

MS4 ANNUAL REPORT
THE CITY OF SHEFFIELD
2019-2020

MAYOR: IAN SANFORD

PREPARED BY:

Civil Group, LLC.

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1 Chapter 1 – Introduction

1.1 Program Overview

This document presents the City of Sheffield’s Stormwater Management Program as required by the Alabama Department of Environmental Management’s (ADEM) National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) Permit. This permit covers stormwater discharges from regulated small municipalities. The overall goal of the program is to protect water quality by an effort to reduce to the maximum extent practicable (MEP) the discharge of pollutants in stormwater.

1.2 Regulatory Background

In 1990 the Environmental Protection Agency (EPA) passed regulations establishing phase I of the NPDES stormwater program. The phase I program for MS4s requires operators of “medium” and “large” MS4s that generally serve populations of 100,000 or greater to implement a stormwater management program as a means to control polluted discharges from certain municipal, industrial, and construction activities into the MS4.

In 1999, EPA passed regulations establishing phase II of the NPDS stormwater program

1.3 Regulated Area

The phase II MS4 General Permit applies to operators of regulated small MS4s that discharge stormwater to waters of the state. The City of Sheffield is located in northwest Alabama adjacent to the Tennessee River.

1.4 Water Quality Issues

The primary receiving water for the stormwater from the City is Spring Creek, and the Pickwick Reservoir on the Tennessee River. The water use classification is the most beneficial use that the water of the stream will support. Discharge Compliance with Water Quality Standards

The general permit requires, at a minimum, that the permittees develop, implement, and enforce a SWMP designed to reduce the discharge of pollutants to the Maximum Extent Practicable (MEP). Full implementation of BMPs, using all known, available, and reasonable methods of prevention, control and treatment to prevent and control stormwater pollution from entering waters of the State of Alabama is considered an acceptable effort to reduce pollutants from the municipal storm drain system to the MEP.

1.4.1 Discharge to Impaired Waters

According to ADEM’s 303(d) list dated 2016; one stream that is located within the City of Sheffield is designated as impaired. Spring Creek from Pickwick Lake to the end of the embayment is listed on the 303(d) list as impaired for agricultural nutrients (see appendix for monitoring plan).

1.5 Subdivision Regulations and Ordinances

Sheffield has the following ordinances and regulations currently in place in order to meet the requirements of the permit.

1.5.1 Zoning Ordinance

Components of the Zoning Ordinance include the following.

- a. Classification and establishment of districts.
- b. Uses permitted in districts.
- c. Enforcement.
- d. District regulations.
- e. Off street parking and loading provisions.
- f. Variances and appeals.

Zoning Ordinance

https://library.municode.com/al/sheffield/codes/code_of_ordinances?nodeld=PTIILADERE_CH118ZO

1.5.2 Stormwater Pollution Prevention Ordinance

Components of the Subdivision Regulations include the following.

- a. Defines a site as any disturbance of more than one acre.
- b. Design requirements including requirement for BMP's.
- c. Requires ADEM permit for disturbance of more than one acre.
- d. Establishes a prohibition on illicit discharges.
- e. Suspension of MS4 access.
- f. Requirement to prevent, control, and reduce stormwater pollutants by the use of best management practices.
- g. Enforcement.
- h. Erosion and sediment control.

1. Erosion Control Ordinance

https://library.municode.com/al/sheffield/codes/code_of_ordinances?nodeld=PTICOOR_CH26EN_ARTIIERSECO

2. Stormwater Ordinance

https://library.municode.com/al/sheffield/codes/code_of_ordinances?nodeld=PTICOOR_CH26EN_ARTIIST

2 Chapter 2 – SWMPP Administration

2.1 SWMPP Implementation Responsibilities

The building department is responsible for the overall management of the SWMP. However, additional departments are involved and provide necessary activities associated with the permit's Minimum Control Measures (MCM).

2.1.1 City of Sheffield City Council

The Council is the legislative body for the City and is responsible for the promulgation of resolutions, ordinances, and the budget related to the implementation of the SWMP.

