

NCS000501_WAYNESVILLE 2022 ANNUAL SELF ASSESSMENT

Line No.	Reporting Year (July 1 - June 30)	BMP Ref.	Measurable Goal	Reporting Metric	Comments
1	1	1	Did Waynesville submit the Annual Self-Assessment to NCDEQ prior to August 31 each year?	YES	The Self-Assessment was emailed to Isaiah Reed on July 22, 2022.
9	1	3.B.1.	Did Waynesville develop and distribute a postcard about general stormwater awareness?	YES	The Town contracts with the Haywood Waterways to distribute the postcards. This Fiscal Year, the postcards contained the following topics: 1. "Help Keep Trash Out of Our Waterways," 3,000 postcards mailed between July 1 – September 30, 2021. 2. "Only Rain Down the Drain," 3,000 postcards mailed in September 2021. These postcards are also posted in the Educational Gallery section, on the bottom of the Waynesville's Stormwater page: https://www.waynesvillenc.gov/departments/development-services/stormwater-management#educational-resources Haywood Waterways used water billing database of the Town's Finance Department to get a comprehensive list of resident and industrial addresses.
10	1	3.B.1.	How many general stormwater awareness postcards were distributed?	YES	A total of 6,000 postcards were distributed during the two rounds of mailings.
19	1	4.B.1.	Did Waynesville have a display about general stormwater awareness at the Haywood County Public Library?	YES	Informative display: "Only Rain Down the Drain" stormwater display at the Waynesville Public Library in December 2021. Topics included: pet waste, general stormwater runoff, lawn care products, and stormwater pollution. It was on display for the entire month of December.
25	1	5.B.1.	Did Waynesville publish one stormwater article about pet waste?	YES	1. "Do Your Part to Keep Pet Waste Out of Waterways" – article published in the Mountaineer on December 17, 2021. Link below: https://www.themountaineer.com/outdoors/do-your-part-to-keep-pet-waste-out-of-waterways/article_cb2261d2-5efa-11ec-9fe6-d3d928b57294.html 2. The Mountaineer Newspaper also published an article about the rain garden revitalization that the Town did together with Haywood Waterways on December 10, 2021. Link below: https://www.themountaineer.com/outdoors/the-strong-silent-type-new-rain-garden-defends-richland-creek-from-runoff/article_76313050-5922-11ec-b0b4-536bdabc8d40.html 3. Article in the Mountaineer published on November 15, 2021- "Operation Medicine Drop Helps Protect Rivers, Waterways." Link below: https://www.themountaineer.com/news/operation-medicine-drop-helps-protect-rivers-waterways/article_084f3ab2-467d-11ec-8040-3b07ca46814a.html
30	1	6.B.1.	Did Waynesville post four stormwater articles on social media: yard waste, trash, washing cars, pet waste?	YES	1. Yard waste article posted on the Town of Waynesville page (October 8, 2021) 2. Cub Scout cleanup results posted on Haywood Waterways page (October 19, 2021) 3. FY21-22: Educational gallery of the Town of Waynesville Stormwater Page was populated with stormwater-related pictures, postcards (topics include trash and car washing), articles (trash, yard waste, pet waste), community projects, how-to-do it yourself tips, and other educational resources. The page is updated periodically with more materials being added. The SW Page can be accessed through the link above or by going to the main Town of Waynesville Page- Departments- Development Services- Stormwater-Management link on the side bar. 4. Social media campaign: Allens Creek cleanup announcement and results, Big Sweep announcement and results, home water conservation tips, what citizens can do at home to reduce nutrient pollution, and an announcement about the rain barrel workshop conducted between July 1- September 30, 2021. 5. Article was written about washing cars and was posted to the Town's Facebook page on February 28, 2022. The title is "The Dirty Truth Behind Washing Your Car." 6. Social Media Facebook: Allens Creek Cleanup – general stormwater information posted on February 28, 2022. 7. Stream Cleanup Post on Town's Facebook Page on April 29, 2022. The Development Services also conducted additional activities for public education and outreach: 1. Distributed 30 educational stormwater t-shirts to Town employees from Public Services, Parks and Recreation, Police, and Fire. The t-shirts have a picture of a storm drain with fish and people's feet around it. It reads, "Town of Waynesville, NC. Stormwater Program. Only Rain Down the Drain." 2. Stormwater Program Outline and Outfall posters were hung in the Public Services Conference Room and Parks and Rec. Lobby. The picture of the poster is on the Town's stormwater page referenced above.
35	1	7.B.1.	Did Waynesville give a public presentation about general stormwater issues?	YES	Waynesville gave a total of 4 public presentation about stormwater this FY: 1. Call for public hearing at the Board of Aldermen meeting on November 23, 2021 (to advertise the hearing and put it on the board's agenda). 2. Presentation to the Board of Aldermen about the Stormwater Program and stormwater issues on December 14, 2021 by Olga Grooman (Planner), Sam Cullen (Code Enforcement Official), and Eric Romaniszyn (now former Director of Haywood Waterways). The topics presented included: sediment pollution, trash in the waterways, non-point and point source pollution, pet waste, proper oil disposal, chemicals in the storm drains, difference between sanitary sewer and storm drain, thermal stress, and household runoff. There were 41 attendees and 3 questions/comments from the Aldermen and one comment from the audience. The audience applauded after the presentation. The slides and presented materials were posted on the Public Hearings section of the Town's Stormwater page. 4. January 24, 2022- Planning Board Presentation about general SW issues and SW Program/Permit. 5. Two presentations were given about stormwater issues and solutions; one was part of the rain barrel construction workshop on July 29, 2022, and another to Waynesville First United Methodist Church youth group during a mini-Kids in the Creek event on July 27, 2022 by Haywood Waterways.
