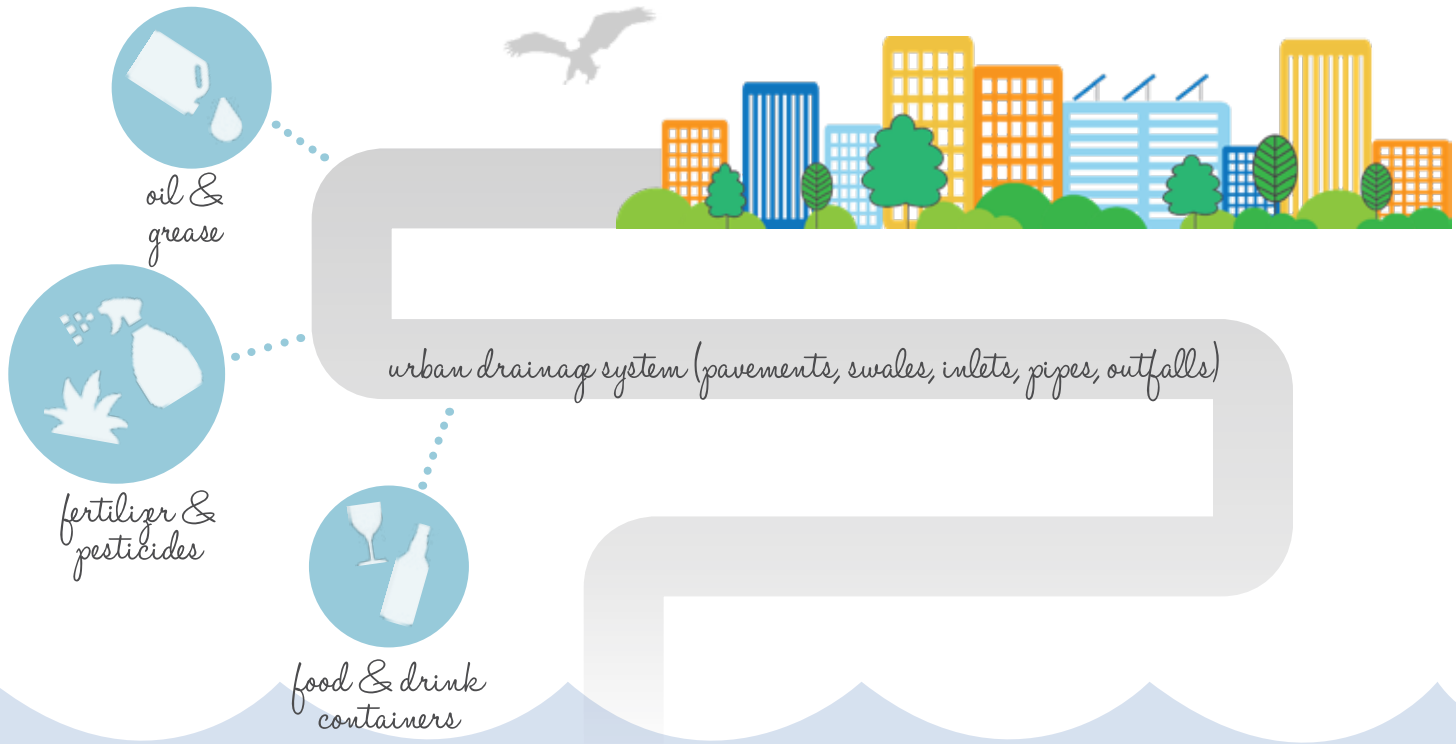
THE CLEAN WATER PROGRAM GUIDEBOOK SERIES

for

Prince George's County Municipalities

Understanding Roles and Responsibilities



Prince George's County
DEPARTMENT OF THE ENVIRONMENT

PRINCE GEORGES COUNTY MARYLAND

ACKNOWLEDGMENTS

Prince George's County's *Clean Water Program* is your government's departments working together to comply with the Federal Clean Water Act. We strive to foster a culture of stewardship of our local streams, creeks, wetlands, tidal areas and the Chesapeake Bay.

The *Clean Water Program* involves the participation of the following departments and offices:

- Department of the Environment
- Department of Permitting, Inspections and Enforcement
- Department of Public Works and Transportation
- Office of Central Services
- Maryland-National Capital Park and Planning Commission
- Office of Law
- Office of Information Technology
- Health Department
- Fire and Emergency Medical Services Department
- Soil Conservation District

In addition, the U.S. Environmental Protection Agency (EPA), the Maryland Department of the Environment (MDE) and municipalities within the County partake in the *Clean Water Program*. Together, we are all working toward making Prince George's County a healthier and more sustainable community.

We would like to extend our thanks and appreciation to the dedicated town and city staff that serve as the liaison to our communities and play a large role in educating the public on how to keep businesses and homes from contributing to polluted stormwater runoff. This guidebook was prepared with your municipality in mind, in order to strengthen your local programs and identify ways that we can work better and stronger together.

Thank you.

January 2017

FOREWORD

On January 2, 2014, the Maryland Department of the Environment reissued a National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Discharge Permit (referred to as the County stormwater permit) that covers stormwater discharges from Prince George's County and all incorporated municipalities within the County, except for the City of Bowie.

Since the early 1990s, the Federal government has required larger jurisdictions such as Prince George's County to obtain NPDES permits to control and reduce the amount of pollution transported by stormwater running over hard surfaces – whether it be rainwater or snowmelt, or water used to clean the car or moisten the lawn – into the storm drain and, ultimately, into local waters.

Each new permit builds on the foundation established by previous ones, challenging us to do more as we strive to minimize the amount of polluted runoff going into our waterbodies, making the County's water cleaner and our communities greener.

Additional measures will need to be taken over the next five years to strengthen stormwater cleanup efforts and reduce water-polluting behaviors. This includes ramping up public education and community engagement efforts, reducing polluted runoff from government operations, developing enforceable implementation plans for meeting already-established water quality standards and retrofitting existing County- and municipally-owned streets, alleys, parking lots and buildings. Collectively, these actions address polluted stormwater runoff from hard surfaces that don't absorb water.

We will get there working with the County's many incorporated towns and cities whose stormwater discharges are covered by the County stormwater permit. Doing so will help Prince George's municipalities meet their own obligations under the State general stormwater permit.

This guidebook provides municipal program administrators and staff with practical information to help in the implementation of the Federal Clean Water Act. It explains the key permit requirements; the County obligations and municipal responsibilities; and the tools, resources and assistance available to the municipalities working in tandem with County agencies.

Our goal is to empower the County's cities and towns as they strive to strengthen local-level activities to reduce water pollution and open up a dialogue on how we can work together to build cleaner, greener, healthier, more beautiful communities.

Did you know?

Prince George's County is not the only county required to address polluted stormwater runoff from impervious areas that don't absorb water, such as parking lots, roads and roofs.

24 of the County's 27 municipalities are also required to address polluted stormwater runoff as part of the State general stormwater permit which was first issued in 2003. With the exception of Bowie, which owns and operates its own storm drain system, all of the other cities and towns agreed to work together with the County to implement pollution control programs in a more cost-effective, sustainable manner.

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INTRODUCTION

The Clean Water Program Guidebook Series for Prince George's County's Municipalities: Understanding Roles and Responsibilities was written to provide the County's municipalities with information necessary to implement strong, effective local stormwater programs. There are twenty-six municipalities whose stormwater discharges are covered under the County stormwater permit. Twenty-three of these are also covered under the State general stormwater permit for smaller municipalities.

This guidebook gives information on the County and State permit requirements, associated roles and responsibilities of the County and the municipalities and examples and resources for incorporating various required elements into a local stormwater management program. This guidebook is not intended to be a legal document or a detailed manual. Instead, it is a resource to help facilitate dialogue and action.

The Clean Water Program Guidebook Series for Prince George's County's Municipalities: Understanding Roles and Responsibilities is divided into three sections:

- Curbing Polluted Stormwater Runoff in Prince George's County provides an overview of the importance of clean water, the history of the County stormwater permit and the State general stormwater permit and what these require us to do in order to curb polluted stormwater runoff.
- Core Components of the County's Clean Water Program discusses the seven core components of the County's *Clean Water Program*, how they relate to the County and State stormwater permit requirements and the roles and responsibilities of the County and its municipalities in implementing them. The seven core components of the *Clean Water Program* are:
  - Stormwater management
  - Erosion and sediment control
  - Public education and community engagement
  - Trash and litter
  - Illicit discharge detection and elimination
  - Property management and maintenance
  - Clean water restoration

  Special emphasis is placed on establishing effective public education and community engagement programs, addressing trash and litter, implementing property management and maintenance programs and getting engaged in the County's *Clean Water Program*.
- Where to Learn More provides a list of available County, State and Federal resources.

CURBING POLLUTED STORMWATER RUNOFF IN PRINCE GEORGE'S COUNTY

What Is Polluted Stormwater Runoff?

In Prince George's County's urban and suburban communities, much of the land is covered by buildings, pavement and compacted soils. These hard surfaces prevent rain, snowmelt and even water from our garden hoses from soaking into the ground. Instead, most of this water "runs off" these surfaces where it flows into storm drains.

All County storm drains flow directly to our streams, rivers, wetlands and other waterbodies. The runoff is not treated in any way. That means any substances the runoff picks up immediately makes its way into the water and causes pollution.

Some pollutants — such as bacteria, pesticides, fertilizers, oil and soap — are harmful in any quantity. Others — like dirt, pet waste, grass clippings and trash — cause harm when present in large quantities.

The Importance of Clean Water

Prince George's County, Maryland has a vast number of streams and rivers that not only provide drinking water, critical wildlife habitat and recreational and educational opportunities, but also play a vital role in our local economy.

Polluted, uncontrolled stormwater runoff has a significant impact on local waterbodies. Untreated polluted stormwater runoff is generally transported through a community's storm drain system – the system of gutters, roadside ditches, drains or underground pipes designed to carry stormwater runoff away from the built environment and into local waterbodies. Polluted stormwater runoff is the number one cause of water pollution in urban and suburban areas across the United States, and Prince George's County is no exception.

A Driver for County Action

Growing public awareness and concern regarding the impacts of polluted stormwater runoff on streams and other waterbodies resulted in Congress amending the Federal Clean Water Act in 1987 and required the EPA to take action. In response, the EPA developed a program that required large and medium-sized communities with their own storm drain systems to obtain stormwater permits on five-year cycles. The new permit system was enacted in two phases, with the first phase targeting larger communities.

