



# **City of Fairhope, Alabama**

**MS4 Program**

**Phase II General Permit # ALR040040**

**FY 2013 Annual Report**

**April 2013 – March 2014**

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

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## **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.

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Name and Title (type or print)

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Timothy M. Kant, Mayor (Signature)

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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**

The City of Fairhope operates under the MS4 Phase II General Permit ALR040040. This report includes storm water activity from April 1, 2013 through March 31, 2014. An updated Storm Water Management Plan (SWMP) is submitted to ADEM yearly, most recently in March of 2014 (SWMP 2014). The Storm Sewer Outfall Inventory and Mapping project, a permit requirement, was completed in December of 2012 and is being updated regularly by the Planning Department as new storm water facilities are added.

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**

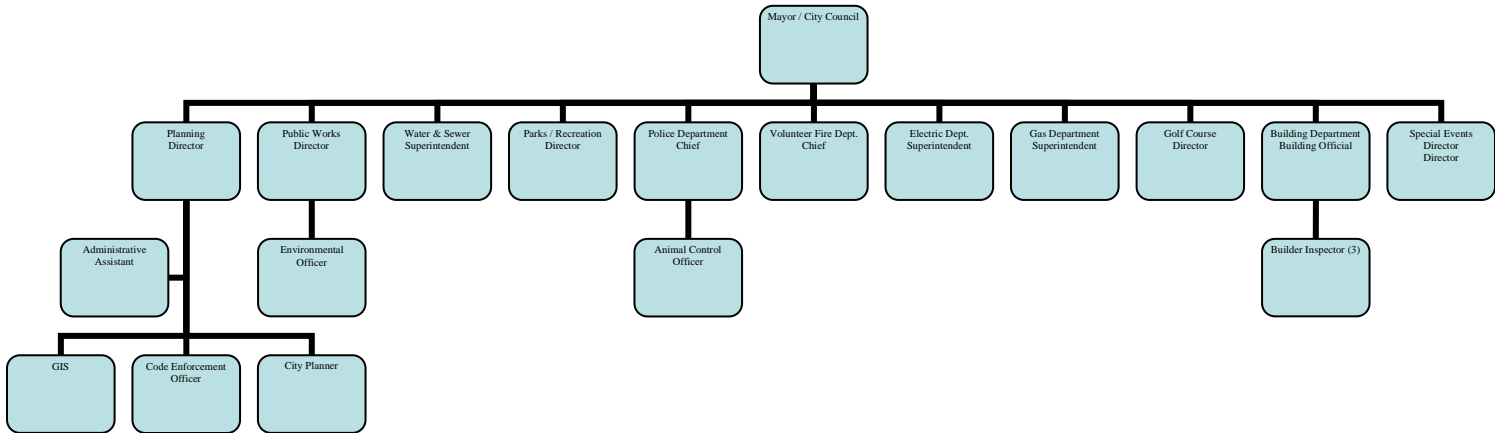
The City of Fairhope is situated on the eastern shore of Mobile Bay in Baldwin County, in southwest Alabama. The 2010 US Census determined the City's population to be 15,326. The annexed limits, which are also the MS4 area limits, comprises roughly 12 square miles. It is part of the Eastern Shore area 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 2013, the City of Fairhope Planning Department conducted preliminary, minor and final subdivision reviews, as well as site plan reviews. The City of Fairhope continues to set examples on Low Impact Design by incorporating pervious concrete into City projects. Examples for 2013 are the pervious sidewalk projects at Henry George Park and along Bishop-Boothe Connection.

**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](http://www.cofairhope.com)). The SWMP is reviewed annually in a public forum, most recently on January 6, 2014, 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. The Planning Department coordinates with GIS for Storm Sewer Inventory updates annually.

**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](http://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](http://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).

