



Storm Water Management Plan Municipal Separate Storm Sewer Systems (MS4s) General Permit WV0116025

Star City



September 28, 2026

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1. MS4 OPERATOR

Name of City, County or other public entity that operates a small MS4:

Town of Star City (Acting by and through the Morgantown Utility Board)

Mailing Address: **370 Broadway Avenue, Star City, WV 26505**

Local staff contact, person responsible for overall program implementation and coordination. (This is the person DEP will contact as the need arises for more information and/or details about your stormwater management program or general questions concerning stormwater in your community.)

The Morgantown Utility Board operates and maintains Star City's stormwater system pursuant to an Operation and Maintenance Agreement dated the 18th day of February 2026. The Agreement was ratified by the Town Council of Star City and the Board of Directors of the Morgantown Utility Board.

Name: **Richard M. Rogers**

Title: Assistant General Manager/Chief Engineer

Phone: (304) 292-8443

E-mail address: Rogers@mub.org

2. CERTIFICATION

47CSR10

By completing and submitting this application, I have reviewed and understand and agree to the terms and conditions of #WV0116025 small MS4 General Permit issued on June 22, 2025. I understand that provisions of the MS4 general permit are enforceable by law. Violations of any term and condition of the general permit and/or other applicable law or regulations can lead to enforcement action.

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.

2.a. Authorized signature _____

(Mayor or Principle Executive Officer)

2.b. Print name _____

2.c. Title _____

2.d. Date _____

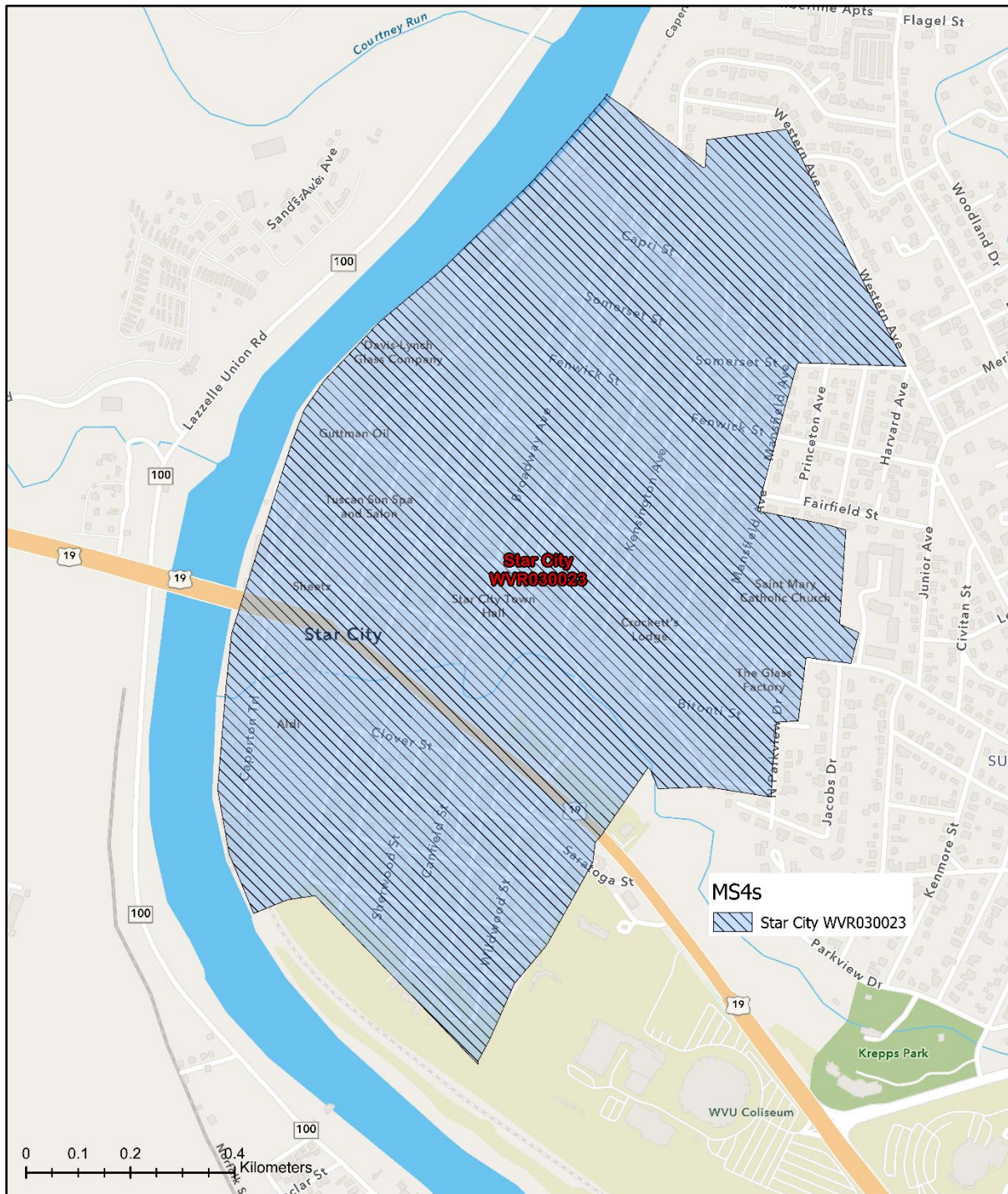
3. DESCRIPTION OF STORM SEWER SYSTEM

Area (in acres) within current corporate or jurisdictional boundaries:

Star City MS4 Boundary – 1,026.91 acres

Star City Stormwater Utility – 303.4 acres

Figure 1. Star City's MS4 boundary



3.1 Waters receiving discharge from the MS4

Part II.A.3.

Table 1: 303d and TMDL waters

Local Name of receiving stream (DEP Stream Name)	Integrated Report Category	WV Code	303d List or TMDL	Impaired Parameters	303d List Cycle/TMDL Approval Date
Monongahela River	5	WVM-up	TMDL	Fecal Coliform	2014/2018

4. MCM #1 - PUBLIC EDUCATION AND OUTREACH

Part III.A.

Responsible Person (Part II. A. e.)

The following person is responsible for overseeing implementation of this MCM.

Name: Kenneth Hacker

Title: Senior Engineer

Address: 278 Greenbag Road, Morgantown, WV 26501

Phone number: (304) 292-8443

Email address: khacker@mub.org

Outreach activities will be carried out with assistance from Downstream Strategies, hired to assist with SWMP implementation.

4.1 MCM Objective (Part III. B. 1.)

The overall objective of this MCM is to educate the public about area stream impairments and TMDLs. Pet waste and illicit discharges contribute to current stream impairments and are included as high-priority stormwater issues. This Objective will be aimed at reducing or eliminating public behaviors and practices that cause or contribute to adverse stormwater impacts.

