council. Send out notices accordingly. (*Planning Director*)

Due: December 2013

3. Recycle Committee Revitalization

Responsible Department: Public Works

Goal: Revitalize / reestablish monthly recycle committee meetings (*Public Works Director*)

Due: December 2013

Note that this is a new Measurable Goal



Pictured: FEAB Meeting 2012 (Public Educational Meeting) featuring guest speakers from ADEM

7.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

- **Requirements:** Develop, implement and enforce a program to detect and eliminate illicit discharges into the regulated MS4; Develop a storm water map; Effectively prohibit to the maximum extent practical under State or local law, through ordinance, or other regulatory mechanism, non-storm water discharges into the MS4 and implement appropriate enforcement procedures and actions; Develop and implement a plan to detect and address nonstormwater discharges, including illegal dumping, to the system that are not authorized by a separate NPDES permit; Inform public employees, businesses, and the general public of the hazards that are generally associated with illegal discharges and improper disposal of waste; Address non-storm water discharges or flows (such as residential and charitable car washes) only where they are identified as significant contributors of pollutants to the MS4.
- **Responsible Persons:** Planning Department; Building Department, Water and Sewer Department, Voluntary Fire Department, Public Works Department
- **Rationale Statement:** Illicit discharges include any discharge into a storm drain system that is not composed entirely of storm water (or tap water). The City of Fairhope has an IDDE program, which is based on enforcement of our Illicit Discharge Ordinance (Ordinance # 1081). In FY 2012, the Planning Department responded to and addressed six illicit discharge complaints. These complaints included: 1. rinsing of concrete truck into storm drain; 2. restaurant rinsing of kitchen mats in undesignated areas; 3. illegal dumping into a gully; 4. illegal sewer connection into a storm drain; 5. littering via newspaper flyers; 6. Ice maker condensation entering storm drain. These issues were promptly addressed, and corrected. The illegal sewer connection issue resulted in a Municipal Offense Ticket issued to the property owner and disconnection of water service (until legal connection can be made). The other complaints were minor issues, and resulted in a Notice of Violation (verbal or written). Construction violations which resulted in turbid water discharges into storm drains are discussed in Section 6.0 “Construction Site Storm Water Runoff Control”.

Since there is no industry within Fairhope, monitoring emphasis is placed on municipal activities and restaurants. Storm drains in these areas are checked periodically by the Building Officials, Code Enforcement Officer, and the Environmental Officer, to ensure rinse activities are in designated areas.

5.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE), CONTINUED:

- **BMPs** used for IDDE program compliance:
1. Illicit Discharge Ordinance #1081
 2. Code Enforcement Officer (Planning & Building Department)
 3. Environmental Officer (Public Works Department)
 4. Residential Curbside Cooking Oil Recycling Program
 5. Household Hazardous Waste drop off site for residents
 6. *Greener by the Yard* pamphlet
 7. Staff Meetings
 8. City of Fairhope Watershed Map
 9. City of Fairhope Storm Sewer Inventory Map/GIS Data
 10. Volunteer Fire Department

BMP # 1: Illicit Discharge Ordinance # 1081 prohibits anything other than rain water from entering City drains:

www.cofairhope.com/pdf/building_planning/illicitdischarge.pdf

BMP # 2 & #3: Code Enforcement officer (Planning Department) and the **Environmental Officer** (Public Works) responds to Illicit Discharge complaints, and keeps a log of action taken and/or required. Environmental Officer manages City waste management operations, and ensures IDDE compliance.

BMP # 4: Cooking Oil Recycling: Sanitation and recycling crews are trained in Public Works staff weekly meetings to report illegal dumping / rinsing activities, including inappropriate disposal of cooking oil. The City of Fairhope has a curbside cooking oil recycling program for residents. In FY 2012, over 150 gallons of cooking oil were recycled through this program. Containers for cooking oil collection are available free upon request to residents. Restaurants are not allowed to dispose of oil within the City of Fairhope garbage stream and must set up a cooking oil recycling program. This program is overseen by the Public Works Environmental Officer.

BMP # 5: Household Hazardous Waste: The City of Fairhope Public Works Department manages a household hazardous waste (HHW) drop off site for residents, free of charge. The HHW encourages the correct disposal of paints, motor oil and other chemicals. In FY 2012, the City recycled or remediated, through the HHW site,

- a. 440 gallons of anti freeze / motor oil
- b. 550 gallons of paints and thinners
- c. 1,800 tires
- d. 44 tons of e-waste
- e. 2,300 units of fluorescent light bulbs
- f. 4 pallets of automobile batteries

5.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE), CONTINUED:

BMP # 6: Greener by the Yard Pamphlet

This is a publication by the Weeks Bay Watershed Project, and it is available in hard copy (Planning Department) and on-line (www.cofairhope.com)

BMP # 7: Staff Meetings

Planning Department and the Building Department hold a meeting with staff monthly. Public Works Department holds a meeting with staff weekly. These two departments are instrumental in implementing the MS4 / storm water program.

