



City of New Ulm Storm Water Manual



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Introduction

The City of New Ulm Storm Water Management and Standards Ordinance (referred to as “the Ordinance” and cited in parentheses within this manual), defines the purpose of storm water management within the City by stating:

“The City of New Ulm hereby finds that establishing storm water management requirements and standards will result in the control of storm water pollution and the reduction of soil erosion and sedimentation within the community. If left uncontrolled, these sources of pollution can adversely affect the public health, safety, and general welfare by impacting water quality, creating nuisances, impairing other beneficial uses of environmental resources and hindering the City of New Ulm in providing community services.” (Section 13.01. Purpose)

The Ordinance creates a framework by which these goals are to be attained by establishing a permitting system for land disturbing activities greater than 1,000 square feet, defining what the runoff characteristics of a

developed or redeveloped site are to be, and a definition of storm water illicit discharges. The Ordinance also sets up a guide by which the City may enforce these rules, and to seek remuneration for any damages and City expenses. A copy of the Ordinance may be found on the City of New Ulm [website](#).

This Storm Water Manual is to serve as a guide and reference point for contractors, developers, and homeowners in the City of New Ulm, so that together the purpose of the Storm Water Management and Standards may be achieved.

Background

"Nuisance conditions prohibited. No sewage, industrial waste, or other wastes shall be discharged from either point or nonpoint sources into any waters of the state so as to cause any nuisance conditions, such as the presence of significant amounts of floating solids, scum, visible oil film, excessive suspended solids, material discoloration, obnoxious odors, gas ebullition, deleterious sludge deposits, undesirable slimes or fungus growths, aquatic habitat degradation, excessive growths of aquatic plants, or other offensive or harmful effects."
- General Standards for Waters of the State, MN Rule 7050.0210, Subp. 2.

Storm water is the excess water, or runoff, from precipitation such as rain or snowmelt. This excess water is intentionally designed to flow away from houses and businesses so that those buildings are not damaged. Most of the time the runoff is directed towards parking lots, streets, and alleys, which in turn are sloped so that the water flows towards local low areas where it can be collected into storm drains. These storm drains are connected by a series of ever increasing sized pipes, until the water can be discharged to a point far enough away, and low enough, that the risk of property damage is the least.

In the City of New Ulm, all of the storm water runoff makes its way to the Minnesota River, either directly, or first to the Cottonwood River, which flows to the Minnesota River.

As storm water runoff moves along on its journey to the river, it can pick up undesirable material. As it moves across lawns, it can pick up excess fertilizer and animal feces. As it moves across parking lots and roadways, it can pick up sediment, auto fluids, and grass clippings. And as it moves across construction sites and other bare soil, it can pick up tremendous amounts of soil and cause rills, gullies, and washouts.

The pollutants carried by storm water will eventually be deposited once the speed of the water is slowed sufficiently. For much of the older part of the City, this is when the storm water runoff reaches the Minnesota or Cottonwood Rivers. For the newer parts of the City, this is when the storm water reaches a storm water detention pond, or an infiltration basin.

The most effective method of preventing this pollution is to minimize the potential sources of pollution. This can be done by reducing the amount of water that

forms runoff, and by limiting the available pollutants to be carried away. Reducing runoff can be accomplished by lessening the amount of impervious, or hard surfaces. Roofs, parking lots and roadways all increase the amount of water that runs off by taking away the land available for the water to soak into the ground. While these impervious surfaces are necessary for homes, businesses, and transportation facilities, there are ways that the surrounding areas can be designed to allow a portion of the water to soak back in.

Limiting the available pollutants can be accomplished in several ways. Not depositing them in the first place, such as blowing grass clippings into roadways. Cleaning them up, such as picking up pet waste or street sweeping. And by minimizing the time that they are exposed to precipitation, such as on a construction site.

A secondary method of reducing this pollution is to capture it before it enters rivers and lakes. On a large neighborhood scale, this can be done through storm water treatment ponds or infiltration basins. On construction sites, this can be done by placing silt fence or some other barrier along the edge of the construction site. While effective at stopping the pollution, these methods can be expensive to construct and maintain.

Because of its size and proximity to the Minnesota River, the City of New Ulm is designated a Municipal Separate Storm Sewer System (MS4) community. The City must have a Storm Water Pollution Prevention Plan (SWPPP) in order to comply with the federal Clean Water Act (CWA). The Minnesota Pollution Control Agency (MPCA) is the state agency that is tasked with making sure that the regulations of the CWA are enforced.

The SWPPP for New Ulm is set up to target six Minimum Control Measures (MCM). Each of the MCM's are divided up into Best Management Practices or BMP's. Each BMP may have several goals with individual timeframes and methods for determining their effectiveness. The six MCM's with a brief overview of their goals are as follows:

1. Public Education and Outreach on Storm Water Impacts

The first MCM recognizes that pollution from storm water runoff is too large and too complex of a problem to be effectively managed without getting as many people, landowners, businesses,



and government entities as possible together on the same team, working towards the same goal of cleaner water. The goals in this MCM are to inform people how they impact the quality of water in their everyday lives, and how to practicably reduce their pollutant load. Homeowners might be educated to not mow their grass clippings into the street. Contractors might be educated about permits and regulations regarding construction. And City staff may be educated on how to conduct their operations in order to minimize pollutants.

2. Public Participation and Involvement

The second MCM is an important part of representative government. It provides a means for the residents of New Ulm to know what their City is doing on their behalf to address storm water pollution, and it provides a process for the City to receive feedback. One of the ways by which the public is invited to participate, is at an annual meeting where an update on City progress is made, and where the public is free to comment and give ideas.

3. Illicit Discharge Elimination

The third MCM defines what kind of water is relatively safe to discharge into the City storm sewer, such as clear sump pump water, or is necessary to protect life and property, such as firefighting water. This MCM also provides a framework for the City to protect the rivers from intentional dumping of pollutants such as paint or oil, or improper connections to the storm sewer, such as sewage or manufacturing waste. It ensures that the City has a method of identifying illicit connections and has a method of enforcement of the [Ordinance](#) if needed.

4. Construction Site Storm Water Runoff Control

Minimum Control Measure number four helps the City of New Ulm meet its clean water goals by managing one of the largest potential polluters within our community. During the construction process, large areas of land are disturbed, meaning that the material on the surface that helps hold the soil in place such as grass, trees or even asphalt pavement, are removed. The disturbed ground is highly susceptible to erosion. The City of New Ulm has a process for these sites to obtain a

permit so that City staff can track their occurrence. The permit requires the land owner and their contractor to submit plans that detail how they are going to manage their site so that the amount of erosion is minimized, and prevent eroded sediment and other pollutants from leaving the construction site. The Construction Site Storm Water Runoff Control MCM also allows the City to inspect these sites, and to take the necessary steps to protect waterbodies, if needed.

5. Post Construction Storm Water Management in New Development and Redevelopment

The fifth MCM establishes guidelines for how the completed construction site will continue to contribute to future water quality within the city. The goal of this MCM is to have the amount of water and the quality of the water leaving the site not exceed the pre-construction condition. A recent addition to this MCM requires redevelopment projects to have cleaner water leave the site than was leaving prior to the redevelopment.

6. Pollution Control and Good Housekeeping for Municipal Operations

The final Minimum Control Measure sets out goals for City operations to reduce or eliminate the pollutants that are sent to the rivers. As one of the largest landowners in the City of New Ulm, with all of its parks, city buildings, and the caretaker of water, sewer, gas, and electricity utilities, the City engages in a lot of activities that impact water. This MCM identifies where the City can lead by example to help ensure that the cleanest water possible is sent to rivers.

This Storm Water Manual has been prepared in order to assist with all of these Minimum Control Measures, but especially number four and number five.

The City of New Ulm is committed to improving the quality of their storm water discharge. Construction Site Storm Water Runoff Control and Post Construction Storm Water Management in New Development and Redevelopment are key components of this commitment.



City of New Ulm Storm Water Permit

"Prior to engaging in any land-disturbing activity, an owner shall first obtain from the City Engineer a New Ulm Storm Water Permit. The owner shall complete and file with the City a New Ulm Storm Water Permit application in the form prescribed by the City Engineer and accompanied by a fee established by the City Council. The owner and general contractor shall both be identified on the storm water permit application. The general contractor who signs the application is jointly responsible with the owner for compliance with the permit conditions. No New Ulm Storm Water Permit application for land-disturbing activities greater than one acre may be considered unless the applicant has obtained an ND PES permit from the Minnesota Pollution Control Agency. (City of New Ulm [Ordinance](#), Chapter 13, Section 13.03. Subd. 1. Permit Required)"

New Ulm Storm Water Permit Overview

As described in the previous section of this Manual, the City of New Ulm has established a process for construction site owners and contractors to jointly apply for a permit. The New Ulm Storm Water Permit helps the City track construction projects throughout town. The permit application has several submittals that are required, and are described later in this section. Once the permit is approved, the construction project may start. During the course of the project, City inspectors will visit the site to make sure that the proper erosion and sediment control practices are being followed. If a site is found to be not in compliance with the [Ordinance](#), the owner and contractor will be informed of what needs to be addressed. If the conditions at the site are so far out of compliance, or if no action has been taken on previous issues, the City may order work to stop on the site until it is brought back into compliance. The City also has other financial and legal tools at its disposal to address problems.

Who needs a New Ulm Storm Water Permit?

Any project that disturbs greater than 1,000 square feet is required to obtain a permit. Other instances requiring permits are described later in this section. Some sites are exempt from requiring a New Ulm Storm Water Permit such as home gardens, agricultural or forestry activities, and emergency work to protect life, limb, or property, and are defined in Section 13.03. Subdivision 2 of the [Ordinance](#).

How does the permit work?

General functions of the permit, such as the permit duration, transferring the permit, or ending the permit are described in the rest of Section 13.03 of the [Ordinance](#).



Small Site Projects

Small site projects for redevelopment and new construction are defined in the [Ordinance](#) (Section 13.04. Subd. 2. Small site projects) as:

- All land-disturbing activities greater than 1,000 square feet and less than one acre (43,560 square feet).
- Excavation or filling in excess of 100 cubic yards but less than 1,000 cubic yards of material.
- Public and private roads or driveways on slopes any part of which exceeds 5%.
- Linear electric, telephone, cable television, utility lines, or individual service connections to these utilities in excess of 1,000 feet in length.

These projects will require a New Ulm Storm Water Permit for a small site.

Examples of small site projects include:

- Construction of a garage or large shed.
- Construction of a new home on a lot less than one acre.
- A large landscaping project.
- Reconstructing a small parking lot.
- Excavating or filling with more than 10 dump trucks of material, but less than 100 dump trucks of material.
- Constructing a 20' x 20' driveway that has more than one foot of fall across it.
- A private telecommunications company installing a new fiber optic line.

How do I get a New Ulm Storm Water Permit for a small site?

Applications for small site projects may be obtained from the City of New Ulm Engineering and Inspections Department on the second floor of City Hall, in appendix 1 of this manual, or online at the City SWPPP [website](#).

If you have any questions regarding the permit application, the submittals, or which permit is right for your site, the Engineering and Inspections Department will be happy to assist you.

What information and materials do I need for a New Ulm Storm Water Permit for a small site?

