

# **Existing Phase II MS4**

## **Stormwater Management Program Template**

Please note that this template does not provide an exhaustive listing of what the NPDES Permit requires to be included in the Stormwater Management Program (SWMP). The permittee must carefully review each part of the Permit and ensure all items are included.

## **General Information for Submitting a SWMP**

- Your Stormwater Management Program (SWMP) must be a comprehensive document containing all the necessary components. The SWMP must include the most recent version of all of the required supporting documents. These supporting documents must be submitted on a flash drive or CD. Ensure that the files can be opened and read by EPD. In rare cases, EPD will accept hard copies of documents. Ensure that you submit all of the necessary components, including copies of the latest versions of the following:
  - 1) Adopted stormwater ordinances (Illicit Discharge, Erosion and Sedimentation, and Post-Construction). If you are located within the Metropolitan North Georgia Planning District, then your SWMP must also include District ordinances (Floodplain, Litter, Stream Buffer);
  - 2) Standard Operating Procedures (e.g. dry weather screening procedures, construction site inspection procedures, street sweeping procedures);
  - 3) Blank copies of forms to be used to implement the SWMP, including inspection forms;
  - 4) Signed Memorandum of Agreements; and
  - 5) Maps and inventories.

A bulleted list of the documents to be attached to the SWMP is included on each BMP page. This list is only to assist the permittee as a reminder and is not a definitive list. The permittee may determine some of the listed documents do not apply or that additional documents should be provided.

- For some BMPs, the NPDES Permit requires the submittal of procedures. These procedures may be described in the “Description of BMP” section of each BMP page, if they are not lengthy, or included as a separate attachment to the SWMP.
- The NPDES Permit contains tables listing the various BMPs. The MS4 is required to set a measurable goal for each BMP. In some cases, the Permit establishes the goal (e.g. inspect 100% of the structures within a 5-year period), while in other cases the MS4 must set a specific measurable goal. Ensure that each measurable goal is numeric and trackable.
- The NPDES Permit specifies that the MS4 must provide documentation of each activity implemented. Each BMP must specify the documentation to be submitted with each annual report (e.g. completed inspection forms, work orders, etc.). In some cases, the Permit specifies the documentation to be submitted (e.g. maps and inventories). In other cases, the MS4 will have to establish the documentation to be submitted. Ensure that each BMP spells out the specific documentation to be submitted with each annual report in the section titled “Documentation to be submitted with each Annual Report”.

**STATE OF GEORGIA DEPARTMENT OF NATURAL RESOURCES  
ENVIRONMENTAL PROTECTION DIVISION**

**Stormwater Management Program (SWMP)**

General NPDES Permit No. GAG610000 for  
Small Municipal Separate Storm Sewer Systems (MS4)

**1. General Information**

- A. Name of small MS4: Oconee County
- B. Name of responsible official: John Daniell  
Title: Chairman, Board of Commissioners  
Mailing Address: 7635 Macon Highway, Suite 100  
City: Watkinsville State: Georgia Zip Code: 30677  
Telephone Number: 770-769-5120
- C. Designated stormwater management program contact:  
Name: Jody B. Woodall, PE  
Title: Public Works Director  
Mailing Address: 7635 Macon Highway, Suite 1100  
City: Watkinsville State: Georgia Zip Code: 30677  
Telephone Number: 706-769-2937  
Email Address: jwoodall@oconee.ga.us
- D. Provide the river basin(s) to which your MS4 discharges: Oconee
- E. Provide the latitude and longitude of the MS4 center (e.g. City Hall, County offices, MS4 mailing address) using Global Positioning System (GPS) –WG 84:  
Latitude: 33°52'46.45" N Longitude: 83°24'52.49" W

**2. Sharing Responsibility**

- A. Has another entity agreed to implement a control measure on your behalf?  
Yes        No  X   (If no, skip to Part 3)

Control Measure or BMP:

1. Name of entity \_\_\_\_\_
2. Control measure or component of control measure to be implemented by entity on your behalf:  
\_\_\_\_\_

B. Attach an additional page if necessary to list additional shared responsibilities. **It is mandatory that you submit a copy of a written agreement between your MS4 and the other entity demonstrating written acceptance of responsibility.**

**3. Minimum Control Measures and Appendices**

- A. Public Education and Outreach
- B. Public Involvement/Participation
- C. Illicit Discharge Detection and Elimination
- D. Construction Site Stormwater Runoff Control
- E. Post-Construction Stormwater Management in New Development and Redevelopment
- F. Pollution Prevention/Good Housekeeping
- G. Appendix A – Enforcement Response Plan
- H. Appendix B – Impaired Waters

**4. Certification Statement**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Printed Name: John Daniell Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: Chairman, Board of Commissioners

## **Stormwater Management Program**

### **Public Education and Outreach on Storm Water Impacts**

#### **Table 4.2.1(a) of the Permit**

##### **A. Best Management Practice (BMP) #1 – Storm Water Awareness in School Aged Children**

1. Target audience: School Children
2. Description of BMP: Educational outreach to school-aged children regarding storm water pollution prevention through the use of “Discover Storm Water” activity booklets. The booklets will be distributed through classrooms, after-school programs, community events, or clubs (e.g. Girl Scouts, Boy Scouts, 4-H, etc.
3. Measurable goal(s): A minimum of 30 booklets will be distributed each year.
4. Documentation to be submitted with each annual report: The number of booklets will be tracked and reported.
5. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
6. Person (position) responsible for overall management and implementation of the BMP: Keep Oconee County Beautiful Commission Executive Director
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Increase in the awareness of storm water pollution for school children

**B. BMP #2 – Storm Water Awareness Through On-Line Resources**

1. Target audience: General Public
2. Description of BMP: The Oconee County website will include the County's Storm Water Management Plan and educational material regarding storm water pollution prevention. The site will be updated as needed to provide current information.
3. Measurable goal(s): Information on the website will be updated a minimum of two (2) times per year.
4. Documentation to be submitted with each annual report: Dates of website updates, a description of the updated information, and screenshots of the pages will be provided in the annual report.
5. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): annual tracking of site updates
  - d. Month/Year of each action (if applicable): n/a
6. Person (position) responsible for overall management and implementation of the BMP: Keep Oconee County Beautiful Commission Executive Director
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Increased citizen awareness of storm water issues.

**C. BMP #3 – Storm Water Awareness Through Social Media**

1. Target audience: General Public
2. Description of BMP: Conduct an ongoing social media program to promote awareness on storm water issues.
3. Measurable goal(s): Social media posts regarding storm water pollution prevention and related issues will be included on the Keep Oconee Beautiful Commission's Facebook page at least three (3) times per year.
4. Documentation to be submitted with each annual report: Screen shots showing relevant posts will be provided with the annual report.
5. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): 2018
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
6. Person (position) responsible for overall management and implementation of the BMP: Keep Oconee County Beautiful Commission Executive Director
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Increased citizen awareness of storm water issues.

**D. BMP #4 – Storm Water Education**

1. Target audience: General Public
2. Description of BMP: Distribute brochures and/or flyers with information about storm water issues at various events attended by the Keep Oconee Beautiful Commission.
3. Measurable goal(s): Storm water information will be distributed at a minimum of one event each year. The date and location of the event(s) will be reported.
4. Documentation to be submitted with each annual report: A copy of the distributed brochures will be provided with the annual report. The number of brochures distributed at the event(s) will be tracked and reported.
5. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
6. Person (position) responsible for overall management and implementation of the BMP: Keep Oconee County Beautiful Commission Executive Director
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Increased citizen awareness of storm water issues.

**Public Involvement/Participation**  
**Table 4.2.2 (a) of the Permit**

**A. Best Management Practice (BMP) #1 – Adopt-A-Mile Program**

1. Target audience/stakeholder group: General Public
2. Description of BMP: The Keep Oconee Beautiful Commission will operate an Adopt-A-Mile program in which volunteers pick up litter from county roadsides in order to reduce pollution.
3. Measurable goal(s): Each sponsor of each Adopt-A-Mile segment will conduct a minimum of one roadside pickup event per year.
4. Documentation to be submitted with each annual report: The number of litter pick-up events conducted annually will be tracked and reported. Copies of the “Adopt-A-Mile Participant Reporting Form” for each pick-up event will be provided with the annual report.
5. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
6. Person (position) responsible for overall management and implementation of the BMP: Keep Oconee County Beautiful Commission Executive Director
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Citizen groups participate and reduce the amount of litter along roads.

**B. BMP #2 – River Cleanup**

1. Target audience/stakeholder group: General Public
2. Description of BMP: Organize at least one river cleanup event each year. Cleanup and disposal of waste will be performed by volunteers with the Keep Oconee County Beautiful Commission.
3. Measurable goal(s): Hold one stream event annually.
4. Documentation to be submitted with each annual report: The location, number of participants, and amount of trash collected will be tracked and reported. A sign-in sheet from participants on the day of the event will be provided with the annual report.
5. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
6. Person (position) responsible for overall management and implementation of the BMP: Keep Oconee County Beautiful Executive Director
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Volunteers participate in an event and litter is removed.

**C. BMP #3 – County Wide Recycling**

1. Target audience/stakeholder group: General Public
2. Description of BMP: Recycling centers are provided at all five (5) solid waste collection sites in the County. In addition, recycling is collected at schools and municipal facilities. There is no charge for citizens to bring in material to be recycled. For items that cannot be recycled, the County operates a “Pay-As-You-Throw” bag program which subsidizes citizens’ solid waste disposal cost.
3. Measurable goal(s): The solid waste/recycling sites will operate four (4) days a week (Monday, Wednesday, Friday, and Saturday).
4. Documentation to be submitted with each annual report: The number of citizen visits and the amount of solid waste and recycling material collected at the sites will be tracked and reported.
5. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
6. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Citizens use the collection sites for recycling and solid waste disposal.

**D. BMP #4 – Great American Cleanup**

1. Target audience/stakeholder group: General Public
2. Description of BMP: Volunteers with Keep Oconee County Beautiful Commission will organize and participate in at least one event each year as part of the Great American Cleanup program.
3. Measurable goal(s): Participate in a minimum of one event annually.
4. Documentation to be submitted with each annual report: The date and a description of the event will be reported. A sign-in sheet from participants on the day of the event will be provided with the annual report.
5. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
6. Person (position) responsible for overall management and implementation of the BMP: Keep Oconee County Beautiful Commission Executive Director
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Volunteers participate in an event and litter is removed.