BMP # 8: City of Fairhope Watershed Map

This watershed map, available for public viewing in the Planning Department, is used for staff drainage and development assessments, over and above on-site evaluations. The watershed map is featured in Section 2.4

BMP # 9: Storm Water Map / Outfall Inventory: The City of Fairhope contracted a local engineering firm to locate and collect data at outfalls and structural BMPs (including privately owned storm water facilities). Mapping of the outfalls and structural BMPs, as well as creation of a data sheet for each point of interest, was also part of the project. This project was completed in December 2012.

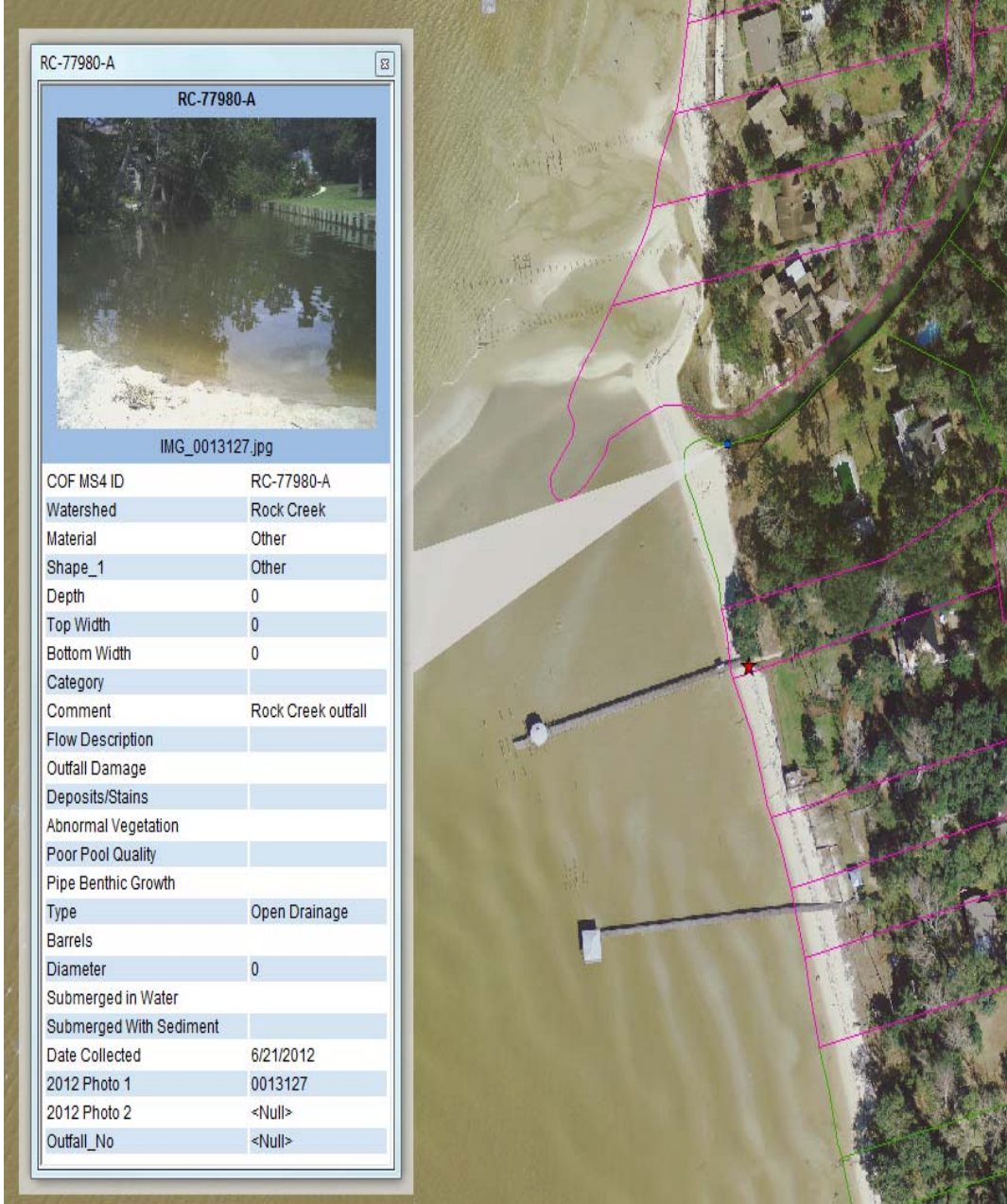
Thirteen major outfalls (into Mobile Bay) were indicated in this inventory:

