

# **City of Fond du Lac Stormwater Management Program**

## **March 2023**

The following programs will be used by the City of Fond du Lac to comply with the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

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# **City of Fond du Lac Impaired Waters & TMDLs Program**

## **March 2020**

The following measures will be used by the City of Fond du Lac to identify impaired waterbodies and reduce the discharge of pollutants of concern.

The following City of Fond du Lac departments and divisions are responsible for implementing this program:

- Department of Public Works – Engineering Division

The City of Fond du Lac Impaired Waters & TMDLs Program will be updated in June of every even numbered year. A comprehensive update will be completed every five years. The comprehensive update will occur after the reissuance of the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

### **1.5.1**

Portions of the City of Fond du Lac MS4 discharge to impaired waterbodies. The city has developed a TMDL implementation plan titled *Stormwater Management Plan Update* which was completed in June 2019. The plan discusses the management practices and control measures used to reduce the discharge of pollutants of concern from the MS4.

### **1.5.2**

The City of Fond du Lac is subject to the Upper Fox and Wolf TMDL which was approved by the U.S. EPA on February 27, 2020. The City of Fond du Lac has developed a TMDL implementation plan. The plan was reviewed and approved by the DNR in 2019. The city's current practices achieve the level of reduction of TSS and TP required during the current permit term. Additional measures to reduce the WLA are identified in the TMDL implementation plan.

The City of Fond du Lac is subject to Appendix C of the MS4 permit.

### **1.5.3**

The City of Fond du Lac is subject to the Upper Fox and Wolf TMDL which was approved by the U.S. EPA on February 27, 2020. A new MS4 discharge of a pollutant of concern to an impaired waterbody or an increase of the discharge of a pollutant of concern to an impaired waterbody is subject to the TMDL requirements.

## **Appendix C**

### **C.4.1**

The report *Stormwater Management Plan Update* provides maps of the municipal boundary, TMDL reachshed boundaries and areas, MS4 drainage boundaries and areas, excluded areas, flow paths through the storm sewer system, and the location of structural BMPs.

### **C.4.2**

The report *Stormwater Management Plan Update* provides tabular summaries for each MS4 drainage boundary.

### **C.4.3**

The report *Stormwater Management Plan Update* provides a written TMDL implementation plan for each TMDL reachshed.

# **City of Fond du Lac Public Education and Outreach Program**

## **March 2020**

The following measures will be used by the City of Fond du Lac to increase awareness of stormwater pollution impacts on waters of the state and to encourage changes in public behavior to reduce such impacts.

The following City of Fond du Lac departments and divisions are responsible for implementing this program:

- Department of Public Works – Engineering Division

The City of Fond du Lac Public Education and Outreach Program will be updated annually as needed with a comprehensive update every five years. The comprehensive update will occur after the reissuance of the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

### **2.1.1 Topics**

The City of Fond du Lac will address all eight topics of the following topics at least once during the permit term: illicit discharge detection and elimination, household hazardous waste disposal/pet waste management/vehicle washing, yard waste management/pesticide and fertilizer application, stream and shoreline management, residential infiltration, construction sites and post-construction sites stormwater management, pollution prevention, and green infrastructure/low impact development.

### **2.1.2 Delivery Mechanism**

The City of Fond du Lac will use at least four public education delivery mechanisms each year. At least two of the public education delivery mechanisms shall be active/interactive mechanisms. The following mechanisms are considered active/interactive: educational activities (school presentations, summer camps), information booth at event, targeted group training (contractors, consultants, etc.), government meeting (public hearing, council meeting), workshops, tours, and other. The following mechanisms are considered passive: passive print media (brochures at front desk, posters, etc.), distribution of print media (mailings, newsletters, etc.) via mail or email, media offerings (radio and TV ads, press release, etc.), social media posts, signage, website, and other.

### **2.1.3 Target Audience**

The target audience will be identified for each public education and outreach topic. Target audiences may include the general public, public employees, residents, businesses, contractors, developers, industries, and/or other appropriate audiences.

## **City of Fond du Lac Public Education and Outreach Plan**

The City of Fond du Lac is an active member of the Northeast Wisconsin Stormwater Consortium (NEWSC) and the Lake Winnebago Clean Waters Project. Both organizations perform public education and outreach activities and public involvement and participation activities which cover some of the required permit topics. The NEWSC 5 Year Public Outreach Plan for 2019 to 2023 is included as Appendix A.

The following public education activities will be performed on an ongoing basis:

1. Provide stormwater education on the City of Fond du Lac website for the general public and for developers.
2. Place stormwater education signage at the City of Fond du Lac Engineering office or other locations.
3. Require construction site contractors to post a certificate of permit coverage onsite and visible to the public.
4. Require preconstruction conferences for municipal projects and for private construction projects with at least one acre of disturbance. Discuss construction site pollutant control and post-construction stormwater management topics whenever applicable.
5. Provide stormwater education signage on new inlet frames on City of Fond du Lac construction projects.
6. Maintain stormwater education signs at four City of Fond du Lac stormwater detention ponds.

The following public education activities are planned annually:

1. Exhibit at least once a year at a community event. The city will have NEWSC exhibit at least once every five years in accordance with the NEWSC 5 year public outreach plan. Potential exhibiting opportunities include but are not limited to the following: Fond du Lac County Agricultural Showcase, Fond du Lac Master Gardener Garden Fair and Plant Sale, Walleye Weekend, Fond du Lac County Breakfast on the Farm, and Fond du Lac Farmer's Market.
2. Make at least two social media posts on stormwater education topics annually on the City of Fond du Lac social media accounts.
3. Provide education on city leaf collection policies during the fall. The delivery mechanisms used may include social media posts, active distribution of print media, website, and an interactive map.

