

Statewide Annual Stormwater Pollution Prevention Plan (SWPPP) Training



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Statewide Annual Training Purpose

Provide SWPPP Training Guidelines

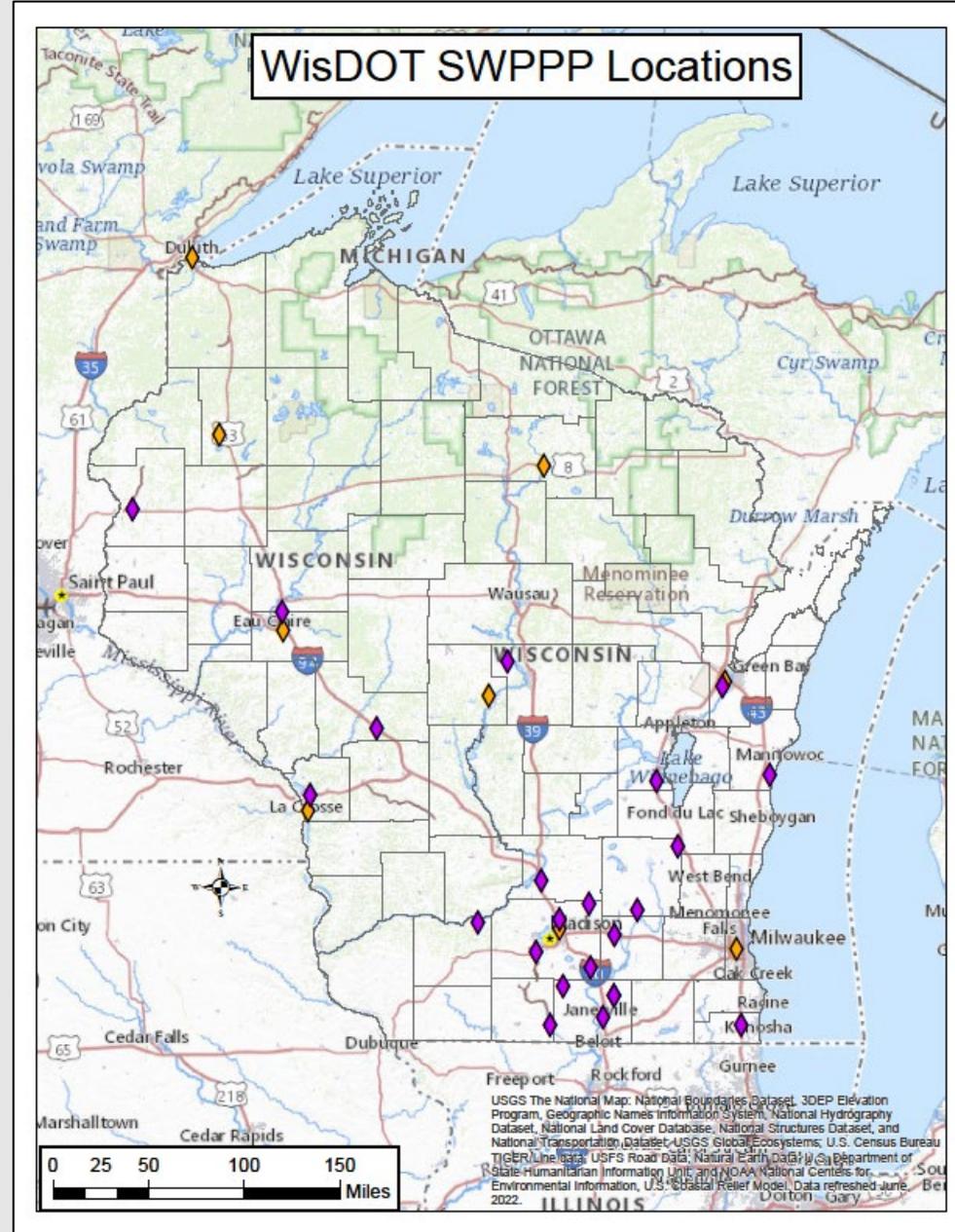
Outline Quarterly & Annual Inspection Duties

Review Facility Manager Responsibilities

Answers to Frequently Asked Questions



Statewide SWPPP Locations for DTSD and Salt Storage Facilities



Reference your site-specific SWPPP Table of Contents,
like the one below:



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2. STORMWATER POLLUTION PREVENTION WISDOT FACILITY CONTACTS	4
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Employee Training Information

Why?



Statewide Annual Training is Required per Section 2.6.5.5 of the WPDES Permit

Site-specific training will be provided during the annual inspection

What?



Topics covered within training:

- 4. Good Housekeeping and Best Management Practices
- 5.1 Quarterly Wet Weather Inspections
- 5.2 Annual Site Inspections
- 5.3 Spill Prevention and Response

When?



Training frequency is dependent upon:

- Site Complexity
- Best Management Practices
- Staff Turnover
- Changes in Facility Job Assignment

How?