2.1.2 Mayor's Office

The Mayor is the executive for the City and is responsible for overall oversight of the program, and for maintaining communication between Council and each department.

2.1.3 Building Department

The building department will lead the day to day activities and administration of the program, with substantial assistance and input from other departments as depicted in this plan.

2.1.4 Public Works Department

Public works department will have a role in several of the MCM, including public education, and illicit discharge detection and elimination. They will also be involved in the good housekeeping issues in the City.

2.2 Coordination between Local MS4s

The City of Sheffield shares sections of its watersheds with other cities and the County. The City does not rely on any of these for compliance with our general permit. Therefore, there is no need for any intra-jurisdictional agreements. However, the City does anticipate sharing some of its efforts in implementing various MCM of the permit such as Educational Outreach and Public Participation. This coordination will be on a voluntary basis only and allow for cost effective implementation of certain program MCMs.

2.3 SWMP Revisions and Updates

As a part of the annual review of the SWMP, in conjunction with the preparation of the annual report, all revisions and updates that are required by ADEM or necessary to maintain permit compliance will be submitted to the Department for review. Upon approval of the revisions and updates, the modified SWMP Plan will become effective.

3 Chapter 3 Program Components

This chapter provides guidance to staff and others to meet the requirements of the ADEM general permit for stormwater discharges from the MS4.

The Five Program Minimum Control Measures (MCM) are:

- a. Public Education and Public Involvement on Stormwater Impacts (MCM 1)
- b. Illicit Discharge Detection and Elimination (MCM 2)
- c. Construction Site Runoff Control (MCM 3)
- d. Post Construction Stormwater Management (MCM 4)
- e. Pollution Prevention/Good Housekeeping for Municipal Operations (MCM 5)

3.1 MCM 1 - Public Education and Public Involvement on Stormwater Impacts

3.1.1 Permit Requirement

The City must develop and implement a public education and outreach program to inform the community about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff to the MEP. The City shall continuously implement this program in the areas served by the MS4. The permittee shall also comply, at a minimum, with applicable state and local public notice requirements when implementing a public involvement/participation program.

3.1.2 Strategies, Goals and Timeline

The City employs a variety of strategies for MCM 1 including distributing education materials to the community and conducting outreach activities. These efforts will educate the public as to the impacts of discharges on water bodies and the steps that each person can take to reduce pollution in the stormwater runoff.

The effort will be continuous through the permit period. Educational material will be mailed to each home and business up to two times per year. The City's website will include annual reports, and this plan. The website will also include a citizen action button that can be used by the public to report stormwater related issues. These activities will represent efforts (BMPs) that are effective in reducing the impacts of pollutants on stormwater runoff. Each involvement and outreach strategy will be detailed below along with its goal, timeline, and department responsible for implementation of the measure.

3.1.2.1 Create a Citizen based Environmental Advisory Committee

3.1.2.1.1 Current Program

This element of MCM 1 will establish add a component to the existing Tree and Beautification Board. The Tree and Beautification Board is citizen based advisory committee. This committee will be used to gain input from the citizens regarding the stormwater issues in addition to their current functions.

3.1.2.1.2 Potential Target Audience

General public, Homeowners, Businesses

3.1.2.1.3 Measurable Goal

In year one (1) of the permit cycle the City will add the additional charge to the existing committee to obtain citizen input regarding stormwater issues.

3.1.2.1.4 Progress toward Goal

The Tree and Beautification Committee added charge to obtain citizen input regarding stormwater issues.

3.1.2.2 Mail Out Fliers

3.1.2.2.1 Current Program

This element of MCM 1 will continue an existing program in which the City provides information on utility bills to inform the public on the dangers of illicit discharges in the community.

3.1.2.2.2 Potential Target Audience

General public, Homeowners, Businesses, Landscapers

3.1.2.2.3 Measurable Goal

The information will be placed on the utility bill in at least one month of each year of the permit cycle.