The following public education activities will be performed whenever possible:

1. Give school presentations on stormwater education topics when requested. Presentations may be given by city staff or NEWSC.
2. Give community presentations on stormwater education topics when requested and help facilitate community presentations. Community presentations may be given at the Fond du Lac Public Library or other locations.

3. Distribute print media to targeted audiences. Potential audiences include riparian property owners, residents who place grass clippings or leaves in the street, or businesses that pose a stormwater contamination concern.
4. Provide passive print media such as brochures to the general public or other targeted audiences.

# **City of Fond du Lac Public Involvement and Participation Program March 2020**

The following measures will be used by the City of Fond du Lac to notify the public of activities required by the City's stormwater permit and to encourage input and participation from the public regarding these activities.

The following City of Fond du Lac departments and divisions are responsible for implementing this program:

- Department of Public Works – Engineering Division
- Department of Public Works – Construction & Maintenance Division

The City of Fond du Lac Public Involvement and Participation Program will be updated annually as needed with a comprehensive update every five years. The comprehensive update will occur after the reissuance of the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

## **2.2.1 Permit Activities**

The City of Fond du Lac will provide the annual report to the City Council annually. The annual report will be placed on the website annually and an opportunity to submit comments will be provided.

The City of Fond du Lac will provide the stormwater management program to the City Council whenever any modifications are made to the plan. The stormwater management program will be placed on the website and an opportunity to submit comments will be provided.

The adoption or amendment of any stormwater related ordinances are required to be approved at a public City Council meeting. The City Council and the public have an opportunity to provide comments on any proposed ordinance adoptions or amendments.

The City of Fond du Lac staff will present information at City Council meetings whenever there are significant program updates or project updates.

## **2.2.2 Delivery Mechanism**

The City of Fond du Lac will identify the public involvement and participation delivery mechanism for each permit activity in section 2.2.1.

## **2.2.3 Volunteer Activities**

The City of Fond du Lac will implement at a minimum one of the following volunteer activities per year: group best management practice (BMP) installation or maintenance, storm drain stenciling, planting community rain garden, clean up event, stream monitoring, citizen committee meeting, public workshop, presentation of storm water information, or other hands-on event.

The following volunteer activities are planned annually:

1. The Fox-Wolf Watershed Alliance (FWWA) Cleanup. The FWWA holds an annual watershed cleanup in the spring of each year. The city provides cleanup sites and assists in collecting the trash and recyclables.
2. The City of Fond du Lac Adopt-A-Storm Drain Program. Residents who participate in the program are expected to regularly inspect and remove debris from inlets, report any maintenance concerns to the city, and report any illicit discharges.

The city will assist with other clean up events or other volunteer activities whenever possible.

#### **2.2.4 Target Participants**

The City of Fond du Lac will identify the targeted participants for each permit activity and volunteer activity.



# **City of Fond du Lac Illicit Discharge Detection and Elimination (IDDE) Program**

**March 2023**

The following measures will be used by the City of Fond du Lac to detect and remove illicit connections and discharges to the municipal separate storm sewer system (MS4).

The following City of Fond du Lac departments and divisions are responsible for implementing this program:

- Department of Public Works – Engineering Division
- Department of Public Works – Construction & Maintenance Division
- Department of Public Works – Wastewater Division
- Fire / Rescue Department
- Police Department
- Community Development Department – Inspection Services Division

The City of Fond du Lac Illicit Discharge Detection and Elimination Program will be updated annually as needed with a comprehensive update every five years. The comprehensive update will occur after the reissuance of the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

### **2.3.1 IDDE Ordinance**

The City of Fond du Lac adopted an illicit discharge and connection ordinance on October 14, 2009. The illicit discharge and connection ordinance can be found in § 325 Article IV of the Municipal Code. <https://ecode360.com/15558683>

### **2.3.2 IDDE Field Screening**

The City of Fond du Lac Engineering Division conducts ongoing dry weather field screening of storm sewer outfalls. High inspection priority outfalls including major outfalls are inspected once every four years. Low inspection priority outfalls are inspected once every eight years. Outfall inspection priority is based on the size of the drainage area, history of the area and the land use types. In addition to the major and minor outfalls, certain outfalls are classified as supplemental and are included in the ongoing dry weather screening program. Supplemental outfalls are outfalls which do not discharge to waters of the state or an adjacent municipality. Outfalls determined to have potential or obvious illicit discharges during the previous inspection are re-inspected the following year.

IDDE inspections are added to the City of Fond du Lac geographic information system (GIS) mapping and database. The map IDDE Ongoing Screening Program 2023-2026.pdf shows the IDDE ongoing screening program for 2023-2026 by outfall type. The map IDDE Ongoing Screening By Year 2023-2026.pdf shows the IDDE ongoing screening program for 2023-2026 by inspection year.

IDDE inspections are conducted at the outfall where feasible or at the next available storm sewer structure. IDDE inspections for storm sewer pump stations are performed at the first upstream structure from the pump station after the pumps have run to remove water in the pump station wet well.

IDDE inspection documentation includes: photographs of the outfall and narrative descriptions of visual observations including flow rate, submergence, floatables, odor, turbidity, color, gross solids, vegetation, benthic growth, stains, non-illicit sheen and suds and foam, graffiti, erosion, deposition, damage, and any other relevant observations. A field analysis is performed at outfalls where flow is observed. Field analysis includes sampling for total chlorine, free chlorine, ammonia, pH, temperature, detergents, and conductivity. Field analysis for outfalls with industrial source areas also includes sampling for total copper and phenols.