Annual and Site Trainings to be documented using the **Employee Training Record Form** in Appendix A of the SWPPP

Bureau of Technical Services
(BTS) Responsibilities

Facility Responsibilities

Joint Responsibilities

WisDOT
Responsibilities as
Defined in the
SWPPP



BTS Responsibilities

Develop
Inspection
Schedules

Prepare
Employee
Training

Prepare Annual
Updates to the
SWPPP, if
required

Annual Site
Inspection

Facility Responsibilities

Implement Inspection Schedules

Schedule and Perform Quarterly Wet Weather Inspections

Attend Employee Training

Review SWPPP Section 4, "Good Housekeeping and BMP's"

Implement SWPPP Recommendations, as needed

Review Annual Updates to the SWPPP, if required

Review/Complete Spill Documentation, as needed

Joint Responsibilities (BTS and Facility)

Implement Inspection Schedules

Preserve Records

Respond to Spill Emergencies

SWPPP language
referenced in this
annual training are
from the
Verona Salt
Storage Facility

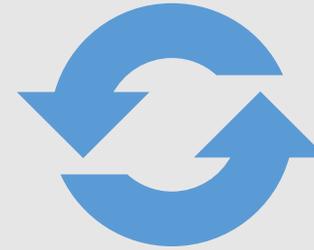


Please refer to the language within your site-specific SWPPP and use the following information as reference. SWPPP sections such as 4.0, 5.1, 5.2, and 5.3 are consistent throughout each SWPPPs.

4. Good Housekeeping and Existing Best Management Practices (BMPs)



**Review Existing BMPs
(Section 4 of SWPPP)**



**Document Required Changes
to BMPs**

Continue utilizing site BMPs

4. Good Housekeeping and Existing Best Management Practices

Verona SWPPP Existing BMP Example

Existing Actions for SWPPP Sites

Continue utilizing the existing best practices defined in your SWPPP

4. GOOD HOUSEKEEPING AND BEST MANAGEMENT PRACTICES

4.1 WisDOT – Verona Salt Storage Facility

The good housekeeping and best management practices currently utilized at this site to reduce or eliminate stormwater contamination include the following existing (E) practices:

- E1.** When salt is delivered, it is directly dumped within the salt storage building to the extent possible. Any excess salt is immediately swept up and placed within the salt storage building to minimize exposure to stormwater.
- E2.** While loading trucks with salt, staff sweeps any spilled salt at the earliest possible time.
- E3.** The loader shed, adjacent to the salt storage shed, normally houses a loader that only has maintenance performed on an as-needed basis. The loader is not stored at this location permanently.
- E4.** Best practices are followed when loading and unloading the brine storage tanks to minimize risks of spills.
- E5.** Brine tanks are adequately protected to minimize the risk of a vehicle damaging/puncturing the tanks.

4. Good Housekeeping and Proposed Best Management Practice Recommendations

Determine a Completion Timeline for each Proposed BMP

- Prepare an internal timeline
- Discuss the timeline during the annual inspection
- Document completed BMP recommendations

4. Good Housekeeping and Proposed Best Management Practice Recommendations

Proposed Actions for SWPPP Sites

Evaluate proposed site improvements and plan a timeline to complete recommended BMPs as defined in your SWPPP. Improvements and changes will be documented during the annual inspection.

Verona SWPPP Proposed BMP Example

- P1. Trim vegetation and remove sediment accumulation around drainage pipes.
- P2. The roadway maintenance engineer mentioned the site has temporarily stored aggregate for use on highway projects in the past. It is recommended that if/when these temporary storage piles are in use, their footprint is minimized, and they have proper containment to avoid any stormwater contamination.
- P3. There is a large amount of vegetation growing in the basin including wild parsnip, an invasive species. It is recommended to remove invasive vegetation from the basin.
- P4. There is ponding along the southeast side of the bioretention basin, just south of where the riprap ditch enters the basin. This is a potential clogging/grading issue that is recommended to be fixed at earliest convenience.
- P5. During the SWPPP update, responsibilities of WisDOT and Dane County, respectively, should be identified.
- P6. Update SWPPP to include current contours when available. Consider delineating sub-watersheds to each discharge point.



P1. Vegetation around 12" RCP from Bioretention Basin



P4. Ponding along southeast side of Bioretention Basin

If future changes in operational activities at the site require the implementation of additional BMPs, this plan will be modified accordingly.

5.1 Quarterly Wet Weather Inspections

Inspections to be performed while it's raining



When to Perform Quarterly Inspections



How to Perform the Quarterly Inspections

When to Perform Quarterly Wet Weather Visual Inspections

Inspect all Discharge Points and Areas at least once every quarter at the beginning of a rainfall event during normal working hours. (See FAQs for more detail)

