

Local Program to Implement Neuse and Tar-Pamlico Stormwater Rules In Pitt County

Effective July1, 2024

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PART 1: INTRODUCTION

The purpose of this Neuse and Tar-Pamlico Local Program is to establish and define the means by which Pitt County will comply with the requirements of the Neuse and Tar-Pamlico nutrient stormwater rule (henceforth, "Rule") (15A NCAC 02B .0711 | .0731).

This Local Program identifies the specific elements and minimum measures that Pitt County will develop, implement, enforce, evaluate and report to the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Resources (DWR) to comply with the requirements of the Rule. This Local Program covers activities associated with the discharge of nutrients in stormwater from Pitt County.

The Local Program will be evaluated annually, and updated as needed, to ensure that the elements and minimum measures it contains continue to adequately provide for Rule compliance.

Once the Local Program is approved by NCDEQ and the Environmental Management Commission, all provisions contained and referenced in it, along with any approved modifications, become enforceable.

Part 2: CERTIFICATION

By my signature below I hereby certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

I am also aware that the contents of this document shall become an enforceable part of the Local Program, and that NCDEQ has enforcement authority.

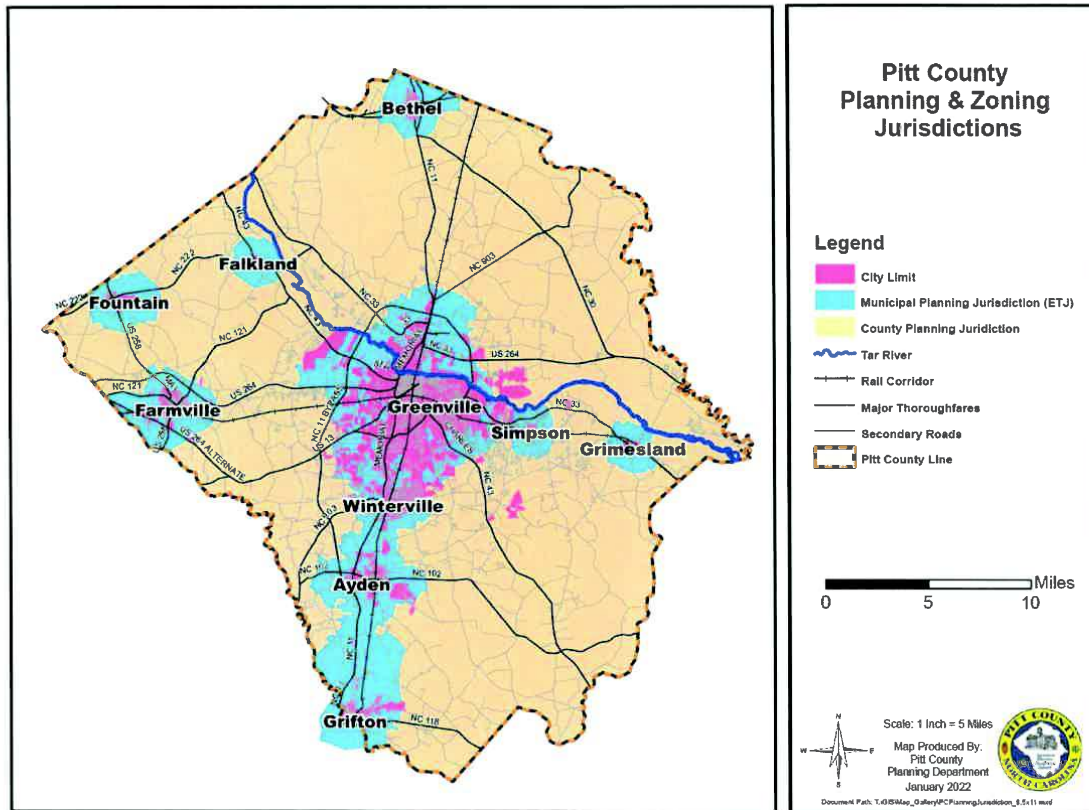
- ☒ I am a ranking elected official for Pitt County.
- ☐ I am a principal executive officer for Pitt County.
- ☐ I am a duly authorized representative for Pitt County and have attached the authorization made in writing by a principal executive officer or ranking elected official which specifies me as (*check one*):
- ☐ A specific individual having overall responsibility for stormwater matters.
 - ☐ A specific position having overall responsibility for stormwater matters.

Signature:	
Print Name:	Mark C. Smith
Title:	Chairman, Pitt County Board of Commissioners
Signed this 3 rd day of June 2024.	

PART 3: LOCAL GOVERNMENT INFORMATION

Local Program Area

This Local Program applies throughout the County's planning jurisdiction of Pitt County, including all regulated activities associated with the discharge of stormwater from the jurisdiction. The map below shows the area regulated by the County for implementation of the Neuse and Tar-Pamlico Nutrient Management Strategy as of the date of this document.



Interconnection with Other Local Jurisdictions

Pitt County does not have an interconnected stormwater system with another entity regulated under the Neuse and Tar-Pamlico Nutrient Management Strategy, and directly discharges through surface runoff to the receiving waters as listed in Table 2 below.

Receiving Waters

Pitt County is located within both the Neuse and Tar-Pamlico watersheds and discharges directly into receiving waters as listed in Table 1 below. Applicable water quality standards listed below are compiled from the following NCDEQ sources:

[Waterbody Classification Map](#)

[Impaired Waters and TMDL Map](#)

Most recent NCDEQ Final [303\(d\) List](#)

Table 1: Summary of Receiving Waters

Receiving Water Name	Stream Index / AU Number	Water Quality Classification	303(d) Listed Parameter(s) of Interest
Tar River	28-(84)	WS-IV;NSW	
Contoe Creek	28-87-(2)	WS-IV;NSW	
Grindle Creek	28-100	C;NSW	
Briery Swamp (Shepherd Millpond)	28-103-8	C;Sw,NSW	
Chicod Creek	28-101	C;NSW	
Transters Creek	28-103	C;Sw,NSW	
Great Branch	28-103-8-1-1	C;Sw,NSW	
Kitten Creek	28-86-1-(1)	C;NSW	
Little Contentnea Creek	27-86-26	C;Sw,NSW	
Swift Creek	27-97-(0.5)	C;Sw,NSW	
Fork Swamp	27-97-4	C;Sw,NSW	
Clayroot Swamp	27-97-5	C;Sw,NSW	
Middle Swamp	27-86-26-5	C;Sw,NSW	
Indian Well Swamp	27-97-5-2	C;Sw,NSW	
Lawrence Run	28-88-1	WS-IV;NSW	
Tyson Creek	28-88	WS-IV;NSW	
Otter Creek	28-86-(0.3)	C;NSW	
Juniper Swamp	28-101-1	C;NSW	
Harding Swamp	28-101-2	C;NSW	
Horseway Swamp	28-101-3, 28-103-10	C;NSW	
Island Swamp	28-101-4	C;NSW	
Phillippi Branch	28-98.6	C;NSW	
Mill Branch	28-98.5	C;NSW	
Barber Creek	28-98	C;NSW	
Hardee Creek	28-97	C;NSW	