3.1.2.2.4 Progress toward Goal

The City included information pertaining to illicit discharges on monthly utility bills. Please see the appendix for an example utility bill.

3.1.2.3 Environmental Web Page

3.1.2.3.1 Current Program

This element of MCM 1 will make data readily available to the citizens of the City. The City's website will be expanded to incorporate an environmental page which will include a link to the City's SWMP Plan, MS4 Annual Report, and other stormwater related topics, as well as providing a citizen action button that can be used by citizens to report any issues.

3.1.2.3.2 Potential Target Audience

General public

3.1.2.3.3 Measurable Goal

In year one (4) of the permit cycle the City will expand the website to include an environmental page.

In year four (4) of the permit cycle the City will expand the environmental page to include stormwater related topics, information about the stormwater management program in general, and information about how readers can reduce stormwater impacts and links to other related websites.

In year five (5) the website will be maintained and updated as needed to remain in compliance with the general permit.

3.1.2.3.4 Progress toward Goal

The City has not expanded the building department's page on their existing website to include information related to the SWMPP Plan and the Annual Report along with educational videos.

3.1.2.4 Art Contest

3.1.2.4.1 Current Program

This element of MCM 1 will provide for an art contest at Elementary Schools relating to the environment.

3.1.2.4.2 Potential Target Audience

Elementary Age School Children

3.1.2.4.3 Measurable Goal

This contest will be held once per year in each year of the permit.

3.1.2.4.4 Progress toward Goal

This program was cancelled this school year due to COVID 19. The City will continue to participate in this program in future years.

3.1.3 Citywide Clean Up

3.1.3.1.1 Current Program

This element of MCM 1 will include a citywide cleanup day. This day-long event will be publicized in the local paper and supplies for the cleanup are provided by the City.

3.1.3.1.2 Potential Target Audience

General public, Homeowners, Landscapers

3.1.3.1.3 Measurable Goal

3.1.3.1.4 Progress toward Goal

This program was cancelled this school year due to COVID 19. The City will continue to participate in this program in future years.

3.1.3.2 Lawn of the Month

3.1.3.2.1 Current Program

This element of MCM 1 will recognize citizens that work toward beautifying the City with the Lawn of the Month awards given out monthly at the City Council meetings.

3.1.3.2.2 Potential Target Audience

General public, Homeowners, Landscapers

3.1.3.2.3 Measurable Goal

The City will award a minimum of 6 Lawn of the Month awards during each permit year duration of the permit.

3.1.3.2.4 Progress toward Goal

The City did not award any lawn of the month awards during this permit cycle.

3.2 MCM 2 - Illicit Discharge Detection and Elimination (IDDE) Program

3.2.1 Permit Requirements

The permittee shall implement an ongoing program to detect and eliminate illicit discharges into the MS4, to the maximum extent practicable.

3.2.2 Strategies, Goals, and Timelines

The City employs a variety of strategies for MCM 2 including ordinances, system maps, and dry weather inspections. These activities will represent efforts (BMPs) that are effective in reducing the impacts of pollutants on stormwater runoff from illicit discharges.

3.2.2.1 Prepare and Maintain a Outfall Map

3.2.2.1.1 Current Program

This element of MCM 2 will establish an outfall map showing at a minimum the latitude/longitude of all known outfalls larger than 36" diameter, names of waters of the state that receive the outfalls, and structural BMP's owned, operated, or maintained by the City.

3.2.2.1.2 Measurable Goal

In year one (1) of the permit cycle the City will prepare a map as described. In years two (2) through year five (5) the map will be updated as required to continue to meet the permit requirements.

3.2.2.1.3 Progress toward Goal

The City maintains an outfall map. Please see appendix for outfall map.

3.2.2.2 Maintain Illicit Discharge Ordinance

3.2.2.2.1 Current Program

This element of MCM 2 will maintain a City ordinance that will prohibit non-stormwater discharges to the MS4. The ordinance shall be reviewed annually and updated as necessary to continue to meet the permit requirements.