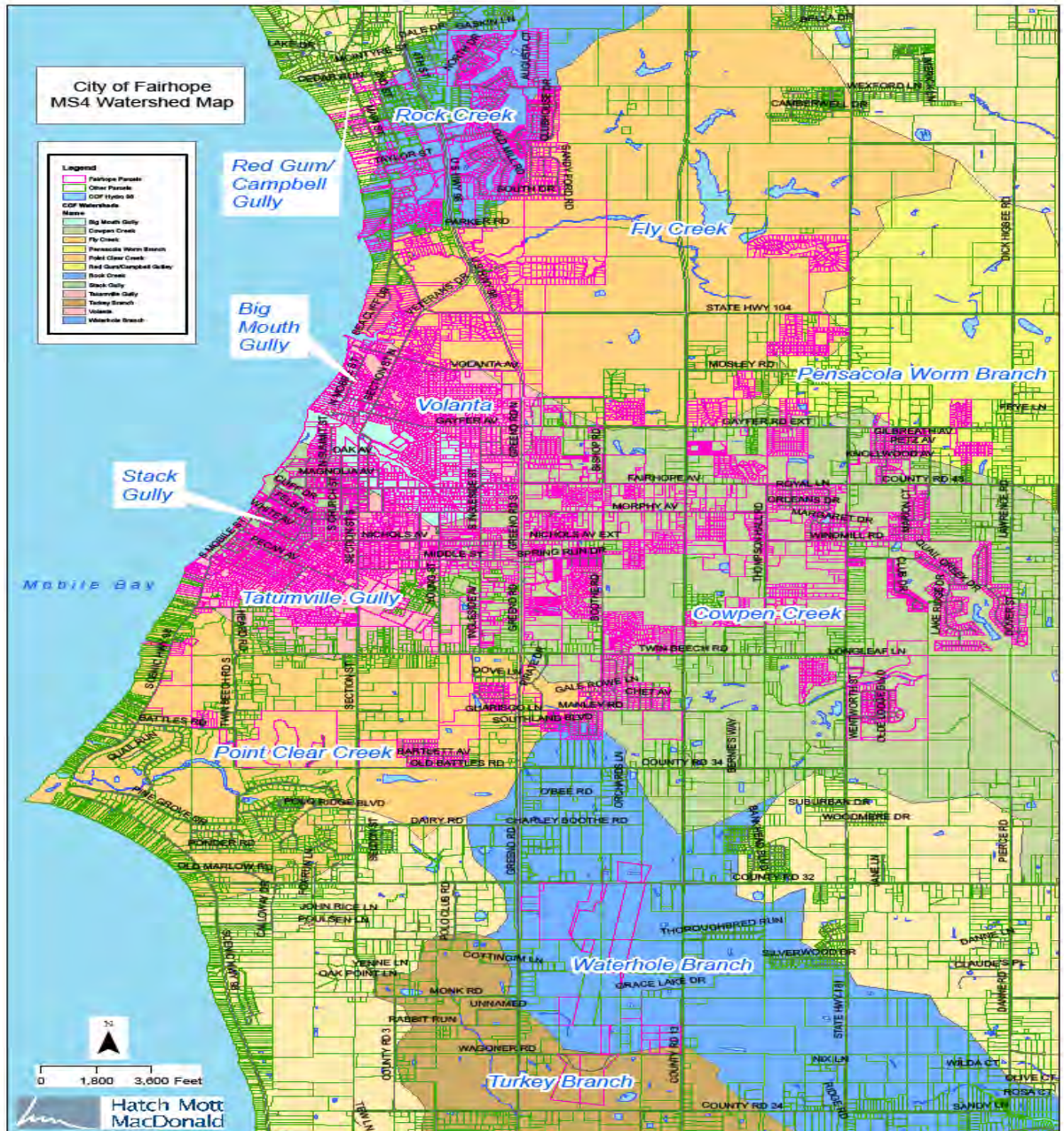


*Pictured: Henry George Park in Fairhope*

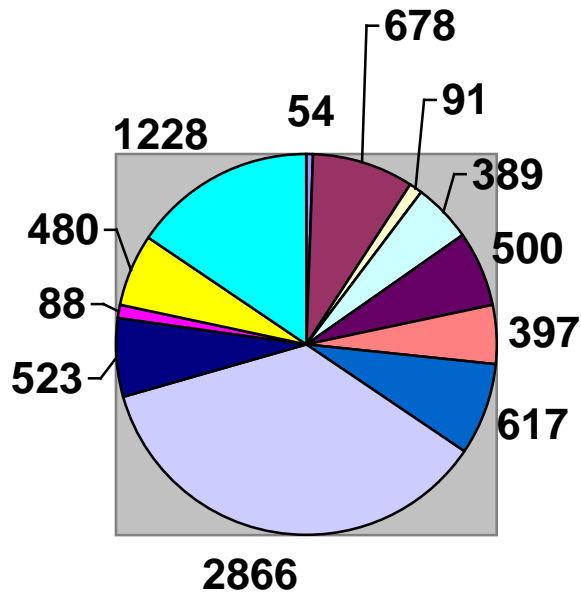
## 2.0 PROGRAM EVALUATION

### 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. About 120 Notice of Violations and Stop Work Orders were issued in FY 2013 for non-compliant BMPs, and five 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 2013. The City is conducting yearly visual screenings (observing effluent water quality, condition of outfall structure, etc.) 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 (2013)

City of Fairhope completed 10 (ten) storm water projects in 2013, improving Big Mouth Gully, Stack Gully, Cowpen Creek, Rock Creek, Volanta and the Fly Creek Watersheds. Public Works implemented the storm water project work for these projects. One of these projects is listed as “routine drainage maintenance” which was done throughout the City of Fairhope MS4 area:

- 1. Project Name:** *Big Mouth Gully Retaining Wall repair (Bayou & Bancroft)*  
**Watershed:** Big Mouth Gully  
**Completed:** April 2013  
**Description of Project:** Public Works repaired masonry retaining wall  
**Cost of Project:** \$1,800
- 2. Project Name:** *Porous Sidewalk Project / Magnolia Avenue @ Henry George Park*  
**Watershed:** Stack Gully Watershed  
**Completed:** June 2013  
**Description of Projection:** Public Works crews installed 333 linear feet of porous concrete from Magnolia Avenue @ Henry George Park (up to the Veteran’s Memorial)  
**Cost of Project :** \$2,100
- 3. Project Name:** *Bio-Retention Project / 560 Morphy Avenue*  
**Watershed:** Cowpen Creek  
**Completed:** August 2013  
**Description of Projection:** Public Works crews installed a small, bio-retention area on the right of way at this location.  
**Cost of Project :** \$2,000
- 4. Project Name:** *Bio-Retention Project/ 52 Morphy Avenue*  
**Watershed:** Cowpen Creek  
**Completed:** August 2013  
**Description of Project:** Public Works crews installed a small bioretention area along the right of way at this location.  
**Cost of Project:** \$1,000
- 5. Project Name:** *Bio-Retention Project / Quail Creek Golf Course*  
**Watershed:** Cowpen Creek  
**Completed:** September 2013  
**Description of Project:** Three bio-retention ponds were installed near Hole 10.  
**Cost of Project:** \$1,500

- 6. Project Name:** *Retention Basin Project / Quail Creek Drive (113 Covey Run)*  
**Watershed:** Cowpen Creek  
**Completed:** September 2013  
**Description of Project:** Public Works crews built a mini retention area to help alleviate flooding of lots 111 and 113.  
**Cost of Project:** \$2,000
- 7. Project Name:** *Porous Sidewalk Project / Bishop-Boothe Connection*  
**Watershed:** Cowpen Creek  
**Completed:** September 2013  
**Description of Project:** Public Works crews installed 157 linear feet porous concrete along the new extension to Boothe Road. The Fairhope Single Tax Corporation provided 100% of the funding for this project.  
**Cost of Project:** \$2,000
- 8. Project Name:** *Rip Rap Installation / Plantation Pines*  
**Watershed:** Fly Creek  
**Completed:** December 2013  
**Project Description:** Added rip rap to the right of way around the drainage outlet near 3 Victorian Drive , to address erosion concerns.  
**Cost of Project:** \$3,500
- 9. Project Name:** *Bluff Restoration / North Beach Park*  
**Watershed:** Stack Gully  
**Completed:** February 2014  
**Project Description:** Public Works crews repaired bluff erosion / wash out from July 2013 rain event. Replaced drain box and reworked the outfall area.  
**Cost of Project:** \$13,500
- 10. Project Name:** *Routine Drainage Maintenance*  
**Watersheds:** Big Mouth, Rock Creek, Volanta, Fly Creek, Cowpen Creek, Tatumville and Stack  
**Completed:** March 2014  
**Description of Project:** Between April 2013 and March 2014, the Public Works Department, with assistance from the Water Department, cleaned out (11) storm drains and/or ditches, removing organic material, sediment, rocks and other debris. Additionally, (4) drain boxes / drainage pipes were repaired. This work was done throughout the City of Fairhope MS4 area.  
**Cost of Project:** \$10,000

**Storm Water Activities:** Proposed for FY 2014:

*\*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 complete repair no later than December 31, 2014. Stack Gully Watershed.
2. **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 complete repair no later than December 31, 2014. Tatumville Gully Watershed.
3. **Proposed Project Name:** *Retention area @ Public Works Warehouse* – new retention area to be added to where greenhouses were recently placed. No later than December 31, 2014. Tatumville Gully Watershed.
4. **Proposed Project Name:** *Bioretention areas @ 451 Pecan Street* – Bioretention areas to be added to newly acquired City facility property. No later than December 31, 2014. Tatumville Gully Watershed.
5. **Proposed Project Name:** *Bioretention swells in Plantation Pines* – to be added to the right of ways within this subdivision (which lacks a true detention area). No later than December 31, 2104. Fly Creek Watershed.
6. **Proposed Project Name:** *Bioretention area @ North Section Street near Creek Drive* – to be added to the right of way. No later than December 31, 2014. Fly Creek Watershed.
7. **Proposed Project Name:** *Bioretention area @ 25 Pirate Drive* – to be added to the right of way. No later than December 31, 2104. Point Clear Creek Watershed.