4.2 MCM Implementation (Part III. A. 2. a.)

The High-Priority Stormwater Issues to be addressed are listed below.

1. TMDL/303d streams
2. Pet waste
3. Illicit discharges

4.2.1 TMDL and 303d listed streams

i. **Rationale** (Part III. A. 2. a. i.) :

The Monongahela River receives stormwater discharges within Star City's MS4 jurisdiction and is on the 303d list and has a TMDL in place to address fecal coliform contamination. Informing the public about the impairment and measures that are in

place to remedy the impairment will bolster public involvement in taking measures to protect water quality in the MS4 jurisdiction.

ii. **Target Audience** (Part III. A. 2. a. ii.)

The population residing within the MS4 area is the target audience for the strategies described below.

Strategy 1: Participation in Public Events (Existing) (Part III. A. 2. a. iii.)

MUB will participate in city sponsored or other local public events each year and share educational materials documenting impairments in streams receiving stormwater discharges. Educational materials will include information on the effects of polluted stormwater runoff on surface waters. Public events will include the Monongalia County Hazardous Waste Collection Day and the Rain Barrel workshop held in partnership with Friends of Deckers Creek.

Measurable Goals (Part II. A. 4. d):

- MUB will document the public events that they participated in with photographs.
- MUB will document the number of participants at public events each year.

Implementation Schedule (Part III. A. 2. a. iv.)

- MUB will continue to host public events and share educational materials annually. Each event will be documented with photos.
- The Rain Barrel workshop in collaboration with Friends of Deckers Creek will be held in the spring annually.
- The Monongalia Hazardous Waste Collection Day will be held in late summer/fall annually.

Strategy 2: Website (Existing) (Part III. A. 2. a. iii.)

Star City will maintain a stormwater education page on its website. This page will contain maps of impaired streams in the MS4 jurisdiction and information on the impairments and TMDLs in place. Educational materials explaining ways in which the public can help reduce pollution in stormwater runoff will also be included on the website. Information on how to access the website will be publicized at public events.

Measurable Goals (Part II. A. 4. d):

- MUB will document the number of visits to Star City's website annually.

Implementation Schedule (Part III. A. 2. a. iv.) :

- Star City will continue to host a stormwater education page on its website.
- Materials will be updated annually or as needed.

4.2.2 Pet waste

i. **Rationale** (Part III. A. 2. a. i.):

Pet waste is known to contribute fecal coliform to surface waters via stormwater runoff. The Monongahela River, within Star City's MS4 jurisdiction, is impaired by fecal coliform.

Informing pet owners of the importance of properly cleaning up pet waste can decrease fecal coliform loads in stormwater runoff, thus improving fecal coliform loads in surface waters.

ii. **Target Audience** (Part III. A. 2. a. ii.)

The population residing within the MS4 area, with emphasis on pet owners, is the target audience for the strategies described below.

Strategy 1: Participation in Public Events (Existing) (Part III. A. 2. a. iii.)

MUB will participate in city sponsored or other local public events each year and share educational materials documenting impairments in streams receiving stormwater discharges. Educational materials will include information on current fecal coliform impairments and methods pet owners can use to ensure their pet's waste does not contribute fecal coliform to stormwater runoff. Public events will include the Monongalia County Hazardous Waste Collection Day and the Rain Barrel workshop held in partnership with Friends of Deckers Creek.

Measurable Goals (Part II. A. 4. d):

- MUB will document the number of participants at public events each year.
- MUB will document the public events that they participated in with photographs.

Implementation Schedule (Part III. A. 2. a. iv.)

- MUB will continue to host public events and share educational materials annually. Each event will be documented with photos.
- The Rain Barrel workshop in collaboration with Friends of Deckers Creek will be held in the spring annually.
- The Monongalia Hazardous Waste Collection Day will be held in late summer/fall annually.

Strategy 2: Website (Part III. A. 2. a. iii.)

Star City will maintain a stormwater education page on its website. Information on the contribution of pet waste to fecal coliform impairments will be provided. Educational materials explaining ways in which pet owners can reduce fecal coliform in stormwater runoff by cleaning up pet waste will be included. The web page will also include a map showing the locations of pet waste kiosks. Information on how to access the website will be publicized at public events.

Measurable Goals (Part II. A. 4. d):

- MUB will document the number of visits to the Star City website annually.

Implementation Schedule (Part III. A. 2. a. iv.)

- MUB will continue to include information about pet waste and fecal coliform impairments on the stormwater education page on its website.
- Materials will be updated annually or as needed.

4.2.3 Illicit discharges

- i. **Rationale** (Part III. A. 2. a. i.):
Illicit discharges can contribute a variety of pollutants to stormwater, thus impacting surface water quality. Educating the public on the importance of eliminating illicit discharges and how to identify an illicit discharge will increase awareness of the issue. Providing and publicizing a means for the public to alert MUB of suspected illicit discharges will lead to correction of illicit discharges, which will decrease pollution originating from illicit discharges in Star City's MS4 jurisdiction.
- ii. **Target Audience** (Part III. A. 2. a. ii.)
The population residing within the MS4 area and contractors proposing new developments will be targeted for outreach related to illicit discharges.

Strategy 1: Participation in Public Events (Existing)

Educational materials describing how illicit discharges contribute to water quality impairments and how to identify illicit discharges will be distributed to the public during at least two events annually. Information on MUB's spill/illicit discharge reporting hotline and email will be included in educational materials. Public events will include the Monongalia County Hazardous Waste Collection Day and the Rain Barrel workshop held in partnership with Friends of Deckers Creek.

Measurable Goals (Part II. A. 4. d):

- MUB will document the number of stormwater educational materials distributed at public events each year.
- MUB will document the public events that they participated in with photographs.

Implementation Schedule (Part III. A. 2. a. iv.)

- MUB will continue to host public events and share educational materials annually. Each event will be documented with photos.
- The Rain Barrel workshop in collaboration with Friends of Deckers Creek will be held in the spring annually.
- The Monongalia Hazardous Waste Collection Day will be held in late summer/fall annually.

Strategy 2: Website (Part III. A. 2. a. iii.)

Star City will maintain a stormwater education page on its website. Materials describing the importance of identification and correction of illicit discharges will be provided on the website. The spill/illicit discharge phone number and email will be highlighted on the website. Information on how to access the website will be publicized at public events.

Measurable Goals (Part II. A. 4. d):

- MUB will document the number of visits to the Star City website annually.
- The number of calls to the spill/illicit discharge reporting hotline and email will be documented annually.