In 1993, Prince George's County was among the first jurisdictions in Maryland to be issued a stormwater permit. In it MDE required the County to lay the foundation for a comprehensive program to reduce the amount of polluted stormwater runoff entering local waterbodies. The activities focused on inventorying and mapping the storm drain system; identifying pollution sources; monitoring storm events; enhancing existing management programs; and establishing new management programs. *Prince George's County's Municipal Separate Storm Sewer Systems Discharge Permit* (referred to as the County stormwater permit) has since been reissued three times (in 1999, 2004 and 2014), with each generation of stormwater permits requiring increasingly more actions to be taken to reduce polluted stormwater runoff. The permit was last renewed on January 2, 2014.

History of the County's Permit

The goal of the County stormwater permit is to keep harmful pollutants out of our waterbodies. Each permit re-issuance has required the County to do increasingly more to meet this obligation.

The initial permit in 1993 laid the foundation for a comprehensive approach to controlling polluted stormwater runoff. During the course of the 1999 permit, the County built one of the most progressive municipal stormwater programs in the Mid-Atlantic region. The County evaluated water quality countywide; prioritized watersheds for more detailed analyses and implementation guidance; and began to restore existing impervious areas. These efforts continued through the 2004 permit's span.

Polluted stormwater runoff is the number one cause of water pollution in Prince George's County's developed areas.

In spite of these efforts, many of Prince George's County's waterbodies do not meet Maryland's criteria for clean water. They are severely impaired due to the amount of nitrogen, phosphorus and sediments contained in stormwater runoff.

Prince George's County is one of many jurisdictions where Total Maximum Daily Load (TMDL) limits have been imposed on the amount of nitrogen, phosphorous and sediments that can enter the County's waterbodies. These limits have been established to meet EPA-approved estimates on what it will take to improve the Chesapeake Bay Watershed's overall health. Limits have also been set related to other pollutants of concern — most notably, the amount of trash (such as plastic bags, food and drink containers and polystyrene foam) that enters the Anacostia River via stormwater runoff. Bacteria is also a problem.

About the County's Current Permit

The County's most recent permit went into effect on January 2, 2014, with the intent of scaling up existing polluted water cleanup efforts. Like past ones, the 2014 permit covers the County and incorporated municipalities except the City of Bowie. The renewed permit requires the County to do the following:

- Implement comprehensive stormwater management programs for addressing runoff from new and redevelopment projects.
- Perform screening and assessments to detect and eliminate illicit discharges, illegal dumping and spills of pollutants into the storm drain; map storm drain systems; and monitor urban runoff.
- Expand public education and public awareness activities related to trash, litter and other pollution prevention measures.
- Develop and implement pollution prevention plans and good housekeeping procedures for each County-owned or municipal facility that requires them, including parks, roadways, parking lots and areas of industrial activity.
- Establish local restoration plans for achieving EPA-established or EPA-approved pollution limits for pollutants such as nitrogen, phosphorous and trash in each impaired stream or watershed.
- Increase existing stormwater restoration goals from 10% to 20% for retrofitting previously developed urban areas in the County that have little or no stormwater management treatment.
- Perform comprehensive watershed monitoring to assess and evaluate the adequacy of ongoing restoration efforts.

The County stormwater permit also requires permit and program activity updates be submitted to MDE on an annual basis.

Filling the Gaps: A Call for Municipal Action

The responsibility of reducing stormwater pollution is not the County's alone. Municipalities have their own set of compliance requirements that must be met.

Additional Federal Clean Water Act regulations were enacted in 1999 to require certain smaller urban municipalities (with 1,000 or more people and containing an extensive network of storm drainage pipes) to obtain stormwater permits and implement six minimum control measures to reduce polluted stormwater runoff.

- Public Education and Outreach
- Public Involvement/Participation
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post-Construction Runoff Control
- Pollution Prevention/Good Housekeeping

The purpose was to address gaps in coverage when a small unregulated municipality is located next to or within a larger jurisdiction that is subject to a stormwater permit. These gaps create an equity problem because similar discharges may remain unregulated even though they cause or contribute to the same water quality problems.

Twenty-three of the County's twenty-seven municipalities were affected (Eagle Harbor, Edmonston, North Brentwood and Upper Marlboro did meet the population threshold) and were required to seek coverage under the State's General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (referred to as the State general stormwater permit) by June 11, 2003. Since then, Edmonston has also been required to seek coverage as its population now exceeds 1,000 people. Instead of multiple individual programs, the State gave each municipality the option of sharing responsibilities for implementation with the County. Only the City of Bowie opted to create its own program, as Bowie has authority over all public storm drain systems found in its city limits.

What are the Six Minimum Measures Your Municipality Must Address?

1. **Public Education and Outreach** to distribute educational materials and perform outreach to inform citizens about the impact polluted stormwater runoff has on water quality.
2. **Public Involvement/Participation** to provide for citizen participation in program development and implementation. Activities must include effectively publicizing public hearings for actions or decisions involving stormwater management and sponsoring annual public "stream cleanup" events or similar volunteer restoration days.
3. An **Illicit Discharge Detection and Elimination** program to field screen storm drain system outfalls, inspect the storm drain system for the purpose of identifying the source of any illicit discharge to the storm drain system and enforce penalties where appropriate.
4. **Construction Site Runoff Controls** to control construction site stormwater runoff for any construction activities that disturb five thousand (5,000) square feet or more of earth.
5. **Post-Construction Runoff Control** to address the discharge of post-construction stormwater runoff from new development and redevelopment for any project that disturbs five thousand (5,000) square feet or more of earth.
6. **Pollution Prevention/Good Housekeeping** methods and procedures to reduce pollutants from all municipal operations, including municipal training measures and techniques, fleet, yard and building maintenance and following proper stormwater permitting procedures for all municipally owned activities and facilities.

Frequently Asked Questions

I represent a municipality. Do I have responsibilities under the State's general stormwater permit?

Yes. Twenty-four of the County's twenty-seven municipalities were required to submit a Notice of Intent (NOI) for coverage under the State general stormwater permit. These include the following cities and towns:

- Berwyn Heights
- Bladensburg
- Bowie
- Brentwood
- Capitol Heights
- Cheverly
- College Park
- Colmar Manor
- Cottage City
- District Heights
- Edmonston
- Fairmount Heights
- Forest Heights
- Glenarden
- Greenbelt
- Hyattsville
- Landover Hills
- Laurel
- Morningside
- Mount Rainier
- New Carrollton
- Riverdale Park
- Seat Pleasant
- University Park

Does my municipality also have responsibilities under the County stormwater permit?

The County stormwater permit covers stormwater discharges from all incorporated County municipalities (excluding Bowie) and provides an excellent platform for coordination between the municipalities and the County. The municipalities' core responsibilities, however, are the same as what's required by the County stormwater permit.

What are my municipality's responsibilities?

The overwhelming majority of the responsibilities for stormwater management fall on the County. Two areas in particular where municipalities must be involved include:

- Implementing public education and community engagement programs as they relate to trash, litter and other stormwater pollutants.
- Implementing pollution prevention plans or good housekeeping procedures for municipal activities and municipal-owned facilities (*Note*: If your municipality has a public works yard, you may need to seek coverage under the State general industrial stormwater permit. See pages 27-30 for more information).

Municipalities also share responsibility for reporting back to MDE on an annual basis.

What about Bowie?

The City of Bowie owns its own public storm drain system and is solely covered under the State general stormwater permit for smaller municipalities. Bowie is using its own resources to meet the minimum control measues required by the State general stormwater permit.

CORE COMPONENTS OF THE COUNTY'S CLEAN WATER PROGRAM

Clean Water for All: Breaking Down the Core Components

The County's *Clean Water Program* facilitates compliance with the Federal Clean Water Act by working with departments and offices from Prince George's County. The program itself is broken into seven core components: stormwater management; erosion and sediment control; public education and community engagement; trash and litter; illicit discharge detection and elimination; property management and maintenance; and clean water restoration. The *Clean Water Program* represents your County departments working hard to protect local waterbodies for generations to come.

County Involvement

The County's Department of the Environment oversees the *Clean Water Program* as a whole, but other agencies play lead or supporting roles in implementing individual components. For example, the Department of Permitting, Inspections and Enforcement oversees County efforts related to implementing stormwater management and erosion and sediment control measures, while the Fire and Emergency Medical Services Department oversees the County's *Spill Response and Recovery Program*. The Department of Public Works and Transportation manages public storm drain facilities and infrastructure, vegetative roadside management, snow and ice control and several public education and community engagement programs.

What Departments are Involved in the *Clean Water Program*?

- Department of the Environment
- Department of Permitting, Inspections and Enforcement
- Department of Public Works and Transportation
- Office of Central Services
- Maryland-National Capital Park and Planning Commission
- Office of Law
- Office of Information Technology
- Health Department
- Fire and Emergency Medical Services Department
- Soil Conservation District

Municipal Engagement

Creating a successful *Clean Water Program* requires more than just County agency involvement. It requires creating stronger program infrastructure, understanding and meeting the needs of a diverse community and creating community partnerships to extend the reach of the program. That community connection starts with you.

Breaking Down the Core Components

A description of the *Clean Water Program* core components is provided on the following pages, along with information on how each relates to specific permit requirements, what the County is doing and what your municipality can do to help.

The areas where we need municipal involvement the most include building stronger public education and community engagement, establishing effective trash and litter outreach programs, ensuring better property management and maintenance for municipal-owned properties and accelerating clean water restoration.

Roles and Responsibilities

What are my municipality's roles and responsibilities?

Municipality County

Stormwater Management

The County maintains a stormwater management program which limits polluted stormwater runoff from new and redevelopment projects by installing environmental site design or green infrastructure features to the maximum extent practicable, in accordance with Maryland State law and regulations.

Report stormwater control problems to the County.

Erosion and Sediment Control

The County maintains and implements a program to control and prevent erosion and sediment loss on construction sites for new and redevelopment projects, in accordance with Maryland State law and regulations.

Report sediment control problems to the County.

Public Education and Community Engagement

The County and municipalities can work together to implement and maintain public education and community engagement programs to increase community awareness and involvement in reducing stormwater runoff.

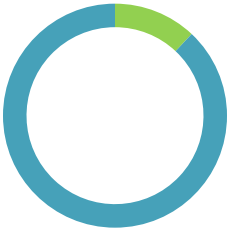
Report back to the County on an annual basis on fulfillment of Minimum Control Measures 1 and 2.

