

WASHINGTON COUNTY

**NPDES SWPPP**

**STORM WATER POLLUTION PREVENTION PROGRAM**

MINIMUM CONTROL MEASURE 1

PUBLIC EDUCATION AND OUTREACH

LIST OF ACTIVITIES

- Participate with Existing Organizations and Resources
- SWPPP Staff Training
- Brochures, Handouts and Newsletters
- SWPPP Web Page

MINIMUM CONTROL MEASURE 1  
PUBLIC EDUCATION AND OUTREACH

**PARTICIPATE WITH EXISTING ORGANIZATIONS AND  
RESOURCES**

**DESCRIPTION:**

Participate in discussions on public education and outreach with the organizations listed below. Partner with organizations to increase outreach and reduce administrative redundancy.

Washington County

Administration Department

Public Health and Environment Department

Department of Transportation and Physical Development

Organizations

Washington County Water Consortium

Rice Creek Watershed District

Carnelian-Marine Watershed District

Browns Creek Watershed District

Valley Branch Watershed District

South Washington Watershed District

Forest Lake-Comfort Lake Watershed District

Ramsey-Washington-Metro Watershed District

MS4s

Birchwood Village

Cottage Grove

Dellwood

Grant

Hugo

Lake Elmo

Landfall

Mahtomedi

Newport

Oakdale

Pine Springs

St. Paul Park

West Lakeland Township

White Bear Lake (Multi-County)

Willernie

Woodbury

**AUDIENCE:**

All of the above mentioned departments, organizations, and Cities who currently, or will in the future, provide Washington County residents information on issues pertaining to stormwater runoff and protection.

**RESPONSIBLE PARTY:**

Activities will be recorded by the Washington County Department of Transportation and Physical Development under the Supervision of Donald Theisen.

**MINIMUM CONTROL MEASURES COVERED:**

MCM 1	Public Education and Outreach
MCM 2	Public Involvement/Participation
MCM 3	Illicit Discharge and Elimination
MCM 4	Construction site Runoff Control
MCM 5	Post Construction Runoff Control
MCM 6	Pollution Prevention Good Housekeeping

**EDUCATION GOAL:**

To coordinate the existing educational programs available to Washington County.

**SCHEDULE:**

Meetings as needed.

**MEASURABLE GOALS:**

The following information will be monitored and recorded for the 2004 SWPPP report:

- Meetings attended with other organizations

MINIMUM CONTROL MEASURE 1  
PUBLIC EDUCATION AND OUTREACH

**SWPPP STAFF TRAINING**

**DESCRIPTION:**

Provide training opportunities for Washington County Staff in Erosion Control, Best Management Practices, good housekeeping, and pollution prevention.

These include but are not limited to:

- MnDOT Erosion Control Certification
- Stormwater Pollution Prevention Program Workshops
- Best Management Practices Workshops
- Brochures and publications distributed to Staff

**AUDIENCE:**

Washington County Staff involved in public works projects, construction projects, construction inspection and maintenance.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 4              Construction Site Runoff Control  
MCM 5              Post Construction Runoff Control  
MCM 6              Pollution Prevention Good Housekeeping

**EDUCATION GOAL:**

To develop an understanding of the SWPPP among County staff.

**SCHEDULE:**

2004 - 2008

**MEASURABLE GOALS:**

The following information will be monitored and recorded for the 2004 SWPPP report:

- Training attended by staff

MINIMUM CONTROL MEASURE 1  
PUBLIC EDUCATION AND OUTREACH

**BROCHURES, HANDOUTS AND NEWSLETTERS**

**DESCRIPTION:**

Distribute articles and information on illicit discharges, erosion control, shoreline management, composting and pollution prevention and other applicable best management practices. These publications are to be distributed through county mailings, newsletters and the County fair booth.