1. Fly Creek @ Sea Cliff Drive: the Creek
2. Rock Creek @ Ecor Rouge Drive: the Creek
3. Stack Gully (S. Mobile Street @ Pecan Avenue, North side of pier): Pipe
4. Stack Gully (S. Mobile Street @ Pecan Avenue, South side of pier): Pipe
5. Stack Gully (S. Mobile @ Orange Street): Pipe
6. Tatumville Gully (Magnolia Beach, South side): Pipe
7. Tatumville Gully (Magnolia Beach, North side): Pipe
8. Stack Gully (Mobile Street @ Fig Street): Pipe / flume
9. Tatumville Gully (Magnolia Beach, center): Flume
10. Volanta (end of Volanta Avenue, South side); tributary
11. Stack Gully (Fairhope Avenue @ Pier, South side): Pipe
12. Stack Gully (Fairhope Avenue @ South Beach Park): Pipe
13. Big Mouth Gully (end of Gayfer Court): tributary

The map and data inventory, which located over 600 outfalls and storm water facilities (including 13 major outfalls), has been incorporated into the City GIS system, and will be updated annually.

5.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE), CONTINUED:

Example of data sheet from Storm Sewer Inventory & Mapping Project:



The image displays a screenshot of a GIS data sheet for a storm sewer outfall. On the left, a window titled "RC-77980-A" contains a photograph of a creek with a concrete outfall structure. Below the photo is a table of attributes. On the right, an aerial map shows the same location with a red star marking the outfall structure and pink lines indicating property boundaries.

Attribute	Value
COF MS4 ID	RC-77980-A
Watershed	Rock Creek
Material	Other
Shape_1	Other
Depth	0
Top Width	0
Bottom Width	0
Category	
Comment	Rock Creek outfall
Flow Description	
Outfall Damage	
Deposits/Stains	
Abnormal Vegetation	
Poor Pool Quality	
Pipe Benthic Growth	
Type	Open Drainage
Barrels	
Diameter	0
Submerged in Water	
Submerged With Sediment	
Date Collected	6/21/2012
2012 Photo 1	0013127
2012 Photo 2	<Null>
Outfall_No	<Null>

5.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE), CONTINUED:

BMP #10: Volunteer Fire Department; Fuel Spills: The Fairhope Volunteer Fire Department is responsible for responding to and facilitating removal of fuel / chemical spills. In FY 2012, the Volunteer Fire Department responded to seven (7) fuel spills, averaging 5 gallons or less.

➤ **Measurable Goals**

For 2012:

1. Storm Sewer Outfall Inventory & Mapping

Status: Complete (December 2012)

Comments: Planning Department facilitated completion of this inventory. See BMP #9, above.

2. Smoke Test on Sewer Lines

Status: Complete (April 2012)

Comments: Two smoke tests were performed by the Water and Sewer Department in 2012.

a. Smoke test was performed on S. Greeno Road near Nichols & S. Greeno Road. This area was selected because of oil, grease and leaf material accumulation found in the man hole near the intersection. A leak was detected and the invert repaired.

b. Smoke test was performed at an area near 371 S. Greeno Road (500 linear feet of line was tested); however no leak was found at this location.

3. Public Works Educational Meeting on Illicit Discharge

Status: Complete (April 2012)

Comment: Public Works held a staff meeting (53 employees in attendance) and addressed MS4 storm water requirements and illicit indicators.

4. Dry Weather Screening of Major Outfalls

Status: Complete (December 2012)

Comment: Planning Department Code Enforcement Officer conducted visual assessment (and compiled pictures of) each of the 13 major outfalls indicated by the Storm Sewer Outfall and Inventory. No issues were found. See BMP #9, above.

5.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE), CONTINUED:

Measurable Goals For 2013:

1. Storm Sewer and Outfall Inventory Update

Responsible Department: Planning Department

Goal: Update inventory annually, to include new development, redevelopment and corrections. (*GIS*)

Due: December 2013

2. Smoke Test on Sewer Lines

Responsible Department: Water Department

Goal: Conduct smoke test on priority sewer lines annually to detect leaking sewer pipes or illegal connections. Document findings and corrective action taken (*Water and Sewer Superintendent*)

Due: December 2013

3. Public Works Illicit Discharge Detection Meeting

Responsible Department: Public Works

Goal: Alert and remind waste management crews to look for illicit discharge indicators such as sheen in or near storm drains, leaking dumpsters, etc. (*Public Works Director*)

Due: December 2013

4. Dry Weather Screening of Major Outfalls

Responsible Department: Planning Department

Goal: Assess the thirteen major outfalls mentioned in BMP # 9, above (*Code Enforcement Officer*)

