State of North Carolina
Department of Environment & Natural Resources
Division of Water Quality

OFFIC USE ONLY	
Date Rec'd	
Fee Paid	
Permit Number	

NPDES STORMWATER PERMIT APPLICATION FORM

This application form is for use by public bodies seeking NPDES stormwater permit coverage for Regulated Public Entities (RPE) pursuant to Title 15A North Carolina Administrative Code 2H .0126. A complete application package includes this form and three copies of the narrative documentation required in Section X of this form. This application form, completed in accordance with *Instructions for completing NPDES Small MS4 Stormwater Permit Application* (SWU-270) and the accompanying narrative documentation, completed in accordance with *Instructions for Preparing the Comprehensive Stormwater Management Program* Report (*SWU-268)* are both required for the application package to be considered a complete application submittal. Incomplete application submittals may be returned to the applicant.

I. APPLICANT STATUS INFORMATION

a. Name of Public Entity Seeking Permit Coverage	Town of Wendell	
b. Ownership Status (federal, state, or local)	Local	
c. Type of Public Entity (city, town, county, prison, school, etc.)	Town	
d. Federal Standard Industrial Classification Code	SIC 91 - 97	
e. County(s)	Wake	
f. Jurisdictional Area (square miles)	4.37 sq miles (corporate limits) 6.2 sq miles (ETJ)	
g. Population	Permanent	*6,001*
	Seasonal (if available)	
h. Ten-year Growth Rate	10.9%	
i. Located on Indian Lands?	☐ Yes ☒ No	

II. RPE / MS4 SYSTEM INFORMATION

a. Storm Sewer Service Area (square miles)	4.37 sq miles
b. River Basin(s)	Neuse
c. Number of Primary Receiving Streams	4
d. Estimated percentage of jurisdictional area containing the following four land use activities:	
• Residential	48.41%
• Commercial	2.39%
• Industrial	2.73%
• Open Space	46.47%
Total =	100%
e. Are there significant water quality issues listed in the attached application report?	☒ Yes ☐ No

III. EXISTING LOCAL WATER QUALITY PROGRAMS

a. Local Nutrient Sensitive Waters Strategy	☐ Yes ☐ No
b. Local Water Supply Watershed Program	☐ Yes ☒ No
c. Delegated Erosion and Sediment Control Program	☒ Yes ☐ No
d. CAMA Land Use Plan	☐ Yes ☒ No

IV. CO-PERMIT APPLICATION STATUS INFORMATION

(Complete this section only if co-permitting)

a. Do you intend to co-permit with a permitted Phase I entity?	☐ Yes ☒ No
b. If so, provide the name and permit number of that entity:	
• Name of Phase I MS4	
• NPDES Permit Number	
c. Do you intend to co-permit with another Phase II entity?	☐ Yes ☒ No
d. If so, provide the name(s) of the entity:	
e. Have legal agreements been finalized between the co-permittees?	☐ Yes ☒ No

V. RELIANCE ON ANOTHER ENTITY TO SATISFY ONE OR MORE OF YOUR PERMIT OBLIGATIONS

(If more than one, attach additional sheets)

a. Do you intend that another entity perform one or more of your permit obligations?	☒ Yes ☐ No
b. If yes, identify each entity and the element they will be implementing	
• Name of Entity	Wake County Environmental Services
• Element they will implement	Sedimentation and Erosion Control/Stormwater Administrator
• Contact Person	Debra Greene
• Contact Address	336 Fayetteville Street Raleigh, NC 23602
• Contact Telephone Number	919-842-7142
c. Are legal agreements in place to establish responsibilities?	☒ Yes ☐ No

VI. DELEGATION OF AUTHORITY (OPTIONAL)

The signing official may delegate permit implementation authority to an appropriate staff member. This delegation must name a specific person and position and include documentation of the delegation action through board action.

a. Name of person to which permit authority has been delegated	
b. Title/position of person above	
c. Documentation of board action delegating permit authority to this person/position must be provided in the attached application report.	

VII. SIGNING OFFICIAL'S STATEMENT

Please see the application instructions to determine who has signatory authority for this permit application. If authority for the NPDES stormwater permit has been appropriately delegated through board action and documented in this permit application, the person/position listed in Section VI above may sign the official statement below.