**AUDIENCE:**

All Washington County residents, property owners and business owners.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 1	Public Education and Outreach
MCM 2	Public Involvement/Participation
MCM 3	Illicit Discharge and Elimination
MCM 4	Construction site Runoff Control
MCM 5	Post Construction Runoff Control
MCM 6	Pollution Prevention Good Housekeeping

**EDUCATION GOAL:**

To develop an understanding of the SWPPP among County residents.

**SCHEDULE:**

2004 - 2008

**MEASURABLE GOALS:**

The following information will be monitored and recorded for the 2004 SWPPP report:

- Number of articles
- Households served by publication containing articles

MINIMUM CONTROL MEASURE 1  
PUBLIC EDUCATION AND OUTREACH

**SWPPP WEB PAGE**

**DESCRIPTION:**

To incorporate public information data on SWPPP issues into a separate page on the Washington County Website. This would specifically describe the SWPPP, each minimum control measure, the goals and actions planned by the county, provide links to BMPs, articles on each control measure and collect feedback from site visitors.

This effort may also be coordinated with the Washington County Water Consortium.

**AUDIENCE:**

All residents of Washington County, and visitors to the Washington County website.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 1	Public Education and Outreach
MCM 2	Public Involvement and Participation
MCM 3	Illicit Discharges
MCM 4	Construction site Runoff Control
MCM 5	Post Construction Runoff Control
MCM 6	Pollution Prevention Good Housekeeping

**EDUCATION GOAL:**

To make all information on stormwater pollution prevention, best management practices, the Washington County SWPPP, and nationwide resources available to Washington County residents.

**SCHEDULE:**

2004-2007

**MEASURABLE GOALS:**

The following information will be monitored and recorded for the 2004 SWPPP report:

- Number of hits to the web site
- Number of links and articles made available by the website

WASHINGTON COUNTY

**NPDES SWPPP**

**STORM WATER POLLUTION PREVENTION PROGRAM**

MINIMUM CONTROL MEASURE 2

PUBLIC INVOLVEMENT/PARTICIPATION

LIST OF ACTIVITIES

- Annual Public Hearing on the SWPPP
- Stormwater Contact Line and Website

MINIMUM CONTROL MEASURE 2  
PUBLIC PARTICIPATION AND INVOLVEMENT

**ANNUAL PUBLIC HEARING**

**DESCRIPTION:**

To conduct a public hearing on the Washington County Stormwater Pollution Prevention Program, solicit public opinion on the plan and to consider written and oral input into the SWPPP.

**AUDIENCE:**

All residents of Washington County

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 1              Public Education and Outreach  
MCM 2              Public Involvement/Participation

**SCHEDULE:**

Completed before March of 2004

**MEASURABLE GOALS:**

- Record the attendance for the public hearing
- Quantify the number of oral statements
- Quantify the number of written statements at the hearing
- Number of changes made to the SWPPP



MINIMUM CONTROL MEASURE 2  
PUBLIC PARTICIPATION AND INVOLVEMENT

**SWPPP CONTACT AND WEBSITE**

**DESCRIPTION:**

To establish a forum in which Washington County residents can receive information, report violations and respond to SWPPP issues.

**AUDIENCE:**

All residents of Washington County

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 1	Public Education and Outreach
MCM 2	Public Involvement/Participation
MCM 3	Illicit Discharge and Elimination

**SCHEDULE:**

Completed before March of 2008

**MEASURABLE GOALS:**

- Record the number of calls or emails related to SWPPP issues
- Quantify the number of illicit discharges
- Quantify the number of responses to calls or email messages
- Number of clean-up activities resulting from calls or email messages

WASHINGTON COUNTY

**NPDES SWPPP**

**STORM WATER POLLUTION PREVENTION PROGRAM**

MINIMUM CONTROL MEASURE 3

ILLICIT DISCHARGE DETECTION AND ELIMINATION

LIST OF ACTIVITIES

- Illegal Dumping Identification and Response
- Recycling Program
- Create a Storm Sewer Map

MINIMUM CONTROL MEASURE 3  
ILLICIT DISCHARGE DETECTION AND ELIMINATION

## **ILLEGAL DUMPING IDENTIFICATION AND RESPONSE**

### **DESCRIPTION:**

To organize a program that will help the public and County Staff identify and respond to illegal dumping sites.

