



# Rule 13 - MS4 ANNUAL REPORT

State Form 51278 (R6 / 7-12)  
 INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

For questions regarding this form, contact:

IDEM Office of Water Quality, Storm Water Program  
 MS4 Coordinator  
 100 North Senate Avenue, Room 1255  
 MC 65-42  
 Indianapolis, IN 46204-2251

Telephone: (317) 234-1601 or  
 (800) 451-6027, ext. 41601 (within Indiana)

Web Access: <http://www.IN.gov/idem/4900>

- NOTE:**
- Annual reports must be submitted to the Indiana Department of Environmental Management. Failure to submit the annual report is considered noncompliance with your permit.
  - For the first five (5)-year permit term, this completed form must be submitted by 1 year from the SWQMP – Part C submittal date and, thereafter, 1 year from the previous report (i.e., in years two (2) through five (5) of permit coverage).
  - In the second and subsequent five (5)-year permit terms, this completed form must be submitted in years two (2) and four (4) of permit coverage.
  - Please type or print in ink.
  - Please answer all questions thoroughly and return the form by the due date.
  - Return this form and any required attachments to the IDEM Storm Water Program, MS4 Coordinator at the address listed in the box on the upper-right.

Five Year Permit Term	Reporting Year
<input type="checkbox"/> 1st Permit Term	Permit Year <u>2013</u>
<input checked="" type="checkbox"/> Second and subsequent five (5) Year Permit Terms	<input type="checkbox"/> 1
	<input checked="" type="checkbox"/> 2
	<input checked="" type="checkbox"/> 3
	<input type="checkbox"/> 4
	<input type="checkbox"/> 5
	MS4s in their first permit term must submit reports annually. MS4s that are in subsequent permit terms must submit in years 2 and 4 of the permit term.

## PART A: GENERAL INFORMATION – MS4 OPERATOR

1. Permit Number: INR 0 4 0 064	Type of MS4: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> County <input type="checkbox"/> Non-traditional
2. MS4 Entity: City of Plymouth <i>(Name of permit holder)</i>	
3. MS4 Operator: Mark Senter	
4. Mailing Address: 124 North Michigan Street  Plymouth, IN ZIP: 46563 County: marshall	
5. Email Address: mayor@plymouthin.com	

## PART B: GENERAL INFORMATION – MS4 COORDINATOR

6. MS4 Coordinator (please print): Rick Gaul
7. Person's Title: City Engineer/Stormwater Supt
8. Mailing Address: 900 Oakhill Ave  Plymouth, IN ZIP: 46563
9. Telephone Number: 574-936-3614
10. E-mail Address: publicworks@plymouthin.com

## PART C: GENERAL INFORMATION – REPORT PREPARER

11. Name: MS4 Coordinator - See above <i>(Provide this information if someone other than MS4 Operator or Coordinator completed this report.)</i>
12. Affiliation with the MS4:
13. Mailing Address:  , IN ZIP:
14. Telephone Number: Extension:
15. E-mail Address:

**PART D: PROGRAM MANAGEMENT**  
**327 IAC 15-13-18**

**16. Provide a summary of the following program management activities performed during the reporting period:**

- a) If this is a co-permit, list all permittees and operators responsible for permit implementation for each entity.  
See Exhibit 1 - Part D - 16.a
- b) Identify changes to the MS4 area boundaries, including areas added to or lost to the MS4 area via annexation or other similar means. Provide a current map (8.5" X 11" or 8.5" X 14")  
See Exhibit 1 - Part D - 16.b
- c) Identify follow-up or additional water quality characterizations completed during the reporting period if applicable.  
See Exhibit 1 - Part D - 16.c
- d) Provide updated receiving water information completed during the reporting period if applicable.  
See Exhibit 1 - Part D - 16.d
- e) Identify funding sources (utility fees, grants, enforcement fines etc) utilized for MS4 program implementation during this reporting period.  
See Exhibit 1 - Part D - 16.e
- f) Provide a list of new active industrial sites identified during this reporting period.  
See Exhibit 1 - Part D - 16.f
- g) Provide a list of facilities owned and operated by the MS4 that require Rule 6 (industrial storm water) permits.  
See Exhibit 1 - Part D - 16.g
- h) Provide a summary of complaints received and follow-up investigation results related to storm water quality issues during this reporting period.  
See Exhibit 1 - Part D - 16.h
- i) Other:  
See Exhibit 1 - Part D - 16.i

**PART E: PUBLIC EDUCATION AND OUTREACH - MINIMUM CONTROL MEASURE**

**17. Identify the best management practices (BMPs) for public education and outreach included in your Storm Water Quality Management Plan (SWQMP) Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this minimum control measure (MCM) including timetables and measurable goals during this reporting period.  
See Exhibit 2 - Part E - 17.a
- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.  
See Exhibit 2 - Part E - 17.b
- c) Describe program BMPs that went beyond those identified in the SWQMP.  
See Exhibit 2 - Part E - 17.c
- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.  
See Exhibit 2 - Part E - 17.d
- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
See Exhibit 2 - Part E - 17.e
- f) Other:  
See Exhibit 2 - Part E - 17.f

