



General Storm Water Pollution Prevention Plan For Montgomery County, TN.

General

This Storm Water Pollution Prevention Plan (SWPPP) is written to guide Montgomery County, TN routine governmental operations in accordance with the small Municipal Separate Storm Sewer System (MS4) general permit issued by the State of Tennessee (TNS 075621).

Certification

“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 gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information 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.”

Carolyn Bowers
Mayor, Montgomery County, TN

Date

John H Doss, TNEPSC Level I and Level II Cert.
Storm Water Coordinator, Montgomery County, TN

Date

Rod C. Streeter, TNEPSC Level I Cert.
Building Commissioner, Montgomery County, TN

Date

Montgomery County, TN. Department Name

Dept. Supervisor's Name and Title

Dept. Supervisor's Signature

Date

Section 1 - Applicability

This Storm Water Pollution Prevention Plan (SWPPP) is intended to limit storm water runoff pollution resulting from Montgomery County Governmental operations that occur within Montgomery County, TN., but outside the city limits of Clarksville, TN and outside the reservation boundaries of Fort Campbell, KY. This SWPPP only applies to Montgomery County Departments and operations that:

- 1.) Store more than the EPA listed reportable quantity of any chemical;
- 2.) Store bulk quantities of materials that could be washed into the MS4 by storm water runoff (i.e.: sand, dirt, salt, etc.);
- 3.) Are required to apply for and maintain any National Pollution Discharge Elimination System (NPDES) permit, NPDES permit waiver, waste water treatment permit, or privately operated waste treatment system operation or discharge permits.
- 4.) Perform operations that may result in storm water runoff contaminated with silt or other pollutants being released
- 5.) Perform operations that may result in chemical spills that are not required to be reported to the US Coast Guard
- 6.) Perform maintenance, construction or operations that require a TDEC Aquatic Resource Alteration Permit (ARAP), or a TDEC or Federal 401 Water Quality Certificate, or a US Army Corps of Engineers 404 Permit.
- 7.) Perform vehicle or equipment maintenance
- 8.) Perform equipment or vehicle cleaning
- 9.) Perform building maintenance or construction

Montgomery County operations that occur within the city limits of Clarksville, TN, and which may result in the contamination of storm water runoff, should obtain the approval of the Clarksville Storm Water Manager, in addition to the Montgomery County Storm Water Manager. Copies of all permits and letters of findings issued by the Clarksville Storm Water Manager should be submitted to the Montgomery County Storm Water Manager.

EPA reportable quantities are listed on Material Safety Data Sheets (MSDS), which Montgomery County Departments are required to maintain for all chemicals being used or stored on site. For purposes of this SWPPP, bulk quantities are considered to be 2000 pounds (1 ton) or more of any material that is potentially transportable by storm water runoff (i.e.: sand, dirt, salt, etc.). Most Montgomery County Departments do not fall in these categories and therefore are not required to maintain NPDES SWPPP documentation.

It is the responsibility of each Montgomery County Department to ensure that all relevant water quality or waste discharge permits or permit waivers are current and that their department meets all the conditions of those permits. These permits may include, but are not limited to:

- National Pollution Discharge Elimination System (NPDES) Permit
- NPDES Permit Waiver (including waste water treatment and discharge permits)
- TDEC Waste Treatment System Operators Permit

- TDEC Aquatic Resource Alteration Permit (ARAP)
- TDEC or Federal 401 Water Quality Certificate
- US Army Corps of Engineers 404 Permit

Some specific departments are exempt from maintaining a SWPPP based on the type of operations conducted:

- Archives
- Accounts and Budgets
- Building and Codes
- Clerk and Master
- Community Corrections
- Court System
- Court Safety Program
- County Mayor's Office Administrative Staff
- Election Commission
- Human Resources
- Information Systems
- Planning Commission
- Public Library
- Property Assessor
- Register of Deeds
- Veteran's Services
- Soil Conservation Department

The above listed departments are obligated to meet the requirements of this SWPPP if the operational nature of the department changes to meet the eligibility requirements listed above. Questions on SWPPP or permit requirements and applicability may be directed to the Montgomery County Storm Water Coordinator.