**Illicit Discharge Detection and Elimination**  
**Table 4.2.3 (a) of the Permit**

**A. BMP #1 – Legal Authority**

1. Description of BMP: Article 11 of the Unified Development Code of Oconee County (originally adopted October 3, 2006, latest revision March 1, 2022) incorporates the erosion control and storm water management ordinance. Article 11, Section 1114 prohibits illicit non-storm water discharges and illegal connection to the MS4. Article 11, Section 1118 describes violations, enforcement, and penalties for failure to comply with the ordinance. See Appendix C.
2. Measurable goal(s): Evaluate, and if necessary, modify the existing ordinance.
3. Documentation to be submitted with each annual report: Results of ordinance evaluation and, if applicable, a copy of the adopted ordinance if modified during the reporting period will be provided with the annual report.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Ability to prohibit, detect, and address illicit discharges to the storm sewer system.

**SWMP Attachments:**

- Illicit Discharge Detection and Elimination ordinance, showing adoption date
- If you are located within the Metropolitan North Georgia Planning District (District), attach copies of all of the District ordinances, showing the adoption dates, to the SWMP.

**B. BMP #2 – Outfall Map and Inventory**

1. Description of BMP: Maintain an updated inventory and map showing the location of all outfalls and names and locations of all waters of the State that receive discharges from these outfalls.
2. Measurable goal(s): Annually update the map and inventory to include any outfalls added during the reporting period.
3. Documentation to be submitted with each annual report: An updated map and inventory, along with the number of outfalls added and the total number of outfalls will be provided with the annual report.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): Submitted with annual reports
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Updated map will used to detect and address illicit discharges to the storm sewer system.

**SWMP Attachments:**

- Outfall inventory
- Outfall map showing the outfalls and the receiving streams, including stream names

### **C. BMP #3 – IDDE Plan**

1. Description of BMP: Implement the EPD approved IDDE Plan to detect and address non-storm water discharges to the storm drains. The plan includes dry weather screenings to locate illicit discharges, along with investigative and enforcement procedures to eliminate detected illicit discharges. See Appendix C.
2. Measurable goal(s): Inspect 100% of the total outfalls within the 5-year permit term, minimum of 5% per year, with location, date, and inspection results recorded. Implement investigative procedures on 100% of the outfalls where flow is identified. Ensure that 100% of the identified illicit discharges are eliminated.
3. Documentation to be submitted with each annual report: The number of outfall inspections and documentation of the inspection will be provided along with information on any illicit discharge tracing and enforcement actions taken to eliminate illicit discharges.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Illicit discharges and detected and addressed.

### **SWMP Attachments:**

- Illicit Discharge Detection and Elimination Plan
- Outfall inspection form
- If using an alternate method in place of outfall inspections, the form to document activities
- Form to document stream walks
- Form to document source tracing
- Form to document illicit discharge elimination
- Example table to track outfall inspections over the permit cycle

**D. BMP #4 – Education**

1. Description of BMP: Educational storm drain markers will be inspected, and replaced as needed, to advise residents, lawn maintenance workers, and county employees not to dump waste into the storm drains. Existing storm drains without the specialized “Dump no waste – Drains to waterways” storm drain lids have the storm drain markers. All new developments require the specialized storm drain lids. See Appendix C.
2. Measurable goal(s): Ensure 100% of storm drains contain storm drain markers.
3. Documentation to be submitted with each annual report: The location and number of storm drain markers inspected and/or replaced during the reporting period.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): 2018
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Public is made aware of the hazards of illicit discharges.

**E. BMP #5 – Complaint Response**

1. Description of BMP: Respond to citizen complaints of illicit discharge. Maintain a record of citizen complaints including investigation, responses, and enforcement action. Complaints may be submitted by phone, in-person currently, or through the County's website. See Appendix C.
2. Measurable goal(s): Investigate 100% of complaints received within three (3) working days by following the EPD approved procedures for receiving, investigating, and tracking the status of illicit discharge complaints.
3. Documentation to be submitted with each annual report: Log showing each illicit discharge related complain received and investigated during the reporting period including the complaint date, type of complaint, and complaint status.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Illicit discharges are detected and addressed.

**Construction Site Storm Water Runoff Control**  
**Table 4.2.4 (a) of the Permit**

**A. BMP #1 – Legal Authority**

1. Description of BMP: The existing erosion, sedimentation, and pollution control ordinance, Article 11 of Oconee County's Unified Development Code, (originally adopted October 3, 2006, latest revision March 1, 2022) includes legal authority to require construction site operators to control waste at their site. See Appendix D.
2. Measurable goal(s): Evaluate, and if necessary, modify the existing ordinance.
3. Documentation to be submitted with each annual report: Results of ordinance evaluation and, if applicable, a copy of the adopted ordinance modified during the reporting period.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Ability to prevent sediment or other debris at construction sites from leaving the property and entering state waters.

**SWMP Attachments:**

- Erosion and Sedimentation ordinance, showing adoption date. If the required construction waste wording is contained in another ordinance (e.g. litter), then submit that adopted ordinance also.

**B. BMP #2 - Site Plan Review Procedures**

1. Description of BMP: Follow the Georgia EPD approved procedure to review erosion, sedimentation, and pollution control plans for all developments with land disturbance of one acre or greater in accordance with Georgia Soil and Water Conservation Commission requirements for proper erosion, sedimentation, and pollution control measures and for water quality impact considerations. See Appendix D.
2. Measurable goal(s): 100% of plans for sites one acre or greater disturbed are reviewed.
3. Documentation to be submitted with each annual report: List of site plans received and number of site plans reviewed, approved, or denied.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Director of Planning and Code Enforcement
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Properly designed erosion, sedimentation, and pollution control measures are incorporated into the construction plan, and developers clearly understand all construction site waste control measures prior to any grading activities.

**SWMP Attachments:**

- Site plan review procedures
- Example plan review forms
- Example plan review tracking log

### C. **BMP #3 – Inspection Program**

1. Description of BMP: Conduct site inspection to ensure best management practices are properly designed and maintained and that construction site waste is properly controlled in accordance with the Georgia Soil and Water Conservation Commission requirements.
2. Measurable goal(s): 100% of active construction sites will be inspected in accordance with the GSWCC requirements.
3. Documentation to be submitted with each annual report: List of active construction sites along with the number of inspections.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Director of Planning and Code Enforcement
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Construction sites use proper erosion, sedimentation, and pollution control measures.

#### **SWMP Attachments:**

- Construction site inspection procedures
- Example inspection forms
- Example site inspection tracking log

#### **D. BMP #4 – Enforcement Procedures**

1. Description of BMP: Implement enforcement procedures for erosion, sedimentation, and pollution control violations documented at construction sites as described in the Enforcement Response Plan (ERP). See Appendix D.
2. Measurable goal(s): Ensure enforcement is taken for 100% of the noted violations.
3. Documentation to be submitted with each annual report: The number, type, status, and amount of any assessed penalties of enforcement actions will be documented and provided with each annual report.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Director of Planning and Code Enforcement
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Construction sites use proper erosion, sedimentation, and pollution control measures.

#### **SWMP Attachments:**

- Example enforcement forms or letters (e.g. Stop Work Order, Warning Notice)
- Example enforcement action tracking log

## **E. BMP #5 – Complaint Response**

1. Description of BMP: Follow the EPD approved procedure for receiving information and complaints concerning erosion, sedimentation, and pollution control at construction sites. Code Enforcement immediately goes to the site to investigate the complaint involving erosion, sedimentation, and pollution. The Code Enforcement officer follows up with the developer to ensure the violation is corrected, or stop work order is issued. A spreadsheet is maintained to document information regarding the complaints (date, location, investigation results, and follow-up). See Appendix D.
2. Measurable goal(s): Respond to 100% of complaints received. The number of complaints received and investigated will be tracked and included in the annual report.
3. Documentation to be submitted with each annual report: Information on complaints received during the reporting period (date, location, investigation results, and follow-up).
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Director of Planning and Code Enforcement
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Construction sites use proper erosion, sedimentation, and pollution control measures.

### **SWMP Attachments:**

- Complaint procedures, including receipt, investigation and enforcement
- Form used to document complaint receipt, handling, and resolution

**F. BMP #6 – Certification**

1. Description of BMP: Ensure that any MS4 staff involved in construction activities subject to the Construction General Permits are trained and certified in accordance with the rules adopted by the Georgia Soil and Water Conservation Commission.
2. Measurable goal(s): Ensure that 100% of MS4 staff involved in construction site management are certified by the Georgia Soil and Water Conservation Commission.
3. Documentation to be submitted with each annual report: Number and type of current certifications held by MS4 staff.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Director of Planning and Code Enforcement
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Construction sites use proper erosion, sedimentation, and pollution control measures.

**Post-Construction Storm Water Management in**  
**New Development and Redevelopment**  
**Table 4.2.5 (a) of the Permit**

**A. BMP #1 – Legal Authority**

1. Description of BMP: The existing storm water ordinance, Article 11 of Oconee County's Unified Development Code (originally adopted October 3, 2006, latest revision March 1, 2022), includes legal authority to address post-construction runoff from new development or redevelopment projects. See Appendix E.
2. Measurable goal(s): Evaluate, and if necessary, modify the ordinance.
3. Documentation to be submitted with each annual report: Results of the ordinance evaluation and, if applicable, a copy of the revised ordinance during the reporting period.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Ability to address post-construction runoff from new development or redevelopment sites.

**SWMP Attachments:**

- Post-Construction ordinance, showing adoption date
- If the population exceeds 10,000, a completed worksheet or other method used to conduct the code and ordinance evaluation (e.g. Center for Watershed Protection's Code and Ordinance Worksheet, EPA's Scorecard)

**B. BMP #2 - Inventory**

1. Description of BMP: Maintain an updated inventory of all publicly owned storm water management structures, privately owned storm water management structures designed after 12/9/2008, and publicly owned by other entities completed after 12/6/2012. The inventory will be updated as new structures are completed or existing structures are identified.
2. Measurable goal(s): Annually updated inventory will include information on the number, type of structures, and ownership (public, private, or publicly owned by other entities).
3. Documentation to be submitted with each annual report: Up to date inventory of structures.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Post-construction storm water management structures are identified.