Implementation Schedule (Part III. A. 2. a. iv.)

- Star City will continue to include information about illicit discharges on the stormwater education page on its website.
- Materials will be updated annually or as needed.
- The website will be advertised during at least two public events.

4.3 Reporting and Evaluation (Part III. A. 3.)

Downstream Strategies will submit an Annual Report to the Department on behalf of MUB, which will include information to determine whether the goals set forth for MCM 1 were successfully implemented.

- a. MUB will document the three high-priority stormwater issues addressed in the public outreach and education program.
- b. MUB will provide a summary of its public outreach and education activities. The number of attendees at the Rain Barrel Workshop, number of participants at the Hazardous Waste Collection Day, number of pounds of waste collected at the Hazardous Waste Collection Day, value of sponsorships received to support the Hazardous Waste Collection Day, number of City of Morgantown Technical Review Committee Meetings attended, number of attendees at the City of Morgantown Technical Review Committee Meetings, the number of visitors to MUB's stormwater website, and the number of reports to the spill/illicit discharge reporting hotline and email will be reported annually.
- c. MUB will document any changes in high-priority stormwater issues for the upcoming year along with strategies used to communicate the issues and target audiences. A rationale will be provided for any changes.

5. MCM #2 – PUBLIC INVOLVEMENT AND PARTICIPATION

Part III.B.

5.1 Responsible Person (Part II. A. e.)

The following person is responsible for overseeing implementation of this MCM.

Name: Kenneth Hacker

Title: Senior Engineer

Address: 278 Greenbag Road, Morgantown, WV 26501

Phone number: (304) 292-8443

Email address: khacker@mub.org

Outreach activities will be carried out with assistance from Downstream Strategies, hired to assist with SWMP implementation.

5.2 MCM Objective (Part III. B. 1.)

MUB will implement a public involvement and participation program designed to accomplish the following objectives.

- a. Ensure that information about the MS4 program activities is available to the public.
- b. Allow the public to report potential illicit discharges, improper disposal, or spills; submit complaints regarding land disturbing activities; and communicate other stormwater pollution concerns.
- c. Provide opportunities for the public to provide comments on Star City's SWMP.

5.3 MCM Implementation (Part III. B. 2.)

MUB will complete the following actions to ensure compliance with MCM #2.

5.3.1 Ensure MS4 Program Information is Readily Available to the Public (Part III. B. 2.a)

MUB will ensure that information about Star City's MS4 program is readily available to the public by maintaining a page on the Star City website dedicated to the MS4 program. In accordance with the General Permit, the following information will be available to the public on the MS4 webpage:

- The general permit and Star City's coverage letter;
- The most current SWMP
- The most recent Annual Report;
- Documentation of the methods available to the public to provide comments, suggestions, recommendations, or other input on the SWMP and Annual Report; and
- Documentation of the methods available to the public to report potential illicit discharges, improper disposal, spills to the MS4, land-disturbing activity complaints, and other potential stormwater pollution concerns.

5.3.2 Public Involvement Opportunities (Part III. B. 2. b.)

Opportunity 1: Clean-up Day

MUB will host clean-up day annually. MUB and Star City employees and invited volunteers will clean up a stream, roadside, or park within the MS4 to contribute to the community.

- **Time period:** This event will occur annually in April.
- **Water quality benefits to be obtained:** This event will contribute to water quality benefits by removing trash and debris that may otherwise end up in surface waters.

Opportunity 2: Rain Barrel Workshop

MUB will host a Rain Barrel workshop in collaboration with the Friends of Deckers Creek. Participants will learn about the impacts of stormwater runoff, MUB, and the Morgantown and Star City MS4s, and they will receive a rain barrel for installation at their residences.

- **Time period:** This event will take occur annually in April or May.
- **Water quality benefits to be obtained:** Providing rain barrels to community members for installation will decrease the amount of stormwater entering storm drains during rain events.

Opportunity 3: Hazardous Waste Collection Day

MUB will host an annual Hazardous Waste Collection Day where residents can bring household hazardous waste to a collection site for proper disposal.

- **Time period:** This event will occur annually in August.
- **Water quality benefits to be obtained:** Collection of hazardous wastes for proper disposal will prevent these substances from entering stormwater contributing to surface water pollution.

5.3.3 Public Comment on a new or updated SWMP (Part III. B. 2. c.)

MUB will make a draft SWMP available for public comment within 30 days of its preparation. The draft SWMP will be posted on Star City's stormwater website. Public notice advertisements will also be run in the Dominion Post announcing the public comment period. The notice will state (i) where the public can obtain a copy of the SWMP, (ii) contact information for the person designated to answer questions and accept comments, and (iii) a period of no less than 60 days for the public to ask questions or request additional information and submit written comments on the SWMP.

Following the comment period, MUB will consider and prepare a written response to each written comment received. Responses will be sent to any commenter who provided contact information.

5.4 Reporting and Evaluation (Part III. B. 3)

Downstream Strategies will prepare and submit to the Department on behalf of MUB an Annual Report, which will include the following information to allow for the determination that MUB successfully implemented MCM 2.

- a. A summary of all public comments received by the Permittee under Part III.B.2.c and MUB's written response to each comment. Any changes made to the SWMP in response to a comment will be documented. Documentation of the public notice will also be included.

- b. A summary of any stormwater pollution complaints received from the public and how MUB responded to each.
- c. A link to Star City's MS4 program website.
- d. A description of each public involvement activity. To the extent possible, MUB will include (1) an estimate of the number of participants and (2) a summary of the demographic characteristics of the participants.
- e. An evaluation of whether the public involvement activities implemented during the year were beneficial to improving water quality.
- f. A description of any changes in the public involvement activities for the upcoming year, including rationale for any changes.

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6. MCM #3 – ILLICIT DISCHARGE DETECTION AND ELIMINATION

Part III.C.

6.1 Responsible Person (Part II. A. e.)

The following person is responsible for overseeing implementation of this MCM.

Name: Kenneth Hacker

Title: Senior Engineer

Address: 278 Greenbag Road, Morgantown, WV 26501

Phone number: (304) 292-8443

Email address: khacker@mub.org

Outreach activities will be carried out with assistance from Downstream Strategies, hired to assist with SWMP implementation.

6.2 MCM Objective (Part III. C. 1.)

The objectives for this MCM are to implement an illicit discharge and detection elimination (IDDE) program. This program will include:

- a. A map of the MS4 and
- b. Implementation of measures to effectively identify and eliminate illicit discharges.

This program will locate non-stormwater discharges, illicit connections to the storm system, and illegal dumping of pollution into the stormwater system.