Some county departments must operate under permits that are more restrictive than those specified herein, and therefore are not specifically required to meet the requirements of this SWPPP. These departments include:

- BiCounty Landfill
- Emergency Management Agency
- Health Department

Section 2 - Annual SWPPP Review

If a SWPPP is required for a Montgomery County Department's operations, a copy of the SWPPP must be maintained in the department offices and must be made available for review upon request. Any changes to the SWPPP must be submitted to the Montgomery County Storm

Water Coordinator for review and approval. The SWPPP must be reviewed and approved by the Department Supervisor annually.

Section 3 - 303 (d) and TMDL Special Requirements

The following stream segments are considered to be impaired:

Stream Name	Cause of impairment	Source of Impairment
Brush Creek TN05130205 015T-1300	Loss of Biological Integrity due to Siltation	Pasture Grazing
Budds' Creek TN05130205 015T-1910	Alteration in Stream-side or Littoral Vegetation, Loss of Biological Integrity due to Siltation, Physical Substrate Habitat Alterations	Nonirrigated Crop Production Pasture Grazing
Bartee Branch TN05130205 110-0300	Low Dissolved Oxygen, Flow Alterations	Upstream Impoundment
Antioch Creek TN05130205 015T-1910	Alteration in Stream-side or Littoral Vegetation, Loss of Biological Integrity due to Siltation, Physical Substrate Habitat Alterations	Nonirrigated crop production Pasture grazing
East Fork Yellow Creek TN05130205 020-1000	Escherichia coli	Pasture Grazing
Big McAdoo Creek TN05130205 038-2000	Loss of Biological Integrity due to Siltation, Nutrients Escherichia coli	Nonirrigated Crop Production Land development
Little McAdoo Creek TN05130205 038-0100	Escherichia coli	Pasture Grazing
Red River (2.4 miles) TN05130206 002-1000	Loss of Biological Integrity due to Siltation, Escherichia coli, Nutrients, Other Habitat Alterations	Nonirrigated Crop Production Collection System Failure Land Development
Red River (22.9 miles) TN05130206 002-2000	Nitrates	Pasture Grazing
Red River (17.5 miles) (Robertson County also) TN05130206002 - 3000	Nitrates	Nonirrigated Crop Production
Raccoon Branch TN05130206 034-0110	Loss of Biological Integrity due to Siltation, Other Habitat Alterations	Land Development Hydromodification
Spring Creek TN05130206 039-0150	Loss of Biological Integrity due to Siltation, Total Phosphorus,	Nonirrigated Crop Production Removal of Riparian Vegetation Sources Outside State

	Nitrate + Nitrite, Alteration of Stream-side or Littoral Vegetation	
--	---	--

Before construction or other work is conducted near impaired streams, it is important to submit a preliminary plan to the Montgomery County Storm Water Coordinator to reduce the potential for pollution.

The following watersheds have an established Total Maximum Daily Loading (TMDL) for specific pollutants:

Stream Name	Parameter of Concern
Lower Cumberland Watershed TN 05130205	E. Coli
Red River Watershed TN 0530206	E. Coli

Before construction or other work is conducted near TMDL streams, it is important to submit a preliminary plan to the Montgomery County Storm Water Coordinator to reduce the potential for pollution. These streams may also require additional pollution prevention measures to be taken before work is permitted.