Meeting House Branch	28-97-1	C;NSW	
Bell Branch	28-97-1-1	C;NSW	
Juniper Branch	28-101-6	C;NSW	
Bates Branch	28-101-6-1	C;NSW	
Cow Swamp	28-101-5	C;NSW	
Cabin Branch	28-101-5-2	C;NSW	
Cross Swamp	28-101-5-1	C;NSW	
Greens Mill Run	28-96	C;NSW	Benthos (Nar, AL, FW)
Fornes Branch	28-96-1		
Reedy Branch	28-96-2	C;NSW	
Sams Branch	28-96	WS-IV;NSW	
Harris Mill Run	28-92	C;NSW	
Schoolhouse Branch	28-93	C;NSW	
Parker Creek	28-95	C;NSW	
Johnsons Mill Run	28-91	WS-IV;NSW	
Cannon Swamp	28-99-1-1	C;NSW	
Baldwin Swamp	28-99-1-1-1	C;NSW	
Moyes Run	28-99-1	C;NSW	
Gum Swamp	27-97-1, 28-103-14-2-1	C;Sw,NSW	
Horsepen Swamp	27-97-3	C;Sw,NSW	
Simmon Branch	27-97-3.5	C;Sw,NSW	
Nobel Canal	27-97-2	C;NSW	
Oldwoman Branch	27-86-26-3	C;Sw,NSW	
Pinelog Branch	27-86-26-4, 28-103-6	C;Sw,NSW	
Suggs Branch	28-100-1	C;NSW	
Broad Run	28-99	C;NSW	
Whichard Branch	28-100-2	C;NSW	
Hunting Run	28-100-3	C;NSW	
Pea Branch	28-103-12	C;Sw,NSW	
Poley Branch	28-103-11	C;Sw,NSW	
Pocoson Branch	28-103-13	C;Sw,NSW	
Aggie Run	28-103-14	C;Sw,NSW	
Haw Branch	28-103-9	C;Sw,NSW	
Meadow Branch	28-103-8-1	C;Sw,NSW	
Snoad Branch	28-103-14-3	C;Sw,NSW	
Latham Creek	28-103-14-2	C;Sw,NSW	
Old Ford Swamp	28-103-14-1	C;Sw,NSW	
Maple Branch	28-103-15	C;Sw,NSW	
Mitchell Branch	28-103-16	C;Sw,NSW	
Jacob Branch	27-86-26-2-2	C;Sw,NSW	
Black Swamp	27-86-26-2	C;Sw,NSW	
Langs Mill Run	27-86-26-2-1	C;Sw,NSW	

Thorofare Swamp	27-97-5-1	C;Sw,NSW	
Bryan Creek	28-90		

PART 4: STORMWATER MANAGEMENT PROGRAM ADMINISTRATION

Pitt County's Board of Commissioners establishes local ordinances, policies, and procedures, determines the immediate and long-term goals and objectives for the County. Pitt County has operated under the County Manager form of government since 1970. The County Manager hires the County staff, meets regularly with department and agency heads, and ensures the Board's goals and objectives are met. The County Manager serves at the discretion of the Board.

Pitt County's Stormwater Management Program was adopted in 2004 to establish minimum requirements for the control of adverse impacts due to stormwater runoff associated with new development in the County. The Planning Department is responsible for the implementation and enforcement of the Pitt County Stormwater Rules and coordinates with the Engineering Department. The Planning Director appoints a Stormwater Manager to carry out the necessary duties to ensure the ordinance is enforced.

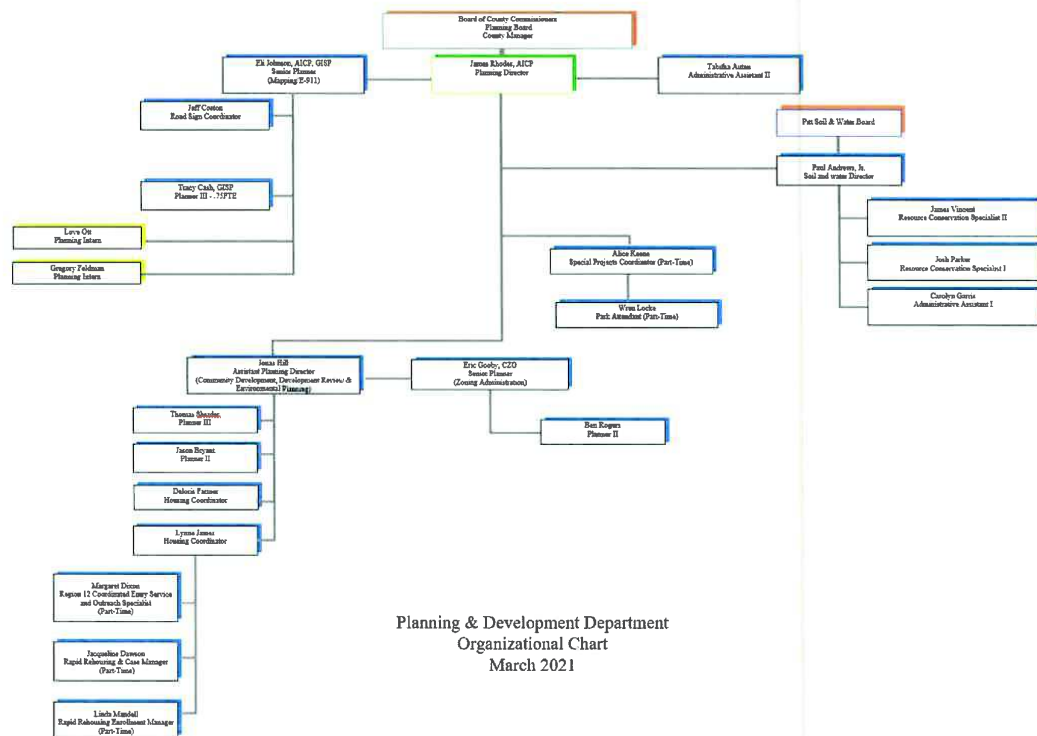


Table 2: Summary of Responsible Parties

Local Program Component	Responsible Position	Department
Stormwater Program Administration	Assistant Planning Director/Stormwater Administrator	Planning
Post-Construction Stormwater Management	Assistant Planning Director/Stormwater Administrator	Planning
Illicit Discharge Detection & Elimination	Assistant Planning Director/Stormwater Administrator	Planning
Public Education & Outreach	Assistant Planning Director/Stormwater Administrator	Planning

Program Funding and Budget

Pitt County shall maintain adequate funding and staffing to implement and manage the provisions of the Local Program and comply with the requirements of the Neuse and Tar-Pamlico Stormwater Rules.

The Pitt County Stormwater Program is funded at a functional level through the County's general fund in order to meet the requirements of the Neuse and Tar-Pamlico stormwater rules. Revenue for the County's general fund is received from many different sources, and therefore, is affected by an array of outside factors. State and Federal sources are of significant impact to the County's revenues. Current trends and expected changes, as well as past trends and the County's growth, are all considered when estimating these revenues.

Measurable Tasks for Program Administration

Pitt County will manage and report on the following Best Management Practices (BMPs) for administration of the Local Program, as described in Table 4. The annual assessment and reporting period runs from July 1 to June 30 of every year, and is part of the annual reporting required to be submitted to comply with requirements of the Nutrient Management Strategy. This annual assessment is to be submitted to the Division of Water Resources by October 30 of each year.