### **2.3.3 IDDE Source Investigation and Elimination**

A description of the procedures for responding to known or suspected illicit discharges can be found in a separate document titled *Illicit Discharge Procedures Guide*.

The city website provides a phone number for the public to report illicit discharges. The website is located at <https://www.fdl.wi.gov/engineering/storm-water-management/>.

The city has sewer televising equipment for both sewer mains and laterals. City staff televises sanitary sewers year round to locate laterals, to assess the condition, and identify leaks in the sanitary sewer collection system.

### **2.3.4**

A description of the procedures for responding to known or suspected illicit discharges can be found in a separate document titled *Illicit Discharge Procedures Guide* including the removal of known illicit discharges.

### **2.3.5**

A description of the procedures for responding to known or suspected illicit discharges can be found in a separate document titled *Illicit Discharge Procedures Guide* including notification of adjacent municipalities.

### **2.3.6**

A description of the procedures for responding to known or suspected illicit discharges can be found in a separate document titled *Illicit Discharge Procedures Guide* including names and contact information of individuals responsible for responding to reports of illicit discharges and spills.

# **City of Fond du Lac Construction Site Pollutant Control Program**

## **March 2022**

The following measures will be used by the City of Fond du Lac to reduce the discharge of sediment and construction materials from construction sites.

The following City of Fond du Lac departments and divisions are responsible for implementing this program:

- Department of Public Works – Engineering Division

The City of Fond du Lac Construction Site Pollutant Control Program will be updated annually as needed with a comprehensive update every five years. The comprehensive update will occur after the reissuance of the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

### **2.4.1 Construction Site Ordinance**

The City of Fond du Lac adopted a construction site pollutant control ordinance on September 10, 2008. The construction site pollutant control ordinance can be found in § 325 Article II of the Municipal Code. <https://ecode360.com/15558683>

### **2.4.2 Erosion and Sediment Control Plan Review**

The City of Fond du Lac Engineering Division is responsible for review and approval of erosion and sediment control plans. The city requires an erosion and sediment control plan for all construction sites with 4,000 square feet or greater of land disturbing construction activity. Construction sites with less 4,000 square feet of land disturbing construction activity are subject to performance standards but are not required to obtain a permit or develop an erosion and sediment control plan. The construction site pollutant control ordinance does not apply to one- and two-family residential dwellings that are not part of a larger common plan of development or sale and that result in less than one acre of disturbance, agricultural activity areas, silviculture activities, and activities conducted by state agencies.

The owners of construction sites or their applicant are required to fill out and submit the erosion control and stormwater management permit application, pay review fee, and submit an erosion and sediment control plan and supporting documentation for review and approval prior to the start of land disturbing construction. Sediment control performance standard calculations and map are required for sites with one acre or more of land disturbing construction activity. The city provides applicants with a grading, erosion control, and stormwater management plan review checklist to assist applicants in providing a complete plan submittal. The city provides a Stormwater Reference Guide to act as a companion to the construction site pollutant control ordinance. The

Stormwater Reference Guide contains administrative and technical guidance to the ordinance requirements and plan review process.

Site plan review is required for commercial, industrial, institutional and/or educational development, single family condominiums, multifamily development, and for other uses and development as specified by the zoning code. A site plan is required for the first-time development of a property, for additions to existing buildings and other new construction and site modifications, and for parking lots and parking lot expansions. Relative to the scope of a project, such as a proposal for a minor building addition or small parking lot, a site plan may be eligible for administrative review by Planning and Engineering to streamline the process. Approval of a site plan is a prerequisite for the issuance of a building permit.

Site plan submittals delivered to the Community Development Department by 12:00 p.m. on Friday are reviewed the following Wednesday at 10:00 a.m. by the Site Plan Review Committee.

Subdivisions and other sites which require an erosion and sediment control plan but do not require a site plan are reviewed and approved following the same process as site plans with the exception of the Site Plan review Committee meeting.

The city requires applicants to submit environmental permits issued by the Wisconsin Department of Natural Resources and the United States Army Corp of Engineers, such as stormwater permits, waterway permits and wetland permits, prior to city permit approval.

Where changes to a plan are identified in the review process, a revised plan is submitted at the convenience of the project representative. The applicant is required to submit a pdf and paper copies of the final project plans. A notification is sent to the owner and applicant after the plan has been approved and construction activities may commence.

### **2.4.3 Administrative Procedures**

The owners of construction sites of their applicant are required to fill out and submit the erosion control and stormwater management permit application, pay review fee, and submit an erosion and sediment control plan and supporting documentation for review and approval prior to the start of land disturbing construction as detailed in the section on erosion and sediment control plan review. Construction sites with one acre or more of land disturbing construction activity are required to submit a financial guarantee to ensure a good faith execution of the approved erosion and sediment control plan and any permit conditions. A preconstruction meeting is required for construction sites with one acre or more of land disturbing activity to discuss erosion and sediment control requirements for the project.

Active construction sites are added to the website <https://www.mypermitrack.com/sehsvc/> for tracking and documenting inspections until final stabilization of the site. Construction site inspections for erosion and sediment control are performed at the commencement of land disturbing activity, periodically, and after final stabilization is achieved as noted in the section on construction site inspections and enforcement.

The city provides several ways for the public to submit complaints or information regarding the installation or maintenance of erosion and sediment control practices at construction sites. The responsible party for the construction site is required to post a permit onsite that contains a number for citizens to call with any issues. Any calls or emails are forwarded to the appropriate staff. The appropriate staff conducts an inspection of the site and initiates any necessary enforcement actions.