36	1	7.B.1.	How many attendees were present for the public presentation about general stormwater issues?	53	1. Presentation to the Board of Aldermen on December 14, 2022: 41 attendees. 2. Presentation to the Planning Board on January 24, 2022: 12 attendees.

45	1	8.B.1.	Did Waynesville establish the stormwater web page?	YES	<p>The page was redesigned in the Fall 2021 and a lot more information was added to it. The top of the page contains phone numbers (including the 866-STOP-MUD Hotline), Waynesville's Stormwater Map (PDF version and downloadable online GIS version), definition of the stormwater by the EPA, glossary of terms, PDF links to the Town's Stormwater Management Plan and NPDES permit, link to the Clean Water Act, six components of the program, and MS4 Educational Poster. After the main part, there is a drop-down menu to the newly created 7 sections of the page:</p> <ul style="list-style-type: none"> - About the Stormwater Program (overview of the NPDES Program and its 6 components, what is NPDES permit, annual self-assessments submitted to the NC DEQ, definition of MS4, links to NC DEQ and EPA) - Illicit Discharge Detection and Elimination Program (overview of the federal, state, and local regulations, PDF of the approved IDDE Plan, Town's Outfall Map, Map of Inspected Outfalls 2022, Outfall Inspection Form, explanation of an illicit discharge, difference between stormwater systems and sanitary sewer systems, link to EPA resources, Waynesville Illicit Discharge Ordinance, IDDE Guidance Manual by the Center for Watershed Protection, where to report illicit discharge resources) - Post-Construction Stormwater Management (Town's Stormwater Ordinance, links to NC DEQ Design Manual, O&M Agreements, SCM-specific Post-Construction Reporting Forms, overview of the most common SCMs)- several developers and engineers found this section especially helpful. - Pollution Prevention and Good Housekeeping (overview of the good housekeeping, Municipal SCM Operations and Maintenance Plan via PDF link) - Public Hearings (announcements of stormwater related public hearings at the Planning Board and Board of Aldermen meetings, agenda items and presentation materials from the past hearings) - Community Projects (raingarden at Waynesville Greenway, French Drain at Parks and Rec. Center, how to do it yourself articles) - Educational Resources (articles, postcards, link to NC DEQ Wow Webinars, Waynesville Stormwater Ordinances, best management practices, glossary of terms) <p>+ Educational Gallery of images on the bottom of the page. The Town's Stormwater Page is updated periodically.</p>
50	1	8.B.3.	Did Waynesville establish a hit counter to monitor stormwater web page engagements?	YES	<p>The hit counter is established through Google Analytics. <u>Stormwater Page activity reports are generated and saved monthly.</u> There were 1,100 page views between July 1, 2021- June 30, 2022.</p>
55	1	8.B.4.	Did Waynesville add one new educational component to the web page that addresses a target pollutant/audience?	YES	<p>Waynesville added multiple educational components to its SW Page: glossaries, articles, postcards, posters, links to press releases, public presentation materials. Topics include car washing, pet waste, oil disposal, sedimentation, erosion, thermal stress, household runoff, etc. <i>See previous responses for more details.</i></p> <p>The Town's Stormwater Web Page was redesigned to provide better organization of information and easier user-navigation (September 20-24, 2021).</p>
60	1	8.B.5.	Did Waynesville post the Stormwater Hotline contact on the stormwater web page?	YES	<p>Several contacts and reporting options are posted throughout the SW Page. The information below is copied directly from the Town's SW Page.</p> <p>General section of the page <u>Stormwater questions or to report an illicit discharge:</u></p> <p><i>Monday to Friday, 8 am - 4:30 pm.☎</i> <i>Development Services: email: ogrooman@waynesvillenc.gov or call: (828) 356-1172</i></p> <p><i>Haywood Waterways: email: info@haywoodwaterways.org or call: (828) 476-4667 EXT 10</i></p> <p><i>Holidays and After Hours.☎</i> <i>Call: (828) 456-5363</i></p> <p><i>NC Department of Environmental Quality Hotline:</i> <i>Call: 1-866-STOP-MUD</i></p> <p>IDDE section of the page <u>Report an Illicit Discharge</u> Only rain goes into a storm drain! Call (828) 456-8647 (Development Services Department) or email: ogrooman@waynesvillenc.gov to report illegal dumping into streams or storm drains.</p> <p>Post-Construction section of the page <i>For questions about the post-construction stormwater requirements, contact Olga Grooman: call 828-356-1172 or email ogrooman@waynesvillenc.gov</i></p>
61	1	9.B.1.	Did Waynesville establish links from HWA web page to the Town of Waynesville's web page?	YES	<p>See HWA page. Go to Stormwater Management section of the page or use the link below. The link to the Waynesville SW web page is under Town of Waynesville Residents section: http://haywoodwaterways.org/stormwater/</p>
