

2011-2012 (Due by March 31, 2013)

For the Cities of Fitchburg, Madison, Middleton, Monona, Sun Prairie, and Verona; the Villages of DeForest, Maple Bluff, McFarland, Shorewood Hills, and Waunakee; the Towns of Blooming Grove, Burke, Madison, Middleton, Westport, and Windsor; Dane County; and the University of Wisconsin – Madison

This document is for the purpose of biennial reporting on activities undertaken pursuant to WPDES Permit No. WI-S058416-3 for the above listed municipalities. An owner or operator of a municipal separate storm sewer system covered by a municipal storm water discharge permit under Chapter NR 216, Wis. Adm. Code, is required to submit a biennial report to the Department of Natural Resources by March 31 of every odd numbered year to report on activities for the previous two (2) calendar year. Information in the biennial report will be used by the Department of Natural Resources to assist with assessing permit compliance. Use of this specific form is optional. The Department of Natural Resources has created this form for the user's convenience and believes that the information requested on this form meets the reporting requirements for an owner or operator of a municipal separate storm sewer system covered by WPDES Permit No. WI-S058416-3. However, an owner or operator of a municipal separate storm sewer system that uses and completes this form will not automatically be deemed to be in compliance with other requirements of WPDES Permit No. WI-S058416-3.

Complete and submit the biennial report by March 31, 2013, to the following address: Storm Water Management Specialist, Wisconsin Dept. of Natural Resources, South Central Region, 3911 Fish Hatchery Rd., Fitchburg, WI 53711

I. MUNICIPAL INFORMATION	
Name of municipality City of Monona	Contact person and title Daniel Stephany, Director of Public Works
Mailing Address 5211 Schluter Road Monona, WI 53716	Telephone no. (608) 222-2525
	Fax no. (608) 222-9225
	E-mail address dstephany@ci.monona.wi.us

Does the municipality have an internet website? Yes No

If yes, provide internet address:

<http://www.monona.wi.us>


If the municipality has an internet website, is there current information posted about or links provided to the municipal storm water discharge permit and the municipality's storm water management program? Yes No

If yes, provide internet address:

<http://www.monona.wi.us> – under the "Public Works/Water and Sewer Utilities" link

II. CERTIFICATION

I certify that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of the biennial report.

Authorized representative printed name Daniel Stephany	Authorized representative title Director of Public Works
Authorized representative signature 	Date signed 3/11/2013

Biennial Report

Group Municipal Storm Water Discharge Permit
WPDES Permit No. WI-S058416-3 (Rev. 12/12)

Page 2

III. GENERAL INFORMATION

a. Has the municipality made any changes under its legal authority that affects implementation of the requirements of the municipal storm water discharge permit (e.g., changes to ordinances)? Yes No
If yes, describe the changes in **Appendix A**.

b. List the people who attended quarterly meetings on behalf of the municipality and indicate the quarterly meetings in which the municipality was represented for the reporting year.

<u>Name</u>	<u>Title</u>	<u>Affiliation</u>
Timothy Schleeper, PE	Engineering Consultant	Vierbicher Associates, Inc.
Sarah Church, PE	Engineering Consultant	Vierbicher Associates, Inc.
Charles Nahn, PE	Engineering Consultant	Nahn Associates, Inc. (Feb & May)

c. Quarterly meetings represented: February May August November

d. Describe in **Appendix A** how the municipality internally coordinates implementation of the requirements of the municipal storm water discharge permit between the municipality's agencies, departments, and programs. Provide any documentation on how this was accomplished, such as meeting agendas, minutes, memos, etc.

e. Describe in **Appendix A** how elected and municipal officials and appropriate staff are kept apprised of the municipal storm water discharge permit. Provide any documentation on how this was accomplished, such as meeting agendas, minutes, memos, etc.

f. Has the municipality prepared its own municipal-wide storm water management plan? Yes No

If yes, date of storm water management plan:

g. Describe in **Appendix A** how the requirements of the municipal storm water discharge permit are incorporated into master planning activities, neighborhood plans, development plans, or other comprehensive planning activities.

IV. Permit Conditions

a. Public Education and Outreach

Dane County only:

1. Has any municipality failed to submit its financial contribution in accordance with the *Intergovernmental Agreement to Create and Fund a Position Responsible for Storm Water Management Education and Outreach*? Yes No

If yes, list municipalities:

2. Describe in **Appendix B** the Information and Education plan implementation and activities for the reporting year(s), including any materials produced and their distribution. Provide examples. Include an assessment of the effectiveness of reaching targeted audiences and delivery of intended messages.

All municipalities:

3. Describe in **Appendix B** how any materials produced by Dane County on behalf of the municipality have been used and/or distributed. Provide examples.