**SWMP Attachments:**

- Inventory of detention/retention ponds and water quality vaults

### C. **BMP #3 – Inspection Program**

1. Description of BMP: Inspections will be conducted on publicly owned storm water management structures, privately owned storm water structures, and publicly owned storm water management structures by other entities generated in BMP #2. The inspection evaluates the condition and effectiveness of the structure. Deficiencies noted on publicly owned structures are corrected by the County. Deficiencies noted on privately owned structures and publicly owned structures by other entities will be forwarded to the owner of the structure for correction. See Appendix E.
2. Measurable goal(s): A minimum of 5% of structures will be inspected annual to ensure 100% of structures are inspected within the five-year permit term.
3. Documentation to be submitted with each annual report: List of structures inspected and inspection results.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Post-construction storm water management structures are properly maintained.

#### **SWMP Attachments:**

- Inspection procedures
- Example inspection forms
- Example table for tracking inspections conducted over permit cycle

#### **D. BMP #4 – Maintenance Program**

1. Description of BMP: Implement the long-term operation and maintenance program of post-construction storm water management structures to include: all County owned structures, publicly owned structures by other entities (e.g. BOE), and privately owned structures with construction completed after December 6, 2012. See Appendix E.
2. Measurable goal(s): Maintain 100% of permittee owned structures as needed, require maintenance agreements for all newly constructed post-construction structures that are privately owned or publicly owned by other entities and notify 100% of owners of privately owned and publicly owned by other entities storm water structures of needed maintenance.
3. Documentation to be submitted with each annual report: Privately owned structures: summary list of executed maintenance agreements, updated to include additional maintenance agreements executed during the reporting period. Publicly owned structures: list of structures maintained and documentation of maintenance that occurred during the reporting period. Permittee owned structures: work orders showing maintenance activities completed in-house.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Post-construction storm water management structures are properly maintained.

#### **SWMP Attachments:**

- Example form for documenting maintenance
- Example maintenance agreements
- List of maintenance agreements executed to date
- Example letters to notify owners of maintenance deficiencies

**E. BMP #5 – GI/LID Program**

1. Description of BMP: The GI/LID program allows the use of GI/LID structures, better sit planning techniques, and better site design. The County will focus on encouraging the following structures: bio-retention, enhanced dry/wet swales, infiltration practices, and permeable paver systems/pervious concrete/pervious asphalt. See Appendix E.
2. Measurable goal(s): Annually evaluate the GI/LID program. If the program is revised, the revised program will be submitted to EPD for review.
3. Documentation to be submitted with each annual report: If the GI/LID program is revised during the reporting period, submit the revised program to EPD for review with the annual report.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: The GI/LID program is evaluated annually and implemented as part of the SWMP.

**SWMP Attachments:**

- Inventory of all permittee-owned GI/LID structures, and structures publicly-owned by other entities and privately-owned non-residential constructed after 12/6/12.

**F. BMP #6 – GI/LID Structure Inventory**

1. Description of BMP: Maintain an inventory of GI/LID structures located within the permitted area and constructed after December 6, 2012. The inventory will include County owned structures, structures owned by other public entities, and privately owned non-residential structures. The addition of new GI/LID structures will be tracked through the plan review process and added to the inventory. See Appendix E.
2. Measurable goal(s): Inventory of GI/LID structures will be maintained and updated to include any new structures each year.
3. Documentation to be submitted with each annual report: Updated inventory including structures added during the reporting period.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Inventory of GI/LID structures is maintained.

**SWMP Attachments:**

- GI/LID Program, including example inspection forms and maintenance agreements

## **G. BMP #7 – GI/LID Structure Inspection Program**

1. Description of BMP: Conduct inspections of GI/LID structures according to the schedule described in the GI/LID program. See Appendix E.
2. Measurable goal(s): A minimum of 5% of structures will be inspected to ensure 100% of GI/LID structures are inspected during the permit period.
3. Documentation to be submitted with each annual report: Inspection reports from each GI/LID structure.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): 2020
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Proper inspection of the GI/LID structures during the permit period.

### **SWMP Attachments:**

- Example inspection forms
- Example table for tracking inspections conducted over permit cycle

## **H. BMP #8 – GI/LID Structure Maintenance Program**

1. Description of BMP: Following inspection of the GI/LID structures, maintenance of the structures will be performed to ensure proper operation. See Appendix E.
2. Measurable goal(s): 100% of the GI/LID structures are inspected and properly maintained within a 5-year period.
3. Documentation to be submitted with each annual report: Work orders or documentation from contractors verifying activities and inspection deficiencies were addressed.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Proper inspection and maintenance of GI/LID structures.

### **SWMP Attachments:**

- Example form for documenting maintenance
- Example maintenance agreements
- List of maintenance agreements executed to date
- Example letters to notify owners of maintenance deficiencies

**Pollution Prevention/Good Housekeeping for Municipal Operations**  
**Table 4.2.6 (a) of the Permit**

**A. BMP #1 – MS4 Structure Inventory and Map**

1. Description of BMP: Maintain an inventory and map of storm sewer system control structures (catch basins, ditches, detention ponds/retention ponds, and storm drain lines). See Appendix F.
2. Measurable goal(s): Inventory and map will be maintained and updated annually.
3. Documentation to be submitted with each annual report: Updated map and inventory including the number of structures added during the reporting period and the total number of structures.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Storm sewer system is inspected and properly maintained.

**SWMP Attachments:**

- Inventory listing 4 structure types (catch basins, ditches, pipes, permittee-owned ponds)
- Map showing 4 structure types

**B. BMP #2 – MS4 Inspection Program**

1. Description of BMP: Conduct inspections of the MS4 control structures to ensure that 100% of the structures are inspected within a 5-year period. A minimum of 5% will be inspected each year to ensure 100% inspections during the permit period. Ponds, catch basins, and pipes are inspected using inspection forms. Ditches are inspected as part of the Road Departments regular maintenance activities. See Appendix F.
2. Measurable goal(s): The number of structures inspected each year and the results of the inspection will be tracked and included in the annual report. 100% of structures will be inspected within a 5-year period.
3. Documentation to be submitted with each annual report: The number and percentage of structures inspected during the reporting period and copies of inspection reports and work orders.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Storm sewer system is inspected and properly maintained.

**SWMP Attachments:**

- Inspection program, including implementation schedule
- Example inspection forms
- Example table for tracking inspections over the permit cycle

**C. BMP #3 – MS4 Maintenance Program**

1. Description of BMP: Conduct maintenance of the MS4 control structures as needed. See Appendix F.
2. Measurable goal(s): Conduct maintenance on 100% of submitted maintenance work orders.
3. Documentation to be submitted with each annual report: The number of each type of structure maintained during the reporting period.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Storm sewer system is inspected and properly maintained.

**SWMP Attachments:**

- Maintenance procedures
- Example maintenance forms

**D. BMP #4 – Street and Parking Lot Cleaning**

1. Description of BMP: Conduct street sweeping in the commercialized areas of the county. Currently, the County contracts for street sweeping of 32.25 miles of curb monthly, sweeping 3 roundabouts monthly, and sweeping US 4.6 miles of state routes quarterly. See Appendix F.
2. Measurable goal(s): A minimum of 32.25 miles of curb will be swept monthly.
3. Documentation to be submitted with each annual report: Street sweeping log showing date and mileage swept each month.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Monthly
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Debris removed from roadways.

**SWMP Attachments:**

- Street sweeping procedures
- Street sweeping log page or other form
- Litter removal procedures
- Litter removal log page or other form

**E. BMP #5 – Employee Training**

1. Description of BMP: Conduct training for Oconee County employees that are engaged in activities that could impact water quality. The training program may include the following topics: good housekeeping at municipal facilities, illicit discharge detection, construction site inspections, and green infrastructure. See Appendix F.
2. Measurable goal(s): Training will be held at least once per year. The number of employees receiving training will be tracked and reported.
3. Documentation to be submitted with each annual report: Employee sign-in sheets showing the date of training, topic covered, and number of employees receiving training.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Employees are made aware of water quality impacts of their activities.

**SWMP Attachments:**

- Employee training program
- Example sign-in sheet or other documentation forms

**F. BMP #6 – Waste Disposal**

1. Description of BMP: Ensure proper waste disposal of material collected during MS4 maintenance activities (catch basin cleaning, litter pick-up, etc.) Material from catch basins will be hauled to the County's inert landfill. Litter will be taken to a County owned sanitation collection site.
2. Measurable goal(s): The County will ensure 100% of waste removed during MS4 maintenance activities will be disposed of at the appropriate location.
3. Documentation to be submitted with each annual report: Number of loads of material hauled to the inert landfill and number of bags of litter taken to the sanitation collection sites.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Road Superintendent
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Debris is removed from roadways.

**SWMP Attachments:**

- Waste disposal procedures
- Example form for tracking waste disposal

## **G. BMP #7 – New Flood Management Projects**

1. Description of BMP: All new flood management projects are assessed for water quality impacts during the design phase and the project design applies the performance standards required by the Georgia Storm Water Management Manual. Section 1116 of the County's Unified Development Plan provides standards that are required for developments. The development plans are reviewed to ensure the design follows standards set forth in the Georgia Storm Water Management Manual Volume 2 are met. Plan review comments are provided to the design professional. Comments must be addressed prior to issuance of a development permit. Prior to acceptance of final plat or certificate of occupancy, as-built review and field inspection are completed to ensure the constructed storm water management facility meets the design.
2. Measurable goal(s): Review 100% of submitted plans as required by the permit.
3. Documentation to be submitted with each annual report: List of plans reviewed.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): On-going
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Director of Planning and Code Enforcement
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: New projects are reviewed for proper design.

### **SWMP Attachments:**

- Procedures for assessing new plans for water quality impacts
- Example forms used to document the assessment of new plans

## **H. BMP #8 – Existing Flood Management Projects**

1. Description of BMP: Conduct an assessment of the existing County owned flood management projects for potential retrofitting to address water quality impacts. See Appendix F.
2. Measurable goal(s): At least one structure will be assessed annually to ensure 100% of structures are assessed during the permit term.
3. Documentation to be submitted with each annual report: For structures assessed, information on any assessment and/or retrofitting activities will be provided during the reporting period in each annual report.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): 2018
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Structures may be retrofitted if water quality is being impacted.