A New Ulm Storm Water Permit application for a small site project will need to include:

1. The written application for a New Ulm Storm Water Permit.
2. The application fee as set by the New Ulm City Council.
3. An Existing Conditions Plan, which shall include:
 - 2 sets clearly legible copies prepared to scale. The scale of drawings shall be a minimum of 1 inch on paper equaling 50 feet on the site.
 - Date of preparation of any maps provided.
 - Names, addresses, and phone numbers of the land surveyor, and engineer, if any.
 - General location map showing where the project is located in New Ulm. The Brown County [website](#) has a pdf map of the City of New Ulm available, or one can be printed from a mapping website such as [Google](#) or [Bing](#).
 - Location of existing roads, property lines and structures.

- Boundary lines of the construction limits of the proposed project.
 - Lot Dimensions.
 - Legal description and address of the property.
 - Existing drainage, utility, and other easements.
 - Existing zoning classifications for land within and abutting the development.
 - Location and dimensions of existing natural waterways and storm water drainage systems, with flow direction indicated.
 - Location of existing water bodies including lakes, ponds, streams, and wetlands on or immediately adjacent to property, as well as normal water level or ordinary high water level. The definition of the ordinary high water level can be found from the Minnesota Department of Natural Resources [website](#).
 - Vegetative cover, wooded areas, and a clear delineation of any vegetation proposed for removal.
4. A Site Construction Plan, which shall include:
- 2 sets clearly legible copies prepared to scale. The scale of drawings shall be a minimum of 1 inch on paper equaling 50 feet on the site.
 - Date of preparation of any maps provided.
 - Names, addresses, and phone numbers of the land surveyor, and engineer, if any.
 - Any proposed structures, utilities, or drainage swales.
 - Locations and dimensions of all proposed land-disturbing activities.
 - Locations and dimensions of all temporary soil or dirt stockpiles.
 - Any temporary easements needed during construction.
 - Estimated earthwork volumes with supporting calculations.
5. An Erosion and Sediment Control Plan, which shall include:
- 2 sets clearly legible copies prepared to scale. The scale of drawings shall be a minimum of 1 inch on paper equaling 50 feet on the site.
 - Date of preparation of any maps provided.
 - Names, addresses, and phone numbers of the land surveyor, and engineer, if any.
 - Arrows indicating direction of water flow during and after construction.
 - Locations of sediment control devices (silt fence, inlet protection, etc.).
 - Locations of any drainage intakes.
 - Details of any sediment control devices.
 - Limits of seeding, sodding, mulch areas or pavement areas.
 - For a single residential lot, standard drawings may be used.

Examples of an Existing Conditions Plan, a Site Plan, and single residential lot standard drawings for a small site permit application, can be found on the City SWPPP [website](#) or in appendix 2, 3, and 4 of this manual. A checklist covering the submittal requirements for a small site permit can be picked up at the same time as the permit application, or can be found in appendix 5 of this manual, or on the City SWPPP [website](#).

Now that my application and submittals are done, what is the next step?

Once the application form, the existing conditions plan, site plan, and erosion and sediment control plan are completed, they may be submitted, along with the permit fee, to the City of New Ulm Engineering and Inspections Department on the second floor of City Hall.

The application form will be reviewed by the Engineering and Inspections Department and one of two things will happen:

1. The permit application will be accepted and a New Ulm Storm Water Permit for a small site will be issued within 10 days.
2. The permit application or the submittals will need to be revised or additional information will be requested.
 - The submittals may need to be revised for not meeting the requirements as listed earlier in the section or on the checklist.
 - Additional information may be requested if the site is near a waterbody or wetland, on a steep slope, near a historical site, or other potential issue that the Engineering and Inspections Department feels may exist on the site.
 - Additional information about the project and site may also be requested if the disturbed area is close to one acre (43,560 square feet). The potential for the site disturbance to exceed one acre may require a New Ulm Storm Water Permit for a large site to be applied for.

I now have my permit. Can I begin construction on my site?

Generally, once a New Ulm Storm Water Permit for a small site is issued, you may begin construction on your site. However, please be aware that your site may require additional permits from the City of New Ulm or other state agencies. Additional permits and requirements may include but are not limited to:

A Building Permit from the City of New Ulm Engineering and Inspections Department.

- A Tree Pruning, Removal or Planting Permit from the City of New Ulm Engineering and Inspections Department.
- A street excavation permit from the City of New Ulm.
- A driveway curb opening permit from the City of New Ulm.
- A Land Use Variance or Conditional Use Permit from the City of New Ulm.
- Any other Permit from the City of New Ulm, a list of which can be found on their [website](#).
- A MnDOT Permit for work adjacent to or on State Highway Right of Way. MnDOT Permits can be found on their [website](#).
- A Brown County Permit for work adjacent to or on County Highway Right of Way. Brown County Permits can be found on their [website](#).
- A Minnesota Department of Natural Resources (DNR) Permit for Work in Public Waters or other DNR permit. DNR permits can be found on their [website](#).

The first thing that the permit holder and their contractor need to do prior to disturbing any land, is set up their erosion and sediment control devices shown on their erosion and sediment control plan.

Large Site Projects

Large site projects for redevelopment and new construction are defined in the [Ordinance](#) (Section 13.04. Subd. 4. Large Site Projects) as:

- All land disturbing activities greater than one acre (43,560 square feet) or phased and connected land disturbing activities that cumulatively disturb more than one acre within a three year period.
- Excavation or fill of greater than 1,000 cubic yards of material.
- Any alteration of the course, current, or cross-section of natural or constructed drainageways.

These projects will require a New Ulm Storm Water Permit for a large site.

Examples of large site projects include:

- Construction of a new home on a one acre or larger lot.
- Construction of a new business.
- Reconstruction of a parking lot.
- Excavating or filling a site with more than 100 dump trucks of material.
- Changing the slope, width, or route of a swale or stream on your property.

How do I get a New Ulm Storm Water Permit for a large site?

Applications for large site projects may be obtained from the City of New Ulm Engineering and Inspections Department on the second floor of City Hall, in appendix 1 of this manual, or online at the City SWPPP [website](#).

If you have any questions regarding the permit application, the submittals, or which permit is right for your site, the Engineering and Inspections Department will be happy to assist you.

What information and materials do I need for a New Ulm Storm Water Permit for a large site?

A New Ulm Storm Water Permit application for a large site project will need to include:

1. The written application for a New Ulm Storm Water Permit.
2. The application fee as set by the New Ulm City Council.
3. In general, all submittals shall include the following:
 - 2 sets clearly legible copies prepared to scale. The scale of drawings shall be a minimum of 1 inch on paper equaling 50 feet on the site.
 - Applicants name and address.
 - Date of preparation of any maps provided.
 - Identification and description of project.
 - Names, addresses, and phone numbers of the primary contact, record owner, and agent, land surveyor, and engineer, if any.
 - Names, addresses and phone numbers of the primary contact for project general contractor.
4. An NPDES General Construction Permit.
 - An NPDES General Construction Permit is required for all projects that disturb more than one acre (43,560 square feet) of land. Projects that disturb less than one acre, but are part of a common plan of development that disturbs more than one acre require a permit. Projects that are less than one acre, and are NOT part of a common plan of development do not require a

NPDES General Construction Permit. More information can be found on the MPCA Stormwater Program for Construction Activity [website](#).

5. An Existing Conditions Plan, which shall include:

- General location map showing where the project is located in New Ulm. The Brown County [website](#) has a pdf map of the City of New Ulm available, or one can be printed from a mapping website such as [Google](#) or [Bing](#).
- Location of existing roads, property lines and structures.
- Boundary lines of the construction limits of the proposed project.
- Lot Dimensions.
- Legal description and address of the property.
- Existing topography shown at 2 foot, or less, contour intervals.
- Existing drainage, utility, and other easements.
- Existing zoning classifications for land within and abutting the development.
- Location and dimensions of existing natural waterways and storm water drainage systems, with flow direction indicated.
- Location of existing natural water bodies including lakes, ponds, streams, and wetlands on or immediately adjacent to property, as well as normal water level or ordinary high water level. The definition of the ordinary high water level can be found from the Minnesota Department of Natural Resources [website](#).
- Vegetative cover, wooded areas, and a clear delineation of any vegetation proposed for removal.

6. A Site Construction Plan, which shall include:

- All information required for the Existing Conditions Plan.
- Locations and dimensions of all proposed structures.
- Location of proposed sanitary sewers, storm sewers, and water mains.
- Lot sizes, layout, numbers and preliminary dimensions of lots and blocks.
- Locations and dimensions of all proposed land-disturbing activities and any phasing of those activities.
- Minimum building setback lines as required by the zoning ordinance.
- Areas and size of areas other than streets, alleys, pedestrian ways and utility easements, intended to be dedicated or reserved for public use.
- Finished grading shown as 2-foot contours or less to clearly indicate the relationship of proposed changes to existing topography and remaining features.
- Any temporary easements needed during construction.
- Estimated earthwork volumes with supporting calculations.
- Normal water level, high water level, and emergency overflow elevations for ponding areas on or adjacent to the site.
- Any additional information and supporting calculations to comply with the post-construction requirements discussed later in this manual.
- Any other information pertinent to the particular project that, in the opinion of the City Engineer, is necessary for the review of the project.

7. An Erosion and Sediment Control Plan, which shall include:
 - All information required for the Existing Conditions Plan.
 - Arrows indicating direction of water flow during and after construction.
 - Locations of sediment control devices (silt fence, inlet protection, etc.).
 - Locations of any drainage intakes.
 - Details of any sediment control devices.
 - Locations and types of proposed ground cover (final stabilization).
 - Erosion and sediment control measures for all temporary soil or dirt stockpiles.
 - Silt fence, bioroll, or other means on the downstream end of all positive slopes leaving the site.
 - Inlet protection on all inlets.
 - All temporary stockpiles located at least 25 feet from a roadway or drainage channel.
 - If 10 or more disturbed acres drain to a common location, a temporary (or permanent) sedimentation basin must be included.
8. A Storm Water Pollution Prevention Plan (SWPPP):
 - The owner must develop a SWPPP prior to submitting any large site storm water permit and prior to conducting any land-disturbing activity. The SWPPP must be a combination of narrative, plan sheets and, if appropriate, standard detail sheets that address the foreseeable conditions, at any stage in the construction or post construction activities.
 - For storm water discharges from construction activities where the owner or operator changes, the new owner or operator may implement the original SWPPP created for the project, or develop and implement their own SWPPP. The new owner or operator must notify the City Engineer of permit transfer/modification within 7 days of assuming control of the site or commencing work on-site, or of the legal transfer, sale or closing on the property.
 - Owners and operators shall ensure either directly or through coordination with other permittees that their SWPPP meets all terms and conditions of their New Ulm Storm Water Permit and that their activities do not render another party's erosion and sediment control and storm water management plans ineffective.
 - The SWPPP must require that site inspections be done, at a minimum, weekly by the permittee (general contractor, developer, or developer's designated representative), and within 24 hours after every storm or snow melt event large enough to result in runoff from the site (approximately 0.25 inches or more in 24 hours). At a minimum, these inspections shall be done during active construction. Results of the required inspections shall be recorded and kept on file by the permittee and shall be available upon request by the City. At a minimum, the permittee is required to inspect all sediment and erosion control devices, turf restoration, and inlet protection devices to ensure proper functioning.
 - Provisions for maintenance of the construction site erosion control measures during construction.
 - SWPPP templates can be found on the MPCA [website](#).
9. Maintenance Plan
 - A maintenance plan indicating the responsible party or parties charged with the long-term maintenance, repair, or replacement of any privately owned storm water conveyance and retention facilities. Such plan shall also include information on the intended final ownership of the properties containing such facilities and the means by which inspection, maintenance, repair, or replacement shall be funded and accomplished.