Section 4 – Regulatory Notes, Documents and References

The following documents and/or references are to be used to plan and execute all work conducted within Montgomery County:

- (1) The Montgomery County Storm Water Management and Control Regulations Resolution (#03-1-5)
- (2) The Montgomery County Water Quality Buffer and Illicit Discharge Detection and Elimination Program Regulations Resolution (#08-1-2)
- (3) The Montgomery County Illicit Discharge Detection and Elimination Program Policy and Procedure Manual
- (4) The Montgomery County Fats Oils and Grease Control Program Manual
- (5) The Montgomery County Storm Water Management Manual
- (6) The Montgomery County Storm Water Definitions Manual
- (7) The Tennessee Guide to the Selection and Design of Stormwater Best Management Practices: A Guide for Phase II MS4 Communities for Protecting Postconstruction

Stormwater Quality and Managing Stormwater Flow (also known as the TDEC Manual for Post Construction)

- (8) The Tennessee Erosion and Sediment Control Handbook
- (9) The Clarksville Montgomery County Subdivision Regulations
- (10) Any Montgomery County Storm Water Management Program General Policy and/or Standard Operating Procedure approved by the Montgomery County Building Commissioner

Copies of these documents can be studied at the Montgomery County Building and Codes offices. Some of the listed references are available for download on line at:

www.montgomerycountyttn.org/county/stormwater

If any provision of this SWPPP and any other provisions of law impose overlapping or contradictory requirements, or contain any restrictions covering any of the same subject matter, that provision which is more restrictive or imposes higher standards or requirements shall govern. The provisions of this SWPPP do not relieve the applicant from provisions of any other applicable law, resolution or regulation not explicitly repealed by the Montgomery County Storm Water Management Resolution and this manual.

All terms and abbreviations used in this document are defined in the Montgomery County Storm Water Definitions Manual.

Section 5 – Erosion Prevention and Sediment Control (EPSC) Requirements and Inspections

Construction and maintenance that requires soil disturbance of greater than 10,000 square feet within Montgomery County will follow all TDEC requirements as outlined in the Tennessee Erosion and Sediment Control Handbook. Information sheets with specific erosion control requirements are available from the Montgomery County Building and Codes office.

The Storm Water Program is responsible for reviewing all plans before earth disturbing activity begins. Grading, Drainage and Erosion Control (GDEC) plans must be submitted if the area to be disturbed is greater than 10,000 square feet. GDEC plan submission requirements are available from the Montgomery County Building and Codes office. Construction sites will also be subject to random erosion control inspections by the Montgomery County Storm Water Inspector to ensure compliance with TDEC and Montgomery County regulations.

Section 6 – Construction Site Notice of Coverage and SWPPP Requirements

The Montgomery County Building and Codes (MCBC) Storm Water Resolution has specific requirements for documents that are required to be posted/located at all county construction sites. Following these policies will also satisfy the state requirements for documentation.

- 1.) Each site must have a valid Tennessee Department of Environment and Conservation (TDEC) Notice of Coverage (NOC) **posted** on site. The Notice of Intent (NOI) alone is not acceptable. After the Notice of Termination (NOT) is granted by TDEC, any additional work will require each individual contractor/builder on that site to submit a NOI and post a valid NOC on the construction site. Copies of all NOI, NOC and NOT forms submitted and issued must be submitted to MCBC.
- 2.) Storm water controls must be inspected by someone with EPSC Level 1 certification at least twice a week, but no less than 72 hours apart. Each inspection must be documented on the TDEC Inspection form (records are to be kept on site). The name, address and contact information of the inspector must be submitted to MCBC.
- 3.) A Storm water control inspection must be performed and documented on the TDEC Inspection form immediately before and after a rain event of .25” or greater (records of these inspections and rain fall measurements are to be kept on site).
- 4.) Each site must have a valid Storm Water Pollution Prevention Plan (SWPPP), a copy of which must be submitted to MCBC and a copy kept on site. The SWPPP will list a Tennessee EPSC Level 1 certified Storm Water Contact who is responsible for all erosion control inspections for that site.

The SWPPP, storm water controls inspection forms, and a copy of the NOC must be kept on site in a marked, water-proof structure that can be easily located. It will be satisfactory if up-to-date copies are kept on site if vandalism is a problem. MCBC must be notified of the location of the records and posted NOC. Copies of all NOI, NOC and NOT permits issued by the state must be submitted to the Montgomery County Building and Codes Department.