3.2.2.2.2 Measurable Goal

In year one (1) through year five (5) of the permit the ordinance will be reviewed and modified as necessary to continue to meet the goals of the permit.

Illicit Discharge and Connection Ordinance

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3.2.2.2.3 Progress toward Goal

The City maintains an illicit discharge ordinance.

3.2.2.3 Perform Dry Weather Screenings

3.2.2.3.1 Current Program

This element of MCM 2 will establish a dry weather screening program designed to detect and address at a minimum fifteen percent (15%) of the outfalls once per year with all (100%) screened at least once per five years.

3.2.2.3.2 Measurable Goal

In year one (1) through year five (5) the City will inspect 20% of outfalls each year. Inspection logs and results will be included in the annual report each year.

3.2.2.3.3 Progress toward Goal

The City inspected a number of outfalls in the permit year. Please see appendix for letter.

3.2.2.4 Prepare Procedure for Tracing the Source, Reporting of Illicit Discharges

3.2.2.4.1 Current Program

This element of MCM 2 will establish a procedure for tracing the source and reporting of an illicit discharge if discharge is found during dry weather screening.

3.2.2.4.2 Measurable Goal

The City will prepare a procedure as described above (see appendix). In years two (2) through five (5) the procedure will be used if any illicit discharges are found during dry weather screening. If illicit discharges are found, they will be documented in the annual report.

3.2.2.4.3 Progress toward Goal

The maintains the procedure and uses the procedure if needed to address any illicit discharges.

3.2.2.5 Procedure for Eliminating Illicit Discharges

3.2.2.5.1 Current Program

This element of MCM 2 describes the procedure for eliminating illicit discharges if discovered.

3.2.2.5.2 Procedure

Illicit discharges are defined by City ordinance. The City ordinance covers the enforcement actions available to the City if an illicit discharge is found. The City ordinance is attached with this SWMPP.

3.3 MCM 3 Construction Site Storm Water Runoff Control

3.3.1 Permit Requirements

The permittee must develop/revise, implement and enforce an ongoing program to reduce, to the MEP, the pollutants in any stormwater runoff to the MS4 from qualifying construction sites.

3.3.2 Strategies, Goals, and Timelines

The City employs a variety of strategies for MCM 3 including ordinances, subdivision regulations, plan review, and permitting. These activities will represent efforts (BMPs) that are effective in reducing the impacts of pollutants on stormwater runoff from construction sites.

3.3.2.1 Construction Site Plan Review and Permitting

3.3.2.1.1 Current Program

This element of MCM 3 includes the continued review of site plans for proposed construction projects within the City. The plans are reviewed by the City Building Official, and the City Engineer (larger projects).

The city will review pre-construction grade plans and will require proper BMP. Site operators are required to obtain an NPDES Permit from ADEM for one acre and larger sites. The city will require a copy of the site NOI prior to issuing a building permit. The site will be monitored by city personal. Sites will be reported to the operator if they are in violation with discarded materials, chemicals, litter, sanitary waste, concrete wash out, erosion and or sediment buildup.

Any information from the public is encouraged and will be considered by the building department as to any enforcement issues. The city will inspect these sites monthly at a minimum. Violations will be reported to the operator with instructions as to clean up. Non-attention to these notices will result in notification of ADEM. Priority for site inspection will be related to sites which have a prior history of violation and or which threaten the environment most. The construction site control program is regulated by the city building department. Success for this minimum control measure will be determined by the number of violations recorded each year.

3.3.2.1.2 Measurable Goals

In year one (1) through year five (5) the City will review, require copy of NOI, and inspect all site plans each year to ensure that a BMP plan is included for sites disturbing more than 1 acre. Inspections will be conducted monthly at a minimum.

In year one (1) through year five (5) the City will ensure that staff performing inspections are professionally trained and certified as QCI's.

3.3.2.1.3 Progress toward Goal

The City requires a copy of the NOI and permit for disturbances greater than one (1) acre.