10. Legal documents.

- Legal documents for securing temporary or permanent easements as necessary shall be submitted for review.

A checklist covering the submittal requirements for a large site can be picked up at the same time as the permit application, or can be found in appendix 6 of this manual, or on the City SWPPP [website](#).

Now that my application and submittals are done, what is the next step?

Once the application form, and all of the other submittals are completed, submit along with the permit fee, to the City of New Ulm Engineering and Inspections Department on the second floor of City Hall.

The application form will be reviewed by the Engineering and Inspections Department and one of two things will happen:

1. The permit application will be accepted and a New Ulm Storm Water Permit for a large site will be issued within two weeks.
2. The permit application or the submittals will need to be revised or additional information will be requested.
 - The submittals may need to be revised for not meeting the requirements as listed earlier in the section or on the checklist.
 - A copy of the NPDES Permit from the MPCA is not included.
 - Additional information may be requested if the site is near a waterbody or wetland, on a steep slope, near a historical site, or other potential issue that the Engineering and Inspections Department feels may exist on the site.

I now have my permit. Can I begin construction on my site?

Generally, once a New Ulm Storm Water Permit for a large site is issued, you may begin construction on your site. However, please be aware that your site may require additional permits from the City of New Ulm or other state agencies. Additional permits and requirements may include but are not limited to:

- A Building Permit from the City of New Ulm Engineering and Inspections Department.
- A Tree Pruning, Removal or Planting Permit from the City of New Ulm Engineering and Inspections Department.
- A street excavation permit from the City of New Ulm.
- A driveway curb opening permit from the City of New Ulm.
- A Land Use Variance or Conditional Use Permit from the City of New Ulm.
- Any other Permit from the City of New Ulm, a list of which can be found on their website.
- A MnDOT Permit for work adjacent to or on State Highway Right of Way. MnDOT Permits can be found on their [website](#).
- A Brown County Permit for work adjacent to or on County Highway Right of Way. Brown County Permits can be found on their [website](#).
- A Minnesota Department of Natural Resources (DNR) Permit for Work in Public Waters or other DNR permit. DNR permits can be found on their [website](#).

The first thing that the permit holder and their contractor need to do prior to disturbing any land, is set up their erosion and sediment control devices shown on their erosion and sediment control plan.

Construction Site Storm Water Runoff Control

The New Ulm Storm Water Permit will require the property owner, in conjunction with their contractor, to engage in Best Management Practices (BMP's) in order to ensure that the cleanest and least amount of water possible is discharged from the construction site.

BMP's that need to be identified in the permit application's erosion and sediment control plan include:

1. Site dewatering. Water pumped from the site for dewatering purposes shall be treated by temporary sedimentation basins, grit chambers, sand filters, upflow chambers, hydro-cyclones, swirl concentrators, or other appropriate controls. Water may not be discharged in a manner that causes erosion or flooding of the site, adjoining sites, downstream sites, or receiving channels, wetlands, or other water bodies.
2. Waste and material disposal.
 - All waste and unused building materials (including garbage, debris, cleaning wastes, wastewater, toxic materials, or hazardous materials) shall be properly disposed of off-site and not allowed to be carried into a receiving channel, or storm sewer system, or onto adjoining properties.
 - Concrete washout onsite: Concrete washout on site is discouraged, especially for small sites. However, if concrete washout on site is to take place, all liquid and solid wastes generated by concrete washout operations must be contained in a leak-proof containment facility or impermeable liner. A compacted clay liner that does not allow washout liquids to enter ground water is considered an impermeable liner. The liquid and solid wastes must not contact the ground, and there must not be runoff from the concrete washout operations or areas. Liquid and solid wastes must be disposed of properly and in compliance with MPCA regulations. A sign must be installed adjacent to each washout facility to inform concrete equipment operators to utilize the proper facilities.
3. Tracking and dust control.
 - Each site shall have graveled roads, access drives, rock entrances and parking areas of sufficient width and length to prevent sediment from being tracked onto public or private roadways. Any sediment reaching a public or private paved road shall be removed by street cleaning (not flushing) before the end of each workday.
 - The applicant shall keep the surface of any and all construction work areas and haul roads moist by spraying with uncontaminated water so as to prevent, not just reduce, airborne dust. This responsibility shall require the applicant to suspend construction or haul traffic until such time as the applicant can and does prevent airborne dust. The applicant shall not overspray so as to create problems, such as tracking of material onto paved surfaces, or muddy haul roads, due to the application of excess moisture.



Concrete Washout



Rock Construction Entrance

4. Drain inlet protection. All storm drain inlets shall be protected during construction until control measures are in place with an inlet floc sock, compost logs, filter berms, silt fence, rock logs, rock dams, or equivalent barrier meeting accepted design criteria, standards and specifications contained on the MPCA website for the [Minnesota Storm Water Manual](#). All drain inlet protection measures shall be cleaned when accumulated sediment exceeds 30% of the sediment trapping capacity.
5. Site erosion control. All erosion control measures shall be clearly shown on the erosion and sediment control plan.

- Channelized runoff from adjacent areas passing through the site shall be diverted around disturbed areas, if practical, and in a manner that will not erode the conveyance and receiving channels. Sheet flow runoff from adjacent areas greater than 10,000 square feet in area shall also be diverted around disturbed areas.
- All activities on the site shall be conducted in a logical sequence to minimize the area of bare soil exposed at any one time.
- Runoff from the entire disturbed area on the site shall be controlled by meeting either of the following parts i and ii, or i and iii.

- i) Seed and mulch or sod all disturbed areas within 7 days of final grading and temporary seed/mulch all areas that will be left inactive for more than 7 days. If more restrictive measures are prescribed by any other permit, the applicant is required to follow the more restrictive measure. Do not seed later than September 20th. Areas that need to be seeded after this date should be dormant seeded in late October or early November, or have erosion control mat applied, or mulched, or have other equivalent soil stabilization control measures applied.
- ii) Where 10 or more acres of disturbed soil drain to a common location, a temporary (or permanent) sediment basin must be provided prior to the runoff leaving the construction site or entering surface waters. The permittee is encouraged, but not required, to install temporary sediment basins where appropriate in areas with steep slopes or highly erodible soils even if less than 10 acres drains to one area. The basins must be designed and constructed according to the following requirements:
 - (1) The basins must provide storage below the outlet pipe for a calculated volume of runoff from a 2-year, 24 hour storm from each acre drained to the basin, except that in no case shall the basin provide less than 1,800 cubic feet of storage below the outlet pipe from each acre drained to the basin.
 - (2) Where no such calculation has been performed, a temporary or permanent sediment basin providing 3,600 cubic feet of storage below the outlet pipe per acre drained to the basin, shall be provided where attainable until final stabilization of the site.
 - (3) Temporary basin outlets must be designed to prevent short-circuiting and the discharge of floating debris. The basin must be designed with the ability to allow complete basin drawdown



Drain Inlet Protection



Temporary Sedimentation Basin

for maintenance activities, and provide a stabilized emergency overflow to prevent failure of pond integrity. Energy dissipation must be provided for the basin outlet.

- (4) The temporary or permanent basins must be constructed and made operational concurrent with the start of soil disturbance that is up gradient of the area and contributes runoff to the pond.
 - (5) Where the temporary sediment basin is not attainable due to site limitations, equivalent sediment controls such as smaller sediment basins, and/or sediment traps, silt fences, vegetative buffer strips, or any appropriate combination of measures are required for all down slope boundaries of the construction area and for those side slope boundaries deemed appropriate as dictated by individual site conditions.
 - iii) For sites with less than 10 acres disturbed at one time, silt fences, rock logs, fiber logs, or equivalent control measures shall be placed along all side slope and down slope sides of the site. If a channel or area of concentrated runoff passes through the site, silt fence, rock logs, or other equivalent barriers meeting generally accepted design criteria shall be placed along the channel edges to reduce sediment reaching the channel.
6. The normal wetted perimeter of any temporary or permanent drainage ditch or swale that drains water from any portion of the construction site, or diverts water around the site, must be stabilized within 200 lineal feet from the property edge, or from the point of discharge into any surface water, including drainage intakes. Stabilization of the last 200 lineal feet must be completed within 24 hours after connecting to a surface water or property edge. Applying mulch, hydromulch, tackifier, polyacrylamide or similar erosion prevention practices is not acceptable stabilization in any part of a temporary or permanent drainage ditch or swale.
7. Pipe outlets must be provided with temporary or permanent energy dissipation within 24 hours after connection to a surface water.
8. All site sediment control measures such as floc socks, compost logs filter berms, silt fences, rock logs, rock dams, or equivalent sediment barriers shall be cleaned when accumulated sediment exceeds 30% of the sediment trapping capacity or dead storage volume.
9. A 50 foot natural buffer must be preserved or redundant sediment controls must be installed when a surface water is located within 50 feet of the project's earth disturbances and storm water flows to the surface water. Natural buffers are not required adjacent to road ditches, judicial ditches, county ditches, storm water conveyance channels, dorm drain inlets, and sediment basins.
10. Final stabilization shall be completed following completion of all land-disturbing activities. Within 7 days of completion or suspension of all land-disturbing activities, all disturbed areas must be stabilized by seeding and mulching. If more restrictive measures are prescribed by any other permit, the applicant is required to follow the more restrictive measure. All disturbed areas not restored to turf grass lawn shall be seeded with an approved seed mix developed by the Board of Soil and Water Resources or the Minnesota Department of Transportation and approved by the City Engineer.
11. For any soil or dirt storage piles, exclusive of in-street utility repair or construction stockpiles, containing more than 10 cubic yards of material, the down slope toe of the pile shall not be located within 25 feet of a roadway or drainage channel. If remaining for more than 7 days, storage piles shall be stabilized by placing mulching, vegetative cover, tarps, or other means. Erosion from piles which will be in existence for less than 7 days shall be controlled by placing rock logs, fiber logs, or silt fence barriers, or other equivalent sediment barriers around the pile.
12. When in-street utility repair or construction soil or dirt storage piles are located within 25 feet of a roadway or drainage channel, provisions must be made to protect storm drain inlets with rock logs, fiber logs or other appropriate filtering barriers. If such piles are exposed for more than 7 days, they must be covered with tarps or suitable alternative controls.

Erosion and Sediment Control Guidelines

General principles that should be followed when designing or implementing the erosion and sediment control plan are:

- Preventing erosion is more effective than trying to remove sediment from runoff. This can be achieved by:
 - Minimizing the amount of area that is disturbed at one time.
 - Minimizing the time that an area is disturbed. Get in and get out before it has a chance to rain.
 - Paying attention to the weather forecast. Don't open up a site the day before a large rainstorm is predicted.
 - Diverting runoff or flowing water away from disturbed areas.