4. Describe in **Appendix B** any individual information and education activities undertaken for the reporting year, including any materials produced and their distribution. Provide examples. Include an assessment of the effectiveness of reaching targeted audiences and delivery of intended messages.

b. Public Involvement and Participation

1. The group permit requires that the information in this biennial report be an agenda item for discussion before the appropriate governing board(s) or council(s) contemporaneous with the submittal of the biennial report to the Department of Natural Resources. Accordingly, please provide the following information:

2. Name of board(s)/council(s):

City of Monona Public Works Committee

3. Date(s) of meeting(s) to discuss the biennial report:

March 6, 2012

4. Describe in **Appendix B** the opportunities and types of forums for public involvement and participation in permit related activities that occurred during the reporting year. Include an assessment of the effectiveness of efforts to involve the public and the level of participation.

c. Illicit Discharge Detection and Elimination

1. Describe in **Appendix B** the illicit discharge detection and elimination program developed to comply with the permit. Include information on the municipality's strategy to prevent, detect, and eliminate all types of illicit discharges; how priorities are established for field screening and the methodologies to be used for field screening; and procedures for responding to and rectifying illicit discharges to the MS4, including spills, improper disposal of waste or dumping. Also include an assessment of the effectiveness of detection and elimination of illicit discharges, prevention of improper disposal of waste and dumping, the handling of spills, and any enforcement efforts involving these activities.

2. Has the municipality performed any field screening for the reporting year? Yes No
If yes, please provide documentation in **Appendix B** the results of the field screening.

3. Has the municipality investigated any instances of spills, improper disposal of waste or dumping? Yes No
If yes, please provide documentation in **Appendix B** the results of the investigations.

4. Describe in **Appendix B** how the municipality facilitates public reporting of illicit discharges.

d. Construction Site Pollution Control

1. Does the municipality notify landowners who apply for local construction or land disturbing permits of the possible applicability of Subchapter III of Chapter NR 216, Wis. Adm. Code, *Construction Site Storm Water Discharge Permits*, to the landowners' construction projects? Yes No

If yes, please explain the process for providing this notification. If no, please explain why this notification is not provided.

Landowners are notified of the applicability of Subchapter III of Chapter NR 216, Wis. Adm. Code by the City of Monona

Erosion Control Permit application.

2. Describe in **Appendix B** the procedures the municipality employs to incorporate timely consideration of potential water quality impacts from construction sites and that ensure implementation of the standards of ss. NR 151.11 and 151.23, Wis. Adm. Code, or equivalent local standards. Be specific of when in the review and approval process this is done, and how the municipality ensures compliance with the standards.

3. Describe in **Appendix B** the procedures the municipality employs for the inspection of construction sites and enforcing erosion control standards. Provided documentation of any enforcement actions taken that resulted in the issuance of a stop work order, citation, or summons for a construction site where one or more acre of land is disturbed. Include the name and address of the landowner, the site name and location, date(s) of violation(s), type of violation(s), and the status of resolution of the enforcement action.

4. List the name, title, address, telephone number, e-mail address, and duties of all persons designated with the responsibility to ensure implementation of the standards of ss. NR 151.11 and 151.23, Wis. Adm. Code, or equivalent local standards.

1. Daniel Stephany, D.P.W., 5211 Schluter Road, Monona, WI, (608) 222-2525, dstephany@ci.monona.wi.us
2. Martin Pilger, Building Inspector, 5211 Schluter Road, Monona, WI, (608) 222-2525, bldinspec@ci.monona.wi.us
3. Mark Modaff, Assistant D.P.W., 5211 Schluter Road, Monona, WI, (608) 222-2525, mmodaff@ci.monona.wi.us

5. Include in **Appendix B** an assessment of the municipality's construction site pollution control program effectiveness in meeting the standards of ss. NR 151.11 and 151.23, Wis. Adm. Code, including enforcement efforts.

e. Post-Construction Site Storm Water Management

1. Describe in **Appendix B** the procedures the municipality employs to incorporate timely consideration of potential water quality impacts from construction sites and that ensure implementation of the standards of ss. NR 151.12 and 151.24, Wis. Adm. Code, or equivalent local standards. Be specific of when in the review and approval process this is done, and how the municipality ensures compliance with the standards.

2. Describe in **Appendix B** the procedures the municipality employs for inspecting the construction and installation of storm water best management practices and enforcement actions to ensure compliance with post-construction storm water management standards. Provided documentation of any enforcement actions taken that resulted in the issuance of a stop work order, citation, or summons for non-compliance with post-construction storm water management standards for sites where one or more acre of land is disturbed. Include the name and address of the landowner, the site name and location, date(s) of violation(s), type of violation(s), and the status of resolution of the enforcement action.