Trash and Litter

Incorporate trash and litter education in public education component.

Include information on progress in reporting to the County on Minimum Control Measures 1 and 2.

"Life's most persistent and urgent question is: 'What are you doing for others?'" — Martin Luther King, Jr.



Illicit Discharge Detection and Elimination

The County accepted primary responsibility for meeting this minimum control measure; however, municipalities have a role in educating the public about impacts and ways to prevent problems, as well as where to report issues.

Immediately report problems to the County.

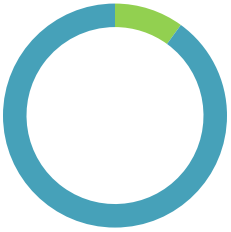
Report back to the County any additional measures your municipality puts in place related to Minimum Control Measure 3.

Property Management and Maintenance

Municipalities are responsible for preparing and implementing a Stormwater Pollution Prevention Plan (SWPPP) for municipal-owned properties and implementing stormwater management practices that adhere with MDE's stormwater permit accounting guidance.

Maintain good records of pollution prevention activities and collaborate with the County for proper reporting of activities to MDE.

For municipalities with industrial stormwater permits, report monitoring data to the State from municipal stormwater discharge points as dictated by an approved SWPPP.



Clean Water Restoration

Encourage public involvement where applicable. Work with the County to implement restoration efforts. Ensure practices are implemented in a way that meets MDE's stormwater permit accounting guidance.

Work with the County to submit updates to the State on an annual basis.

Core Component:

STORMWATER MANAGEMENT

Why is this important?

Long-term growth and development are important to Prince George's County's future. But, if left unchecked, the increase in hard surfaces associated with development will lead to greater amounts of polluted stormwater runoff and degradation of water quality. The best way to mitigate stormwater impacts from new developments and redevelopment is to incorporate environmental site design or green infrastructure features into the built environment that treat, store and infiltrate runoff onsite before it can affect waterbodies downstream. The Department of the Environment's Stormwater Management Division works to ensure that Federal, State and County laws are enforced in order to create a healthy, safe and aesthetically pleasing environment for all residents and businesses in the County.

Relates to:

- State General Stormwater Permit – Minimum Control Measure 5
- County Stormwater Permit – Stormwater Management Requirement

What are my municipality's responsibilities?

State General Stormwater Permit Requirements

Under the 2004 State general stormwater permit, municipalities are required to manage stormwater runoff for any construction activity that disturbs 5,000 square feet or more of soil (Minimum Control Measure 5). In Prince George's County, the Department of Permitting, Inspections and Enforcement oversees this program.

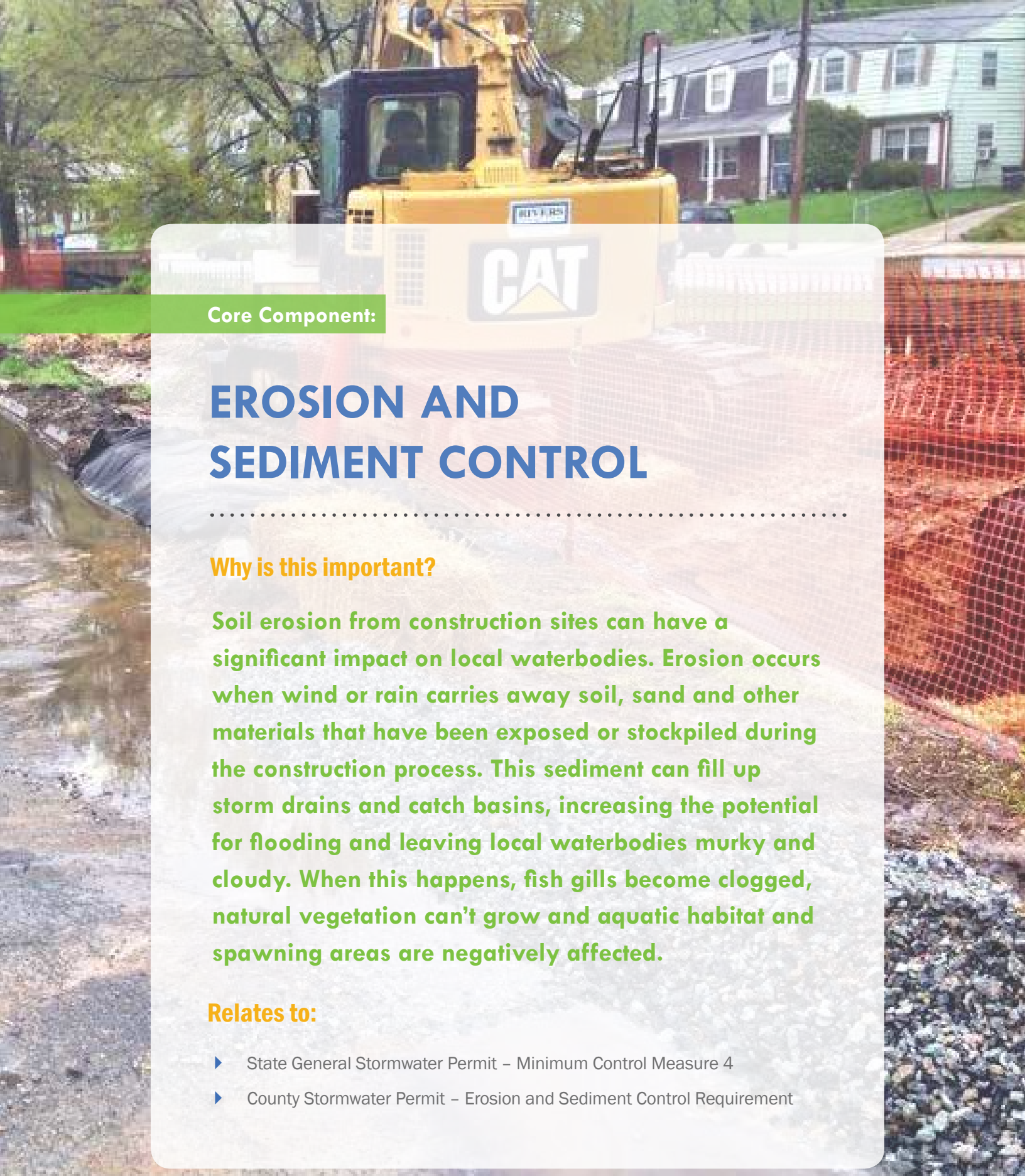
What are the County's responsibilities?

County Stormwater Permit Requirements

The County stormwater permit requires that the County maintain a stormwater management program that limits the amount of polluted stormwater runoff from any new and redevelopment projects by installing environmental site design or green infrastructure features, such as *Rain Check Rebate Program* eligible practices, to the maximum extent possible in accordance with the County's Stormwater Design Manual. This program has been in place for over 30 years and is overseen by the Department of Permitting, Inspections and Enforcement.

What are my annual reporting requirements?

The County tracks the progress towards satisfying the State and County stormwater permit requirements and reports back to MDE annually on any problems or necessary modifications to implement environmental site design practices. The County also reports annually on any changes that have been made or need to be made to all ordinances, regulations and development plan review and approval processes to comply with the County stormwater permit's requirements.



Core Component:

EROSION AND SEDIMENT CONTROL

Why is this important?

Soil erosion from construction sites can have a significant impact on local waterbodies. Erosion occurs when wind or rain carries away soil, sand and other materials that have been exposed or stockpiled during the construction process. This sediment can fill up storm drains and catch basins, increasing the potential for flooding and leaving local waterbodies murky and cloudy. When this happens, fish gills become clogged, natural vegetation can't grow and aquatic habitat and spawning areas are negatively affected.

Relates to:

- State General Stormwater Permit – Minimum Control Measure 4
- County Stormwater Permit – Erosion and Sediment Control Requirement

What are my municipality's responsibilities?

State General Stormwater Permit Requirements

The State general stormwater permit requires affected municipalities to develop a program to reduce pollutants in stormwater runoff to the storm drain system for new and redevelopment construction projects in accordance with Maryland State law and regulations (Minimum Control Measure 4). In Prince George's County, the Department of Permitting, Inspections and Enforcement oversees this program; no municipal involvement is required.

Did you know?

Erosion associated with construction activities can be up to 200 times greater than that from agricultural farmlands and nearly 2,000 times greater than that naturally occurring in grassy and wooded areas and forests.

What are the County's responsibilities?

County Stormwater Permit Requirements

The most current County stormwater permit – similar to the past permit – requires that an erosion and sediment control program be in place to control and prevent erosion and sediment loss on construction sites that are one acre or greater in size. This includes offering certification classes to educate construction site operators regarding erosion and sediment control compliance and reporting back to MDE on program activity and construction activities on a regular basis.

What are my annual reporting requirements?

Municipalities should immediately report sediment and erosion control problems from construction sites to the County. To do so, please contact the County at (301) 883-5600.

Annual reporting requirements are handled by the County. Each quarter, the County reports back to MDE regarding any earth disturbances exceeding one acre. The County reports to MDE on an annual basis regarding all other program activities.

Core Component:

PUBLIC EDUCATION AND COMMUNITY ENGAGEMENT

Why is this important?

An informed, engaged public can significantly contribute to the success of local programs targeting polluted stormwater runoff by building greater awareness of the pollution potential of common activities; increasing the understanding of the direct link between land activities, polluted runoff, storm drains and local waterbodies; facilitating opportunities for direct action and educational and volunteer programs; and providing clear guidance on steps the public can take to reduce their stormwater pollution potential.

Relates to:

- State General Stormwater Permit – Minimum Control Measures 1 and 2
- County Stormwater Permit – Public Engagement Requirement

What are my municipality's responsibilities?

State General Stormwater Permit Requirements

The State general stormwater permit requires municipalities to implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of polluted stormwater runoff on local water resources and the steps that can be taken to reduce pollution (Minimum Control Measure 1). Municipalities are also obligated at a minimum to ensure compliance with public notice and open meetings laws and to sponsor an annual volunteer activity that directly involves the public in restoration activities such as a stream cleanup, streamside tree plantings, storm drain stenciling/inlet marking or stream monitoring (Minimum Control Measure 2).

Are you on track?

Public Education and Community Engagement checklist

- ❑ Prepare an education, outreach and engagement implementation strategy that addresses local concerns.
- ❑ Provide information and links to information related to stormwater runoff pollution prevention tips and topics.
- ❑ Sponsor an annual or semi-annual volunteer restoration activity.
- ❑ Keep a long-term record of activities and collaborate with the County for proper reporting of activities to MDE.