66	1	10.B.1.	Did Waynesville establish and maintain hotline phone number and responsible party for citizens to ask stormwater questions and report stormwater issues?	YES	<p>The citizens can call either Development Services or Haywood Waterways. All numbers are on the web page.</p>
71	1	10.B.2.	Did Waynesville identify specific staff member(s)/position(s) who will serve as stormwater education and hotline contact(s)?	YES	<p>Olga Grooman- Planner Sam Cullen- Code Enforcement Elizabeth Teague- Development Services Director</p> <p>These staff members are trained to address and investigate stormwater related issues and can educate the public about the stormwater in general. In addition, the Town partners with Haywood Waterways.</p>

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72	1	10.B.3.	Did Waynesville train hotline contact(s) in general stormwater awareness, complaint call protocols and appropriate contacts for referral of typical stormwater issues?	YES	<p>The abovementioned staff members are trained periodically by reviewing the current SW Management Plan, NPDES Permit, and Waynesville Stormwater and Illicit Discharge Ordinances. Olga also has regular meetings with Haywood Waterways to train them on protocols and forms and to monitor the status of the program for compliance. This FY, the meetings/trainings were held on 7/26/21 (Staff training: Olga Grooman- presentation on "Next Steps" of the Stormwater Program compliance), 7/28/22 ("MS4 Compliance," guest speaker Mike Huffman- SW Administrator from Hendersonville), 8/6/21 (meeting to go through SWMP specific goals and assign responsible parties), 8/11/21 (Hendersonville field training by Mike Huffman for post-construction inspection, illicit discharge reporting, MS4 documentation), 2/24/22 (meeting with Haywood Waterways to address outfall inspections, forms, IDDE reporting, public facilities inspections, and staff training), 3/3/22 (staff training in Hendersonville: Illicit Discharge, Pollution Prevention, and Good Housekeeping).</p> <p>Additionally, Olga holds Level I: Erosion and Sediment Control Inspector Certification by the NC State (obtained on June 14, 2021, exp. on Dec. 31, 2024). Olga and Sam hold the Stormwater SCM Inspection and Maintenance Certification by the NC State University (obtained on Sept. 16, 2021, exp on Dec. 31, 2024)</p> <p>Olga holds the Certificate of Completion from the SCM Resiliency Workshop (July 30, 2021) and the Certificate of Attendance from the 2022 Operation & Maintenance of Stormwater Control Measures Conference (March 13-16, 2022).</p>
73	1	10.B.3.	How many staff were trained as hotline contact(s)?	4	<ol style="list-style-type: none"> 1. Olga Grooman- Planner 2. Sam Cullen- Code Enforcement 3. Elizabeth Teague- Development Services Director 4. Byron Hickox- Land Use Administrator <p>+ Caitlin Worsham and Christine O'Brien at Haywood Waterways</p>
82	1	10.B.4.	Did Waynesville publicize hotline information in educational materials and on town's stormwater web page?	YES	See responses above.
87	1	10.B.5.	Did Waynesville establish a tracking mechanism to document the number and type of hotline calls received?	YES	<ol style="list-style-type: none"> 1. The complaints are logged in the IDDE Log and Potential Illicit Discharge/Connection Investigation Form. Each case has it folder with pictures in the computer. 2. If NOV is issued, it is also mapped in GIS. Each property that receives NOV is selected in red. The attribute information for each NOV will have a date issued, reason, property information, and owner's contact details. This is a comprehensive mechanism to track NOVs and repeat offenders because: <ol style="list-style-type: none"> a) search field allows to sort and select repeated NOVs per property b) the repeated offenders can have several pins on their property (one per each offense) for visual recognition on the map c) the attributes can be exported to Excel for convenience
88	1	10.B.5.	How many hotline calls were received?	3	There were 3 complaints by phone. Additionally, there was one complaint via email and one in-person to staff.
93	1	11.B.1.	Did Waynesville provide a public platform / agenda item for town staff and citizens to report on stormwater concerns and provide public input?	YES	<p>Board of Aldermen regular meeting included the stormwater presentation on December 14, 2021 and stormwater presentation was given to the Planning Board on January 24, 2022. Both meetings were properly advertised per NC GS statutory requirements and Waynesville ordinances.</p> <p>Board of Aldermen on 12/14/21:</p> <ol style="list-style-type: none"> 1. Call for Public Hearing on November 23, 2021. 2. Mountaineer newspaper Public Notices on December 5 and 12, 2021. 3. Mountaineer newspaper article about the hearing on December 10, 2021. 4. The agenda was sent out to Town staff and media. <p>Planning Board on 1/24/22:</p> <ol style="list-style-type: none"> 1. The agenda for the working session of the board was sent out to staff media contacts.