Due: December 2013



Pictured: South Beach Park storm drain pipe assessed during major outfall assessment—Major Outfall # 12 (December 2012)

6.0 CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

- **Requirements:** Develop, implement, and enforce a program to reduce pollutants in storm water runoff from construction activities. The program shall include ordinances (to require erosion and sediment controls), requirements for construction site operators to control waste; procedures for site plan review; procedures for receipt and consideration of information submitted by the public; and procedures for site inspection and enforcement of control measures (i.e. BMP inspections)
- **Responsible Persons:** Planning Department; Building Department
- **Rationale Statement:** The City of Fairhope has a Construction Site Storm Water Runoff Control program (which includes project review and BMP inspections).
- **BMPs** used for Construction Site Storm Water Runoff Control
 1. Design Review
 2. BMP Inspections
 3. Procedures for non-compliant sites (enforcement)
 4. City ordinances
 5. Educational material available in the Building Dept.

BMP # 1: Design Review: The City of Fairhope Planning Department design review (and pre-construction meeting) process includes:

- a. Preliminary Plats for Subdivision
- b. Pre-construction meeting – on site with engineer of record
- c. Final Plats for Subdivision
- d. Zoning Applications
- e. Site Plans, if they meet the following qualifications
 - Has a gross floor area of 10,000sf or greater; or,
 - More that 30% of the lot (excluding the building) is impervious; or
 - All applications for zoning map amendments to any of the Village Districts
 - All mixed-use projects electing to build to 35 feet high with 33% residential.

All preliminary and final subdivision submittals require a public hearing through the Planning Commission. Notification requirements are as required by State law and the City of Fairhope Subdivision Regulations, and also via Subdivision POA contact list (email). The City of Fairhope Building Department coordinates plan reviews of residential and commercial submittals for permit issuance.

6.0 CONSTRUCTION SITE STORM WATER, CONTINUED:

General procedure of review:

Staff conducts a review of all submittals. For the subdivision applications, storm water drainage is reviewed by City Staff for compliance with the City of Fairhope Subdivision Regulations in the initial Preliminary Plat review. A design review meeting is held and attended by the various City of Fairhope Superintendents or Department representatives. The Public Works Department and Building Departments are the most instrumental representatives for the Storm Water reviews. However, since the City of Fairhope does not have a civil engineer on staff, the applicant's engineer is the person ultimately responsible for drainage compliance with the City's regulations. The Code Enforcement Officer is responsible for the Erosion Control compliance review of submitted plans. The comments generated during the design review meeting are compiled in a review letter which is sent to the applicant. The applicant provides a response letter. The City of Fairhope staff prepares a staff report for Planning Commission members prior to the Planning Commission meeting.

Pre-Construction meetings are held with the applicant after the Preliminary Plat approval and before the issuance of a land disturbance permit. During the pre-construction meetings, City staff meets (typically on-site) with the applicant's engineer of record to address specific issues such as wetland buffer protection, on-site erosion controls, and drainage concerns.

The Final Plat approval phase is when the final inspection of installed subdivision infrastructure takes place and a final punch list is generated. A second design review and a site inspection take place and any deficient items are addressed during this inspection process. The site inspection is conducted by the same Department Supervisors/Representatives who performs the preliminary design review.

During FY 2012, staff reviewed:

- a. Approximately 300 single family residential site reviews
- b. 9 subdivisions (preliminary/minor/final)
- c. 1 site plan
- d. 8 Utility Reviews

At time of permit issuance, permittees are given a copy of the *BMP Minimum Requirements* (a one page document created in-house to give builders a quick reference tool for BMP requirements). The *Field Guide for Erosion and Sediment Control on Construction sites in Alabama* is available upon request.

6.0 CONSTRUCTION SITE STORM WATER, CONTINUED:

BMP # 2: BMP Inspections / Code Enforcement: City of Fairhope Planning Department also has a full time Code Enforcement Officer to conduct BMP inspections, as well as other code enforcement inspections. The initial BMP inspection is performed prior to other construction inspections. The Building Inspectors assist with BMP inspections by ensuring compliance with each construction inspection. The Building Inspectors usually perform the closure BMP inspection, as part of the final inspection on the site. Certificate of occupancy is not issued unless site is stable and compliant. The City of Fairhope Erosion and Sediment Control ordinance is strictly enforced, and is successful at minimizing sedimentation and erosion to the maximum extent practical. Construction sites with high impact potential and subdivisions under construction are inspected frequently. Construction sites with high impact potential include multi-family, non-residential, those near critical areas or those disturbing more than an acre. Other single family home construction sites are inspected initially and with follow up inspections to ensure continued compliance.

Significant rain events (those greater than .75") trigger random inspections on subdivisions and priority sites under constructions..