What are the County's responsibilities?

County Stormwater Permit Requirements

Similarly, the County has public education responsibilities. These include providing information on the benefits of green solutions to pollution prevention (such as *Rain Check Rebate Program* eligible practices) and proper disposal of pet waste, yard waste, household chemicals and other hazardous substances for which the owner no longer has a use. It also requires the County to maintain a compliance hotline or similar tool for public reporting of water quality complaints.

What are some best practices my municipality can employ?

- Create a public education, outreach and engagement strategy that identifies measurable goals and milestones; targets audiences, messages, format and distribution and evaluation; and highlights connections with other core elements of a polluted stormwater runoff reduction program.
- Conduct a *Rain Check Rebate Program* workshop within your community to raise awareness of and participation in reducing polluted stormwater runoff and to receive cash rebates for installing *Rain Check Rebate Program* eligible practices.
- Conduct one or more volunteer restoration events annually – such as a stream cleanup, a streamside tree planting, a stream restoration, a storm drain stenciling/inlet marking or a stream monitoring project.
- Distribute visually engaging, relevant, online message/information to residents and businesses on the common individual behaviors that have the potential to generate polluted stormwater runoff.
- Produce and distribute materials such as educational displays, pamphlets, booklets and utility stuffers to inform the public about polluted stormwater runoff.
- Promote the stormwater message in the classroom by partnering with educators and experts to develop stormwater-related programs.
- Educate the public on the importance of reducing, reusing and recycling.

- Market education and outreach programs though promotional giveaways, such as small tokens bearing educational slogans and graphics, to help raise awareness of environmental issues.
- Engage and inform non-English speaking residents about the importance of clean water.
- Provide residents and businesses with local and County contacts for the public reporting of water quality complaints including suspected illicit discharges, illegal dumping and spills.
- Design and implement educational programs in underrepresented neighborhoods to address the concerns of residents.

What opportunities are available to coordinate efforts?

There are many opportunities for the municipalities and County to work together to build stronger, more effective public education and community engagement programs that foster a culture of stewardship. For example, the Department of the Environment can help you set up a volunteer storm drain stenciling/inlet marking project to spread the word throughout your community on ways to prevent stormwater pollution and maintain a clean environment. The Department of the Environment also recently launched a series of hands-on, do-it-yourself *Clean Water, Clear Choices* classes and workshops to help enhance County residents' knowledge of best management practices (BMPs) that they can carry out and manage at their own homes. The program's offerings currently include:

- A Rain Barrel Demonstration class that includes a step-by-step demonstration of how to properly assemble and install a rain barrel to collect rooftop runoff using a gutter/downspout system.
- A Stormwater Audit class, where participants learn how to manage and reduce stormwater pollution around the home using rain barrels, rain gardens, pavement removal, urban tree canopy, cisterns, permeable pavement and green roofs.

What are my annual reporting requirements?

Maryland requires all municipalities covered by the State general stormwater permit to submit annual reports on public education and outreach and public involvement and participation efforts (Minimum Control Measures 1 and 2).

It's important to identify measurable goals and your town's or city's success towards meeting those goals. What your municipality opts to do will vary based on your own needs and issues, which is why it's important to create a public education, outreach and engagement strategy upfront. Potential metrics could include the number of demonstration projects installed; the number of students receiving stormwater education as a regular part of the school curriculum or after-school programs; the number of certified businesses that participated in training for a "green certification" program; or the number of partnerships established with local nonprofits, religious organizations, businesses or neighborhood groups.

The best way to do so is to work with the County to make sure your municipality's efforts are reported back as part of the County's annual report to MDE.

Core Component:

TRASH AND LITTER

Why is this important?

Trash and litter accumulation in our communities has become a significant contributor to water pollution, especially in the Anacostia River watershed. During wet weather, trash on the sidewalks and roadways gets picked up by runoff and makes its way into local streams and rivers. Floating masses of trash and debris release toxic chemicals into the water and create ideal settings for bacteria to grow. This reduces recreational opportunities along the waterfront and increases health concerns for both people and wildlife. It is essential to raise community awareness and involvement on better trash management, recycling and preventing trash from entering our waterbodies.

Relates to:

- State General Stormwater Permit – Minimum Control Measures 1 and 2
- County Stormwater Permit – Trash and Litter Requirement

What are my municipality's responsibilities?

State General Stormwater Permit Requirements

The State general stormwater permit does not specify that municipalities incorporate a trash and litter component into their public education and community engagement programs under Minimum Control Measures 1 and 2. However, the permit does specify that programs directed towards meeting the requirements of Minimum Control Measures 1 and 2 address local issues. For anyone living in the Anacostia River watershed in particular, trash has been identified as an issue.

What are the County's responsibilities?

County Stormwater Permit Requirements

The County is responsible for evaluating current trash and litter control efforts, developing strategies to reduce trash, implementing the Anacostia Watershed Trash Reduction Strategy and supporting public education and outreach efforts.

Are you on track?

Trash and Litter checklist

- ❑ Prepare an education, outreach and engagement implementation strategy that addresses local trash concerns.
- ❑ Provide information and links relevant to waste reduction, recycling and litter control.
- ❑ Sponsor a volunteer cleanup program for local residents and businesses.
- ❑ Keep a long-term record of activities.

What are some best practices my municipality can employ?

TRAINING AND EDUCATION

- Educate the public on the importance of reducing, reusing and recycling to instill a sense of community responsibility.
- Market the stormwater education and outreach program though promotional giveaways – such as small tokens bearing educational slogans and graphics – to help raise trash and litter awareness.
- Engage non-English speaking residents and inform them about the importance of trash and waste reduction.

MUNICIPAL ACTIVITIES

- Provide adequate trash receptacles, recycling bins and cigarette butt receptacles based on expected needs.
- Maintain regular street sweeping, receptacle servicing and roadside cleanups.
- Provide residents and businesses with local and County contacts for the public reporting of trash and litter concerns.

MUNICIPAL FACILITIES

- Convert existing waste bins to recycling bins to promote waste reduction within municipal buildings.

What opportunities are available to coordinate efforts?

It is important for the County and municipalities to work together to establish a successful trash management and waste reduction program. Hosting events such as an annual *Volunteer Neighborhood Cleanup* or *Clean Up, Green Up* can foster a sense of community and environmental responsibility for both residents and businesses.

The County can help set up a community education program that informs residents of the harmful effects of littering and provides them with options for recycling and waste disposal. Such messages can be conveyed to the public in flyers, door hangers, magnets and bumper stickers.

Municipalities can also become involved in the *Keep Prince George's County Beautiful* campaign, which empowers County citizens and residents to take responsibility for their environment by participating in recycling, litter prevention, beautification and cleanup programs. Its programs include the *Green Team School*, *Great American Cleanup* and *Cigarette Litter Prevention* programs, among others.

What are my annual reporting requirements?

Annual reporting for trash and litter should be incorporated into the public education and outreach reporting for Minimum Control Measures 1 and 2. Municipalities should document measurable parameters such as the number of education and outreach events; amount of trash removed during cleanup programs; and number of public meetings and their outcomes based on trash and litter concerns. Municipalities should coordinate reporting activities related to trash with the County.

Core Component:

ILLICIT DISCHARGE DETECTION AND ELIMINATION

Why is this important?

An Illicit discharge is anything entering a storm drain system that is not composed entirely of stormwater. This is a problem because unlike wastewater – which flows to a treatment plant – stormwater flows directly to local waterbodies. Some illicit discharges may be the result of routine activities (such as lawn care and automotive maintenance) while others may be the result of illegal activities (such as littering and improper disposal of hazardous materials). The best way to prevent this is by stopping materials from entering the storm drain through better education and enforcing prohibitions on illicit discharges and improper dumping.

Relates to:

- State General Stormwater Permit – Minimum Control Measure 3
- County Stormwater Permit – Illicit Discharge Requirement

What are my municipality's responsibilities?

State General Stormwater Permit Requirements

Municipalities are required under the State general stormwater permit to develop, implement and maintain a program to ensure that only stormwater enters the storm drain system – unless otherwise permitted by MDE – and that illegal dumping or illegal connections to the stormwater drainage system are eliminated (Minimum Control Measure 3).

The County oversees this obligation for all municipalities except Bowie.

It is important for each community to take a role in ensuring:

- Staff are trained to recognize, respond to, track and report illicit discharges;
- A spill prevention and response plan is in place;
- Community residents and businesses are educated; and
- Numbers and links to report any spill or discharges are easily accessible.

What are the County's responsibilities?

County Stormwater Permit Requirements

The County took on the responsibility to map the storm drain and identify pollution sources in response to the 1993 County stormwater permit. Since then, it has also put in place a process to:

- Field screen at least 150 outfalls annually;
- Conduct an annual visual survey of commercial and industrial areas for discovering, documenting and eliminating pollutant sources;
- Maintain a program to address and respond to stormwater pollution complaints, including illegal discharges, dumping and spills;
- Use appropriate enforcement measures, when necessary, to correct major pollution problems or in cases where violations or fines are necessary; and
- Report illicit discharge detection and elimination activities on an annual basis.

The County uses a cooperative approach to achieve compliance. This approach emphasizes public education for preventing pollution problems.

Are you on track?

Illicit Discharge Detection and Elimination checklist

- ❑ Establish and maintain an agreement with Prince George's County to map, inspect and eliminate illicit connections to the storm drain system.
- ❑ Develop a spill prevention and response plan.
- ❑ Train staff on spotting, reporting and enforcement procedures.
- ❑ Provide information and links relevant to illegal dumpings or illicit connections and the proper disposal of waste.
- ❑ Keep a long-term record of activities.

What are some best practices my municipality can employ?

The County has taken on the primary responsibility for ensuring that illicit discharges are detected and eliminated. Municipalities can play a strong role in public education, which is one of the most important tools for implementing this program. The following are a list of best practices you can incorporate – most of which overlap with other municipality requirements, such as public education, community engagement and pollution prevention and good housekeeping.