Some general tips to help keep your site in compliance with the permit requirements are:

- Inspect BMP's on a weekly basis.
- Remove sediment when it is 1/3 the height of your sediment control device.
- Repair or replace any failing BMP's.
- Sweep the street regularly. The [Ordinance](#) (Section 13.08. Subd. 2.E.) requires material deposited on streets to be removed within 24 hours of deposition.

Some of the most common BMP's that are used on projects in the City of New Ulm are grass buffer strips, silt fence, filter logs/bioroll, wood chip berms, rock construction entrances, and inlet protection.

Grass Buffer Strips

- Grass buffer strips are a part of minimizing soil disturbance.
- Using existing materials – no installation, no cost.
- Allow sediment to be deposited prior to reaching your perimeter control.
- Buffer strips may need to be re-seeded once the project is complete.

Silt Fence

- Install silt fence along the contour.
- Long runs should be broken up with J-hooks.
- Trench in the fabric to prevent undercutting.

Filter Logs/Bioroll

- Install filter logs/bioroll along the contour.
- Long runs should be broken up with J-hooks.
- Trench in 2"-4" deep on unstabilized soils to prevent undermining, use with a grass buffer strip or erosion control blanket.
- Stake every four feet.



Grass Buffer Strips



Silt Fence

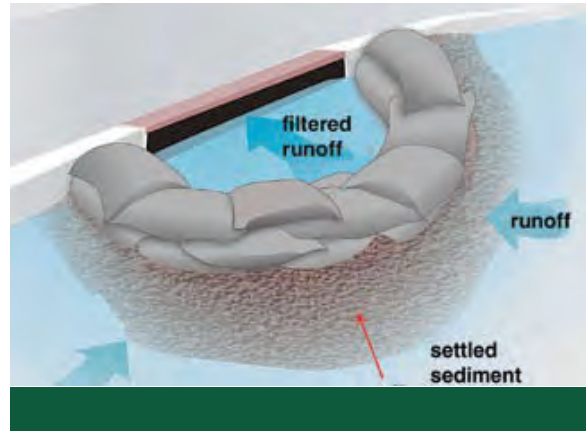


Filter Logs/Bioroll

Inlet Protection

- Variety of methods.
 - Depends on type of construction.
- Proprietary systems – Have own installation instructions.
 - Expensive.
 - Re-useable.
 - May not fit your situation.
- Simple systems – most commonly used in New Ulm.
 - One-time use and inexpensive.
- Most commonly seen in New Ulm: filter cloth under the intake grate. Sometimes with a rock bag in front of the curb box to stop low flows, but always provide an emergency overflow.
- All inlet protection must have two features:
 - Block sediment, filter, and discharge clean water.
 - An emergency overflow.
- Clean out any sediment that bypasses the inlet protection or falls into the inlet.
- Properly dispose of trash and debris removed from inlets.

Other important features of a compliant site include proper material storage and disposal, appropriate concrete washout, and temporary site stabilization.



Material Storage and Disposal

- Properly dispose of solid waste.
- Hazardous materials must be properly stored, including secondary containment, with restricted access to prevent vandalism.
- Oil, gasoline and paint are hazardous materials often used during construction.
- Spills must be reported to the Minnesota Duty Officer 1-800-422-0798.



Concrete Washout

- Concrete washout onsite is discouraged.
- Onsite concrete washout must follow MPCA regulations.

Temporary Site Stabilization

- The New Ulm Storm Water Manual requires areas that are not disturbed for 7 days to be temporary seeded.
- Ideally, this would take place at the beginning of the 7 days, rather than at the end.
- For homes/commercial building sites the City would like to see the entire area temporarily seeded/mulched once rough grading & foundation work is done.
 - May be ruined by subsequent contractors.
 - Increases buffer areas prior to the sediment control devices.

Illicit Discharge

"Illicit discharges into the City's storm water management system shall be eliminated" ([Ordinance](#) Chapter 13. Section 13.07. Subd. 1. Requirements)

An illicit discharge is any discharge to the New Ulm MS4 not composed entirely of storm water. The New Ulm MS4 includes the system of conveyances, including sidewalks, municipal streets, driveways, curb & gutter, ditches, channels, retention basins, catch basins or similar storm water inlets, and/or any other conveyance delivering water to the public storm sewer collection and delivery system.

Exemptions

Exempt discharges are as follows:

- A discharge authorized by, and in full compliance with a site specific NPDES permit for construction activities.
- A discharge or flow resulting from fire fighting by the Fire Department.
- Agricultural storm water runoff.
- A discharge or flow from water line flushing or disinfection that contains no harmful quantity of total residual chlorine or any other chemical used in line disinfection.
- A discharge or flow from lawn watering, or landscape irrigation.
- A discharge or flow from a diverted stream flow or natural spring.
- A discharge or flow from uncontaminated pumped groundwater or rising groundwater.
- Uncontaminated groundwater infiltration.
- Uncontaminated discharge or flow from a foundation drain, sump pump, or footing drain.
- A discharge or flow from a potable water source not containing any harmful substance or material from the cleaning or draining of a storage tank or other container.
- A discharge or flow from air conditioning condensation that is unmixed with water from a cooling tower, emissions scrubber, emissions filter, or any other source of pollutant.
- A discharge or flow from individual residential car washing.
- A discharge or flow from a riparian habitat or wetland.
- A discharge or flow of cold water (or hot water with prior permission of the City Engineer) used in street washing or cosmetic cleaning that is not contaminated with any soap, detergent, degreaser, solvent, emulsifier, dispersant, or any other harmful cleaning substance.
- Drainage from a private residential swimming pool containing no harmful quantities of chlorine or other chemicals. Drainage from swimming pool filter backwash is prohibited.

These exemptions may be revoked if the discharge or flow has been determined by the City of New Ulm to be a source of pollutant or pollutants to the waters of the State, or to the City MS4 system. If the City determines that one of these exemptions is causing pollution, a written notice of the determination will be provided to the discharger, with a timeline for ceasing the discharge.

Direct Connections and Threats

The connection of a sewage pipe to the storm sewer is specifically prohibited in the [Ordinance](#) (Section 13.07. Subd. 4). Also, the threat of a discharge to the MS4 is considered a nuisance in the Ordinance (Section 13.07. Subd. 5), which allows the City to address the threat of a discharge through their nuisance ordinances. An example of a threat of a discharge is a leaky dumpster. An actual discharge to the MS4 may not be occurring when a leaky dumpster is spotted, but it has the ability to discharge to the MS4 if the cover is off during a rain event, or if liquids are disposed of in the dumpster.



Illicit Discharge Examples

Illicit discharges are very harmful to waterbodies because they are a fast moving, concentrated pollutant. Examples of illicit discharges include:

Disposal vs. Dumping

Many times an illicit discharge occurs because individuals don't know what to do with their hazardous waste, and think it will be too expensive to dispose of properly. However, there are several local and state resources to help homeowners and businesses. These include:

- The Brown County Planning and Zoning Department offers free household hazardous waste drop offs several times a year. More information can be found on the Brown County Planning and Zoning website.
- The City of New Ulm has a public drop-off site located near the power plant where people can recycle used oil, filters and antifreeze. The address of the site is 215 3rd North Street.
- Yard waste, branches and trees can be disposed of at the New Ulm Compost Site located at 400 21st North Street.
- Unwanted paint can be dropped off at a variety of area businesses as a part of the Paint Care program that is funded by a fee added onto paint purchases. Local businesses that accept paint can be found by using the search tool on the Paint Care [website](#).

What to do if you see or suspect an illicit discharge is discussed in the next section, "Inspections".



Inspections and Enforcement

“The City Engineer or designee may inspect the storm water management system of any permittee, or any connection to the MS4 to determine compliance with the requirements of this chapter.” ([Ordinance](#) Section 13.08. Subd. 1. Inspection)

The City of New Ulm regularly visits the permitted construction sites in order to make sure that the sites are in compliance with the permit requirements. It is the goal of the Engineering and Inspection Department to inspect all permitted sites on a weekly basis. The City of New Ulm has developed written procedures for site inspections, a copy of which, can be found in appendix 7.

When the City of New Ulm visits a construction site, they will use either a small site inspection form or a large site inspection form, copies of which, can be found in appendix 8 and 9. Contractors and owners who have a City of New Ulm Storm Water Permit are encouraged to use these forms when they conduct their own weekly inspections.

Storm water violations include, but are not limited to:

1. Commencing site grading or preparation work without first having obtained a New Ulm Storm Water Permit and, if required, a NPDES/SDS storm water permit for construction activity.
2. Noncompliance with the requirements or conditions attached to an approved SWPPP of an NPDES/SDS storm water permit for construction activity.
3. Non-conformance with the requirements of the New Ulm Storm Water Permit or other standards established by the City Engineer.
4. Causing or allowing an illicit discharge, as specified in the [Ordinance](#) (Section 13.07 Illicit Discharge), into the City MS4, a natural watercourse, storm water easement, stream, or river.
5. Failure to remove sediments transported or tracked onto City Right-of-Way and/or streets by vehicles, construction traffic, rainfall events or other means, within 24 hours of it being deposited on the street.
6. Failure to install and maintain the erosion control measures (BMPs) on a construction site as outlined in the approved SWPPP and its amendments, New Ulm Storm Water Permit or other standards established by the City Engineer.

7. Depositing leaves, grass clippings, or other debris into or on the public right-of-way, roadway, or storm sewer system.

The Engineering and Inspections Department has many tools at their disposal to bring a site or other storm water violation back into compliance, such as suspension of a permit, suspension of utility service and access to the storm sewer system, legal action, noncompliance fees, and the right to correct the violations and charge the costs to correct back to the violators. The New Ulm City Council sets noncompliance and some correction fee. A list of fees as set by the City Council can be found on the City [website](#), and in appendix 12 of this Manual. In the event of a discrepancy, the fees listed on the City website will take precedence.

The preferred solution to a storm water violation is the abuser corrects their actions on their own after being notified of the non-compliance. A detailed description of the tools and processes for inspecting and handling violations can be found in the [Ordinance](#), Section 13.08. Inspections, Violations, and Penalties.

The City Engineer and their staff are not the only City staff that are trained to be on the lookout for storm water violations. All members of City staff undergo training on how to identify and report storm water violations. A copy of the illicit discharge observation form that staff are given to use can be found in appendix 10.

In addition to City staff conducting inspections, citizens may report a suspected illicit discharge or other storm water violation by reporting it to the New Ulm Engineering and Inspections Department at (507)359-8245 or by completing the Storm Water Complaint Form that can be found on the city [website](#), or in appendix 11 of this manual, and dropping it off at the Engineering and Inspections Department, second floor of City Hall or mailing it to: City of New Ulm – Engineering and Inspections, 100 North Broadway, New Ulm, MN 56073. Complaints can be submitted anonymously.