#### **2.4.4 Construction Site Inspections and Enforcement**

##### ***Responsible Staff***

The City of Fond du Lac Engineering Division is responsible for construction site inspections and enforcement at all construction sites except one- and two-family residential construction sites. The City of Fond du Lac Inspection Services Division is responsible for construction site inspections and enforcement at one- and two-family residential construction sites.

##### ***Construction Site Inspection Frequency***

Construction sites are inspected by city staff in accordance with the requirements of Section 2.4.4 Table 3. of WPDES Permit No. WI-S050075-3. Inspections occur at the following times:

- New projects are inspected within the first two weeks of commencement of land disturbing activity.
- All active sites are inspected at least once every 45 days.
- All inactive sites are inspected at least once every 60 days.
- Follow up inspections are performed within 7 days of any sediment discharge or inadequate control measure, unless corrections were made and observed by the inspector during initial inspection or corrections were verified via photographs submitted to the inspector.
- Final inspections are performed to confirm that all graded areas have reached final stabilization and that all temporary control measures are removed, and permanent storm water management BMPs are installed as designed.

##### ***Construction Site Inspection Documentation***

Construction site inspections by city staff are documented using the website <https://www.mypermitrack.com/sehsvc/>. Items documented include: date of

inspection, an assessment of the condition of the erosion and sediment controls, any follow up actions required, and actions implemented.

The owner, contractor, or consultant is required to record all construction site inspections for projects submitted in 2022 or later, including weekly inspections and inspections performed within 24-hours after a rainfall event of 0.5-inches or more, using the website <https://www.mypermitrack.com/sehsvc/>. The owner, contractor, or consultant is required to record all construction site inspections for projects submitted in 2021 or earlier, including weekly inspections and inspections performed within 24-hours after a rainfall event of 0.5-inches or more. Inspection reports may be written or electronic and shall be maintained at the construction site.

### ***Enforcement Mechanisms***

The primary enforcement mechanisms that are used to obtain compliance when there are deficiencies in the installation and maintenance of erosion and sediment controls are onsite verbal notice, telephone notice, or email notification to repair any problems. The notice includes a description of any deficiencies and indicates the date by which the repairs shall be completed.

The City of Fond du Lac Municipal Code includes the following enforcement mechanisms: stop-work orders, permit revocation, cease and desist orders and fines. The city may also perform any work necessary to bring the site into compliance or have an outside contractor bring the site into compliance and charge the responsible party for any costs incurred.

# **City of Fond du Lac Post-Construction Stormwater Management Program**

**November 2019**

The following measures will be used by the City of Fond du Lac to control the quality of discharges from areas of new development, infill, and redevelopment, after construction is complete.

The following City of Fond du Lac departments and divisions are responsible for implementing this program:

- Department of Public Works – Engineering Division

The City of Fond du Lac Post-Construction Stormwater Management Program will be updated annually as needed with a comprehensive update every five years. The comprehensive update will occur after the reissuance of the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

## **2.5.1 Post-Construction Storm Water Ordinance**

The City of Fond du Lac adopted a post-construction stormwater management ordinance on September 10, 2008. The post-construction stormwater management ordinance can be found in § 325 Article III of the Municipal Code.

<https://ecode360.com/15558683>

## **2.5.2 Administrative Procedures**

The owners of post-construction sites or their applicant are required to fill out and submit the erosion control and stormwater management permit application, pay review fee, and submit a stormwater management plan and supporting documentation for review and approval prior to the start of land disturbing construction as detailed in the section on stormwater management plan review. Post-construction sites which require the installation of structural best management practices (BMPs) are required to submit a financial guarantee to ensure a good faith execution of the approved plan and any permit conditions, a long-term stormwater management maintenance and access agreement, and an operation and maintenance plan. The long-term stormwater management maintenance and access agreement is recorded by the city at the Fond du Lac County Register of Deeds. The operation and maintenance plan includes required maintenance activities and the maintenance activity schedule for the life of the BMP. A preconstruction meeting is required for post-construction sites with structural BMPs to discuss stormwater management requirements for the project.



The city provides several ways for the public to submit complaints or information regarding the installation or maintenance of BMPs at construction sites. The responsible party for the construction site is required to post a permit onsite that contains a number for citizens to call with any issues. Any calls or emails are forwarded to the appropriate staff. The appropriate staff conducts an inspection of the site and initiates any necessary enforcement actions.

As-built plans are required upon completion of the construction of structural BMPs verifying that the BMPs have been constructed in accordance with the approved plans. The city provides an as-built plan review checklist to assist in providing a complete plan submittal. A notification is sent to the owner after the as-built plan has been approved and long-term maintenance requirements begin.

### **2.5.3 Storm Water Management Plan Review**

The City of Fond du Lac Engineering Division is responsible for review and approval of post-construction stormwater management plans. The city requires a stormwater management plan for all post-construction sites. The post-construction stormwater management ordinance does not apply to one- and two-family residential dwellings that are not part of a larger common plan of development or sale and that result in less than one acre of disturbance, agricultural activity areas, silviculture activities, and activities conducted by state agencies.

The owners of post-construction sites or their applicant are required to fill out and submit the erosion control and stormwater management permit application, pay review fee, and submit a stormwater management plan and supporting documentation for review and approval prior to the start of land disturbing construction. Post-construction sites which are required to meet numeric performance standards are required to submit a stormwater management report demonstrating that the site meets the required performance standards. Stormwater reports include items such as hydrologic maps showing pre-developed and post-development conditions, hydrologic and hydraulic calculations, BMP design information, pollutant removal calculations, and any other calculations or documentation that the stormwater management plan meets the required performance standards. Post-construction sites which require the installation of structural best management practices (BMPs) are required to submit a long-term stormwater management maintenance and access agreement and an operation and maintenance plan. The city provides applicants with a grading, erosion control, and stormwater management plan review checklist to assist applicants in providing a complete plan submittal. The city provides a Stormwater Reference Guide to act as a companion to the post-construction stormwater management ordinance. The Stormwater Reference Guide contains administrative and technical guidance to the ordinance requirements and plan review process.