94	1	11.B.1.	How many stormwater comments were received?	8	<p>Board of Aldermen Meeting 12/14/21: 4 comments/questions. Three from the Aldermen and one from the audience.</p> <p>Planning Board Meeting 01/24/22: 4 comments/questions from the board members.</p>
103	1	14.B.1.	Did Waynesville identify areas that could be cleaned by stream cleanup volunteers?	YES	<ol style="list-style-type: none"> 1. A stream clean-up of Allens Creek was held on 8/7/2021; five volunteers removed 200 lbs. of trash. 2. Haywood Waterways also organized the county-wide Big Sweep on 9/18/2021; in Waynesville, 39 volunteers helped to remove 2,650 lbs. of trash. 3. Cub Scout Pack 370 performed a cleanup of the Richland Creek section near the Industrial Park on 10/16/2021; 10 volunteers removed 150 lbs of trash. 4. April 23, 2022 – Allens Creek - 23 people removed 34 bags (850 lbs.) of trash an hour and a half 5. May 7, 2022 – Richland Creek 7 volunteers removed 7 bags (175 lbs.) 6. June 16, 2022- Allens Creek and parking area – 7 students collected 200 lbs. of trash in 2 hours 7. June 21, 2022- 24 summer campers picked up trash along the Richland Creek greenway (75 lbs.)
108	1	14.B.2.	Did Waynesville coordinate stream clean-ups for target areas?	YES	Waynesville contracts Haywood Waterways to coordinate stream clean-ups.
109	1	14.B.2.	How many stream cleanup volunteers participated?	115	This is a total number of volunteers for all 7 cleanups.
110	1	14.B.2.	How many pounds of trash were collected during stream cleanup event(s)?	4,300 lbs	This is a total (lbs) for all 7 cleanups.
123	1	15.B.1.	Did Waynesville recruit Adopt-A-Stream participation?	YES	<p>July 1-September 30, 2021: One new group joined the program, a local Cub Scout Pack 370, and adopted a section of Richland Creek by the Industrial Park greenway parking lot. An educational sign acknowledging their adoption was posted adjacent to the site. Cub Scout Pack 370 performed a cleanup on 10/16; 10 volunteers removed 150 lbs of trash.</p> <p>October 1- December 31, 2021: One new organization joined the program, Ivy Cottage Inn, who will perform cleanups around Farmers and Browning Branches.</p> <p>April 1-June 30, 2022: Premier Magnesia, LLC (aka Giles Chemical) adopted Richland Creek behind their business.</p>
124	1	15.B.2.	Did Waynesville provide support to Adopt-A-Stream groups?	YES	Waynesville contracts Haywood Waterways to provide support to Adopt-A-Stream groups.
125	1	15.B.2.	How many Adopt-A-Stream groups are there?	3	This FY: Cub Scout Pack 370, Ivy Cottage Inn, Giles Chemical.
126	1	15.B.2.	How many volunteers participated in Adopt-A-Stream cleanups?	10	Cub Scout Pack 370 performed a cleanup on 10/16; 10 volunteers removed 150 lbs of trash.

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127	1	15.B.2.	How many pounds of trash were collected by Adopt-A-Stream volunteers?	150 lbs	See response above.
148	1	16.B.1.	Did Waynesville conduct a storm drain stenciling event?	YES	April 29, 2022: Five Waynesville Middle School students stenciled storm drains around the First United Methodist Church with a brightly colored message that reads "Don't Dump Drains To Pigeon River."
149	1	16.B.1.	How many storm drains were stenciled?	3	See response above.
158	1	17.B.1.	Did Waynesville update the storm drain system map, to include new major outfalls, flow directions, and receiving waters?	YES	Waynesville's new official Stormwater Map was created in December 2021. It includes: major and minor outfalls, streams and water bodies, receiving waters, SCMs, NOVs, Storm Drains, and Grease Traps in the Town's limits. The layers were combined with the layers from the Electric, Water, & Sewer Map by the Public Services. This is a comprehensive map with many layers, and it is updated periodically. It is posted on the Town's web page. Waynesville also has the Outfalls Map . This is the detailed map of the outfalls and their features, and it is updated as we inspect the outfalls. We are trying to do it monthly. Each outfall, major or minor, has information about its diameter, materials, type, whether it is residential or industrial area, information about sampling, flow, and many outfalls have pictures attached. The PDF version of the map is posted on the Town of Waynesville Stormwater page (in general section at the top and IDDE section). The more detailed map with the outfall attributes is in the Development Services database and is available if requested.
163	1	17.B.1.	How many new major outfalls were added to the MS4 map?	5	The new major outfalls # 105, 104, 100, 102, 38.
164	1	17.B.1.	How many total major outfalls are on the MS4 map?	5	The previous outfalls map was created by the intern in 2020. It has <u>very</u> limited information about the outfalls. The total number of outfalls shown is 454, and which ones of them are major or minor is not specified. We are in the process of verifying all the outfalls and adding them to the newly created Outfalls Map (see previous response). We have split up the map into several sections, each containing between 10-20 outfalls. We are trying to inspect one section a month and update the map. Haywood Waterways are also assisting the Town with the outfall inspections. This FY, which is the first year of our new NPDES permit, we have inspected a total of 82 outfalls, with 5 of them being major.