BMP inspections include:

- a. Initial
- b. Phasing (if applicable)
- c. Closure (certificate of occupancy is not issued unless site is stable)

In FY 2012, Code Enforcement:

- a. Conducted over 500 BMP initial / follow up inspections
- c. Issued and resolved 110 Notice of Violations
- d. Issued nine stop work orders
- e. Declined an estimated 3 construction inspections due to non-compliant BMP's

BMP # 3: Procedures for non-compliant sites, as per Erosion and Sediment Control

Ordinance:

- a. Notice of Violation (written or verbal)
- b. Withheld Construction Inspections
- c. Stop Work Orders
- d. Authorize Street Sweeper at \$300 minimum charge to violator
- e. Municipal Offense Ticket
- f. ADEM notification if water quality impact has occurred

6.0 CONSTRUCTION SITE STORM WATER, CONTINUED:

BMP # 4: Municipal ordinances utilized for erosion, sediment and waste control on construction sites:

- a. Erosion and Sediment Control (#1398)
- b. Red Soil Ordinance (#1423)
- c. Construction Site Waste (#958)

BMP # 5: Educational Material available to contractors/developers:

- a. *Field Guide for Erosion and Sediment Control on Construction Sites in Alabama* by Alabama Soil and Water Conservation Committee Partners
- b. *BMP Minimum Requirements*, City of Fairhope handout
- c. *Storm Water Management*, by EcoSolutions

➤ Measurable Goal

For 2012:

1. Building Inspectors (2) Acquire QCI Certification

Status: Complete (2012)

Comments: Two building inspectors acquired certifications in March and in October of 2012. QCI Certification numbers 65045 and 64077.

For 2013:

1. QCI Re-certification for Building Inspectors and Code Enforcement

Responsible Department: Planning Department; Building Department

Goal: Recertify QCI certifications for (2) Building Inspectors and (1) Code Enforcement Officer (*Code Enforcement; Building Official*)

Due: December 2013

2. QCI Certification for Building Official and (1) Building Inspector

Responsible Department: Building Department

Goal: Building Official and (1) Building Inspector will acquire QCI Certification

Due: December 2013

**Note that this is a new Measurable Goal*

7.0 POST CONSTRUCTION STORM WATER MANAGEMENT

- **Requirement:** Develop, implement, and enforce a program to address storm water runoff from new development and redevelopment projects that disturb greater than or equal to one acre by insuring that controls are in place that would prevent or minimize water quality impact; Develop and implement strategies, which include a combination of structural and/or non-structural BMPs appropriate for the community; Use an ordinance or other regulatory mechanism to address post construction runoff from new development and redevelopment projects to the extent allowable under State or local law; Ensure adequate long-term operation and maintenance of BMPs.
- **Responsible Persons:** Planning & Building Department; Public Works Department
- **Rationale Statement:** The Planning Department works closely with the Fairhope Planning Commission (which meets monthly) and the Fairhope Zoning Board of Adjustments and Appeals (which also meets monthly, if there are cases to be heard). Both of these committees are appointed by the Mayor and Council, and work with the Planning Department with design and review procedures, as set forth in the Zoning Ordinance and Subdivision Regulations. The Subdivision Regulations were amended in 2007 to include a 3 year storm water inspection report requirement (Section F) and a long term storm water plan (Operation and Maintenance Plan, or O & M plan). An O&M Plan is submitted with every final subdivision plat which requires any storm water facilities. Furthermore, the Planning Department Code Enforcement Officer addresses runoff issues from all sites within the City of Fairhope (including post construction residential, commercial and right of way areas). These issues are tracked via a monthly Notice of Violation log. This log tracks complaints, follow up, and corrective action taken.

In FY 2012, the Planning Department responded to twenty one (21) post construction storm water run off complaints. Nineteen of these are findings from the Storm Sewer Inventory, completed December 2012. These do not include civil issues, such as neighbor-to-neighbor disputes over drainage.

7.0 POST CONSTRUCTION STORM WATER, CONTINUED:

- **Low Impact Design Manual:** In 2012, the Planning Department was awarded a grant from the Alabama Department of Conservation and Natural Resources for creation of a Low Impact Development (LID) Design Manual. The manual will be a guideline for innovative and alternative storm water design standards for new development and re-development. Appropriate City regulations will be amended to accommodate the provisions within the LID manual. The LID manual will be available in hard copy form in the Planning Department and Building Department, and also on-line on the City's Website.

- **Post Construction Storm Water Run Off Complaints** for FY 2012 include: storm water facility (retention / detention ponds) and pipe maintenance; erosion of right of ways and gully banks; and existing (dirt) driveway run off issues. Issues regarding state or county infrastructure have been reported to the appropriate departments within those agencies. Issues on private property (such as driveways) were handled by verbal notifications of property owners. Storm water facilities on private property (such as retention / detention ponds within subdivisions) are still being considered for an across-the-board course of action. Several detention ponds within subdivisions (which are privately owned) have been found to be in need of general maintenance. Some of these subdivisions have property owner associations which are no longer functional, and this has proved to be a challenge in determining upkeep responsibility.