- Train municipal staff on permissible and prohibited discharges, how to identify and report illicit discharges and relevant enforcement procedures.
- Provide training to maintenance employees on the basics of how municipal operations can result in the discharge of pollutants; basic knowledge of illicit discharge, including detection and elimination; and what steps can be taken to prevent these discharges from municipal operations. Note: the County maintains training videos for municipal employees such as code enforcement staff, as well as the general public.
- Establish a municipal spill prevention and response plan that clearly states how to stop spills at the source, how to contain and clean up spills, how to dispose of contaminated materials, who to call when a spill has been detected, and how to train personnel to prevent and control future spills.
- Educate residents and businesses about the hazards associated with illicit discharges and the improper disposal of waste and how to identify and report illicit discharges through the distribution of flyers, posters or other public education tools targeted towards specific audiences (e.g., carpet cleaning business).

- Provide residents with information about: what is considered a household hazardous waste; the location and hours of operation of Prince George's Household Hazardous Waste Acceptance Site and sites for yard waste, scrap tires and appliances at the Brown Station Road Sanitary Landfill; special collections for senior citizens and the disabled; and other options for disposing of used, unbroken compact fluorescent lamp (CFL) bulbs.
- Conduct a volunteer storm drain stenciling/ inlet marking project to raise awareness about the connection between storm drains and clean waters. This can help deter littering, excess fertilizer use, dumping and other practices that contribute to polluted stormwater runoff.
- Ensure that citizen reporting hotlines or website forms are easily accessible, that reports are followed up and that the reporter receives a notice of the results.

What opportunities are available to coordinate efforts?

It is important that all municipalities are aware of the resources the County has in place to help tackle issues including: illegal dumping, unusual discharges into streams or storm drains, oil and chemical spills, sewer and septic leaks from manholes and pipes and large areas of bare soil and erosion.

The County has an established *Volunteer Storm Drain Stenciling Program*. This is a great way to spread the word throughout your community and take action to prevent polluted stormwater runoff and maintain a clean environment. Your community can help prevent stormwater pollution by stenciling/inlet marking the storm drains in your neighborhood with the "Don't Dump – Chesapeake Bay Drainage" message. Storm drain stenciling/inlet marking serves as a visual reminder to your neighbors that anything dumped in the storm drain contaminates the Chesapeake Bay. We encourage municipalities to reach out to us or each other to develop other educational materials to target specific concerns in your community.

In addition, the County holds trainings for its staff in illicit discharge detection and elimination and pollution prevention. If you would like to discuss how members of your municipal staff can participate, contact the Department of the Environment.

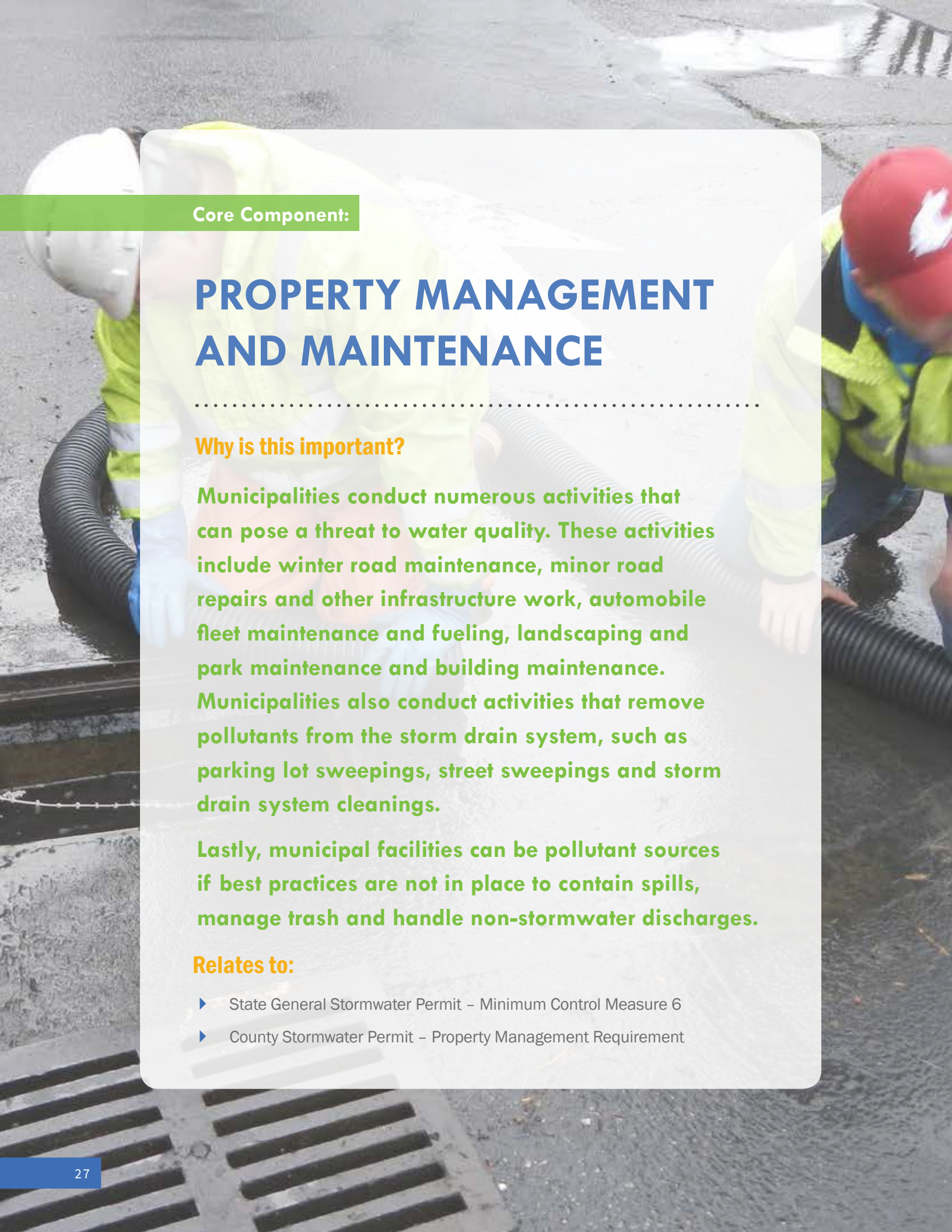
What are my annual reporting requirements?

Pollution problems should be immediately reported to the Department of the Environment by calling (301) 883-5833 or online at www.countyclick311.com. Dial 911 to report any emergencies (hazardous waste spills or spills of raw sewage, gasoline, chemicals or radioactive discharge.)

Annual reporting for illicit discharge detection and elimination (Minimum Control Measure 3) should focus on documenting progress on the measurable goals your community has put in place regarding education and training. These may include the number of storm drains stenciled/inlets marked or the number of flyers, posters or other public education tools distributed to targeted audiences.

Reporting should also focus on the documentation of any significant spill within your municipality that your staff, or local fire department responded to. Documentation should contain certain information such as the date, time and nature of the incident, estimated amount of material, clean up methods, authority contacted and methods to prevent further release of material into the environment.

The County takes responsibility for all other annual reporting requirements regarding identifying illicit connections, illegal dumpings, industrial/business connections and any instances where major pollution problems were corrected or cases where violations or fines were necessary.



Core Component:

PROPERTY MANAGEMENT AND MAINTENANCE

Why is this important?

Municipalities conduct numerous activities that can pose a threat to water quality. These activities include winter road maintenance, minor road repairs and other infrastructure work, automobile fleet maintenance and fueling, landscaping and park maintenance and building maintenance. Municipalities also conduct activities that remove pollutants from the storm drain system, such as parking lot sweepings, street sweepings and storm drain system cleanings.

Lastly, municipal facilities can be pollutant sources if best practices are not in place to contain spills, manage trash and handle non-stormwater discharges.

Relates to:

- State General Stormwater Permit – Minimum Control Measure 6
- County Stormwater Permit – Property Management Requirement

What are my municipality's responsibilities?

State General Stormwater Permit Requirements

The State general permit specifies that municipalities develop a program to prevent or reduce polluted stormwater runoff from all municipal operations through the use of training and controls that reduce or eliminate the discharge of pollutants from municipal parking lots, roads and maintenance/storage yards; fleet maintenance and fueling shops; salt/sand storage locations; snow disposal areas; and waste transfer stations. It also requires that proper procedures be in place for waste disposal, chemical storage, outdoor trash storage areas and areas where potentially hazardous materials are stored or disposed of (e.g., animal shelters, hospitals or clinics).

If your municipality owns and manages municipal facilities classified as industrial (e.g., a vehicle and fleet maintenance and fueling yard), you must obtain coverage under the State general stormwater permit. This requires sbumittal of both an NOI and a SWPPP. Some facilities may qualify for a conditional exclusion.

What are the County's responsibilities?

County Stormwater Permit Requirements

The County stormwater permit has a similar requirement to reduce pollutants associated with maintenance activities at County-owned facilities, including parks, roadways and parking lots, by implementing MDE-approved alternate activities. It also requires the County to submit both an NOI and a SWPPP for each County-owned facility that needs one.

Are you on track?

Property Management and Maintenance checklist

- ❑ Identify the municipal operations and facilities to include in the pollution prevention and good housekeeping program.
- ❑ Determine appropriate best practices to apply and identify measurable goals to reduce pollutants.
- ❑ Obtain general industrial stormwater permit coverage and prepare pollution prevention plans for municipal facilities requiring one.
- ❑ Train employees on the ways to minimize the water quality impact of municipal activities. Document all stormwater pollution prevention activities with a sign in sheet and an agenda.
- ❑ Be aware of the criteria MDE uses to determine whether an impervious acre credit can be obtained for applicable activities.
- ❑ Maintain good records of pollution prevention activities and collaborate with the County for proper reporting of activities to MDE.

What are some best practices my municipality can employ?

TRAINING AND EDUCATION

- Train municipal staff about potential sources of stormwater contamination and ways to minimize the water quality impact of municipal activities such as park and open space maintenance, fleet and building maintenance, construction and land disturbances and storm drain maintenance.
- Provide employees directly involved in potentially polluting activities with stormwater training as well as training on targeted BMPs that are tailored to their activities. Note: The County has purchased training material for pollution prevention best practices in municipal industrial facilities. If your industrial facility has not conducted training, contact the Department of the Environment as soon as possible.
- Train field staff on how to recognize, track and report illicit discharges.
- Recommend general industrial permit coverage to any private industrial facilities in your municipality that are engaged in regulated industrial activity.