## **2.5 SWMP: Changes for FY 2014**

The City of Fairhope is proposing a few minor changes to the Storm Water Management Plan . A Public Hearing (Planning Commission Meeting @ City Hall) was held, which included our annual Storm Water Management Plan review, on January 6<sup>th</sup>, 2014. The changes reflected in SWMP 2014 are:

1. MCM#1: Public Education and Outreach
  - a. “Rationale Statement” reflects the Fairhope Environmental Advisory Board as being restructured in 2014. This advisory board was not meeting the required attendance status quo in 2013, and therefore is being reformed under the guidance of the Council and the Mayor, for 2014.
  - b. “BMP#1: Brochures/ Publications / Media” - “Media” has been added. *Understanding Your Stormwater Management Program*, a 5 minute video produced by the Mobile Bay National Estuary Program, has been added to the City website, Planning Department page, to inform citizens and elected officials on the importance of our storm water program.
  - c. “BMP#5: Community Events”: “America Recycles Day”: Free Electronic and Prescription Drug Amnesty Day on November 15<sup>th</sup> has been added as a yearly event.
  
2. MCM#2: Public Involvement / Participation
  - a. “Rationale Statement”: Fairhope Environmental Advisory Board (FEAB) – statement revised because of restructuring efforts (FEAB did not meet in the 2013 MS4 permitting period).
  - b. “BMP#5”: Recycling Committee was added, and is meeting monthly, as of 2013.
  - c. “Measurable Goal for 2014”: “Recycle Committee Revitalization” has been removed; this has been accomplished in 2013 and the Recycle Committee is now a “BMP” instead of a “Measurable Goal”.
  
- (NO CHANGES FOR MCM#3: IDDE)
  
3. MCM#4: Construction Site Storm water Runoff Control Program
  - a. BMP#1: Design Review: This statement has been added: “The City of Fairhope requires a 2 year maintenance bond for the infrastructure to be accepted by the City.”
  
4. MCM#5: Post Construction Storm water Management
  - a. “BMP#10”: “Creek/Shoreline Assessment by Kayak”. “Shoreline” has been added as an assessment option.

5. MCM#6: Pollution Prevention/Good Housekeeping for Municipal Operations
  - a. “Measurable Goal”: “Commercial Pesticide Applicators Certification” for Parks and Recreation Department. This Measurable Goal has been removed, because it has been accomplished (November 2013). Recertification of Parks and Recreation Department has been added under Two to Five Year Measurable Goal.
  - b. BMP#7: Wash rack at Founders Park has been added to the list of wash racks

**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.



*Pictured: Rain Barrel Workshop (with City of Fairhope Planning Department Staff) at Daphne City Hall, December 2013*

## **2.7 Reporting Requirement: Six Minimum Control Measures**

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 (and the Measurable Goals for 2013) are:

- a. *Public Education and Outreach on Storm water Impacts (Section 3.0)*  
Measurable Goals/Status:
  1. Storm water Workshop/Conference by Planning Department Staff. Status: Complete
  2. Storm water Article in City Sketches. Status: Complete
  3. BMP Workshop for City Employees. Status: Complete
- b. *Public Involvement/Participation (Section 4.0)*  
Measurable Goals/Status:
  1. Educational Public Storm water Meeting. Status: Complete
  2. Public Review of SWMP. Status: Complete
  3. Revitalize Recycle Committee. Status: Complete
- c. *Illicit Discharge Detection and Elimination (Section 5.0)*  
Measurable Goals/Status:
  1. Update Storm Sewer Outfall Inventory. Status: Complete
  2. Smoke Test by Water Dept. Status: Complete
  3. Public Works Dept. Meeting to address Waste Management Crews on Illicit Discharge Detection. Status: Complete
  4. Dry Weather Screening of 13 major outfalls. Status: Complete
- d. *Construction Site Storm water Runoff Control (Section 6.0)*  
Measurable Goals/Status:
  1. QCI Recertification by Planning Dept.: 1 employee. Status: Complete
  2. QCI Recertification of Building Dept. 2 employees. Status: Complete
  3. QCI Certification: Building Dept. (2 Employees). Status: \*Scheduled for 03/14
- e. *Post-Construction Storm water Management in New Development and Redevelopment (Section 7.0)*  
Measurable Goals/Status:
  1. Rain Barrel Workshop: Status: Complete
  2. Creek Assessment. Status: Complete
  3. LID Manual – Implement Creation. Status: Complete
- f. *Pollution Prevention/Good Housekeeping for Municipal Operations (Section 8.0)*  
Measurable Goals/Status:
  1. Memo to all departments reminding employees of good housekeeping practices. Status: Complete
  2. Dry weather screening of Public Works facility. Status: Complete
  3. Commercial Pesticide Applicators License by Parks and Recreation Director. Status: Complete

More details on “Measurable Goals/Status” can be found within each MCM Section.

A summary of each of the six (6) Minimum Control Measures follows:

### **3.0 MINIMUM CONTROL MEASURE # 1: 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:** In 2013, the City of Fairhope supported public education monthly through the Planning Commission, which is a public forum offering the community an opportunity to learn more about upcoming development projects. The City of Fairhope Planning Department provides notifications and postings for these public meetings. In the past, the City of Fairhope has also supported the monthly volunteer efforts of the Fairhope Environmental Advisory Board, also called the FEAB, by providing a public facility for the forum and a City liaison for the meeting. While the FEAB did not meet in 2013 because of quorum issues, it is being restructured for 2014. February 19<sup>th</sup>, 2014 will be the first FEAB meeting for 2014.

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.