Table 3: Program Administration BMPs

Program Administration BMPs				
	Annual Self-Assessment Measures to evaluate the performance and effectiveness of the Local Program components at least annually. Results will be used to modify the program components as necessary to accomplish the intent of the Neuse and Tar-Pamlico Stormwater Rule. The self-assessment reporting period is the fiscal year (July 1 – June 30).			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
1.	Annual Self-Assessment and Report			
	Perform an annual evaluation of Local Program implementation, suitability of Local Program commitments and any proposed changes to the Local Program utilizing the NCDEQ Annual Self-Assessment Template.	1. Record annual reporting metrics in the Annual Self-Assessment Template customized to this Local Program, provide formal certification by a local official, and submit to NCDEQ as part of annual reporting.	1. Annually	1. Annual reporting metrics received by NCDEQ - DWR no later than October 30 of each year.
		2. Review results of self-assessment for suitability and achievability of Local Program commitments. Propose Local Program changes to NCDEQ as part of annual reporting.	2. Annually	2. Assessment of Local Program commitments suitability, and proposed changes to the Local Program, are included in the Annual Self-Assessment submitted no later than October 30 of each year.
	Local Program Updates Process to be used to update the Local Program and/or Local Ordinances.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
2.	Local Program Updates			
	Audit stormwater program implementation for compliance with Neuse and Tar-Pamlico Rules and approved Local Program and utilize the results to prepare and submit a permit renewal application package.	1. Self-audit and document any stormwater program components not audited by EPA or NCDEQ utilizing the DEQ Audit Template.	1. TBD	1. N/A
		2. Participate in a Neuse and Tar-Pamlico Nutrient Management Strategy Audit, as scheduled and performed by NCDEQ.	2. TBD	2. N/A

Program Administration BMPs				
	Adequate Funding and Staffing Local Program activities to determine and maintain adequate funding and staffing to implement and manage the provisions of the Local Program and meet all requirements of the Neuse and Tar-Pamlico Stormwater Rule			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
3.	Funding and Staffing Evaluation			
	Review of Annual Self-Assessment may identify uncompleted tasks. Determine if more funding or staffing is needed to implement the Local Program.	1. Identify uncompleted tasks from Annual Self-Assessment.	1. Annually	1. List of uncompleted tasks
		2. Determine whether additional funding or staff time are needed to achieve task, if Local Program change is needed, or if there were unusual circumstances.	2. Annually	2. Report corrective actions needed
		3. Set up steps to implement program changes.	3. Annually	3. Date changes implemented.

PART 5: POST-CONSTRUCTION SITE RUNOFF AND NUTRIENT LOADING MANAGEMENT PROGRAM

This part of the Local Program identifies the elements being used to develop, implement, and enforce a program to reduce nutrients in stormwater runoff from new development projects and development expansions. These elements meet the requirements set forth in the Neuse and Tar-Pamlico Stormwater Rules (15A NCAC 02B .0711 and 15A NCAC 02B .0731). These elements are designed to minimize water quality impacts through a combination of structural Stormwater Control Measures (SCMs) and nutrient offset buy-downs, and to ensure adequate long-term operation and maintenance of SCMs.

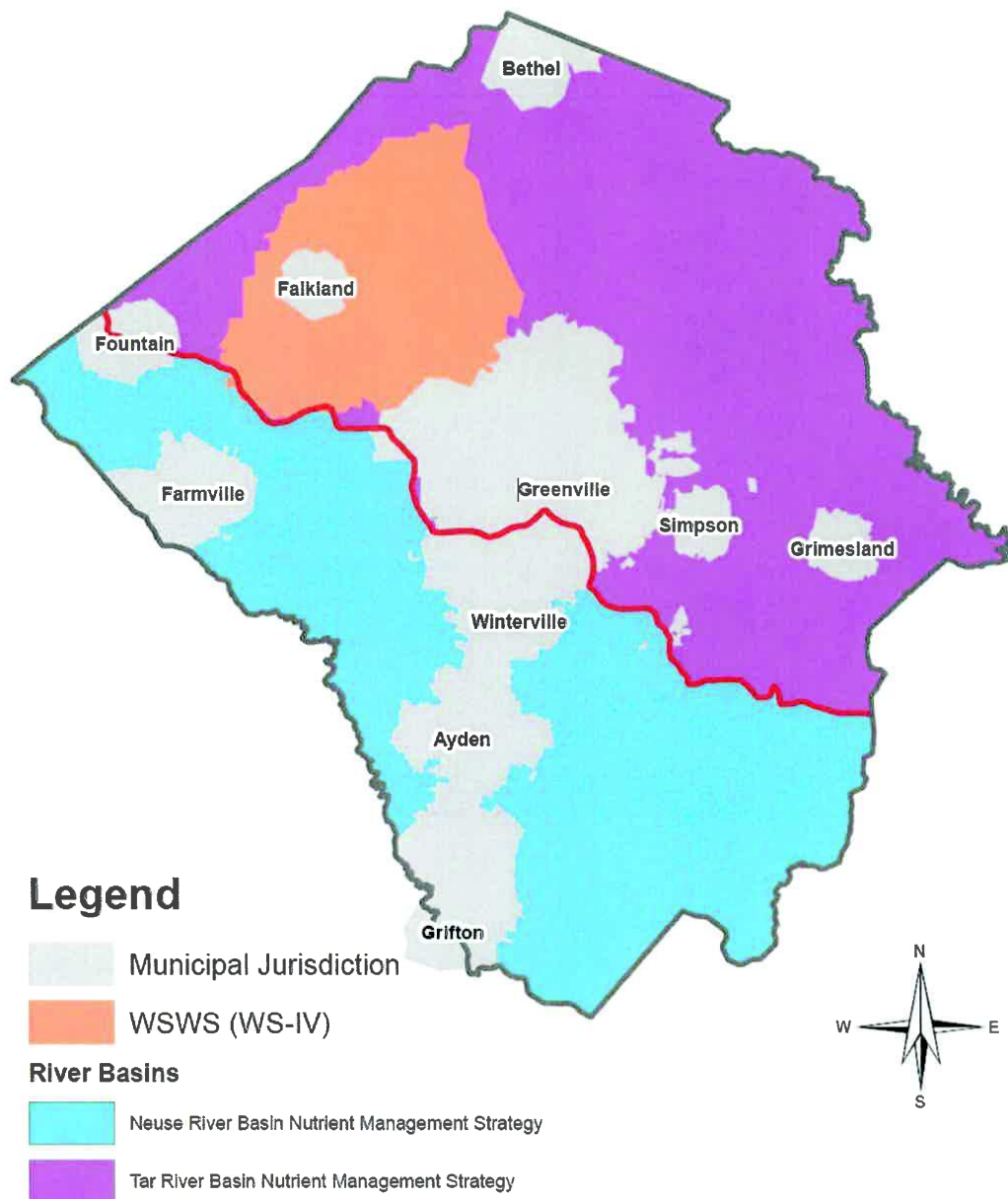
Applicable State Post-Construction Programs

Pitt County implements the State post-construction programs for the which reference information is included in [Table 4](#). Jurisdictional areas for each program within the County are outlined on the map below.

Table 4: List of State Programs for Post-Construction Site Runoff Control

State Stormwater Program Name	State Requirements	Local Ordinance / Regulatory Mechanism Reference
Water Supply Watershed (WS-I)	15A NCAC 02B .0620 - .0624	N/A
Water Supply Watershed (WS-II)	15A NCAC 02B .0620 - .0624	N/A
Water Supply Watershed (WS-III)	15A NCAC 02B .0620 - .0624	N/A
Water Supply Watershed (WS-IV)	15A NCAC 02B .0620 - .0624	Pitt County Water Supply Watershed Protection Ordinance
Neuse River Basin Nutrient Management in Stormwater Strategy	15A NCAC 02B .0711	Pitt County Stormwater Ordinance for Nutrient Control
Tar-Pamlico River Basin Nutrient Management in Stormwater Strategy	15A NCAC 02B .0731	Pitt County Stormwater Ordinance for Nutrient Control
Randleman Lake Water Supply Watershed Nutrient Management Strategy	15A NCAC 02B .0251	N/A
Falls Reservoir Water Supply Nutrient Strategy: Stormwater Management for New Development	15A NCAC 02B .0277	N/A
Jordan Water Supply Nutrient Strategy: Stormwater Management for New Development	15A NCAC 02B .0265	N/A
High Quality Waters (HQW) in Non-Coastal Counties	15A NCAC 02H .1021	N/A
Outstanding Resource Waters	15A NCAC 02H .1021	N/A

(ORW) in Non-Coastal Counties		
Coastal Counties: Stormwater Management Requirements	15A NCAC 02H .1019	N/A
Universal Stormwater Management Program	15A NCAC 02H .1020	N/A
Urbanizing Areas: MS4 Delegation	15A NCAC 02H .1018	N/A



Existing Post-Construction Ordinances, Procedures, and Guides

Pitt County does have any existing ordinances, guidance manuals, standard operating procedures, and reference material that cover part or all of the implementation of the nutrient stormwater rule's post-construction requirements. These ordinances and references are summarized in [Table 5](#) below.