MUNICIPAL ACTIVITIES

- Develop, implement and maintain a written operation and maintenance program to outline operational management and maintenance practices, policies, procedures and protocols for reducing and/or preventing pollutants associated with municipal facilities and activities from entering local waterbodies.
- Seek out alternatives to pavement sealants containing coal tar, which is a human carcinogen and is not safe for human health and the environment, for pavement maintenance projects.
- Regularly clean catch basins and vacuum storm drains to reduce the amount of pollutants, trash and debris both in the storm drain system and in receiving waters.
- Perform street sweeping or vacuuming to remove debris from the streets and gutters before it can enter the storm drain system and maintain a record of the miles swept and tonnage of trash removed. Report to the County at the end of the fiscal year.
- Set a good example to residents by utilizing green lawn and landscape care practices that reduce water use and contaminant runoff.
- Use non-hazardous cleaners when possible and keep the number of solvents used to a minimum.
- Avoid illicit discharges of detergents, oils, grease and heavy metals when washing municipal vehicles by establishing and training employees on vehicle washing best practices. Never wash equipment or vehicles onsite where wash wastewater drains into the storm drain.
- Perform all liquid cleaning at a single location to ensure that solvents and residues are contained.
- Design designated fueling areas to prevent polluted stormwater runoff and spills. Use biodegradable soap, wash with only water, or use environmentally compliant equipment or vehicle wash facility.
- Minimize waste generated by automotive maintenance activities by implementing “dry shop” techniques that reduce polluted liquid discharges from automobile fleet maintenance facilities to storm drains. Examples include performing maintenance activities inside or under cover; immediately cleaning up and properly disposing of spills without water, whenever possible; sealing floor drains; and hiring a solvent service to supply parts and cleaning materials and to collect used solvent.

- Properly store deicing materials (covered, out of the floodplain) used in the winter months to limit the chance of salts from contaminating surface waters or migrating into groundwater used for public water supplies. Also consider using alternative deicing materials that are lower in toxicity and biodegradable.
- Reduce the amounts of sediment and pollutants from daily roadway and bridge use, along with scheduled repairs, by properly planning for road and bridge resurfacing operations to control the side-effects of road maintenance procedures, controlling bridge runoff and properly selecting roadside vegetation.

MUNICIPAL FACILITIES

- Submit an NOI and SWPPP for coverage under the State general stormwater permit for any municipal facilities your city or town owns that are classified as industrial.
- Establish a spill response and prevention plan that clearly states how to stop spills at the source, how to contain and clean up spills, how to dispose of contaminated materials and how to train personnel to prevent and control future spills.
- Properly store hazardous materials to reduce the chance that they will end up in local waterbodies.
- Responsibly manage commonly used chemicals such as fertilizers, solvents, paints, cleaners and automotive products at all stages of use and disposal to reduce polluted stormwater runoff.
- Remove excess pavement from municipal properties and replace it with turf, native plants and trees or pavers to help prevent polluted stormwater runoff from entering local streams.
- Ensure that your municipality's septic systems are desludged or pumped at least once per year.
- Upgrade your conventional septic system to a denitrification system.

What opportunities are available to coordinate efforts?

The County is already providing assistance to those municipalities that must seek industrial stormwater general permit coverage from MDE. If you have a municipal facility that requires coverage and we haven't yet contacted you, call us as soon as possible.

In many cases, your neighboring municipalities may be a good place to start coordinating efforts. For example, if your neighboring city has a street sweeper, see about contracting with them for sweeping services. If neither of you do, consider entering a contract with a private enterprise to provide street sweeping services.

What are my annual reporting requirements?

The State general stormwater permit requires that each municipality keep a record of the best practices implemented to meet their pollution prevention and good housekeeping responsibilities (Minimum Control Measure 6). Municipalities should document progress on measurable goals such as the number of employees trained in preventing pollution from automotive fleet maintenance and fueling and the number of people trained in green landscaping, lawn care and pest management techniques as part of their annual reporting.

If you've implemented any best practices, the County needs to hear from you in order to make sure both the municipalities and the County are receiving credit towards meeting their permit-required goals to reduce runoff from existing hard surfaces (see "How much is it worth?" on page 34). The Department of the Environment is working on preparing a reporting sheet that's as simplistic as possible to obtain the necessary information each year and report it back to MDE.

Core Component:

CLEAN WATER RESTORATION

Why is this important?

For decades pollutants such as oil, fertilizer, trash and pet waste have made their way into the County's waterbodies to the point that they're no longer meeting specific water quality standards. The new stormwater permit requires the County to develop and implement local restoration plans for cleaning up any pollutant where a Federally-approved pollution limit – or TMDL – exists. It's important to get our streams and rivers back to health because they provide drinking water, wildlife habitat and recreation and educational opportunities. They also play a vital role in our local economy.

Relates to:

- County Stormwater Permit – Watershed Restoration Requirement

What are my municipality's responsibilities?

State General Stormwater Permit Requirements

The current State general stormwater permit does not require any actions on the part of the municipalities, but the newest general stormwater permits issued by MDE have included specific requirements for: 1) achieving EPA-established or EPA-approved pollution limits for specific waterbodies and 2) retrofitting previously developed urban areas with little or no stormwater management treatment. The permit is expected to be reissued in 2016 or 2017, and it is important to be prepared.

The most important thing your city or town can do – in addition to encouraging your community members to implement *Rain Check Rebate Program* eligible practices – is to help the County keep track of any tree plantings, rain gardens, street sweepings or other activities or restoration efforts your community has put in place. It's also important to know what clean water restoration activities you have planned so that we can figure out how to work better together. The County is working on preparing easy-to-use forms that your community can use to report on progress and identify potential future projects for collaboration.

What are the County's responsibilities?

County Stormwater Permit Requirements

The County stormwater permit requires the development of local restoration plans to control pollutant discharges to the storm drain system for any pollutant where a TMDL Waste Load Allocation has been established.

On December 30, 2014, the County submitted plans to the State to control pollutants entering the County's four major waterbodies – the Anacostia River, the Upper Patuxent River, Mattawoman Creek and Piscataway Creek – as well as a separate plan to address all Polychlorinated Biphenyls (PCB) impacted waterbodies. A separate plan to control trash within the Anacostia was submitted on March 13, 2015. Each plan provides a clear path forward for achieving Federally approved or Federally established limits for specific pollutants.

The County stormwater permit also requires the County to go back and retrofit approximately 6,105 acres of hard, impervious surfaces in urbanized areas with little or no measures in place to treat polluted stormwater runoff. This acreage includes retrofitting a portion of the County's cities and towns, excluding Bowie. The County is accelerating the implementation of urban retrofits by leveraging private dollars and expertise. The public-private partnership between the County and Corvias Solutions will first focus on retrofitting about 2000 acres of impervious surfaces in the public right-of-way.

What are some best practices my municipality can employ?

We can only be successful in meeting our clean water restoration goals by engaging and empowering residents, businesses and nonprofits in our common efforts. City and town governments play a strong role in achieving a higher level of citizen engagement by strengthening connections – with the community, in the community and across the various platforms taken to involve citizens. Here are some examples of additional best practices to incorporate into your public education and community engagement programs to help us meet our clean water restoration goals:

- Establish an *Adopt-a-Storm Drain Program* in your community, where volunteers commit to keeping the drain surface clear of leaves and other debris year round.

Spearhead a voluntary stormwater effort that focuses on both installing on-the-ground BMPs (such as *Rain Check Rebate Program* eligible practices) as well as behavioral changes such as reducing fertilizer use or picking up pet waste.

- Form a Clean Water Restoration Action Team or a Green Team to help identify good areas for green infrastructure retrofits, review plans, help identify partners and volunteers for monitoring or conduct other restoration-specific tasks. Such teams would help meet goals related to outreach, implementation and public involvement.

What opportunities are available to coordinate efforts?

Many opportunities exist to coordinate efforts to increase awareness, public involvement and participation, as discussed under public education and community engagement.

The County also recently launched its *Public-Private Partnership (P3) Pilot Program* with Corvias Solutions. The *P3 Program* is designed as an entire urban retrofit program, from financing and planning to design and construction to operation and maintenance. As the pilot moves forward, the County will engage the municipalities further.

What are my annual reporting requirements?

Every BMP your community puts in the ground can help us meet our regulatory obligations to treat polluted stormwater runoff in areas where no treatment currently exists. While the State general stormwater permit does not currently require municipalities to report back on what they are doing, the County stormwater permit does. The County is working to establish an easy, streamlined reporting form to document progress.

How much is it worth?

Did you know that the State gives "credit" for implementing specific BMPs that reduce the amount of polluted runoff in urban communities? Every credit we receive counts towards meeting our obligation to retrofit areas in the County that currently have little or no stormwater management treatment. But, we can't claim credit unless it's documented. The County is working to prepare easy, simple-to-use forms for reporting what eligible best management practices your community has implemented on a regular basis. We need to know if your community has implemented any of the following projects or activities:

- ❑ Rain garden or similar practice
- ❑ Rooftop disconnection
- ❑ Cistern/Rain barrel
- ❑ Green roof
- ❑ Tree planting or reforestation
- ❑ Forest/grass/meadow stream buffer
- ❑ Wetland creation/restoration
- ❑ Stream restoration
- ❑ Stream stabilization
- ❑ Floodplain restoration*
- ❑ Pavement removal
- ❑ Permeable pavement
- ❑ Mechanical street sweeping
- ❑ Regenerative/vacuuming street sweeping
- ❑ Catch basin cleaning
- ❑ Storm drain vacuuming
- ❑ Septic pumping
- ❑ Trash removal*
- ❑ Pet waste management*
- ❑ Outfall stabilization

* Maryland has not yet established credits for these restoration practices, but may do so in the future.

WHERE TO LEARN MORE

The County's *Clean Water Program* involves a whole host of departments and agencies from around Prince George's County, plus the Washington Suburban Sanitary Commission (WSSC), all working towards the shared goal of cleaning up our waterbodies. Below is an inventory of existing programs with links to contact information so that you can learn more.

In addition, the County is in the process of putting together additional guidebooks specifically focused on facilitating your municipality's compliance with the Federal Clean Water Act requirements to build strong public education and community outreach programs (Minimum Control Measures 1 and 2) and implement pollution control and housekeeping measures (Minimum Control Measure 6).

County Resources

DEPARTMENT OF THE ENVIRONMENT (DOE)

Clean Water Program

Obtain general information about Prince George's *Clean Water Program* and the Clean Water Act *Fee*.

Report Water Pollution Incidents

When reporting a water pollution incident, have paper and pencil ready or record your information on a cell phone or camcorder. A good set of notes will provide a complete and accurate set of facts for others to review. Here is a basic checklist:

- Time and date of your observation;
- Exact location of the problem (street names, landmarks, waterbodies, etc.);
- Description of the problem or suspicious activity (unusual odor, color, thickness, area covered, dead fish or birds, etc.); and
- Your name and a phone number where you can be reached.