3. List the name, title, address, telephone number, e-mail address, and duties of all persons designated with the responsibility to ensure implementation of the standards of ss. NR 151.12 and 151.24, Wis. Adm. Code, or equivalent local standards, and the requirements of Subchapter III of Chapter NR 216, Wis. Adm. Code, *Construction Site Storm Water Discharge Permits*, where applicable.

1. Daniel Stephany, D.P.W., 5211 Schluter Road, Monona, WI, (608) 222-2525, dstephany@ci.monona.wi.us
2. Martin Pilger, Building Inspector, 5211 Schluter Road, Monona, WI, (608) 222-2525, bldinspec@ci.monona.wi.us
3. Mark Modaff, Assistant D.P.W., 5211 Schluter Road, Monona, WI, (608) 222-2525, mmodaff@ci.monona.wi.us

4. Include in **Appendix B** an assessment of the municipality's post-construction site storm water management program effectiveness in meeting the standards of ss. NR 151.12 and 151.24, Wis. Adm. Code, including enforcement efforts.

f. Municipal Pollution Prevention

1. List in **Appendix B** an inventory of long-term storm water best management practices owned, operated, managed, or maintained by the municipality. Include storm water basins, infiltration practices, treatment structures, and other practices for long-term water quality treatment. For each best management practice, provide the name, location, type of practice, and any maintenance activities undertaken for the practice during the reporting year. Also in **Appendix B**, provide a description of the maintenance procedures used and schedules for each long-term storm water best management practice and the approximate amount of solids collected (tons or cubic yards) from any structural control receiving maintenance.

2. Does the municipality perform catch basin cleaning? Yes No
If yes, approximate amount of solids collected (tons or cubic yards): 30 c.y. (2011); 20 c.y. (2012). Describe in **Appendix B** the procedures used and schedules for catch basin cleaning. If no, explain:

3. Does the municipality perform street sweeping? Yes No
If yes, approximate number of street miles swept: 530 lane miles; approximate amount of solids collected (tons or cubic yards): 25 cy (2011); 30 c.y.(2012). Describe in **Appendix B** the procedures used and schedules for street sweeping. If no street sweeping is performed, explain:

4. Describe in **Appendix B** the municipality's procedures for roadway snow removal and de-icing. Provide information on what practice and procedures the municipality has implemented in consideration of water quality impacts from snow removal and de-icing. Include an estimate of the annual amount of salt and/or sand used for roadway de-icing.

5. Does the municipality haul snow to off-site disposal locations? Yes No
If yes, provide in **Appendix B** the location of all off-site snow disposal locations and describe what practices and procedures are used to protect water quality from snow and ice melt from the disposal site.

6. Does the municipality own or operate salt storage facilities? Yes No
If yes, provide in **Appendix B** the locations of all salt storage facilities. Are all salt storage facilities managed in accordance with Chapter TRANS 277, Wis. Adm. Code? Yes No

7. Does the municipality provide curbside pickup service for leaves, yard waste, and grass clippings? Yes No
If yes, approximate amount of material collected (tons or cubic yards): 8,738 (2011); 8,252 (2012) c.y.

8. Describe in **Appendix B** the municipality's procedures for the collection of leaves, yard waste, and grass clippings, and/or instruction to citizens for on-site management of these items. Provide the location of sites used by the municipality or citizens for the disposal of leaves, yard waste, and grass clippings.

9. Describe in **Appendix B** the municipality's policies and procedures for the use and application of lawn and garden fertilizers on municipally controlled properties. Include information on how these policies and procedures address pollution prevention efforts.

10. Describe in **Appendix B** any local program the municipality employs to regulate the private use of lawn and garden fertilizers.

11. Include in **Appendix B** an assessment of the effectiveness of the municipality's pollution prevention efforts through the municipal pollution prevention program.

g. Developed Urban Area Standard

1. Has the municipality completed a pollutant-loading analysis to assess compliance with the TSS reduction developed urban area performance standard? Yes No

Model used: WinSLAMM

Version: 8.5

Reduction %: 20

In **Appendix B**, please list or reference all practices that are currently in place that will be used to meet the TSS reduction percentage reported above. Additionally, please describe any maintenance activities that have occurred for these practices in 2011-12.

2. Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal? Yes No If yes, describe in **Appendix B**.

V. STORM SEWER SYSTEM MAP

City of Madison only:

a. Has any municipality failed to submit its hard copy changes for the storm sewer system map by January 31, 2013?
 Yes No If yes, list municipalities:

b. Attach in **Appendix C** a copy of the updated storm sewer system map.