Site plan review is required for commercial, industrial, institutional and/or educational development, single family condominiums, multifamily development, and for other uses and development as specified by the zoning code. A site plan is required for the first-time development of a property, for additions to existing buildings and other new construction and site modifications, and for parking lots and parking lot expansions. Relative to the scope of a project, such as a proposal for a minor building addition or small parking lot, a site plan may be eligible for administrative review by Planning and Engineering to streamline the process. Approval of a site plan is a prerequisite for the issuance of a building permit.

Site plan submittals delivered to the Community Development Department by 12:00 p.m. on Friday are reviewed the following Wednesday at 10:00 a.m. by the Site Plan Review Committee.

Subdivisions and other sites which require a stormwater management plan but do not require a site plan are reviewed and approved following the same process as site plans with the exception of the Site Plan review Committee meeting.

The city requires applicants to submit environmental permits issued by the Wisconsin Department of Natural Resources and the United States Army Corp of Engineers, such as stormwater permits, waterway permits and wetland permits, prior to city permit approval.

Where changes to a plan or stormwater calculations are identified in the review process, a revised plan or calculations are submitted at the convenience of the project representative. The applicant is required to submit a pdf and paper copies of the final project plans and stormwater reports. A notification is sent to the owner and applicant after the plan has been approved and construction activities may commence.

#### **2.5.4 Long-Term Maintenance, Inspections and Enforcement**

Active construction sites are added to the website <https://www.mypermitrack.com/sehsvc/> for tracking and documenting inspections until final stabilization of the site. Structural stormwater management BMPs are added to the City of Fond du Lac geographic information system (GIS) mapping and database. The physical location and attributes such as the BMP name, BMP type, site address, and other information are maintained in GIS.

Long-term maintenance inspections by the property owner are typically required semiannually and after major storm events. Some types of BMPs may have different inspection schedules based on Wisconsin Department of Natural Resource Technical Standard requirements. The city provides inspection and maintenance logs for different types of BMPs that may be used to document ongoing inspections and maintenance. Inspections are required to be performed by qualified inspectors once every three years.

Inspection and maintenance reports are provided to the city annually.

City staff conducts inspections of sites and initiates any corrective maintenance with timeframes and any necessary enforcement actions upon receipt of public complaint and as needed. The city may perform any work necessary to bring the site into compliance or have an outside contractor bring the site into compliance and charge the responsible party for any costs incurred.

# City of Fond du Lac Pollution Prevention Program

July 2021

The following measures will be used by the City of Fond du Lac to reduce stormwater pollution from municipal facilities and operations.

The following City of Fond du Lac departments and divisions are responsible for implementing this program:

- Department of Public Works – Engineering Division
- Department of Public Works – Construction & Maintenance Division
- Department of Public Works – Parks Division
- Department of Public Works – Water Utility
- Department of Public Works – Wastewater Division

The City of Fond du Lac Pollution Prevention Program will be updated annually as needed with a comprehensive update every five years. The comprehensive update will occur after the reissuance of the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

## **2.6.1 Storm Water Management Facilities**

The City of Fond du Lac has developed a list of municipally owned and operated structural storm water management facilities. The list can be found in tabular format and in the city's GIS.

## **2.6.2 Routine Inspection and Maintenance of Municipal Storm Water Management Facilities**

The City of Fond du Lac has developed maintenance plans for municipally owned or operated structural storm water management facilities.

The City of Fond du Lac conducts routine inspections of municipally owned or operated structural storm water management facilities on an annual basis. The City of Fond du Lac has developed individualized inspection and maintenance logs for each structural storm water management facility. The inspection and maintenance logs list the inspection items, inspection notes, and recommended maintenance actions. Basic inspections may also be performed after significant rainfall events.

Surveys of wet detention pond sediment depths and dry detention pond storage volume occur less frequently than annually. The specific inspection frequency for each facility varies based on sediment storage depth, surface area, contributory drainage area and land use, and other site specific criteria.

Maintenance of stormwater management facilities is performed on an as needed basis based on the inspection reports. Routine maintenance items include mowing, invasive species removal, brush removal, and trash removal.

Stormwater pump station wet wells are inspected annually and cleaned if appropriate.

The City of Fond du Lac has an intergovernmental agreement with Fond du Lac County which lists inspection and maintenance responsibilities for city and county owned stormwater facilities. The City of Fond du Lac has a memorandum of agreement with the Wisconsin Department of Transportation regarding inspection and maintenance responsibilities at the Hickory Street Pond.

### **2.6.3 Public Works Yards and Other Municipally Owned Properties**

The City of Fond du Lac has developed storm water pollution prevention plans (SWPPPs) for six municipal facilities. The SWPPPs are for the following municipal facilities:

1. Municipal Service Center
2. Parks Division Garage and Storage Yard
3. Sullivan Storage Yard
4. Morris Street Storage Yard
5. Lakeside West Storage Areas
6. Snow Storage Areas

Inspections of the sites shall be performed per the prepared plans for each site.

### **2.6.4 Source Water Protection Areas**

The City of Fond du Lac developed wellhead protection plans for municipal wells. The wellhead protection plan was developed in January 2009. The plan was revised most recently in September 2016.