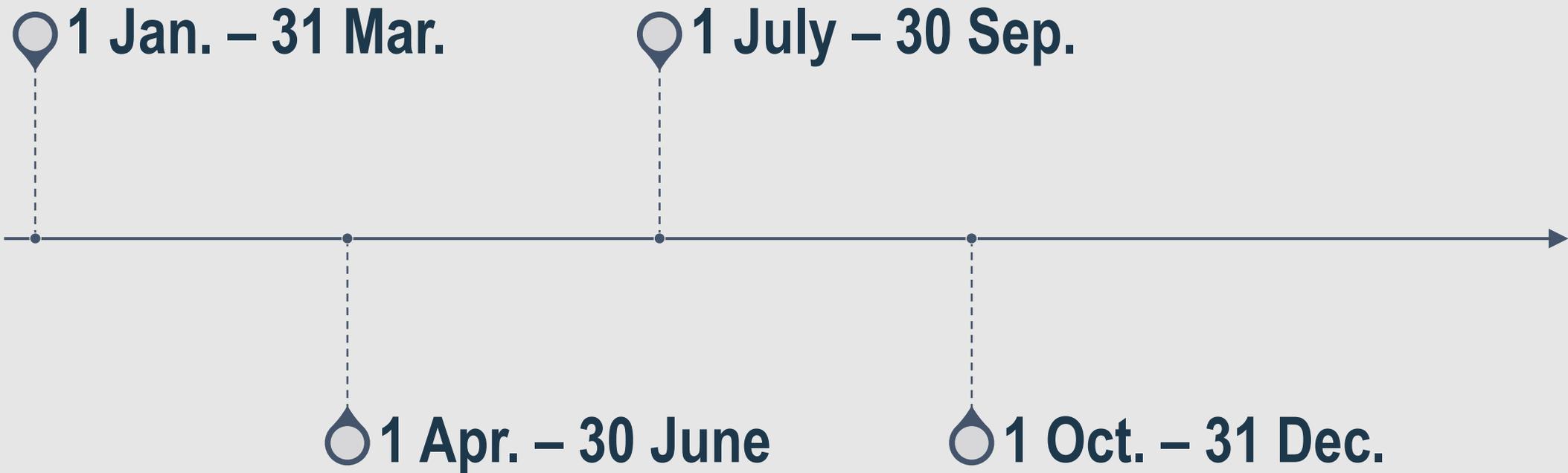
Acceptable rainfall events are those exceeding 0.5 inches within a 24-hour period.

Use best judgement when reviewing rainfall predictions. Plan inspections accordingly.

Conduct each inspection within the first 30 minutes of the rainfall event or as soon thereafter as practical, but not to exceed 60 minutes after runoff begins discharging to an outfall or leaving the property.

Intent is to inspect the “first flush” of stormwater to the discharge points of the system. Complete the wet weather inspection of the discharge point when active stormwater flow is visible at the location.

Wet Weather Inspection Quarters



When to Perform Quarterly Wet Weather Inspections

How to Perform the Quarterly Wet Weather Visual Inspection

Reference

- Reference the Quarterly Wet Weather Inspection Form (**Appendix A of the SWPPP**).

Read

- Read through the provided information within **Section 5.1 of the SWPPP**.

Locate

- Locate the site Discharge Points (**Figure 1 of the SWPPP**).
- If needed, refer to **Section 3.1 of the SWPPP** to better understand the site hydrology

Document

- Fill out the Inspection Form
 - Suggest completing a paper copy in the field
 - Transfer field notes to an electronic copy for submittal

File

- Place completed forms in **Appendix B of the SWPPP** and forward the forms onto the BTS Stormwater Quality Engineer.

Reference

Reference the Quarterly Wet Weather Inspection Form (Appendix A of the SWPPP).



QUARTERLY WET WEATHER INSPECTION

Instructions: Quarterly inspections should be conducted to document that the provisions of the SWPPP are being followed, and to identify areas needing improvement. The completed forms should be placed in Appendix B and kept for at least 5 years.

WisDOT Facility Inspected: Verona Salt Storage Facility

Date: _____

Time of Inspection: _____

Rainfall Depth (in) @ Time of Inspection: _____

Time of First Rainfall: _____

Weather Conditions: _____

Discharge Points (DP) (See Figure 1)	Visual Inspection Notes				
DP 1: 12" RCP - Bioretention Basin Outlet	Color: <input type="radio"/> Clear <input type="radio"/> Red <input type="radio"/> Yellow <input type="radio"/> Brown <input type="radio"/> Other: _____	<input type="radio"/> None <input type="radio"/> Musty <input type="radio"/> Sewage <input type="radio"/> Rotten Egg <input type="radio"/> Other: _____	<input type="radio"/> Clear <input type="radio"/> Cloudy <input type="radio"/> Opaque <input type="radio"/> Suspended Solids <input type="radio"/> Other: _____	<input type="radio"/> Floatables: <input type="radio"/> None <input type="radio"/> Foam <input type="radio"/> Garbage <input type="radio"/> Oily Film <input type="radio"/> Other: _____	<input type="radio"/> Deposits/Stains: <input type="radio"/> None <input type="radio"/> Oily <input type="radio"/> Sludge <input type="radio"/> Sediments <input type="radio"/> Other: _____
DP 2: Drainage Swale – Adjacent to U.S. Highway 151.	Color: <input type="radio"/> Clear <input type="radio"/> Red <input type="radio"/> Yellow <input type="radio"/> Brown <input type="radio"/> Other: _____	<input type="radio"/> None <input type="radio"/> Musty <input type="radio"/> Sewage <input type="radio"/> Rotten Egg <input type="radio"/> Other: _____	<input type="radio"/> Clear <input type="radio"/> Cloudy <input type="radio"/> Opaque <input type="radio"/> Suspended Solids <input type="radio"/> Other: _____	<input type="radio"/> Floatables: <input type="radio"/> None <input type="radio"/> Foam <input type="radio"/> Garbage <input type="radio"/> Oily Film <input type="radio"/> Other: _____	<input type="radio"/> Deposits/Stains: <input type="radio"/> None <input type="radio"/> Oily <input type="radio"/> Sludge <input type="radio"/> Sediments <input type="radio"/> Other: _____
DP 3: 18" RCP – Downstream (West) End	Color: <input type="radio"/> Clear <input type="radio"/> Red <input type="radio"/> Yellow <input type="radio"/> Brown <input type="radio"/> Other: _____	<input type="radio"/> None <input type="radio"/> Musty <input type="radio"/> Sewage <input type="radio"/> Rotten Egg <input type="radio"/> Other: _____	<input type="radio"/> Clear <input type="radio"/> Cloudy <input type="radio"/> Opaque <input type="radio"/> Suspended Solids <input type="radio"/> Other: _____	<input type="radio"/> Floatables: <input type="radio"/> None <input type="radio"/> Foam <input type="radio"/> Garbage <input type="radio"/> Oily Film <input type="radio"/> Other: _____	<input type="radio"/> Deposits/Stains: <input type="radio"/> None <input type="radio"/> Oily <input type="radio"/> Sludge <input type="radio"/> Sediments <input type="radio"/> Other: _____

