

**CITY OF PHILOMATH, OREGON
STORMWATER MANAGEMENT PROGRAM (SWMP)**

1.0 INTRODUCTION

This Stormwater Management Program (SWMP) has been created for the City of Philomath, Oregon located within the City of Corvallis Metropolitan Area. This program has been developed to meet the Municipal Separate Storm Sewer System (MS4) permit requirements of the National Pollutant Discharge Elimination System (NPDES). The MS4 program for small jurisdictions is often called NPDES Phase II. The program outlined in this document was developed for a five-year period.

This SWMP has been developed specifically for Philomath. Some of the efforts outlined in this program will be coordinated with Benton County. This program is dependent on a new Intergovernmental Agreement that will be used to organize the implementation of certain components of this program.

This SWMP is arranged by the six minimum control measures. At the beginning of each section is a summary table listing each proposed activity associated with the measure addressed in that section. The last five columns of the table indicate which year(s) during the five-year permit period that the activity is scheduled to be completed by the jurisdiction, working either jointly or independently, as applicable. The summary tables are followed by descriptions of schedules, measurable goals, responsible parties, and other implementation issues for each activity.

The measurable goals proposed for each activity represent what seemed reasonable for each situation, based on past experience and common practices for stormwater management. From a practical sense, not all activities can be performed in permit year one, so a conscientious attempt was made to spread them out over the five-year permit term. Each goal and its frequency/schedule will be evaluated during the annual reporting effort.

2.0 STORMWATER PUBLIC EDUCATION AND OUTREACH PROGRAM

City of Philomath intends to conduct a stormwater education program. The following describes the plan for the 5-year program.

TABLE 2-1. STORMWATER PUBLIC EDUCATION AND OUTREACH PROGRAM						
BMP Activity / Description		Permit Year				
		1	2	3	4	5
Stormwater Education and Outreach Strategy		1				
Stormwater Brochure for the General Public			2		4	
Targeted Stormwater Brochure			2	3	4	5
Storm Drain Stenciling						5
Stormwater Website		1	2	3	4	5
#	Activity scheduled for permit year					
	No activity scheduled for permit year					

2.1 Develop a Stormwater Education and Outreach Strategy

The education and outreach programs discussed in this five year Stormwater Management Program constitute Philomath's strategy for implementing stormwater education.

Rationale for BMP: Philomath has determined that this section of the SWMP will provide a framework to guide efforts in conducting educational and outreach programs.

Measurable Goal: Philomath will initiate or participate in the establishment of Stakeholders Stormwater Review Committee. This Committee will coordinate the implementation of and evaluate the stormwater education and outreach programs described in this plan. This committee will be composed of staff from Philomath. Other Stakeholders representatives will be invited to set on this committee. Members of this committee will meet once a year.

- o **Completion Date:** Permit Year 1.
- o **Rationale for Goal:** A yearly meeting will assist the City in evaluating the education and outreach components of the Stormwater Management Program.

Responsible Party: City of Philomath Public Works Director.

2.2 Stormwater Brochure(s) for the General Public

Philomath will create or use an existing (EPA, DEQ, or other) stormwater brochure(s) and distribute this (these) to the general public. The purpose of the brochure(s) will be to educate the general public about the negative impacts associated with pollution in stormwater runoff and strategies to prevent pollution. The brochure(s) will include information about the hazards associated with illegal discharges and improper disposal of waste.

Rationale for BMP: This BMP was chosen because distributing brochures provides a method to present stormwater information to a high percentage of those residing in the permit area.

Measurable Goal: One general mailing to the permit area in year two and year four. The stormwater brochure(s) will also be available at Philomath City Hall, Library, and Public Works Department.

- o **Completion Date:** Permit Year 2 and 4.

- **Rationale for Goal:** A general mailing to all households in the permit area will ensure widespread distribution of educational material throughout the permit area.

Responsible Party: Philomath Public Works Director.