Post Construction Storm Water Management in New Development and Re-Development

The post construction storm water management requirements for new development and re-development are standards to improve the water quality of the storm water that is discharged once the project is complete. The driving forces behind these requirements are the general acknowledgement that the State's waters need improvement, and Total Maximum Daily Load (TMDL) plans that address specific water impairments. The MPCA evaluates the water quality of the State's lakes, rivers, and streams and develops TMDL plans that give directions to improve waters' health. The City of New Ulm is currently part of the Minnesota River dissolved oxygen TMDL, which requires the City of New Ulm to reduce its phosphorus discharge from storm water by 30%, based on the year 2000 discharge, by the year 2025. As future water quality studies are conducted, additional TMDL requirements may be established.

The post construction storm water management in new development and re-development [Ordinance](#) only applies to sites that disturb one acre or more (Section 13.06. Subd. 3. Coverage). The owners of the sites are allowed to use any combination of storm water best management practices, including structural or design techniques and practices necessary to meet the following conditions on the site of a construction activity:

For new development projects – no net increase from pre-project conditions on an annual average basis of the following:

1. Storm water discharge volume, unless precluded by the storm water management limitations described later.
2. Storm water discharges of Total Suspended Solids (TSS).
3. Storm water discharges of Total Phosphorus (TP).

For redevelopment projects – a net reduction from pre-project conditions on an annual average basis of the following:

1. Storm water discharge volume, unless precluded by the storm water management limitations described later.
2. Storm water discharges of Total Suspended Solids (TSS).

3. Storm water discharges of Total Phosphorus (TP).

Limitations on storm water volume management are generally based on the ability to infiltrate on site. Infiltration techniques shall be prohibited when the best management practice will receive discharges from, or be constructed in areas:

1. Where industrial facilities are not authorized to infiltrate industrial storm water under an NPDES/SDS Industrial Storm Water Permit.
2. Where vehicle fueling and maintenance occur.
3. With less than three feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.
4. Where high levels of contaminants in soil groundwater will be mobilized by the infiltrating storm water.

Infiltration techniques shall be reviewed by the City Engineer when the infiltration device will be constructed in areas:

1. With predominately Hydrologic Soil Group D soils.
2. Within a Drinking Water Supply Management Area.
3. Where soil infiltration rates are more than 8.3 inches per hour.

For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction storm water management, documentation shall be submitted to the City Engineer demonstrating that a reasonable attempt was made to obtain right-of-way during the project planning process.

The City Engineer may allow for lesser volume reduction controls under the following circumstances:

1. The site is precluded from infiltrating storm water through a designed system due to any of the infiltration related limitations described previously and;
2. To the maximum extent practicable, volume reduction techniques (other than infiltration on the site of the original construction activity)



that reduce storm water discharge volume are implemented.

New development and redevelopment projects shall adhere to the volume and pollutant loading reductions required. Permanent facilities for projects that create 1 acre or more of new impervious surface shall, at a minimum, meet the water quality volume requirements set forth by the latest edition of the MPCA NPDES/SDS Construction Storm Water General Permit.

The following storm water management practices shall be investigated in developing a construction site plan in the following descending order of preference:

1. Infiltration of runoff on-site unless precluded by the limitations described previously.
2. Other techniques to retain the runoff on site, such as evapotranspiration, reuse/harvesting of the water, conservation design, green roofs, etc.
3. Availability of regional treatment facilities.
4. Storm water filtration facilities.
5. Storm water sedimentation basins.
6. Flow attenuation by use of open vegetated swales and depressions.

Infiltration is the preferred method of managing the storm water runoff because it keeps the most pollutants from entering waterbodies. Infiltration also re-charges groundwater aquifers and reduces the volume of water that needs to be transported by downstream pipes. Other techniques that retain the runoff on site can be as effective as infiltration, but have limitations on how much water they can treat at one time. The water retention from evapotranspiration from trees and storm water capturing and reuse for watering grass are reduced during the wetter times of the year.

Infiltration and filtration techniques will require testing to verify that the as constructed system operates as it was designed. The testing needs to be conducted by a third party testing agency, and done so according to industry standards. Copies of the test results need to be submitted to the City of New Ulm Engineering and Inspections Department. Additional tests may be required by the City Engineer in order to satisfy that the as constructed system is operating as it was designed. The costs of the testing shall be borne by the permit holder.

Circumstances where the conditions for post construction storm water management for TSS and/or TP on the site of the original construction activity cannot be cost effectively met shall be addressed through mitiga-

tion. The mitigation process shall meet the following requirements:

1. Documentation that the TSS and/or TP reductions cannot be cost effectively met on the site shall be submitted to the City Engineer for review and concurrence.
2. Mitigation project areas shall be selected in the following order of preference:
 - Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
 - Locations within the same Department of Natural Resource (DNR) catchment area as the original construction activity.
 - Locations in the next adjacent DNR catchment area up-stream.
 - Locations anywhere within the City of New Ulm.

Mitigation projects must involve the creation of new structural storm water BMPs or the retrofit of existing structural storm water BMPs, or the use of properly designed regional structural storm water BMPs. The City of New Ulm may have already created a downstream regional facility for use as an acceptable permanent facility for the site being considered for development. If a regional facility is available, the payment of a storm water connection fee as part of or separate from the development agreement may allow the use of available regional treatment facilities, if approved by the City Council. Routine maintenance of structural storm water BMPs already required by the permit cannot be used to meet mitigation requirements. Mitigation projects shall be completed within 24 months after the start of the original construction activity, and storm water runoff generated from new development shall not be discharged from the site untreated unless a downstream regional treatment facility is in place. As a last resort, and upon approval by the City Council, payment may be made to the City of New Ulm for mitigation purposes and the City shall use such funds to construct storm water BMPs. Documentation of who is responsible for long-term maintenance of all mitigation projects shall be signed by the responsible parties and submitted to the City Engineer.

Resources for designing storm water management BMP's can be found on the MPCA's [Minnesota Storm-water Manual](#) website.



Models/methodologies/computations

Hydrologic models and design methodologies used for the determination of runoff and analysis of storm water management structures shall be approved by the City Engineer. Plans, specifications, and computations for storm water management facilities submitted for review shall be signed by a professional engineer licensed in Minnesota. The maximum depth of water on street for 10-year storm is 6 inches deep at gutter flow line. The maximum depth of water for 100-year storm is one and one half feet at gutter flow line for residential streets and one foot for collector and arterial streets. All amounts for rainfall events shall be as published by the National Oceanic and Atmospheric Administration (NOAA) Atlas 14. Information regarding NOAA Atlas 14 can be found on the [NOAA website](#). Regional averages based on Atlas 14 that are published by the Minnesota Department of Transportation (MnDOT), the Natural Resources Conservation Service (NRCS), or other government agency are acceptable. The rainstorm design standards for the storm water collection system are:

1. A 10-year storm for the minimum storm water system, which includes catch basins and storm sewer collection system.
2. A 100-year storm for the major storm water system that includes all overland flow, streets, culverts, ditches and ponds. Plans, specifications, and computations for storm water management facilities submitted for review shall be prepared and signed by a licensed professional engineer. All computations shall appear on the plans or a hydraulic and hydrologic report submitted for review, unless otherwise approved by the City Engineer.

The following calculations for storm water management facilities shall be submitted to the City Engineer for review and approval:

1. Hydrologic calculations for storm water runoff volume, velocities, and peak flow rates for the 10-yr, 24-hour event, and 100-yr, 24-hour event.
2. Computations to show the site's pre-con-

struction and post-construction runoff volume, discharge of Total Suspended Solids, and discharge of Total Phosphorus, on an annual average basis.

3. Bankfull discharge rate (typically, the 1.5 year recurrence interval) and 100 year storm discharge rate of a creek or stream if there is a waterway on the site or if the site discharges directly to a waterway.
4. Any other information pertinent to the particular project that, in the opinion of the City Engineer, is necessary for the review of the project.

In addition to the required calculations, any electronic drawings that pertain to the final constructed watersheds, storm sewers, treatment facilities, etc., and any electronic modeling scenarios shall be submitted to the City Engineer for incorporation into their City-wide maps and models.

Wetlands

Runoff shall not be discharged directly into wetlands without pretreatment of the runoff. All runoff into wetlands, including piped outfalls, shall be pretreated in accordance with the minimum water quality treatment outlined herein for new developments.

A protective buffer strip of natural vegetation including grass, rye, and native prairie grasses, at least 20 feet in width from high water level shall surround all wetlands. This 20 foot strip may be modified with approval of the City Engineer based on the topography of the area and shall have no greater than a 1' to 5' slope (vertical to horizontal).

Wetlands shall not be drained or filled, wholly or partially, without first obtaining a Minnesota Wetlands Conservation Act (WCA) permit in accordance with Minnesota Rules 6115 and/or Minnesota Rules 8420 and a US Army Corps of Engineers Permit under the Federal Clean Water Act.

Whenever new wetland construction mitigation is proposed and accepted, the developer shall submit an irrevocable letter of credit, payable to the City of New Ulm, in the amount equal to 1.5 times the price of purchasing credits from the nearest available and Minnesota Board of Soil and Water

Resources approved wetland bank. The developer shall conform to the requirements of the permitting authority, and submit copies of all reports and permits to the City. If the developer fails to provide the required reports or if the wetland fails to meet the required mitigation size or quality, the City will give a 30-day notice requesting a plan of action and warning the developer of the City's right to utilize the letter of credit to rectify the problem. Mitigation by the purchase of banked wetland credits shall be exempt from the letter of credit requirement.

Mowing shall not be allowed within the buffer strip without the written permission of the City of New Ulm.

Maintenance

All storm water management structures and facilities need to be maintained in perpetuity to assure that the structures and facilities function as originally designed. The City may require routine necessary maintenance on the facilities. If the necessary maintenance is not completed in a timely fashion, the City may conduct the maintenance and charge the costs back to the owner. When legally transferring the property that the storm water management structure and facility is located on to another party, the City's right to perpetuate maintenance responsibility shall also be transferred. The City may assume the responsibility for maintenance with jurisdiction over the structures and facilities. In the event that the site configurations change or the structural storm water BMPs change, new or improved BMPs will be required so that the net effectiveness of the BMPs for volume and pollutant reduction from the site does not decrease.

Easements

Temporary and perpetual easements, or dedicated outlots, for ponding, flowage, wetland, and drainage purposes over hydrologic features such as waterbodies and storm water basins may be required. The easements, or outlots, shall include the right of reasonable access for inspection, monitoring, maintenance and enforcement purposes. If a storm water management plan involves the redirection or increase of some or all runoff from the site, the applicant needs to obtain from adjacent property owners any necessary easements or other property interests concerning flowage of water.

Covenants

The City may require that the land be subjected to restrictive covenants or a conservation easement, in a form acceptable to the City, to prevent the future expansion of impervious surface and the loss of infiltration capacity.

Monitoring facilities

The City may require a monitoring facility to allow inspection, sampling, and flow measurements of each storm water system component.

Summary

The City of New Ulm is committed to doing its part to ensure that current and future generations are able to safely enjoy our waters. The City of New Ulm Storm Water Management and Standards [Ordinance](#), and this Storm Water Manual, are intended to guide residents and businesses to help achieve that goal.

Any questions or comments relating to this Storm Water Manual or the Ordinance should be directed to the New Ulm City Engineer.

Together we can help guarantee that New Ulm maintains its status as A City of Charm and Tradition.

