

**2026-2031
STORM WATER MANAGEMENT PLAN**

FOR THE

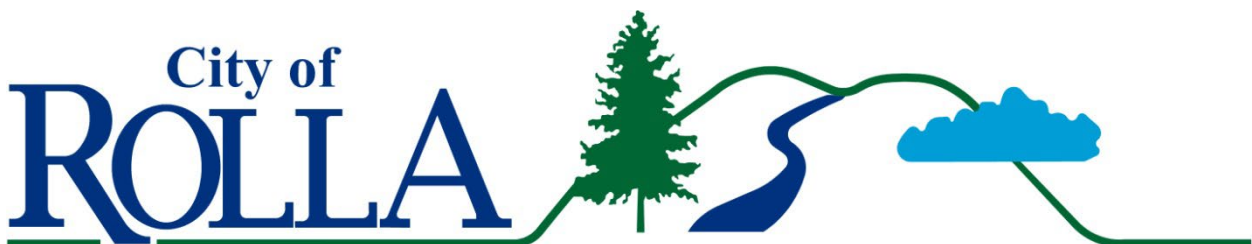
CITY OF ROLLA

**Municipal Separate Storm Sewer System
(MS4) Comprehensive Permit MO-R04C055**

ROLLA, MISSOURI

April, 2026

**PREPARED BY
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Permit Coverage and Applicability

This comprehensive permit categorizes Municipal Separate Storm Sewer Systems (MS4) by the following categories, or Groups, based on the population served as determined by the most recent Census at the time of permit issuance, the type of Regulated MS4, and the co-permittee situation.

Group A	Group B	Group C
Traditional Small MS4s (cities) that serve a population of less than 10,000 within a UA; OR	Traditional Small MS4s that serve a population of at least 10,000 but less than 40,000; OR	Traditional Small MS4s that serve a population of 40,001 or more; OR
Class 2 counties; Non-traditional such as Universities, Federal facilities.	Class 1 counties	Co-permit Small MS4s

The City of Rolla has a population of 20,660 according to the 2024 census and therefore is considered a Group B MS4. General Operating Permit Number MO-R04C055 covers the approximate 12.16 square miles of land located within the corporate limits of Rolla, Missouri.

Best Management Practices (BMP's) shall be implemented consistent with the provisions of this permit to achieve compliance with the standard of reducing pollutants to the maximum extent practicable per 40 CFR 122.34.

The City of Rolla may replace or modify ineffective BMP's with effective BMP's. This Storm Water Management Plan (SWMP) shall be a "living document" and will be reviewed and adjusted as needed throughout the permit cycle.

Stormwater Management Program and Plan

Eight separate departments coordinate their efforts to ensure the city operates smoothly. Each has its own role in the Storm Water Management Plan, whether it be coordinating departmental training efforts, ordinance enforcement for illicit discharge, performing inspections or assisting in cleanup.

Five of the eight departments play a significantly greater role in the SWMP by contributing directly to the development and implementation of the six Minimum Control Measures. Personnel from these departments, namely Community Development, Environmental Services, Fire, Parks and Recreation, and Public Works, form the Storm Water Program Management Team. The Public Works Department is the lead department with the MS4 coordinator located within this department.

The City of Rolla has jurisdiction over storm water related activities within the corporate limits of Rolla with the exception of organizations of higher stature on the political hierarchy, i.e. county, state and federal agencies. City personnel interact frequently with contact members in these organizations and have built a strong working relationship with each. The Missouri Department of Transportation has their own TS4 permit so any projects along the State Highway corridors are subject to their permit requirements.

A review of the prior SWMP revealed that after using a new methodology of addressing a separate watershed basin per year, the goal was more easily quantifiable in measurable goals, less repetition, and more manageable tasks.

The City of Rolla's new SWMP will be composed of compliance through the implementation of three different methods.

1. Citywide Routine BMPs - The city's infrastructure is an asset to the citizens of the community and as such must be managed properly to ensure it holds its value. Many of the tasks that are part of the SWMP are citywide BMPs that have been developed over the years as part of the operations and maintenance of the city's assets, several of them being routine in nature, while still others have been implemented specifically as part of the stormwater management program. These are activities that have consistently proven to be of value to the MS4 program. They will be tracked in a different format, and will be evaluated and updated annually. The data will be saved in a separate file that will be included in the annual report. This component will include:
 - a. Routine BMPs that are performed citywide, such as detention pond or creek crossing inspections, street sweeping, waste collection, or sewer line cleaning. These are standard operations and maintenance procedures. The number of items and the number of times per year that the procedures occur vary little from year to year.
 - b. Existing BMPs that may occur less "routinely" but have been incorporated into the city's operations over the years and occur citywide, such as the urban reforestation project, outreach and educational presentations, pipe lining projects, or stream stabilization projects.
 - c. New BMPs that may be developed and are implemented citywide such as commercially targeted outreach programs or storm pipe inspections to eliminate corroded metal pipes.