All municipalities:

c. Has the municipality updated and maintained documentation of all storm sewer outfalls from its MS4 to waters of the state?
 Yes No

VI. Water Quality Concerns

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/wqs/orwers/>) Yes No If yes, list:

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 22 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/wqs/303d/303d.html>). Yes No
If yes, identify the following information in **Appendix D**:

- Impaired Waterbody to which the MS4 discharges.
- Description of actions municipality has taken to comply with section A(13) of the MS4 permit for discharges of pollutant(s) of concern to an impaired waterbody.

- c. In **Appendix D**, identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.
- d. In **Appendix D**, identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water:

VII. ADDITIONAL INFORMATION

- a. Provide in **Appendix E** a description of any revisions or proposed revisions to any element of the municipality's storm water management program.
- b. Provide in **Appendix E** an updated listing and contact information for any new industrial facilities that may be regulated under Subchapter II of NR 216, Wis. Adm. Code, and that have commenced operation during the reporting period.
- c. Provide in **Appendix E** a summary of any other activities undertaken to comply with the conditions of this permit or other information you feel the Department of Natural Resources should be aware of.

d. Complete the fiscal analysis table provided below.

The City does not have storm water budget line items for the requested information in the chart below. Any duties performed in the categories below are allocated per expenditure line items in the City operating budget or storm water budget.

Program Element	2011 Annual Expenditure	2012 Annual Expenditure	2013 Budget	2014 Budget	Source of Funds
Public Education and Outreach					
Public Involvement and Participation					
Illicit Discharge Detection and Elimination					
Construction Site Pollution Control					
Post-Construction Site Storm Water Management					
Municipal Pollution Prevention					

e. What is the overall estimated annual cost to the municipality for compliance with the permit in 2011? \$464,086 2012? \$429,886

f. Has the municipality implemented a storm water utility? Yes No, but considering No, and not considering
 If yes, provide a description of the storm water utility in **Appendix E** and any additional information that will assist the Department of Natural Resources in understanding how the utility works in your municipality.

Appendix A

General Information

III.a. Has the municipality made any changes under its legal authority that affects implementation of the requirements of the municipal storm water discharge permit (e.g., changes to ordinances)?

Adequate legal authority was established in a legal opinion from City Attorney William Cole in his memo dated September 30, 2004 and documented in the 2004 Annual Report. No changes to City ordinances for stormwater and erosion control occurred in 2009 or 2010. The City of Monona (City) anticipates changing their ordinance in 2014 to meet the Dane County ordinance.

III.d. Describe how the municipality internally coordinates implementation of the requirements of the municipal storm water discharge permit between the municipality's agencies, departments, and programs. Provide any documentation on how this was accomplished, such as meeting agendas, minutes, memos, etc.

The Public Works Department is responsible for implementing the operational components of the storm water discharge permit. The City Engineering Department is responsible for municipal erosion control and post-construction stormwater control at all redeveloped areas. Weekly staff meetings are held to coordinate public works activities including street sweeping, catch basin cleaning and maintenance facility activities.

III.e. Describe in how elected and municipal officials and appropriate staff are kept apprised of the municipal storm water discharge permit. Provide any documentation on how this was accomplished, such as meeting agendas, minutes, memos, etc.

The Public Works Committee receives monthly updates on public works crew activities including street sweeping, catch basin cleaning and maintenance facility activities. The committee is also provided a copy of the annual report. The Monona City Council, Public Works Committee and the Flood Control Mitigation Committee are all involved with meeting the terms and conditions of the stormwater permit related to new redevelopment. As projects arise that either directly or indirectly involve the stormwater permit, these committees and the Common Council discuss the permit requirements and inspections.

III.g. Describe how the requirements of the municipal storm water discharge permit are incorporated into master planning activities, neighborhood plans, development plans, or other comprehensive planning activities.

Monona is a developed and land locked community with a very small stock of available properties. Most development that occurs is redevelopment of existing underutilized parcels. Storm water treatment facilities that will be needed to meet the permit requirements will have to be built on city owned parcels such as street right-of-way and city park space.

The planning documents take the requirements of the municipal stormwater permit into account by describing specific methods to incorporate these requirements in the design. For example, the planning document "Urban Design Guidelines for Monona Drive" (2005) incorporate grassed swales and infiltration areas into the redesign of Monona Drive.

Chapter 5 of the 2004 City Comprehensive Plan has a number of goals related to the stormwater permit including:

- a. Preserve environmental corridors, scenic views, natural land and areas of ecological significance.
- b. Encourage conservation practices that improve the quality of the land, water and air.
- c. Preserve primary wetlands in their natural state and conserve soils, water and forest resources.
- d. Encourage the proper handling of wastes and chemicals so that they have a minimal adverse effect on health and the environment.