173	1	18.B.1.	Did Waynesville update the land use map?	YES	Waynesville's Land Development Map (Zoning Map) is a main regulatory land use map. It is updated periodically based on the board action, rezonings, and development trends. It is available on the Town of Waynesville web site: https://www.waynesvillenc.gov/departments/development-services The FY 21-22 updates were: 1. April 26, 2022: Rezoning of 3 properties off Allison Acres Drive from East Waynesville Urban Residential to East Waynesville Urban Residential Conditional District. 2. April 26, 2022: Rezoning 1 property off Allison Acres Drive from Raccoon Creek Neighborhood Residential to Raccoon Creek Neighborhood Residential Conditional District. 3. October 12, 2022: Rezoning 1 property off Chelsea Road to from Country Club Residential Low Density to Country Club Residential Low Density Conditional District. However, <u>no major rezonings</u> that would completely reclassify the areas and affect stormwater (such as rezoning from residential to industrial) happened in FY 21-22. Waynesville also has a long-term vision Land Use Map (aspirational map), adopted as a part of the 2035 Land Use Plan in 2020. It divides the Town into sections based on current development and desired land use (industrial, residential low density, residential conservation, open space, downtown core area, etc.). This map is maintained and periodically evaluated against the current zoning map. It is also available on the Town's page (see link above).
178	1	19.B.1.	Did Waynesville review existing ordinances in order to maintain legal authority to prohibit, detect, and eliminate illicit connections and discharges, illegal dumping, and spills into the MS4 and update ordinances, if necessary?	YES	The Development Services reviewed the Town's Stormwater ordinance and made changes to align in with the NCDEQ Model Ordinance. Planning Board hearing on 2/21/2022: the new Stormwater Ordinance passed unanimously and was forwarded to the Board of Aldermen. March 22, 2022: SW Ordinance officially adopted by the Board of Aldermen and posted on the Town's website and Stormwater page.
179	1	19.B.1.	Were any updates made to the ordinances in order to maintain legal authority to prohibit, detect, and eliminate illicit connections and discharges, illegal dumping, and spills into the MS4?	YES	The changes to the Stormwater Ordinance were substantial. They included: clarification of non-illicit discharges, penalties (up to \$500/day, withholding of certificate of occupancy, disapproval of subsequent permits, injunction, correction by the Town), NOV procedure and order to correct, delegation of authority (Stormwater Administrator or a Development Services employee carrying out such duties has the authority to interpret and enforce the ordinance), post-construction maintenance requirements, definitions (stormwater management system concept plan, SCM, watershed), accountability (who can be held liable: contractors, developers, owners, occupants), pet waste and trout waters provisions. The changes are based on the Phase II Model SW Ordinance by the UNCISO and Model Watershed Ordinance.
184	1	20.B.1.	Did Waynesville establish mechanism to IDDE track notices of violation and enforcement actions?	YES	Waynesville Stormwater Map that is stored in the Development Services database includes the NOV layer. Each property that receives a Notice of Violation is selected in red. The attribute information for each NOV includes date issued, reason, property information, and owner's contact details. This is a comprehensive mechanism to track NOVs and repeat offenders because: a) search field allows to sort and select repeated NOVs per property b) the repeated offenders can have several pins on their property (one per each offense) for visual recognition on the map c) the attributes can be exported to Excel for convenience NOVs are also logged in the IDDE log with more details and steps taken to investigate. The Potential Illicit Discharge/Connection Investigation Form is filled.
185	1	20.B.2.	How many IDDE NOVs were issued?	0	There was one verbal warning to the contractor. Other issues did not require NOVs.
190	1	20.B.2.	How many IDDE NOVs were resolved?	0	No NOVs were issued. All 5 complaints that we received this FY were addressed, investigated, and resolved.
195	1	21.B.1.	Did Waynesville develop a written IDDE plan including standard operating procedures and documentation for investigation of potential illicit discharges, illicit connections, and illegal dumping?	YES	See comments below.

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196	1	21.B.1.	What date did Waynesville submit the written IDDE Plan to DEQ?	10/21/21	<p>1. Initial draft submitted to the NC DEQ (Jeanette Powell) on October 21, 2021.</p> <p>2. Comments received from Jeanette on November 16, 2021. Corrections needed to sections on investigating and documenting illicit discharges.</p> <p>3. Corrections made. The draft was re-submitted on January 18, 2022.</p> <p>4. Comments received from Jeanette Powell on June 16, 2022. Minor redaction corrections needed.</p> <p>5. The IDDE plan was resubmitted to the NC DEQ on June 16, 2022.</p> <p>6. Town of Waynesville Illicit Discharge Detection and Elimination Plan was officially approved and stamped by the NC DEQ on June 17, 2022.</p>
201	1	25.B.1.	Did Waynesville train IDDE / outfall inspections staff?	YES	<p>Outfall inspectors for the Town:</p> <p>Olga Grooman- Planner Sam Cullen- Code Enforcement Official Jody Nichols- Code Enforcement Official/Building Inspector Caitlin Worsham and Christine O'Brien from Haywood Waterways</p>
202	1	25.B.1.	How many staff received IDDE training?	32	Annual municipal training was scheduled in 2 sessions on May 19, 2022: 8:30-9:30 am and 10 -11 am in Public Services Training Room. Presenters: Mitch Woodward (NC State Cooperative Extension), Olga Grooman and Sam Cullen. Training flyers were distributed among Town employees. The attendees included employees from Public Services, Parks and Recreation, Fire, Police, Development Services, and Haywood Waterways.