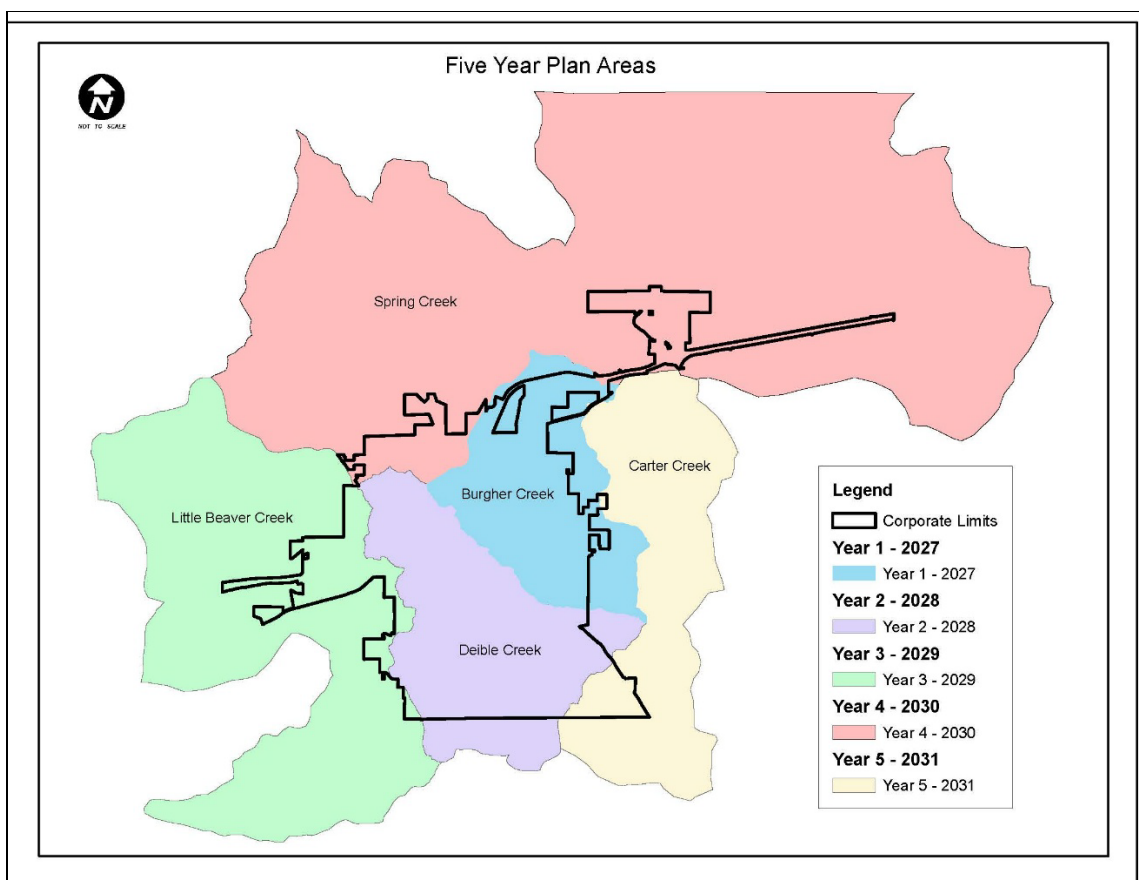
Each of the tasks, along with a description of the BMP, the permit subsection covered by the BMP, the amount and/or number of times per year that the BMP is addressed, the and the type of operations and maintenance work completed, will be presented in tabular format as "Recurring Activities and BMPs".

2. Watershed Based BMPs - The second component consists of dividing the community into five separate drainage areas, one for each plan year. The city has roughly 12 sub-watersheds that will be combined into the five areas. These watershed areas will be used to divide tasks such as dry weather outfall screenings, stream bank inspections, mass mailings, etc.

Each year, the majority of the implementation and analysis of BMPs will focus on the basin assigned to that year, for instance year one of the plan will focus on Burgher Branch basin. By focusing efforts on a basin wide level, staff can saturate the area with information, keeping storm water quality always at the forefront. There will be more impact on the residents and will allow for the maximum benefit using available resources.

Using the six minimum control measures, the BMPs outlined in the permit application will be applied to the current basin for that year, with the philosophy that sometimes less is more. By reducing the number of BMPs per year and per MCM, more focus can be placed on implementation and analysis. Instead of spreading staff and resources out to the point of ineffectiveness, each basin will be treated like a “mini-MS4” community allowing for more timely analysis of the effectiveness of each BMP and the opportunity to apply needed modifications prior to beginning the next basin area.

3. The third component contains the Program Management portion of the permit. It will provide an overview of Rolla’s permit program, including legal authority, storm water program organizational structure, relevant departmental responsibilities, enforcement policies and procedures, funding resources, information management and training coordination and methods.



Minimum Control Measure #1 – Public Outreach and Education on Stormwater Impacts

The MS4 Operator shall implement a public education program to distribute educational materials to the community and/or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.

A quality education program is always the “first line of attack” when working to improve stormwater quality. An informed and knowledgeable community is vital to the success of any stormwater management program. Activities under MCM #1 address these concerns by implementing Best Management Practices (BMPs) that support a variety of educational opportunities.

Education leads to greater compliance. As an individual begins to understand his or her responsibility and that of the community in the overall effectiveness of the program, they begin to make modifications in their behavior. The cumulative effect that these changes in behavior have on stormwater quality is the ultimate goal of outreach and education.

The City’s focus over the next five years will be toward reducing those pollutants that contribute to the impairment of the streams in the basin of interest, with each being analyzed on an individual basis. Target audiences will be determined based on watershed areas, target audiences and past field research. Pollutant sources may include any number of items, such as yard waste, pet waste and fertilizers, and will be presented in the annual report. Outreach and education will be done through a variety of methods, including mass mailings, brochures, websites, presentations and informational kiosks.

Target Audiences

The MS4 Operator shall target specific audiences who are likely to have significant stormwater impacts.

Traditional MS4s (cities and counties) shall address the residents being served by the MS4;

Additional audiences within the MS4 service area (such as, but not limited to, those listed in Table I) shall be addressed as listed below:

Group B: A minimum of one (1) additional audiences

The target audiences may remain the same for the entire permit cycle or may change if the tracking and adaptive management reviews show a new target may be better for the MS4. Any changes shall be stated and explained in the MS4 Stormwater Management Program Report. The City of Rolla will focus its efforts on:

- **Developers or construction site operators;**
- **Homeowner or neighborhood associations;**
- **Contractors**

Target Pollutants

The MS4 Operator shall target specific pollutant(s) in the permittee’s education program (such as, but not limited to, those listed in **Table II**). Each MS4 shall have a minimum of one target pollutant for each target audience from Section 4.1.A of this permit. The City of Rolla will focus its efforts on:

- **Homeowner or neighborhood associations - Grass clippings and leaf litter; Fertilizer and pesticide; Litter, trash containment, balloon releases; Dumping of solid waste**

- **Developers or construction site operators - Sediment runoff from construction/land disturbance**
- **Contractors - Oil, grease, fluids from vehicles; Sediment runoff from construction/land disturbance**

Educational Resources

The MS4 Operator must utilize appropriate educational resources to be used as BMPs (materials, events, activities, etc.) in conjunction with the selected pollutants for the selected target audiences. The MS4 Operator may change BMPs during the permit cycle if determined appropriate through tracking and adaptive management reviews show a different BMP may be more effective for the MS4. Any changes shall be reflected in the SWMP and explained in the MS4 Stormwater Management Program Report.

[See file MCMI Tracking, tab entitled “Educational Resources”](#)

Educational Opportunities

The MS4 Operator must create opportunities, or support activities that are coordinated by citizen groups, for residents and others to become involved with the Stormwater Management Program. The activities, (BMPs) must have an effort to impact stormwater runoff by improving water quality.

[See file MCMI Tracking, tab entitled “Educational Opportunities”](#)

MS4 Support of Educational Opportunities

The MS4 Operator shall create or support the involvement BMP(s) in previous section.