Appendix B

Storm Water Management Program

IV.a.2 (Dane Co. only)

IV.a.3 Describe how any materials produced by Dane County on behalf of the municipality have been used and/or distributed. Provide examples.

Brochures on proper disposal of paint waste and hazardous waste disposal are available at the City Hall for public use. All of the brochures and publications produced by the Dane County Office of Lakes and Watersheds are available to Monona residents via a link on the City's website (http://www.mymonona.com/pages/quick_links/).

IV.a.4. Describe any individual information and education activities undertaken for the reporting year, including any materials produced and their distribution. Provide examples. Include an assessment of the effectiveness of reaching targeted audiences and delivery of intended messages.

The City provides the Stormwater and Erosion Control Permit and Stormwater Fee Credit Application on it's website. The City website also provides a link to the Dane County Office of Lakes & Watershed website where additional links and information are provided to interested viewers.

IV.b.4. Describe the opportunities and types of forums for public involvement and participation in permit related activities that occurred during the reporting year. Include an assessment of the effectiveness of efforts to involve the public and the level of participation.

The public can comment on permit related activities at the Public Works Committee meetings. The public is invited to participate in the public hearings at Plan Commission meetings where proposed erosion control and stormwater management facilities for redevelopment sites are reviewed, discussed, and approved. Several of the public hearings at the plan commission meetings have been well attended.

IV.c.1. Describe the illicit discharge detection and elimination program developed to comply with the permit. Include information on the municipality's strategy to prevent, detect, and eliminate all types of illicit discharges; how priorities are established for field screening and the methodologies to be used for field screening; and procedures for responding to and rectifying illicit discharges to the MS4, including spills, improper disposal of waste or dumping. Also include an assessment of the effectiveness of detection and elimination of illicit discharges, prevention of improper disposal of waste and dumping, the handling of spills, and any enforcement efforts involving these activities.

The City of Monona has 105 storm sewer outfalls within its city limits. Of these 105 storm sewer outfalls, 18 drain major watersheds and 87 drain minor watersheds. Each of these outfalls drains to either Lake Monona or the Yahara River (downstream of Lake Monona). Monona completed a field inventory of 98 outfalls operated by the City from June 13-17, 2005. No illicit discharges were detected during that field survey. The City Public Works Department initiated an inventory and inspection program of storm sewer outfalls to update the 2005 field inventory. These inspections include noting indications of illicit discharge such as strong chemical smells, floating oils, unnatural colors, excessive foaming, etc. In 2012, 87 outfalls were inspected. Stormwater outfall inspections will occur annually throughout the City.

IV.c.2. Has the municipality performed any field screening for the reporting year? If yes, please provide documentation of the results of the field screening.

The City Public Works Department inspected and inventoried 87 storm sewer outfalls in 2012. Signs of potential illicit discharge were observed at 14 of the 87 inspected outfalls. The City plans to re-inspect these 14 outfalls in 2013 for reoccurring evidence of illicit discharge. If evidence is found, the City will take steps to determine the type and source of the discharges.

IV.c.3. Has the municipality investigated any instances of spills, improper disposal of waste or dumping? If yes, please provide documentation of the results of the investigations.

No.

IV.c.4. Describe how the municipality facilitates public reporting of illicit discharges.

Monona Public Works Department works closely with the Police Department and Fire Department to identify spills and hazardous material releases. When the public reports any illicit discharge activity to the police dispatcher, the Public Works Department is one of the municipal agencies that responds to the report. Monona has also stenciled 104 storm drains in 2004 which facilitates public reporting.

IV.d.2. Describe the procedures the municipality employs to incorporate timely consideration of potential water quality impacts from construction sites and that ensure implementation of the standards of ss. NR 151.11 and 151.23, Wis. Adm. Code, or equivalent local standards. Be specific of when in the review and approval process this is done, and how the municipality ensures compliance with the standards.

The City of Monona requires an Erosion Control Permit for any of the following activities:

- Land disturbing activity in excess of 3,000 square feet;
- Land disturbing activity on a slope of greater than 12%;
- Land disturbing activity that involves the excavation or filling, or a combination of excavation and filling, in excess of 400 cubic yards of material;
- Land disturbing activity that disturbs more than 100 lineal feet of road ditch, grass waterway or other land area where surface drainage flows in a defined open channel; including the placement, repair or removal of any underground pipe, utility or other facility within the cross-section of the channel;
- Any public or private roads or access drives longer than 125 feet;
- Development that requires a subdivision plat, as defined in the applicable local land division ordinance(s);
- Land disturbing activity that disturbs less than 3,000 square feet of land, including the installation of access drives, that the local approval authority determines to have a high risk of soil erosion or water pollution, or that may significantly impact a lake, stream, or wetland area.
- All land disturbing activities in excess of 3,000 square feet and within 500 feet of navigable water as defined by the Wisconsin DNR.