2.3 Targeted Stormwater Brochure

The City of Philomath will acquire a brochure addressing: *Erosion Control and Sediment Control for Single Family Housing*. City of Philomath to distribute this brochure, or another appropriate brochure, with new building permits applications for those projects in the City.

Rationale for BMP: Construction activities have the potential to add pollutants to stormwater runoff; therefore, targeted brochures that provide construction operators with preventative methods to reduce stormwater pollution will be beneficial.

Measurable Goal: Include an erosion control brochure in all new building permit applications for the permit area by permit year two.

- **Completion Date:** Permit Year 2.
- **Rationale for Goal:** Brochure distribution with building permit applications for construction within the City allow targeted distribution of stormwater educational material.

Responsible Party: Philomath Public Works Director.

2.4 Storm Drain Stenciling

Philomath will on its own or with other participants include school groups, Scouts, church groups and service organizations label (stencil) storm drain catch basins or apply storm drain markers on curbs above catch basins. These methods result in the message “Dump No Waste -Drains to Stream” appearing next to or above stormwater catch basins. Participants in this activity may also distribute informational door hangers throughout the neighborhood.

Rationale for BMP: Storm drain stenciling is an effective and well-established way to build public awareness about the location of storm drains and an effective way to promote citizen involvement.

Measurable Goal: Stencil or mark all residential and side streets in the permit area. Philomath will map the areas being stenciled and marked. Door hangers describing the harmful effects of illegal dumping may be distributed to the area residents once a stenciling or marking project is completed. The City will update stencils and markings on an on-going basis.

- **Completion Date:** Permit Year 5.
- **Rationale for Goal:** This goal is intended to build public awareness of the location of storm drains and to promote citizen involvement in this effort.

Responsible Party: City of Philomath Public Works Director.

2.5 Stormwater Web Site

Philomath will provide Stormwater information on the City’s Website.

Rationale for BMP: This BMP was chosen as a method to provide information to people who visit the City of Philomath website. This is a method that can provide information to the public 24 hours a day.

Measurable Goal: Provide Stormwater information on the City of Philomath’s website during permit year 1.

- **Completion Date:** Permit Year 1.
- **Rationale for Goal:** Achieving this goal will implement this BMP.

Responsible Party: City of Philomath Public Works Director.

3.0 STORMWATER PUBLIC INVOLVEMENT AND PARTICIPATION PROGRAM

Philomath will create or participate in a public process as part of the on-going Stormwater Management Program that will provide opportunities for members of the public to participate in program development and implementation. The following describes the 5-year program.

TABLE 3-1. STORMWATER PUBLIC INVOLVEMENT AND PARTICIPATION PROGRAM					
BMP Activity / Description	Permit Year				
	1	2	3	4	5
Stakeholders Stormwater Review Committee	1	2	3	4	5
Annually Solicit Input from the Marys River Watershed Council	1	2	3	4	5
Distribute News Releases		2	3	4	5
#	Activity scheduled for permit year				
	No activity scheduled for permit year				

3.1 Stakeholders Stormwater Review Committee

Philomath will initiate or participate in the establishment of Stakeholders Storm water Review Committee. This Committee will coordinate the implementation of and evaluate the stormwater education and outreach programs described in this plan. This committee will be composed of staff from Philomath. Other Stakeholders representatives will be invited to set on this committee. Members of this committee will meet once a year.

Rationale for BMP: This BMP was chosen because a committee provides a forum for those administering the program and stakeholder to evaluate the BMPs that compose the Stormwater Management Program and determine what changes, if any, should be made to the Program.

Measurable Goal: The Stakeholders Stormwater Review Committee will meet once a year to coordinate, evaluate, and modify the SWMP when necessary. Dates and attendance will be kept for each meeting. A summary of topics discussed and key decisions will be kept and submitted as part of the annual report.