Table 5: Summary of Existing Post-Construction Ordinances, Procedures, and References

Plan Review and Approval	County Ordinance/Code Reference(s) and/or Document Title(s)	Date Adopted
Authority	Pitt County Stormwater Ordinance	May 15, 2006
Federal, State & Local Projects	Pitt County Stormwater Ordinance	May 15, 2006
Plan Review	Pitt County Stormwater Ordinance	May 15, 2006
O&M Agreement	Pitt County Stormwater Ordinance	May 15, 2006
O&M Plan	Pitt County Stormwater Ordinance	May 15, 2006
Deed Restrictions/Covenants	Pitt County Stormwater Ordinance	May 15, 2006
Access Easements	Pitt County Stormwater Ordinance	May 15, 2006
Nutrient Calculation	Pitt County Stormwater Ordinance	May 15, 2006
Nutrient Offset	Pitt County Stormwater Ordinance	May 15, 2006
Inspections and Enforcement	County Ordinance/Code Reference(s) and/or Document Title(s)	Date Adopted
Documentation	Pitt County Stormwater Ordinance	May 15, 2006
Right of Entry	Pitt County Stormwater Ordinance	May 15, 2006
Pre-CO Inspections	Pitt County Stormwater Ordinance	May 15, 2006
Compliance with Plans	Pitt County Stormwater Ordinance	May 15, 2006
Annual SCM Inspections	Pitt County Stormwater Ordinance	May 15, 2006
Qualified Professional	Pitt County Stormwater Ordinance	May 15, 2006

Summary Description of Stormwater Program

No new or redevelopment projects may proceed until all required permits are secured. All projects require that the site plan be submitted to and approved by the Planning Department. It will be during this established development review process that the County will review the Neuse and Tar-Pamlico Stormwater Rule components of any project falling under the "New Development" definition. The Pitt County Subdivision and the Pitt County Zoning Ordinance establishes the authority to require compliance with the Program Plan for New Development within the County's jurisdiction. The developer or builder will be required to comply with these provisions for any new development which falls under either of the following definitions:

- Any activity that disturbs greater than one acre of land in order to establish, expand, or modify a single family or duplex residential development or a recreational facility. [Land disturbance is defined as grubbing, stump removal, and/or grading.]
- Any activity that disturbs greater than one-half an acre of land in order to establish, expand, or modify a multifamily residential development or a commercial, industrial, or institutional facility.

All projects shall meet the stormwater system design requirements set forth in 15A NCAC 02H .1003. Projects shall use a project density threshold of twenty-four (24) percent built-upon area or greater, whereupon high-density stormwater design is required. All engineered stormwater controls will meet the standards set in the Design Manual and the State's Minimum Design Criteria, 15A NCAC 02H .1050 through .1062.

All *development* and expansion of *development projects* for which complete and full applications were submitted and approved by Pitt County prior to the effective date of this ordinance and which remain valid,

unexpired, unrevoked and not otherwise terminated at the time of *development* shall be exempt from complying with all provisions of this ordinance dealing with the control and/or management of stormwater.

A phased development plan shall be deemed approved prior to the effective date of this ordinance if it has been approved by all necessary government units, it remains valid, unexpired, unrevoked and not otherwise terminated, and it shows:

- For the initial or first phase of *development* or expansion of *development*, the type and intensity of use for a specific parcel or parcels, including at a minimum, the boundaries of the *project* and a *subdivision* plan that has been approved.
- For any subsequent phase of *development* or expansion of *development*, sufficient detail so that implementation of the requirements of this ordinance to that phase of *development* would require a material change in that phase of the plan.
- Any violation of provisions existing on the effective date of this ordinance shall continue to be a violation under this ordinance and be subject to penalties and enforcement under this ordinance unless the use, *development*, construction, or other activity complies with the provisions of this ordinance.

While the Neuse and Tar-Pamlico Stormwater Rules (15A NCAC 02B .0711 and 15A NCAC 02B .0731) no longer requires subject jurisdictions to implement peak flow requirements, Pitt County has elected to continue requiring no more than a 10% increase from pre-development conditions based on the 1year/24 hour storm event.

All Federal, State, and Local government projects are required to comply with the Nutrient Management Strategy. These projects will require review and approval from NC DEMLR.

Measurable Tasks for Post-Construction Runoff Control BMPs

Pitt County will implement the following program measures to satisfy the post-construction runoff control requirements of the nutrient stormwater rule.

Table 6: Post Construction Site Runoff Control BMPs

Post Construction Site Runoff Control BMPs				
BMP No.	Minimum Post-Construction Reporting Requirements Measures to document activities over the course of the fiscal year (July 1 – June 30) including appropriate information to accurately describe progress, status, and results.			
	A Description of BMP	B Measurable Task(s)	C Schedule for Implementation	D Annual Reporting Metric
1.	Standard Nutrient Management Strategy Reporting			
	Implement standardized tracking, documentation, inspections and reporting mechanisms to compile appropriate data for the annual self-assessment process.	1. Track number of NMS-subject plans approved in past year.	1. Continuously	1. Number of plan approvals issued for NMS-subject developments in the past year.
		2. Maintain a current inventory of developments and lots with BUA limits (BMP 7) and constructed SCMs including SCM type or location, and last inspection date (BMP 17).	2. Continuously	2. Summary of number and type of SCMs added to the inventory in the past year; and number of developments with BUA limits added to inventory in the past year.
		3. Track number of post-construction SCM inspections performed by staff in the past year. (BMP 17)	3. Continuously	3. Number of post-construction SCM inspections in the past year.
		4. Track number and type of construction-phase stormwater inspections performed.	4. Continuously	4. Number and type of construction-phase stormwater inspections.
2.	Data Used in Nutrient Calculations			
	Input data used for the calculation of nutrient export and reduction by SCMs for all development sites subject to .0711 or .0731 will be collected for the year and submitted as an appendix for the Local Program's Annual Report.	1. Export SNAP input data from each development upon approval.	1. Continuously	1. Nutrient calculation input data for all developments and expansions subject to the Neuse/Tar-Pamlico Stormwater Rule submitted to NCDEQ by October 30 of each year.