### **SWMP Attachments:**

- Procedures for assessing existing flood management structures for potential retrofit
- List of existing flood management structures
- Example forms used to document the assessment of existing structures

## **I. BMP #9 – Municipal Facilities**

1. Description of BMP: Maintain an inventory of municipal facilities with the potential to cause pollution. Conduct inspections on the municipal facilities listed in the inventory using the approved checklist to identify potential pollution problems. See Appendix F.
2. Measurable goal(s): Inventory updated annually. An average of 20% of the facilities will be inspected each year to ensure that 100% of municipal facilities will be inspected within the permit term.
3. Documentation to be submitted with each annual report: Updated inventory and results of inspections conducted during the reporting period.
4. Schedule:
  - a. Interim milestone dates (if applicable): n/a
  - b. Implementation date (if applicable): n/a
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): n/a
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Municipal facilities are inspected and properly maintained.

### **SWMP Attachments:**

- Inventory of municipal facilities
- Procedures for conducting inspections
- Example inspection forms
- Example table to track inspections over permit cycle

**Appendix A**  
**Enforcement Response Plan**

1. The MS4 was required to develop an Enforcement Response Plan (ERP) that describes the action to be taken for violations of the Stormwater Management Program during a previous permit iteration.
  - A. Provide the date the ERP was approved by EPD: \_\_\_\_\_
  - B. If the ERP has not yet been approved, provide the date submitted to EPD: The ERP was originally submitted with the 2014 Annual Report, October 2014.
2. The ERP is to be evaluated annually and revised as needed. Provide the most recent version of the ERP as an attachment to this Appendix.

**DRAFT**

## **Enforcement Response Plan**

This Enforcement Response Plan (ERP) describes the action to be taken for violations associated with the County's ordinances and other legal authorities. The ERP will detail the County's responses to any noted storm water violations, including escalating enforcement responses to address repeat and continuing violations.

### **Part 1: Ordinances**

The County has legal authority to implement a range of enforcement actions including the authority to carry out all inspection and monitoring procedures necessary to determine compliance with the measures required in the Storm Water Management Plan.

The following ordinance sections provide for enforcement (contained in the *Code of Oconee County, Georgia; Appendix A - Oconee County Unified Development Code*):

Article 11: Erosion Control and Stormwater Management, Division I – Soil Erosion, Sedimentation and Pollution Control, Sections 1108 & 1109

Article 11: Erosion Control and Stormwater Management, Division II – Storm Drainage and Stormwater Management, Section 1118

### **Part 2: Soil Erosion, Sedimentation and Pollution Control**

#### **2.1      Violations, Enforcement Mechanisms, Appropriate Responses, and Time Frames**

The following enforcement mechanisms will be used in the event a person violates the Soil Erosion, Sediment, and Pollution Control (ESPC) Ordinance, as incorporated into the Oconee County Unified Development Code: Article 11, Division I, Sections 1103 – 1110:

*Notice of Violation* – Whenever the Director of Planning and Code Enforcement (Director) finds that a person has violated a prohibition or failed to meet a requirement of this ordinance, the Director or his or her designee may order compliance by written notice of violation to the responsible person.

For the first and second violations of the provisions of this ordinance, the Director or the local issuing authority shall issue a written warning to the violator. The violator shall have not more than five days to correct the violation. If the person engaged in the land-disturbing activity fails to comply with the written notice to comply within the time specified, he shall, in addition to other penalties, be deemed to have forfeited his performance bond. The local issuing authority may call the bond or any part thereof to be forfeited and may use the proceeds to hire a contractor to stabilize the site of the land-disturbing activity and bring it into compliance.

*Stop Work Order* – If the violation is not corrected within five days, the Director or the local issuing authority shall issue a stop-work order requiring that all site activities (except those related to cleaning up the site, abating a discharge, or installing control measures on the site) be

stopped until necessary corrective action or mitigation has occurred. However, if the violation presents an imminent threat to public health or waters of the State, or the activities are conducted without a permit, an immediate stop-work order shall be issued in lieu of a warning.

For a third and each subsequent violation, the Director or the local issuing authority shall issue an immediate stop-work order for all site activities, except those related to cleaning up the site, abating a discharge, or installing control measures on the site.

All stop-work orders shall be effective immediately upon issuance and shall be in effect until the necessary corrective action or mitigation has occurred.

When a violation in the form of taking action without a permit, failure to maintain a stream buffer, or significant amounts of sediment, as determined by the local issuing authority or by the Director or his or her designee, have been or are being discharged into state waters and where best management practices have not been properly designed, installed, and maintained, a stop work order shall be issued by the local issuing authority or by the Director or his or her designee. All such stop work orders shall be effective immediately upon issuance and shall be in effect until the necessary corrective action or mitigation has occurred. Such stop work orders shall apply to all land disturbing activity on the site with the exception of the installation and maintenance of temporary or permanent erosion and sediment controls.

*Monetary Penalties* – Any person who violates any provisions of this ordinance, or any permit condition or limitation established pursuant to this ordinance, or who negligently or intentionally fails or refuses to comply with any final or emergency order of the Director issued as provided in this ordinance shall be liable for a civil penalty not to exceed \$2,500.00 per day. For the purpose of enforcing the provisions of this ordinance, notwithstanding any provisions in any City charter to the contrary, municipal courts shall be authorized to impose penalty not to exceed \$2,500.00 for each violation. Notwithstanding any limitation of law as to penalties which can be assessed for violations of county ordinances, any magistrate court or any other court of competent jurisdiction trying cases brought as violations of this ordinance under county ordinances approved under this ordinance shall be authorized to impose penalties for such violations not to exceed \$2,500.00 for each violation. Each day during which violation or failure or refusal to comply continues shall be a separate violation.

## 2.2 Tracking

Enforcement of the E&SC Ordinance is the responsibility of the Oconee County Code Enforcement Department. The Code Enforcement Officer will maintain a log of all identified violations and enforcement actions. The log will include pertinent information including:

- Dates
  - Inspections and re-inspections
  - Violation discovered
  - Notice of Violation issued
  - Stop Work Orders
- Land Disturbance Permit
  - Address

- Owner
- Type of Enforcement Action
  - Notice of Violation (First, Second, or Subsequent)
  - Stop Work Order
- Required Timeframe to Correct Violation
- Final Resolution
  - Re-inspection date

Inspection reports and notice of violations provided to violators as well as any other correspondence will be maintained on file by the Code Enforcement Officer.

### 2.3 Summary of Enforcement Measures

The Oconee County Code Enforcement Department will be responsible for investigating any violations and enforcing the ERP. The table below summarizes the procedures the county utilizes for enforcing the E&SC Ordinance:

Soil Erosion and Sedimentation Control Table			
Violations	Action Required by Site	Enforcement Mechanisms	Time to Complete Remediation *
No level 1A on site	Get a certified person on site as soon as possible	Written warning for the first and second offense. For the third offense a Stop Work Order is to be issued.	Work may resume once a 1A is on site.
No Permit	Stop work	Stop Work Order & record in inspection log	Work may resume once a permit is granted.
Silt fence is more than ½ full	Remove the silt build up	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation.	This is to be completed by the end of the work day. Special considerations can be made by the inspector, but in no case shall more than 24 hours be given for this repair as the contractor is to inspect E&S on a daily basis.
Silt fence fabric is falling	Replace silt fence and remove any silt build up	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation.	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation.
Construction exit not in place	Immediately stop all site activity until the construction exit is in place. No vehicles should leave the site unless the sediment is	Stop Work Order & record in inspection log	24 hours at most as this is required maintenance and should be checked weekly by the site.

	removed from their tires.		
Construction exit is in disrepair and tracking is occurring	Maintain pad to original specifications	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation.	24 hours at most as this is required maintenance and should be checked weekly by the site.
Inlet sediment trap not installed correctly	Replace as specified on plans	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation.	24 hours
Inlet sediment trap is more than half full	Remove the silt buildup	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation.
Failure to maintain a stream buffer	Immediately stop work in the buffer. Take every action to repair the buffer. Replace double row of type c silt fence at the buffer to prevent future encroachments.	Stop Work Order & record in inspection log	As soon as possible, but not more than 24 hours
Significant amounts of sediment leaving site	Immediately stop work and clean up the sediment which has left the site. Repair and update erosion control to prevent a future reoccurrence.	Stop Work Order & record in inspection log	As soon as possible, but not more than 24 hours
An area has gone longer than 14 days without grading	Stabilize site in accordance with site plan	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation	48 hours

Failure to maintain BMPs in accordance with the plans and the Georgia Manual for Erosion and Sediment Control	Perform maintenance as outlined on the plans or the Georgia Manual for Erosion and Sediment Control	Notice of Violation for the first and second offense. Stop Work Order for the third and subsequent offenses. Each action entered into inspection log listing all violations with a time and date to complete remediation	In no case shall longer than 48 hours be given for actions requiring daily inspections
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\*No more than five days shall be given to correct any violation in accordance with Article 11, Section 1109.01 of the Oconee County Unified Development Code

### **Part 3: Storm Drainage and Storm Water Management**

#### **3.1 Violations, Enforcement Mechanisms, Appropriate Responses, and Time Frames**

The following enforcement mechanisms will be used in the event a person violates the Storm Drainage and Storm Water Management Ordinance, as incorporated into the Oconee County Unified Development Code: Article 11, Division II, Sections 1111 – 1118:

*Notice of Violation* – Whenever the County finds that a violation of any of the provisions of the Storm Drainage and Storm Water Management Ordinance has occurred, it may order compliance by serving a written notice of violation upon the alleged violator.

The notice of violation shall contain:

- a. The name and address of the alleged violator;
- b. The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;
- c. A statement specifying the nature of the violation;
- d. A description of the remedial measures necessary to restore compliance and a time schedule for the completion of such remedial action;
- e. A statement advising that if the violator fails to remediate or restore the affected property within the established deadline, the work will be done by the County or a contractor and the expense thereof shall be charged to the violator; and
- f. A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed.

Such notice may require without limitation:

- a. The performance of monitoring, analyses, and reporting;
- b. The elimination of illicit discharges and illegal connections;
- c. That violating discharges, practices, or operations shall cease and desist;
- d. The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property;
- e. Payment of a fine to cover administrative and abatement costs; and
- f. The implementation of pollution prevention practices.

In the event the discharge or deficiency constitutes an immediate danger to public health or public safety, the County, or its agent, is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the property at the owner's expense. The County is authorized to seek costs of the abatement as outlined in "Costs of Abatement of the Violation" section below.