The Monona Plan Commission has a detailed review process for proposed commercial, residential and other redevelopment construction projects. That process includes provisions that require the applicant to meet the City's erosion control and storm water management ordinance standards prior to land disturbance. The City's ordinance requirements are at least as restrictive as those of NR 151. Zoning permits are not issued until the applicant has satisfied all erosion control ordinance requirements.

The City's Director of Public Works, the Assistant Director of Public Works and Consulting Engineer work closely with the Building Inspector to review construction site erosion control permit applications prior to site land disturbance as follows:

- a. The City's Consulting Engineer reviews the erosion control plan, permit application, calculations and narrative, and recommends approval by the City's Director of Public Works only after all local erosion control ordinances and State of Wisconsin standards are satisfied. The erosion control permit application includes a "NR 151 Checklist",
- b. A building permit is issued by the building inspector only after an erosion control permit is issued by the City's Director of Public Works (step a),
- c. The City of Monona Building Inspector and Public Works Department staff provides inspections and enforcement of the permit requirements with assistance from the City's Consulting Engineer.

IV.d.3 . Describe the procedures the municipality employs for the inspection of construction sites and enforcing erosion control standards. Provided documentation of any enforcement actions taken that resulted in the issuance of a stop work order, citation, or summons for a construction site where one or more acre of land is disturbed. Include the name and address of the landowner, the site name and location, date(s) of violation(s), type of violation(s), and the status of resolution of the enforcement action.

The City of Monona Building Inspector and Public Works Department staff conduct inspections of permitted sites on a weekly basis, and at additional intervals as may be needed due to rainfall events. The City's goal is to work with developers, contractors, and property owners to help meet the requirements of the permit in a cooperative manner. Typically, any issues are resolved without the need for a stop work order, citation, or summons. No written citations or stop work orders were issued in 2011 or 2012.

IV.d.5. Include an assessment of the municipality's construction site pollution control program effectiveness in meeting the standards of ss. NR 151.11 and 151.23, Wis. Adm. Code, including enforcement efforts.

The City's permit system, inspections, and enforcement efforts have been effective in meeting the intent and standards of ss. NR 151.11 and 151.23. Adequate effort is spent by the City Building Inspector, Public Works Staff, and the City's Consulting Engineer to ensure properly installed and operating erosion control practices.

IV.e.1. Describe the procedures the municipality employs to incorporate timely consideration of potential water quality impacts from construction sites and that ensure implementation of the standards of ss. NR 151.12 and 151.24, Wis. Adm. Code, or equivalent local standards. Be specific of when in the review and approval process this is done, and how the municipality ensures compliance with the standards.

The City of Monona requires a Stormwater Management Permit for any of the following activities:

- Any development(s) after August, 2001 that result(s) in the cumulative addition of 20,000 square feet of impervious surface to the site;
- Any development that requires a subdivision plat;
- Any development that requires a certified survey map for property intended for commercial or industrial use;
- Redevelopment exceeds 3000 square feet of land disturbance where site is predominantly developed to commercial, industrial, institutional, or multifamily residential uses.
- Other land development activities, including but not limited to redevelopment or alteration of existing buildings and other structures, that the local approval authority determines may significantly increase downstream runoff volumes, flooding, soil erosion, water pollution or property damage, or significantly impact a lake, stream, or wetland area.

The Monona Plan Commission has a detailed review process for proposed commercial, residential and other redevelopment projects. That process includes provisions that require the applicant to meet the City's erosion control and stormwater management ordinance standards prior to land disturbance. The City's ordinance requirements are at least as restrictive as those of NR 151. Zoning permits are not issued until the applicant has satisfied all erosion control and stormwater management ordinance requirements.

The City's Director of Public Works, the Assistant Director of Public Works and Consulting Engineer work closely with the Building Inspector to review erosion control & stormwater management permit applications prior to site land disturbance as follows:

- a. The City's Consulting Engineer reviews the erosion control plan, permit application, calculations and narrative, and recommends approval by the City's Director of Public Works only after all local erosion control ordinances and State of Wisconsin standards are satisfied. The erosion control & stormwater management permit application includes a "NR 151 Checklist",
- b. A building permit is issued by the building inspector only after an erosion control & stormwater management permit is issued by the City's Director of Public Works (step a),
- c. The City of Monona Building Inspector and Public Works Department staff provides inspections and enforcement of the permit requirements with assistance from the City's Consulting Engineer.