Post Construction Site Runoff Control BMPs				
		2. Provide adjusted SNAP input data from each development where completed landcovers are different from what was permitted.	2. Annually	2. Nutrient calculation data for these developments and a notice for which previously-submitted data are to be replaced.
	Legal Authority Measures to maintain adequate legal authorities through ordinance or other regulatory mechanism to: <ul style="list-style-type: none"> (a) review designs and proposals for new development and expansion of development to determine whether adequate stormwater control measures will be installed, implemented, and maintained, (b) implement requirements of the Neuse and Tar-Pamlico Nutrient Management Strategy Stormwater Rule, including nutrient targets, Rule applicability, stormwater treatment requirements, nutrient calculation methods, and nutrient offset. (c) request information such as stormwater plans, inspection reports, monitoring results, and other information deemed necessary to evaluate compliance with the Post-Construction Stormwater Management Program, and (d) enter private property for the purpose of inspecting at reasonable times any facilities, equipment, practices, or operations related to stormwater discharges to determine whether there is compliance with the Post-Construction Stormwater Management Program. 			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
3.	Nutrient Management Strategy Requirements Specified in Ordinance			
	Neuse and Tar-Pamlico Nutrient Management Strategy requirements shall	1. Establish nutrient targets through code revision	1. First year	1. Completed y/n?

Post Construction Site Runoff Control BMPs				
	be included in the jurisdiction's development ordinance. Ordinance needs to be at least as stringent as the NMS Rule requirements for Rule applicability, nutrient targets, stormwater requirements, specify the calculation method, and procedures for nutrient offset.	2. Monitor Rules for any Changes to nutrient targets	2. Annually	2. Annually
4.	Legal Authorities for Development Plans and Plan Review			
	Provide adequate legal authorities designed to meet the objectives of the Post-Construction Site Runoff Controls Stormwater Management program, including the ability to request stormwater plans, conduct development design reviews and approvals, review and approve O&M Plans and Agreements for all SCMs, requiring deed restrictions and protective covenants for SCMs, and requiring recordation of BUA limits for projects and individual lots within.	1. Establish legal authority through code revision	1. First year	1. Completed y/n?
5.	Authority to Require Submission of Annual SCM Inspection Reports			
	Provide legal authority to require owners and operators of post-construction SCMs to perform and submit inspections performed by a qualified professional on a annual basis.	1. Establish legal authority through code revision	1. First year	1. Completed y/n?
6.	Legal Authorities for Inspections and Enforcement			

Post Construction Site Runoff Control BMPs				
	Provide legal authorities needed for inspections and enforcement including right-of-entry, ability to issue Notices of Violation and Stop Work Orders, ability to review as-builts for compliance with approved plans, and other enforcement mechanisms.	1. Establish legal authority through code revision	1. First year	1. Completed y/n?
7.	SCM Minimum Design Criteria Specified			
	Ensure the local ordinance or local SCM design manual specifically refers to the State's Minimum Design Criteria.	1. Revise code to specify State Minimum Design Criteria for SCM design	1. First year	1. Completed y/n?
	Plan Review and Approval Measures to maintain plan review and approval authority, standards, and procedures to: <ul style="list-style-type: none"> (a) (MS4 jurisdictions only) Require Federal, State, and local government projects to comply with Post-Construction Program requirements throughout the entire jurisdiction, unless the entity is subject to its own NPDES MS4 permit or a qualifying alternative program, or set up Memoranda of Agreement with Federal, State, and Local government property owners noting the appropriate reviewing authority for potential development plans on those properties, (b) Conduct site plan reviews of all new development and redeveloped sites that disturb greater than or equal to one acre, and sites that disturb less than one acre that are part of a larger common plan of development or sale for compliance with 15A NCAC 02H .1017 and the qualifying alternative programs that apply within your jurisdiction (MS4 only), (c) Conduct site plan reviews of all new development and development expansions for compliance with the stormwater treatment and nutrient reduction requirements in 15A NCAC 02B .0711 and .0731, including reviews of nutrient calculations using a DWR-approved calculation tool, (d) Ensure that each project has an Operation and Maintenance Agreement that complies with 15A NCAC 02H .1050(12), (e) Ensure that each project has an Operation and Maintenance Plan that complies with 15A NCAC 02H .1050(13), (f) Ensure that each project has recorded deed restrictions and protective covenants, that require the project to be maintained consistent with approved plans, and (g) Ensure that each SCM and associated maintenance accesses be protected in a permanent recorded easement per 15A NCAC 02H 1050 (9) and (10). 			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
8.	MOAs for Plan Review – Federal, State, Local Government			

Post Construction Site Runoff Control BMPs				
	Local Program will have a MOA with each Federal, State, and Local Government entity within its jurisdiction, stating whether the entity has chosen to have the Local Program review any future development plans for compliance with NMS Rule, or whether plans will be submitted to DEMLR for review.	1. Set up Memoranda of Agreement with a responsible party of each Federal, State, and Local Government entity with property within the jurisdiction of the Local Program.	1. First year	1. List of entities, responsible parties and contact information, and whether plan review will be local or state.
9.	Review Plans for Compliance with Nutrient Management Strategy			
	Conduct site plan reviews of all new development and development expansions for compliance with the stormwater treatment and nutrient reduction requirements in 15A NCAC 02B .0711 or .0731, including reviews of nutrient calculations using a DWR-approved calculation tool.	1. Establish application intake and review procedures	1. First year	1. Completed y/n?
		2. Conduct site plan reviews	2. Continuously	2. Number of plans approved that year
10.	SCM Operations and Maintenance Agreements and Plans			
	Ensure each stormwater control measure has an Operation and Maintenance Plan that complies with 15A NCAC 02H .1050(13) and an Operation and Maintenance Agreement that complies with 15A NCAC 02H .1050(12)	1. Establish legal authority through code revision	1. First year	1. Completed y/n?
		2. Enforcement of new code by requiring approval of O&M Plan and Agreement by Stormwater Administrator prior to plan approval	2. Continuously	2. Number of O&M Plans and Agreements approved that year
11.	Deed Restrictions and Protective Covenants			
	Provide mechanisms such as recorded deed restrictions and protective covenants that ensure development activities will maintain the project consistent with approved plans. (Don't close project until deed restrictions are recorded.)	1. Establish legal authority through code revision	1. First year	1. Completed y/n?
12.	Protective Easements for SCMs			
	Require that each SCM and associated maintenance accesses be protected in a permanent recorded easement per 15A NCAC 02H 1050 (9) and (10).	1. Establish legal authority through code revision	1. First year	1. Completed y/n?
13.	Require Recordation of BUA Limits on Deeds or Plats			

Post Construction Site Runoff Control BMPs				
	Ensure that for lots in developments with a Common Plan of Development that a BUA limit, based on the approved stormwater plan, is recorded with either the deed or plat	1. Establish legal authority through code revision	1. First year	1. Establish legal authority through code revision
14.	Plan Review Staff Training on Nutrient Calculator Tool			
	Ensure all plan review staff have gone through DWR-provided plan reviewer training for the approved nutrient calculator.	1. All current plan review staff participate in live online training for calculator tool.	1. First year	1. Number of review staff that attended live online training
		2. Plan review staff who were unable to attend live online workshop view recording of training.	2. As needed	2. Number of review staff that viewed recording of training that year
15.	SCM Transfer Process			
	Prepare a "handoff" educational process for when developers transfer ownership of SCMs to HOAs/POAs. Educational materials should include estimates of annual costs for O&M and inspection, LG general expectations, possible/likely modes of failure, HOA/POA general obligations, other guidance and resources. Integrate this process with the as-built inspection of SCMs.	1. Develop instructions and materials for outreach to HOAs	1. First year	1. Completed y/n?
		2. Set up annual reminders (postcards/email) to HOAs for SCM O&M and inspection	2. Second year and annually thereafter	2. Completed y/n?
	Inspections and Enforcement Measures to maintain inspection and enforcement authority, standards and procedures to: <ul style="list-style-type: none"> (a) Conduct post-construction inspections prior to issuing a Certificate of Occupancy or a Temporary Certificate of Occupancy. Alternatively, the project owner may provide a surety bond to guarantee compliance with the approved plan(s), (b) Ensure that the project has been constructed in accordance with the approved plan(s), (c) Ensure annual inspection of each permitted SCM to ensure compliance with the approved Operation and Maintenance Agreement, (d) Ensure inspection of low-density projects at least once every five years (MS4s only), and (e) Require that inspections be conducted by a qualified professional. <i>[BMPs and tasks may need adjustment to meet MS4 program requirements. Remove one-time tasks if completed.]</i>			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
16.	Inspection of Post-Construction SCMs			
	Conduct staff inspection of all post-construction SCMs at least once every five years.	1. Conduct inspection of 20% of SCMs each year	1. Annually	1. Number of SCMs inspected