I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Signature	
Name	Hugh Montgomery
Title	Town Manager
Street Address	15 E. Fourth Street
PO Box	PO Box 828
City	Wendell
State	NC
Zip	27591
Telephone	919-365-4444
Fax	919-365-9367
E-Mail	Hmontgomery@townofwendell.com

VIII. MS4CONTACT INFORMATION

Provide the following information for the person/position that will be responsible for day to day implementation and oversight of the stormwater program.

a. Name of Contact Person	Alton Bryant
b. Title	Public Works Director
c. Street Address	15 E. Fourth Street
d. PO Box	PO Box 828
e. City	Wendell
f. State	NC
g. Zip	27591
h. Telephone Number	919-365-3616
i. Fax Number	919-365-9367
j. E-Mail Address	abryant@townofwendell.com

IX. PERMITS AND CONSTRUCTION APPROVALS

List permits or construction approvals received or applied for under the following programs. Include contact name if different than the person listed in Item VIII. If further space needed, attach additional sheets.

a. RCRA Hazardous Waste Management Program	N/A
b. UIC program under SDWA	N/A
c. NPDES Wastewater Discharge Permit Number	N/A
d. Prevention of Significant Deterioration (PSD) Program	N/A
e. Non Attainment Program	N/A
f. National Emission Standards for Hazardous Pollutants (NESHAPS) preconstruction approval	N/A
g. Ocean dumping permits under the Marine Protection Research and Sanctuaries Act	N/A
h. Dredge or fill permits under section 404 of CWA	N/A

X. NARRATIVE APPLICATION SUPPLEMENT: STORMWATER MANAGEMENT PROGRAM REPORT

Attach three copies of a comprehensive report detailing the proposed stormwater management program for the five-year permit term. The report shall be formatted in accordance with the Table of Contents shown below. The required narrative information for each section is provided in the Instructions for Preparing the Comprehensive Stormwater Management Program Report (SWU-268). The report must be assembled in the following order, bound with tabs identifying each section by name, and include a Table of Contents with page numbers for each entry.

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   - 7.6. Pollution Prevention/Good Housekeeping for Municipal Operations

1. Storm Sewer Information

1.1 Population Served: 6,001

1.2 Growth Rate:

1.3 Jurisdictional and MS4 Service Areas:

- Corporate Limits: 4.37 sq. mi.
- Extraterritorial Jurisdiction: 6.2 sq. mi.

1.4 MS4 Conveyance System: ALTON

1.5 Land Use Composition Estimates

- Commercial: 2.39%
- Industrial: 2.73%
- Residential: 48.41%
- Open Space: 46.47%

1.6 TMDL Identification ALTON

2. Receiving Streams

Receiving Stream Name	Stream Segment	Water Quality Classification	Use Support Rating	Water Quality Issues	303(d) List
Buffalo Creek					
Little River					
Marks Creek					
Lizard Lick Creek					

3. Existing Local Water Quality Programs

3.1 Local Programs

Please find the table below as a summary of the locally implemented water quality initiatives in the Town of Wendell.

Table 3.1
Summary of Existing Local Programs – Town of Wendell, North Carolina

Program	Summary
Open Space Protection UDO Chapter 7.1, 7.2, 7.3, 7.5, 2.4 Environmental Survey – UDO Chapter 16.3	Permanently sets aside and saves for public use and enjoyment undeveloped or predominantly undeveloped land which has value for park and recreational purposes, conservation of land or other natural resources, or has historic or scenic purposes. All residential development as well as commercial development of greater than 10,000 square feet are required to preserve open space as part of their development plans. Lands eligible for this dedication include areas not covered by residential or commercial lots and building lots, dry detention structures, planting yards, streets, or required setbacks. Chapter 7.5 outlines the amount of recreational open space that must be dedicated with the base amount being 500 square feet per bedroom. The Open Space Conservation District is intended to protect areas that are permanently conserved as natural, environmentally or recreationally significant lands. Such areas include parks, wetlands, and areas placed in a conservation easement. The Open Space and Greenway Plan is a comprehensive approach to link green space lands and corridors to all areas of the community while defining a strategy to protect and conserve these corridors and identify parcels and tracts of land in need of protection. Wendell's UDO Chapter 16.3 outlines requirements for environmental survey associated with development activity which allows for the identification of resources for protection.
Riparian Buffer Protection UDO Chapter 6.5 and 6.6	Neuse Buffer Rules apply. Built-upon area to be 50 feet from top of bank of perennial or intermittent streams. The Stormwater Permit requires enforceable restrictions on property usage that run with the land, such as recorded deed restrictions or protective covenants to ensure that development and redevelopment remains consistent with the approved project plans.