**PART F: PUBLIC PARTICIPATION AND INVOLVEMENT - MINIMUM CONTROL MEASURE**

**18. Identify the best management practices for public participation and involvement included in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.  
See Exhibit 3 - Part F - 18.a
- b) Describe implementation problems encountered and changes made due to ineffectiveness or infeasibility during this reporting period.  
See Exhibit 3 - Part F - 18.b
- c) Describe program BMPs that went beyond those identified in the SWQMP.  
See Exhibit 3 - Part F - 18.c
- d) Identify storm water BMPs installed or initiated for this MCM during this reporting period.  
See Exhibit 3 - Part F - 18.d
- e) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
See Exhibit 3 - Part F - 18.e
- f) Other:  
See Exhibit 3 - Part F - 18.f

**PART G: ILLICIT DISCHARGE DETECTION AND ELIMINATION - MINIMUM CONTROL MEASURE**

**19. Identify the best management practices for illicit discharge detection and elimination (IDDE) included in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period (mapping, screening, etc.).  
See Exhibit 4 - Part G - 19.a
- b) Describe implementation problems or challenges encountered, particularly as it relates to mapping and screening of outfalls during this reporting period.  
See Exhibit 4 - Part G - 19.b
- c) Identify changes made to the IDDE Plan during this reporting period if applicable.  
See Exhibit 4 - Part G - 19.c
- d) Identify updates or revisions to IDDE ordinance or other regulatory mechanism made during this reporting period.  
See Exhibit 4 - Part G - 19.d
- e) Describe level of mapping and screening completed to date. If there are unmapped or unscreened outfalls, provide a plan and a timetable for completion.  
See Exhibit 4 - Part G - 19.e
- f) Other:  
See Exhibit 4 - Part G - 19.f

**PART H: CONSTRUCTION SITE STORM WATER RUN-OFF CONTROL - MINIMUM CONTROL MEASURE**

**20. List the best management practices for the construction site storm water run-off program identified in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP for this MCM including timetables and measurable goals during this reporting period.  
See Exhibit 5 - Part H - 20.a
- b) Describe program implementation partnerships and explain successes and barriers during this reporting period.  
See Exhibit 5 - Part H - 20.b
- c) Identify the number of construction sites permitted during this reporting period and identify the number and type of enforcement actions taken against construction site operators during the same period.  
See Exhibit 5 - Part H - 20.c
- d) Identify the number and types of training opportunities that were provided to contractors, developers, and builders during this permit period.  
See Exhibit 5 - Part H - 20.d
- e) MS4 personnel responsible for plan review, inspection, and enforcement of construction activities shall receive, at a minimum, annual training addressing appropriate control measures, inspection protocol, and enforcement procedures. Identify training provided to MS4 personnel responsible for these activities during this reporting period.  
See Exhibit 5 - Part H - 20.e
- f) Identify updates or revisions to the storm water construction ordinance or other regulatory mechanism made during this reporting period.  
See Exhibit 5 - Part H - 20.f
- g) Other:  
See Exhibit 5 - Part H - 20.g

**PART I: POST-CONSTRUCTION STORM WATER RUN-OFF CONTROL - MINIMUM CONTROL MEASURE**

**21. List the best management practices for post-construction storm water run-off control identified in your SWQMP Part C and then respond to the following:**

- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.  
See Exhibit 6 - Part I - 21.a
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility during this reporting period.  
See Exhibit 6 - Part I - 21.b
- c) Describe program implementation partnerships and explain successes and barriers.  
See Exhibit 6 - Part I - 21.c
- d) MS4 area personnel responsible for implementation of the post-construction minimum control measure shall receive, at a minimum, annual training. Identify training provided for this minimum control measure during this reporting period.  
See Exhibit 6 - Part I - 21.d
- e) Identify updates or revisions to the post-construction storm water ordinance or other regulatory mechanism made during this reporting period.  
See Exhibit 6 - Part I - 21.e
- f) Other:  
See Exhibit 6 - Part I - 21.f

**PART J: MUNICIPAL OPERATIONS POLLUTION PREVENTION AND GOOD HOUSEKEEPING - MINIMUM CONTROL MEASURE**

**22. List the best management practices for municipal operations pollution prevention and good housekeeping identified in your SWQMP Part C and respond to the following:**


- a) Identify progress made towards development and implementation of each BMP in the SWQMP including timetables and measurable goals during this reporting period.  
See Exhibit 7 - Part J - 22.a
- b) Describe implementation problems encountered and changes due to ineffectiveness or infeasibility as it relates to pollution prevention and good housekeeping at MS4 owned and operated facilities during this reporting period.  
See Exhibit 7 - Part J - 22.b
- c) Identify storm water BMPs installed or initiated at MS4 owned and operated facilities.  
See Exhibit 7 - Part J - 22.c
- d) Identify and describe appropriate storm water training provided to MS4 employees. Employees are required to have a minimum training once per year.  
See Exhibit 7 - Part J - 22.d
- e) Other:  
See Exhibit 7 - Part J - 22.e

**PART K: CERTIFICATION AND SIGNATURE**

The individual listed in "PART A: GENERAL INFORMATION – MS4 OPERATOR" must sign the following certification statement:

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

Type or Print Name: Mark Senter, Mayor

Signature: 

1-22-16  
(mm/dd/yyyy)