6.3 MCM Implementation (Part III.C.2.)

6.3.1 Maintain an MS4 Map (Part III.C.2.a).

MUB's GIS department currently maintains a map of the regulated MS4. The map will be updated annually or as new information is available by the MUB GIS department to reflect any new or revised information.

- i. MUB's map identifies the location of the following elements:
 - 1) All known MS4 outfalls;
 - 2) Known connections to the MS4;
 - 3) Receiving waters for discharges from the MS4, with impaired and TMDL waters labeled as such;
 - 4) Structural stormwater BMPs owned, operated, or maintained by the Permittee, and which discharge to the MS4;
 - 5) Boundary of the regulated MS4 service area; and
 - 6) Any other relevant information determined by MUB.
- ii. The map will be formatted at a legible scale and contain a north arrow, scale bar, and legend.
- iii. MUB will maintain a digital boundary of the Star City MS4 to be utilized in GIS mapping.

6.3.2 IDDE Program implementation (Part III.C.2.b)

MUB's IDDE Program is designed to investigate, track, and respond to potential illicit discharges. The program will include the following components:

Unauthorized discharge prohibition. (Part III.C.2.b.i.)

The Star City Stormwater Ordinance, Article 934, prohibits non-stormwater discharges within the MS4.

- **Review and updates:**
 - Article 934 was reviewed within 12 months of the effective date of the MS4 General Permit by MUB engineering staff and legal counsel.
 - No changes were required. Should changes be necessary in the future, the following steps will be followed.
 - Comments and suggestions for changes shall be documented and discussed for possible amendments to the code.
 - Any proposed changes to Article 934 shall be drafted and forwarded to the Morgantown Utility Board for public comment and a recommended vote.
 - Proposed changes to the document shall be forwarded to the Star City Town Council for review and enactment.
- **Enforcement actions for persons in violation of the ordinance:**
 - Enforcement actions are described in Section 934.19(d) of Article 934
 - The Article authorizes the Director to take appropriate legal action to require compliance with this article.
 - If, after reasonable notice, a person fails to comply with this article, the Director may cause the work to be done to obtain compliance and shall charge the cost of that work to the person responsible. 934.19(f).
 - In addition to any other remedy, the Director, after thirty (30) calendar days written notice and five calendar days notice posted on the affected property, is authorized to disconnect water service, sanitary sewer and stormwater sewer services to any property in violation of this article. 934.19(g).

Other relevant legal authorities (Part III.C.2.b.ii.)

No other relevant legal authorities are in place.

Dry weather screening of high-priority outfalls (Part III.C.2.b.iii.)

MUB will implement a risk-based screening program to assist in detecting and eliminating illicit discharges. At least 20% of Star City's MS4 outfalls or 50 outfalls, whichever is less, will be evaluated each year to determine high-priority areas for dry weather screening. To identify high-priority areas, MUB will utilize mapping, history of illicit discharges, upstream threats, public complaints, and water quality data. These areas will be prioritized for dry weather screening.

MUB is currently undergoing evaluation of high-priority outfalls. This list, with rationale for its prioritization, is stored within MUB's GIS system.

MUB maintains an inspection report form to be completed during each screening event. The inspection report form is included in Appendix A and includes the following in accordance with Part III.C.2.b.iii.

- 1) The location and/or unique identifier for the outfall;

- 2) Time since last runoff-producing precipitation or snowmelt event;
- 3) Whether the outfall is discharging and, if so, a description of the estimated discharge rate and visual characteristics of the discharge (e.g., odor, color, clarity);
- 4) Any observed indicators of a possible illicit charge, including floatables, deposits, stains, and unusual vegetative conditions (e.g., dying or dead vegetation, excessive vegetative growth); and
- 5) The inspector's opinion as to whether the observed conditions indicate the potential for an ongoing or unknown past illicit discharge.

Investigation of suspected illicit discharges (Part III.C.2.b.iv.)

MUB will investigate all known or suspected illicit discharges. At a minimum, an investigation will be conducted for each known or suspected illicit discharge documented during a dry weather screening event, reported by a member of the public or third party, or observed by MUB or Star City staff. If the source cannot be identified within six months of beginning the investigation, MUB will document that the source cannot be identified. If the observed discharge is intermittent, MUB will document that the attempts to observe the discharge were unsuccessful.

Procedures for Tracing the Source of Discovered or Suspected Illicit Discharges

1. Investigation

- MUB will begin the investigation at the point reported/discovered discharge within 15 days of the initial report.
- With the assistance of MUB's GIS mapping tools, MUB will begin tracing the discharge up the system by using any of the following methods or combination thereof.
 - Visual inspection from manhole to manhole or inlet to inlet upstream.
 - Dye testing manholes, inlets, etc.
 - Smoke testing the system.
 - CCTV from the discharge point up the system.
- Findings will be documented on the MUB Illicit Discharge Investigation Form.

2. Characterization of the suspected illicit discharge:

- Visual indicators and laboratory testing will be used.
- Samples will be assessed for the presence of fluoride, which would indicate that the water is treated and is originating from a leak in the potable water system.
- Where visual indicators such as soap suds, floatables, or discoloration are present, MUB will treat the leak as an illicit discharge and begin tracing the source.

3. Illicit discharge investigation reports:

MUB will complete a report for each investigation, which will include the following at a minimum:

1. Date the known or suspected illicit discharge was initially observed or reported and the source of the information (dry weather screening, citizen complaint, etc.)
2. The results of the investigation
3. Resolution of the investigation, including whether any remediation or enforcement actions were taken, and
4. Date the investigation was closed.

Public reports and complaints (Part III.C.2.b.v.)

MUB will maintain methods by which the public can report water quality complaints, including illicit discharges. MUB will publicize its spill/illicit discharge phone number and email on the stormwater website. Information on MUB's spill/illicit discharge reporting hotline and email will be included in educational materials. This information will be shared during public events such as the Monongalia County Hazardous Waste Collection Day and the Rain Barrel workshop held in partnership with Friends of Deckers Creek.

6.4 Reporting and Evaluation (Part III.C.3)

Downstream Strategies will submit an Annual Report to the Department on behalf of MUB documenting its efforts to implement the enforceable, measurable goals set forth in Part III.C. of the General Permit. The Annual Report will include all information required under Part III.C.3 of the General Permit.

7. MCM #4 – CONTROLLING RUNOFF FROM CONSTRUCTION SITES

Part III.D.

Responsible Person (Part II. A. e.)

The following person is responsible for overseeing implementation of this MCM.

Name: Kenneth Hacker

Title: Senior Engineer

Address: 278 Greenbag Road, Morgantown, WV 26501

Phone number: (304) 292-8443

Email address: khacker@mub.org

Outreach activities will be carried out with assistance from Downstream Strategies, hired to assist with SWMP implementation.