Program Review

Using adaptive management as required in parts 4.1.A.3.d and 4.1.B.1.c, all MS4 Operators shall review their Public Education and Outreach on Stormwater Impacts Program, at minimum, annually and update implementation procedures and/or BMPs as necessary within the requirements of this permit.

[See file MCMI Tracking, tab entitled “Annual Review”](#)

Annual Review of MCM 1			
Year Reviewed	Date of Review	Reviewer(s)	Were changes made and noted?
2026-2027			
2027-2028			
2028-2029			
2029-2030			
2030-2031			

Minimum Control Measure #2 – Public Participation

The permittee shall develop and implement a comprehensive public participation program that provides opportunities for public participation in the development and oversight of the permittee's Stormwater Program.

This program must provide opportunities for public participation of the permittee's permit renewal and shall, at a minimum, comply with any state and local public notice requirements. Additionally, the program must provide opportunities for public participation in activities related to developing and implementing the Stormwater Management Program.

Public Notice Period

The MS4 Operator shall hold a public notice period for a minimum of thirty (30) days to allow the public to review the draft permit, and description of the MS4s Stormwater Management Program (this may be the SWMP) prior to the submission of the renewal application to the Department.

Draft Operating Permit and SWMP were made available on the Public Works Departments web page from May 1, 2026 and will remain available for public review through receipt of new permit and/or the adoption of the new SWMP at which time the information will be updated.

Public Website

As part of the public notice, if the MS4 Operator has a public website, the required items shall be posted on their website with a way to submit comments, along with the standard public notice methods for the MS4.

- The permittee shall respond to comments received during the comment period.
- The MS4 Operator shall retain copies of any public comments and records of information submitted by the public received as part of the public notice process. These comments and responses shall be made available to the public or the Department upon request.

Draft Operating Permit and SWMP were made available on the Public Works Departments website and facebook page on May 1, 2026 and published in the Phelps County Focus newspaper on May 7, 2026. Additionally, the notice was put on the bulletin board in City Hall on May 1, 2026. A public hearing will be held on May 14, 2026 as part of our Open House. Comments are accepted at the public works webpage and email address pubworks@rollacity.gov until May 31, 2026.

Public Meeting

The MS4 Operator shall hold a public information meeting to provide information on, or describe the contents of, the proposed Stormwater Management Program. This meeting shall be advertised at least thirty (30) days prior to the public meeting.

- As part of the notice of public meeting, if the MS4 Operator has a public website, the MS4 Operator shall post on that site, along with the standard public notice methods for the MS4. The notice of the public informational meeting, including the date, time and location.
- The meeting must be held within the service area of the MS4.

Dates of public notice: **Phelps County Focus, 5/7/2026, Public Works Website and Facebook 5/1/2026**

Dates of notice of meeting: **Bulletin board posting, 5/1/2026**

Date of meeting: **May 14, 2026, 4:30 pm to 6:00 pm**

Location (or virtual): **Eugene Northern Community Hall, 400 West 4th Street**

Public Inquiries

The MS4 Operator shall have a publicly available method to accept public inquiries, or concerns, and to take information provided by the public about stormwater and stormwater related topics.

Method used to accept public inquiries or concerns: **The City of Rolla will accept public inquiries or concerns utilizing any method the reporting party has available to them. We take phone calls on department lines as well as individual direct lines, emails, letters, posts to the city’s website or Facebook page, texts, walk-ins, etc.**

Explain how these reports are tracked:

The City of Rolla routinely follows state statutes for retention of information therefore letters, emails, messages, etc. are, at a minimum, scanned to a central location for tracking. Reports are tracked in a spreadsheet and tracked on a GIS based map.

Stormwater Committee

If the MS4 Operator utilizes a stormwater management panel or committee, the MS4 Operator shall provide opportunities for citizen representatives on the panel or committee. The attendance of the meeting shall be recorded.

Governing Board

If the permittee has a governing board such as; County Council, City Council, or Board of Curators, a representative of the MS4 Operator, who is familiar with the MS4 Stormwater Program, shall provide an update to the governing board. This shall be conducted at minimum, annually with the status of, or updates on, the Stormwater Management Program, and compliance with the Stormwater Management Program.

	Date the City Council was updated	Method used to update the City Council	Name of MS4 representative(s)
2026-2027			
2027-2028			
2028-2029			
2029-2030			
2030-2031			

Program Review

Existing permittees shall evaluate their current program to ensure it is in compliance with this permit and promoted to the community. Existing permittees shall modify their program as necessary, and develop and implement elements, as necessary, to continue reducing the discharge of pollutants from the MS4 to the maximum extent practicable, following the requirements of Section 4.2 of this permit.

Using adaptive management, all MS4 Operators shall review their Public Participation Program, at minimum, annually and update implementation procedures as necessary within the requirements of this permit. This shall

be used to review how to best reach the public, the effectiveness of the mechanisms, the effectiveness of reaching the public and the MS4 Governing board and if the community and MS4 government are working together for water quality. Any additional events and/or BMPs shall be acknowledged in the Stormwater Management Program report.

Annual Review of MCM 2			
Year Reviewed	Date of Review	Reviewer(s)	Were changes made and noted?
2026-2027			
2027-2028			
2028-2029			
2029-2030			
2030-2031			

Minimum Control Measure #3 – Illicit Discharge Detection and Elimination (IDDE)

IDDE Goal

The MS4 Operator shall implement, and enforce a program to detect and eliminate illicit discharges (as defined in 10 CSR 20-6.200 at 40 CFR 122.26(b)(2) into the regulated MS4.

IDDE Overview

Illicit discharge consists of any material other than storm water that culminates in the waterways of the United States. Typically, though not always, the pollutants enter the system through the storm drain. Though exceptions are provided for such discharges as air conditioner condensate, firefighting activities and dye testing, illicit discharges are prohibited under state and local laws.

Unlike wastewater which receives treatment before being released, storm water and illicit discharges receive no treatment, allowing such pollutants as pathogens, nutrients and toxins to flow directly into waterways. The most effective means of preventing this from occurring is to educate the individuals responsible for the pollutants, enforce ordinances and control spills before they become illicit discharge.