City infrastructure is also included on this list of findings, and non-urgent items have been placed on a priority list for completion. Urgent items, such as eroded sewer lines, have been handled immediately. These are listed under “Storm Water Activities” in Section 2.4. The City of Fairhope Public Works Department oversees maintenance of City-owned storm water infrastructure, and determines priority and urgency.

7.0 POST CONSTRUCTION STORM WATER, CONTINUED:

- **BMPs** for Post Construction Storm Water Management
 1. Subdivision Regulations: Link on-line:
www.cofairhope.com/pdf/building_planning/subregs.pdf
 2. Zoning Ordinance: Link on-line:
www.cofairhope.com/pdf/building_planning/Zoning_Ordinance.pdf
 3. Storm Water Standards within Subdivision Regulations (Article V, Section F)
 4. Flood Control Structures definition in Subdivision Regs
 5. Pervious Paving Material (25%) Requirement
 6. Pervious Paving in City projects, where applicable (Police Department, City parks, Library, etc.)
 7. Storm Water Projects, as listed in 2.4
 8. Storm Water Faculty Inspection Requirement (Subdivision Regs)
 9. City Public Works employees for maintenance of storm water structures
 10. Rain Barrel Workshop for the community
 11. Creek Assessment by kayak

BMP # 1, 2 and 3: Subdivision Regulations (including Storm Water Standards) and the Zoning Ordinance are available on line for the public to view. Construction, development and re-development standards for storm water are listed here.

BMP # 4: Flood Control Structures definition was added to the Subdivision Regulations in October 2011, to clarify whether detention ponds can be located within a stream buffer: *“Those physical structural works for which funds have been authorized, appropriated and expended and which have been constructed specifically to modify flooding in order to reduce the extent of areas within the city subject to a “special flood hazard” and water depths associated with flooding. Flood control structures typically include: hurricane tidal barriers, dam, reservoirs, levees or dikes. Typically flood control structures are located perpendicular to a stream and within the stream buffer.”*

BMP #5: Pervious Paving requirement: For projects requiring more than 8 parking spaces, a 25% minimum pervious paving material requirement has been written into the Zoning Ordinance (January 2012)

BMP # 6: Pervious Paving material is used in City projects where applicable. Past projects include sidewalks at the Police Station, Bancroft Avenue sidewalk, the Volanta sidewalk, Knoll Park, and Faulkner Community College Campus.

7.0 POST CONSTRUCTION STORM WATER, CONTINUED:

BMP # 7: Storm Water Projects: The City Public Works Department and the City of Fairhope Water and Sewer Department collectively completed nine storm water projects in FY 2012. These projects addressed beach renourishment, watershed management, ditch stabilization, slope stabilization and erosion and sediment control. These storm water projects are listed in 2.4.

BMP # 8: Storm Water Facility Inspection Requirement: In FY 2012, as per the Operation and Maintenance requirement within the Subdivision Regulations, the City of Fairhope Planning Department notified three property owners in regards to the three year storm water inspection requirement for respective storm water facilities. For more information , refer to the City of Fairhope Subdivision Regulations, Article V, Section F, 3. (a) (3).

BMP # 9: City Employees maintain storm water structures: The City of Fairhope Public Works Department maintains all of the City owned storm water structures within the MS4 permit area.

BMP # 10: Rain Barrel Workshop: The City of Fairhope, in conjunction with the Auburn Extension Center, hosted a rain barrel workshop in July of 2012. The workshop, held at a local church, accommodated 18 people. The minimum charge to participants, collected by Auburn Extension, covered the cost of the materials used. Education focused on how to capture and reuse rain on your property, and how this action reduces erosion of property, while providing a valuable resource. Each participant left with a completed and ready-to-use rain barrel.

BMP # 11: Creek Assessment by Kayak: In December 2012, Planning Department staff conducted a 2 hour creek assessment (by kayak) of Fly Creek, a local priority creek. Findings included drain pipes dumping into the creek (privately owned and city owned). The drain pipes were further investigated to ensure they were legal pipes. Also found were two derelict/sunken boats, which were reported to the Coast Guard.

7.0 POST CONSTRUCTION STORM WATER, CONTINUED:

➤ Measurable Goals:

For 2012:

1. Creek Assessment by Kayak

Status: Complete (December 2012)

Comments: Planning Department staff (Planner and Code Enforcement Officer) conducted an assessment of Fly Creek, a priority creek because of sedimentation concerns, population density and development pressure. Found were two derelict boats, two City storm drain pipes, and three private property drain pipes. All were investigated further to ensure compliance, and were reported accordingly.