3.3.2.2 Notification of Non-Compliant Sites

3.3.2.2.1 Current Program

This element of MCM 3 includes the requirement that the City notify ADEM of any construction projects or industrial facilities subject to ADEM regulations and permits who have not filed and received permit coverage.

3.3.2.2.2 Procedure

The City will provide the following documentation to ADEM within 30 days of the discovery of a non-compliant site.

- a. Construction site location
- b. Name of owner / operator
- c. Estimated project size or type of industrial activity including the SIC code if known
- d. Record of communication with the owner / operator regarding the violation, including inspection, warning, and any responses

Enforcement will be tracked in files. The following will be included:

- a. Name of Owner / Operator
- b. Location of site
- c. Description of violation
- d. Required compliance schedule
- e. Description of enforcement response including escalated response and repeat violations
- f. Enforcement documentation
- g. Referrals to different departments of agencies

3.3.2.2.3 Progress toward Goal

The City had no noncompliant sites during the last year.

3.4 MCM 4 – Post-Construction Stormwater Management in New Development and Redevelopment

3.4.1 Permit Requirements

The permittee shall implement post construction stormwater management including structural and nonstructural controls including low impact development and green infrastructure practices to obtain permanent stormwater management over the life of the property's use.

3.4.2 Strategies, Goals, and Timelines

The City employs a variety of strategies for MCM 4 including ordinances, bonding, and written agreements. These activities will represent efforts (BMPs) that are effective in reducing the long term impacts of pollutants on stormwater runoff from post construction sites.

3.4.2.1 Post Construction Storm Water Agreements

3.4.2.1.1 Current Program

This element of MCM 4 includes the requirement for developer agreements for long term maintenance of stormwater facilities. See appendix for sample agreement.

3.4.2.1.2 Measurable Goals

In year one (1) through year five (5) the City will require all sites that contain structural BMPs to enter into an agreement for the maintenance of the facility.

3.4.2.1.3 Progress toward Goal

The city had no sites requiring structural BMPs during the permit year.

3.4.2.2 Post Construction Storm Water Inspections

3.4.2.2.1 Current Program

This element of MCM 4 includes the requirement for owner / operator of a facility to provide annual inspections of the facilities.

3.4.2.2.2 Measurable Goals

In year one (1) the City will maintain an inventory of the newly developed or redeveloped sites within the MS4 that have structural BMPs. In year two (2) through year five (5) the City will require all sites that contain structural BMPs be inspected either by City personnel or by the facility owner.

3.4.2.2.3 Progress toward Goal

The City had no construction activity during the previous permit year.

3.5 MCM 5 – Pollution Prevention / Good Housekeeping for Municipal Operations

3.5.1 Permit Requirements

The permittee shall implement Pollution Prevention / Good Housekeeping for Municipal Operations Strategies for City projects and facilities.

3.5.2 Strategies, Goals, and Timelines

The City employs a variety of strategies for MCM 5 including in house training, printed material review, documentation of training sessions, schools and courses taken. The program will address maintenance activities, maintenance schedules and inspection procedures. The program will address controls for reducing pollutants such as floatables and other pollutants from roadways, parking lots, maintenance yards, recycling centers, and mineral storage areas.

3.5.2.1 In House Training

3.5.2.1.1 Current Program

This element of MCM 5 includes training of City personnel regarding effective measures to prevent litter and pollution from City operations. The training will be administered a minimum of once per year to the City's street department, police department, fire department, and park and recreation personnel.

3.5.2.1.2 Measurable Goals

In year one (1) through year five (5) the City will train the staff listed above regarding litter and pollution controls.