- **Completion Date:** Permit Year 1.
- **Rationale for Goal:** An annual meeting will aid Philomath in evaluating its Stormwater Management Program.

Responsible Party: Philomath Public Works Director.

3.2 Solicit Input From The Marys River Watershed Council

The Marys River Watershed Council addresses watershed management issues in portions of the permit area. Philomath will invite members of the Marys River Watershed Council to attend and provide input to the Stakeholders Stormwater Review Committee’s annual review of the City’s Stormwater Management Program.

Rationale for BMP: Soliciting input from the Marys River Watershed Council was chosen as a BMP because it provides a method to include stakeholders in evaluating and improving the SWMP.

Measurable Goal: Invite members of the Marys River Watershed Council to attend and provide input at the Stakeholders Review Committee’s annual review of the SWMP. This information could be used to assist the City in evaluating and adapting the Stormwater Management Program in order to better achieve the Program’s objectives.

- **Completion Date:** Permit year 1.
- **Rationale for Goal:** Input from the Marys River Watershed Council will be considered each year when the Review Committee evaluates the SWMP.

Responsible Party: Philomath Public Works Director.

3.3 Distribute News Releases

Philomath will coordinate with the City of Corvallis and Benton County to distribute news releases about stormwater issues. These news releases may include information about ways that the public can be involved with activities in the Stormwater Management Program.

Rationale for BMP: This BMP was chosen because it offers an opportunity to encourage additional local coverage on the development of the activities of the Stormwater Management Program and to distribute information to a broad section of the public.

Measurable Goal: Prepare at least one news release story on the SWMP that will be distributed to local papers each year starting in permit year two. The distribution of news releases will be provided when the local press is available and interested in stormwater topics.

- **Completion Date:** Permit Year 2.
- **Rationale for Goal:** This goal is intended to encourage additional local coverage on the development of the stormwater programs.

Responsible Party: Philomath Public Works Director.

4.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

Philomath will create an Illicit Discharge Detection and Elimination Program for the City. The following presents the components of the five year program, how they will be achieved, and the implementation schedule.

TABLE 4-1. ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM					
BMP Activity / Description	Permit Year				
	1	2	3	4	5
Create and Update a System Map	1	2	3	4	5
Develop & Adopt an Ordinance to Prohibit Non-Stormwater Discharges		2	3	4	5
Illicit Discharge/Illegal Dumping Elimination Plan		2	3	4	5
Plan for Enforcement Actions				4	5
Train Staff				4	5
#	Activity scheduled for permit year				
	No activity scheduled for permit year				

In addition to the following required BMPs, a brochure(s), which includes information about the hazards associated with illegal discharges will be created for the general public as a part of the Public Education component of the SWMP.

4.1 Storm Sewer System Map

The City of Philomath will continue to update its existing storm sewer map. The storm sewer system map will show the locations of all outfalls, and the names of all water bodies that receive discharges from those outfalls. As new development is permitted, the drainage system will be added to the base map.

Rationale for BMP: This BMP was selected because this map will aid the City in targeting outfalls with dry weather flows and other suspicious discharges for more in-depth inspection and monitoring and will help coordinate management activities to remove illicit connections and track storm drain system maintenance.

Measurable Goal: Update a storm sewer system map showing all known storm drain outfalls to receiving waters.

- **Completion Date:** Permit Year 1.
- **Rationale for Goal:** A comprehensive storm sewer system map will aid the City in targeting outfalls with dry weather flows and other suspicious discharges for more in-depth inspection and monitoring and will help coordinate management activities to remove illicit connections and track storm drain system maintenance.

Responsible Party: City of Philomath Public Works Director.

4.2 Ordinance to Prohibit Non-Stormwater Discharges

Philomath will develop and adopt an ordinance that includes provisions to prohibit non-stormwater discharges into the storm sewer system. This ordinance may include prohibitions on illegal dumping or discharges to the storm drainage system, prohibitions on illicit connections from sanitary sewers to the storm drainage system, authority to inspect properties for illicit discharges, and penalties and enforcement options.