CITY OF NEW ULM
STORM WATER PERMIT APPLICATION
Effective January 1, 2009

City Engineer: Steven P. Koehler P.E.
Phone: (507) 359-8245
Fax: (507) 359-8306
E-mail: steve.koehler@ci.new-ulm.mn.us

A permit application fee shall accompany this permit. (City, PUC and Economic Development Authority Projects are not required to pay a fee.) Applicant acknowledges familiarity with the Rules and Regulations of the City of New Ulm Storm Water Management and Standards Ordinance and the City of New Ulm Storm Water Manual.

<u>Property Owner:</u> <i>Company/Individual</i> _____ <i>Contact Person</i> _____ <i>Mailing Address</i> _____ <i>City/State/Zip</i> _____ <i>E-Mail</i> _____ <i>Home Phone</i> _____ <i>Mobile Phone</i> _____	<u>General Contractor:</u> <i>Company/Individual</i> _____ <i>Contact Person</i> _____ <i>Mailing Address</i> _____ <i>City/State/Zip</i> _____ <i>E-Mail</i> _____ <i>Office Phone</i> _____ <i>Mobile Phone</i> _____
SEND TO: City of New Ulm, City Engineer Steven P. Koehler P.E., 100 North Broadway, New Ulm, MN 56073 NOTE: The <u>Contractor and Property Owner</u> assumes joint responsibility for compliance with permit conditions. _____ <i>Signature of Applicant</i> <i>Date</i>	

Project Name _____ Area Disturbed _____ Sq. Ft. _____ Acres
Address _____ Parcel ID _____
Legal _____ ¼ Section _____ Township _____ Range _____
Nearest major street intersection _____

Purpose of Project:

- | | |
|--|---|
| ☐ Commercial Development | ☐ Floodplain Development |
| ☐ Residential Development | ☐ Bridge or Culvert Construction |
| ☐ Utility Construction | ☐ Wetland Alteration |
| ☐ Street or Road Construction | ☐ Private Drainage System |
| ☐ Landscaping | ☐ Other: Explain _____ |

Description of Project: _____

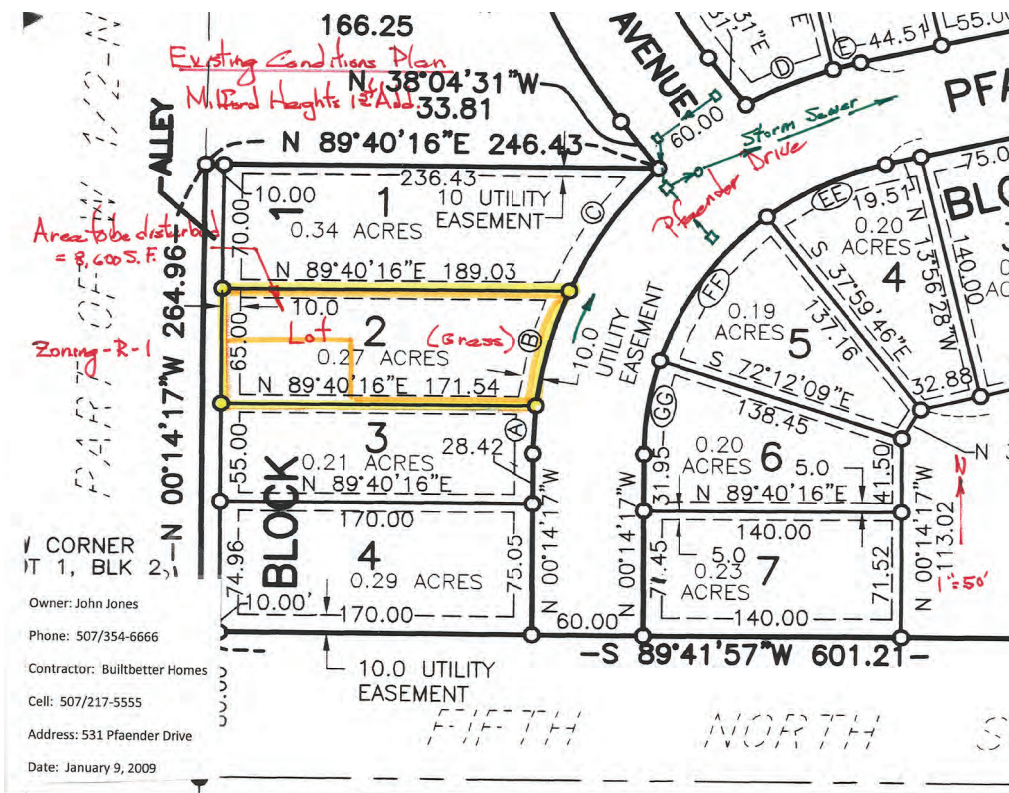
Project Size (See checklist) ☐ Small Site (1,000- 1 Acre (43,560 SF)) ☐ Large Site (>1 Acre)
Start Date of Project _____ Estimated Completion Date _____
Is an environmental assessment or environmental impact statement being prepared for this project? _____
To be completed by _____, 20 _____.

Received by _____ Date _____
☐ Approved
☐ Denied Reason (s): _____
☐ Waived Reason (s): _____
Signed: _____ Date _____

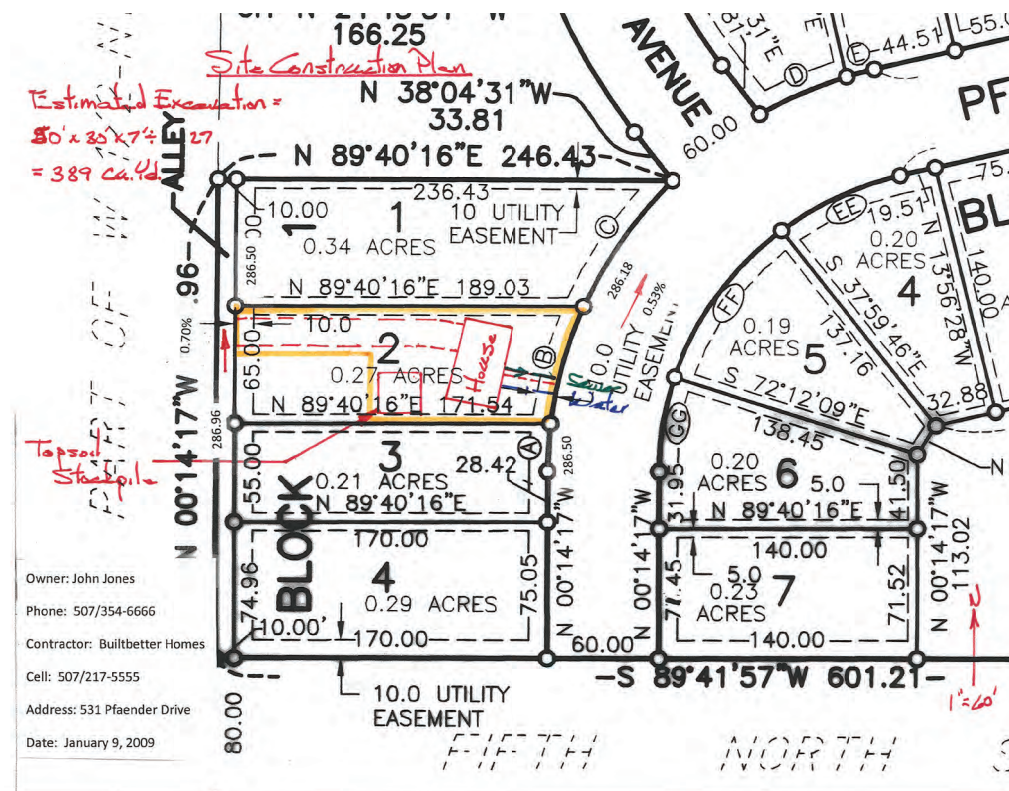
- PERMIT FEES -	
Small Site.....	\$50.00
Large Site.....	\$125.00
Pymt: <u>Cash</u> <u>Check</u>	
Total Cost \$ _____	
Receipt # _____	Permit # _____



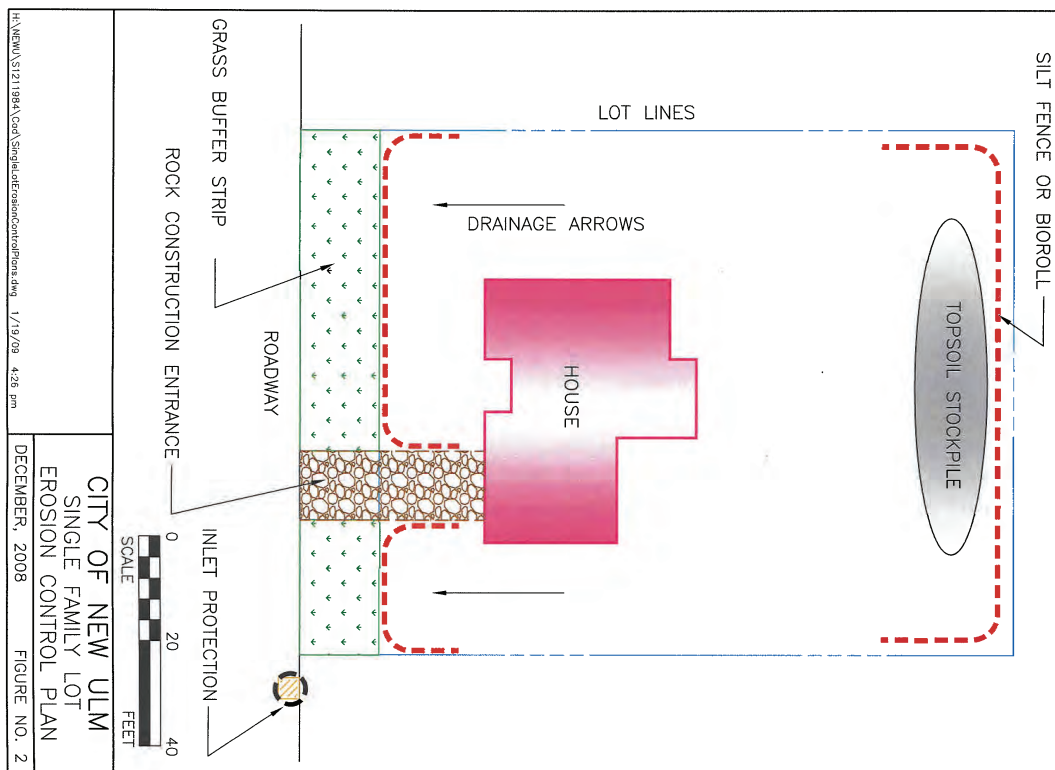
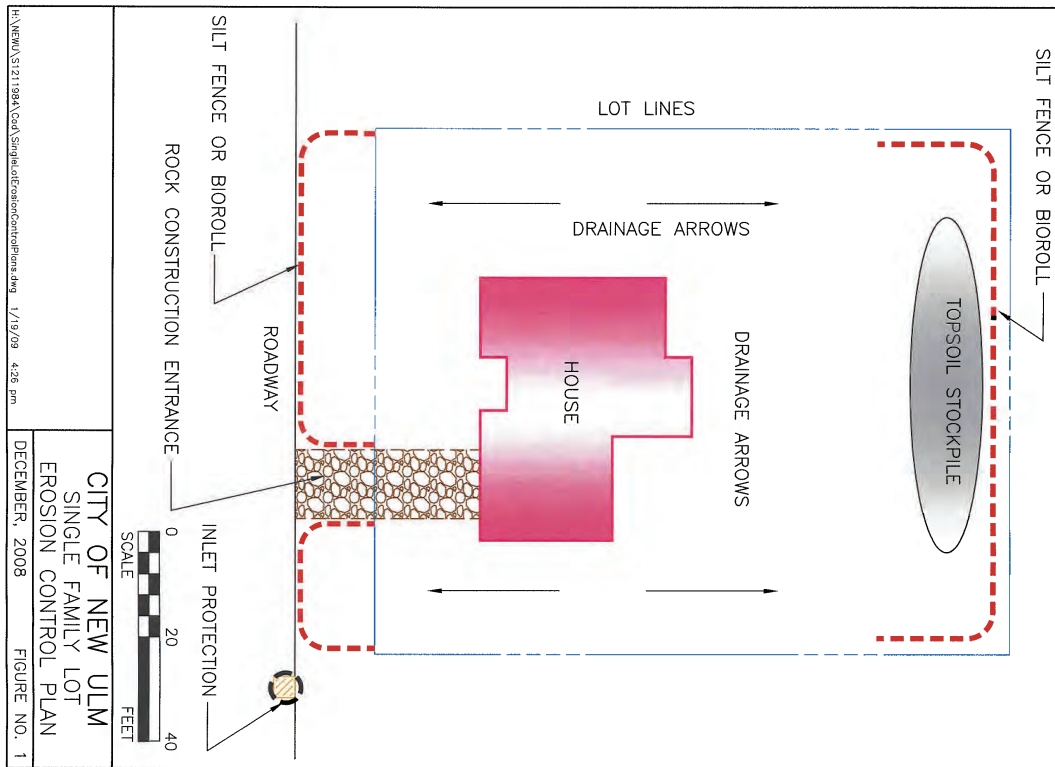
Example Existing Conditions Plan