### **RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

### **MINIMUM CONTROL MEASURES COVERED:**

MCM 1	Public Education and Outreach
MCM 2	Public Involvement/Participation
MCM 3	Illicit Discharge and Elimination

### **ACTION GOALS**

To Identify illegal dumping sites  
To develop methods to prevent illegal dumping  
To Prevent access to dumping sites  
To develop a response contact line to report illegal dumping  
To develop a response program for clean-up

### **SCHEDULE:**

2004 -2008

### **MEASURABLE GOALS:**

- Number of calls to contact line
- Number of sites identified and cleaned up

MINIMUM CONTROL MEASURE 3  
ILLICIT DISCHARGE DETECTION AND ELIMINATION

**RECYCLING PROGRAM**

**DESCRIPTION:**

To discourage illegal dumping by offering alternative uses for unwanted materials and drop-offs for hazardous waste.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 1            Public Education and Outreach  
MCM 3            Illicit Discharge and Elimination  
MCM 6            Pollution Prevention Good Housekeeping

**ACTION GOALS**

Create an information campaign on recycling options, services and programs within the County and provide options to illegal dumping.

**SCHEDULE:**

2004 -2008

**MEASURABLE GOALS:**

- An inventory of materials collected at drop off sites each year
- Compare year-to-year number of clean-up calls each year.

MINIMUM CONTROL MEASURE 3  
ILLICIT DISCHARGE DETECTION AND ELIMINATION

**CREATE A STORM SEWER MAP**

**DESCRIPTION:**

To create a map identifying all Washington County owned storm sewer conveyances 24” inches or greater. This task would also locate all outfalls and discharge points leaving Washington County.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 3              Illicit Discharge and Elimination  
MCM 5              Post Construction Runoff Control

**ACTION GOALS**

To create a map that shows the location of all storm sewer system conveyances and receiving water bodies and outfalls.

**SCHEDULE:**

2004- Meet with involved departments to determine process and costs  
2005-Submit to County Board for funding of mapping effort  
2006-Design mapping  
2007-Draft map  
2008 Complete Storm Sewer Map

**MEASURABLE GOALS:**

- Identify all storm sewer pipe owned by Washington County
- Create a map of all storm sewer pipe and ponds, lakes, streams and wetlands that are part of Washington County.

WASHINGTON COUNTY

**NPDES SWPPP**

**STORM WATER POLLUTION PREVENTION PROGRAM**

MINIMUM CONTROL MEASURE 4

CONSTRUCTION SITE RUNOFF CONTROL

LIST OF ACTIVITIES

- Training for Department Staff
- Add Erosion Control Plan to Utility Permit Requirement
- Site Inspection Program

MINIMUM CONTROL MEASURE 4  
CONSTRUCTION SITE RUNOFF CONTROL

**TRAINING FOR TRANSPORTATION DEPARTMENT  
STAFF**

**DESCRIPTION:**

To provide Washington County Staff training in proper location, inspection and installation of erosion control best management practices.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 3	Illicit Discharge and Elimination
MCM 4	Construction site Runoff Control
MCM 5	Post Construction Runoff Control
MCM 6	Pollution Prevention Good Housekeeping

**ACTION GOALS**

To train Washington County Transportation staff on the issue of proper erosion control, identification of problem areas and the expectations of the stormwater pollution prevention plan for county construction projects.

**SCHEDULE:**

Training beginning in 2004 and continuing as an ongoing program through 2008.