Comments and a summary of any observations:



Read

Read through the provided information within **Section 5.1 of the SWPPP.**



5.1 Quarterly Wet Weather Inspections

If storm sewer outfalls are present at the site, they should be inspected at least once every three months at the beginning of a rainfall event. The stormwater flow paths over the impervious surfaces shall also be inspected during quarterly visual stormwater inspections. The maintenance coordinator is responsible for making sure inspections are completed. The maintenance coordinator can designate the appropriate county staff on site to complete the inspections.

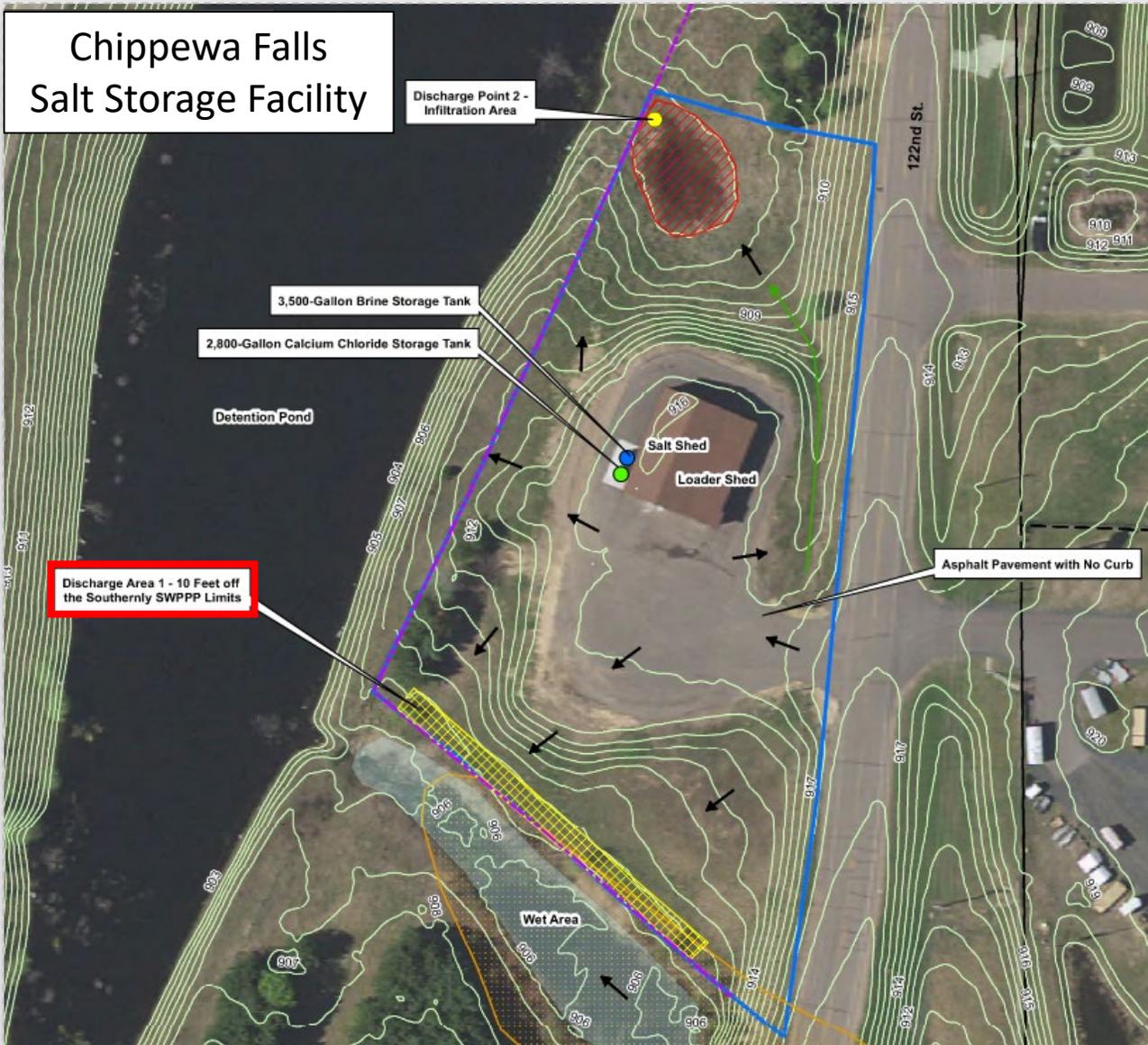
Each inspection must be conducted within the first 30 minutes or as soon thereafter as practical, but not to exceed 60 minutes after runoff begins discharging to an outfall or leaving the property. The intention is to observe the “first flush” of stormwater through the system. The inspections should be documented, and include observations of color, odor, clarity, floating solids, foam, oil sheen, or other obvious indicators of stormwater pollution. It is recommended to have a rain gauge on site or access to the Weather Underground website to help with filling out the rainfall depth required in the inspection form located in Appendix A. Completed quarterly inspection forms should be submitted to the WisDOT BTS Stormwater Quality Engineer upon completion.