The City of Fond du Lac adopted a wellhead protection ordinance on October 27, 2017. The wellhead protection ordinance can be found in § 720-25 of the Municipal Code. <https://ecode360.com/15653234>

### **2.6.5 Collection Services/Storm Sewer System Maintenance Activities**

#### ***Street Sweeping***

The City of Fond du Lac performs routine sweeping of city streets. Street sweeping is performed using mechanical broom sweepers. Two street sweepers are used. Street sweeping is performed throughout the year with the exception of the winter months. The exact dates are highly dependent on weather conditions with an approximate street sweeping season of April 1<sup>st</sup> to December 1<sup>st</sup>. Streets are swept approximately once every three weeks during the street sweeping season.

### ***Catch Basins***

The city performs routine inspection and cleaning of catch basins and manholes with sumps. Inspections are performed annually and cleaning performed as needed. Structures with sumps 23 inches or less are cleaned when the accumulated sediment is within 12 inches of the invert elevation of the outlet pipe. Structures with sumps 24 inches or greater are cleaned when the accumulated sediment is within 18 inches of the invert elevation of the outlet pipe.

### ***Material Handling and Disposal***

Street sweeping waste is taken to a city owned property north of Sullivan Drive. The material is temporarily stored onsite and is hauled to a licensed landfill approximately twice per year or as needed and as weather conditions allow. Street sweeping waste collected in the fall which primarily consists of leaves are composted.

Waste material collected from the city vacuum trucks is taken to a city owned property north of Sullivan Drive. The material is collected from the city's storm sewer system including pump stations, manholes, catch basins, or other storm sewer structures. The material is dewatered, temporarily stored, and hauled to a licensed landfill.

Material collected with suspected petroleum or other contaminants is kept separate and disposed at the wastewater treatment plant, landfill, or other means as determined when collected.

### ***Leaf Management***

The City of Fond du Lac provides a drop off site for residential leaves, grass clippings and garden waste. The site is open 24 hours a day and seven days a week. The site is located near the Municipal Service Center at 530 Doty Street. The collected material is sent to compost sites.

The City of Fond du Lac conducts a fall leaf collection program. The city collects leaves placed in the terrace by residents using vacuum trucks. Street sweeping is performed using mechanical broom sweepers following collection by the vacuum trucks. Two street sweepers are used. The areas where leaf collection occurred are swept later in the same day or on the following work day. Leaf collection is performed in a rotating area throughout the city and as weather permits. Leaf collection is typically performed three times annually. Additional collection cycles may be performed as weather permits. Spring collection is typically not performed but may be considered if weather conditions do not permit a full fall leaf collection program. The city provides public service announcements and an on-line map which is updated daily showing residents where leaf collection will be occurring that day. Composting and chopping up leaves is suggested as an alternative to leaf collection. The collected material is sent to compost sites.

### **2.6.6 Winter Road Management**

The winter road management program of the City of Fond du Lac can be found in a separate document titled *Winter Road Management Program*.

### **2.6.7 Nutrient Management**

The City does not regularly apply lawn and garden fertilizers to municipal properties. Fertilizer is applied only when reseeding or repairing damaged turf and when planting flowerbeds.

The City of Fond du Lac leaves grass clippings on-site when mowing city properties. Municipal employees are trained to keep grass clippings out of roadways.

### **2.6.8 Environmentally Sensitive Land Development for Municipal Projects**

When municipal land development projects occur, the City of Fond du Lac follows the requirements for erosion control and post-construction stormwater management as specified in NR 151 and local city ordinances. Green infrastructure stormwater control measures (SCMs), such as biofilters, are incorporated into the design if appropriate for the site.

### **2.6.9 Internal Training and Education**

City of Fond du Lac employees responsible for applying road salt or other deicers during winter months are trained annually.

City of Fond du Lac employees are trained to follow the stormwater pollution prevention plans for municipal facilities. Stormwater pollution training is provided for public works employees on topics such as good housekeeping, materials storage, spill response, waste management, and vehicle and equipment fueling and repair.

# **City of Fond du Lac Winter Road Management Program**

## **March 2023**

The following information describes the winter road management program of the City of Fond du Lac.

The following City of Fond du Lac departments and divisions are responsible for implementing this program:

- Department of Public Works – Engineering Division
- Department of Public Works – Construction & Maintenance Division
- Department of Public Works – Parks Division
- Department of Public Works – Water Utility
- Department of Public Works – Wastewater Division
- Community Development Department
- Fire / Rescue Department
- Police Department

The City of Fond du Lac Winter Road Management Plan will be updated annually as needed with a comprehensive update every five years. The comprehensive update will occur after the reissuance of the General Permit to Discharge Under the Wisconsin Pollutant Discharge Elimination System (WPDES Permit No. WI-S050075-3).

### **2.6.6.a. – Winter Maintenance Contacts**

The following individuals are responsible for winter roadway maintenance. The areas of responsibility are noted below:

Paul DeVries, Director of Public Works

Office 920-322-3473

Cell 920-517-7890

Email [pdevries@fdl.wi.gov](mailto:pdevries@fdl.wi.gov)

Area of responsibility: City of Fond du Lac streets and public works facilities.

Adam Schmitt, Operations Director

Office 920-322-3542

Email [aschmitt@fdl.wi.gov](mailto:aschmitt@fdl.wi.gov)

Area of responsibility: City of Fond du Lac streets.

John Redmond, Parks & Forestry Superintendent

Office 920-322-3592

Email [jredmond@fdl.wi.gov](mailto:jredmond@fdl.wi.gov)

Area of responsibility: City of Fond du Lac parks and pedestrian and bike trails.