*Costs of Abatement of the Violation* – If the violator fails to correct the violation within the specified time frame, the County, or its agent, may enter the property and take, at the violator's expense, any and all measures necessary to abate the violation and/or restore the property. Following completion of corrective action, the County shall send to the violator an invoice for the costs incurred to correct the violation and/or restore the property. If the amount due is not paid within 30 days, the charges shall become a special assessment against the property, and shall constitute a lien on the property for the amount of the assessment.

*Civil Penalties* – A person who has violated, or continues to violate, any provisions of the storm drainage and storm water management regulations shall be liable to the county for a maximum penalty of \$1,000.00 per violation, per day.

### **3.2 Tracking**

Enforcement of the Storm Drainage and Storm Water Management Ordinance is the responsibility of the Oconee County Code Enforcement Department. The Code Enforcement Officer will maintain a log of all identified violations and enforcement actions. The log will include pertinent information including:

- Dates
  - Inspections and re-inspections
  - Violation discovered
  - Notice of Violation issued
- Property
  - Address
  - Owner
- Type of Enforcement Action
  - Notice of Violation
  - Action by County
- Required Timeframe to Correct Violation
- Final Resolution
  - Date
  - Verification

Notice of violations provided to violators as well as any other correspondence will be maintained on file by the Code Enforcement Office.

## **Part 4: Post-Construction Storm Water Management**

### **4.1 Violations, Enforcement Mechanisms, Appropriate Responses, and Time Frames**

The following enforcement mechanisms are contained in the Storm Drainage and Storm Water Management Ordinance, as incorporated into the Oconee County Unified Development Code: Article 11, Division II, Sections 1111 – 1118:

*Section 1116.13.c* requires that the applicant or owner of a development site containing storm water management structures to execute a *Stormwater Management Inspection and Maintenance Agreement*, which shall be binding on all subsequent owners of the site, and requires ongoing maintenance. Prior to the submission of the final plat for approval, or request for a certificate of occupancy where a final plat is not required, the owner shall record the *Stormwater Management Inspection and Maintenance Agreement* in the Deed Records of Oconee County and provide a copy of the recorded agreement to the Oconee County Public Works Department.

*Section 1116.13.d* requires that storm water management facilities shall be inspected and maintained on a routine basis in accordance with the *Stormwater Management Inspection and Maintenance Agreement*. The owner shall maintain records of all maintenance and repairs, and provide copies of said records to the Oconee County Public Works Department.

- In the event that the storm water management facility has not been maintained, the county shall notify the owner in writing of the deficiencies, describe the required corrective action, and the time period to have the deficiencies corrected.
- If the owner fails to correct the deficiencies within the specified time frame, the county, or its agent, may enter upon the property and make, at the owner's expense, the necessary repairs or corrections to the system.
- In the event deficiencies constitute an imminent danger to public health or public safety, or threatens downstream water resources, the county, or its agent is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the function of the storm water facilities at the owner's expense.

*Section 1116.3.e* requires owners to allow unimpeded access for the county to conduct inspections of storm water management facilities.

### **4.2 Tracking**

The Oconee County Public Works Department is responsible for conducting inspections in accordance with the requirements of the SWMP to ensure proper maintenance of post-construction storm water management facilities. A record of the inspections, any correspondence with owners regarding maintenance, and any enforcement actions will be maintained by the Oconee County Public Works Department.

## **Appendix B**

### **Impaired Waters**

1. Population based on the latest U.S. Census: 17,421

Date of the latest U.S. Census used: 2020

If the population is less than 10,000, then see item #2 below.

If the population exceeds 10,000, then see items #3 below.

2. If the population is less than 10,000, then the MS4 must develop an Impaired Waters Plan (IWP) (see Part 4.4.1 of the NPDES Permit) including:
  - A list of impaired waters and the pollutant(s) of concern;
  - A map showing the location of the impaired waters and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
  - BMPs that will be implemented to address each pollutant of concern; and
  - A schedule for implementing the BMPs.
3. If the population exceeds 10,000, then the MS4 must develop an Impaired Waters Plan/Monitoring and Implementation Plan (MIP) (see Part 4.4.2 of the NPDES Permit) including:
  - A list of impaired waters and the pollutant(s) of concern, including the date of the 303(d) list used;
  - A map showing the location of the impaired waters, the monitoring location(s), and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
  - The sample location (instream or at the outfalls);
  - Information on the sample type, frequency, and any seasonal considerations;
  - Schedule for starting monitoring for any newly identified pollutants;
  - BMPs that will be implemented to address each pollutant of concern;
  - A schedule for implementing the BMPs; and
  - The information to be included in each annual report, including the monitoring data, as assessment of data trends, and an assessment of the effectiveness of the BMPs.
4. The IWP and MIP must be evaluated annually and revised as needed. The most recent version of the IWP or MIP must be submitted as an attachment to this appendix.

## **Impaired Waters Plan/Monitoring and Implementation Plan**

The purpose of this plan is to address impaired waters located in the permitted area of the county, as identified using the latest approved 305(b)/303(d) List of Waters.

### **Identification of Impaired Waters**

IMPAIRED WATER	POLLUTANT OF CONCERN
Barber Creek	fecal coliform
Calls Creek	fecal coliform
McNutt Creek	fecal coliform
Middle Oconee River	fecal coliform

### **Map of Impaired Waters & Outfalls**

Files for the maps of each of the impaired waters are included with the electronic documentation submitted with this plan. The maps show the impaired waters and the outfalls that are located within one linear mile upstream of the impaired waters and are discharging to the impaired waters.

### **Monitoring**

The Oconee County Utility Department will perform monitoring during each year of the permit term. The following criteria will be followed for monitoring:

- The sample type will be a grab sample.
- Enough samples will be collected to calculate at least two geometric means during the year.
  - In order to calculate a geometric mean, four samples will be collected during one month, one week apart.
  - This sampling will be conducted during two months in order to calculate two geometric means during the reporting period.
- The laboratory analysis will be conducted at the Oconee County Utility Department laboratory. The County will specify that the holding time for fecal coliform bacteria is 6 hours, and stipulate that the laboratory provide documentation that the holding time is not exceeded.

### **BMP Selection**

The following BMPs, currently included in the County's SWMP, have been selected to address the source of impairment:

1. Public Education & Outreach BMP #2: Website – This platform can be used to educate citizens about the importance of pumping out septic tanks & the proper disposal of pet waste.
2. Public Education & Outreach BMP #3: Social Media Program – Facebook posts can include information to educate citizens about the importance of pumping out septic tanks & the proper disposal of pet waste.
3. Public Education & Outreach BMP#4: Distribution of Brochures by Keep Oconee Beautiful – The brochure includes information to educate citizens about the importance of pumping out septic tanks & the proper disposal of pet waste.
5. Illicit Discharge Detection & Elimination BMP#1 – County ordinances prohibit illicit discharges to the storm drain system.
6. Illicit Discharge Detection & Elimination BMP #3 – Dry weather screens are performed in order to identify & eliminate illicit discharges (including illegal septic connections) to the storm drain system.

In addition to the above BMPs from the SWMP, the following activities will be conducted to address possible sources of fecal coliform bacteria in the area of the impaired waterways:

7. Distribution of Educational Material at Public Parks – County parks already have pet waste stations in place on the walking trails. Educational materials will be provided at the parks to notify citizens of the environmental impacts of not properly disposing of pet waste.
8. Inspection Priority for Areas Upstream of Impaired Waters – Areas of the County with outfalls near impaired waters will be a priority for MS4 inspections and dry weather screenings in order to ensure any contributing problems are identified and resolved as quickly as possible.

## Appendix C

### Illicit Discharge Detection and Elimination Documentation

#### **BMP 1 – Legal Authority**

#### **RESOLUTION TO ADOPT AMENDMENTS TO THE UNIFIED DEVELOPMENT CODE OF OCONEE COUNTY, GEORGIA**

WHEREAS, the Oconee County Board of Commissioners has adopted a Unified Development Code on October 4, 2006; and

WHEREAS, it is necessary to make certain Amendments to the Unified Development Code (UDC); to delete and replace UDC Article II, III, V, VI, VII, VIII, IX, X, XI, XII, XIII, XV, and Appendix A in their entirety with Amendments attached hereto as "Exhibit A," and

WHEREAS, on February 21, 2022, this Amendment was first presented and discussed at the public hearing conducted by the Oconee County Planning Commission in its regular meeting. On March 1<sup>st</sup>, 2022, this amendment was presented and discussed at a public hearing conducted by the Oconee County Board of Commissioners;

NOW THEREFORE, be it resolved that the Oconee County Board of Commissioners adopts the amendments to the Unified Development Code of Oconee County, Georgia, which are attached hereto in said "Exhibit A" and incorporated herein by reference, to become effective on adoption; and

BE IT FURTHER RESOLVED, that the Oconee County Planning Director is directed to make the changes set forth in Amendments to the Code of Oconee County, Georgia, as provided for in said "Exhibit A" and to renumber any such sections, paragraphs, or pages as are necessary to reflect said amendments; and

BE IT FURTHER RESOLVED, that the Unified Development Code of Oconee County, Georgia, as Amended, is hereby Ratified, Confirmed and Readopted as of this 1<sup>st</sup> day of March, 2022.

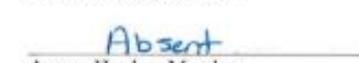
#### **OCONEE COUNTY BOARD OF COMMISSIONERS**

BY:

  
John Daniel, Chairman

  
Mark Thomas, Member

  
Chuck Horton, Member

  
Amrey Harden, Member

  
Mark Saxon, Member

ATTEST:

  
Holly Steppenson  
Clerk, Board of Commissioners

## **BMP 3 – IDDE Plan**

### **Illicit Discharge Detection and Elimination Dry Weather Inspection Program**

#### Program Objectives

- Locate and eliminate illicit discharges to the municipal separate storm sewer system (MS4) in the urbanized area of Oconee County.
- Reduce or eliminate pollutant discharges from the County's MS4 that can affect health, safety, environment, water quality, and aquatic resources.
- Meet the Illicit Discharge Detection and Elimination requirements of the County's Phase II NPDES Permit.