Locate

Inspect the areas adjacent to the sheet and overland flow Discharge Points.



How to Perform the Quarterly Wet Weather Visual Inspection

QUARTERLY WET WEATHER INSPECTION

Instructions: Quarterly inspections should be conducted to document that the provisions of the SWPPP are being followed, and to identify areas needing improvement. The completed forms should be placed in Appendix B and kept for at least 5 years.

WisDOT Facility Inspected: Verona Salt Storage Facility

1. Date: _____

Time of Inspection: _____

Rainfall Depth (in) @ Time of Inspection: _____

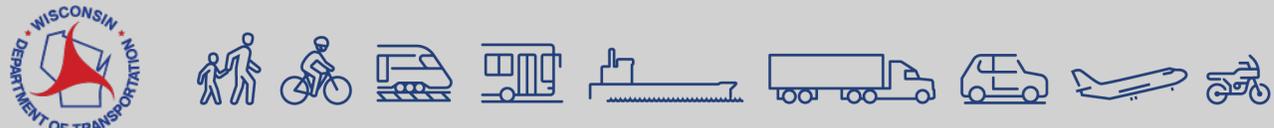
Time of First Rainfall: _____

Weather Conditions: _____

2.

Discharge Points (DP) (See Figure 1)	Visual Inspection Notes					
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3. Comments and a summary of any observations:



Document Time of Inspection and Rainfall Information



1.

QUARTERLY WET WEATHER INSPECTION

Instructions: Quarterly inspections should be conducted to document that the provisions of the SWPPP are being followed, and to identify areas needing improvement. The completed forms should be placed in Appendix B and kept for at least 5 years.

WisDOT Facility Inspected: Verona Salt Storage Facility

Date: _____

Time of Inspection: _____

Rainfall Depth (in) @ Time of Inspection: _____

Time of First Rainfall: _____

Weather Conditions: _____



Document Visual Inspection Notes for each Discharge Point



2.

Discharge Points (DP) (See Figure 1)	Visual Inspection Notes					
DP 1: 12" RCP - Bioretention Basin Outlet	Color: Odor: Clarity: Floatables: Deposits/Stains:	<input type="radio"/> Clear <input type="radio"/> None <input type="radio"/> Clear <input type="radio"/> None <input type="radio"/> None	<input type="radio"/> Red <input type="radio"/> Musty <input type="radio"/> Cloudy <input type="radio"/> Foam <input type="radio"/> Oily	<input type="radio"/> Yellow <input type="radio"/> Sewage <input type="radio"/> Opaque <input type="radio"/> Garbage <input type="radio"/> Sludge	<input type="radio"/> Brown <input type="radio"/> Rotten Egg <input type="radio"/> Suspended Solids <input type="radio"/> Oily Film <input type="radio"/> Sediments	<input type="radio"/> Other: _____ <input type="radio"/> Other: _____ <input type="radio"/> Other: _____ <input type="radio"/> Other: _____ <input type="radio"/> Other: _____
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Document Comments and Observations

Typical Comments:

1. Unusual discharge characteristics
2. Sheet or overland flow discharge point location/area
3. Observed discharge time after start of rain



3.

Comments and a summary of any observations:



APPENDIX B

COMPLETED CHECKLISTS AND FORMS
(Must retain for at least 5 years)



1. Forward the completed form onto the BTS Stormwater Quality Engineer
2. File completed form in **Appendix B**

DNR requires 5 Years. WisDOT Records Disposition Authorization (RDA) requires 50 Years. Refer to the FAQs for more information.



File



What to do if a problem is found during the Visual Inspection

1. Document the visual inspection problems in the comments and observations section of the Quarterly Wet Weather Inspection Form.
2. Investigate the contamination:
 - a) What is the problem?
 - b) Where is the source?
 - c) What is the severity?
 - d) Can you clean the spill or problem up quickly?
 - e) Should you contact the hazardous material specialist for assistance?
3. Make plans to clean up any contamination in a timely manner.
4. Contact the appropriate SWECE and BTS Stormwater Quality Engineer (**See contact list on the last slides**)
 - a) Provide documentation including pictures of the problem
 - b) Meet with a BTS representative to provide follow-up oversight
 - i. Determine a plan to clean-up the site
 - ii. BTS will amend the SWPPP