Cody Schoepke, Wastewater Superintendent  
Office 920-322-3662  
Email [cshoepke@fdl.wi.gov](mailto:cshoepke@fdl.wi.gov)  
Area of responsibility: City of Fond du Lac wastewater treatment and resource recovery facility.

Travis Kloetzke, Water Utility General Manager  
Office 920-322-3683  
Email [tkloetzke@fdl.wi.gov](mailto:tkloetzke@fdl.wi.gov)  
Area of responsibility: City of Fond du Lac water utility properties.

Dyann Benson, Community Development Director  
Office 920-322-3442  
Email [dbenson@fdl.wi.gov](mailto:dbenson@fdl.wi.gov)  
Area of responsibility: Downtown parking lots.

Erick Gerritson, Fire Chief  
Office 920-322-3802  
Email [egerritson@fdl.wi.gov](mailto:egerritson@fdl.wi.gov)  
Area of responsibility: City of Fond du Lac fire stations.

Aaron Goldstein, Chief of Police  
Office 920-322-3706  
Email [agoldstein@fdl.wi.gov](mailto:agoldstein@fdl.wi.gov)  
Area of responsibility: City of Fond du Lac police station.

### **2.6.5.b. – Deicing Products**

The City of Fond du Lac uses the following deicing and anti-icing products on city roadways and sidewalks:

Road salt wetted with Biomelt AG64  
Road salt  
Salt brine mixed with Biomelt AG64  
Salt brine

The road salt deicer products are applied at a rate of 300 pounds per lane mile. Salt brine is applied at a rate of 20 gallons per lane mile.

Biomelt AG64 is used for deicing/anti-icing. Biomelt AG64 is used at a ratio of 2.2 gallons per ton of salt and a ratio of 80% salt brine to 20% Biomelt AG64. The amount of Biomelt AG64 may be increased during periods of colder weather.

### **2.6.5.c. – Amount of Deicing Product Used**

The total amount of deicing products used are logged.

#### **2.6.5.d. – Equipment Used**

The City of Fond du Lac Construction & Maintenance Division uses the following equipment for winter roadway maintenance of street and sidewalks:

Five and ten yard dump trucks with tailgate salters  
Dump truck with a 1,000 gallon tank (for applying salt brine)  
Two sidewalk plows with small salters  
Two pickup trucks

#### **2.6.5.e. – Roadways and Parking Lots Treated**

The total number of lane-miles of roadway and areas of parking lots treated are logged.

#### **2.6.5.f. – Snow Disposal Locations**

The City of Fond du Lac uses the following locations as the primary snow disposal locations:

Southeast corner of Doty St. and Harbor View Dr.  
Northwest corner of South St. and Oak St.

The following locations are used as secondary snow disposal locations:

Parking lot at the Fond du Lac County Fairgrounds at Martin Rd. and Eleventh St. and south of the pool.  
Parking lots at Lakeside Park West off of Howard Litscher Dr.  
Grassy area south of the parking lot along E. Johnson St. at McDermott Park at the intersection of E. Johnson St. and Coffman Ave.  
Other parking lots (as needed)

#### **2.6.5.g. – Anti-icing, Equipment Calibration, and Salt Reduction Strategies**

The City of Fond du Lac applies liquid salt brine as an anti-ice agent prior to snow events and ice storms on bridges, primary streets, and secondary streets.

The city subscribes to a weather service to help predict the duration, intensity, and timing of a winter storm event. The city utilizes temperature sensors to determine pavement temperature. The supervisor in charge of a winter event can, at times, instruct the operators to set their applicators at a lower speed if conditions such as snow amount and temperature permit.

The city provides annual training in the fall for all staff responsible for winter road management activities.

#### **2.6.5.h. – Other Data or Information**

The city has two salt sheds and one liquid deicer tank located at the Municipal Service Center at 530 Doty Street. The southern salt shed contains plain road salt. The northern salt shed contains premixed road salt wetted with an anti-icing/deicing agent. All salt is stored within an enclosed building. The city obtains salt brine from Fond du Lac County.

The city salt storage sheds and liquid tank are inspected by the Wisconsin DOT annually.

Routine plowing of the fire stations, city park and trail facilities, water utility facilities, wastewater facilities and stormwater facilities are performed by the Fire Department, Parks and Trees Division, Water Utility Division, and Wastewater Division staff. Plowing and deicing of the police station, fire stations, water division office, and parking lots in city parks are performed by the Construction & Maintenance Division as needed.

Plowing, deicing, and snow removal of downtown parking lots is performed by a contractor on behalf of the City of Fond du Lac. The parking lots are cleaned whenever there is a measurable snowfall. The use of salt or equivalent deicing method is allowed for accumulated snowfalls of less than one inch. All snow removed from the parking lots is taken to a City of Fond du Lac snow disposal site.

