St. Cloud Technical & Community College SWPPP
MPCA MS4 General Permit
MS400204

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STORMWATER POLLUTION PREVENTION PROGRAM
ST. CLOUD TECHNICAL & COMMUNITY COLLEGE
ST. CLOUD, MINNESOTA

1.0 INTRODUCTION

1.1 Purpose and Scope

Minnesota Rules Chapter 7090.1000 (MR 7090) defines municipal stormwater separate storm sewer systems (MS4s) required to be covered under the Minnesota Pollution Control Agency's (MPCA) 2020 General Permit MNR 040000. MR 7090 defines colleges with average daily user populations of 1,000 or more as MS4s. Therefore, St. Cloud Technical & Community College (the College) is eligible to be covered under MNR 040000.

This document serves as the College's written Storm Water Pollution Prevention Program (SWPPP) required under Section 13 of MNR 040000. This SWPPP presents a discussion of, and provides helpful tools/information for applicable waste load allocations, required stormwater management system mapping, annual reporting and record keeping, and the following minimum control measures (MCMs):

- MCM 1 – Public Education and Outreach,
- MCM 2 – Public Participation and Involvement,
- MCM 3 – Illicit Discharge Detection and Elimination,
- MCM 4 – Construction Site Stormwater Runoff Control,
- MCM 5 – Post Construction Stormwater Management, and
- MCM 6 – Pollution Prevention and Good Housekeeping.

1.2 Background

St. Cloud Technical and Community College (SCTCC) is part of the Municipal Separate Storm Sewer Systems (MS4s) that require NPDES Phase II permitting under general permit MN R 040000, as administered by the Minnesota Pollution Control Agency (MPCA). SCTCC was originally permitted in 2006. Permits are typically for a period of 5 years. After several years of delay, the MPCA issued a new permit effective August 1, 2013. As required, SCTCC applied to continue permit coverage under the new permit and was issued a coverage letter by the MPCA dated January 16, 2014. As part of the new permit, MnSCU board policies 5.24.2.1 and 5.24.2.2 both adopted and implemented on October 7, 2014 (http://www.mnscu.edu/board/policy/), require each MS4 to create procedures addressing regulatory mechanisms and enforcement response procedures for illicit discharge detection and elimination, construction stormwater, and post-construction stormwater. **This document cites specific regulatory mechanisms and procedures to address these requirements.** The college is within the City of St. Cloud and the

Sauk River Watershed District. The Watershed District defers to the City for stormwater management requirements, so the Watershed District does not have jurisdiction at SCTCC.

2.0 STORMWATER POLLUTION PREVENTION TEAM

2.1 Primary and Authorizing Contact

Jason Theisen, Facility Director for St. Cloud Technical and Community College, will be the primary contact for issues associated with this SWPPP. Mr. Theisen's contact information is below.

Direct Phone Number: 320.308.6012

Email: JTheisen@sctcc.edu

The primary contact role includes:

- Creation and management of SWPPP,
- Conduct regular inspections,
- Review the SWPPP for updates,
- Payment of annual fees,
- Authorized Administrator for changes to the SWPPP, and
- Submission of annual report.

2.2 Backup Contact

Carol Brewer, Director of Safety and Security for St. Cloud Technical and Community College, will be the backup contact for issues associated with this SWPPP. Mrs. Brewer's contact information is below.

Direct Phone Number: 320.308.6158

Email: carol.brewer@sctcc.edu

3.0 Facility Setting

3.1 General Facility Information

St. Cloud Technical & Community College is completely surrounded by the City of St. Cloud, MN federally defined urbanized area.