**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



## **PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.**

**Sediment deposition** is a major concern in Fairhope, since it is a terrain bordered by many gully 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 2013, the Planning Department addressed sediment pollution (and flooding issues) through a Citizen Storm water Facility Awareness Project, which is detailed below:

**Citizen Storm water Facility Awareness Project:** An inventory of the City of Fairhope's storm sewer infrastructure (including private/subdivision storm water facilities) was conducted in 2012. As part of this study, and added to areas of reoccurring storm water concerns, a list was derived of properties which may have failing or inadequate storm water facilities. In the Summer and Fall of 2013, The Planning Department, in conjunction with the Public Works Department, drafted and sent out via U. S. Postal Service twenty-nine (29) courtesy letters to appropriate property owners, requesting storm water facility assessment, to ensure the storm water facility is still functioning as designed. This project served as an outreach effort by the Planning Department and the Public Works Department to correct or assess deficient storm water facilities, so that downstream properties (including water bodies) could be better protected from flooding and runoff. . The City received feedback and requests for additional information from at least 12 property owners who were notified through this effort (in most cases, subdivision Property Owner Associations, or POAs). This project helped to facilitate coordination of assessments on many of these private properties, which were mostly older retention/detention ponds within subdivisions. The most common feedback comment was a request for "Engineer of Record", which provided the POA or property owner with a direction to assess the storm water facility for their respective subdivision. The City of Fairhope Planning Department provides, free of charge, information such as "Engineer of Record" for properties within our Planning Jurisdiction.

## **PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.**

**Site Plan Reviews and BMP Inspections reduce sediment pollution:** Between January and December of 2013, the Building Department issued over 400 permits for land disturbing activities (including single family, commercial new development, site work and demolition of structures). Approximately 268 of these permits were issued for single family home construction in Fairhope. This number includes permits in the city-limits (MS4 jurisdiction), as well as the Permit Jurisdiction. These land disturbing and construction permits triggered about 400 initial BMP inspections by the Planning Department Code Enforcement Officer. The City of Fairhope Planning Department averaged about 20 residential reviews monthly (for construction of single family homes). Effective land use planning (through the Subdivision Regulation and Zoning Regulations) aid in storm water management. The Planning Department has one QCI certified employee (Code Enforcement Officer) and the Building Department (which has a Building Official and three full time inspectors) has two QCI certified employees (Building Inspectors). The Code Enforcement Officer and the Building Inspectors inspect for and locate site BMP inefficiencies. The Building Official and a third Building Inspector are scheduled to be certified through the QCI program in March of 2014. QCI training provides the City of Fairhope with a mechanism to guide and oversee contractors construction practices, as it relates to storm water. Local contractors are notified daily (on-site) of correct BMP/ sediment / erosion control practices, through interaction with inspection and Code Enforcement personnel.

**Pathogens** are a high priority storm water pollutant concern. The Baldwin County Health Department monitors swimming area water quality, and issues swimming advisories accordingly. Signage is placed at the North Park Beach entrance to alert residents of any Baldwin County Health Department swimming advisories. North Beach Park, which is just North of the Fairhope Pier, is a popular swimming spot for locals and visitors. The duck pond located within North Beach Park is a gathering spot for many different bird species, including ducks, gulls and geese. It is believed that the bird population may be one culprit in occasional, elevated bacterial counts in the swimming waters at North Beach Park. The bird population is monitored by the Public Works Department. Reduction efforts in bird populations, if necessary, will be coordinated by the Public Works Department, in conjunction with the U. S. Fish and Wildlife Services.

## **PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.**

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

**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
- f. *City Sketches*, quarterly newsletter for Fairhope residents. City Sketches will have at least one article yearly to focus on storm water related topics (including litter control). Also available on City website
- g. *What is a Phase II Small MS4?* Brochure compiled by the Eastern Shore MS4 Storm water Education Outreach Team, available at the City of Fairhope Planning Department and Public Works building.

### **BMP #2: Public Educational Meetings:**

1. Planning Commission Meeting: June 3, 2013 @ City Hall  
LID Presentation by Thompson Engineering  
Discussed progress of LID program for the City of Fairhope and received input by citizens.
2. Rain Barrel Workshop: December 13<sup>th</sup> @ City of Daphne, City Hall  
Discussion on storm water and creation of Rain Barrels.  
Hosted by City of Daphne; City of Fairhope Planning Department assisted.
3. Planning Commission Meeting: January 6<sup>th</sup>, 2014 @ City Hall  
LID Presentation by Thompson Engineering.  
Discussed progress of LID program for the City of Fairhope and received input by citizens.

## **PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.**

**BMP # 3: City Website** ([www.cofairhope.com](http://www.cofairhope.com)) has informative links for:

- a. Alabama Water Watch (“Visiting”)
- 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. *Understanding Your Stormwater Management Program*; 5 minute video produced and shared with the permission of the Mobile Bay National Estuary Program. It is an informational source for elected officials and the general public. This media clip briefly explains the importance and requirements of our local MS4 program. Available on the Planning Department page.
- h. 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](http://www.cofairhope.com)).

## **PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.**

### **BMP # 5: Community Events** in FY 2013 (Responsible Department: Public Works)

- a. *Mobile Area Earth Day* (April 2013). This event was held at South Beach Park in Fairhope. City of Fairhope Public Works Department hosted and provided waste management and recycling services for this event. The Planning Department provided a Watershed Map of the City of Fairhope, educating residents on which watershed they live in, and provided information on City of Fairhope storm water standards.
- b. *Coastal Clean Up* (September 2013). 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* (Fall 2013). City provided garbage pickup.
- c. *America Recycles Day* (November 2013). This event, highlighting e-waste recycling and paper recycling (shredding of documents), was held at the City of Fairhope Public Works facility on November 15<sup>th</sup>. Over 183 people attended the event. 7 tons of electronics were recycled, and over 2 tons of documents were shredded and recycled.
- d. *Arbor Day* (February 2014). This event is held at Faulkner State Community College campus in Fairhope yearly. In 2014, The City gave away about 1,500 seedlings.



*Pictured: Earth Day 2013: Planning Department staff reviews Watershed Map with citizens (South Beach Park, Fairhope)*

## PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.



*Pictured: America Recycles Day event @ Public Works 2013 (recovered electronics)*

### **BMP # 6: Employee Certifications / Training, FY 2013:**

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)
    - d. Parks and Recreation Supervisor, # 13268 (Exp. 11/28/2016)
2. The City of Fairhope has staff certified and knowledgeable in Storm Water Management:
  - Planning Dept;  
Qualified Credentialed Inspector, or "QCI":
    - a. Code Enforcement Officer, recertified in October 2013 (QCI # 25712-Expires 10/2014)
  - Building Department  
Qualified Credentialed Inspector, or "QCI":
    - a. Building Inspectors (2), recertified in January 2014. (QCI# 65045-Expires October 24, 2014) (QCI#64077-Expires March 22, 2014 )
  - Planning Dept. Certified Storm water Inspector:
    - a. Code Enforcement Officer, certified in November 2012 Certificate # 4764 (National Storm water Center Course) Expires 11/2017

## **PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.**

### **BMP #7: Employee Erosion and Sedimentation (or BMP) 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. In FY 2013, 47 employees attended the annual workshop. Taylor Engineering attended as the guest speaker for the event.