The illicit discharge detection and elimination program shall at minimum, include the following:

IDDE Storm Sewer System Map

A current storm sewer system map that shall be updated as needed to include features which are added, removed, or changed. This map may be paper or electronic. This storm sewer map, must show at a minimum:

- *The location of all MS4 outfalls. Completed: 2010 and re-inventoried during the 2021-2026 permit cycle.*
- *The names and locations of all receiving waters of the state that receive discharges from the MS4 outfalls. Completed: 2003 and continually updated for all new developments and annexations.*
- *The boundary of the regulated MS4 area. Completed: 2003, continually updated as areas are annexed into the boundary of the MS4*

- *The map shall be readily available & used by field staff as needed. Available to print hardcopy from the department network or from portable tablets with GIS software installed*

IDDE Storm Sewer Map Tracking

The MS4 Operator must record the sources of information used for the map and track, at minimum:

- *A numbering or naming system of all outfalls: 2010 initially and re-inventoried during the 2021-2026 permit cycle.*
- *Dates that the outfall locations were verified or last field surveyed: 2021-2026*
- *For newly added outfalls, the date that it was added to the storm sewer system: continually updated on the city GIS as areas are annexed into the boundary of the MS4*

IDDE Enforcement Procedure

The MS4 shall effectively prohibit non-stormwater discharges into the permittee's storm sewer system and implement appropriate enforcement procedures and actions.

- *Attach a link to the applicable ordinance: Chapter 15, Stormwater and Flood Control Ordinance, Section 15-55; <https://www.rollacity.org/court/chapter15.shtml>*
- *Attach a link to the enforcement procedures and actions: Chapter 15, Stormwater and Flood Control Ordinance, Section 15-61; <https://www.rollacity.org/court/chapter15.shtml>*

IDDE Dry Weather Screening Strategy

The MS4 Operator shall conduct (or have conducted on their behalf) outfall field assessments. The screening shall be conducted during dry weather conditions (a minimum of 72 hours after the last precipitation event) to check for the presence of a discharge.

Dry weather screening shall include a checklist or other tracking device to; ensure a complete inspection of each outfall, enhance consistency, and to track the field screening. When discharge is present, the checklist or tracking device shall note the following general observations and physical characteristics at a minimum:

- Date and time;
- Weather conditions and temperature (air & water);
- Color of discharge;
- Estimate of flow rate (this may be noted qualitatively);
- Odor;
- Surface scum, algal bloom, floatables or oil sheen present;
- Deposits or stains (note the color);
- Turbidity (may be noted qualitatively);
- Stream impact including vegetation, fish, wildlife;
- Length of impacted stream; and
- Notes of an obvious source of flow (such as lawn irrigation, etc.)

Total % of all outfalls to be screened during the permit cycle 2026-2031 (minimum of 60% for existing permittees):

Anticipate 100% coverage

Dry Weather Outfall Screenings		
Year Reviewed	Amount (% or #) per year of permit cycle	Any specific priority areas included:
2026-2027		
2027-2028		
2028-2029		
2029-2030		
2030-2031		

IDDE Diagnostic Monitoring Procedures

The MS4 Operator shall maintain diagnostic monitoring procedures to detect and investigate unknown non-stormwater flows as part of the dry weather screening program.

See file [Dry Weather Outfall Screening Manual](#)

IDDE Sourcing Illicit Discharge

The MS4 Operator shall maintain procedures for tracing the source of an illicit discharge. If initial screening indicates that a dry weather discharge contains pollutants, or if an illicit discharge is suspected from another reporting method, the source shall be traced.

All methods at the city’s disposal are used to determine the source of illicit discharge. This may include visually following the flow, sampling, dye testing, televising, residential inspections (when the property owner is agreeable), and utilizing the GIS to determine possible sources.

See file [Illicit Discharge Investigation Form](#)

IDDE Illicit Discharge Removal

The MS4 Operator shall maintain procedures for removing the source of the discharge. After locating the source, the pollutant and source must be removed. The exact procedure will depend on the source and the circumstances.

See file [Illicit Discharge Investigation Procedure Manual](#)

IDDE Priority Areas

In order to prevent further illicit discharge, the MS4 Operator shall identify priority areas. Annually, the MS4 Operators shall evaluate this priority area list and/or map and update as necessary to reflect changing priorities.

Illicit Discharge Priority Areas	
Year Reviewed	Priority Areas
2026-2027	
2027-2028	
2028-2029	
2029-2030	
2030-2031	

IDDE Written Procedures

The MS4 Operator shall maintain written procedures for implementing the IDDE Program, including those components described within this section, to ensure program continuity and consistency.

See file [Illicit Discharge Investigation Procedure Manual](#)

IDDE Illicit Discharge Investigation

The MS4 Operator must conduct investigations in response to field screening discoveries, spills, or in response to complaints from the public, municipal staff, or adjacent MS4s.

1. Immediately respond to all illicit discharges, including spills, which are determined to constitute a threat to human health, welfare, or the environment.
2. Investigate within five (5) business days, on average, any complaints, reports or monitoring information that indicates a potential illicit discharge which does not constitute a threat to human health, welfare or the environment.
3. If illicit connections or illicit discharges are observed related to, discharging to, or discharging from, an adjacent MS4 Operator's municipal storm sewer system, the MS4 Operator must notify the other MS4's Operator within 24 hours of discovery or as soon as practicable.

IDDE Enforcement

The MS4 Operator shall have procedures for appropriate enforcement, this may include fines, the ability to collect cleanup and abatement costs, and actions to ensure that the permittee's illicit discharge ordinance (or other regulatory mechanism) is being implemented.

See file [Illicit Discharge Investigation Procedure Manual, Section 5, "Enforcement"](#)

See Chapter 15, Stormwater and Flood Control Ordinance, Section 15-61 "Enforcement"; <https://www.rollacity.org/court/chapter15.shtml>

IDDE Records Maintenance

The MS4 Operator shall maintain a database, or other centralized system, to track dry weather field screenings, spills, incidents, and investigations.

For all spills, incidents and investigations, see the file [Stormwater Incident Tracking](#)

For Dry Weather Outfall Screening tracking, see the file [Outfall Screenings](#)

IDDE Education

The MS4 Operator shall inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste, this may work with part 4.1 and part 4.6 of this permit (MCM #1 and MCM #6).

IDDE Staff Training

The MS4 Operator must develop and implement or maintain a training program for all municipal field staff, who, as part of their normal job responsibilities, may come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system.

[See file MCMIII Tracking, tab entitled "Employee Training Program"](#)

IDDE Training Effectiveness

Reviews of the training effectiveness shall be considered after municipal site inspections or after an illicit discharge incident occurs. If a certain department or facility did not perform the way they were trained, or if an issue arises that was not handled properly, the MS4 Operator should consider if the training is enough or is ineffective. The MS4 Operator shall consider ways to survey or test staff to see if the training is effective.