Facility Information	
Facilities Name	St. Cloud Technical & Community College
Mailing Address	1540 Northway Dr. St. Cloud, MN 56303
Telephone Number	320-308-5000
SWPPP Contact Information	
Contact Name: Safety and Security Director: Facility Director:	 Carol Brewer Jason Theisen
Contact Phone Number	Carol – 320-308-6158 Jason - 320-308-6012
Facility Characteristics	
Area of land that drains into MS4	32 acres
Water in U.S. that receives storm water from St. Cloud Technical College through the City of St. Cloud MS4	Mississippi River/ Sauk River

St. Cloud Technical & Community College's MS4 discharges directly into the City of St. Cloud MS4. Storm water originating at St. Cloud Technical & Community College flows underground where it connects into the cities MS4.

Approximately 70% of the area at St. Cloud Technical & Community College consists of impervious surfaces which empty into the storm drain system.

St. Cloud Technical & Community College's MS4 consists of curbs, gutters and parking lot drains, with catch basins that are connected underground.

All storm water originating on the property is discharged into the cities MS4 before it leaves the property line of St. Cloud Technical & Community College. There are three connections where SCTCC's storm water enters the cities MS4. Once the storm water enters our storm drains, we do not have access to it until it discharges from the City of St. Cloud's MS4.

4.0 FACILITY OPERATIONS AND POTENTIAL CONTAMINANT EXPOSURE

Major facility operations that could negatively affect the quality of stormwater being generated at the site, and ultimately discharged from the site, include vehicle traffic, vehicle storage and maintenance, fuel storage, lawn and landscape maintenance, snow and ice management, student or visitor discarded trash in parking lots, illicit or illegal dumping of garbage or fuels and various on-campus construction projects.

Vehicle traffic, storage and maintenance have the potential to involve spills of fuel and maintenance liquids onto the ground where they can potentially become exposed to the elements and be picked up in stormwater run-off. Along with daily traffic from staff, students and visitors, the College stores and maintains its campus maintenance vehicles and equipment on campus.

Fuel and chemical storage also provide an opportunity for spills to potentially being exposed to the elements that can be picked up in stormwater run-off.

Lawn and landscape maintenance requires the use of fertilizers, pesticides and herbicides that can be picked up by stormwater run-off. In addition, clippings from cutting the grass and trimmings from plants, shrubs and trees can also be generated and exposed to stormwater run-off if they are not cleaned up. These contaminants contribute to an increased nutrient load and solids in stormwater run-off if not properly managed prior to discharge.

Snow and ice removal requires the use of heavy equipment and road salt. Snow piles generated from plowing of the parking lots, driveways and sidewalks can contain solids and other contaminants picked up during snow removal. Residual salt from ice removal remains on driveways and sidewalks after melting. During the spring melting of snow and ice, these contaminants are picked up in stormwater run-off.

Construction projects taking place on campus expose soils that can be picked up in stormwater run-off from erosion and sedimentation during rainfall events. In addition, materials and chemicals used during construction (i.e. concrete, fuel, equipment maintenance, etc.) can generate spills/leaks that, if not cleaned up immediately, can get caught up in stormwater run-off during construction activities.

In an effort to limit the discharge of contaminants in stormwater from the above potential sources, the College has developed this written SWPPP. An effective SWPPP contains at least six components to help reduce the discharge of pollutants from stormwater. The following sections layout Minimum Control Measures (MCMs) implemented by the College as part of this SWPPP. These MCMs will be implemented by the College in an effort to reduce the discharge of contaminated stormwater from the site to the maximum extent practicable. Sections 15-21 of General Permit MNR040000 discuss these specific MCMs that must be included in an effective SWPPP. A detailed discussion of the MCMs implemented at the College is presented in Sections 5.0 through 10.0 below.

5.0 PUBLIC EDUCATION PROGRAM (MCM 1)

In an effort to inform the public of the impact stormwater discharges can have on surface water bodies, General Permit MNR040000, Section 16 requires that the permittee develop a public education program. This public education program should include actions individuals, businesses and other organizations can take to help with the reduction of pollutants in stormwater discharge.