#### Schedule and Outfall Selection Criteria

Outfalls to be inspected will be based on Oconee County's storm sewer system map showing outfalls to Waters of the State. The map will be updated each year and submitted to EPD as part of the annual report. Routine dry weather inspections will include an average of 20% (5% minimum per year) of the total number of outfalls so that the entire system is inspected within the 5-year life of the permit. Outfalls observed with dry weather flows and/or suspected illicit discharge will be investigated immediately to determine the source of, and eliminate, those discharges.

Outfall inspections will be prioritized based on the following criteria:

- Age of development (older developments will receive priority)
- Possible problem noted during outfall inventory data collection
- Citizen complaints or other indication of illicit discharge
- Outfall had previous illicit discharge
- Proximity to industrial or commercial facilities

#### Inspection Procedures

Outfall inspections will take place during dry weather conditions. Dry weather is defined as at least 72 hours with less than 0.1 inches of rain. Rainfall amounts in Oconee County will be checked using the Georgia Automated Environmental Monitoring Network ([Georgia Environmental Monitoring Network](#)).

If no flow is observed during the outfall inspection, the result will be recorded as "no flow observed."

If dry weather flow is observed, the inspector will use physical indicators and chemical monitoring to determine if the flow is an illicit discharge. Source tracing will be conducted immediately.

1. Inspection team will record the following observations about the discharge:

- Color
- Odor
- Floatables (includes sewage, oil sheen & suds)
- Biological indicators such as algae blooms

2. Inspection team will collect a sample the discharge & immediately deliver it to the Agricultural & Environmental Services Laboratories at the University of Georgia to have it tested for the following parameters chosen to address the potential contaminates most likely to be found in the local area, including wastewater, wash water, landscape irrigation, and construction site runoff:

Parameter	Sample Method	Explanation
Turbidity	Collect a 1-liter sample using grab bottles	>100 NTU may indicate contamination from construction site runoff.
Conductivity	Collect a 1-liter sample using grab bottles	>300 $\mu\text{mho}/\text{cm}$ indicates high dissolved solids content, perhaps from sanitary wastewater.
Surfactants	Collect a 1-liter sample using grab bottles	>0.25 ppm indicates household wash water, sanitary wastewater; >5.0 ppm indicates industrial wastes
pH	Collect a 1-liter sample using grab bottles	The normal pH range for stormwater is 5.5 – 8.5. A higher or lower range indicates the presence of either acid or base contamination.
Ammonia	Collect a 1-liter sample using grab bottles	> 1.0 ppm indicates fertilizer or sanitary wastewater
Fluoride	Collect a 1-liter sample using grab bottles	Cross contamination with water supply or sanitary wastewater
* <i>E. Coli</i> *If presence of bacteria is suspected	A sample will be collected using the method & containers provided by laboratory	Indicates sanitary sewage

3. If flow is observed, but no illicit discharge is suspected based on the indicator monitoring, the result will be recorded as “no illicit discharge.”

#### Quality Assurance / Quality Control

- All physical indicators must be confirmed by at least two members of the inspection team.
- The samples collected for laboratory analysis of turbidity, conductivity, surfactants, pH, ammonia & fluoride will be labeled with the date, time & location of the sample. The sample will be immediately delivered to the UGA laboratory upon collection.
- Laboratory analysis will be used for *E. coli*. Proper sample collection procedures will be followed, including chain-of-custody.
- The inspection team will consist of two or more people that have been trained on the proper inspection procedures, including: proper sampling techniques, safety protocol, and inspection documentation.

#### Source Identification

Any time dry weather flow is observed at an outfall, the inspection team will attempt to locate the source of the flow. Initially the inspectors will review the drainage area map(s) and make a

preliminary assessment of possible source locations. The inspectors will check manholes in the vicinity of these locations to attempt to locate the source. If the source is not located, the inspectors will start at the outfall and move upstream opening the storm sewer manholes.

If the source cannot be located (e.g. it disappears between manholes; the pipe, network, or channel terminates, etc.), the inspection team will inspect the contributing area draining to the outfall that contains the dry weather flow and record land use, type of operation, and/or any relevant information. Gutters, catch-basins, and streets will be inspected to look for evidence of flows such as runoff from construction sites, car washing, irrigation, etc. Parking lots, garages, and behind buildings and will also be inspected for evidence of dumping such as wet or stained pavement.

If the source still cannot be located with the above methods, buildings in the drainage area will be identified and building inspections performed. During a building inspection, inspectors will evaluate discharges leaving the facility and/or complete a dye test to look for a connection to the outfall.

If a sanitary sewer connection is suspected, recent construction activities in the drainage area will be identified. Inspection teams can look for areas in the road that have been dug up and re-paved. The County's Environmental Coordinator will also contact the County's Utility Department to determine if any recent work may have been performed in the area.

### Enforcement and Follow Up

Once the source of the illicit discharge or illegal connection is located, the Environmental Coordinator will notify the County's Code Enforcement Department for follow-up. Elimination and enforcement procedures in the County's *Storm Drainage and Stormwater Management* ordinance (incorporated into Article 11 of Oconee County's Unified Development Code) will be followed.

### Program Evaluation

Any Illicit connections identified and corrected is an indication of program effectiveness. Outfalls investigated and illicit discharges found will be recorded on GIS. All data collected for this program will be summarized for NPDES Phase II annual reporting purposes including:

- Number of outfalls identified with potential illicit connections
- Number of illicit discharges identified
- Number of violations issued
- Number of illicit discharges corrected

## BMP 3 – IDDE Plan

### DRY WEATHER OUTFALL INSPECTION CHECKLIST

Date: \_\_\_\_\_

Inspector(s): \_\_\_\_\_

#### A. Confirm the Following Items Prior to Inspection

- Dry Weather (no rain for 72 hours)
- Proper Sampling Bottles / Sharpie for Labeling

#### B. Outfall Location/Description

ID Number: \_\_\_\_\_

Location: \_\_\_\_\_

Receiving Stream & Watershed Name: \_\_\_\_\_

Outfall Type: \_\_\_\_\_

#### C. Visual Observations

Dry Weather Flow Observed?  No  Yes (if yes, complete sections C, D & E below)

Color: \_\_\_\_\_ Odor: \_\_\_\_\_

Floatables (includes oil sheen, suds, & sewage): \_\_\_\_\_

Biological Indicators (algae, emergent vegetation, etc.): \_\_\_\_\_

Other: \_\_\_\_\_

#### D. Lab Analysis Results

pH: \_\_\_\_\_

Conductivity: \_\_\_\_\_

Surfactants: \_\_\_\_\_

Ammonia: \_\_\_\_\_

Turbidity: \_\_\_\_\_

Fluoride: \_\_\_\_\_

#### E. Lab Analysis for E. Coli (\*if sewage contamination suspected/indicated)

Sample ID: \_\_\_\_\_

Results: \_\_\_\_\_

#### Notes/Follow-Up

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## **BMP 5 – Complaint Response**

### **IDDE Complaint Response Procedures:**

- Code Enforcement receives complaints. Currently, complaints can be submitted by phone, in-person, or through the County's website.
- Information regarding the complaint is entered into an Excel database (date, type, location, etc.)
- Code Enforcement officer investigates the complaint immediately (within 24 hours if possible, no longer than 3 working days)
- If illicit discharge is found, the *Source Identification and Enforcement and Follow Up* procedures described in the County's approved IDDE plan (submitted as part of IDDE BMP #3 in the SWMP) will be followed to discover the source & eliminate the illicit discharge
- The Excel database is updated by the Code Enforcement Officer with the results/resolution for the complaint

## Appendix D

### Construction Site Storm Water Runoff Control

#### **BMP 1 – Legal Authority**

**RESOLUTION  
TO ADOPT AMENDMENTS TO THE  
UNIFIED DEVELOPMENT CODE OF OCONEE COUNTY, GEORGIA**

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WHEREAS, it is necessary to make certain Amendments to the Unified Development Code (UDC); to delete and replace UDC Article II, III, V, VI, VII, VIII, IX, X, XI, XII, XIII, XV, and Appendix A in their entirety with Amendments attached hereto as "Exhibit A," and

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NOW THEREFORE, be it resolved that the Oconee County Board of Commissioners adopts the amendments to the Unified Development Code of Oconee County, Georgia, which are attached hereto in said "Exhibit A" and incorporated herein by reference, to become effective on adoption; and

BE IT FURTHER RESOLVED, that the Oconee County Planning Director is directed to make the changes set forth in Amendments to the Code of Oconee County, Georgia, as provided for in said "Exhibit A" and to renumber any such sections, paragraphs, or pages as are necessary to reflect said amendments; and

BE IT FURTHER RESOLVED, that the Unified Development Code of Oconee County, Georgia, as Amended, is hereby Ratified, Confirmed and Readopted as of this 1<sup>st</sup> day of March, 2022.

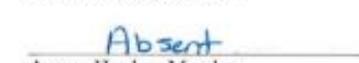
**OCONEE COUNTY BOARD OF COMMISSIONERS**

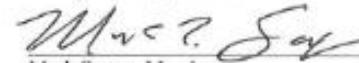
BY:

  
John Daniel, Chairman

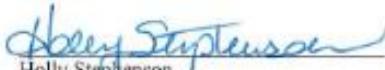
  
Mark Thomas, Member

  
Chuck Horton, Member

  
Amrey Harden, Member

  
Mark Saxon, Member

ATTEST:

  
Holly Steppenson  
Clerk, Board of Commissioners

## **BMP 2 - Site Plan Review Procedures:**

- Applications for land-disturbing activity permits are submitted to the Code Enforcement Department and must include the applicant's ES&PC plan with supporting data
- The ES&PC plan is immediately forwarded to the Soil & Water District for its review and approval or disapproval concerning the adequacy of the ES&PC plan
- The results of the Soil & Water District review are given to the County within 35 days
- If the permit is denied, the reason for denial is furnished to the applicant

If the permit is approved (and all other ordinance requirements for development sites are met), a preconstruction meeting is scheduled and the permit is released to the applicant at the meeting

## **BMP 5 – Complaint Response**

### **Construction Site Complaint Response Procedures:**

- Code Enforcement receives complaints (usually by phone)
- Information regarding the complaint is entered into an Excel database (date, type, location, etc.)
- Code Enforcement officer investigates the complaint immediately (within 24 hours)
- If BMP problem is found, written notice (listing the measures necessary to achieve compliance and the time within each measure must be completed) is given either to the Primary or Secondary Permittee
- The Excel database is updated by the Code Enforcement Officer with the results/resolution for the complaint

## Appendix E

### **Post-Construction Storm Water Management in New Development and Redevelopment**

#### BMP 1 – Legal Authority

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TO ADOPT AMENDMENTS TO THE  
UNIFIED DEVELOPMENT CODE OF OCONEE COUNTY, GEORGIA**

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WHEREAS, on February 21, 2022, this Amendment was first presented and discussed at the public hearing conducted by the Oconee County Planning Commission in its regular meeting. On March 1<sup>st</sup>, 2022, this amendment was presented and discussed at a public hearing conducted by the Oconee County Board of Commissioners;

NOW THEREFORE, be it resolved that the Oconee County Board of Commissioners adopts the amendments to the Unified Development Code of Oconee County, Georgia, which are attached hereto in said "Exhibit A" and incorporated herein by reference, to become effective on adoption; and

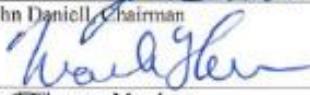
BE IT FURTHER RESOLVED, that the Oconee County Planning Director is directed to make the changes set forth in Amendments to the Code of Oconee County, Georgia, as provided for in said "Exhibit A" and to renumber any such sections, paragraphs, or pages as are necessary to reflect said amendments; and

BE IT FURTHER RESOLVED, that the Unified Development Code of Oconee County, Georgia, as Amended, is hereby Ratified, Confirmed and Readopted as of this 1<sup>st</sup> day of March, 2022.