Section 7 - General Spill Response

Spills involving chemicals with properties that are known to have no significant hazards to people may be cleaned up by department personnel. It is the responsibility of each Department Supervisor to review the chemicals used in their operations, and use MSDS documents to identify hazard potential from potential spill events.

Even if only minor spill events are anticipated, it is a good idea to develop a Spill Prevention, Control and Countermeasure Plan (SPCCP), and to keep a simple spill response kit available for use. Dry remediation techniques will be used to clean up the spilled materials.

Spill response kits consisting of absorbent materials (Oil Dry, kitty litter, or equivalent), dedicated storage containers for the disposal of used absorbent materials, and personal protective equipment (PPE) will be pre-positioned as required for each site. The minimum PPE will consist of disposable gloves impervious to petroleum products and protective goggles. The spill kits should include any additional materials and PPE necessary to address the specific hazards at each location. Brooms and dustpans can be used to clean up used absorbent materials for disposal. It is the responsibility of each Department Supervisor to ensure that all necessary precautions, equipment and PPE are available to address spills or other hazardous conditions.

Never:

- Wash a spill into a storm drain or water body
- Leave a spill without cleaning it up
- Leave a spill without notifying a supervisor

Section 8 – General Spill Response (Fuels, Oils and other Vehicle and Equipment Fluids)

Each county maintenance and fueling site will have a Spill Prevention, Control and Countermeasure Plan (SPCCP) to address fuel, lubricant, hydraulic fluid, coolant or other vehicle and equipment fluid spill event. Dry remediation techniques will be used to clean up the spilled materials.

Spill response kits consisting of absorbent materials (Oil Dry, kitty litter, or equivalent), dedicated storage containers for the disposal of used absorbent materials, and personal protective equipment (PPE) will be pre-positioned as required for each site. The minimum PPE will consist of disposable gloves impervious to petroleum products and protective goggles. The spill kits should include any additional materials and PPE necessary to address the specific hazards at each location. It is the responsibility of each Department Supervisor to ensure that all necessary precautions, equipment and PPE are available to address spills or other hazardous conditions.

All personnel will be trained to properly respond to spill events. This training will include proper immediate actions to take in the event of a spill, the locations of spill response kits, proper disposal of used absorbent materials, use of PPE, and procedures for reporting spills. The Storm Water Coordinator is available on request to assist departments in developing a SPCCP.

Never:

- Wash a spill into a storm drain or water body
- Leave a spill without cleaning it up
- Leave a spill without notifying a supervisor

Section 9 - Hazardous Materials Spill Response

Each site will have a Spill Prevention, Control and Countermeasure Plan (SPCCP) to address spill events. The SPCCP should have the following information, at a minimum:

1. The hazardous materials covered in the plan, including the reportable quantity for each hazardous material (measured in pounds if a solid and in pounds and gallons if a liquid)
2. Any containment and diversionary structures or equipment (where appropriate)
3. Inspection, maintenance and testing procedures for storage and containment areas
4. A list of emergency response equipment which includes the locations of the equipment and a description of the capabilities of the equipment
5. A description of programs that addresses both new employee training and regular routine employee training in spill prevention, actions to take in the event of a spill and evacuation plans.
6. A description of discharge detection devices and emergency warning systems
7. A list of on-site emergency coordinators and the qualifications of on-site trained employee responders
8. A description of evacuation procedures and employee assembly points
9. General response and clean-up protocols by substance or substance class
10. Specific on-site containment, treatment or removal plans
11. Procedures and contact information for reporting the incident to the appropriate agencies as required by local, State and Federal law, and procedures for supplying written reports to the Storm Water Coordinator
12. A description of the record-keeping process for routine training for spill responses and responses to actual spill incidence.

Spill response kits will consist of absorbent materials, dedicated storage containers for the disposal of used absorbent materials, and personal protective equipment (PPE) sufficient to protect personnel from the effects of exposure to the hazardous materials they may be exposed to. The spill kits and PPE will be pre-positioned near areas where hazardous material spill events may occur, but far enough away to allow safe access during the spill event. The spill kits should include any additional materials, response equipment, and the PPE necessary to address the specific hazards at each location. It is the responsibility of each Department Supervisor to ensure

that all necessary precautions, equipment and PPE are available and adequate to address spills or hazardous conditions.