Rationale for BMP: This BMP was selected because ordinances are an effective way to establish performance standards for runoff controls.

Measurable Goal: Adopt an ordinance to prohibit non-stormwater discharges by the end of permit year two.

- **Completion Date:** Permit Year 2.
- **Rationale for Goal:** Ordinances are an effective way to establish performance standards for runoff controls.

Responsible Party: City of Philomath Council.

4.3 Illicit Discharge/Illegal Dumping Elimination Program

Philomath will develop and implement an Illicit Discharge/Illegal Dumping Elimination Program. This program will be designed to detect and respond to illicit discharges and illegal dumping into the stormwater system.

Rationale for BMP: The Illicit Discharge/Illegal Dumping Elimination Program was chosen as a BMP because it provides a comprehensive program to detect and respond to incidents of illicit discharge and illegal dumping. (Enforcement actions will be conducted as discussed in BMP 4.4.)

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- **Measurable Goal 1: Philomath will respond to reports of illicit discharge/illegal dumping.** The City will continue to respond to reports of unusual discharges or suspicious water quality conditions that are brought to the City's attention in the storm drainage system. Philomath will document all complaints relating to illicit discharge/illegal dumping.
 - **Completion Date:** Permit Year 2.
 - **Rationale for Goal:** This goal will allow the City to determine what enforcement action, if any, is required to address possible incidents of illicit discharge/illegal dumping.
 - **Responsible Party:** Philomath Public Works Director.
- **Measurable Goal 2: Conduct field inspections of outfalls during routine maintenance operations.** Philomath will develop reporting procedures to be used when conducting field inspections. Appropriate actions will be taken to determine the source of any illicit discharges found during the inspections. At a minimum, each outfall in the permit area will be inspected during the five year permit period.
 - **Completion Date:** Permit Year 4.
 - **Rationale for Goal:** Field inspections will allow the City to investigate for possible illicit discharges and illegal dumping activities.
 - **Responsible Party:** Philomath Public Works Director.

4.4 Plan for Enforcement Actions

Philomath will develop and implement an enforcement plan to ensure compliance with the stormwater ordinances developed as a part of the SWMP. Philomath will respond to all identified instances of illicit discharge or illegal dumping. After discovering an illicit discharge, Philomath will first attempt to work with the responsible party to eliminate the problem.

Rationale for BMP: This BMP was chosen because this plan will create a set of procedures to be used in order to enforce the stormwater ordinances, thereby helping to implement the ordinances and reduce incidents of illicit discharge, illegal dumping, and other activities prohibited by these ordinances.

Measurable Goal 3: Develop a plan for enforcing the stormwater ordinances developed in the SWMP.

- **Completion Date:** Permit Year 4.
- **Rationale for Goal:** This plan will create a set of procedures to be used in order to enforce the stormwater ordinance(s), thereby helping to reduce incidents of illicit discharge and illegal dumping.

Responsible Party: Philomath Public Works Director.

4.5 Train City Field Staff on Illicit Discharge/Illegal Dumping BMPs

The Philomath Public Works Field Staff will be trained how to respond when illicit discharges/illegal dumping is suspected in the field.

Rationale for BMP: This BMP has been chosen because training aids in the identification of known or suspected illicit discharges and City of Philomath Field Staff will help contain and minimize the damage to the drainage ecosystem.

Measurable Goal: The City of Philomath Field Staff will attain training on how to respond when illicit discharges/illegal dumping is suspected in the field.

- **Completion Date:** Permit Year 4.
- **Rationale for Goal:** This training will educate staff on proper BMPs for illicit discharges and illegal dumping.

Responsible Party: Philomath Public Works Director.