7.1 MCM Objective (Part III. D. 1.)

MUB will continue to implement a program to reduce pollutants in stormwater runoff from construction activities in the MS4 Service Area that result in a land disturbance of 1,000 square feet or greater.

7.2 MCM Implementation

7.2.1 Legal Authority (Part III.D.2.a.)

Article 934 of the Star City Code of Ordinances regulates land-disturbing activities within the MS4. According to the Operation and Maintenance Agreement between Star City and MUB, this ordinance allows MUB the authority to:

- 1) Review and approve Regulated Construction Activities,
- 2) Prohibit Regulated Construction Activities that do not comply with requirements of the program,
- 3) Inspect Regulated Construction Activities,
- 4) Issue stop work orders to operators of non-compliant construction activities, and
- 5) Enforce violations.

7.2.2 Stormwater Pollution Prevention Plan Review and Approval (Part III.D.2.b.)

Article 934 (934.13(a)) requires a Stormwater Permit to be obtained from Star City for Regulated Construction Activities within the MS4. This permit is called the Grading Permit under the ordinance. Star City's Stormwater Permit requires an erosion and sediment control (ESC) plan, which is essentially a Stormwater Pollution Prevention Plan.

Star City's procedures for reviewing and approving ESC plans (SWPPPs) are as follows:

- 1.) Applications must be submitted to the Town at least 30 days prior to beginning the project.
- 2.) Operators are prohibited from beginning the construction activity until they receive written approval of the ESC plans and a pre-construction inspection has been completed.

- 3.) Projects requiring construction stormwater management are discussed in the early stages of design in Technical Review Committee meetings that are coordinated by the City Engineering and Planning Departments. Erosion and sediment requirements are discussed during these meetings.
- 4.) The Town will assess the application for compliance with the Town's Ordinances
- 5.) The Town will assess the effectiveness of the proposed control measures
- 6.) The Town will provide education and outreach on stormwater pollution prevention as needed.

The Town will confirm that any other permits required for the construction activities have been obtained.

MUB's procedures for reviewing and approving ESC plans (SWPPPs) are as follows:

- 7.) Projects requiring construction stormwater management are discussed in the early stages of design in Technical Review Committee meetings that are coordinated by the City Engineering and Planning Departments. Erosion and sediment requirements are discussed during these meetings.
- 8.) Following the Technical Review Committee meetings, an application for a Stormwater Permit and ESC plans are submitted to MUB during the City building permit process. City building permits cannot be issued without a MUB Stormwater permit if a determination has been made that the project requires a MUB Stormwater Permit.
- 9.) MUB's Stormwater Department reviews the ESC plans to ensure all requirements are met. MUB may request additional information from the applicant as needed. MUB will provide comments and request revisions on the ESC plans to ensure that the plans meet the requirements of the General Permit.
- 10.) MUB will not issue a Grading Permit for a Regulated Construction Activity until the operator provides documentation that the WV Department of Environmental Protection has issued NPDES permit coverage for construction stormwater discharges from the activity by an individual WV/NPDES permit or a general WV/NPDES permit (e.g., WV/NPDES Permit No. WV0115924, WV/NPDES Permit No. WV0116815) unless NPDES permits are not required for the proposed project.
- 11.) Once all requirements are met, a permit number is assigned and a permit file is created within the MUB Stormwater database where all plans, approval letters, site inspections, site photos, any Notice of Violations, and all other site related documents are maintained.
- 12.) MUB will issue Stormwater Permit approvals in writing by mail, email, web-based system, or a similar method.
- 13.) Article 934 prohibits the commencement of any Regulated Construction Activity without a Star City Grading Permit with an approved ESC plan (SWPPP).

7.2.3 Inspections (Part III.D.2.c.)

MUB maintains a program to inspect Regulated Construction Activities for compliance with approved ESCs (SWPPPs). Inspection procedures include the following elements. Chapter 6 of MUB's Stormwater Design Manual describes procedures for inspections of Regulated Construction Activities.

Inspection Frequency. (Part III.D.2.c.i.)

- Each Regulated Construction Activity will be inspected at least once during the period of active land disturbance.
- High-priority construction activities will be inspected once per month.

- High-priority construction activities include: 1) projects that have a land-disturbance area greater than five acres, 2) projects that drain to a waterbody subject to a TMDL, 3) any other project types or locations determined by MUB to present an elevated risk of impacts to water quality based on local conditions.

Inspection Report Forms. (Part III.D.2.c.ii.)

- MUB will maintain a standardized inspection report form to be completed by MUB's inspectors.
- The report form will adhere to Part II.D.2.c.ii. and will include the following, at a minimum:
 1. ESC and construction general permit (CGP) are maintained onsite;
 2. BMPs are implemented in accordance with the approved SWPPP;
 3. BMPs are properly maintained;
 4. Disturbed soils are stabilized in accordance with the SWPPP;
 5. Documentation is maintained demonstrating that the operator is conducting self-inspections and maintenance on the frequency required by the SWPPP;
 6. Documentation that any corrective actions prescribed by the operator's inspector or MUB have been completed in a timely manner as required.
 7. The form shall include a space to document any deficiencies discovered during the inspection.

Communication of Inspection Findings to Operators (Part III.D.2.c.iii.)

- A copy of each inspection report will be provided to the owner or operator of the Regulated Construction Activity as soon as practicable, but no later than seven days after the inspection.
- Any pollution event will be reported to the operator immediately upon discovery. This communication will include instructions to complete any necessary maintenance or corrective actions within 24 hours.
- MUB will maintain a copy of the site inspection form and accompanying photos in the corresponding permit file for the site within the MUB Stormwater database.

7.2.4 Compliance and Enforcement (Part III.D.2.d.)

- Article 934 provides Star City with the authority to issue Notices of Violation and take additional enforcement actions. As documented in the Operation and Maintenance Agreement between Star City and MUB, MUB will carry out all compliance and enforcement actions. Section 6.3 of MUB's Stormwater Design Manual describes enforcement procedures.
- Star City's standard compliance and enforcement procedures for Regulated Construction Activity operators that fail to comply with the Stormwater Permit and ESC plan outline circumstances and measures to be employed to bring operators into compliance:
 - Under Article 934(a), anyone in violation of the Grading Ordinance shall be fined up to \$100 and/or imprisoned for up to 30 days.
 - The Town's Building Inspector, Director of Public Works, Mayor and/or Engineer may issue violations for non-compliance with Article 934.
 - Minor violations are those that are resolved within 24 hours and do not occur again.
 - A shut-down order may be issued following a violation that is not resolved within 24 hours.