### **BMP # 8: Pet Waste Bags in City Parks**

Pet waste bag dispensers are available in all City parks. Pet waste bags are available free to the public, and encourage removal of pet waste from public areas. In 2013, approximately 60,000 pet waste bags were used city-wide (based on re-orders by Animal Control), at a cost of over \$5,000 to the City of Fairhope. The Animal Control Officer (under the Public Works Department) 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 (and therefore pathogens) out of storm drains and area waters.

Responsible Person(s): Public Works Department (Animal Control Officer)

## **PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.**



*Pictured: Attendees of the Annual Erosion and Sediment Control Workshop for City Employees, at Nix Center, Fairhope (October 2013)*

### ➤ **Measurable Goals:**

#### **Measurable Goals – Recap For 2013:**

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

**Status:** Complete

**Comments:**

October 2013: Code Enforcement Officer received on-line QCI training as part of the QCI recertification program. Offered by the Home Builders Association.

June 2013: Planning Department Director and Planner attended LID presentation at Planning Commission meeting, presented by Thompson Engineering. LID options were discussed and reviewed.

January 2014: Planning Department Director, Planner and Code Enforcement Officer attended LID presentation at Planning Commission meeting, presented by Thompson Engineering. LID options were discussed and reviewed.



## **PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS, cont.**

### **2.Storm Water Article in *City Sketches***

**Status:** Complete (Fall 2013)

**Comments:** Article on Coastal Clean Up Event in Fall 2013 issue. *City Sketches* is a quarterly newsletter which goes out to all residents.

### **3.BMP Workshop for City Employees**

**Status:** Complete (October 2013)

**Comments:** Planning Department hosted an Erosion and Sediment Control Workshop for City employees. This event targeted utility and construction crews. Workshop lasted 1.5 hours. Guest speaker: Joe Taylor, Taylor Engineering. Forty-seven City employees attended this event, which reviewed City, State and Federal regulations, and general guidelines for BMP placement and monitoring.

### **Measureable Goals For 2014:**

#### **1. Storm Water Education / Seminar**

**Responsible Department :** Planning Department

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

**Due:** December 2014

#### **2. Storm Water Article in *City Sketches***

**Responsible Department:** Public Works

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

**Due:** December 2014

#### **3. Erosion and Sediment Control 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 2014

#### **4.0 MINIMUM CONTROL MEASURE # 2: 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](http://www.cofairhope.com)). The Planning Commission, a group of appointed volunteers who offer insight and approval on Planning Department procedures and policies, meets monthly. The meeting is open to the public. In FY 2013, the Planning Commission held twelve (12) monthly meetings, which were open to the public. Frequent topics of discussion are storm water standards and options for upcoming projects (such as subdivisions and commercial development). In December 2013, 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 are scheduled to resume monthly meetings in February 2014. Quorum issues prevented the Board from meeting in most of 2013. The City of Fairhope Planning Department has historically offered a City employee liaison to attend, take minutes for and facilitate this meeting monthly.

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

**Target audiences:**

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

## **PUBLIC INVOLVEMENT / PARTICIPATION, cont.**

- **BMPs used for Public involvement of Public Meetings:**
  1. BMP#1: Ads in newspapers as per legal requirements
  2. BMP#2: City Hall posting of notices for public meetings
  3. BMP#3: Subdivision Property Owner Association Contact List (email)
  4. BMP#4: Public Meetings, through Planning Commission and/or FEAB (Fairhope Environmental Advisory Board)— monthly; Planning Department Planner attends as a liaison to the Board.
  5. BMP#5: Recycling Committee—Though this monthly volunteer committee has been relatively inactive in the past few years, it was reformed in 2013 and is now meeting monthly, addressing recycling and waste management issues. This committee’s main goal is to support the City of Fairhope Recycling program, which reduced the waste stream by 758 tons in 2013. Reducing the waste stream reduces landfill impacts, playing a role in storm water quality. The Recycle Committee also will be offering input, from a citizen viewpoint, on how to operate the recycle program in a clean and efficient manner.
  
- **Measurable Goals**

### **Measurable Goals, Recap For 2013:**

#### **1. Facilitate Storm water Educational Public Meetings**

**Status:** Complete (2013)

**Comments:**

a. *LID Presentation:* June 2013: Planning Department Director and Planner attended a 15 minute LID presentation at the Planning Commission meeting, presented by Thompson Engineering. LID options were discussed and reviewed.

b. *Rain Barrel Workshop:* December 13, 2013: Planning Department advertised for and assisted City of Daphne with a Rain Barrel Workshop, which had four (4) citizen attendees. The 2 hour workshop was held at the City of Daphne City Hall facility. Auburn Cooperative Extension System provided support staff, supplies and a 30 minute presentation on water quality preservation and storm water management.

c. *LID Presentation:* January 2014: Planning Department Director, Planner and Code Enforcement Officer attended a 15 minute LID presentation at Planning Commission meeting, presented by Thompson Engineering. LID options were discussed and reviewed.

#### **2. SWMP Review**

**Status:** Complete (January 2014)

**Comments:** The Storm Water Management Plan (2014) and related ordinances were reviewed by the Planning Commission on January 6<sup>th</sup>, 2014. Planning Department facilitated this public review. Public notices were sent to subdivision POA groups, and as per legal requirements.

## PUBLIC INVOLVEMENT / PARTICIPATION, cont.

### 3. Recycle Committee Revitalization

**Status:** Complete (September 2013)

**Comments:** The Recycle Committee is now meeting monthly (as of September 2013). See BMP#5 for more information.

#### Measurable Goals For 2014:

##### 1. Public Educational / Public Input Meeting for Storm water

**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*). This meeting will allow the public to offer input on the City of Fairhope's storm water plans and policies (in regards to new and improved development).