5.0 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL PROGRAM

Philomath will adopt the Construction Site Stormwater Runoff Control Program developed by Benton County to reduce pollutants in stormwater runoff from construction activities. Philomath will amend its existing Intergovernmental Agreement with Benton County to administer this program for the city and the implementation schedule. The following presents the program and the implementation schedule.

TABLE 5-1. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL PROGRAM					
BMP Activity / Description	Permit Year				
	1	2	3	4	5
Adopt an Erosion and Sediment Control Ordinance					5
Amend Existing I.G.A.					5
#	Activity scheduled for permit year				
	No activity scheduled for permit year				

5.1 Adopt an Erosion and Sediment Control Ordinance

After Benton County develops and implements an Erosion and Sediment Control Policy, the City will adopt the County's Policy by ordinance.

Rationale for BMP This BMP was selected because ordinances are an effective way to establish performance standards for runoff controls.

Measurable Goal: Adopt an Erosion and Sediment Control Ordinance by the end of permit year five.

- **Completion Date:** Permit Year 5.
- **Rationale for Goal:** This goal will implement this BMP.

Responsible Party: Philomath City Council.

5.2 Amend the Current Intergovernmental Agreement to Add This Policy

Benton County conducts Building Permit Reviews, Inspections, Etc., for the City of Philomath through an Intergovernmental Agreement. Concurrent with 5.1, the City will amend this I.G.A. to include the Erosion and Sediment Control Policy.

Rationale for BMP: Amending the existing I.G.A. will Implement Sediment and Erosion Control for Philomath.

Measurable Goal: Amend the City's I.G.A. with Benton County to include Erosion and Sediment Control Policy.

- **Completion Date:** Permit Year 5.
- **Rationale for Goal:** This goal will implement this BMP.

Responsible Party: Philomath City Council.

6.0 POST-CONSTRUCTION STORMWATER MANAGEMENT PROGRAM

Benton County will develop a program for post-construction stormwater management. Philomath will adopt Benton County’s Program and amend the existing Intergovernmental Agreement with Benton County to administer this program for Philomath.

TABLE 6-1. POST-CONSTRUCTION STORMWATER MANAGEMENT PROGRAM					
BMP Activity / Description	Permit Year				
	1	2	3	4	5
Adopt and Ordinance Requiring Post-Construction Control					5
Amend Existing I.G.A.					5
#	Activity scheduled for permit year				
	No activity scheduled for permit year				

6.1 Adopt an Ordinance Requiring Post-Construction Control

After Benton County develops and implements a Post-Construction Stormwater Management Policy, the City will adopt the County’s Policy by Ordinance.

Rationale for BMP: This BMP was selected because ordinances are an effective way to establish performance standards for runoff controls.

Measurable Goal: Adopt an ordinance requiring post-construction control by the end of permit year five.

- o **Completion Date:** Permit Year 5.
- o **Rationale for Goal:** Ordinances are an effective way to establish performance standards for runoff controls.

Responsible Party: Philomath City Council.

6.2 Amend the Current Intergovernmental Agreement to Add This Policy

Benton County conducts Building Permits Reviews, Inspections, Etc., for the City of Philomath through an Intergovernmental Agreement. Concurrent with 6.1, the City will amend this I.G.A. to include the Post-Construction Runoff Control Policy.

Rationale for BMP: Amending the existing I.G.A. will implement Sediment and Erosion Control for Philomath.

Measurable Goal: Amend the City’s I.G.A. with Benton County to include Erosion and Sediment Control Policy.

- o **Completion Date:** Permit Year 5.
- o **Rationale for Goal:** This goal will implement this BMP.

Responsible Party: Philomath City Council.

7.0 POLLUTION PREVENTION IN MUNICIPAL OPERATIONS PROGRAM

Philomath will implement an operations and maintenance plan. The following presents the requirements for the plan, how they will be achieved and the implementation schedule.