Floodplain Protection UDO Chapter 6.7	FEMA requirements apply; ordinance applies to future flood elevations. Areas of Special Flood Hazard are those identified by FEMA in its Flood Rate Map(s) for the Town of Wendell dated May 2, 2006. Structures must be located 3 feet above base flood elevation.
Erosion and Sediment Control UDO Chapter 6.3 and 8.5	The Town of Wendell has a contract with Wake County under which the County oversees, administers, implements, and enforces the erosion and sediment control program for the Town. Mass grading in residential development is not allowed. The Town's UDO provides for priority tree save areas where required protection varies from 12 inches in diameter or greater to all vegetation and soil remaining undisturbed.
Stormwater And Impervious Surface Limitations UDO Chapter 6.5 and 16.13	Low-density development (<24 percent impervious) must implement stormwater measures that control and treat the difference in stormwater volume between pre- and post-development conditions for the 1-year, 24-hour storm. High-density projects must also remove 85 percent of total suspended solids. Approval of stormwater permits requires enforceable restriction on property usage to ensure that future development/redevelopment maintains the site consistent with the approved project plans. The Town's ordinance requires annual maintenance and inspection of stormwater BMPs. The record plat must reference recorded documents instructing the property owner or HOA about annual maintenance tasks and associated costs for at least a 20-year period. The plan must be updated at least every 10 years in perpetuity.
3.2	State Programs There are currently no state administered water quality programs within the Town of Wendell's MS4 service area.

4. Permitting Information

4.1 Responsible Party Contact List

Measurable Goal	Contact
Program to Detect Illicit Discharge	Alton Bryant Public Works Director Phone: 919-365-3616 Fax: 919-365-9367 Email: abryant@townofwendell.com
Good Housekeeping Program	
Public Education	
Public Input	

Sedimentation and Erosion Control /Stormwater Administrator	Debra Greene Wake County Environmental Services Phone:919-812-7142 Fax: 919-856-2747 Email: debra.greene@wakegov.com

4.2 Organizational Chart – See Enclosure (1)

4.3 Signing Official – Hugh Montgomery, Town Manager

4.4 Duly Authorized Representative – None

5. Co-Permitting Information – Not Applicable

6. Reliance on Other Government Entity

6.1 Name of Entity – Wake County Environmental Services

6.2 Measure Implemented – Sedimentation and Erosion Control / Stormwater Administrator

6.3 Contact Information:

Debra Greene
Wake County Environmental Services
Sedimentation & Erosion Control / Stormwater Section
336 Fayetteville Street
Raleigh, NC 27602
Phone: 919-812-7142
Fax: 919-856-2747
Email: debra.greene@wakegov.com

7. Stormwater Management Program

7.1 Public Education and Outreach on Stormwater Impacts

A. Objectives for Public Education and Outreach

- Create and distribute educational brochures and materials to the community.
- Conduct public outreach activities.
- Raise public awareness on the causes and impacts of stormwater pollution.

B. Target Pollutant Sources

- Lawn and Gardening
- Vehicle Washing
- Stream Buffers
- Litter

C. Target Audiences

- Homeowners – Accounts for almost 90 percent of the developed acreage within Town Limits.
- Developers – Construction activities and offsite sedimentation lead to stream water degradation.
- Civic Organizations – Making those involved in the community aware of community programs for stormwater.

D. BMPs

BMP	Measurable Goal
(a) Distribute Educational Material	Utilize Town website to distribute stormwater information
	Provide stormwater information kiosk for at least one public event per year
	Set up display in Planning Department with flyers and pamphlets about stormwater.
	Run stormwater information on East Wake TV
(b) Community Events	
(c) Outreach	Coordinate forum on stormwater and the impacts of illicit discharge with speakers such as representatives from Wake County and the NC Coastal Federation.

7.2 Public Involvement and Participation

A. Objectives for Public Involvement and Participation

- Provide opportunities for the public to participate in program development and implementation.
- Comply with applicable state and local notice requirements.

B. BMPs

BMP	Measurable Goal
(a) Public Meetings	Hold at least one properly advertised public meeting per year to review the Town's stormwater plan
(b) Public Involvement	Hold at least one public comment meeting on stormwater plan after which document will be available for comment for 30 days before submittal.

7.3 Illicit Discharge Detection and Elimination

A. Objectives for Illicit Discharge Detection and Elimination

- Detect and eliminate illicit discharges, including spills and illegal dumping.
- Address significant contributors of pollutants to the MS4.
- Implement appropriate enforcement procedures and actions.
- Develop a storm sewer system map showing all outfalls and waters receiving the discharges.
- Inform employeses, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.