**OCONEE COUNTY BOARD OF COMMISSIONERS**

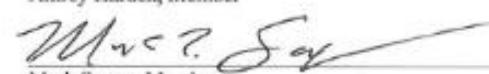
BY:

  
John Daniel, Chairman

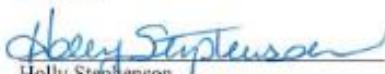
  
Mark Thomas, Member

  
Chuck Horton, Member

Absent  
Amrey Harden, Member

  
Mark Saxon, Member

ATTEST:

  
Holly Steppenson  
Clerk, Board of Commissioners

## BMP 3 - Inspection Program

### Detention Pond Inspection Checklist

Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Location: \_\_\_\_\_

Owners Name: \_\_\_\_\_

Item Inspected	Approved	Needs Immediate Correction	Emerging Problem	Comments	Date Corrected
Grass maintained and mowed					
Area free of trash and debris					
Embankment free of woody vegetation					
Condition of dam					
Condition of emergency spillway					
Erosion or sedimentation around basin					
Up and downstream channel conditions					
Obstruction of inlet or outlet devices					
Storage capacity affected by sedimentation					
Condition of inlet and outlet pipes					

## BMP 4 – Maintenance Program

### STORMWATER MANAGEMENT INSPECTION AND MAINTENANCE AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between (*Insert Full Name of Owner*) \_\_\_\_\_ hereinafter called the "Landowner", and Oconee County, a political subdivision of the State of Georgia, hereinafter called the "County",

#### WITNESSETH,

WHEREAS, the Landowner is the owner of certain real property described as (*Insert Oconee County Tax Map/Parcel Identification Number*) \_\_\_\_\_ as recorded by deed in the land records of Oconee County, Georgia, Deed Book \_\_\_\_\_ Page \_\_\_\_\_, hereinafter called the "Property".

WHEREAS, the Landowner is proceeding to build on and develop the property; and

WHEREAS, the Site Plan/Subdivision Plan known as (*Insert Name of Plan/Development*) \_\_\_\_\_, hereinafter called the "Plan", which is expressly made a part hereof, as approved or to be approved by the County, provides for detention of stormwater within the confines of the property; and

WHEREAS, the County and the Landowner, including the (*Insert Name of Homeowners Association*) \_\_\_\_\_ Homeowners Association, (the "HOA") agree that the health, safety, and welfare of the residents of Oconee County, Georgia, require that on-site stormwater management facilities and Best Management Practices (BMPs) be constructed and maintained on the Property; and

WHEREAS, the County requires that on-site stormwater management facilities and BMPs as shown on the Plan be constructed and adequately maintained by the Landowner, its successors and assigns, including the HOA.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The on-site stormwater management facilities and BMPs shall be constructed by the Landowner in accordance with the plans and specifications identified in the approved Plan.
2. The Landowner shall adequately maintain the stormwater management facilities and BMPs. This includes all pipes and channels designated as private facilities built to convey stormwater to the facility, as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as good working condition so that these facilities are performing their designed functions.
3. The Landowner shall inspect the stormwater management facilities and BMPs and submit an inspection report annually by July 1<sup>st</sup> to the Oconee County Public Works Department. The purpose of the inspection is to assure safe and proper functioning of the facilities. The inspection shall cover the entire facilities, berms, outlet structure, pond areas, access roads, etc. Deficiencies shall be noted in the inspection report.
4. The Landowner will perform the work necessary to keep these facilities in good working order as appropriate. In the event a maintenance schedule for the stormwater management facilities and BMPs (including sediment removal) is outlined on the approved plans, the schedule will be followed. The lack of a maintenance schedule on the approved plans shall not be construed that maintenance is not necessary or used as a defense that maintenance activities were not performed.

5. The Landowner hereby grants permission to the County, its authorized agents and employees, to enter upon the Property and to inspect the stormwater management facilities and BMPs whenever the County deems necessary. The purpose of inspection is to follow-up on reported deficiencies and/or to respond to citizen complaints, or to conduct routine inspections. The County shall provide the Landowner copies of the inspection findings and a directive, including a compliance schedule, to commence the necessary repairs.

6. In the event the Landowner fails to maintain the stormwater management/BMP facilities in good working condition acceptable to the County, the County may enter upon the Property and take whatever steps necessary to correct deficiencies identified in the inspection report and to charge the costs of such repairs to the Landowner. This provision shall not be construed to allow the County to erect any structure of a permanent nature on the land of the Landowner outside of the easement for the stormwater management/BMP facilities. It is expressly understood and agreed that the County is under no obligation to routinely maintain or repair said facilities, and in no event shall this Agreement be construed to impose any such obligation on the County.

7. In the event the County, pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Landowner shall reimburse the County upon demand, within thirty (30) days of receipt thereof for all actual costs incurred by the County hereunder. If payment is not made, it is understood that the County may create a Special Tax District and assess each landowner in the development to reimburse the cost of repairs plus reasonable administrative costs associated with the creation of the Special Tax District.

8. This Agreement imposes no liability of any kind whatsoever on the County and the Landowner agrees to save and hold the County harmless from any liability in the event the stormwater management/BMP facilities fail to operate properly.

9. This Agreement shall be recorded among the land records of Oconee County, Georgia, and shall constitute a covenant running with the land, and shall be binding on the Landowner, its administrators, executors, assigns, heirs and any other successors in interests, including any homeowners association.

10. At such time as (1) Landowner conveys the last lot in the subdivision and transfers the responsibility for the operation of the HOA to the lot owners in the subdivision, or (2) Landowner conveys its entire interest in the development or its last remaining interest in the development to a successor in interest, and the stormwater management facilities and the BMPs are in proper working order, Landowner shall have no further personal responsibility for the maintenance required herein. After legally binding arrangements have been made to pass the inspection and maintenance responsibility to the appropriate successors in title as required by Sections 1116 and 1117 of the Oconee County Unified Development Code, such maintenance shall then be the responsibility of the HOA or the Landowner's other successor in interest.

In witness whereof the Landowner has set its hand, affixed its seal and delivered these presents, the date and year written above.

---

Company/Corporation/Partnership Name (Seal)

By: \_\_\_\_\_  
(Type/Print Name and title)

Attest: \_\_\_\_\_  
(Type/Print Name and title)

Signed sealed and delivered in  
the presence of:

---

Unofficial Witness

---

Notary Public,

Accepted:  
Oconee County

By \_\_\_\_\_  
Chairman of the Board of Commissioners

## **BMP 5 – GI/LID Program**

### **Oconee County Green Infrastructure/Low Impact Development Program**

#### **Background**

Oconee County's Storm Water Management Program was created in 2004 to comply with Phase II of the National Pollutant Discharge Elimination System, part of the Federal Clean Water Act, that requires local governmental agencies to obtain a permit and monitor the storm water runoff in their jurisdictions. The purpose of the program is to reduce water pollution caused by storm water runoff. Stopping pollution at its source is the most effective way to prevent harmful pollutants from being washed by storm water runoff into our storm drains, and ultimately, our rivers and creeks. Our program consists of six elements:

- Public Education and Outreach
- Public Participation
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post-Construction Runoff Control
- Pollution Prevention and Good Housekeeping

The MS4 area encompasses the urbanized area in the northern part of the County. This area has transitioned from rural and heavy agricultural to a mix of commercial, residential, and still maintaining some agricultural areas. The MS4 area encompasses approximately 16,584 acres as determined by the 2010 census data. This area is expected to increase with the 2020 census data. The MS4 area is primarily composed of Cecil Sandy Loam, Appling Coarse Sandy Loam, and Pacolet Sandy Clay Loam. The slopes range from 2-15%. The soils range from slightly eroded to severely eroded. Drainage and permeability of the predominant soils is well drained, medium to rapid runoff, and moderate permeability. The MS4 area includes several named streams and tributaries throughout the area.

#### **Legal Authority**

MS4 permittees are required to review and revise, where necessary, building codes, ordinances, and other regulations to ensure they do not unnecessarily prohibit or preclude the use of green infrastructure/low impact development components. In addition, the permittee should encourage the use of GI/LID practices during the rezoning and development review phase of the project. Section 1116.13.b.2 of Oconee County's Unified Development Code allows for the use of non-structural BMP's, as detailed in the Georgia Stormwater Management Manual, Volume 2 (GSMM). The use of one or more of these non-structural BMP's may allow for the reduction of the water quality treatment volume. For each potential credit, there is a minimum set of criteria and requirements which identify the conditions or circumstances under which the credit may be applied. The site design practices that qualify for this credit and the criteria and procedures for applying and calculating the credits are included in the GSMM, Volume 2.

#### **GI/LID Program**

The County will allow the use of all GI/LID structures, better site planning techniques, and better site design techniques listed in the GSMM, Volume 2. The County will focus on encouraging and implementing the following structures:

- Bio-Retention
- Enhanced Dry/Wet Swales
- Infiltration Practices
- Permeable Paver Systems/Pervious Concrete/Pervious Asphalt

Volume 2 of the GSMM provides detailed information about the design criteria, advantages/disadvantages, maintenance needs, pollutant removal calculations, storm water management suitability, implementation considerations, runoff reduction credits, and other information.