203	1	25.B.2.	How many staff received erosion and sediment control training?	32	See above.
224	1	23.B.1.	Did Waynesville hold an IDDE evaluation meeting with stakeholders?	YES	Development Services had several meetings with Haywood Waterways throughout the year. See response to question #72 (tab A) above.
225	1	23.B.1.	Were any changes proposed as a result of the IDDE evaluation meeting with stakeholders?	YES	No changes were proposed because we did not have an established IDDE program with plan and reporting mechanisms. The goal for this year was to create it. We have created logs, reporting form, reporting procedure, IDDE plan, and GIS tracking system.
226	1	23.B.2.	How many potential illicit discharges were identified?	YES	5
227	1	23.B.2.	How many verified illicit discharges were identified?	YES	2
228	1	23.B.2.	How many verified illicit discharges were resolved or removed?		2
229	1	23.B.2.	How many illicit discharge enforcement actions were taken?		2
254	1	24.B.1.	Did Waynesville develop a "Potential Illicit Discharge Report" form to include observed illicit discharge indicators, dates, location, and contacts made?	YES	Our approved IDDE Plan that includes the form is posted on the Town's Stormwater page (Illicit Discharge tab).
255	1	24.B.2.	Did Waynesville develop a tracking spreadsheet to collect data from "Potential Illicit Discharge Report" and results of investigation, follow-up actions, date of closure, and enforcement actions taken?	YES	The spreadsheet is our IDDE Log.
256	1	28.B.1.	Did Waynesville train municipal staff on proper handling of construction site runoff complaints?	YES	Annual Municipal Training on May 19, 2022 by Mitch Woodward with the NC State Cooperative Extension.
257	1	28.B.1.	How many staff were trained on proper handling of construction site runoff complaints?	32	Attendees for the annual training.
266	1	29.B.1.	How many construction site runoff complaints were received?	2	Off Bob White Loop and Country Club. More issues related to site runoff and erosion control measures were identified by staff during regular site inspections. All corrected by contractors after verbal warnings and followed up.
271	1	31.B.1.	Did Waynesville implement / enforce construction waste management requirements?	YES	Land Disturbing Permit, Ordinances, regular site inspections.
272	1	31.B.1.	How many construction waste inspections were performed?	35	Development Services conducts quarterly inspections of construction sites and follow up with the builders. Additionally, building inspectors at Development Services address these issues during their building inspections.
273	1	31.B.1.	How many construction waste violations were issued?	0	
286	1	32	Did Waynesville track the number of low-density and high-density plan reviews performed?	YES	
287	1	32	If so, how many low density project reviews were performed?	0	
288	1	32	If so, how many high density project reviews were performed?	8	
289	1	32	If so, how many low density project reviews were approved?	0	
290	1	32	If so, how many high density project reviews were approved?	8	
311	1	32	Did Waynesville maintain a current inventory of low-density projects and constructed SCMs, including SCM type or low-density acreage, location, last inspection date and type of enforcement action (if any)?	YES	<p>1. Excel spreadsheet "Post-Construction SCM Inspection Records" classifies the projects into Low and High Density and includes information about the properties with SCMs, all post-construction SCM inspection reports and enforcement actions taken, NOVs issued, property address, owner and manager's information, acreage of the property, year built, and whether it is public or private. Additionally, each property with SCMs has its own folder with pictures, records, and copies of correspondence. All copies of the correspondence with the owners/managers of the properties with SCMs are placed in each project's folder.</p> <p>2. A separate spreadsheet- "Low and High Density Plans Reviewed" created. Spreadsheet contains information about the property location (PIN, address), size, dates of the plan submission, review, approval, owner's contact information, and proposed and approved SCMs.</p> <p>3. All SCMs (private and public) are also on the Waynesville Stormwater Map that contains information about the type of each SCM, year built, last inspection, owner, and property information.</p>
316	1	32	How many high density non-municipally owned SCM inspections were performed?	10	10 inspections on 26 private SCMs.
321	1	32	How many low-density inspections were performed?	1	1 <u>municipally owned</u> dry pond at the Town's Sub. Station.

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326	1	32	How many post-construction enforcement actions were issued?	6	6 NOVs were issued: Taco Bell, Mattress Firm, Mark's Pharmacy, WNC Credit Union, Best Buy, Mountain Credit Union.
331	1	36.B.1.	Did Waynesville create inventory of existing structural SCMs and low-density projects that are subject to post-construction ordinance requirements?	YES	Yes. We have a comprehensive, color-coded "Post-Construction SCM Inspection Records" spreadsheet, folder for each property with SCM, and map. Additionally, the spreadsheet includes the projects currently under construction with future SCMs.
336	1	36.B.3.	How many SCMs are in the inventory?	31	26 private and 5 municipally-owned.
337	1	36.B.3.	How many low density projects are in the inventory?	1	1 municipally owned dry pond at the Town's Sub. Station.