**MEASURABLE GOALS:**

- Number of employees with MnDOT Certification

MINIMUM CONTROL MEASURE 4  
CONSTRUCTION SITE RUNOFF CONTROL

**ADD EROSION CONTROL PLAN TO UTILITY PERMIT  
REQUIREMENT**

**DESCRIPTION:**

Washington County will review their current utility permit and include site erosion and sediment control as part of the conditions of the permit.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 4              Construction site Runoff Control  
MCM 5              Post Construction Runoff Control

**ACTION GOALS**

To insure that Washington County can have some jurisdiction over construction projects that are required to address erosion control in the County right-of-way.

**SCHEDULE:**

Review of current permit will take place in 2004.  
Additional requirements will be added in 2005.

**MEASURABLE GOALS:**

- Require of erosion control as part of a Washington County Utility Permit.



MINIMUM CONTROL MEASURE 4  
CONSTRUCTION SITE RUNOFF CONTROL

**SITE INSPECTION PROGRAM**

**DESCRIPTION:**

Washington County will perform site inspections on projects that work in the County right-of-way.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 4              Construction site Runoff Control  
MCM 5              Post Construction Runoff Control

**ACTION GOALS**

To insure that construction projects are addressing erosion control in the County right-of-way.

**SCHEDULE:**

Review of current permit will take place in 2004.  
Additional requirements will be added in 2005.

**MEASURABLE GOALS:**

- Require erosion control as part of a Washington County Utility Permit.

WASHINGTON COUNTY  
**NPDES SWPPP  
STORM WATER POLLUTION PREVENTION PROGRAM**

MINIMUM CONTROL MEASURE 5

POST CONSTRUCTION RUNOFF CONTROL

LIST OF ACTIVITIES

- Washington County Water Management Projects
- Ditch Maintenance Activities
- Adopt Minnesota Pollution Control Guidelines on Road Projects

MINIMUM CONTROL MEASURE 5  
POST CONSTRUCTION RUNOFF CONTROL

**WASHINGTON COUNTY WATER MANAGEMENT  
PROJECTS**

**DESCRIPTION:**

Washington County will take opportunities to improve conditions of public lands when the opportunity arises. Wetland restorations, native plantings, bank stabilization, detention ponds, and other best management construction projects will be incorporated to the Capital Improvement Program as needed.

**RESPONSIBLE PARTY:**

Donald Theisen                      Washington county Highway Department

**MINIMUM CONTROL MEASURES COVERED:**

MCM 5              Post Construction Runoff Control

**ACTION GOAL:**

To improve water quality through restoration projects though out Washington County property.

**SCHEDULE:**

2004 through 2008

**MEASURABLE GOALS:**

- Number of projects planned
- Number of projects designed
- Number of Projects completed

MINIMUM CONTROL MEASURE 5  
POST CONSTRUCTION RUNOFF CONTROL

**DITCH MAINTINANCE ACTIVITIES**

**DESCRIPTION:**

Inspect and maintain erosion control measures in ditches.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 1	Public Education and Outreach
MCM 2	Public Involvement/Participation
MCM 3	Illicit Discharge and Elimination
MCM 4	Construction site Runoff Control
MCM 5	Post Construction Runoff Control
MCM 6	Pollution Prevention Good Housekeeping

**ACTION GOAL:**

Keep ditches in good condition to prevent erosion.

**SCHEDULE:**

2004 through 2008

**MEASURABLE GOALS:**

- Number of ditches inspected and maintained

MINIMUM CONTROL MEASURE 5  
POST CONSTRUCTION RUNOFF CONTROL

**MPCA GUIDELINES FOR NEW ROAD PROJECTS**

**DESCRIPTION:**

Construction activities that disturb more than one acre of land must now obtain an MPCA permit.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 4              Construction site Runoff Control  
MCM 5              Post Construction Runoff Control

**ACTION GOAL:**

Incorporate MPCA guidelines into 2004-2008 lettings.

**SCHEDULE:**

2004 through 2008

**MEASURABLE GOALS:**

- Obtain permits for all County construction projects that disturb more than one acre of land.