For 2013:

1. Rain Barrel Workshop

Responsible Department: Planning Department

Goal: Facilitate community event: hands on workshop related to post-construction storm water education (such as a Rain Barrel Workshop)
(*Planning Director*)

Due: December 2013

Note that this is a new Measurable Goal

2. Creek Assessment by Kayak

Responsible Department: Planning Department

Goal: Conduct creek assessment via kayak to look for pipes discharging into the creek, obstructions in the creek, and man made erosion along the creek banks (*Planning Director*)

Due: December 2013

3. LID Manual

Responsible Department: Planning Department

Goal: Implement creation of a Low Impact Design Manual to be available in the Planning Department / Building Department and on-line on the City website (*Planning Director*)

Due: December 2013

Note that this is a new Measurable Goal

8.0 POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

- **Requirements:** Develop and implement an operations and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations; Using training materials that are available from EPA, the State, or other organizations, include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet building maintenance, new construction and land disturbances, and storm water system maintenance.

- **Responsible Persons:** Planning Department; Building Department; Public Works Department; Golf Course; Recreation Department; Gas Department; Water and Sewer Department; Electric Department; Police Department; Fire Department; Mechanic Shop; City Hall.

- **Rationale Statement:** The City of Fairhope has many departments within its own authority. City facilities include:
 - Mechanic Shop
 - Waste Water Treatment Plant
 - Golf Course (Quail Creek)
 - Recreation Department
 - Gas Department
 - Water and Sewer Department
 - Electric Department
 - Public Works Department
 - Planning Department
 - Building Department
 - Greenhouse
 - Police Department
 - Volunteer Fire Department
 - City Hall
 - Haven (Animal Shelter)

8.0 POLLUTION PREVENTION / GOOD HOUSEKEEPING, CONTINUED:

All department heads / directors are responsible for pollution prevention / good housekeeping in each respective department. In 2012, a memo was sent out by the Planning Department, reminding all department heads of pollution prevention daily practices such as washing vehicles only in designated wash areas. A similar memo will be sent out periodically to remind departments and staff of pollution concerns. The Code Enforcement Officer and the Environmental Officer monitor shop areas, to ensure compliance with the City of Fairhope IDDE program. The City of Fairhope provides garbage, trash and recycling pickup weekly (garbage twice weekly), and this aids in keeping our storm drains clean. The City of Fairhope Mechanic Shop at 560 South Section Street operates under a separate registration number (AL0000324764), as does the Waste Water Treatment Plant, (AL0020842), which is located at 300 N. Church Street

➤ **BMPs for compliance of pollution prevention / good housekeeping:**

1. Employee Meetings
2. Certified Pesticide Applicators
3. Waste Management Program (Garbage, Trash, Recycling, HHW)
4. Street Sweeper
5. Project work by City Employees
6. *Field Guide for Erosion and Sediment Control on Construction Sites in Alabama*, by Alabama Soil and Water Conservation Committee and Partners
7. Dedicated Wash Racks for Vehicles

BMP # 1: Employee Meetings: Employee meetings are held in each department weekly, and housekeeping items are addressed throughout the year.

BMP # 2: Certified Applicators: Pesticide, herbicide and fertilizer application is overseen by certified applicators, in the Public Works, and Golf Course. Three employees within the City of Fairhope are certified through the State of Alabama Department of Agriculture and Industries as certified pesticide applicators. This specialized training ensures that pesticide, herbicide and fertilizer application on City property is done in accordance with manufacturer's recommendations in the most environmentally friendly method possible. Applicator license (3 year) certifications include:

- a. Public Works, Horticulturists: Recertified in October 2012
- b. Public Works, Landscape Supervisor: Recertified in December 2012
- c. Golf Course Grounds Supervisor: Recertified in December 2012

8.0 POLLUTION PREVENTION / GOOD HOUSEKEEPING, CONTINUED:



Pictured: Public Works Street Sweeper

BMP # 3: Waste Management Program:

a. *Garbage, Trash and Recycling Pickup:* Recycling is picked up weekly, curbside for residents and commercial businesses. In FY 2012, about 1,500 tons of material were recycled (paper, cardboard, glass, plastic, and metals). Yard waste is picked weekly from residents, and placed in the City yard waste pile (at 555 South Section Street) for mulching, grinding or land reclamation efforts. In FY 2012, about 30,000 cubic yards of yard waste (organic) material was removed from residential right of ways, contributing to keeping the storm drains clear from debris. Garbage pickup is offered two times per week for residents, and up to five times per week for commercial businesses. In FY 2012, about 9,000 tons of garbage were removed and disposed of in Magnolia Springs landfill. There is a drop off site at the Public Works facility for garbage, trash, HHW and recycling.