All personnel will be trained to properly respond to hazardous material spill events. This training will include proper immediate actions to take in the event of a spill, the locations of spill response kits, proper disposal of used absorbent materials, use of PPE, and procedures for reporting spills. Dry remediation techniques will be used to clean up the spilled materials.

Never:

- Wash a spill into a storm drain or water body
- Leave a spill without cleaning it up
- Leave a spill without notifying a supervisor

Section 10 – Specific Pollutant Prevention Measures (County Vehicles and Equipment)

Most potential storm water pollutants will be generated by vehicle and equipment leakage (oil, gasoline, brake fluid, transmission fluid, hydraulic fluid, engine coolant, etc.), vehicle and equipment washing, and deposition of biologically contaminated fluid (bodily fluids).

When a vehicle is leaking, it shall be sent to the repair shop for repair as soon as possible. If it is not possible to schedule an immediate repair, a drip pan will be used to collect the leakage. If the leak is a minor one and does not warranting immediate repair, then a drip pan should be placed under the unit until routine servicing is scheduled. Leaks that result in vehicle or equipment fluids being deposited on the ground will be treated as a spill event and responded to as required.

When a spill occurs, a granulated, absorbent material is to be used to keep the fluid from spreading and to absorb the fluid. It should be applied in sufficient quantities to absorb all the leaking material. Under no circumstances will leaked material be swept or washed into any storm water drain system. Once the absorbent material has been applied, it should be given enough contact time to completely absorb the spilled material. Once sufficient time has been allowed for complete absorption, the used absorbent material should be swept up & disposed of in an approved container. All used absorbent materials will be transported to the landfill for proper disposal at regularly scheduled intervals.

Spills that occur in conjunction with repair activities should be handled in the same manner as outlined above. Used vehicle and equipment fluids should be stored properly (safe storage requirements will be based on the material in question) and recycled if possible or properly disposed of if recycling services are not available.

When refueling any vehicle, there will be at least 1 person monitoring the fueling operation at all times. **AT NO TIME will the person walk away from an active fueling operation.** Should a spill occur the supervisor **MUST** be notified as soon as practical after ensuring that the fuel spill has been contained and there is no possibility of contamination spread. Spill kits placed near fuel pumps will have additional supplies to contain and absorb spilled fuel. Storage and disposal

procedures for the used absorbent material will be the same as listed above. Caution should be exercised to avoid fire.

Maintenance and storage facility oil separators should be inspected routinely and cleaned out as required to ensure no contaminants are entering the sewer or septic system. Cleaning is to be accomplished using a shop vacuum. Material removed for the oil separators should be properly stored and transported to the landfill for disposal. Equipment that is used for the cleanout procedures should be considered contaminated and properly cleaned before being used for other purposes. Personnel performing the cleanout will wear appropriate PPE. Each location that has an oil separator should document inspections and cleanings, and keep these records on file at that location.

Section 11 – Specific Pollution Prevention Measures (Vehicle and Equipment Washing)

Proper planning and specific management practices can reduce wash water runoff to storm drains and help lessen the impact vehicle and equipment wash water discharges cause to the environment by transporting detergents and automotive pollutants.

Some of these management practices include:

- Using a commercial car wash.
- Washing your car on gravel, grass or other permeable surfaces.
- Blocking off storm drains during charity car wash events.
- Pumping or directing soapy water from car washes into a sanitary sewer drain. If pumping into a drain is not feasible, direct car wash water onto grass or landscaping that provides filtration.
- Using hoses with nozzles that automatically turn off when left unattended.
- Using only biodegradable soaps.

Prior to washing, it should be determined if there has been any oil/antifreeze/hydraulic fluid that has leaked onto the floor. If so, then these fluids must be cleaned up PRIOR to vehicle washing. After it has been determined that there are no contaminants, it is then ok to begin washing the vehicles. If conditions permit, vehicles are to be moved outside and onto grassy areas for washing. It is recommended that low phosphate detergents be used for vehicle washing. Wash water runoff should never be directed into storm water drains.