Example Site Plan



Single Residential Lot Standard Drawings



NEW ULM STORM WATER PERMIT
SMALL SITE PROJECT
APPLICATION PROCEDURES CHECKLIST
For Ordinance No 08-070

Definition of Small Site:

Small site projects requiring a Storm Water Permit are defined as follows:

1. All land disturbing activities greater than 1,000 square feet and less than 1 acre.
2. Excavation or filling in excess of 100 and less than 1,000 cubic yards of material
3. Public and private roads or driveways on slopes any part of which exceeds 5%.
4. Linear electric, telephone, cable television, utility lines or individual service connections to these utilities in excess of 1,000 feet in length.

Submittals:

- ☐ Written Application for a New Ulm Storm Water Permit
- ☐ Submittals and fee
 - In general, all submittals shall include the following:
 - 2 sets clearly legible copies prepared to scale
 - Scale of drawings shall be minimum 1 inch equals 50 feet
 - Date of preparation of any maps provided
 - Names, addresses, and phone numbers of the land surveyor, and engineer, if any.
 - Fee:
 - \$50 check made payable to "City of New Ulm"
 - **Existing Conditions Plan** shall include:
 - General location map.
 - Location of existing roads, property lines and structures.
 - Boundary lines of the construction limits of the proposed project.
 - Lot Dimensions.
 - Legal description and address of the property.
 - Existing drainage, utility, and other easements.
 - Existing zoning classifications for land within and abutting the development.
 - Location and dimensions of existing natural waterways and storm water drainage systems, with flow direction indicated.
 - Location of existing water bodies including lakes, ponds, streams, and wetlands on or immediately adjacent to property, as well as normal water level or ordinary high water level.
 - Vegetative cover, wooded areas, and a clear delineation of any vegetation proposed for removal.
 - **Site Construction Plan** shall include:
 - Any proposed structures, utilities, or drainage swales
 - Locations and dimensions of all proposed land-disturbing activities.
 - Locations and dimensions of all temporary soil or dirt stockpiles.
 - Any temporary easements needed during construction.
 - Estimated earthwork volumes with supporting calculations.

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- **Erosion and Sediment Control Plan** shall include:
 - Arrows indicating direction of water flow during and after construction
 - Locations of sediment control devices (silt fence, inlet protection, etc.)
 - Locations of any drainage intakes
 - Details of any sediment control devices
 - Limits of seeding, sodding, mulch areas or pavement areas
 - For a single residential lot, standard drawings may be used.

☐ Additional Information Pertinent To This Particular Project:

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NEW ULM STORM WATER PERMIT
LARGE SITE PROJECT
APPLICATION PROCEDURES CHECKLIST
For Ordinance No. 08-070

Definition of Large Site:

Large site projects requiring a Storm Water Permit are defined as follows:

1. All land disturbing activities greater than one acre or phased and connected land disturbing activities that cumulatively disturb more than one acre within a three year period.
2. Excavation or fill of greater than 1,000 cubic yards of material.
3. Any alteration of the course, current, or cross-section of natural or constructed drainageways.

Submittals:

- ☐ Written Application for a New Ulm Storm Water Permit
- ☐ Submittals and fee
 - In general, all submittals shall include the following:
 - 2 sets clearly legible copies prepared to scale
 - Scale of drawings shall be minimum 1 inch equals 50 feet
 - Date of preparation of any maps provided
 - Names, addresses, and phone numbers of the land surveyor, and engineer, if any.
 - Fee:
 - \$125 check made payable to "City of New Ulm"
 - **NPDES General Construction Permit**
 - **Existing Conditions Plan** shall include:
 - General location map
 - Location of existing roads, property lines and structures.
 - Boundary lines of the construction limits of the proposed project.
 - Lot Dimensions
 - Legal description and address of the property
 - Existing topography shown at 2 foot, or less, contour intervals
 - Existing drainage, utility, and other easements.
 - Existing zoning classifications for land within and abutting the development.
 - Location and dimensions of existing natural waterways and storm water drainage systems, with flow direction indicated
 - Location of existing natural water bodies including lakes, ponds, streams, and wetlands on or immediately adjacent to property, as well as normal water level or ordinary high water level.
 - Vegetative cover, wooded areas, and a clear delineation of any vegetation proposed for removal
 - **Site Construction Plan** shall include:
 - All information required for the Existing Conditions Plan
 - Locations and dimensions of all proposed structures.
 - Location of proposed sanitary sewers, storm sewers, and water mains.

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- Lot sizes, layout, numbers and preliminary dimensions of lots and blocks.
 - Locations and dimensions of all proposed land-disturbing activities and any phasing of those activities.
 - Minimum building setback lines as required by the zoning ordinance.
 - Areas and size of areas other than streets, alleys, pedestrian ways and utility easements, intended to be dedicated or reserved for public use.
 - Finished grading shown as 2-foot contours or less to clearly indicate the relationship of proposed changes to existing topography and remaining features.
 - Any temporary easements needed during construction.
 - Estimated earthwork volumes with supporting calculations.
 - Normal water level, high water level, and emergency overflow elevations for ponding areas on or adjacent to the site.
 - Any additional information and supporting calculations to comply with the post-construction ordinance.
 - Any other information pertinent to the particular project that, in the opinion of the City Engineer, is necessary for the review of the project.
- **Erosion and Sediment Control Plan** shall include:
 - All information required for the Existing Conditions Plan
 - Arrows indicating direction of water flow during and after construction
 - Locations of sediment control devices (silt fence, inlet protection, etc.)
 - Locations of any drainage intakes
 - Details of any sediment control devices
 - Locations and types of proposed ground cover (final stabilization)
 - Erosion and sediment control measures for all temporary soil or dirt stockpiles.
- **Stormwater Pollution Prevention Plan (SWPPP)**
 - The owner must develop a SWPPP prior to submitting any large site storm water permit application and prior to conducting any land-disturbing activity. The SWPPP must be a combination of narrative, plan sheets and, if appropriate, standard detail sheets that address the foreseeable conditions, at any stage in the construction or post construction activities.
 - For storm water discharges from construction activities where the owner or operator changes, the new owner or operator may implement the original SWPPP created for the project, or develop and implement their own SWPPP. The new owner or operator must notify the City Engineer of permit transfer/modification within 7 days of assuming control of the site or commencing work on-site, or of the legal transfer, sale or closing on the property.
 - Owners and operators shall ensure either directly or through coordination with other permittees that their SWPPP meets all terms and conditions of their New Ulm Storm Water Permit and that their activities do not render another party's erosion and sediment control and storm water management plans ineffective.
 - The SWPPP must require that site inspections be done, at a minimum, weekly by the permittee (general contractor, developer, or developer's designated representative), and within 24 hours after every storm or snow melt event large enough to result in runoff from the site (approximately 0.25 inches or more in 24 hours). At a minimum, these inspections shall be done during active construction. Results of the required inspections shall be recorded and kept on file by the permittee and shall be available upon request by the City. At a minimum, the permittee is required to inspect all sediment and erosion control devices, turf restoration, and inlet protection devices to ensure proper functioning.
 - Provisions for maintenance of the construction site erosion control measures during construction.
- **Maintenance Plan**
 - A maintenance plan indicating the responsible party or parties charged with the long-term maintenance, repair, or replacement of any privately owned storm water conveyance and retention facilities. Such plan shall also include information on the intended final ownership of the properties containing such facilities and the means

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by which inspection, maintenance, repair, or replacement shall be funded and accomplished.

- **Legal documents.**

- Legal documents for securing temporary or permanent easements as necessary shall be submitted for review.

☐ Additional Information Pertinent To This Particular Project:

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City of New Ulm SWPPP

MCM #4 Construction Site Storm Water Runoff Control

Written procedures for site inspections:

[Ordinance 08-070, Section 13.08. Inspections, Violations and Penalties](#)

(References in parenthesis refer to this ordinance)

“The City Engineer or designee may inspect the storm water management system of any permittee, or any connection to the MS4 to determine compliance.” (Section 13.08. Subd. 1)

Inspections shall be documented using the Construction Site Inspection Forms: [SMALL SITE](#) [LARGE SITE](#)

Inspection procedures:

It is the goal of the Engineering and Inspection Department to inspect all permitted sites on a weekly basis.

The inspection frequency of the following types of sites should be increased, dependent upon personnel availability:

1. Sites that have steep slopes.
2. Sites that are near bodies of water or wetlands.
3. Sites that were discovered to have no permit.
4. Sites that have been previously inspected and found to be non-compliant.
5. Sites that are being constructed by historically non-compliant contractors.
6. Sites that receive public complaints (see below).

The person(s) performing the inspection should have available:

1. A copy of the site permit.
2. A copy of the permittee’s submitted erosion and sediment control plan
3. A blank small site/large site inspection form or an electronic format of the inspection form.
4. A camera or other device capable of taking pictures to record the existing site conditions and/or deficiencies.

The inspection report and any photographs should be filed in an appropriate manner and fashion. Any on-site instructions given to the contractor or owner, or phone call notes made as a result of the inspection need to be documented on the inspection form.