## **Appendix A**

### **NEWSC 5 Year Public Outreach Plan**



**NEWSOC 5 Year Public Outreach Plan**

	<b>2019/2024</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Exhibiting</b>	City of Fond du Lac City of Two Rivers Outagamie County City of De Pere City of Manitowoc City of Neenah	City of Green Bay City of Menasha Calumet County Village of Combined Locks Village of Hobart Village of Little Chute Town of Black Wolf Town of Fond du Lac UW Oshkosh	City of Appleton City of Oshkosh Fond du Lac County Village of Bellevue Village of Harrison Village of N. Fond du Lac Town of Neenah Town of Lawrence Town of Scott	City of Kaukauna Winnebago County Village of Allouez Village of Eden Village of Howard Village of Sherwood Town of Buchanan Town of Friendship Town of Greenville Town of Taycheedah	City of Marinette Brown County Village of Ashwaubenon Village of Fox Crossing Village of Kimberly Village of Suamico Town of Clayton Town of Grand Chute Town of Ledgeview
	<p>Each year NEWSOC will commit to exhibiting at an event on behalf of 20% of our membership, ensuring we exhibit in each member community once during a 5 year permit cycle.</p> <p><i>The communities assigned in a given year, will be guaranteed a NEWSOC presence at a community event during that year given that the NEWSOC member work with the Outreach Coordinator to get the event on the exhibiting calendar by March 30 and work to coordinate with the event host.</i></p> <p><b>To ensure your space is reserved NEWSOC members must:</b></p> <ol style="list-style-type: none"> <li><b>Contact the Outreach Coordinator by March 30</b> of the year you are scheduled with the name of event, date of the event and contact information for the event organizer that you would like the Outreach Coordinator to be a part of.</li> <li>Work with the Outreach Coordinator and the event organizer to ensure acceptance of NEWSOC participation at the event. Pay any exhibiting fees (if any) for the event. For most community events, NEWSOC members are able to coordinate with event host free exhibit space, if the event chosen does not waive exhibit fees for the community, those fees are the responsibility of the NEWSOC member.</li> </ol> <p>If communities do not schedule the Outreach Coordinator to participate by March 30, invitations to the Outreach Coordinator from other communities for events will be entertained and all invites will be accepted as time is available on a first come first serve basis.</p> <p>If the Outreach Coordinator is unable to exhibit in your community due to workload or date of event, NEWSOC members may check out exhibiting materials from NEWSOC. Promotional materials will be provided as part of the exhibiting display if NEWSOC has promotional items to hand out.</p>				
<b>School Presentation</b>	<p>NEWSOC staff will mail out flyers (annually or biannually based on previous year’s demand) to all schools in NEWSOC member school districts targeting grades 5 and high school science teachers. Besides emailing or calling the Outreach Coordinator directly, there is a contact form for teachers on <a href="http://RenewOurWaters.org">RenewOurWaters.org</a> for teachers to fill out to schedule a classroom presentation.</p> <p>If a NEWSOC member wants the Outreach Coordinator to provide education in their school district and the teacher does not contact the Outreach Coordinator from the mailed letter, it is the responsibility of the NEWSOC member to reach out to the district and set up a time for the Outreach Coordinator to provide education.</p>				



**Northeast Wisconsin Stormwater Consortium**

**PO Box 1861  
Appleton, WI 54912**

	<p>Invitations from teachers for school presentations will be accepted as invitations come in and time is available. The Outreach Coordinator will make every reasonable attempt to work the presentation request into her schedule for all requests for school presentations within NEWSC member school districts. If the Outreach Coordinator is unable to present, the Outreach Coordinator will contact the NEWSC member within that school district and connect the teacher with the municipal staff if the municipal staff is able to present for themselves. The Outreach Coordinator will tell NEWSC members when she is presenting in their school districts prior to the presentation.</p>																									
<p><b>Community Presentation</b></p>	<p>NEWSC staff is available to provide presentations to elected officials and community groups.</p> <p>If a NEWSC member wants staff to provide education to a group in their community, it is the responsibility of the NEWSC member to reach out to the group and connect staff with the appropriate person to schedule a presentation.</p> <p>Invitations from community groups will be accepted as invitations come in and time is available. The Outreach Coordinator will make every reasonable attempt to work the presentation request into her schedule for all requests for community presentations. If The Outreach Coordinator is unable to present, the Outreach Coordinator will contact the NEWSC member within that community and connect the group with the municipal staff if the municipal staff is able to present for themselves. The Outreach Coordinator will tell NEWSC members when she is presenting to community groups in their communities prior to the presentation.</p>																									
<p><b>Watershed Cleanup</b></p>	<p>NEWSC partners with the Fox-Wolf Watershed Alliance to offer area residents a hands on clean up event. NEWSC members are encouraged to participate in the cleanup by volunteering themselves and promoting the cleanup throughout their municipality.</p> <p>We currently organize cleanup sites on public lands (parks) on a Saturday before or after Earth Day.</p> <p>If NEWSC members have public land in their community in need of cleaning up, please contact the Outreach Coordinator to have your site added to the cleanup sites. If you are interested in adding a site, we ask you to consider providing a site leader for the site the day of the event.</p> <p>There are currently cleanup sites in the following communities:</p> <table border="1" data-bbox="245 1556 1589 1772"> <tr> <td>Allouez</td> <td>Fond du Lac</td> <td>Hilbert</td> <td>Little Chute</td> <td>Oshkosh</td> </tr> <tr> <td>Appleton</td> <td>Fox Crossing</td> <td>Howard</td> <td>Menasha</td> <td>Shawano</td> </tr> <tr> <td>Combined Locks</td> <td>Grand Chute</td> <td>Kaukauna</td> <td>Neenah</td> <td>Sherwood</td> </tr> <tr> <td>De Pere</td> <td>Green Bay</td> <td>Kimberly</td> <td>New London</td> <td>Winneconne</td> </tr> <tr> <td></td> <td></td> <td>Ledgeview</td> <td></td> <td></td> </tr> </table>	Allouez	Fond du Lac	Hilbert	Little Chute	Oshkosh	Appleton	Fox Crossing	Howard	Menasha	Shawano	Combined Locks	Grand Chute	Kaukauna	Neenah	Sherwood	De Pere	Green Bay	Kimberly	New London	Winneconne			Ledgeview		
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<p>Social Media</p>	<p>To be updated with social media plan</p>																									
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