The SWPPP activities implemented under Minimum Control Measure (MCM) 1 will focus on increasing college community awareness of the harmful effects of storm water runoff and its potential to affect the water quality of the Sauk and Mississippi Rivers. Educational information will be made available to the college community promoting practices conducive to the reduction

of pollution that results from storm water runoff. Outreach programs and education activities that demonstrate the impacts of storm water discharges to the Sauk and Mississippi Rivers will be developed and implemented to increase the general level of understanding of the SWPPP throughout the college community.

The College has established a public education program consisting of the following activities:

- The College will maintain membership in CMWEA, a coalition of Central Minnesota cities, counties, and organizations that provide educational outreach to promote water quality stewardship and help meet public education permit requirements. The mission of CMWEA is to develop and implement educational programs that encourage individuals in Central Minnesota to protect water resources by increasing their knowledge about making clean water choices. Members of CMWEA effectively meet public outreach permit requirements through continuous collaborative efforts. Providing cooperative water quality education allows CMWEA members to work with citizens to promote clean water in a cost-effective manner.
- The College will post information in the College's newsletter annually, the Cyclone Spin, that includes an educational video on illicit discharge and to direct the campus community to CMWEA's website containing educational materials related to illicit discharge recognition and reporting of illicit discharges.
- During the permit term, the College will distribute educational materials developed by CMWEA or other stormwater educational sources on two stormwater-related topics prioritized by the College and CMWEA. Household chemicals and yard waste will be the two prioritized topics the College will focus on. Smart salt video Information will be posted on the college's webpage.
- The College, as a CMWEA member, will support Facebook and Google advertising as well as paid YouTube advertising promoting CMWEA's 8 video tips for promoting clean water.

Carol Brewer, Safety and Security Director, will be responsible for implementation of the educational program. The educational program activities will focus on reaching members of the SCTCC campus community which will include all faculty, staff and students.

The College will measure the number of website visits, advertisement clicks and video views annually. The goal of the college, in partnership with CMWEA, will be to increase the number of visits, advertising clicks and video views each year.

Annually, the College will perform an evaluation of the education and outreach program. The results of the evaluation and any actions taken are documented and used to collaborate with CMWEA to further improve the overall educational program.

6.0 PUBLIC PARTICIPATION PROGRAM (MCM 2)

Section 17 of General Permit MNR04000 requires that permittees implement a Public Participation Program to solicit public input on the SWPPP and provide opportunities for the public to participate in activities that help improve and protect water quality. St. Cloud Technical and Community College provides the following opportunities for public participation in its SWPPP:

- The College maintains a copy of this SWPPP on file and on its website. Hard copies are available to the public upon request. Questions and comments from the public who take the time to review the plan are always considered.
- Notice of a public meeting will be provided 30 days prior to the meeting. The notice will contain a reference to the Storm Water Pollution Prevention Program, the date, time and meeting location, a concise description of the manner in which the meeting will be conducted and include location of a public copy of St. Cloud Technical & Community College's SWPPP. Distribution of this notice to the college community will be published through either the St. Cloud Technical & Community College's Cyclone Spin newsletter, college intranet, or via email. The college community will be encouraged to attend, allowing its members to discuss various viewpoints and provide input concerning appropriate storm water management policies and Best Management Practices.
- St. Cloud Technical & Community College will develop a survey form for measuring public opinion, education, and attitude towards its SWPPP and the knowledge of stormwater issues. The result will be used to improve its educational techniques, develop program changes, and evaluate program effectiveness.
- Annually, the College will offer one public involvement activity. The College will partner with student life groups and clubs on campus to offer a storm drain stenciling event each spring around Earth Day.

7.0 ILLICIT DISCHARGE CONTROL PROGRAM (MCM 3)

Section 18 of General Permit MNR040000 requires permittees to maintain and enforce a program to detect and eliminate illicit discharges into the facility's stormwater treatment/management system. The College has developed the following Illicit Discharge Control Plan elements and continues to enforce this program.