- Work may resume following a written approval following a follow-up inspection and lifting of the shutdown order by the Town.

7.2.5 Public Reports and Complaints (Part III.D.2.e.)

MUB maintains a system for accepting, tracking, and responding to substantive complaints from the public related to BMP implementation and stormwater discharges from Regulated Construction Activities.

- MUB will publicize information on public reporting of stormwater-related problems at the sites of Regulated Construction Activities, including a phone number and website for report submission, on the stormwater website.
- MUB will log all public reports and complaints in a tracking system, which will include: 1) a summary or copy of the complaint; 2) actions taken to investigate the complaint; and 3) whether any compliance, enforcement, or other actions were taken as a result of the investigation.
- MUB will provide a response to any commenter that provided contact information within 30 days of receipt of a complaint.

7.2.6 Recordkeeping (Part III.D.2.f.)

MUB will maintain the following records with respect to Regulated Construction Activities:

- 1.) ESC Plan (SWPPP) approvals
- 2.) ESC Plan (SWPPP) inspections conducted by or on behalf of MUB
- 3.) Enforcement and compliance actions taken by MUB
- 4.) Public reports and complaints and MUB's responses

7.3 Reporting and Evaluation (Part III.D.3)

Downstream Strategies will submit an Annual Report to the Department on behalf of MUB documenting its efforts to implement the enforceable, measurable goals set forth in Part III.D. of the General Permit. The Annual Report will include information documented in Part III.D.3. of the General Permit.

8. MCM #5 - CONTROLLING RUN-OFF FROM NEW DEVELOPMENT AND REDEVELOPMENT 5

Part III.E

Responsible Person (Part II. A. e.)

The following person is responsible for overseeing implementation of this MCM.

Name: Kenneth Hacker

Title: Senior Engineer

Address: 278 Greenbag Road, Morgantown, WV 26501

Phone number: (304) 292-8443

Email address: khacker@mub.org

Activities will be carried out with assistance from Downstream Strategies, hired to assist with SWMP implementation.

8.1 MCM Objective (Part III.E.1.)

MUB will implement a post-construction stormwater management program to reduce the discharge of stormwater-based pollutants from development and redevelopment projects in the MS4 Service Area that have a land disturbance area of (i) one acre or greater or (ii) less than an acre if part of a larger common plan of development or sale that will result in land disturbance of one acre or greater ("Regulated Development Projects," "Regulated Redevelopment Projects," or, collectively, "Regulated Projects").

8.2 Implementation (Part III.E.2.)

To comply with this MCM, MUB will complete the actions detailed in the following sections.

8.2.1 Legal Authority. (Part III.E.2.a.)

Article 934.20 of the Star City Code of Ordinances regulates Regulated Projects that meet or exceed the criteria in Part III.E.1. Article 934 provides Star City with the authority to:

- 1.) review and approve Regulated Projects;
- 2.) prohibit discharges from Regulated Projects that do not comply with requirements of the program;
- 3.) inspect stormwater management facilities for Regulated Projects; and
- 4.) enforce violations.

As per the Operation and Maintenance Agreement between Star City and MUB, MUB holds this authority.

8.2.2 Post-Construction Stormwater Management Plan Review and Approval. (Part III.E.2.b.)

Article 934 of Star City's Code of Ordinances requires a Stormwater Management and Comprehensive Drainage Plan for Regulated Projects within Star City's MS4 boundary. A post-construction stormwater management plan (PCSMP)—called a stormwater management and comprehensive drainage plan in Article 934.20—is required for Regulated Projects. Section 3.2 of MUB's Stormwater Design Manual describes requirements for the PCSMP.

- An approvable PCSMP must satisfy the standards listed in Part III.E.2.d of the general permit to minimize impacts to water quality. MUB's allowable standards are documented in Sections 8.2.3 and 8.2.4 of this SWMP.
- MUB maintains the authority to request additional information from the applicant and require revisions to the PCSMP to ensure compliance with the General Permit
- PCSMP approvals will be issued in writing by mail, email, web-based system, or a similar method.
- MUB will prohibit the commencement of Regulated Projects without a PCSMP approved by MUB.

8.2.3 Post-Construction Development Standards (Part III.E.2.c.)

MUB has adopted the following post-construction development standards, which are also documented in the Stormwater Design Manual (Section 3.2).

New development projects must be designed to retain a volume of runoff equivalent to 1.0 inch, multiplied by the total post-construction impervious surface area on the site. This volume may be lowered for:

- high-density development (greater than seven units per acre),
- transit-oriented development, and
- projects that have direct or indirect water quality benefits at the discretion of MUB's director.

The 1.0-inch requirement may be lowered to 0.8 inches, by 0.1-inch increments, for each of two qualifying factors.

8.2.4 Post-Construction Redevelopment Standards (Part III.E.2.d.)

MUB has adopted the following post-construction redevelopment standards, which are also documented in the Stormwater Design Manual (Section 3.2).

Redevelopment projects must be designed to retain a volume of runoff equivalent to 0.8 inch, multiplied by the total post-construction impervious surface area on the site. This volume may be lowered for:

- high-density development (greater than seven units per acre),
- transit-oriented development,
- brownfield redevelopment, and
- projects that have direct or indirect water quality benefits at the discretion of MUB's director.

The 0.8-inch requirement may be lowered to 0.5 inches, by 0.1-inch increments, for each of three qualifying factors.

8.2.5 Offsite Compliance Options (Part III.E.2.e.)

MUB will allow Regulated Projects to satisfy the applicable development or redevelopment standard, in whole or in part, through offsite compliance options. In certain situations, the Runoff Retention and Peak Runoff Rate Reduction requirements may not be feasible. In these cases, offsite mitigation may be an option.

1. MUB allows the following offsite compliance options: Developer-driven off-site mitigation. Under this option, the applicant demonstrates the need for offsite mitigation, takes the initiative to identify the location and practices for offsite mitigation, completes the

mitigation project, and maintains the practices in the long-term. MUB verifies the need for offsite mitigation and maintains the authority to approve the location and practices proposed by the applicant under this option.