When cleaning equipment that has been biologically contaminated with blood or other body fluids, these fluids must be washed out before secondary cleaning can begin. The equipment must be taken to an area where the wash water can be directed to a drain which is connected to a

sanitary sewer or septic system. Under no circumstance will biologically contaminated equipment be washed out in any other manner. After decontamination, the vehicle can be cleaned following standard guidelines listed above.

Section 12 - Specific Pollutant Prevention Measures (Facility Maintenance)

General facility maintenance activities include mowing and trimming, painting, fertilization, pest control, weed control, and all of the chemical and petroleum handling that is associated with these activities. Facilities maintenance personnel should be trained in properly operating procedures and provided with the best management practices required to protect storm water from the potential hazards associated with these maintenance activities.

When using fertilizers, pesticides and herbicides, mixing instructions should be carefully followed. The application of these chemicals should follow manufacturer recommendations for safe use, and should be based on actual need as determined by testing (soil, turf, insect presence, etc.). Use the least toxic product possible for each application. Avoid over-application, application to non-pervious areas, or application to irrigated or automatically watered areas to prevent these products from washing into storm water drains, ground water or surface water. Never mix products to save time.

Excess dry materials (i.e.: granulated fertilizers and pesticides), which are inadvertently deposited on sidewalks and streets, should be collected using dry clean-up methods or properly distributed by sweeping or blowing onto grassy areas. Avoid spraying liquid fertilizers and pesticides onto impermeable surfaces.

Unused paint, pesticide, herbicide, fertilizer, cleaning products and other chemicals should be disposed of as hazardous waste. Under no circumstances should these products be stored outside, dumped on the ground, or poured down storm drains. Petroleum products should be recycled or disposed of properly. Empty chemical or pesticide containers should be disposed of properly. Reuse of these containers should be avoided.

Grass cuttings and plant waste should be disposed of properly, never dumped in storm drains or where storm water will wash them into storm drains or county waters. If possible, compost plant waste for later landscaping use.

Section 13 – Bulk Material Storage

Dry bulk materials (sand, dirt, salts, etc.) must be stored in ways that minimize the likelihood that wind or storm events will carry the materials into area drainages or into the Waters of Montgomery County. Storage in enclosed shelters is preferred. If this is not possible, tarps or other coverings should be utilized to prevent material spread by wind or storm water action. Use silt fencing to prevent movement of the material by storm water runoff, as required. If applicable, always leave materials in the original shipping containers until they are needed.

Liquids should be stored in areas that provide for secondary containment to limit material spread in the event of a spill or leak. Always leave materials in the original shipping containers until they are needed.

Dirt and debris removed due to ditch clearing or construction should be discarded in the BiCounty Construction Landfill or stored for eventual reuse. If stored, precautions should be taken to prevent wind or storm water from transporting the materials out of the storage location.

Section 14 – County Employee Training

All Montgomery County employees who work in departments that require a SWPPP, are required to have documented yearly training in good housekeeping, illicit discharge detection and reporting, and pollution prevention best management practices that are specific to the department where they work. The training should cover pollution prevention, illicit discharge recognition and reporting, and spill response.

The spill response training will be based on your department's specific SPCCP.

Training materials in pollution prevention best management practices and illicit discharge recognition and reporting are available from the Montgomery County Storm Water Coordinator. The employee training documentation records are required to be kept for seven (7) years.

The Storm Water Coordinator will provide training for Department Supervisors and designated subordinates on an as-needed basis. General employee training will be provided only on request.

Section 15 – Specific Departmental SWPPP Requirements

Please enter specific SWPPP requirements necessary to meet the needs of your departmental operations in this section. Remember to submit any SWPPP additions or changes to the Montgomery County Storm Water Coordinator for review and approval. If there are no additions or changes necessary, please mark as "Not Applicable".