Post Construction Site Runoff Control BMPs

17.	Require submission of Annual Post-Construction SCM Inspections			
	Require annual submission of post-construction SCM inspections reports, that inspections are conducted by a qualified professional for compliance with the approved O&M plan, and that SCM owners keep O&M records available for viewing by the Local Program for 5 years.	1. Assign data storage location for reports and staff to log them in	1. First year	1. Completed y/n?
		2. Log reports as they're received	2. Continuously	2. Number of reports received that year
18.	Inspection of Projects for Compliance with an Approved Plan			
	Ensure inspection of all development projects for compliance with approved stormwater plans, forest protection, and BUA limits, including projects with a lack of an approved plan. Use enforcement measures such as NOVs and stop work orders.	1. Annually	1. Continuously	1. Number of Inspections performed that year
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.
		5.	5.	5.
19.	End-of-construction SCM Inspections			
	Conduct post-construction SCM inspections prior to issuing a Certificate of Occupancy or a Temporary Certificate of Occupancy. Alternatively, the project owner may provide a surety bond to guarantee compliance with the approved plan(s), and ensure that the project has been constructed in accordance with the approved plan(s).	1. Annually	1. Continuously	1. Number of Inspections performed that year
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.
		5.	5.	5.

Post Construction Site Runoff Control BMPs				
	Documentation Measures to maintain adequate documentation and standardized inspection and tracking mechanisms to: <ul style="list-style-type: none"> (a) Maintain an inventory of post-construction SCMs and their responsible parties, (b) Maintain an inventory of low-density projects (MS4s only), (c) Maintain an inventory of developments and parcels with BUA limits, (d) Document, track and maintain records of inspections and enforcement actions through the end of construction for compliance with development plans. Tracking shall include the ability to identify chronic violators, (e) Provide education resources for developers to meet stormwater and nutrient management Rules, (f) Provide education resources for the public regarding BUA limits in developments and management of SCMs. <p><i>[BMPs and tasks may need adjustment to meet MS4 program requirements. Remove one-time tasks if completed.]</i></p>			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
20.	Inventory of Post-Construction SCMs			
	Develop and maintain a comprehensive inventory of post-construction SCMs to be utilized for inspections and tracking. Inventory shall include information on responsible parties and contact information.	1. Establish list of existing post-construction SCMs and responsible parties	1. First year	1. number of SCMs
		2. Add SCMs to inventory list when project as-builts are approved	2. Annually	2. total number of SCMs
		3. Update responsible party information from submitted annual inspection reports	3. Annually	3. Completed y/n?
21.	Inventory of Developments and Lots with BUA Limits			
	Develop and maintain a comprehensive inventory of projects that have BUA limits tied to their stormwater management or nutrient loading requirements to be used when reviewing new development plans. Develop and maintain a database BUA limits on developments and individual lots within, with BUA limits based on their approved stormwater plans. Actual BUA amounts are updated as new development is approved for and occurs on individual lots.	1. Establish a list of developments with BUA limits	1. First year	1. number of developments
		2. Establish a list of parcels or lots with BUA limits	2. First year	2. number of parcels
		3. Add developments and lots within to the list when project as-builts are approved	3. Continuously	3. total numbers of developments and lots
22.	Inspections & Enforcement Tracking – Construction-Stage Compliance			
	Develop and maintain a tracking mechanism for inspections, enforcement, and follow-up actions through	1. Develop inspection tracking mechanism to meet all requirements	1. First year	1. Completed y/n?

Post Construction Site Runoff Control BMPs				
	the end of construction for compliance with development plans, including SCM installations, BUA limits, and protection of forested areas. Provide the ability to identify chronic violators.	2. Enforcement actions are followed for sites with frequent deficiencies	2. Continuously	2. Number of SCMs with deficiencies that year, number of SCMs with unresolved deficiencies
23.	Inspections & Enforcement Tracking – Post-Construction SCM Compliance			
	Develop and maintain a tracking mechanism for inspections, enforcement, and follow-up actions of post-construction SCM inspections, including annual inspection submissions and periodic staff inspections. Provide the ability to identify chronic violators.	1. A list of SCMs and responsible parties is developed and kept updated	1. First year	1. Cumulative number of SCMs identified
		2. Due dates are set for submission of annual inspection reports	2. First year	2. Due dates roll through the year or if there is a single date?
		3. Staff are assigned responsibility for ensuring missed reports have follow-up	3. Annual report check-in	3. Number of missed annual reports that year
		4. Enforcement actions are followed for sites with frequent deficiencies	4. Continuously	4. Number of SCMs with deficiencies that year, number of SCMs with unresolved deficiencies
		5.	5.	5.
24.	Developer Resources - General			
	(See full BMP description in Public Education and Outreach Table 10, BMP 6)	1.	1.	1.
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.
		5.	5.	5.
25.	Developer Resources – Nutrient Rules			
	(See full BMP description in Public Education and Outreach Table 10, BMP 7)	1.	1.	1.
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.
		5.	5.	5.
26.	Public Education for BUA Limits and SCM Maintenance			
	(See full BMP description in Public Education and Outreach Table 10, BMP 8)	1.	1.	1.
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.
		5.	5.	5.

Part 6: ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

Non-Stormwater Discharges

The water quality impacts of non-stormwater discharges have been evaluated by Pitt County as summarized in Table 7: Non-Stormwater Discharges below as to whether they are incidental or possible. The unpermitted non-stormwater flows listed as incidental do not significantly impact water quality. Pitt County has evaluated residential and charity car washing and street washing for possible significant water quality impacts.

Street washing discharges are addressed under the Illicit Discharge Detection and Elimination section of this SWMP. The Division has not required that other non-stormwater flows be specifically controlled by Pitt County.

Wash water associated with car washing that does not contain detergents or does not discharge directly into the local drainage system is considered incidental. However, these types of non-stormwater discharges that do contain detergents have been evaluated by Pitt County to determine whether they may significantly impact water quality.

Table 7: Non-Stormwater Discharges

Non-Stormwater Discharge	Water Quality Impacts
Water line and fire hydrant flushing	Incidental
Landscape irrigation	Incidental
Diverted stream flows	Incidental
Rising groundwater	Incidental
Uncontaminated groundwater infiltration	Incidental
Uncontaminated pumped groundwater	Incidental
Uncontaminated potable water sources	Incidental
Foundation drains	Incidental
Air conditioning condensate	Incidental
Irrigation waters	Incidental
Springs	Incidental
Water from crawl space pumps	Incidental
Footing drains	Incidental
Lawn watering	Incidental
Residential and charity car washing	Incidental
Flows from riparian habitats and wetlands	Incidental
Dechlorinated swimming pool discharges	Incidental
Street wash water	Incidental
Flows from firefighting activities	Incidental

Measurable Tasks for Illicit Discharge Detection and Elimination BMPs

Pitt County will develop, manage, implement, document, report and enforce an Illicit Discharge Detection and Elimination Program which includes the following illicit discharge detection and elimination BMPs.