TABLE 7-1.
POLLUTION PREVENTION IN MUNICIPAL OPERATIONS PROGRAM

BMP Activity / Description	Permit Year				
	1	2	3	4	5
Develop an O&M Plan With the Following Components:					
• Define Specific Problems	#				
• Define Specific Solutions	#				
• Educate Employees		#			
• Empower Employees		#			
• Assess Program Effectiveness					#

Activity scheduled for permit year
 No activity scheduled for permit year

7.1 Operation and Maintenance Plan

Philomath will create and implement an Operations and Maintenance Plan (O&M Plan) designed to meet the specific conditions present, Philomath’s O&M plan has five basic components:

- A) **Define Specific Problems** - Examine what the actual water quality problems are within the City and make a determination as to how the City’s operational activities may contribute to these specific problems.
- B) **Define Specific Solutions** - Identify which of the City’s maintenance activities are likely to improve water quality and apply the City’s limited resources to make cost effective improvements in those areas.
- C) **Educate Employees** - Provide training to the City’s Field Staff on how to detect and respond to potential problems that could contribute to Stormwater Pollution.
- D) **Empower Employees** - Provide training to field personnel that will allow them to use common sense in the field to apply materials that will minimize runoff into the City’s drainage system(s).
- E) **Assess Program Effectiveness** - At the end of the permit period, City Staff will review City operational improvements and assess whether they have been effective at improving water quality to the receiving systems within the City. Recommendations will be made that will guide permit renewal objectives.

Rationale for BMP: The O&M plan has been included as a BMP because it is required by the NPDES Phase II permit and is intended to reduce the amount of pollutants carried by stormwater runoff into the storm drainage system as a result of City activities.

- **Measurable Goal 1: Define Specific Problems.** Meet with Field Staff to determine actual water quality concerns. All water quality problems that would not be affected by operation and maintenance activities will not receive further consideration. Potential problems may be addressed, but only secondary to known problems.
 - **Completion Date:** Permit Year 1.
 - **Rationale for Goal:** The City needs to identify the real problems within the permit area.
 - **Responsible Party:** Philomath Public Works Director.

- **Measurable Goal 2: Define specific solutions.** Determine what activities the City will pursue to demonstrate success. There will be up to 5 specific targets the City will concentrate on.
 - **Completion Date:** Permit Year 1.
 - **Rationale for Goal:** The City needs to focus on real problems and solutions that can actually make a difference.
 - **Responsible Party:** Philomath Public Works Director.

- **Measurable Goal 3: Educate Employees.** Conduct employee training
 - **Completion Date:** Permit Year 2.
 - **Rationale for Goal:** Provide training to our field staff on how to detect and respond to potential problems that could contribute to Storm Water Pollution.
 - **Responsible Party:** Philomath Public Works Director.

- **Measurable Goal 4: Empower Employees.** Provide employees with the tools, equipment, and flexibility to get their jobs done with minimal impact to the drainage system.
 - **Completion Date:** Permit Year 2.
 - **Rationale for Goal:** Provide training to field personnel that will allow them to use common sense in the field to apply materials that will minimize runoff into the drainage system.
 - **Responsible Party:** Philomath Public Works Director.

- **Measurable Goal 5: Assess Program Effectiveness.** Meet with Staff and report on the successes of the operational improvements. The report will be used as a primary tool to focus on permit renewal.
 - **Completion Date:** Permit Year 5.
 - **Rationale for Goal:** This process will allow the City officials to determine the effectiveness of the O&M Plan.
 - **Responsible Party:** Philomath Public Works Director.

8.0 EVALUATIONS AND ASSESSMENT

In preparation for the annual reporting requirements, Philomath will document program implementation and progress. The Measurable Goals listed in this Program are initial goals. Philomath will work towards meeting those requirements for the Phase II permit that are not currently being implemented. The Measurable Goals in this Program reflect the implementation schedule of each of the BMPs. Once the BMP has been implemented, Philomath will revise the Measurable Goal for that requirement to track the progress of implementation, effectiveness, or environmental improvement as appropriate.