[See file MCMIII Tracking, tab entitled "Employee Training Program"](#)

3.3.1.1 IDDE Program Review

Using adaptive management the MS4 Operator shall review their IDDE Program, at minimum, annually and update implementation procedures as necessary. This data shall be used to continuously evaluate the effectiveness of each BMP and the implementation of each BMP. Any additional BMPs shall be acknowledged in the Stormwater Management Program report.

Annual Review of MCM 3			
Year Reviewed	Date of Review	Reviewer(s)	Were changes made and noted?
2026-2027			
2027-2028			
2028-2029			
2029-2030			
2030-2031			

Minimum Control Measure #4 – Construction Site Stormwater Runoff Control (CSRC)

CSRC Goal

The MS4 Operator shall develop, implement and enforce a program to reduce pollutants in any stormwater runoff to their MS4 from construction activities that result in land disturbance of greater than or equal to one acre. Reduction of stormwater discharges from construction activity disturbing less than one acre shall be included in the program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more.

CSRC Overview

The discharge of runoff from construction sites not only has the capacity to cause erosion but contributes to the level of pollutants in storm sewer systems and local water bodies. Sediment carried in suspension in the runoff increases the total suspended solids (TSS's) and frequently transports metals and nutrients bound to the soil particles. Construction site waste such as concrete wash water, floatable litter and debris, slurry and soluble building materials amplify the problem.

Activities under MCM #4 address these concerns by implementing a program that reduces storm water discharges and pollutants utilizing a combination of methods. Regulatory mechanisms, construction site Best Management Practices (BMPs), pre-construction plan reviews, job site inspections, enforceable sanctions and education have successfully been combined to form the City of Rolla's CSRC program.

CSRC Regulatory Mechanism

The MS4 Operator shall have a law, ordinance and/or other regulatory mechanism to require construction site runoff control BMPs at construction/land disturbance sites greater than or equal to one (1) acre or less than one acre if the construction activity is part of a larger common plan or development or sale that would disturb one acre or more. The mechanism shall include sanctions which are designed to ensure compliance, to the extent allowable under State, or local law.

See Chapter 15 – Stormwater and Flood Control Ordinance;

<https://www.rollacity.org/court/chapter15.shtml#sec7>

CSRC Pre-construction Review Process

The MS4 Operator shall review pre-construction plans for:

- Threats to water quality including soil erosion potential, site slope, project size and type, sensitivity of receiving waterbodies, discharge flow type (pipe or sheet flow), location of discharge point in relation to receiving water, proximity of the site to receiving waterbodies, and other factors relevant to the MS4 service area.
- A checklist, or other listed criteria, shall be used to ensure consistency and completeness (attach a check list if used by plan reviewers.)
- Requirements for construction site operators to select, install, implement, and maintain appropriate stormwater control measures. This includes temporary BMPs throughout the life of the land disturbance, and permanent BMPs which remain on site as required by local codes and ordinances.

- Consider ways to minimize disturbed areas through actions such as, phased construction requirements, temporary seeding or sodding, or erosion mats to exposed areas.
- Requirements for construction site operators to control construction-site waste that may cause adverse impacts to water quality. (Trash, concrete wash-out, etc.)

CSRC Inspection Authority and Enforcement

The MS4 Operator shall establish authority for site inspections and enforcement of control measures. To the extent allowable by state, federal, and local law, all MS4 Operators shall implement procedures for inspecting construction/land disturbance projects.

The construction site runoff control program shall:

- Identify priority sites for inspection based on nature of the construction activity, topography, disturbed area, and the characteristics of soils and sensitivity of, or proximity to, receiving water.
- Construction site inspections shall include assessment of compliance with the MS4 Operator's construction site storm water runoff control ordinance or regulatory mechanism, and other applicable ordinances.
- The inspections shall evaluate any structure that functions to prevent pollution of stormwater or to remove pollutants from stormwater and use enforcement polices to require BMPs are implemented and effective.
- Final inspection, upon completion of the land disturbance and prior to final approval of construction project. Ensure all disturbed areas have been stabilized, that all temporary erosion and sediment control measures are removed.
- The inspections conducted by the MS4 Operator shall be documented with a checklist. The checklist must include structural BMPs and check on the self-inspection which are conducted by the construction site operator. These MS4 Operator checklists may be electronic.

Site inspections are conducted biweekly and following a rainfall event. Inspection checklists are completed for each inspection. The Permit remains active until all areas of the site have become stabilized and temporary BMPs have been removed, at which time a final inspection is completed and the permit is formally closed via letter to the permit holder.

See file "[General SWPPP Inspection Form](#)"

CSRC Escalating Enforcement Policy

The construction site runoff control program shall include an established, escalating enforcement policy that clearly describes the action to be taken for violations. The program shall have written procedures to ensure compliance with the MS4 Operator's construction site runoff control regulatory mechanism.

Attach a copy of, or include a link to the escalating enforcement policy.

See Chapter 15, Stormwater and Flood Control Ordinance, Section 15-13 "Enforcement and Penalties"; <https://www.rollacity.org/court/chapter15.shtml>

Attach a copy of, or include a link to the applicable ordinance or regulatory mechanisms.

See Chapter 15, Stormwater and Flood Control Ordinance; <https://www.rollacity.org/court/chapter15.shtml>

Include the sanctions and/or enforcement mechanisms. The MS4 Operator must have a minimum of two (2) enforcement actions.

See Chapter 15, Stormwater and Flood Control Ordinance, Section 15-13 "Enforcement and Penalties"; <https://www.rollacity.org/court/chapter15.shtml> Enforcement actions include, but are not limited to:

- Notice of Violation
- Stop Work Order
- Possible civil, criminal or monetary penalties with failure to address NOV
- Restoration of lands to undisturbed condition
- Lien upon property until fines are paid

CSRC Operator Inspection Requirement

The MS4 Operator shall require the construction site operator to conduct inspections at minimum:

- * Every fourteen (14) days, when construction is active.
- * Within 72 hours of any storm event, and within 48 hours after any storm event equal to or greater than a 2-year, 24-hour storm has ceased.

Checklists used for these inspections conducted by construction site operators shall either be submitted to the MS4 Operator, or the MS4 Operator shall verify that these inspections are being conducted by the construction site operator checklists during MS4 Operator inspections.

Permittees are given the choice of using their own inspection form, or may use a copy of the city's form. Instructions are given regarding the frequency of required inspections. The documents are either submitted to the city or alternately may be stored on site and available for review at all times.

CSRC Records Inventory

The MS4 Operator shall maintain an inventory of active public and private land disturbance sites, as defined in Section 4.4 of this permit. This may be supplemented with records such as a plan review checklist and email correspondence.