Table 8: Illicit Discharge Detection and Elimination BMPs

Illicit Discharge Detection and Elimination BMPs				
	Stormwater Drainage Network Map Measures to develop, update and maintain a stormwater drainage network map including stormwater conveyances, flow direction, major outfalls and waters of the United States receiving stormwater discharges.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
1.	Waters of the State GIS Data Layer			
	A GIS data layer of waters of the state will be created or acquired, with regular updates sought.	1. Acquire a GIS data layer of the waters of the state from the USGS or other source	1. First year	1. Report when data layer is acquired and source of data, note publication date
		2. Check for regular updates from data source, or add field-identified objects to self-sourced dataset	1. Annually	1. Check for regular updates from data source, or add field-identified objects to self-sourced dataset
2.	Land Use GIS Data Layer			
	The Local Program will maintain a GIS data layer of current land use types in the jurisdictional area.	1. Create land use data layer starting from zoning maps or current land use data layer.	1. First year	1. Report when data are acquired or updated.
3.	Location of Human Waste Sources			
	The Local Program will create or acquire a copy of failing septic systems in GIS format that covers the jurisdictional area for identification of potential nutrient contributions to the stormwater network or Waters of the State.	1. Obtain regular updates of a septic system failures from the Environmental Health Department. Create GIS layer showing concentrations of failing systems in its jurisdiction.	1. Annually	1. Report whether updates were received. Note publication date or date of last update.

Illicit Discharge Detection and Elimination BMPs				
	Regulatory Mechanism Measures to provide an IDDE ordinance or other regulatory mechanism that provides legal authority to prohibit, detect, investigate, and eliminate illicit connections and discharges, illegal dumping and spills into the storm drain network, including enforcement procedures and actions.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
4.	Enforcement and Resolution Standard Operating Procedures			
	Develop and maintain a set of procedures and data collection for notifying property owners of discharge and violation, advising on and verifying correction of discharge (see Elimination Protocols BMP 8), and the process for escalation of enforcement.	1. Develop enforcement and resolution protocol	1. First year	1. Completed y/n?
		2. Train staff in protocol	2. As needed	2. training dates
	IDDE Plan and Implementation Measures to maintain and implement a written IDDE Plan to detect and address illicit discharges, illegal dumping and any non-stormwater discharges identified as significant contributors of pollutants.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
5.	Proactive Program: Annual Pollutant Inspection			
	Identify a pollutant of concern and the likely source of the pollutant based on land uses.	1. Train inspections staff to perform inspections and illicit discharge investigations	1. Annually as needed	1. Completed y/n?
		2. Investigate identified sources of the annually identified pollutant of concern.	2. Annually	2. Total number of sites investigated
		3. Inspect sites (set listed above) annually and document any potential violations using forms and procedures	3. Inspect annually	3. Total number of violations identified and course of action taken.
6.	Discharge/Dumping and Source Type Scoping			
	A set of common or expected illicit discharge and dumping types for the community and likely source types will be identified and revised based on IDDE investigations.	1. Use discharge/pollutant worksheet included in this document or similar approach	1. First year	1. Completed y/n?
		2. Revise worksheet based on past year's IDDE incidents	2. Second year and annually thereafter.	2. Date of review
7.	Public/Business Outreach About Illicit Discharges, Dumping, Cross-Connection			
	(See full BMP description in Public Education and Outreach Table 10, BMP 2)	1.	1.	1.
		2.	2.	2.

Illicit Discharge Detection and Elimination BMPs				
	IDDE Tracking Measures for tracking and documenting the date(s) an illicit discharge, illicit connection or illegal dumping was observed, the results of the investigation, any follow-up of the investigation, the date the investigation was closed, the issuance of enforcement actions, and the ability to identify chronic violators.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
8.	IDDE Tracking System Develop a tracking system for observed IDDE incidents and results of investigation, cleanup or elimination actions, follow-up actions, enforcement actions, and when the investigation was closed. Tracking system will be able to identify chronic violators. Ensure data collected through proactive screening (BMP 8), reports collected from staff (BMP 9), and via the Stormwater Hotline (BMP 10) are integrated into this system.			
		1. Develop a tracking spreadsheet or database to collect data from IDDE investigations and follow-up actions including enforcement, through to closure.	1. First year.	1. Date completed.
		2. Develop an "Illicit Discharge/Dumping Investigation" form to include observed illicit discharge indicators, date, location, and contacts made	2. First year.	2. Date completed.
		3. Ensure IDDE incidents and follow-up are properly tracked.	3. First year and subsequent years.	3. Number of incidents reported each year.
		4. Update based on annual IDDE review	4. Second year and annually thereafter.	4. date of review
		5.	5.	5.
	IDDE Training and Reporting Measures to provide training for municipal staff and contractors who, as part of their normal job responsibilities, may observe an illicit discharge, illicit connection, illegal dumping or spills. Training shall include how to identify and report illicit discharges, illicit connections, illegal dumping and spills. Each staff training event shall be documented, including the agenda/materials, date, and number of staff participating.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
9.	Staff Training and Reporting Develop a program to educate local government staff of indicators of potential illicit discharges, cross-connections, and illegal dumping and the appropriate avenues through which to report suspected illicit discharge.			
		1. Develop staff training program for employees	1. Year 2	1. Yes/no/status
		2. Train staff with Illicit Discharge & Detection responsibilities or the potential to discover an illicit discharge during routine work activities	2. Year 2	2. Report topics/agenda, training date, and number of attendees

Illicit Discharge Detection and Elimination BMPs				
		3. Train new staff that will be part of the IDDE program	3. As needed.	3. Report topics/agenda, training date, and number of attendees
		4. Update based on annual IDDE review	4. Second year and annually thereafter	4. date of review
	IDDE Reporting Measures for the public and staff to report illicit discharges, illegal dumping and spills. The mechanism shall be publicized to facilitate reporting and shall be managed to provide rapid response by appropriately trained personnel.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
10.	Stormwater Hotline (See full BMP description in Public Education and Outreach Table 10, BMP 4) Encourage the reporting of strange smells, colored water, foam, and oil.			
		1. Establish and promote stormwater hotline	1. First Year	1. Date completed
		2. Log reports calls received	2. First year and subsequent years.	2. Report the number of calls received

PART 7: PUBLIC EDUCATION AND OUTREACH PROGRAM

Pitt County will implement a Public Education and Outreach Program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and steps the public can take to reduce nutrients in storm water runoff. Identified BMP's will be carried out by the Stormwater Administrator and other staff members within the Planning Department. The Stormwater Administrator may, at times, seek assistance from other County Departments including, but not limited to, the Public Information Office, Environmental Health, Soil and Water and Solid Waste.

Pollutants, Sources, Audiences Worksheet

The most common stormwater runoff pollutants expected in Pitt County include nitrogen, phosphorus, petroleum products, fecal bacteria, chlorine and detergents. Staff will evaluate these illicit discharge sources and develop approaches for detection and prevention through public education with targeted audiences, such as homeowners, businesses, schools and the overall community.

Identified nutrient sources and target audiences listed in Table 11 below will be addressed by the Public Education and Outreach Program.