2. Eligibility criteria for the use of offsite compliance options is as follows:
 - A project may be deemed eligible for offsite compliance if the applicant provides thorough documentation demonstrating infeasibility of on-site management for a portion or all of the 1-inch volume requirements. See Section 8.2.3.
 - The offsite mitigation project must be completed within the MS4 boundary.
 - The offsite mitigation project must not result in any of the following impacts to downstream waterways:
 - deterioration of existing culverts, bridges, dams, or other structures;
 - degradation of biological functions or habitat;
 - accelerated streambank or streambed erosion; or
 - increased threat of flood damage to public health, life and/or property.
3. Submission and documentation requirements for project proponents seeking to use offsite compliance:
 - A written request must be submitted to the Director of MUB's stormwater program along with the PCSMP for the Regulated Project.
 - The request must include proof that the Runoff Retention and Peak Runoff Rate Reduction requirements are not feasible due to the natural or existing physical characteristics of the site.
 - The request must include thorough documentation that the offsite mitigation project will not result in harm or impacts to downstream waterways as listed above.
 - Offsite mitigation plans must include a long-term management plan.
4. Procedures for the review and approval of PCSMPs that propose offsite compliance options are as follows:
 - The Director of MUB's stormwater management program will review all PCSMPs with requests for offsite mitigation.
 - The Director may request additional information from the applicant during the review process. The Director may also request adjustments to proposed plans for offsite mitigation practices to ensure protection of downstream water quality.
 - The Director will make a decision regarding the use of offsite mitigation and will inform the applicant during the PCSMP review process.

Offsite mitigation is discussed in Section 3.2 of MUB's Stormwater Design Manual.

8.2.6 Stormwater Management Facility Inspection and Maintenance (Part III.E.2.f.)

MUB maintains a program to facilitate proper inspection and maintenance of stormwater management facilities constructed to comply with the General Permit's standards for Regulated Projects. Article 934.19(b) allows Star City to enter upon all properties in the MS4 for inspections and other purposes. According to the Operation and Maintenance Agreement between Star City and MUB, MUB will carry out inspections within Star City's MS4.

MUB's inspection procedures are detailed in the Stormwater Design Manual (Chapter 6).

The inspection program will include the following components:

- i. **As-Built Drawings.** MUB will require that proponents of Regulated Projects submit certified as-built drawings of all stormwater management facilities required by a

PCSMP no later than 90 days after the completion of the development or redevelopment project. The as-built drawings must be appended to Long-Term Maintenance Agreements (Part III.E.2.f.ii).

- ii. **Long-Term Maintenance Agreements.** MUB will require that proponents of Regulated Projects (other than MUB) execute binding agreements for the long-term inspection and maintenance of any stormwater management facilities installed on Regulated Projects. Such agreements shall require the Regulated Project owner or operator, its successor, or other responsible party to (1) inspect storm water facilities on an annual basis (unless MUB determines that an alternative schedule is appropriate); (2) perform any necessary maintenance within a prescribed period; and (3) provide inspection and maintenance records to MUB. Agreements shall be made in favor of the MUB. To the extent allowed by law, MUB may require that Long-Term Maintenance Agreements be recorded in the local property records and be made to run with the land.
- iii. **Inspections by MUB.** MUB will keep an inventory of stormwater management facilities subject to maintenance agreements. MUB will inspect each stormwater management facility on the inventory at least once every five years. If the inspection identifies any deficiencies, the MUB will take reasonable action to enforce its rights under the Long-Term Maintenance Agreement or exercise its compliance and enforcement authority to compel the responsible party to complete any necessary maintenance.
- iv. **Legacy Stormwater Management Facilities.** For any stormwater management facility maintenance agreements or maintenance plans approved under prior versions of General Permit No. WVO116025, MUB will continue to enforce those agreements and plans in accordance with their respective terms and conditions.

8.2.7 Compliance and Enforcement (Part III.E.2.g)

Article 934 provides Star City with the authority to issue Notices of Violation and take additional enforcement actions. According to the Operation and Maintenance Agreement between Star City and MUB, MUB maintains the authority to enforce compliance within Star City's MS4. Section 6.3 of MUB's Stormwater Design Manual describes enforcement procedures.

MUB's standard compliance and enforcement procedures for Regulated Project operators that fail to comply with the Stormwater Permit and PCSMP outline circumstances and measures to be employed to bring operators into compliance:

- 1) Written warnings will be issued when deficiencies are first noted.
- 2) Notices of Violation will be issued following a written warning when there is subsequent noncompliance or failure to correct items documented on the written warning. Notices of Violation may also be issued for violations that involve a safety issue or an imminent threat of serious damage to the environment and/or public or private property. The Notice of Violation shall state the nature of the violation, the potential penalty, the action required to correct the violation, and a time limit for making the correction.
- 3) MUB will issue a citation to the offender if the deficiencies are not corrected within the time limit specified on the Notice of Violation.
- 4) MUB may also revoke the building permit and work must cease until corrections are made.

8.2.8 Public Reports and Complaints (Part III.E.2.i.)

MUB maintains a system for accepting, tracking, and responding to substantive complaints from the public related to BMP implementation and stormwater discharges from Regulated Projects.

- MUB will publicize information on public reporting of stormwater-related problems at the sites of Regulated Projects, including a phone number and website for report submission, on the stormwater website.
- MUB will log all public reports and complaints in a tracking system, which will include: 1) a summary or copy of the complaint; 2) actions taken to investigate the complaint; and 3) whether any compliance, enforcement, or other actions were taken as a result of the investigation.
- MUB will provide a response to any commenter that provided contact information within 30 days of receipt of a complaint.

8.2.9 Record Keeping (Part III.E.2.j.)

MUB will maintain records of:

1. PCSMP approvals
2. Inventory of stormwater management facilities,
3. Long-Term Maintenance Agreements,
4. Stormwater management facility inspections conducted by or on behalf of MUB,
5. Enforcement and compliance actions taken by MUB, and
6. Public reports and complaints.

8.3 Reporting and Evaluation (Part III.E.3)

Downstream Strategies will submit an Annual Report to the Department on behalf of MUB documenting its efforts to implement the enforceable, measurable goals set forth in Part III.E. of the General Permit. The Annual Report will include all information required under Part III.E.3 of the General Permit.

9. MCM #6 - POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Part III.F

9.1 Responsible Person (Part II. A. e.)

The following person is responsible for overseeing implementation of this MCM.

Name: Kenneth Hacker

Title: Senior Engineer

Address: 278 Greenbag Road, Morgantown, WV 26501

Phone number: (304) 292-8443

Email address: khacker@mub.org

Activities will be carried out with assistance from Downstream Strategies, hired to assist with SWMP implementation.

9.2 Objective (Part III.F.1.)

The objective of MCM #6 is to implement and maintain a good housekeeping program designed to minimize the discharge of pollutants from municipal facilities and operations to the maximum extent practicable. The program will include procedures to be implemented at facilities and training of personnel.

9.3 Implementation (Part III.F.2.)

MUB maintains a Pollution Prevention and Good Housekeeping Program that covers: Landscape Management Activities, Management of High-Priority Facilities, Construction and Other Land-Disturbing Activities, and Employee and Contractor Training.