All Land Disturbance Permits and any corresponding documentation is stored in designated digital file folders. Associated data includes permit applications, signed permits, receipts, plans and SWPPPs, NOVs, and general correspondence. The LDPs are tracked in a centralized master file that contains contact information, site information and priority sites.

CSRC Oversight Inspections

The MS4 Operator shall track their oversight inspections. This may be done by retaining copies of records such as inspection checklists and email correspondence. The MS4 Operator must make these inventories available to the Department upon request.

All oversight inspections, associated correspondence and documents are maintained in conjunction with the LDP file itself.

CSRC Existing Permittees

Review the Stormwater Management Program including ordinances, permitting procedures, review procedures, inspection procedures and enforcement procedures to ensure compliance with these requirements. Any changes necessary to be in compliance with this permit shall be completed within the first year of this permit issuance.

All ordinances, permitting procedures, review procedures, inspection procedures and enforcement procedures are reviewed annually at a minimum. Changes are documented and distributed to pertinent staff. Active LDP sites are logged in a master file as they are issued and updated as items change.

CSRC Public Input

The Stormwater Management Program must include procedures for the MS4 Operator to receive and consider information submitted by the public about land disturbance sites. This may be in combination with 4.2.D of this permit.

The City of Rolla will accept public inquiries or concerns utilizing any method the reporting party has available to them. We take phone calls on department lines as well as individual direct lines, emails, letters, posts to the city’s website or Facebook page, texts, walk-ins, etc. A log is maintained in the file [“Stormwater Incident Tracking.xml”](#) Additionally, LDP specific site information is retained in the site file.

CSRC Training

The MS4 Operator shall provide, or support access to, construction site runoff control training for MS4 inspectors and plan reviewers at minimum once during this permit cycle. This education shall be tracked or documented.

[See file MCMIV Tracking, tab entitled “Employee Training Program”](#)

CSRC Written Procedures

The MS4 Operator must provide written procedures outlining the local inspection and enforcement procedures to their inspectors to ensure consistency among the inspections.

CSRC Program Review

Using adaptive management, all MS4 Operators shall review, at minimum annually, their Construction Site Stormwater Runoff Control Program and evaluate the ordinances, review procedures, inspection procedures, enforcement procedures, receipt of public information procedures, and effectiveness of training procedures to ensure compliance with these requirements and determine if changes are needed.

Annual Review of MCM 4 *			
Year Reviewed	Date of Review	Reviewer(s)	Were changes made and noted?
2026-2027			
2027-2028			
2028-2029			

2029-2030			
2030-2031			

* Annual review shall include an evaluation of the most common violations and how they are handled, how many violations are escalated, potential changes to the education program to reduce violations, potential additions to pre-construction plan review to aid in reduction of violations, assessing public complaints, and consistency of inspections across sites.

Minimum Control Measure #5 – Post-Construction Stormwater Management in New Development and Redevelopment

Goal

The MS4 Operator shall continue or develop, implement, and enforce a program to address the quality of long-term stormwater runoff from new development and redevelopment projects that disturb equal to and greater than one acre, including projects less than one acre that are part of a larger common plan of development or sale that would disturb one acre or more and that discharge into the regulated MS4.

The MS4’s program shall ensure that controls are in place that have been designed and implemented to prevent or minimize water quality impacts

Overview

Development alters the landscape by increasing impermeable surfaces, compacting soil, and introducing potential pollutants into the storm sewer system. These characteristics mean an increase in the quantity of runoff and a potential reduction of the quality of the discharge after the new development occurs.

As development occurs, vegetation must be removed; the same vegetation that filters pollutants, slows erosion and runoff velocity, and provides shade that supports varying ecosystems. Activities under MCM #5 address these issues by implementing BMP’s that either preserve or restore vegetation, stream buffers, permeable surfaces and promote onsite treatment of stormwater discharge.

Regulatory Mechanism

The MS4 Operator shall maintain and utilize an ordinance(s) or other regulatory mechanism(s) to address post-construction runoff from new development and redevelopment projects to the extent allowable under state or local law for sites equal to or greater than one acre including projects less than one acre that are part of a larger common plan of development or sale.

See Chapter 15, Stormwater and Flood Control Ordinance <https://www.rollacity.org/court/chapter15.shtml>

Regulatory Mechanism

The MS4 Operator shall continue or develop a strategy to minimize water quality impacts. This shall include a combination of structural and/or non-structural controls (BMPs) appropriate for the permittee’s community.

1. Structural controls include but are not limited to; extended detention basins, grass swales, bio-retention, permeable surfaces, sand filter basins, stormwater planters, proprietary BMPs.

The ordinance or regulatory mechanism for structural post-construction controls, or water quality facilities, shall include the adoption or development of numeric or technical performance and/or design standards to control post-construction stormwater discharges. These post-construction stormwater standards are for designing, installing, implementing, and maintaining stormwater control measures which may include, but are not limited to BMPs that; infiltrate, evapo-transpire, harvest, detain, retain, and/or reuse stormwater.

The MS4 Operator must adopt or maintain local stormwater discharge design standards that consider parameters such as; site discharge volume, rate, duration, and frequency for new development and redevelopment sites with the intent to minimize the impact of stormwater runoff on water quality.

2. Non-structural controls include but are not limited to; extended detention basins, grass swales, bio-retention, permeable surfaces, sand filter basins, stormwater planters, proprietary BMPs. The ordinance(s) or regulatory mechanism(s) for non-structural Post-Construction controls, shall include:
 - Adoption or development of preventative actions that involve management and source controls such as, but not limited to:
 - Policies and ordinances that provide requirements and standards to direct development to identified areas;
 - Protection of sensitive areas such as wetlands and riparian areas;
 - Maintain and/or increase open space (which may include a dedicated funding source for open space acquisition);
 - Maintain requirements for buffer zones along water bodies;
 - Require minimizing impervious surfaces;
 - Require minimizing disturbance of soils and vegetation;
 - Policies or ordinances that encourage infill development in higher density urban areas, and areas with existing infrastructure;
 - Programs which incentivize the use of green infrastructure;
 - Requirements for minimization of directly connected impervious areas; and
 - Tree preservation ordinances.

Pre-construction Plan Review

Pre-construction plan review shall be conducted by the MS4 Operator to assess site characteristics at the beginning of the construction site design phase to ensure adequate planning for stormwater program compliance.