- The College has developed procedures for limiting non-stormwater discharges and procedures for reporting and documenting illicit discharges. This SOP was prepared with input from the City of St. Cloud. As mentioned previously, St. Cloud Technical and Community College lies completely within St. Cloud city limits and has therefore partnered with them to provide enforcement of illicit discharges. Refer to **Appendices 6-10** for a copies of the procedures related to IDDE.

Copies of these SOP's can be obtained by contacting Jason Theisen (320.308.6012), Facilities Director.

- A storm sewer system map illustrating all pipes 12 inches in diameter or greater, all stormwater outfalls, structural stormwater best management practices and all receiving waters is maintained by the College. Refer to **Appendix 12** included in this written SWPPP. In addition, the College maintains a map that identifies the locations of sources of potential illicit discharges. Refer to **Appendix13** included in this written SWPPP.
- The College has implemented a schedule for inspection of rain gardens, outfalls and storm drains on a quarterly basis. These inspections incorporate the identification of illicit discharges.
- The College provides training to its maintenance staff for the identification, reporting and response to illicit discharges annually. Individuals responsible for investigating, locating, eliminating illicit discharges, and/or enforcement will be offered initial training. Previously trained employees will attend a refresher training course every three years following initial training. Refer to **Appendix 11** for training template.

8.0 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL (MCM 4)

The College's Facility Director will be responsible for the implementation of MCM 4. Construction site stormwater runoff control is achieved by regulatory mechanisms developed by the State of MN, The City of St. Cloud and the college, as well as associated enforcement response procedures, site plan reviews, procedures for receiving and responding to public input, and site inspections.

Regulatory mechanisms and enforcement response procedures (ERPs)

The College relies on the City of St. Cloud's Stormwater System Use Code (Ordinance 2879) and the college's Enforcement Response Procedures.

Site plan reviews

When a proposed construction activity exceeds one acre, or less than one acre but is part of a larger common plan of development or sale, the following procedure shall be followed to conduct a site plan review.

1. The College will contract with a qualifying consultant to conduct site plan reviews and construction site inspections.

2. A written notification will be provided to the owners and operators proposing construction activity the need to apply for and obtain coverage under the CSW Permit.

3. The attached checklist (**Appendix 14**) will be used for the site plan reviews.

Public Input

The public can contact the college in person or by phone or email to the Facility Director, to report any problems related to construction site stormwater runoff. The Facility Director will inspect, investigate, and respond with appropriate procedures.

Site Inspections

The College will retain a consultant for construction site inspection. The College will request the consultant to provide training records of the inspectors. Stantec has existing service contracts with other system campuses and would be the preferred consultant. Stantec inspectors (credential and training information attached) will be available on-call. Inspection records (**Appendix 15**) are retained by the facility director. All campus construction sites are inspected. Site inspections will be performed on a weekly basis. The priority of inspection depends on the stage of construction and weather conditions. Inspectors will be verified to have received training from University of Minnesota Erosion and Stormwater Management Certification Program.

Enforcement Response Procedures for Construction Sites

1. Right of entry: MnSCU personnel or their designated representatives have the right to enter a construction site for inspection or remediation. All appropriate safety measures will be followed.

2. Written notification: If an inspection finds one more violation of the MS4 or Construction General permits, the inspector (MnSCU staff or their approved representatives) will provide a written copy (hard copy and/or email) of the inspection results to the contractor or developer. The inspection results will include a deadline by which the violation(s) must be corrected.

3. If a follow-up inspection finds that a violation has not been corrected, the college reserves the right to issue a Stop Work Order. The Stop Work Order shall remain in effect until the violations have been corrected.

4. If abatement or restoration of affected property or surface waters is required, the college reserves the right to charge the cost to the contractor, developer, or other responsible party.

5. If violations continue after the Stop Work Order is lifted, the college reserves the right to take further action.
    a. Report the violations to the MPCA and/or local law enforcement.
    b. Take other steps deemed appropriate and necessary by the Facilities Director.

9.0 POST-CONSTRUCTION STORMWATER MANAGEMENT (MCM 5)

The Post-Construction Stormwater Management program seeks to prevent or reduce water pollution after construction is completed. Program components are below.