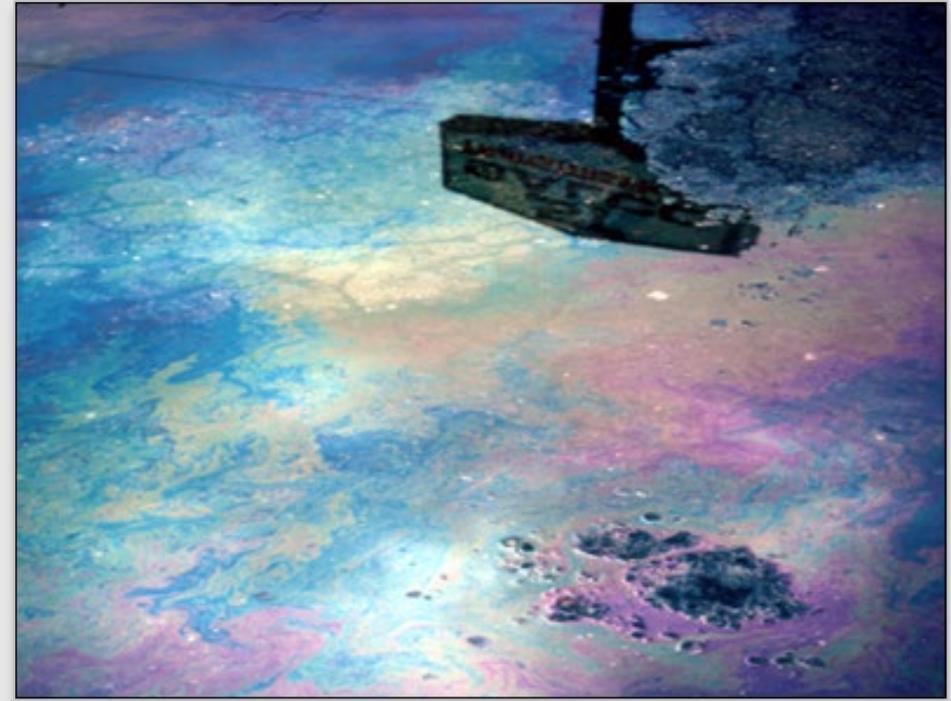


Differentiate between a Natural sheen and a Synthetic sheen:



Natural Sheen

- Sheen will crack or break up when disturbed with a stick.
- High Organic Matter Content
- Orange/Brown coloration likely from Iron within the groundwater and soil



Synthetic Sheen

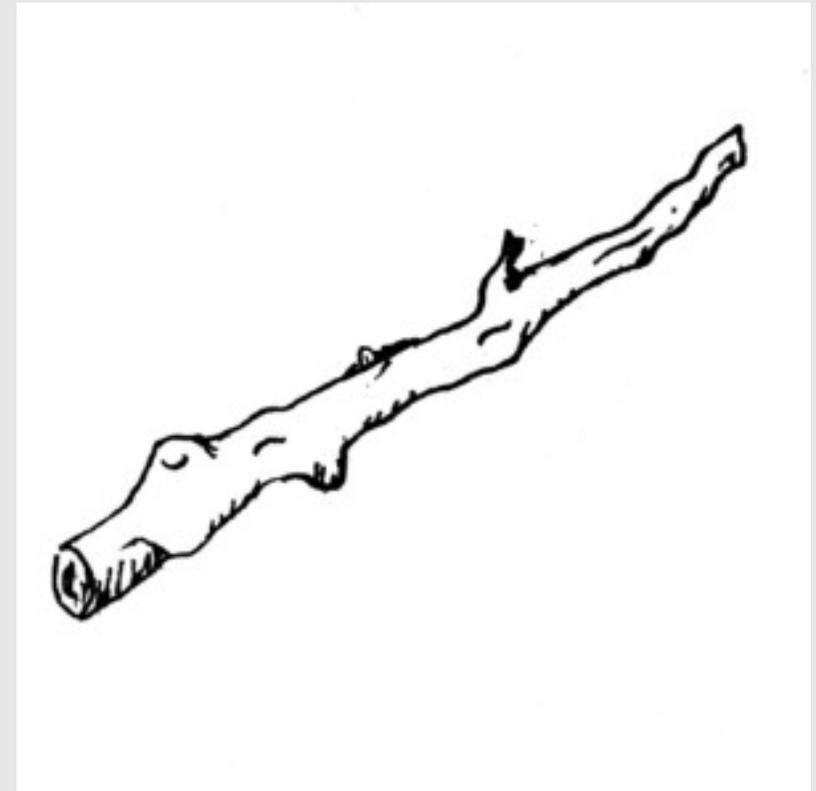
- Sheen will swirl and stick together when disturbed with a stick.
- Illicit Discharge
- Document and Contact the BTS Stormwater Quality Engineer and WisDOT Hazardous Waste Specialist.

When is it NOT hazmat? oil slicks vs. bacterial sheen

Rainbow colored reflective surfaces on water, how can you tell the difference?

POKE IT WITH A STICK!