The structural or non-structural controls chosen shall; protect sensitive areas, minimize the creation of stormwater pollution, and effectively reduce stormwater pollution. This can be achieved by reasonably mimicking pre-construction runoff conditions on all affected new development projects, or the permittee may achieve this goal through a method more appropriate for its community.

The plan review process shall:

- Use a formal checklist. This may be part of the same plan review in MCM 4.
- Evaluate non-structural BMP selection first, such as comprehensive plans, zoning ordinances, buffer strips, and/or maximization/preservation of open space.

Long Term Maintenance Enforcement Authority

The MS4 Operator shall have ordinances or similar enforcement mechanisms to ensure adequate long-term operation and maintenance (O&M) of the selected BMPs, including, as appropriate, agreements between the MS4 Operator and other parties such as post-development landowners or regional authorities. Long term O&M shall be addressed during the plan review and approval process. Copies of O&M manuals shall be retained by the party responsible for the post-construction BMP, and with the MS4 Operator.

Water Quality BMP Inspection

The MS4 Operator shall inspect, or require inspection of, each water quality structural and non-structural water post-construction BMP according to the following at minimum:

- A minimum of one (1) inspection shall be conducted during construction, and one (1) inspection before the site is finalized, to verify water quality facilities are built as designed and any applicable boundaries or practices for non-structural BMPs are being observed. This may be conducted in combination with MCM 4 inspections. The MS4 inspector shall have access to the approved plans to ensure proper installation.
- A minimum of once in the first three years after the installation by, the MS4 Operator.
- Annually by the owner or operator of the post-construction BMP, or by the MS4 Operator. If completed by the BMP owner or operator, this inspection report shall be submitted to the MS4 Operator for evaluation and review.
- The MS4 Operator shall inspect a minimum of 60% of all water quality post-construction BMPs within the five year permit cycle. This must include installations with ongoing or open enforcement issues.

Inspection Frequencies for Post-Construction BMPs

Minimum Inspection Frequency	MS4 Operator Responsible?	BMP Owner Responsible?
During construction of the BMP	Yes	
Before finalization of the site	Yes	
Once in the first 3 years	Yes	
Annually	Maybe	Maybe
60% of all BMPs in MS4 service area within 5-year permit cycle	Yes	

Compliance Policy

The MS4 Operator must maintain a plan designed to ensure compliance with the MS4’s post-construction water quality regulatory mechanism. This plan shall include escalating enforcement mechanisms the MS4 Operator will use to ensure compliance. The MS4 Operator must have the authority to initiate a range of enforcement actions to address the variability and severity of noncompliance.

Enforcement responses to violations must consider at minimum:

- Degree and duration of the violation;

- Effect the violation has on the receiving water;
- Compliance history of the post-construction BMP owner or operator; and
- Cooperation of the owner or operator with compliance efforts.

Enforcement Actions

Enforcement actions shall be timely in order to ensure the actions are effective. The MS4 Operator shall begin enforcement actions within thirty (30) days of discovering a violation.

The MS4 Operator shall maintain a minimum of two possible sanctions. These include, but are not limited to:

- Education regarding the BMP and verbal warnings;
- Written warnings or notice of violation (this includes email notification);
- Property lien
- Fines

BMP Inventory

The MS4 Operator shall maintain an inventory tracking the water quality post-construction BMPs. Explain how the inventory is maintained. The inventory must contain:

- Relevant contact information for each project (e.g., tracking number, name, address, phone, etc.);
- The type of post-construction BMP;
- Applicable operations and maintenance documents;
- Date the MS4 Operator approved the construction site plan; and,
- If the water quality facility is owned or operated by the MS4, the tracking shall also include any maintenance, such as sediment clean-out or replanting.

BMP Inspections

The MS4 Operator shall also track the post-construction BMP inspections. This may be done by retaining copies of records such as inspection checklists and email correspondence. The MS4 Operator must make these inventories available to the Department upon request. The tracking must contain at a minimum:

- The tracking must contain at a minimum:
- Inspection dates and time;
- Inspector name;
- Inspection findings; and,
- Follow up actions and dates, including corrective actions and enforcement actions.

Existing Permittees

Evaluate the ordinances, permitting procedures, review procedures, inspection procedures and enforcement procedures to ensure compliance with these requirements and determine if changes are needed. Any changes necessary to be in compliance with this permit shall be completed within the first two (2) years of permit issuance. The inventory of water quality facilities must be updated as new facilities are added and projects are completed. If the MS4 Operator needs to develop this inventory, it shall be completed within two (2) years of this permit issuance.

Training

The MS4 Operator shall provide appropriate training for MS4 inspectors at minimum once every permit cycle. This may include Green Infrastructure training, or specific operation of proprietary post-construction BMPs. The MS4 shall provide overall training to explain the function of both structural and non-structural post-construction water quality BMPs.

[See file MCMIV Tracking, tab entitled "Employee Training Program"](#)

Program Review

Using adaptive management, all MS4 Operators shall review, at minimum annually, their Post-Construction Site Stormwater Management in New Development and Redevelopment Program and evaluate effectiveness of the overall program and determine if changes are needed.

Annual Review of MCM 4 *			
Year Reviewed	Date of Review	Reviewer(s)	Were changes made and noted?
2026-2027			
2027-2028			
2028-2029			
2029-2030			
2030-2031			

* Annual review shall include an evaluation of the number and type of developments, how many BMPs were installed/inspected, the amount of watershed area being treated, types of violations found and frequency, and the effectiveness of education in improving the program.

Minimum Control Measure #6 – Pollution Prevention/Good Housekeeping for Municipal Operations

Goal

The permittee shall develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.

Overview

In theory, before a regulated municipality can expect businesses and residents to follow the requirements of the MS4 permit, it should examine and subsequently alter its own behavior to ensure that it is doing everything possible to reduce the amount and type of pollutants produced by municipal operations. Effective storm water management should start with municipal employees.

Activities under MCM #6 address these concerns by implementing a program that stresses inspections and maintenance, proper disposal practices, improved flood plain management and frequent training of municipal

employees. The SWMP document itself is a major component of this minimum control measure and provides an evaluation, assessment and reporting tool that assists municipalities in their pollution prevention efforts.

Employee Training Program Permit Requirement

The MS4 Operator shall maintain and utilize an employee training program for MS4 municipal operations staff. The training shall be given at minimum annually to all MS4 staff who work with material handling, at MS4 owned or operated vehicle/equipment maintenance areas, storage yards, and material storage facilities. This may be broken up into staff units, or by applicable topics.