**Due:** December 2014

##### 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 2014



*Pictured: Educational Meeting for Planning Department Staff: LID Presentation by Thompson Engineering (Planning Commission, January 2014)*

## 5.0 MINIMUM CONTROL MEASURE # 3: ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

- **Requirements:** Develop, implement and enforce a program to detect and eliminate illicit discharges into the regulated MS4;  
Develop and maintain 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 non-storm water 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) where they are identified as significant contributors of pollutants to the MS4.
- **Responsible Persons:** Planning Department; Building Department, Water and Sewer Department, Volunteer 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 2013, the Planning Department responded to and addressed five illicit discharge complaints. These complaints included:
  1. Feb. 2013: Charity Car Wash too frequent – Warning Issued (1<sup>st</sup>)
  2. March 2013: Auto Shop washing down parking lot into storm drain (sheen in rinse water)- Warning Issued (1<sup>st</sup>)
  3. May 2013: Paint brush rinse out into storm drain – Warning Issued (1<sup>st</sup>)
  4. Dec. 2013: Illegal dumping of motor oil in wooded area (less than 5 gallons) – Warning Issued (1<sup>st</sup>)
  5. Dec. 2013: Paint buckets (5 or more, 5 gallon) rinse out into storm drain, impacting County ditch. MOT Issued (March 2014 court date)

Since there is no industry within Fairhope, monitoring emphasis is placed on municipal activities, restaurants, automobile repair shops, and those areas zoned M-1 (Light Industrial). 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. Non-compliance issues are documented and followed up on with appropriate enforcement action.

## ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE) , CONT.

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

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

[www.cofairhope.com/home/showdocument?id=164](http://www.cofairhope.com/home/showdocument?id=164)

**BMP # 2 & #3: Code Enforcement officer** (Planning Department) and the **Environmental Officer** (Public Works) respond to Illicit Discharge complaints, and keep a log of action taken and/or required action. Environmental Officer manages City waste management operations, and ensures IDDE compliance with the Public Works facility. Furthermore, the Environmental Officer conducts dry weather screening at least once yearly, of the Public Works facility, to ensure municipal activities are clean and efficient, and are not negatively impacting Tatumville Gully (the watershed in which the Public Works facility is located).

**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 2013, over 800 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. This program is overseen by the Public Works Environmental Officer.

## **ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE) , CONT.**

**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 2013, the City recycled or remediated, through the HHW site,

- a. 313 gallons of anti freeze / motor oil
- b. 732 gallons of paints and thinners
- c. 283 tires
- d. 98 tons of e-waste
- e. 384 units of fluorescent light bulbs
- f. 3 pallets of automobile batteries

### **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/home/showdocument?id=306](http://www.cofairhope.com/home/showdocument?id=306)

### **BMP # 7: Staff Meetings**

Planning Department and/or Building Department hold a meeting with staff monthly. Public Works Department holds a meeting with staff weekly. These 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 and the Public Works Department, is used for staff drainage and development assessments, over and above on-site evaluations. The watershed map is featured in Section 2.4

## **ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE) , CONT.**

**BMP # 9: Storm Water Map / Outfall Inventory:** The City of Fairhope hired a local engineering firm to locate and collect data at outfalls and structural BMPs (including privately owned storm water facilities) in 2012. The City of Fairhope Storm Sewer Inventory consists of:

- a. Mapping of the outfalls and structural BMPs
- b. GIS data points of each outfall / structural BMP
- c. Storm Sewer Inventory Booklet (which contains a hard copy sheet of each data sheet for each point of interest ).

The GIS Department (a division of the Planning Department) updated the Storm Sewer Inventory in January of 2014, to include four new data points:

- a. Palladians – apartment complex on Gayfer Avenue Extension
- b. Westley Avenue – bioretention on right of way
- c. Volanta Sports Park – detention upgrades
- d. Sea Cliff Drive – City outfall pipe in Fly Creek (existing pipe which was not included on 2012 inventory)

Thirteen major outfalls (into Mobile Bay) are indicated in the Storm Sewer Inventory (the Planning Department does a visual assessment of these drains annually):

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 includes over 600 outfalls and storm water facilities (including the 13 major outfalls).



## ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE) , CONT.

Example of data sheet from Storm Sewer Inventory Booklet (2013 data point) :

City of Fairhope Storm Sewer Inventory  
Fly Creek Watershed  
Data File Name: FC-044726



*City of Fairhope storm drain pipe into Fly Creek. December 2013*

**Address:** 852 Sea Cliff Drive  
**Property PIN#** 044726  
**Material:** 18" plastic pipe  
**Type:** Closed Pipe (CP)  
**Category:** Others\*\* (private property, but pipe is owned and maintained by the City)  
**Comment:** Pipe is located on private property, owned by Jason Cooper (as of 1/31/2014) on "perpetual right of way easement" for City to maintain pipe  
**Outfall:** Fly Creek  
*This information was added to Storm Sewer Inventory (hard copy only) January 2014*  
*Added electronically to GIS: \_\_\_\_\_*

**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 2013, the Volunteer Fire Department responded to one fuel spill (October 2013). The fuel spill occurred at a local gas station at the corner of Fairhope Avenue and N. Greeno Road. The 20-25 gallon spill was on private property. The Fire Department contained the spill. The property owner was responsible for engaging a hazardous waste professional to clean up and remove the recovered material.

## ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE) , CONT.

### ➤ Measurable Goals

#### **Measurable Goals - Recap For 2013:**

##### **1. Storm Sewer Outfall Inventory & Mapping Update**

**Status:** Complete (January 2014)

**Comments:** GIS updated the Storm Sewer Inventory to include four new data points:

- a. Palladians Townhomes (Gayfer Avenue Extension) – 12 storm water ponds
- b. Westley Avenue -bio-retention area added to right of way
- c. Volanta Sports Park - detention area upgrades / bio-retention added
- d. Sea Cliff Drive – added existing storm water pipe (into Fly Creek). This is private property but City has easement to maintain. This was found during the Creek Assessment for 2012.

##### **2. Smoke Test on Sewer Lines**

**Status:** Complete (December 2013)

**Comments:** A smoke test was conducted in Southland Place, a 140 lot subdivision. The entire subdivision was tested (about 6800 linear feet of sewer line) for infiltrations (from sewer lines into the storm sewer system). Five leaks were discovered on private property (on Vivian Loop and Pemberton Loop). Property owners were contacted by the Water and Sewer Department. The Water and Sewer Department follows up to ensure the faulty pipes are repaired.

##### **3. Public Works Educational Meeting on Illicit Discharge**

**Status:** Complete (December 2013)

**Comments:** Public Works held a staff meeting (About 50 employees in attendance) on December 26<sup>th</sup>, in the Public Works Conference Room, and addressed MS4 storm water requirements and illicit indicators. Planning Department Code Enforcement Officer attended and reminded crews (emphasizing Waste Management crews) that looking for illicit discharges, while emptying waste containers or picking up recycling, is a requirement of our MS4 permit.

## ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE) , CONT.

### 4. Dry Weather Screening of Major Outfalls

**Status:** Complete (December 2013)

**Comments:** Planning Department Code Enforcement Officer conducted visual assessment (and compiled pictures of) each of the 13 major outfalls (see BMP #9, above) indicated by the Storm Sewer Outfall and Inventory on December 2, 2013. Major Outfall # 6 ( a discharge pipe at Magnolia Beach Condos) was found to be partially collapsed, and this was reported to the Condo Association for repair. A brief report of each assessment, including pictures, is on file.

### Measurable Goals For 2014:

#### 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 2014

#### 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 2014

#### 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 2014

#### 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 2014

**ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE) , CONT.**



*Pictured: Rock Creek @ Mobile Bay; Major Outfall # 2 (December 2013)*

## 6.0 MINIMUM CONTROL MEASURE # 4: 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 (Note that the Planning Department and the Building Department are now two separate departments. Last year, they were considered one department. Measurable Goals reflect this change).
- **Rationale Statement:** The City of Fairhope has a Construction Site Storm Water Runoff Control program (which includes land disturbance ordinances, project review and BMP inspections).
- **BMPs** used for Construction Site Storm Water Runoff Control
  1. BMP#1: Design Review
  2. BMP#2: BMP Inspections
  3. BMP#3: Procedures for non-compliant sites (enforcement)
  4. BMP#4: City ordinances
  5. BMP#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.

## **CONSTRUCTION SITE STORM WATER, CONT.:**

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.

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 (a public 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 2013, staff reviewed (these are City limit reviews only) :

- a. Approximately 240 single family residential site reviews
- b. 7 subdivisions (preliminary/minor/final)\*
- c. 14 Utility Reviews\*
- d. \*These go before Planning Commission, a public meeting

## CONSTRUCTION SITE STORM WATER, CONTINUED:

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 also available upon request.

**BMP # 2: BMP Inspections / Code Enforcement:** City of Fairhope Planning Department employees a full time Code Enforcement Officer who conducts 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 2013, Code Enforcement \*Inside and outside City limits

- a. Conducted over 400 initial BMP inspections
- c. Issued 109 Notice of Violations
- d. Issued sixteen (16) stop work orders
- e. Declined an estimated 4 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
- e. Municipal Offense Ticket
- f. ADEM notification if water quality impact has occurred

## 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 Goals

**Measurable Goals – Recap For 2013:**

**1. QCI Recertification - Building Inspectors (2) Acquire QCI Recertification**

**Status:** Complete (January 2014)

**Comments:** Two building inspectors acquired recertification through the QCI (“Qualified Credential Inspector”) program

**2.QCI Recertification – Planning Department (1) to acquire QCI Recertification**

**Status:** Complete (October 2013)

**Comments:** Code Enforcement Officer recertified through the QCI program in October 2013.

**3/ QCI Certification – Building Dept. (Building Official and one Building Inspector)**

**Status:** \*Scheduled for March 2014

**Comments:** The Building Official and a third building inspector are scheduled to become QCI certified in March.



## **CONSTRUCTION SITE STORM WATER, CONTINUED:**

### **Measurable Goals For 2014:**

**1. QCI Re-certification for Building Inspectors (2)**

**Responsible Department:** Building Department

**Goal:** Recertify QCI certifications for (2) Building Inspectors

**Due:** December 2014

**2. QCI Re-certification for Code Enforcement Officer**

**Responsible Department:** Planning Department

**Goal:** Recertify QCI certification for Code Enforcement Officer

**Due:** December 2014

## 7.0 MINIMUM CONTROL MEASURE # 5: 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 Department; 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). These are public meetings. 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 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 2013, the Planning Department responded to twenty nine (29) post construction storm water run off complaints. See MCM# 1 under “Citizen Awareness” project, where letters were sent out requesting assessment of potentially failing storm water facilities.

The City of Fairhope sets the example on the use of pervious materials by incorporating pervious concrete into City sidewalk projects. For 2013, porous/pervious concrete was used on two city sidewalk projects (Bishop-Boothe Connection and at Henry George Park).

## **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. The Planning Department is making progress with this manual and the appropriate amendments. A local engineering firm has been contracted to assist with this project. In 2013, two public updates on this LID project were presented at Planning Commission meetings (June 2013 and January 2014).
  
- **Post Construction Storm Water Run Off Complaints** for FY 2013 include: storm water facility (retention / detention ponds) and pipe maintenance; erosion of right of ways and gully banks; clogged drains/pipes. Issues regarding state or county infrastructure have been reported to the appropriate departments within those agencies. Issues on private property were handled by verbal (or written) notifications of property owners. Storm water facilities on private property (such as retention / detention ponds within subdivisions) were addressed with letters to the property owners (See MCM# 1, under "Citizen Awareness" project).

City infrastructure projects for 2013 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.

## POST CONSTRUCTION STORM WATER, CONTINUED:

- **BMPs** for Post Construction Storm Water Management
  1. BMP#1: Subdivision Regulations: Link on-line: [www.cofairhope.com/departments/planning-and-building/publications-and-forms](http://www.cofairhope.com/departments/planning-and-building/publications-and-forms)
  2. BMP#2: Zoning Ordinance: Link on-line: [www.cofairhope.com/departments/planning-and-building/publications-and-forms](http://www.cofairhope.com/departments/planning-and-building/publications-and-forms)
  3. BMP#3: Storm Water Standards within Subdivision Regulations (Article V, Section F)
  4. BMP#4: Flood Control Structures definition in Subdivision Regs
  5. BMP#5: Pervious Paving Material (25%) Requirement
  6. BMP#6: Pervious Paving in City projects
  7. BMP#7: Storm Water Projects, as listed in 2.4
  8. BMP#8: Storm Water Facility Inspection Requirement (Subdivision Regs)
  9. BMP#9: Rain Barrel Workshop for the community
  10. BMP#10: 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: [www.cofairhope.com/departments/planning-and-building/publications-and-forms](http://www.cofairhope.com/departments/planning-and-building/publications-and-forms)

**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)

## **POST CONSTRUCTION STORM WATER, CONTINUED:**

**BMP # 6: Pervious Paving material is used in City projects** where applicable. 2013 projects include pervious sidewalks on the Bishop-Boothe Road Connector project and also at Henry George Park. See 2.4 #2 and #7 for more information on these projects.