Regulatory Mechanism
The Facilities Director will be responsible for enforcement. The College relies on the City of St. Cloud's Stormwater System Use Code (Ordinance 2879) to enforce control measures and discharges to the on-site stormwater management system.

Site Plan Review
Site plans are reviewed by MnSCU and/or the watershed.

Documentation
In accordance with the MS4 permit section 20, the following information is documented and retained by the MnSCU Central Office:

a. All supporting documentation used to determine compliance with the MS4 permit.
b. All supporting documentation associated with mitigation projects authorized by MnSCU.
c. All payments received and used in accordance with permit section 20.14
d. All legal mechanisms drafted in accordance with permit section 20.15.

10.0 GOOD HOUSEKEEPING PROGRAM (MCM 6)

As mentioned, the College maintains maps of the current stormwater management system and maps that identify areas of the facility that are potential sources of discharges to the stormwater management system. Operations on-campus that can contribute pollutants to stormwater discharges identified include the following:

- Equipment storage and maintenance.
- Hazardous waste disposal.
- Public parking lots.
- Salt storage.
- Vehicle storage and maintenance.
- Snow plowing.
- Lawn maintenance.

The College implements the following housekeeping measures to prevent or reduce pollutants in stormwater discharges:

- Regular inspections of facility grounds; and

- Regular training of employees charged with implementation of this SWPPP.

BMPs to be implemented as part of regular operations at the College include the following:

- Daily inspection/cleaning of the parking lots and grounds to identify and remove litter each morning on Monday-Friday.
- Clean catch basins and outlet structures per regular inspections or as soon as an issue is identified.
- Reduce the mobilization of grass clippings through stormwater run-off by perimeter mowing first, blowing all clippings away from impermeable areas onto the turf. Any remaining clippings discharged onto the sidewalks will be blown off by backpack blowers.
- Parking lots are swept two times per year. The sweeping will be performed by a licensed contractor who will be responsible for proper disposal of salt and other winter contaminants. These materials will be disposed of with the College's construction debris.
- Snow and ice control is maintained by treating. parking lots with dry granular salt obtained from Minnesota Department of Transportation. The minimal amount of salt is applied to achieve the desired results.
- Salt/ used to control snow and ice on campus will be covered in a container, on an impervious surface and in a manner to reduce exposure when transferring by the private contractor engaged by the College, or College staff if applicable.
- The rain gardens are maintained annually through the growing season, weeding and raking small rock back into place.
- Participation in MPCA's Smart Salting Training program, including contracted vendors.
- Fertilizers and pesticides will not be applied in any buffer zones by college staff.
- Rinsing out of spray equipment will be conducted such that rinse water will be captured within the College's sanitary sewer system and treated by the municipal wastewater treatment system.
- Permittee to seek training of stormwater management through the U of M program.

Maintenance Plan for Structural BMPs

Under the direction of the Facilities Director, assigned grounds and maintenance staff inspect the campus for maintenance needs. These records are provided to the Facility Director, who retains them for each year. These books are retained for the time recommended in the stormwater permit.

Catch basins and other structural stormwater Best Management Practices (BMPs) are inspected once a week during non-frozen conditions. If maintenance or repair is needed, the Facilities

Director is notified and the maintenance or repair is scheduled. Documentation is retained by the Facility Director for the time recommended in the stormwater permit.

11.0 SWPPP REVIEW AND UPDATES

This SWPPP will be reviewed on an annual basis to confirm it is still accurate and applies to the appropriate campus operations. The review will be conducted by the Director of Safety & Security and Director of Facilities. The review will focus on the following components of this SWPPP:

- Changes in staff and contact information.
- Changes in the current stormwater management system.
- Changes in stormwater best management practices.
- Changes/addition as in Public Education and Participation Programs.
- Changes in training procedures.
- Changes in inspection procedures.
- Overall changes to the College's operations that contribute to illicit releases or impacts to stormwater.