[See file "MCMVI Tracking"](#)

Training Topics Permit Requirement

The training shall be used to prevent and reduce stormwater pollution. The training shall cover a minimum of the following topics/activities (if applicable to the MS4):

1. Vehicle and equipment washing;
2. Fluid disposal and spills;
3. Fleet, equipment, and building maintenance;
4. Park and open space maintenance procedures (including fertilizer, herbicide, pesticide application);
5. New construction, road maintenance, and land disturbances;
6. Stormwater system maintenance;
7. MS4 operated salt and de-icing operations;
8. Fueling;
9. Solid waste disposal;
10. Street sweeper operations; and
11. Illicit Discharges.

[See file "MCMVI Tracking"](#)

Permit Requirement

The MS4 Operator shall:

- Maintain material to use in the training program, such as those available from the EPA, the state, or other organizations.
- Maintain written procedures for the training program, including a description of how this training will coordinate with all other minimum control measures.
- Maintain written schedule to offer topic specific training when it is appropriate, such as swimming pool discharges in the summer, leaf disposal in the fall, proper salt clean-up and usage in the winter.

[See file "MCMVI Tracking"](#)

Municipal Operations Permit Requirement

The MS4 Operator shall maintain a list of all municipal operations/facilities that are impacted by this operation and maintenance program.

[See file "MCMVI Tracking"](#)

Industrial Facilities Permit Requirement

The MS4 Operator shall maintain a list of industrial facilities the MS4 Operator owns or operates which are subject to NPDES permits for discharges of stormwater associated with industrial activity. The list shall include the permit number or a copy of the No Exposure Exemption Certification (if applicable) for each facility. This includes Municipal projects with a land disturbance permit, wastewater facilities, airports, etc. NPDES permitted facilities not owned or operated by the permittee are not required to be part of the list, however the MS4 Operator should be familiar with all such facilities in their MS4 service area as they may signify a priority area for the IDDE program.

[See file "MCMVI Tracking"](#)

Pollutants Control

The MS4 Operator shall develop or maintain controls for reducing or eliminating the discharge of floatables and pollutants from municipal facilities listed in Sections 4.6.D and 4.6.E.

These controls shall include at a minimum, where applicable:

- A list of potential pollutant sources at each facility, such as materials used and stored on site.
- A minimum of annual inspections of all municipally owned or operated facilities for stormwater issues. Records shall be kept for inspections and follow up. This may be a checklist, and may be electronic.
- Use of structural controls/BMPs to reduce or prevent pollutants from entering waters of the state or into another MS4 where needed. A map with descriptions of these BMPs shall be maintained for each facility.
- All paints, solvents, petroleum products, and petroleum waste products (except fuels) under the control of the permittee shall be stored so these materials are not exposed to stormwater.
- Sufficient practices of spill prevention, control, and/or management shall be provided to prevent any spill of these pollutants from entering waters of the state. This shall include spill kits when liquid product is stored at a facility; and any containment system used to implement this requirement shall be constructed of materials compatible with the substances contained and shall also prevent the contamination of groundwater.
- Tracking of rock salt/brine or other deicer usage.
- Maintaining municipal salt storage area(s) after use of rock salt, at minimum sweep and/or shovel spillage in loading area and storage area, and unload salt hoppers or keep under cover when salt is in the hopper.

[See file "MCMVI Tracking"](#)

Waste Disposal

The MS4 Operator shall have procedures for proper disposal of waste removed from the MS4 structures and areas of jurisdiction, including at a minimum:

- Street sweeper spoils and washout;
- Accumulated sediment;
- Dredged materials;
- Floatables, trash and litter;
- Leaves, other organic matter; and
- Other debris

[See file “MCMVI Waste Disposal Procedures”](#)

Equipment Washing

The MS4 Operator shall maintain and utilize the following procedures, at minimum, for the washing of all municipal vehicles and equipment (if applicable to the MS4):

- Use of any soap or detergent shall only be where there is connection to sanitary sewer or equivalent treatment; and
- Any wash or rinse water that contains pollutants such as salt, oils, grease, sediment, grass clippings, lawn chemicals, or pesticides shall not be discharged to waters of the state or the MS4 system without appropriate treatment.
- Any washing or rinsing activities shall be conducted in an appropriate area so the water is treated. This area(s) shall be marked on the map of the facility.

[See file “MCMVI Tracking”](#)

Control Tracking

The MS4 Operator shall maintain written explanations of the controls, procedures, inspection schedules, and explanation of tracking of these controls. Tracking may be done by retaining inspection reports or checklists. Individual Stormwater Pollution Prevention Plans (SWPPP) or one overarching Operations and Maintenance Manual (O&M Manual) for all applicable MS4 facilities may be used to comply with this requirement.

Annually, the MS4 Operator shall evaluate the results, controls, and inspection procedures to ensure compliance with these requirements and determine if changes are needed. This evaluation may also aid in finding priority areas or pollutants in relation to MCMIII, or adding more education in relation to MCM I.

[See file “MCMVI Tracking”](#)

Flood Management Projects

The MS4 Operator shall maintain procedures to determine if there are impacts to water quality for new flood management projects, if applicable. Any flood management projects shall require the protection of water quality in the standards that are used to plan, design, build, and maintain stormwater infrastructure. Flood management projects are those project developed or designed to reduce flooding.

Existing Permittees

Existing permittees shall evaluate the current Stormwater Management Program including training, inspection procedures, and other municipal operation procedures to ensure compliance with these requirements. Any

changes necessary to be in compliance with this permit shall be completed within one (1) year of this permit issuance.

Program Review

Using adaptive management the MS4 Operator shall review their PPMO Program, at minimum, annually and update implementation procedures as necessary. This data shall be used to continuously evaluate the effectiveness of each BMP and the implementation of each BMP. Any additional BMPs shall be acknowledged in the Stormwater Management Program report.

Annual Review of MCM 6			
Year Reviewed	Date of Review	Reviewer(s)	Were changes made and noted?
2026-2027			
2027-2028			
2028-2029			
2029-2030			
2030-2031			

MS4 Stormwater Management Program Report

3.3.2 Reporting

A report to the Department on the status of the MS4’s program is due annually on or before February 28th. This report shall cover the previous year from January 1st to December 31st. The report shall be submitted on the Department approved, MS4 Stormwater Management Program Report form. If approved by the Department, permittees may submit the MS4 Stormwater Management Program Report using an alternative report format. The MS4 Operator shall submit the MS4 Stormwater Management Program. The annual reports must be submitted through the eDMR system.

Who has access to the eDMR system?	
Name	Role in the eDMR system
Jim Fels	Organization Official