**BMP # 7: Storm Water Projects:** The City Public Works Department and the City of Fairhope Water and Sewer Department collectively completed ten storm water projects in FY 2013. These projects addressed watershed management, ditch stabilization, bluff/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 2013, 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 on this requirement, refer to the City of Fairhope Subdivision Regulations, Article V, Section F, 3. (a) (3).

**BMP # 9: Rain Barrel Workshop:** In 2013, Planning Department advertised for and assisted City of Daphne with a Rain Barrel Workshop, which was held on December 13<sup>th</sup>, 2013. Four (4) citizens attended. The 2 hour workshop was held at the City of Daphne City Hall facility. Auburn Cooperative Extension System provided support staff, supplies and a 30 minute presentation on water quality preservation and storm water management.

**BMP # 10: Creek Assessment by Kayak:** In December 2013, Planning Department staff conducted a 2 hour creek assessment (by kayak) of Fly Creek, a local priority creek. Drain pipes discharging into Fly Creek were observed.

## **POST CONSTRUCTION STORM WATER, CONTINUED:**

### ➤ **Measurable Goals:**

#### **Measurable Goals – Recap For 2013:**

##### **1. Rain Barrel Workshop**

**Status:** Complete (December 2013)

**Comments:** Planning Department advertised for and assisted City of Daphne with a Rain Barrel Workshop, which had four (4) citizen attendees. The 2 hour workshop was held at the City of Daphne City Hall facility. Auburn Cooperative Extension System provided support staff, supplies and a 30 minute presentation on water quality preservation and storm water management.

##### **2. Creek Assessment by Kayak**

**Status:** Complete (December 2013)

**Comments:** Planning Department staff (Planner and Code Enforcement Officer) conducted an assessment of Fly Creek on December 19th, a priority creek because of sedimentation concerns, population density and development pressure. Found one derelict boats, and several discharge pipes into the creek (all of which were noted and investigated from last year). Two were discharging at the time observed. Discharge was clear and was from a spring feed pond.

##### **3. LID Manual**

**Status:** Complete / Ongoing (June 2013 and January 2014)

**Comments:** Planning Department attended LID presentations at Planning Commission meetings (June 3, 2013 and January 6, 2014), presented by Thompson Engineering. LID options (for the City to incorporate into the Subdivision Regulations) were discussed and reviewed. The manual (and related Sub Reg amendments) is a work in progress.

## **POST CONSTRUCTION STORM WATER, CONTINUED:**

### **Measurable Goals For 2014:**

**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 2014

**2. Creek/Shoreline 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 2014

**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 2014

## 8.0 MINIMUM CONTROL MEASURE # 6: 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; Volunteer Fire Department; Mechanic Shop; City Hall.
  
- **Rationale Statement:** The City of Fairhope has many departments within its own authority. City facilities include:
  - Mechanic Shop (ADEM Permit # AL0000324764)
  - Waste Water Treatment Plant (ADEM Permit #AL0020842)
  - Golf Course (Quail Creek)
  - Recreation Department
  - Gas Department
  - Water and Sewer Department
  - Electric Department
  - Public Works Department
    - C & D Landfill (ADEM Permit # 02-07)
    - Transfer Station (Health Dept. Permit # 05-TS-002)
    - Recycle Center
  - Planning Department
  - Building Department
  - Greenhouse
  - Police Department
  - Volunteer Fire Department
  - City Hall / Civic Center
  - The Haven (Animal Shelter)



## **POLLUTION PREVENTION / GOOD HOUSEKEEPING, CONTINUED:**

All department heads / directors are responsible for pollution prevention / good housekeeping in each respective department. In December 2013, 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. 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. The C & D Landfill, located at the Public Works Warehouse, operates under a separate ADEM Permit (#02-07).

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

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

**BMP # 1: Employee Meetings:** Employee meetings are held in most departments 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, Parks and Recreation and Golf Course. Four 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
- d. Parks & Recreation Director – Certified in August 2013

## 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 2013, about 758 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 2013, about 6,000 cubic yards of yard waste (organic) material was removed from residential right of ways, contributing to keeping the storm drains clear from debris. Furthermore, an additional 1,600 tons of c&d (non-organic) materials were removed from City right of ways in 2013. Garbage pickup is offered two times per week for residents, and up to five times per week for commercial businesses. In FY 2013, about 7,500 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 2013)
- b) America Recycles Day; E-waste recycling event (November 2013)
- c) City website ([www.cofairhope.com](http://www.cofairhope.com)), "Public Works" page
- d) Recycling Committee (Monthly)

## **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. Periodically, the street sweeper is used to clean vehicle tracking from streets, when contractors are not responsive to warnings issued in a timely manner. Contractors are charged a minimal fee of \$300 per hour for this service.

**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. In FY 2013, city employees worked on ten (10) storm water projects within the City limits. These projects are detailed in Section 2.4 “Reporting Requirements”.

**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 the City of Fairhope Waste Water Treatment plant. The City currently has seven (7) designated wash rack facilities, which discharge into the Waste Water Treatment plant, within its operation. Wash rack facilities include the main wash rack at Public Works (555 South Section Street), the Transfer Station at Public Works, Founders Park Maintenance Barn (Founders Park, Hwy. 44), 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 (Airport). Director or department head of each department is responsible for overseeing the proper washing of vehicles and equipment in his / her respective department.

## **POLLUTION PREVENTION / GOOD HOUSEKEEPING, CONTINUED:**

### ➤ **Measurable Goals**

#### **Measurable Goals – Recap For 2013:**

##### **1. Department meetings for Pollution Prevention / Good Housekeeping**

**Status:** Complete December 2013

**Comment:** The Planning Department sent out a memo to all Department Supervisors on December 30, 2013. This email addressed the importance of vehicle and equipment washing in designated areas .

##### **2. Dry Weather Screening of Public Works Facility**

**Status:** Complete January 2013

**Comments:** The Public Works Department Environmental Officer conducted a screening/assessment of the Public Works Facility on January 13, 2014, to ensure materials are being kept covered, and areas are clean.

##### **3. Commercial Pesticide Applicators Certification for Parks and Recreation Department**

**Status:** Complete (August 2013)

**Comments:** Parks and Recreation Director obtained his certification, and will recertify every three years.

#### **Measurable Goals For 2014:**

##### **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 2014

##### **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 2014

#### **Two to Five Year Measurable Goals:**

##### **1. Recertify Pesticide Applicators License**

###### a. Public Works Department

1. Landscape Supervisor # 13571 (December 2015)

2. Horticulturist #14654 (October 2015)

###### b. Golf Course – Grounds Supervisor # 13550 (December 2015)

###### c. Parks and Recreation Director # 13268 (November 2016)