IV.e.2. Describe the procedures the municipality employs for inspecting the construction and installation of storm water best management practices and enforcement actions to ensure compliance with post-construction storm water management standards. Provided documentation of any enforcement actions taken that resulted in the issuance of a stop work order, citation, or summons for non-compliance with post-construction storm water management standards for sites where one or more acre of land is disturbed. Include the name and address of the landowner, the site name and location, date(s) of violation(s), type of violation(s), and the status of resolution of the enforcement action.

The City of Monona Building Inspector and/or Public Works Department staff performs a final inspection of each permitted site prior to closing the permit to ensure that the facilities have been installed in accordance with the original approved plan. In addition, the City's ordinance requires record drawings (as-built plans) of stormwater management facilities. No written citations or stop work orders were issued in 2011 or 2012.

IV.c.4. Include an assessment of the municipality's post-construction site storm water management program effectiveness in meeting the standards of ss. NR 151.12 and 151.24, Wis. Adm. Code, including enforcement efforts.

The City's stormwater ordinance requires land owners to enter into a stormwater maintenance agreement with the City. This agreement, which is recorded at the Dane County Register of Deeds Office, ensures that the land owner is performing the required maintenance of the stormwater management facilities to ensure that the facilities performance continue to meet the standards of NR 151. The agreements give the City the right to enter the property and inspect the condition of the facilities. If the City finds that the stormwater management facilities are not being maintained, they may complete the maintenance themselves if the owner refuses to do so. The City is considering updating their stormwater ordinance in 2014. One of revision they are their considerations is adopting a stormwater reporting ordinance. This ordinance requires any landowner with stormwater maintenance responsibility to submit annual reports describing the inspection and maintenance activities completed each calendar year. If reports are not submitted, the City can inspect and assess the landowner for inspection costs as the first step in effective maintenance.

IV.f.1. List an inventory of long-term storm water best management practices owned, operated, managed, or maintained by the municipality. Include storm water basins, infiltration practices, treatment structures, and other practices for long-term water quality treatment. For each best management practice, provide the name, location, type of practice, and any maintenance activities undertaken for the practice during the reporting year. Also provide a description of the maintenance procedures used and schedules for each long-term storm water best management practice and the approximate amount of solids collected (tons or cubic yards) from any structural control receiving maintenance.

The City of Monona has stormwater management facilities at the following locations and completed the listed maintenance in 2011 & 2012:

- Lottes Park: Sediment Basin: No maintenance in 2011 or 2012.
- Interlake Park: Sediment Basin: 10 cy sediment removed each year, Cleaned 3 times per year.
- Lake Edge Park: Sediment Basin: Reconstructed in 2011. 10 cy sediment removed each year, Cleaned 3 times per year.
- Cove Channel: Sediment Collection Structure: Inspected in 2012.

In the future, the City plans to perform the following maintenance:

- Lottes Park: Sediment Basin: Lottes Park sediment basin will be cleaned in the fall of 2013.
- Interlake Park: Sediment Basin: Clean/remove sediment 3 times per year.
- Lake Edge Park: Sediment Basin: Clean/remove sediment 3 times per year.
- Cove Channel: Sediment Collection Structure: Replace in 2013.
- Winnequah Road/Schluter Beach: Schluter Park beach channel is expected to be cleaned in the fall of 2014.

IV.f.2. Describe the procedures used and schedules for catch basin cleaning.

In 2011 and 2012, Monona inspected all catch basins and performed catch basin cleaning on an as-needed basis. A vacuum truck was used to remove accumulated material from the catch basin sumps.

IV.f.3. Describe the procedures used and schedules for street sweeping.

Street sweeping is performed from April until late October. All of the streets are completely cleaned on a 3-4 week schedule.

IV.f.4. Describe the municipality's procedures for roadway snow removal and de-icing. Provide information on what practice and procedures the municipality has implemented in consideration of water quality impacts from snow removal and de-icing. Include an estimate of the annual amount of salt and/or sand used for roadway de-icing

Snow plowing and salting is completed on an as needed basis. In 2011 and 2012, approximately 340 and 200 tons of road salt was applied respectively. Also, 1,550 and 1,325 gallons of salt brine was applied as a pre-wetting

measure in 2011 & 2012 respectively. The City attempts to limit use of salt to minimize environmental impacts, and has a snow removal policy which limits the use of road salt on less-traveled streets.

IV.f.5. Provide the location of all off-site snow disposal locations and describe what practices and procedures are used to protect water quality from snow and ice melt from the disposal site.

N/A

IV.f.6. Provide the locations of all salt storage facilities. Are all salt storage facilities managed in accordance with Chapter TRANS 277, Wis. Adm. Code?

Monona has a salt storage shed at the Public Works garage at 851 Femrite Dr. The facility is inspected annually by the WDOT for compliance with TRANS 277 without violations.