WASHINGTON COUNTY

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MINIMUM CONTROL MEASURE 6

POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR  
MUNICIPAL OPERATIONS

LIST OF ACTIVITIES

- Identify Potential Pollutants and Develop Prevention Plan
- Parking Lot and Street Sweeping Program
- Landscaping and Lawn Care
- Road Salt Application

MINIMUM CONTROL MEASURE 6  
POLLUTION PREVENTION/ GOOD HOUSEKEEPING FOR MUNICIPAL  
OPERATIONS

**IDENTIFY POTENTIAL POLLUTANTS AND DEVELOP  
PREVENTION PROGRAM**

**DESCRIPTION:**

To evaluate the current activities including equipment and hazardous material storage and handling, within Washington County, which may have the potential to threaten storm water quality.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 6                      Pollution Prevention Good Housekeeping

**ACTION GOAL:**

To identify and prevent potential pollution sources from Washington County facilities.

**SCHEDULE:**

Evaluation 2004 -2005

Recommendations and implementation 2006-2008

**MEASURABLE GOALS:**

- Number of Programs reviewed and identified
- Number of inspections
- Number of changes in procedure
- Number of incidents yearly

MINIMUM CONTROL MEASURE 6  
POLLUTION PREVENTION/ GOOD HOUSEKEEPING FOR MUNICIPAL  
OPERATIONS

**PARKING LOT AND STREET SWEEPING PROGRAM**

**DESCRIPTION:**

To evaluate the current street sweeping program, identify any improvements and implement changes to reduce storm sewer pollutants.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 6              Pollution Prevention Good Housekeeping

**ACTION GOAL:**

To reduce the amount of trash, road salt, and sand from streets before entering the storm sewer system.

**SCHEDULE:**

Evaluation 2004 -2005  
Recommendations and implementation 2006-2008

**MEASURABLE GOALS:**

- Number of roads swept
- Number of times per year
- Quantity of pollution removed from sweeping trucks



MINIMUM CONTROL MEASURE 6  
POLLUTION PREVENTION/ GOOD HOUSEKEEPING FOR MUNICIPAL  
OPERATIONS

**LANDSCAPING AND LAWNCARE PRACTICES**

**DESCRIPTION:**

To evaluate Washington Counties current practices in the use of fertilizer application, pesticide and herbicide application, mowing and discharge operations, grass clipping collection, mulching and composting and develop best management practices to prevent storm water pollution.

**RESPONSIBLE PARTY:**

Donald Theisen      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 5      Post Construction Runoff Control  
MCM 6      Pollution Prevention Good Housekeeping

**ACTION GOAL:**

To identify and prevent potential pollution sources from Washington County practices in landscaping and lawn care.

**SCHEDULE:**

Program evaluation 2004-2005  
Recommendation and implementation 2006-2008

**MEASURABLE GOALS:**

- Amount of fertilizer used
- Amount of pesticides used
- Document the number of practices changed

MINIMUM CONTROL MEASURE 6  
POLLUTION PREVENTION/ GOOD HOUSEKEEPING FOR MUNICIPAL  
OPERATIONS

## **ROAD SALT APPLICATION**

**DESCRIPTION:**

Review current practices and policies of road salt applications such as: alternative products, calibration of equipment, inspection of vehicles and staff training.

**RESPONSIBLE PARTY:**

Donald Theisen                      Department of Transportation and Physical Development

**MINIMUM CONTROL MEASURES COVERED:**

MCM 6              Pollution Prevention Good Housekeeping

**ACTION GOAL:**

To minimize the amount of road salt and chemicals applied to roadways without compromising public safety.

**SCHEDULE:**

Program evaluation 2003-2005  
Recommendations and implementation 2005-2008

**MEASURABLE GOALS:**

- Quantity of Salt used in a given year
- Number of spreaders calibrated
- Number of staff members trained