346	1	37.B.1.	Did Waynesville establish an inspection tracking system to ensure that each stormwater control measures is being maintained as required pursuant to its operation and maintenance agreement?	YES	Yes. See responses above (color coded spreadsheet, map, project folders).
347	1	37.B.2.	Did Waynesville issue a letter of notification to owners making them aware of upcoming inspections?	YES	Letters to all property owners and in some cases to general managers as well were issued in August-September 2021. All the letters are kept in each project's folder.
348	1	37.B.2.	How many inspection notification letters were sent?	21	It was the first year we were doing it. We used the property owner's addresses from the Haywood County GIS database. In many cases, it was the most beneficial to send the letters to General Managers instead. We sent the letters to the owner's actual address in August 2021, and then in September 2021 to the General Managers of the property (such as Publix, Ingles, banks, etc.). In many cases, we've never heard back from the owners but heard back quickly from the managers who were able to guide us to the actual person in charge. All contacts are updated in the spreadsheet now.
349	1	37.B.3.	Is Waynesville on track to inspect each SCM at least once during the permit term?	YES	Since it was the first year of establishing the post-construction program and updating the ordinances, we sent out letters asking the owners to provide us with the inspection results by a licensed NC Engineer (and we gave them a list of potential options) by December 31, 2021. We provided inspection report forms for each SCM and requested pictures of each inspection. After we received the inspection reports, we went on sites to verify and lay eyes on SCMs. We inspected all municipal SCMs ourselves.
359	1	38.B.2.	Did Waynesville conduct inspections of 20% of low-density projects each year?	YES	
364	1	39.B.2.	Did Waynesville maintain pet waste disposal stations?	YES	Parks and Recreation maintain 15 stations around all Town parks. Bags are changed every day. There are 100 bags in a box, 20 boxes in a case (2,000 bags per case). We use 24 cases a year, or 48,000 bags. Public Services Street Department maintains 4 pet waste station along the Main Street. We use roughly 150 bags a year.
365	1	39.B.2.	How many pet waste disposal bags were restocked at pet waste disposal stations?	48,150	See previous response.
374	1	40.B.1.	Did Waynesville compile a list of sample locations, results, and hot spots of potential human bacteria sources?	YES	Yes. Haywood Waterways submitted comprehensive reports of sample locations, results, and hot spots of potential human bacteria sources. Samples were collected in the upper Richland Creek, lower Hyatt Creek, lower Allens Creek, lower Plott, lower Eaglenest, lower Farmers Branch, lower Browning Branch, lower Shelton Branch, lower Richland Creek, lower Ratcliff, lower Raccoon Creek, and lower Factory in the months of July and November 2021.
375	1	40.B.1.	How many human bacteria hot spots were identified?	6	
384	1	40.B.2.	Did Waynesville perform testing of town sewer system to determine where repairs are needed and locations of stormwater infiltration?	YES	Date: April 7, 2022 Time: 8:30-11:30 am Staff: Willy Hickman and Tanner Ward from Public Services; Olga Grooman and Sam Cullen from Development Services Locations: Brown Avenue, Hazelwood Avenue, Depot Street, and East Street Chemicals Used: Hurco Ripcord Liquid Smoke Length of Sewer Lines Tested: 1,352 feet Issues Found: Yes, three (3) We have a full smoke test report with pictures if needed.
385	1	40.B.3.	Did Waynesville perform sewer system maintenance and repairs identified through testing of town sewer system to determine where repairs are needed and locations of stormwater infiltration?	YES	
386	1	40.B.3.	How many sewer system maintenance and repair activities were performed as a result of testing of town sewer system to determine where repairs are needed and locations of stormwater infiltration?	480	According to the Public Services " Sewer Preventative Maintenance Log ," there were 480 maintenance/repair activities performed.
399	1	41.B.1.	Did Waynesville compile a current inventory of facilities owned and operated by the permittee with the potential for generating polluted stormwater runoff?	YES	
400	1	41.B.1.	How many municipal facilities are in the current inventory of facilities owned and operated by the permittee with the potential for generating polluted stormwater runoff?	YES	There are 52 municipally-owned properties with the potential for generating polluted stormwater runoff. Most of them have low potential.
406	1	41.B.4.	Did Waynesville identify and permit municipal facilities that require, but do not have, a NPDES Stormwater Permit, if any?	NO	
407	1	41.B.4.	How many municipal facilities require an industrial NPDES stormwater permit?	YES	Waynesville Water and Waste Treatment Plants have their own NPDES permits.
408	1	41.B.4.	How many municipal facilities have an industrial NPDES stormwater permit?	YES	See above.
413	1	42.B.1.	Did Waynesville establish an SOP for facility inspections, including an inspection schedule, report documentation, and tracking system?	YES	SOP established and forms used this year for facility inspections.
427	1	44.B.1.	Did Waynesville develop written spill response procedures for municipal operations with spill potential?	YES	
428	1	44.B.1.	How many municipal facilities require spill response procedures?	4	The Spill Response Plan was distributed to the Public Services, Police, Fire, and Parks and Rec.

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437	1	45.B.1.	Did Waynesville create inventory of town facilities and operations with spill potential?	YES	The facilities are classified either Low or High based on their spill potential.