The site(s) pertaining to complaints by the public or other units of government may be placed into the category of higher inspection frequency depending upon the following:

1. The date of the last inspection.
2. The validity of past complaints of the person(s) making the report.

A complaint made by the public or other units of government shall have the following information documented:

1. The name and address of the owner, date, time, and nature of the violation, as well as other information deemed necessary to document site conditions including photos and personal conversation.
2. If voluntarily provided, the name address and phone number of the individual filing the complaint.

Form Date: October 2, 2015

CITY OF NEW ULM**SMALL CONSTRUCTION SITE INSPECTION FORM**

Inspector Name:

Small Site Permit Number:

Date of Inspection:

Dimensions of Disturbed Area:

Site Address (As written on permit):

Site Owner (As written on permit):

Site Contractor (As written on permit):

Contractor(s) working on site:

[Storm Water Ordinance](#)[Storm Water Manual](#)

IS THE SITE DISCHARGING ANY DEWATERING WATER WITHOUT TREATMENT?

☐

N/A

☐

YES

☐

NO

IF YES DESCRIBE DEFICIENCIES BELOW:

ARE ALL WASTE MATERIALS BEING DISPOSED OF PROPERLY?

☐

N/A

☐

YES

☐

NO

IF NO DESCRIBE DEFICIENCIES BELOW:

ARE MATERIALS BEING TRACKED OFF-SITE?

☐

NO

☐

YES

IF YES DESCRIBE DEFICIENCIES BELOW:

IS THE SITE OR ADJACENT ROADWAYS IN NEED OF DUST CONTROL?

☐

NO

☐

YES

IF YES DESCRIBE DEFICIENCIES BELOW:

ARE ALL DRAIN INLETS ADEQUATELY PROTECTED?

☐

NO

☐

YES

IF NO DESCRIBE DEFICIENCIES BELOW:

ARE ANY INLET PROTECTION DEVICES IN NEED OF MAINTENANCE?

☐

NO

☐

YES

IF YES DESCRIBE DEFICIENCIES BELOW:

INSPECTION DATE:

PERMIT NUMBER:



DOES THE SITE HAVE A MEANS OF PERIMETER CONTROL THAT WILL PREVENT SEDIMENT RUNOFF FROM LEAVING THE SITE? NOTE THE TYPE OF PERIMETER CONTROL USED. ☐ NO ☐ YES TYPE OF CONTROL: IF NO DESCRIBE DEFICIENCIES BELOW:	
ARE PERIMETER CONTROL DEVICES IN NEED OF MAINTENANCE? ☐ NO ☐ YES IF YES DESCRIBE DEFICIENCIES BELOW:	
ARE ALL DISTURBED AREAS WHERE WORK HAS BEEN SUSPENDED FOR AT LEAST 14 DAYS BEEN TEMPORARILY STABILIZED? ☐ NO ☐ YES ☐ N/A - ACTIVELY BEING WORKED IF NO DESCRIBE DEFICIENCIES BELOW:	
ARE ALL DISTURBED AREAS WHERE WORK HAS BEEN COMPLETED FOR AT LEAST 14 DAYS BEEN PERMANENTLY STABILIZED? ☐ NO ☐ YES ☐ N/A - ACTIVELY BEING WORKED IF NO DESCRIBE DEFICIENCIES BELOW:	
ARE ALL SOIL STOCKPILES IN EXCESS OF 10 CUBIC YARDS AT LEAST 25 FEET AWAY FROM ALL ROADWAYS OR DRAINAGE WAYS, OR IF WITHIN 25 FEET, ARE THE STOCKPILES STABILIZED OR HAVE SEDIMENT CONTROL AROUND THEM? ☐ NO ☐ YES IF NO DESCRIBE DEFICIENCIES BELOW:	
MISCELLANEOUS SITE NOTES:	
FOLLOW UP PROCEDURE: ☐ INFORMED CONTRACTOR OR OWNER OF DEFICIENCIES ☐ SENT LETTER TO INFORM OWNER AND CONTRACTOR OF DEFICIENCIES PERSON(S) RECEIVING NOTICE: DEADLINE FOR SITE COMPLIANCE: 	
DATE FOR NEXT SITE INSPECTION: _____	
INSPECTOR SIGNATURE _____ NAME: DATE: 	FILE NAME AND LOCATION OF ANY DIGITAL PHOTOGRAPHS TAKEN OF THE SITE:

CITY OF NEW ULM LARGE CONSTRUCTION SITE INSPECTION FORM

Inspector Name:	Large Site Permit Number:
Date of Inspection:	Dimensions of Disturbed Area:
Site Address (As written on permit):	
Site Owner (As written on permit):	
Site Contractor (As written on permit):	
Contractor(s) working on site:	
Storm Water Ordinance	Storm Water Manual
IS THE SITE DISCHARGING ANY DEWATERING WATER WITHOUT TREATMENT? ☐ N/A ☐ YES ☐ NO IF YES DESCRIBE DEFICIENCIES BELOW:	
ARE ALL WASTE MATERIALS BEING DISPOSED OF PROPERLY? ☐ N/A ☐ YES ☐ NO IF NO DESCRIBE DEFICIENCIES BELOW:	
ARE MATERIALS BEING TRACKED OFF-SITE? ☐ NO ☐ YES IF YES DESCRIBE DEFICIENCIES BELOW:	
IS THE SITE OR ADJACENT ROADWAYS IN NEED OF DUST CONTROL? ☐ NO ☐ YES IF YES DESCRIBE DEFICIENCIES BELOW:	
ARE ALL DRAIN INLETS ADEQUATELY PROTECTED? ☐ NO ☐ YES IF NO DESCRIBE DEFICIENCIES BELOW:	
ARE ANY INLET PROTECTION DEVICES IN NEED OF MAINTENANCE? ☐ NO ☐ YES IF YES DESCRIBE DEFICIENCIES BELOW:	

INSPECTION DATE:	PERMIT NUMBER:
DOES THE SITE HAVE A MEANS OF PERIMETER CONTROL THAT WILL PREVENT SEDIMENT RUNOFF FROM LEAVING THE SITE? NOTE THE TYPE OF PERIMETER CONTROL USED.	
☐ NO ☐ YES TYPE OF CONTROL: 	
IF NO DESCRIBE DEFICIENCIES BELOW:	
ARE PERIMETER CONTROL DEVICES IN NEED OF MAINTENANCE?	
☐ NO ☐ YES	
IF YES DESCRIBE DEFICIENCIES BELOW:	
ARE ALL DISTURBED AREAS WHERE WORK HAS BEEN SUSPENDED FOR AT LEAST 14 DAYS BEEN TEMPORARILY STABILIZED?	
☐ NO ☐ YES ☐ N/A - ACTIVELY BEING WORKED	
IF NO DESCRIBE DEFICIENCIES BELOW:	
ARE ALL DISTURBED AREAS WHERE WORK HAS BEEN COMPLETED FOR AT LEAST 14 DAYS BEEN PERMANENTLY STABILIZED?	
☐ NO ☐ YES ☐ N/A - ACTIVELY BEING WORKED	
IF NO DESCRIBE DEFICIENCIES BELOW:	
ARE ALL SOIL STOCKPILES IN EXCESS OF 10 CUBIC YARDS AT LEAST 25 FEET AWAY FROM ALL ROADWAYS OR DRAINAGE WAYS, OR IF WITHIN 25 FEET, ARE THE STOCKPILES STABILIZED OR HAVE SEDIMENT CONTROL AROUND THEM?	
☐ NO ☐ YES	
IF NO DESCRIBE DEFICIENCIES BELOW:	
IS MPCA PERMIT AND SWPPP AVAILABLE ON SITE?	
☐ NO ☐ YES ☐ N/A - NOT REQUIRED WITH CITY PERMIT	
MISCELLANEOUS SITE NOTES:	
FOLLOW UP PROCEDURE:	
☐ INFORMED CONTRACTOR OR OWNER OF DEFICIENCIES ☐ SENT LETTER TO INFORM OWNER AND CONTRACTOR OF DEFICIENCIES	
PERSON(S) RECEIVING NOTICE:	
DEADLINE FOR SITE COMPLIANCE:	
DATE FOR NEXT SITE INSPECTION: _____	
INSPECTOR SIGNATURE _____	FILE NAME AND LOCATION OF ANY DIGITAL PHOTOGRAPHS TAKEN OF THE SITE:
NAME:	
DATE: _____	



City of New Ulm Illicit Discharge Observation Form

PART 1 – GENERAL INFORMATION

Address/Location _____

Date: _____ Time: _____ Observer: _____

How long since last rainfall? ☐ Raining now ☐ 0 – 2 days ☐ 3 or more days ☐ Unknown

PART 2 – DESCRIPTION OF OBSERVATION

Suspected Substance: _____

Discharge into: ☐ Storm Drain ☐ Stream/River ☐ Wetland ☐ Ditch
☐ Gutter ☐ Other: _____

Water flowing from end of pipe? ☐ Yes ☐ No

If yes, what does water look like? ☐ Clear ☐ Colored, what color? _____ ☐ Muddy

Are petroleum products present? ☐ Yes ☐ No

If yes, in the form of: ☐ Floating globs (visible product) ☐ Moving sheen

PART 3 – ADDITIONAL INFORMATION:

Discharger Name: _____

Discharger Address: _____

Discharger License Plate: _____ Discharger Vehicle: _____



Stormwater Complaint Form

Wastewater and sewage draining from inside your house are treated and cleaned before entering local waterways, but the storm drains in the street outside your home flow directly to waterways without any treatment. Therefore, allowing no one to dump waste of any kind onto the street surfaces, drainage pipes, and ditches, or into storm drains is very important – they are only for rainwater. If you see someone dumping anything onto street surfaces, into storm drains, or into any other device built to contain rainfall or runoff, please report it immediately by calling the New Ulm City Engineering Department at (507) 359-8245 or by completing the form below and dropping it off at City Hall at the Engineering Department or mailing it to: City of New Ulm – Engineering Department, 100 North Broadway, New Ulm, MN 56073

Fill in the appropriate information and a City of New Ulm employee will investigate all reports received and take any and all appropriate enforcement actions necessary to rectify the discharge.

Erosion and Sedimentation Complaints: Pertains to observed excessive erosion and sedimentation from active construction sites.

Illicit Discharge Complaints: Pertains to observed illegal dumping into the stormwater system and/or streams. Please contact the Street Department if you are unsure if the observed dumping is illegal.

To report an Emergency, Call 9-1-1. Do not use this form to report an emergency.

Complaint received by: _____ Date: _____
Through (circle one) Phone E-mail Mail Verbal

Complaint made by: **Complaint can be made anonymously, of individual does not want to give the following information.**

Name: _____

Address: _____

Home Phone: _____ Daytime Phone: _____

Date of Occurrence: _____

Location: _____

Description of problem: _____

Was a commercial vehicle involved (circle one) Yes No

If so, what was the company name or license plate number on the vehicle: _____

Complaint referred to: _____ Date: _____

Complaint resolution: _____

_____ Date: _____

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City of New Ulm

Noncompliance and Correction Fees - 2016

Date: 4/6/2016

Filepath: H:\Newu\S1211984\Excel\[Basis of SWPPP Fees.xlsx]SWPPP Fees

Fee Description	Fee Amount
Storm Water Noncompliance & Reinspection (Small Site)	\$100.00
Storm Water Noncompliance & Reinspection (Large Site)	\$500.00