IV.f.8. Describe the municipality's procedures for the collection of leaves, yard waste, and grass clippings, and/or instruction to citizens for on-site management of these items. Provide the location of sites used by the municipality or citizens for the disposal of leaves, yard waste, and grass clippings.

The City operates a yard waste drop-off site for leaves and grass clippings. The site is open 24 hours a day from spring until winter and is located on Edna Taylor Parkway, between East Broadway and Femrite Drive at the Public Works Garage. The yard waste site does not accept brush, but the City contracts with a private service to offer free brush collection 4 times per year between April and November. Residents are asked to pile their brush on the terrace adjacent to the street.

IV.f.9. Describe the municipality's policies and procedures for the use and application of lawn and garden fertilizers on municipally controlled properties. Include information on how these policies and procedures address pollution prevention efforts.

The City of Monona does not regularly apply any fertilizers or pesticides to public properties. Pesticide products are only used to treat an infestation problem. The city has a pesticide policy that limits chemical applications to very limited circumstances. The City contracts with Tru-Green to apply fertilizer to Ahuska Park and median islands on Broadway Street.

IV.f.10. Describe any local program the municipality employs to regulate the private use of lawn and garden fertilizers.

Monona does not have local ordinances regulating private use of fertilizers or pesticides.

IV.f.11. Include an assessment of the effectiveness of the municipality's pollution prevention efforts through the municipal pollution prevention program.

Monona has an effective housekeeping program that minimizes pollution from municipal operations.

IV.g.1. Please list or reference all practices that are currently in place that will be used to meet the TSS reduction percentage reported above. Additionally, please describe any maintenance activities that have occurred for these practices in 2011-12.

Please see information presented in IV.f.1. above.

IV.g.2. Describe if the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal.

N/A

Appendix C
Storm Sewer System Map

V.b. (City of Madison only)

Appendix D Water Quality Concerns

VI.b. If any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 22 USC § 1313(d)(1)(C), identify the following information:

- **Impaired Waterbody to which the MS4 discharges:**

Rock River (Yahara Watershed)

- **Description of actions municipality has taken to comply with section A(13) of the MS4 permit for discharges of pollutant(s) of concern to an impaired waterbody:**

The City of Monona participates in the Yahara Watershed Improvement Network adaptive management pilot project lead by the Madison Metropolitan Sewerage District (MMSD) to reduce phosphorus discharge from the Yahara Watershed required under the Rock River Total Maximum Daily Load (TMDL). Control practices are currently under development and will likely involve a mix of agricultural and urban best management practices (BMPs).

VI.c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period:

None known.

VI.d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water:

None known.

Appendix E

Additional Information

VII.a. Provide a description of any revisions or proposed revisions to any element of the municipality's storm water management program:

The City is considering updating their stormwater ordinance in 2014.

VII.b. Provide an updated listing and contact information for any new industrial facilities that may be regulated under Subchapter II of NR 216, Wis. Adm. Code, and that have commenced operation during the reporting period:

The City has not permitted any new industrial facilities in 2011 or 2012.

VII.c. Provide a summary of any other activities undertaken to comply with the conditions of this permit or other information you feel the Department of Natural Resources should be aware of:

No other activities.

VII.f. Provide a description of the storm water utility and any additional information that will assist the Department of Natural Resources in understanding how the utility works in your municipality:

The City of Monona Common Council finds that the management of stormwater and other surface water discharges within the Yahara River and Lake Monona Watershed is a matter that affects the health, safety and welfare of the city, its citizens and businesses and others in the surrounding area. The cost of operating and maintaining the city stormwater management system and financing necessary repairs, replacements, improvements and extensions thereof should, to the extent practicable, be allocated in relationship to the services and benefits received from the system. In order to protect the health, safety and welfare of the public, the Common Council established a stormwater utility and established the rates for stormwater management services pursuant to authority granted by Chapters 62 and 66 of the Wisconsin Statutes. The city, acting through the stormwater utility, may acquire, construct, lease, own, operate, maintain, extend, expand, replace, clean, dredge, repair, conduct, manage and finance such facilities, operations and activities, as are deemed by the city to be proper and reasonably necessary for a system of storm and surface water management. These facilities may include, without limitation due to enumeration, surface and underground drainage facilities, sewers, watercourses, retaining walls, ponds, basins, streets, roads, ditches and such other facilities as will support a stormwater management system.

The operation of the stormwater utility shall be under the general supervision of the Public Works Committee and the Common Council. The Public Works Director or his/her designee will oversee and be in charge of the day to day operations of the utility.

There is a charge for storm water services to all lots and parcels of land within the municipal boundaries of the City. The charge schedule is made up of an Impervious Area Charge, a Pervious Area Charge and a Slope Adjustment Factor Charge.