442	1	47.B.1.	Did Waynesville develop a written SOP plan for operations and maintenance of municipally-owned stormwater collection systems, including streets, roads, and public parking lots?	YES	The Waynesville MS4 Operation and Maintenance Plan includes SOPs on street sweeping, leaf collection, stormwater asset inspections, and stormwater infrastructure maintenance. Public Services also implemented Street Sweeping Log, Leaf Collection Log, and Maintenance Log.
443	1	47.B.2.	Did Waynesville implement the SOP for operations and maintenance of municipally-owned stormwater collection systems, including streets, roads, and public parking lots?	YES	See response above.
448	1	47.B.2.	How many MS4 inspections were performed?	48	Municipally-owned stormwater collection systems, including streets, roads, and public parking lots, storm drains, curb inlets, and open ditches are inspected visually 4-5 times per month by Public Services Street Department. Additionally, Haywood Waterways performed inspections of all town-owned parking lots and properties as a part of the facility inspections in May-June, 2022.
453	1	47.B.3.	How many MS4 maintenance activities were performed?	20	Maintenance activities included new installations, repair/replacement, housekeeping practices on the ditch lines and parking lots.
459	1	48.B.1.	Did Waynesville develop or identify identify a staff training program for stormwater pollution prevention and provide to Public Works Department employees?	YES	Annual Municipal Training on May 19, 2022 by Mitch Woodward with the NC State Cooperative Extension.
468	1	49.B.1.	Did Waynesville create an inventory of municipally-owned SCMs with information including type, year built, date of last inspection and maintenance actions?	YES	Each municipal property with SCM has its folder and the detailed information about its type, year built, inspections, and images are on the Stormwater Map, just like private SCMs.
469	1	49.B.1.	How many municipally-owned SCMs are in the inventory?	5	Dry detention ponds #1, 2, 3 at the Fire Station #1 Rain Garden at Waynesville Greenway, Parks and Recreation Sub. Station Dry Detention Pond at Electric Sub. Station
477	1	50.B.1.	Did Waynesville locate municipally owned SCMs and add to MS4 map with type of SCM indicated?	YES	
503	1	51.B.1.	Did Waynesville develop or identify pollution prevention and chemical use, storage and handling training program?	YES	See previous responses about the annual municipal training for Town employees by the NC State.
512	1	52.B.1.	Did Waynesville develop an inspection checklist for routine inspections to ensure that vehicle and equipment facilities are following proper procedures to minimize water quality impacts from vehicle and equipment cleaning and maintenance?	YES	We also used it this year for facility inspections.
529	1	54.B.1.	Did Waynesville develop a street sweeping SOP, including a schedule and plan to document, to reduce pollutants from town owned and operated streets, curbs, and gutters?	YES	It is a part of the Waynesville MS4 Operation and Maintenance Plan.
542	1	55.B.1.	Did Waynesville implement and maintain use of less-toxic deicing alternatives?	PARTIAL	The Public Services Department uses a mix of salt and chat (gravel) to reduce the use of pure salt as a deicer.
543	1	55.B.2.	How many deicing application events/days were there?	28	28 days of application 2021-2022: 2021-48 tons 2022-96 tons
548	1	56.B.1.	Did Waynesville develop a SOP to reduce pollutants from residential and public areas entering storm drain systems and to prevent clogging of storm drains, including a schedule and plan to document?	YES	Waynesville MS4 Operation and Maintenance Plan that includes Stormwater Asset Inspections, Infrastructure Maintenance, Stormwater Outfall Maintenance, Street Sweeping, and Leaf Collecting SOPs that outline procedures to reduce the amount of pollutants from streets entering storm drains: Stormwater Asset Inspections: Currently, inspections of ditches, streams, inlets, pipes, and manholes are conducted on an as-needed basis, dependent upon staff or citizen reports. Any issues discovered during asset inspections shall be reported to the Public Works Director for documentation and follow-up investigation. Stormwater Infrastructure Maintenance: Cleaning of stormwater infrastructure (pipes, ditches, catch basins) is handled on an as needed basis, dependent upon condition of assets and staff or citizen reports. If a stormwater asset is identified as having the potential to contribute to stormwater pollution or flooding, the Public Works Director will be notified and appropriate staff will be assigned to address the issue. Outfall Maintenance: Any outfalls that are deemed in need of repair or maintenance during inspections shall be reported to the Public Works Director for repair if the structure is a part of the Town of Waynesville maintained stormwater infrastructure. The inspection and maintenance of the Town of Waynesville owned stormwater outfalls is shared by the Public Works, Development Services (as a part of maintenance), and Haywood Waterways. Street Sweeping: All Town maintained streets are swept based on established routes and schedules. Street sweeping is a daily operation, as long as the weather is permissible. The street sweeper is equipped with a water tank, which is operational when the temperature stays above freezing. On average, streets are swept 5-6 hours daily. Leaf Collection: Leaves are collected daily, October through January. The Public Works Department currently operates two (2) leaf vacuums and two (2) compost trucks. Each leaf collection job has a crew of three (3) employees. The crew of three consists of a driver and two maintenance technicians.