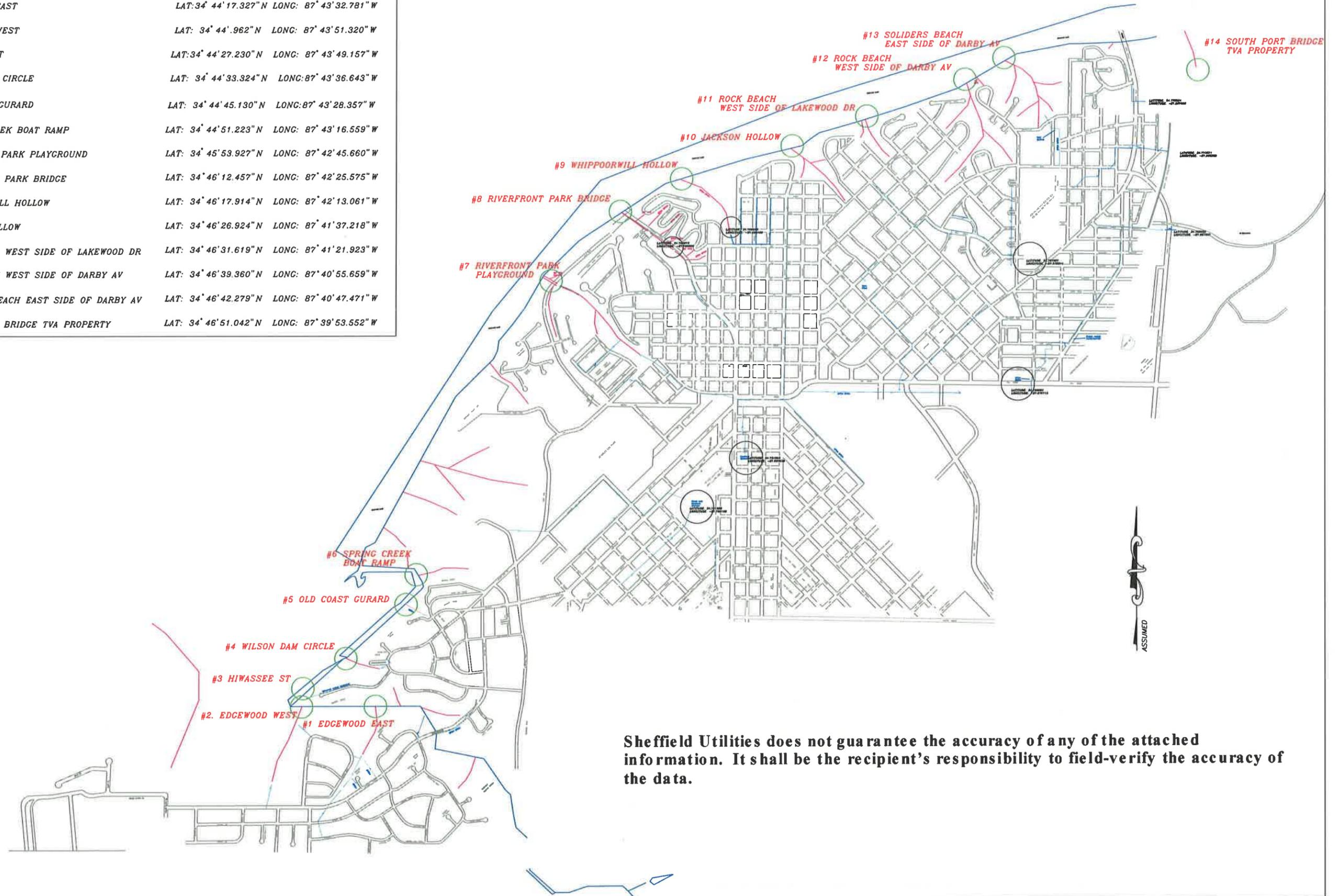
3.5.2.1.3 Progress toward Goal

No progress to report during the permit year.