Emergency Situations:

Dial 911 to report hazardous waste spills or spills of raw sewage, gasoline, chemicals or radioactive discharge, or if a spill or illegal dumping is in progress.

Non-Emergency Situations:

To report litter, illegal dumping, unusual discharges into streams or storm drains, sewer and septic leaks from manholes and pipes, oily sheens, foam, paint, muddy water, algae blooms or other water pollution concerns:

Contact by Phone: (301) 883-5833

Visit the CountyClick311.com website to report a problem.

DEPARTMENT OF THE ENVIRONMENT (DOE)

Keep Prince George's County Beautiful

Keep Prince George's County Beautiful (KPGCB) is a nonprofit, 501(c)(3), corporation that was originally created by Prince George's County Council as a volunteer-based, outreach organization in 1976. KPGCB partners with the County's Waste Management Division to create cleaner, greener, litter-free communities. The organization's mission is to empower County citizens and residents to take stewardship for their environment by promoting recycling, litter prevention, beautification and cleanup programs. KPGCB supports the County through the development and implementation of waste management programs. KPGCB provides many programs, such as:

- *Green Team School Program* (in partnership with Prince George's County Public Schools)
- *Keep America Beautiful Great American Cleanup Program*
- *Keep America Beautiful Cigarette Litter Prevention Program*

Contact by Phone: (301) 883-5843

Visit environment.mypgc.us for more information.

Public-Private Partnership (P3) Program

Contact Corvias Solutions to learn more about the County's *P3 Program,* which focuses on providing water quality treatment to address the restoration requirements of the Chesapeake Bay Watershed Implementation Plan.

Contact by Phone: (301) 291-2250

For more information, visit environment.mypgc.us.

Rain Check Rebate Program

The *Rain Check Rebate Program* allows property owners to receive rebates for installing approved stormwater management practices. Homeowners, businesses and nonprofit entities (including housing cooperatives and churches) can recoup some of the costs of installing practices covered by the program.

For more information, visit environment.mypgc.us.

Clean Water, Clear Choices Program

The *Clean Water, Clear Choices Program* includes hands-on, do-it-yourself classes and workshops to enhance residents' knowledge of BMPs. Registered participants will learn how to manage and reduce stormwater pollution around the home and receive information on the seven approved practices that include rain barrels, rain gardens, pavement removal, urban tree canopy, cisterns, permeable pavement and green roofs.

Contact by Phone: (301) 883-8264

Alternative Compliance Program

Under the *Alternative Compliance Program*, qualified tax-exempt religious organizations or other 501(c) nonprofit organizations may qualify for a reduction in the Impervious Area Fee portion of the Clean Water Act fee for the property owned by the organization.

To apply, visit environment.mypgc.us to complete the application process.

DEPARTMENT OF THE ENVIRONMENT (DOE)

Tree ReLeaf Grant Program

Prince George's County has a program to help communities and municipalities "turn green" with trees. The *Tree ReLEAF* grant program provides landscape funding to community organizations and municipalities for planting projects in public spaces. Projects that have received funding in the past include tree plantings within parks and playgrounds, memorial plantings, tree plantings along streets and reforestation projects along streams.

Small community-based projects are eligible to receive up to $5,000 per project and municipalities are eligible for up to $10,000 per project. Community groups and municipalities interested in the *Tree ReLEAF* grant program should submit a formal letter requesting funding along with a *Tree ReLEAF* grant application. Applications should be submitted at least six months prior to the proposed planting date. Special consideration is given to cost-effective proposals.

For more information, call (301) 883-5802 or (301) 883-5822 or visit environment.mypgc.us.

Volunteer Storm Drain Stenciling Program

A storm drain stenciling/inlet marking project is a great way to spread the word throughout your community to take action to prevent stormwater pollution and maintain a clean environment. You, your neighbors and your entire community can help prevent stormwater pollution by stenciling/marking the storm drains in your neighborhood with the "Don't Dump – Chesapeake Bay Drainage" or "Do Not Pollute! ¡No Contaminar! Drains to the Anacostia River" message. Stenciling/marking serves as a visual reminder that anything dumped in the storm drain contaminates the Chesapeake Bay.

The County can help you design a storm drain stenciling/marking project that can be accomplished with any size team or age group. You supply the volunteers and the County will provide the supplies, which may include DoE participation.

For more information, call (301) 883-5822 or (301) 883-5829 or visit environment.mypgc.us.

Volunteer Neighborhood Cleanup Program

The *Volunteer Neighborhood Cleanup Program* is a community-sponsored volunteer program that enables DoE to partner with civic and homeowner associations, local businesses and non-profit organizations. It is geared toward small, medium and large-sized communities. Projects under this program include neighborhood cleanups and stream cleanups.

For more information, call (301) 883-5822 or visit environment.mypgc.us.

Prince George's County Recycling Program

The Waste Management Division provides curbside recycling collection for more than 164,000 County residents and citizens. DoE does not collect recyclables or supply recycling carts or bins to municipalities that have opted out of the County's program. Excluded municipalities are encouraged to be a part of this program to help conserve our landfill capacity and keep our neighborhoods clean.

For more information, call (301) 883-4748 or visit environment.mypgc.us.

DEPARTMENT OF THE ENVIRONMENT (DOE)

Waste and Recycling Facilities

Waste and recycling facilities are available for County citizens and residents to ensure the proper disposal and recycling of unwanted materials. Below is a list of facility types available in the County.

- Municipal sanitary landfill
- Public recycling center
- Materials recycling facility
- Yard waste composting facility
- Household hazardous waste acceptance site
- Electronics recycling acceptance site

For more information, call (301) 952-7625 or visit environment.mypgc.us.

Arbor Day Every Day Program

DoE's *Arbor Day Every Day Program* seeks to increase the number of native trees and shrubs planted in Prince George's County. The Program educates students on the everyday importance of trees, empowers them to enhance their community and provides funds for planting projects.

Contact by Phone: (301) 883-3913

DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION (DPW&T)

Storm Drain Maintenance Issues

Report issues related to storm drains (such as a clogged or blocked storm drain), blockages from County-maintained storm drainage channels and problems with County-owned stormwater management facilities/ponds to the DPW&T's Office of Highway Maintenance, Customer Service Office.

Contact by Phone: (301) 499-8523

Clean Up, Green Up Event

Each spring and fall, the County hosts a *Clean Up, Green Up* event in collaboration with KPGCB, Prince George's County Public Schools and the Maryland-National Capital Park and Planning Commission, to demonstrate our shared commitment to keeping our communities appealing and attractive. The County works with applicants and provides landscaping ideas, planting materials, proper planting instructions of trees, shrubs and flowers, as well as litter collection supplies. In addition, the litter collected and bagged by volunteers on the day of the event will be picked up from designated streets within your community.

Contact by Phone: (301) 499-8523

DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION (DPW&T)

Volunteer Tree Planting

DPW&T oversees volunteer tree planting in October. These trees are planted by organizations (e.g., homeowners associations) on public spaces such as parks and institutional areas. Approximately 2,000-2,500 trees are planted every year.

Contact by Phone: (301) 499-8523

Street Sweeping

The County conducts street sweeping operations on select arterial, collector and industrial streets. The program performs street sweeping 12 times per year on the same roadways, with intermittent sweeping (approximately 500 curb miles) by specific request from communities.

Commuter and Carpool Programs

Prince George's County works closely with the *Commuter Connections Program* to help promote transportation alternatives and connect commuters to jobs, education, shopping, healthcare and other important destinations while reducing auto emissions and traffic congestion. Sharing a ride, taking public transportation and bicycling means fewer vehicles on the road, making the commute to work quicker, easier, less expensive and cleaner for everyone.

DPW&T provides many services to the residents of the County that also help reduce the amount of nitrogen deposited on the landscape. The key transportation programs that have the potential to help reduce stormwater pollution are listed below.

RideSmart Commuter Solutions – provides commuters and employers in the County with a comprehensive list of transportation solutions available throughout the Metropolitan Washington Area.

Commuter Connections® Ridematching Network – is a free carpool/vanpool match service available to persons living or working in the County.

Prince George's County Vanpool Subsidy Program – helps residents seeking to start a new vanpool with setup costs and assistance with finding riders. For more information, call (301) 883-5656.

Other Clean Water Program Resources

WASHINGTON SUBURBAN SANITARY COMMISSION (WSSC)

Emergency Call Center:

Contact WSSC's Emergency Call Center to report or obtain additional information about sewer leaks, service leaks, sewer odors, a basement backed up with sewer and/or water surfacing in the street or the shoulder of a road.

Contact by Phone: (301) 206-4002

See service alerts for open emergencies here http://gisweb.wsscwater.com/InYourNeighborhood/index.html.

Communications and Community relations

WSSC's Communications and Community Relations Office provides a vital link between services and communities. It offers several ways of communicating with our customers.

- Staffing at community events
- School programs
- Tours of our wastewater treatment plants
- Environmental tours of Brighton Dam
- Watershed protection programs

WSSC holds Environmental Cleanup Days throughout the year on WSSC's property bordering the Patuxent River.

Contact by Phone: (301) 206-8233

State Resources

MARYLAND DEPARTMENT OF THE ENVIRONMENT (MDE)

Maryland's Stormwater Management Program

MDE provides online information on Maryland's stormwater management programs, stormwater management regulations, stormwater design manuals and more stormwater guidelines. Go to the website located at http://www.mde.state.md.us/programs/Water/StormwaterManagementProgram/SedimentandStormwaterHome/Pages/Programs/WaterPrograms/sedimentandstormwater/home/index.aspx.

Maryland's NPDES Municipal Separate Storm Sewer System (MS4) Permit

Under the conditions of the permit, the County is required to possess the legal authority to control storm drain system pollutants, continue mapping its storm drain system, monitor stormwater discharges and develop and implement comprehensive management programs.

For more information, go to http://www.mde.state.md.us/programs/water/stormwatermanagementprogram/pages/programs/waterprograms/sedimentandstormwater/storm_gen_permit.aspx or contact by phone: (410)-537-3543.

Federal Resources

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)

Impaired Waters and Total Maximum Daily Loads (TMDLs)

States, territories and tribes must protect waterbodies and address waterbodies that do not meet water quality standards (i.e., impaired waters). Go to http://water.epa.gov/lawsregs/lawsguidance/cwa/tmdl/index.cfm to find information on regulations, guidance and technical resources relating to impaired waters and TMDLs.