B. Storm Sewer Base Map

Due to funding issues, the Town of Wendell does not currently have a storm sewer base map that meets the criteria set forth as part of our Phase II Permit. However, the Town is currently making plans to GPS the storm sewer system for development of a storm sewer base map. The mapping will be GIS based and contain pertinent data about each pipe/structure that will be scalable to include future sections of the Town as they are incorporated.

C. Regulatory Mechanism

The Town of Wendell Unified Development Ordinance Adopted July 26, 2010.

D. Enforcement

Any person or entity suspected to be responsible of an Illicit Discharge will first be notified with a letter outlining the violation and a specific time period allowed for correction of the violation. If the violation is not corrected within the specified time, one or more of the penalties outlined in UDO Chapter 18.3 may be imposed.

E. Detection and Elimination

The Town of Wendell's Illicit Discharge Detection and Elimination Program is in its infancy, and relies heavily on input and reports from the citizenry. In order to proactively manage an inspection program, the storm drainage network must first be identified. While there are plans to develop a comprehensive storm sewer system map, the Town currently lacks the data necessary to create a map and develop a comprehensive and proactive approach to managing illicit discharges.

F. Outreach

Training on Illicit Discharges for public employees will be integrated into the Pollution Prevention & Good Housekeeping component of the Phase II permit.

The general public will receiving information through pamphlets, public meetings, the Town's website, East Wake TV, and advertisements as part of the Public Education component of the Phase II permit.

G. BMPs

BMP	Measurable Goal
(a) Stormwater Map	Develop a digital, GIS based stormwater map scalable to Wendell as it grows.
(b) Illicit Discharge Policy	Develop a written illicit discharge procedure that amplifies the guidance in the Wendell UDO.
(c) Implement Illicit Discharge Detection Procedures	Implement an inspection program to detect dry weather flows at system outfalls.
(d) Conduct Employee Cross Training	Conduct training for municipal staff on detecting and reporting illicit discharges.
(e) Provide Public Education	Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.
(f) Tracking Database	Establish a database to capture the geographic location of and the disposition of all public complaints and/or reports of illicit discharges.

7.5 Post Construction Stormwater Management in New Development and Redevelopment

A. Objectives for Construction Site Runoff Controls

- Manage stormwater runoff from new development/redevelopment that drains into the MS4 and disturbs an acre or more of land surface, including projects less than an acre that are part of a larger common plan of development or sale.
- Establish protocols for the maintenance and inspection of BMPs required under Town ordinance.
- Ensure controls are in place to minimize water quality impacts.

B. Regulatory Mechanism

Post Construction Stormwater Management in new development and redevelopment is regulated through the Town of Wendell's Unified Development Ordinance adopted July 26, 2010 and the State BMP manual.

C. Operation and Maintenance

The Town of Wendell UDO requires a maintenance plan and inspection program for each structural BMP built since the UDO's passage in July 2010. A developer must record, and reference on a recorded plat, a maintenance plan that instructs the lot owner or HOA about the annual maintenance tasks and associated costs for at least a 20-year period. The lot owner or HOA must update the maintenance plan at least every 10 years in perpetuity.

The person responsible for the maintenance of any structural or non-structural BMP must submit an annual inspection report to the Stormwater Administrator. Among other items, this report must include a statement that all BMPs are performing properly and are in compliance with the approved maintenance agreement required by ordinance. This report must be signed and sealed by an engineer, surveyor or landscape architect.

The town may conduct routine inspections, random inspections, inspections based on complaints or notices of possible violations,or joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include such things as reviewing maintenance and repair records; sampling discharges, surface water, ground water, or other material in the BMP, and evaluating the overall condition of the BMP. The owner of a structural BMP must keep records of inspections, maintenance and repairs for at least five years from the date of the creation of the record.

D. Natural Resource Protection
See Table 3.1

E. Open Space Protection
See Table 3.1

F. Tree Preservation
See Table 3.1

G. Redevelopment

The Town of Wendell enacted a Unified Development Ordinance in July 2010. This ordinance contains standards for areas of redevelopment. All redevelopment within the Town must have a downstream impact analysis performed. It must also be proven that the stormwater runoff was not increased as a result of the redevelopment. New standards were also enacted as they relate to redevelopment in floodplain areas. Currently no development or redevelopment is allowed within the Flood Hazard or Buffer Zone. Redevelopment in Special Flood Hazard Areas must also meet standards set forth by the state and federal governments.