Recycling Facility / HHW: The Environmental Officer (Public Works) is responsible for overseeing these areas are kept clean, and ensures there is no illicit discharge from these activities. Tires, HHW chemicals, motor oils, electronics and anything that could contribute to an illicit discharge is kept covered, to the maximum extent practical.

Residents and businesses are encouraged to recycle. Mechanisms for education include:

- a) Mobile Area Earth Day; E-waste recycling event (April 2012)
- b) America Recycles Day; E-waste recycling event (November 2012)
- c) City website (www.cofairhope.com), "Public Works" page
- d) Recycling Committee

9.0 POLLUTION PREVENTION / GOOD HOUSEKEEPING, CONTINUED:

BMP # 4: Street Sweeper: The City of Fairhope Public Works Department owns two street sweepers. Streets are swept daily in the downtown area, removing sediment and debris from the road ways, and storm drains. Other main streets in the City of Fairhope are swept weekly.

BMP # 5: Project work by City Employees: City departments are required to pull City of Fairhope construction / land disturbance permits (as well as any necessary State and Federal permits) for planned projects; City projects are held to the same standards as other projects. The Code Enforcement Officer (Planning Department) and the Building Inspectors (Building Department) ensure that erosion and sediment control on construction projects are done in accordance with City of Fairhope BMP standards (which follow the *Alabama Handbook*). City of Fairhope crew leaders of right of way and utility work are given the *Field Guide for Erosion and Sediment Control on Construction Sites in Alabama* as a reference tool.

BMP # 6: *Field Guide For Erosion and Sediment Control on Construction Sites in Alabama*, by the Alabama Soil and Water Conservation Committee and Partners, is a pocket size pamphlet available to contractors and other permittees on request. Available in the Building Department.

BMP # 7: Vehicle / Equipment Washing: Employees in all departments within the City are instructed to wash vehicles and equipment only in designated areas, which are connected to proper treatment system. Wash rack facilities include the wash rack at Public Works (555 South Section Street), the Transfer Station at Public Works, and car wash facilities at the Police Department (107 North Section Street) and Fire Stations. Fire Station addresses are Station #1: 198 S. Ingleside Drive; Station #2 19875 Thompson Hall Road; and Station #3: 8600 Highway 32. Director or department head of each department is responsible for overseeing the proper washing of vehicles and equipment in his / her respective department.

➤ Measurable Goals

For 2012:

1. Department meetings for Pollution Prevention / Good Housekeeping

Status: Complete 11/12

Comment: City wide memo addressing vehicle washing in designated areas, sent out in November 2012 by the Planning Department. Also, these Departments held staff meetings for good housekeeping / pollution prevention:

Electric Department (July 2012)—topic:

Keeping the back of work trucks clean to avoid litter blowing out of trucks.

Water & Sewer Department: (November 2012): Topic: Vehicle washing in designated areas.

Public Works: (April 2012): Topic: MS4 Permit Requirements (Public Works programs that assist, such as waste management and street sweeping)

8.0 POLLUTION PREVENTION / GOOD HOUSEKEEPING, CONTINUED:

2. Gully Assessment

Status: Complete 8/12

Comment: Tatumville Gully assessed / walked by Planning Department Staff and Public Works Staff. Five issues discovered and addressed.
**Note that this measurable goal is not being continued into 2013, because gully assessments are frequently done, and reports received, from residents (on gully conditions, issues within, etc.)*

3. Dry Weather Screening of Public Works Facility

Status: Complete 12/12

Comments: The Public Works Department Environmental Officer conducted a screening/assessment of the Public Works Facility in December 2012, to ensure materials are being kept covered, and areas are clean.

Measurable Goals For 2013:

1. Good Housekeeping / Pollution Prevention memo for all departments

Responsible Department: Planning Department

Goal: Create and send out a memo to all departments, reminding employees of good housekeeping or pollution control practices (*Director*)

Due: December 2013

2. Dry Weather Screening of Public Works Facility

Responsible Department: Public Works

Goal: Conduct dry weather screening of the facility at 555 South Section Street, to ensure rinsing activities are in designated areas; recycle and drop off materials are properly managed and covered; and to ensure Public Works activities are not contributing to illicit discharges. (*Environmental Officer*)

Due: December 2013

3. Commercial Pesticide Applicators Certification for Recreation and Parks Dept.

Responsible Department: Parks and Recreation Department

(*Parks and Recreation Director*)

Goal: Director will obtain certification for Commercial Pesticide Application through State of Alabama Department of Agriculture and Industries. Certification from the past could not be verified, so he will obtain new certification.

Due: December 2013

**Note this is a new measurable goal*