9.3.1 Landscape Management Activities (Part III.F.2.a)

Star City maintains BMPs to minimize discharge of pollutants to the MS4 during landscape management activities including fertilizer use, herbicide and pesticide use, and disposal of vegetation.

- i. Use of Fertilizer. The application of fertilizers to municipal properties shall not exceed the application rates established by any applicable nutrient management plan. For areas not covered under nutrient management plans where fertilizer is applied, application rates shall not exceed manufacturer's recommendations.
- ii. Use of Herbicides and Pesticides. The application of herbicides and pesticides to municipal properties shall not exceed the manufacturer's recommendations.
- iii. Vegetation Disposal. Landscaping and vegetation management activities on municipal properties shall ensure that leaves, lawn, and bush trimming wastes and other related vegetative debris is not stockpiled or disposed of in areas where it may be washed into the MS4.

9.3.2 Management of High-Priority Facilities. (Part III.F.2.b.)

Star City does not have any "High-Priority Facilities," meaning any facilities owned or operated by Star City with drainage to the MS4 where one or more of the following activities

occur: (i) composting; (ii) equipment storage, cleaning, maintenance, and fueling; (iii) long-term bulk materials storage; (iv) pesticide, herbicide, fertilizer, or other chemicals storage; (v) recycling; (vi) anti-icing and deicing agent bulk storage, handling, and transfer; (vii) solid waste handling and transfer; and (viii) vehicle washing, maintenance, and salvage.

Star City's maintenance shop is located outside the MS4 boundary.

9.3.3 Construction and Other Land-Disturbing Activities. (Part III.F.2.c.)

Star City has adopted measures to require that Star City employees and contractors comply with all applicable erosion and sediment control and stormwater discharge requirements for land-disturbing activities conducted by or on behalf of Star City. These measures include training, inspection, contract terms, and/or other effective means.

9.3.4 Employee and Contractor Training. (Part III.F.2.d.)

MUB has a training program in place for Star City staff and contractors engaged in activities covered by this Pollution Prevention and Good Housekeeping Program. Training provided to staff and contractors will be relevant to their respective functions and responsibilities.

- Training will be provided to new employees and contractors within three months of their engagement.
- Refresher training will be provided to each employee and contractor annually.
- For contractors, MUB may provide training or require that its contractors certify that employees and subcontractors performing the tasks have received training in accordance with Part III.F. of the General Permit.

MUB's staff and contractor training program includes the following topics to the extent they are relevant and applicable to the employee's or contractor's functions:

- i. Proper Chemical and Material Storage and Use. This training will be provided to employees and contractors whose duties involve the storing and use of chemicals or other materials that may cause pollution in stormwater discharging to the MS4. This includes fuel, oils, grease, strippers, and additional products for operation and maintenance of equipment and of buildings, streets, and the MS4.
- ii. Trash Management. Employees and contractors whose duties include managing solid waste or maintaining public lands (e.g., trash collection in public parks) shall receive training on the importance of keeping trash and litter from being washed into the MS4.
- iii. Fleet Maintenance. Employees and contractors responsible for vehicle fleet storage and maintenance shall receive training on preventing the discharge of pollutants to the MS4 from activities including (i) vehicle cleaning (e.g., discharge of polluted wash water) and (ii) vehicle maintenance (e.g., avoiding spills of fuel, oil, and other chemicals).

MUB's training will be made available to Star City municipal employees.

9.4 Reporting and Evaluation (Part III.F.3.)

Downstream Strategies will prepare and submit an annual report to the Department on behalf of MUB to document its progress on implementation of enforceable, measurable goals. The Annual Report will include the information documented in the General Permit at Part III.F.3.a-f.

10. TMDL SPECIAL CONDITIONS

Part V.

10.1 Applicability (Part V.A.)

Because the Star City MS4 discharges to waterbodies subject to TMDLs (Table 1), this SWMP includes the following measures:

1. Identification of the significant sources of the pollutants of concern discharging to the MS4 that are not covered by a separate NPDES to the extent known.
2. BMPs designed to reduce pollutants of concern in accordance with Parts V.C to V.H of the General Permit as applicable.
3. A schedule of anticipated actions planned for implementation during this permit term.
4. No new sources or new discharges of pollutants of concern will be authorized under the General Permit.
5. Impaired waters as identified on the West Virginia Section 303(d) list and water bodies for which a TMDL has been prepared are identified in **Error! Reference source not found.**
6. Pollutants of concern for which the water body is listed as impaired are identified in Table 1.
7. MUB will summarize impairment pollutant-reduction activities completed during the year in the annual report.

10.2 Implementation for MS4s Discharging into Waters with Approved State and Federal TMDLs (Part V.B.)

MUB will implement the BMPs in the sections below to reduce pollutants of concern in the Star City MS4.

The BMPs will be implemented in accordance with this SWMP. Effectiveness of the BMPs will be evaluated annually. This evaluation and, if applicable, proposed new BMPs to replace ineffective BMPs will be included in the Annual Report.

MUB will develop and implement BMPs targeting a new pollutant of concern within six months of notification from the Director of the approval of a new state or federal TMDL. The effectiveness of selected BMPs in making progress toward achieving wasteload allocations for new pollutants will be gauged.

10.3 BMPs selected to address TMDL and 303(d) pollutants

MUB-proposed BMPs are intended to help address the pollutants; iron, fecal coliform and chlorides. The proposed BMPs will be focused on addressing these TMDLs to the maximum extent practicable.

10.3.1 Bacterial TMDLs. (Part V.B.)

Fecal coliform:

Likely sources of fecal coliform discharges within the MS4 are from pet waste, undomesticated wildlife, and cross connections between sanitary and storm sewers. The following BMPs are intended to help control the fecal coliform polluted discharges within the MS4.

Strategy 1. Participation at public events. This BMP is expected to help address fecal coliform polluted discharges by educating the public on the effects that polluted runoff can have on surface waters. It will stress the importance of pet owners picking up after their pets. The City maintains parks and pet waste stations; MUB will publicize this during public events.

Strategy 2. Storm drain cleaning. MUB will perform routine storm drain cleaning within the Star City MS4 boundary to prevent trash and pollutants from entering impaired waterways within the MS4.

Strategy 3. Public information for illicit discharge reporting. This BMP is intended to help address fecal coliform polluted discharges by providing and encouraging a means for the public to report any discharges in the MS4 that may look irregular. The telephone number and email address for the public to use to report spills and suspected illicit discharges will be publicized via the website and during community events.

APPENDIX A: INSPECTION FORMS

DRAFT