Bacterial Sheens crack and form “plates”
Oil sheens/slicks swirl and form “droplets”

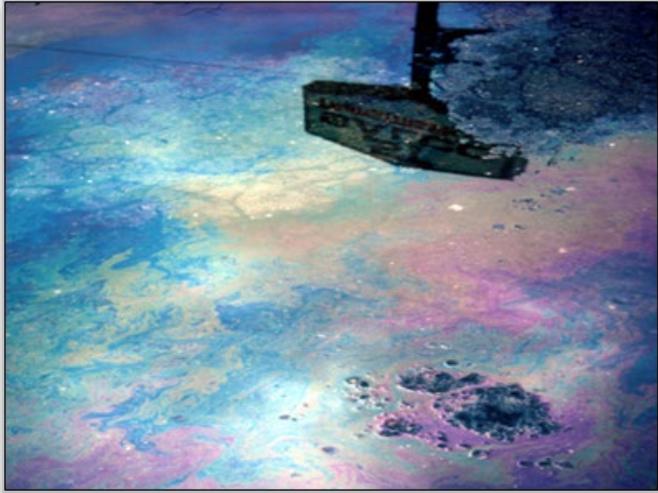


Slide Credit: Sharlene TeBeest

Possible Contaminants

- Oil and Grease
- Gasoline
- Antifreeze
- Paint and Solvents
- Salt
- Sediment
- Sand
- Pesticides
- Fertilizers
- Lead and Mercury
- Surfactants (Soap)

Possible Contaminants: Oil and Grease, Gasoline, Antifreeze



Oil/Grease/Gas Spill

Photo Credit: R. Pitt



Well-protected Diesel Tank

Photo Credit: Zach Topel



Leaking Antifreeze

Photo Credit: John Voorhees

Possible Contaminants: Paint and Solvents, Salt, Sediment, and Sand



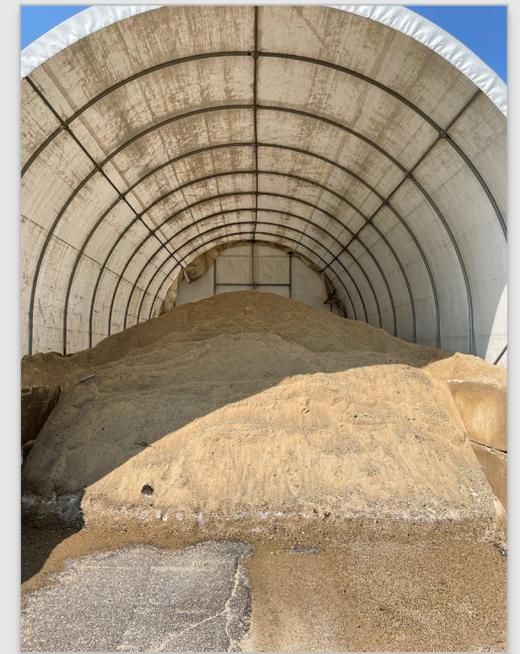
Paint Spill and Solvent Storage



Salt Residual on
Asphalt Pavement



Sediment in Drainage Pipe



Well-contained Sand Storage

Photo Credits: Zach Topel

Photo Credit: John Voorhees

Photo Credits: Zach Topel

Possible Contaminants: Pesticides, Fertilizers, Lead and Mercury, and Surfactants



Fertilizer Runoff

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Lead Battery

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Surfactants

Photo Credit: R. Kauten

5.2 Annual Site Inspections

Inspection performed by BTS or its representative.

Facility Managers will assist BTS or its representative with finding a time to complete the inspection.

Inspections performed by BTS or its representative will verify site drainage conditions, potential pollutant sources, and that BMPs are being implemented.

BTS or its representative will update any SWPPPs if changes are needed.

5.2 Annual Inspection Checklist

ANNUAL SITE INSPECTION CHECKLIST

Instructions: This annual inspection serves as a comprehensive evaluation of the effectiveness of stormwater pollution prevention for each WisDOT facility. It should also identify any improvements or updates to be made to the SWPPP. The completed forms should be placed in Appendix B and kept for at least 5 years.

WisDOT Facility Inspected: Verona Salt Storage Facility

Attendees: _____

Date: _____

Time: _____

Weather Conditions: _____

1. Inspect site drainage conditions. Things to look for include the following:
- Inspect the site for possible erosion problems.
 - Determine if drainage leaving the Facility has changed. Are there any new areas of ponding or streaming?
 - Are there any unusual stains around storage areas or along overland stormwater flow paths?

Notes: _____

2. Check for any potential pollution sources. These sources may include the following:
- Inspect the outdoor storage areas. Is there any indication of excessive sediment or organic material?
 - Inspect around any dumpsters at the site. Check cover, verify drain is plugged.
 - If there is any standing water at the time of inspection, are there sheens, sludge, foam, or rust precipitations?
 - Inspect all areas of the Facility for signs of spills (oil, grease, etc.) or other contaminants.

Notes: _____

3. Perform the following preventive maintenance activities:
- Describe the spill kit contents or ensure all materials used to clean spills are readily available and on-site.

Notes: _____

4. Review the Best Management Practices that have been used.
- Are the best management practices being followed?
 - Are the best management practices effective?
 - Are there any additional best management practices that should be implemented?
 - What is the timeline for the proposed BMP recommendations?