### **GI/LID Inventory**

As of the date of this update to the County's storm water management plan, the following structures have been identified as GI/LID structures:

<b>Structure Type</b>	<b>Year Installed</b>	<b>Location</b>	<b>Maintenance</b>
Bio-Swale	2013	Union Christian Church	Private

The County will track the addition of new water quality-related GI/LID structures through the development plan review process and ensure the structures are added to the inventory.

### **Site Feasibility Study**

The County encourages the use of GI/LID structures and practices on all developments. A site feasibility study will occur that will investigate the applicability of the County's preferred structures. The setting of the BMP, construction cost, ease of maintenance, space limitations, and soil percolation rates will be considered. The following factors will be considered when conducting a site feasibility study:

- A separation distance of two (2) feet is required between the bottom of the structure and the elevation of the seasonally high-water table.
- Pre-treatment measures should be used to prevent clogging of the basin bottom if runoff is expected to contain heavy sediment loads.
- A separation distance of two (2) feet is required between the bottom of the structure and underlying confining layers such as bedrock or clay layers.
- Minimum setback requirements for most GI/LID structures can include many of the following, depending on the structure type:
  - 10 feet from building foundations/property lines
  - 100 feet from septic systems
  - 100 feet from private wells
  - 200 feet from public water supply reservoirs
  - 1,200 feet from public water supply wells

Specific site characteristics can limit the installation and use of GI/LID infrastructure. The County will consider the following criteria when determining whether GI/LID practices are infeasible:

- Minimum soil infiltration rate cannot be achieved.
- Minimum separation between seasonally high-water table cannot be achieved.
- Minimum separation between underlying confining layers cannot be achieved.
- Minimum setbacks to property lines, building foundations, wells, septic systems, or surface waters cannot be achieved.
- Minimum land requirements for the structure cannot be achieved.
- Minimum space requirements for necessary pretreatment cannot be achieved.
- Utility conflicts cannot be resolved.
- Maximum drainage areas cannot be reduced into multiple sub-basins meeting the BMP requirements.
- Existing site conditions/contaminants cannot be remediated.

### **GI/LID Structure Inspection and Maintenance Program**

The permit requires inspections on 100% of the GI/LID structures included in the inventory within a 5 year period. Oconee County will inspect or ensure inspections are conducted on 100% of the privately owned non-residential and publicly owned GI/LID structures within in the 5 year period for permit compliance.

- Inspection and maintenance of privately owned GI/LID structures is the responsibility of the property owner. Section 1117.13 of the County's Unified Development Code specifies that the property owner or developer, whichever is the responsible party, execute an inspection and maintenance agreement, which shall be binding on all subsequent owners of the site, for any land development activity requiring a storm water management facility or practice hereunder and for which the County requires ongoing maintenance. The inspection and maintenance agreement requires the owner/developer to submit a schedule for inspections that complies with the permit. Section 1117.13 further outlines the procedures the County will follow if the BMP's are not maintained.

Inspection and maintenance of publicly owned GI/LID structures will be the responsibility of the County. County personnel or contractors will conduct required inspections. County personnel or contractors will perform any necessary maintenance of the structures. Maintenance records will be retained.

## Appendix F

### Pollution Prevention/Good Housekeeping for Municipal Operations

#### **BMP 2 – MS4 Inspection Program**

##### **Catch Basin Inspection Checklist**

Date: \_\_\_\_\_

Inspector(s): \_\_\_\_\_

##### Location/Description

ID #: \_\_\_\_\_

Location: \_\_\_\_\_

Inspection Items	Maintenance Required?	Comments/Follow-up
Structure (damaged, settled, cracked)	Yes / No	
“No dumping” educational marker	Yes / No	
Trash or debris at inlet opening	Yes / No	
Sediment (cleaning required if sediment exceeds 1/3 of the sump depth)	Yes / No	
Contaminants or pollution (evidence of oils, grease, chemicals)	Yes / No	
Pipes (roots, damaged, flow impeded)	Yes / No	

## BMP 2 – MS4 Inspection Program

### Detention Pond Inspection Checklist

Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Location: \_\_\_\_\_

Owners Name: \_\_\_\_\_

Item Inspected	Approved	Needs Immediate Correction	Emerging Problem	Comments	Date Corrected
Grass maintained and mowed					
Area free of trash and debris					
Embankment free of woody vegetation					
Condition of dam					
Condition of emergency spillway					
Erosion or sedimentation around basin					
Up and downstream channel conditions					
Obstruction of inlet or outlet devices					
Storage capacity affected by sedimentation					
Condition of inlet and outlet pipes					

## BMP 2 – MS4 Inspection Program

### Storm Drain Pipe Inspection Checklist

Date: \_\_\_\_\_

Inspector(s): \_\_\_\_\_

#### Location/Description

ID #: \_\_\_\_\_

Location: \_\_\_\_\_

Inspection Items	Maintenance Required?	Comments/Follow-up
Headwall/Flared End Section	Yes / No	
Inlet erosion	Yes / No	
Outlet erosion	Yes / No	
Does the pipe have sediment/debris in the pipe?	Yes / No	
Are there visible deflections in pipe?	Yes / No	
Is the pipe rusting/deteriorating?	Yes / No	

## BMP 2 – MS4 Inspection Program

### Ditch Inspection Checklist

Date: \_\_\_\_\_

Inspector(s): \_\_\_\_\_

#### Location/Description

ID #: \_\_\_\_\_

Location: \_\_\_\_\_

Inspection Items	Maintenance Required?	Comments/Follow-up
Proper slope	Yes / No	
Vegetation maintained to capture sediment	Yes / No	
Debris (litter, branches, brush, etc.)	Yes / No	
Excessive siltation buildup	Yes / No	
Contaminants or pollution (evidence of oils, grease, chemicals)	Yes / No	
Pipes/Cross Culverts (clogged or damaged)	Yes / No	

## BMP 8 – Existing Flood Management Projects

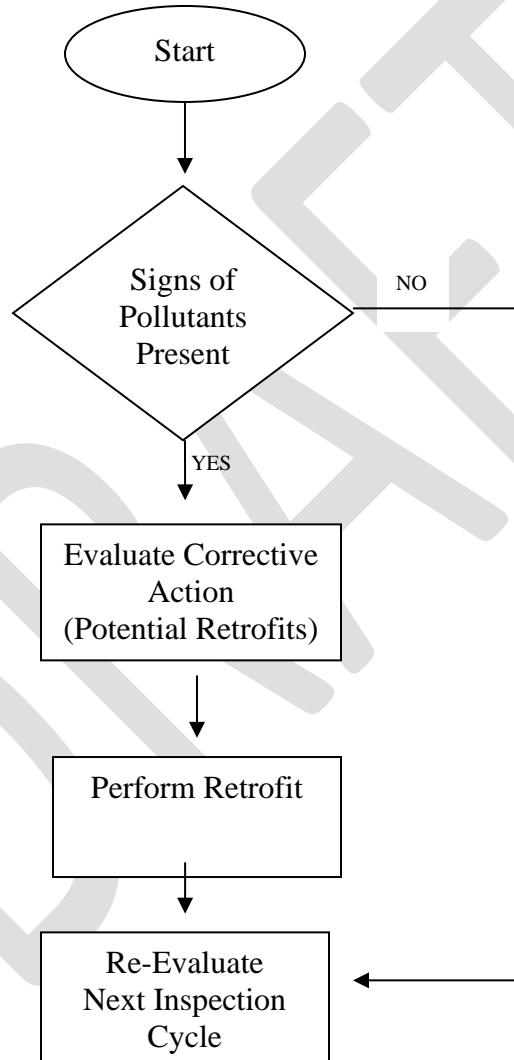
### Procedure to Assess Existing County-Owned Flood Management Projects for Water Quality Impacts

#### Purpose

The purpose of this assessment is to evaluate existing County-owned ponds to determine if they need to be retrofitted to improve the treatment of water quality.

#### Assessment Procedure

The following flowchart for will be used for decision-making regarding potential retrofits:



An inspection will be performed using the attached water quality assessment checklist. The following indicators will be used to determine the presence of pollutants in the pond or at the outfall:

- Excessive algae growth
- Discharge water turbidity
- Discharge water odor
- Discharge water color
- Presence of floatable matter
- Sediment deposits downstream
- Pond discharges to 303(d) listed stream

If the presence of pollutants is indicated, the County will perform an engineering assessment for potential retrofits for water quality treatment based on the design criteria in the *Georgia Stormwater Management Manual*.

Locations with Existing Structures to be Assessed

1. County Administrative Building
2. Veterans Park
3. Bogart Sports Complex
4. Courthouse
5. Jail/EOC

## **BMP 8 – Existing Flood Management Projects**

## Water Quality Assessment Checklist

Date: \_\_\_\_\_

Inspected by: \_\_\_\_\_

Structure Type: \_\_\_\_\_

Location: \_\_\_\_\_

**\*ASSESSMENT SHOULD BE CONDUCTED WITHIN 1 HOUR OF RAIN EVENT\***

## Visual Observations

Excessive algae growth in pond: (circle one) Yes No

Yes      No

Available storage for water quality treatment: (circle one) Yes No

No

### Sedimentation around discharge pipe: (circle one)

Yes      No

Discharge water turbidity: (circle one)

None Low Medium High

Presence of floatable matter: (circle one)

Yes      No

\*If yes, describe: \_\_\_\_\_

Discharge water color:

Discharge water odor: \_\_\_\_\_

Follow-up action warranted: (circle one)

Yes      No

Describe recommended follow-up action (if needed): \_\_\_\_\_

## BMP 9 – Municipal Facilities

### Municipal Operations Inspection Checklist

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Inspected by: \_\_\_\_\_

Inspection Items	Status (circle one for each item)	
Leaks or spills from vehicles or equipment onsite	Okay	Needs Work
Proper materials storage	Okay	Needs Work
Proper waste handling & storage	Okay	Needs Work
Regular garbage removal	Okay	Needs Work
Proper cleanup procedures for spilled materials	Okay	Needs Work
Outside area free of debris/litter	Okay	Needs Work

Inspector Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Follow-up Action Recommended: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_