National Pollutant Discharge Elimination System (NPDES) Permit Program

The *NPDES Permit Program* consists of a number of programs and initiatives that play an important role in minimizing the wastes and pollution loads released into receiving waterbodies. Go to http://water.epa.gov/polwaste/npdes/ for basic information on the major features and elements of the program. For information on specific facilities with NPDES permits, there are several EPA public search tools that may be helpful.

National Menu of Stormwater Best Management Practices (BMPs)

The Menu of BMPs is based on the Stormwater Phase II rule's six minimum control measures. This webpage, http://water.epa.gov/polwaste/npdes/swbmp/ allows you to see the Phase II requirements for each minimum control measure and for the BMPs that can be used to implement them.

Stormwater Case Studies on Public Education

Go to http://water.epa.gov/polwaste/npdes/stormwater/Stormwater-Case-Studies.cfm#MCM1 to view case studies of how a Phase I or Phase II community has implemented the public education requirements. Phase I and Phase II municipal stormwater programs can use these case studies as a tool to generate ideas and help develop and improve their own stormwater programs.

Stormwater Outreach Materials and Reference Documents

The documents on this webpage, http://water.epa.gov/polwaste/npdes/stormwater/Stormwater-Outreach-Materials-and-Reference-Documents.cfm contain outreach materials that municipalities, watershed groups, State and local governments can customize and use for their own stormwater outreach campaigns.

GLOSSARY OF TERMS

Best Management Practice – A structural or non-structural device designed to temporarily store or treat urban stormwater runoff in order to help protect receiving water quality and control stormwater quantity and provide other amenities.

Cistern – A cistern is a sealed tank used to collect and store rainwater that flows from a rooftop for exterior uses, such as landscape irrigation and car washing. Cisterns are generally larger than rain barrels and can collect water from multiple downspouts. Their capacity ranges from 100 gallons to several thousand gallons. Capturing rainwater in a cistern is one of seven projects eligible for a rebate under the County's *Rain Check Rebate Program*.

Clean Water Act – The Federal environmental law governing water pollution. The law regulates the discharge of pollutants into the nation's surface waters, including streams, lakes, rivers,wetlands, and coastal areas. (See EPA resources and the text of the law).

Green Roof – A green roof is a low-maintenance, vegetated roof system that stores rainwater in a lightweight, engineered soil. The stored water is taken up by the plants on the rooftop and released back into the atmosphere through evaporation. As a result, compared to a conventional rooftop of the same area, much less water runs off of a green roof. Installing a green roof is one of seven projects eligible for a rebate under the County's *Rain Check Rebate Program*.

Illicit Discharge – Any discharge to a nearby storm drainage system that is not composed entirely of stormwater, except for discharges allowed under a NPDES permit or waters used for certain emergency situations. Phase II MS4s are required to develop a program to detect and eliminate these illicit discharges. This primarily includes developing a storm sewer system map, an ordinance prohibiting illicit discharges, a plan to detect and address these illicit discharges and an education program on the hazards associated with illicit discharges. The County oversees this program for 24 municipalities; the City of Bowie developed its own illicit discharge program.

Municipal Separate Storm Sewer System (MS4) – The system of storm drains, gutters, pipes, streams or ditches used to carry surface and stormwater from surrounding lands to local waterways. These can be owned and operated by a state, city, town, borough, county, parish, district, association or other public body.

Minimum Control Measures – This refers to the six measures that Phase II NPDES permittees are required to implement to reduce stormwater pollution. These include: public education and outreach; public involvement and participation; illicit discharge detection and elimination; construction site runoff control; post-construction runoff control; and pollution prevention and good housekeeping.

National Pollutant Discharge Elimination System (NPDES) – The portion of the Clean Water Act which requires point source dischargers to obtain permits (see Section 402 of the Clean Water Act). In the State of Maryland, these permits are administered by MDE.

NPDES Phase I Stormwater Permit Program – The NPDES Phase I Program addressed sources of stormwater runoff that had the greatest potential to negatively impact water quality. Under Phase I, EPA required NPDES permit coverage for stormwater discharges from "medium" and "large" MS4s located in incorporated places or counties with populations of 100,000 or more; and eleven categories of industrial activity, one of which is construction activity that disturbs five or more acres of land. Prince George's County is a large MS4. See EPA information on regulatory applicability.

NPDES Phase II Stormwater Permit Program – The Phase II Program requires NPDES permit coverage for stormwater discharges from certain regulated small MS4s and construction activity disturbing between one and five acres of land. (See EPA Phase II Information). Currently, 24 of the County's 27 municipalities are covered by Phase II of the NPDES Stormwater Program (See EPA information on regulatory applicability).

Notice of Intent (NOI) –A formal request required by MS4, construction or industrial operators intending to seek coverage under a NPDES permit certifying that they have met the permit's eligibility conditions and that they will comply with the permit's effluent limits and other requirements.

Nutrient – A substance that provides food or nourishment, such as usable proteins, vitamins, minerals or carbohydrates. Fertilizers, particularly phosphorus and nitrogen, are the most common nutrients that contribute to the depletion of oxygen in water. Phosphorous and nitrogen are both pollutants of concern within Prince George's County and the Chesapeake Bay watershed.

Pavement Removal – Pavement removal is the replacement of impervious surfaces, such as asphalt and concrete, with grass or native plants or with permeable pavement. Instead of seeping through the soil (infiltrating) and replenishing groundwater, rainfall that falls on driveways, sidewalks and other impervious surfaces rapidly accumulates in the form of stormwater runoff, which often contains pollutants (sediment, chemicals, pet waste, trash, etc.). Large spans of impervious areas are associated with increased stream bank erosion and decreased water quality. Removing impervious pavement is one of seven projects eligible for a rebate under the County's *Rain Check Rebate Program*.

Permeable Pavement – Permeable pavement allows stormwater to slowly seep through (infiltrate), reaching the soil and replenishing the groundwater below the surface. A variety of permeable pavement materials are available. These include interlocking pavers, porous asphalt, pervious concrete and manufactured grass pavers. Interlocking pavers consist of precast blocks (primarily brick or concrete) that are aligned in such a way that water is able to pass through the void between successive blocks. Grass pavers are a type of open-cell paver made of concrete or plastic, in which the cells are filled with soil and planted with turf. Replacing impervious pavement with permeable pavement is one of seven projects eligible for a rebate under the County's *Rain Check Rebate Program*.

Pollutants of Concern – A pollutant that is reasonably expected to be present in stormwater runoff based on the source and nature of the runoff, affecting the designated uses of the receiving water (as defined by the State of Maryland for Prince George's County). This includes pollutants where a TMDL has been developed and a waste load allocation (WLA) assigned.

Prince George's County's Municipal Separate Storm Sewer Systems Discharge Permit – Also referred to as the "County stormwater permit." This NPDES Phase I permit was first issued to Prince George's County in 1993 and regulates the discharge of stormwater from the County's MS4 into waters of the United States. The County stormwater permit has been reissued three times since (in 1999, 2004 and 2014). Each generation of stormwater permits has required increasingly more actions to be taken to reduce stormwater runoff.

Rain Barrel – Rain barrels are containers used to collect a portion of the rainwater that flows from your rooftop. This water can be stored for uses such as watering your lawn or garden. Rain barrels are not for storing drinking water or water for use inside your home. Rain barrels reduce the amount of runoff and pollutants reaching local streams by capturing water from downspouts that would otherwise discharge onto a paved surface. Typical components of a rain barrel include a hose connection at the outlet, a screen trap to filter out downspout debris at the inlet and an

overflow outlet. Capturing rainwater in a rain barrel is one of seven projects eligible for a rebate under the County's *Rain Check Rebate Program*.

Rain Garden – A rain garden is a planted shallow depression that uses water-tolerant native plants and landscaping to soak up stormwater flowing from downspouts or hard (impervious) surfaces, such as your driveway, patio or sidewalk. Rain gardens allow water to slowly seep into the ground, reducing the amount of water that flows directly into the nearest storm drain, stream or river. Rain gardens typically consist of an absorbent soil mix, a mulch layer and plants such as shrubs, grasses and flowering plants. Installing a rain garden is one of seven projects eligible for a rebate under the County's *Rain Check Rebate Program*.

Sediment and Erosion Control – A practice or device designed to keep eroded soil on a construction site so that it does not wash off and pollute a nearby waterbody.

State General Permit for Discharges from Small Municipal Separate Storm Sewer Systems – Also referred to as the "State general stormwater permit." This general NPDES Phase II permit covers discharges from approximately 60 designated cities and towns in Maryland with populations greater than 1,000.

Stormwater – The water that runs off surfaces such as rooftops, paved streets, highways and parking lots. It can also come from hard grassy surfaces such as lawns, playing fields, gravel roads and parking lots.

Stormwater Pollution Prevention Plan (SWPPP) – A site-specific document or collection of documents that identifies the potential polluted stormwater runoff, describes stormwater control measures (such as BMPs) used to reduce or eliminate the identified pollutants, and that also identifies procedures operators will implement to comply with specific permit conditions. A SWPPP can be provided for a number of circumstances, but the most common is to address polluted stormwater during construction activities and during operation of industrial activities.

Total Maximum Daily Load (TMDL) – A TMDL is a calculation of the maximum amount of a pollutant that a waterbody can receive and still meet water quality standards. Water quality standards identify the uses for each waterbody; for example, drinking water supply, contact recreation (swimming), aquatic life support (fishing) and the scientific criteria to support that use. CWA, Section 303, establishes the water quality standards and TMDL programs.

Urban Tree Canopy – The area of leaves and branches that create shade under the tree(s). Tree planting projects help to reduce stormwater runoff in urban areas. Tree leaves, branches, stems and roots catch falling rain, filter out pollutants and absorb stormwater. Planting a tree is one of seven projects eligible for a rebate under the County's *Rain Check Rebate Program*.

Waste Load Allocation (WLA)– The portion of a receiving water's loading capacity that is allocated to one of its existing or future point sources of pollution (e.g., permitted waste treatment facilities).

Waterbody – Refers to any water designated as "Waters of the United States," including wetlands.

Watershed – The land area, or catchment, that contributes water to a specific waterbody. All the rain or snowmelt that falls within this area flows to the waterbodies as surface runoff in tributary streams or as groundwater.