H. Development in Areas with Existing Infrastructure

The Town of Wendell encourages development in areas with existing infrastructure, especially the downtown area. The Downtown Mixed Use (DMX) district is coded to encourage the redevelopment and expansion of the traditional downtown area by having reduced lot and building dimensional requirements; reduced setback requirements; not requiring open space for existing buildings which are redevelopment; and providing a fee in lieu of off-street parking requirements due to the availability of on-street parking in the area.

I. Mixed Use Development

The Town of Wendell's UDO is form based code, which by definition, encourages mixed-use development. The UDO established a Downtown Mixed Use district which encourages the use of buildings in the downtown area to be arranged vertically with street level commercial and upper level residential or commercial uses. Higher densities of residential development are encouraged in this mixed use area.

J. Street Design

The Town of Wendell's standard street sections incorporate planted median sections with dedicated turn lanes at high-priority intersections with appropriate tapers, rather than continuous center turn lanes. This practice reduces impervious area, while still allowing for appropriate traffic flow and turning movements.

All streets are required to be designed to provide for the discharge of surface water from the right-of-way of all streets. In less dense areas, vegetated open swale drainage may be used. As density increases requirements are for either rolled or vertical curb with closed drainage. An exception to the curb and gutter is made for development with lots greater than 15,000 square feet. Streets must also cross natural areas or streams as near to right angles as possible within topographical limits.

K. Green Infrastructure Elements and Street Design

The Town of Wendell uses green elements in their street designs through the use of landscaping requirements both in and out of the right-of-way as well as in parking lots. Planting strips are permitted and encouraged to be designed as bio-swales/rain gardens to substitute for conventional piped storm drainage.

Parking lot landscaping functions as a tree ceiling that provides shelter from sun and rain as well as minimizes the impact of runoff by creating a green surface area on which to collect. Canopy trees and shrubs are required within parking lot landscaping in either a planted island or in an area with discontinuous curbing allowing stormwater to enter landscaped areas designed for bioretention. Parking lot design may also vary to provide for landscaped areas rather than paving. This allows for the use of a planted strip below grade when designed as a bioretention area. Credit is given toward both parking lot requirements and landscaping requirements for using this methodology.

In order to receive landscaping credits, plants and trees must be of a certain size when planted and be properly maintained to continue their effectiveness. Plants that die or otherwise fail to satisfy the requirements of the ordinance must be replaced within 180 calendar days.

L. Reduced Parking Requirements

The Town of Wendell's UDO prescribes a maximum parking requirement for each use. In the event that the owner/developer would like to exceed the maximum allowance for parking, a portion of the excess spaces up to 200 percent of the maximum must be constructed as pervious. All spaces in excess of 200 percent must be constructed as pervious. The previous zoning code only had minimum parking requirements but lots could exceed the required number of spaces by any amount.

The UDO also contains exceptions to paved parking which include lots for occasional use and a change of use that will not increase the number of required spaces by more than 25 percent.

M. Transportation Demand Management Alternatives

The Town of Wendell has recently partnered with Triangle Transit Authority to create an express bus service between the Town and the state capitol of Raleigh. Included in this partnership was the creation of a Park & Ride lot constructed and maintained by the Town. In addition the Town of Wendell UDO required commercial parking lots to provide bicycle parking racks and some street sections require the addition of a bicycle lane. The UDO also contains requirements for pervious paving in excess of the maximum allowed parking for an individual use.

N. Minimizing Stormwater From Parking Lots

The Town of Wendell's UDO calls for landscaping which functions as a tree ceiling over the area providing shelter from sun and rain in addition to minimizing the impact of runoff by providing green surface area on which to collect. Parking lots must be landscaped at a rate of one canopy tree and four shrubs for every 12 parking spaces within a 300 square foot area having no bare soil. The UDO allows the substitution of wheel stops in lieu of curbing so that stormwater may enter landscaped areas designed for bioretention. A portion of the length of the parking stall may also be landscaped rather than paved if the landscaped area is below grade and designed as a bioretention area.

O. BMPs

BMP	Measurable Goal
(a) Stormwater Management	Continue to actively manage the Town's stormwater management plan in accordance with the requirements of the UDO.
(b) Maintenance and Inspections	

7.6 Pollution Prevention/Good Housekeeping for Municipal Operations
ALTON

A. Objectives for Pollution Prevention/Good Housekeeping

- Reduce or prevent stormwater pollution from Municipal Operations.

B. BMPs

BMP	Measurable Goal
(a) Develop an Operation and Maintenance Program	
(b) Inspection and Evaluation of Facilities, Operations, and the MS4 System and associated structural BMPs.	
(c) Conduct Staff Training	