Table 9: Pollutants, Sources, Audiences Worksheet

Pollutants	Source Types	Land Use Types	Target Audience(s)	Detection Methods	Preventive Practices	Cleanup Methods	Priority / Frequency / Severity
Nitrogen/Phosphorus	Fertilizer	SFR, Commercial, Industrial	Homeowners, Landscaping Businesses, Farmers	Site Evaluation	Soil tests, fertilizer guidance, alternative planting	N/A	High
	Septic Systems	All types	Property Owners	Site evaluation, Dry weather flow	Homeowner education through Environmental Health Department	Proper repair of the septic system	High
	Animal Waste	SFR, Open Space/Parks	Dog owners	Site evaluation	Pet waste bags and disposal stations	Removal, Proper disposal	Medium
	Grass Clippings	SFR	Homeowners	Visual	Homeowner education regarding proper disposal		Low
Petroleum Products	Gas, Oils	SFR, Auto Care Businesses	General Public, Businesses, Local Government Employees	Site evaluation	Homeowner and business education regarding proper disposal and spill cleanup	Absorbent materials	Low
Fecal Indicator Bacteria	Septic Systems	All types	Property Owners	Site Evaluation	Homeowner education through Environmental Health Department	Removal, Proper disposal	High
Chlorine (misc. hypochlorite)	Pools	SFR, Recreation Centers	Property Owners	High Conductivity	Pool draining guidance for owners, rec center operators	De-chlorination	Medium
Detergents	Straight Pipes	SFR, Commercial	Property Owners	Field Screening		Removal	High
	Car Washes	SFR, Commercial	Homeowners, Charity Organizations	Site evaluation	Direct water to grassy areas	N/A	Low

Measurable Tasks for Public Education and Outreach BMPs

Pitt County will manage, implement and report the following public education and outreach BMPs.

Table 10: Public Education and Outreach BMPs

Public Education and Outreach BMPs				
	Public Education and Outreach Planning Measures to develop a Public Education and Outreach Plan, review implementation, and adjust as needed. The Plan will identify the specific elements and implementation of a Public Education Program to share educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and how the public can reduce pollutants in stormwater runoff.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
1.	Review and Update Target Pollutants, Sources, Audiences List			
	Develop a list of target pollutants, sources, and audiences for the Local Program. Review pollutants likely to have significant stormwater impact against past IDDE investigations, Impaired Waters list, and other resources. Update sources and potential audiences based on IDDE investigations and other resources.	1. Create table of target pollutants, sources, and audiences for inclusion in Local Program	1. First year	1. List is in initial Local Program.
		2. Annual review of Impaired Waters and TMDL Map and most recent 303(d) list.	2. Reviewed annually.	2. List new or changed pollutants, likely sources, and possible audiences.
		3. Review tracking of illicit discharge investigations and enforcement and identify emerging target pollutants.	3. Reviewed annually.	3. List new or changed pollutants, likely sources, and possible audiences.
		4. Review public contacts for pollutant, source, or audience changes.	4. Reviewed annually.	4. List new or changed pollutants, likely sources, and possible audiences.
2.	Develop and Update Public Education Plan			
	Develop a Public Education and Outreach Plan based on the pollutants, sources, and audiences identified (BMP 5). The plan will describe specific materials and approaches for addressing identified pollutants, sources, and audiences. Effectiveness will be reviewed annually against IDDE investigations, Public Education and Outreach efforts of the past year, and contacts with the	1. Develop initial Public Education and Outreach Plan based on identified pollutants, sources, and audiences.	1. First year	1. Share plan with DEQ.
		2. Modify Plan based on review changes in pollutants, sources, audiences list, IDDE investigations, and public contacts. Include a review of past events/outreach, including unplanned ones (BMP 36).	2. Second year and annually thereafter.	2. Share revised plan with DEQ

	public, and lead to Plan revisions.			
Education and Outreach Media Types Measures to collect and/or develop education, outreach, and involvement materials in different media or through different mechanisms. Media are not specific to pollutant types, pollutant sources, or target audiences – they comprise methods of education and outreach.				
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
3.	Stormwater Page on Local Government Website			
	Set up a web site designed to convey the program's message(s) and provide a place to host online materials including information on the local government's water resources activities, the NMS Local Program, annual reports, educational materials, ordinances, guidelines, events announcements, etc. The web page will also serve to advertise the stormwater hotline and opportunities for involvement.	1. Establish the stormwater web page	1. First year	1. Report the date the web page goes live, webpage URL
		2. Maintain the webpage, update any broken links, upload new educational material (<i>list materials under Targeted Audiences and Topics</i>), upload Local Program	2. Annually	2. Report the date the web page is reviewed and updated as well as what updates are made, list specific materials posted
		3. Set a hit counter in order to monitor engagement	3. Annually	3. Report the number of hits
4.	Stormwater Phone Hotline			
	A phone hotline will be maintained and monitored by assigned staff for citizens to ask stormwater questions and report stormwater issues. Questions or comments from the public and responses from staff will be tracked through to resolution.	1. Set up and maintain hotline phone number	1. First year	1. Report the date the hotline is established, the phone number, and status in subsequent years
		2. Train responsible parties in general stormwater knowledge, appropriate contacts for stormwater questions, and citizen opportunities within the stormwater program	2. First year, and subsequent years as needed	2. Report the date of training, and the dates any additional staff are trained
		3. Publicize hotline in materials developed for the stormwater program, post on stormwater web page, include in local government's phone tree/contact lookup, include in staff email signatures	3. First year, and subsequent years as needed	3. Completed (yes/no), status
		4. Establish a tracking mechanism to document the number and type of calls received, actions and processes used through to resolution	4. First year, and maintain all subsequent years	4. Report the number and type of calls

5.	Partnership with Clean Water Education Partnership			
	Pitt County will consider engaging with Clean Water Education Partnership (CWEP) or assign staff to develop Education and Outreach Initiatives.	1. Explore a partnership with CWEP and establish legal agreement or contract or develop education plan to be administered locally by staff.	1. First Year	1. Report date established and terms of legal agreement
		2. Submit a plan detailing specific commitment of the partnership or by Pitt County to NC DEQ for approval	2. First Year	2. Report date plan is approved and include as enforceable amendment to Local Program
		3. Monitor activities to ensure partnership commitments are met.	3. Annually, if establishment of partnership is chosen	3. Yes/no/status
	Targeted Outreach Audiences and Topics Measures below include specific messages to singular or groups of target audiences, pollutant types, pollutant sources, or management actions.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Task(s)	Schedule for Implementation	Annual Reporting Metric
6.	Developer Resources - General			
	Establish a developer stormwater resources section on the website so relevant materials are easily accessible for developers. Include a checklist of submissions materials for development applications.	1. Upload links to ordinances, post-construction requirements, link to design standards, and other relevant material to website	1. First year	1. Completed (yes/no), status
		2. Update when changes to resources occur	2. Annually	2. Completed (yes/no), status
7.	Developer Resources – Nutrient Rules			
	Prepare educational materials for developers specific to the requirements of Nutrient Management Strategy implementation. Include information on nutrient calculation guidance, minimum onsite stormwater requirements, nutrient targets, and nutrient offset procedures.	1. Upload links to the NMS Rule, local ordinances, nutrient calculation guidance, nutrient targets, onsite stormwater requirements, and nutrient offset procedures	1. First year	1. Completed (yes/no), status
		2. Update when changes to resources occur	2. Annually	2. Completed (yes/no), status
8.	Public Education for BUA Limits and SCM Maintenance			
	Provide education and information resources for Property Owners Associations and the general public regarding BUA limits and the need for adequate SCM maintenance.	1.	1.	1.
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.

	(This BMP is referenced in Post-Construction Site Runoff Control Table 6, BMP 13)	5.	5.	5.
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