City Outfall Map

USGS THE NATIONAL MAP VIWER
 USNG: 16SDD33806 45099 (NAD 83)

1. EDGEWOOD EAST	LAT: 34° 44' 17.327" N LONG: 87° 43' 32.781" W
2. EDGEWOOD WEST	LAT: 34° 44' .962" N LONG: 87° 43' 51.320" W
3. HIWASSEE ST	LAT: 34° 44' 27.230" N LONG: 87° 43' 49.157" W
4. WILSON DAM CIRCLE	LAT: 34° 44' 33.324" N LONG: 87° 43' 36.643" W
5. OLD COAST GURARD	LAT: 34° 44' 45.130" N LONG: 87° 43' 28.357" W
6. SPRING CREEK BOAT RAMP	LAT: 34° 44' 51.223" N LONG: 87° 43' 16.559" W
7. RIVERFRONT PARK PLAYGROUND	LAT: 34° 45' 53.927" N LONG: 87° 42' 45.660" W
8. RIVERFRONT PARK BRIDGE	LAT: 34° 46' 12.457" N LONG: 87° 42' 25.575" W
9. WHIPPOORWILL HOLLOW	LAT: 34° 46' 17.914" N LONG: 87° 42' 13.061" W
10. JACKSON HOLLOW	LAT: 34° 46' 26.924" N LONG: 87° 41' 37.218" W
11. ROCK BEACH WEST SIDE OF LAKEWOOD DR	LAT: 34° 46' 31.619" N LONG: 87° 41' 21.923" W
12. ROCK BEACH WEST SIDE OF DARBY AV	LAT: 34° 46' 39.360" N LONG: 87° 40' 55.659" W
13. SOLIDERS BEACH EAST SIDE OF DARBY AV	LAT: 34° 46' 42.279" N LONG: 87° 40' 47.471" W
14. SOUTH PORT BRIDGE TVA PROPERTY	LAT: 34° 46' 51.042" N LONG: 87° 39' 53.552" W



Sheffield Utilities does not guarantee the accuracy of any of the attached information. It shall be the recipient's responsibility to field-verify the accuracy of the data.

Information and Letters from City Departments

City of Sheffield

Sheffield, Alabama 35660

Building & License Department
(256) 386-5606

600 N. Montgomery Avenue
PO Box 380

April 23, 2020

To whom it may concern,

RE: Dry weather screenings

The outfalls located in locations #1, #2 and #3 have been checked and no compromises were noted. Immediate outfall areas were dry without any odors or foreign debris on site. The point of contact with the water displayed no discoloration or sign of foreign residue.

Please contact me if needed for any further questions.

Charlie Grimmitt
Building Official
City of Sheffield
Office 256-386-5606

Stormwater Activity Book

Hi, I'm Droplet.
Have fun learning
how to keep our
streams clean.



A state-wide education
program conducted by:
The Alabama Department
of Environmental Management





Alabama Department of Environmental Management
adem.alabama.gov

1400 Coliseum Blvd. 36110-2400 ■ Post Office Box 301463
Montgomery, Alabama 36130-1463
(334) 271-7700 ■ FAX (334) 271-7950

July 23, 2019

RONNIE WICKS
MAYOR PRO TEM
CITY OF SHEFFIELD
600 N MONTGOMERY AVE
SHEFFIELD AL 35660

RE: Furnace Hill - Tuscumbia Landing
Colbert County (033)

Dear Mayor Wicks:

Based on your request, coverage under **General NPDES Permit Number ALR10BFA3** is granted. The effective date of coverage is July 18, 2019.

Coverage under this permit does not authorize the discharge of any pollutant or wastewater that is not specifically identified in the permit and by the Notice of Intent.

You are responsible for compliance with all provisions of the permit including, but not limited to, the performance of required inspections and/or monitoring, and the preparation and implementation of a Construction Best Management Practices Plan (CBMPP) required by the permit.

The Alabama Department of Environmental Management encourages you to exercise pollution prevention practices and alternatives at your facility. Pollution prevention will assist you in complying with permit requirements.

A copy of the General NPDES Permit under which coverage of your discharges has been granted is enclosed. If you have any questions concerning this permit, please contact Colleen Cook by email at colleen.cook@adem.alabama.gov or by phone at (334) 271-7762.

Sincerely,

A handwritten signature in black ink that reads "Jeffery W. Kitchens".

Jeffery W. Kitchens, Chief
Water Division

JWK/cfc
Enclosure: Permit
File: NOI/