Notes: _____

5. Other observations – take note of anything else at the Facility that may be of significance to the Stormwater Pollution Prevention Plan.
- Has there been construction at the facility that affects the site map, drainage conditions, or exposed materials?
 - Are there other areas capable of contaminating stormwater runoff that have not been addressed in the SWPPP?

Notes: _____

6. Review last quarterly inspections and identify any outstanding issues that still need to be addressed.

Notes: _____

Describe any suggested revisions that could/should be made to the Stormwater Pollution Prevention Plan:

Inspected by: _____
 (Signature)

 (Printed Name and Title)



5.2 Annual Inspection Procedure

ANNUAL SITE INSPECTION CHECKLIST

Instructions: This annual inspection serves as a comprehensive evaluation of the effectiveness of stormwater pollution prevention for each WisDOT facility. It should also identify any improvements or updates to be made to the SWPPP. The completed forms should be placed in Appendix B and kept for at least 5 years.

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Attendees: _____

Date: _____

Time: _____

Weather Conditions: _____

1. Inspect site drainage conditions. Things to look for include the following:
- Inspect the site for possible erosion problems.
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 - Are there any unusual stains around storage areas or along overland stormwater flow paths?

Notes: _____

2. Check for any potential pollution sources. These sources may include the following:
- Inspect the outdoor storage areas. Is there any indication of excessive sediment or organic material?
 - Inspect around any dumpsters at the site. Check cover, verify drain is plugged.
 - If there is any standing water at the time of inspection, are there sheens, sludge, foam, or rust precipitations?
 - Inspect all areas of the Facility for signs of spills (oil, grease, etc.) or other contaminants.

Notes: _____

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- Describe the spill kit contents or ensure all materials used to clean spills are readily available and on-site.

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- Are the best management practices being followed?
 - Are the best management practices effective?
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 - What is the timeline for the proposed BMP recommendations?

Notes: _____

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- Has there been construction at the facility that affects the site map, drainage conditions, or exposed materials?
 - Are there other areas capable of contaminating stormwater runoff that have not been addressed in the SWPPP?

Notes: _____

6. Review last quarterly inspections and identify any outstanding issues that still need to be addressed.

Notes: _____

Describe any suggested revisions that could/should be made to the Stormwater Pollution Prevention Plan:

Inspected by: _____ (Signature)

 (Printed Name and Title)



Inspection topics covered by BTS or its representative

Record Time of Inspection,
Weather Conditions, and Site
Drainage Conditions



WisDOT Facility Inspected: Verona Salt Storage Facility

Attendees: _____

Date: _____

Time: _____

Weather Conditions: _____

1. Inspect site drainage conditions. Things to look for include the following:

- Inspect the site for possible erosion problems.
- Determine if drainage leaving the Facility has changed. Are there any new areas of ponding or streaming?
- Are there any unusual stains around storage areas or along overland stormwater flow paths?

Notes: _____

Inspection topics covered by BTS or its representative

Record Potential Pollution Sources



2. Check for any potential pollution sources. These sources may include the following:

- Inspect the outdoor storage areas. Is there any indication of excessive sediment or organic material?
- Inspect around any dumpsters at the site. Check cover, verify drain is plugged.
- If there is any standing water at the time of inspection, are there sheens, sludge, foam, or rust precipitations?
- Inspect all areas of the Facility for signs of spills (oil, grease, etc.) or other contaminants.

Notes: _____

Inspection topics covered by BTS or its representative

Preventative Maintenance Equipment Examples:

- Spill Kits
- Absorbent
- Brooms and Shovels
- Shop Vacs



3. Perform the following preventive maintenance activities:

- Describe the spill kit contents or ensure all materials used to clean spills are readily available and on-site.

Notes: _____

Inspection topics covered by BTS or its representative

Review Best Management Practices

- BMPs followed?
- BMPs effective?
- Additional BMPs needed?
- Proposed BMP Implementation Timeline



4. Review the Best Management Practices that have been used.

- Are the best management practices being followed?
- Are the best management practices effective?
- Are there any additional best management practices that should be implemented?
- What is the timeline for the proposed BMP recommendations?

Notes: _____

Inspection topics covered by BTS or its representative

- Document changes to the Facility.
- Ensure the changes are significant to the Plan.



5. Other observations – take note of anything else at the Facility that may be of significance to the Stormwater Pollution Prevention Plan.

- Has there been construction at the facility that affects the site map, drainage conditions, or exposed materials?
- Are there other areas capable of contaminating stormwater runoff that have not been addressed in the SWPPP?

Notes: _____

Inspection topics covered by BTS or its representative

1. Review Quarterly Inspections
2. Document Revisions to the SWPPP
3. BTS or its Representative will sign the form.



6. Review last quarterly inspections and identify any outstanding issues that still need to be addressed.

Notes: _____

Describe any suggested revisions that could/should be made to the Stormwater Pollution Prevention Plan:

Inspected by: _____
(Signature)

(Printed Name and Title)

Questions?

5.3 Spill Management & Documentation

- a. If a spill occurs, clean it up immediately.
- b. If the spill is reportable, report to:
 - i. City/Village/Town
 - ii. Fire Department
 - iii. DNR Hotline and DNR Transportation Liaison
 - iv. DOT Statewide Stormwater Quality Engineer (Hans Hallanger)
 - v. DOT Hazardous Waste Specialist

5.3 Spill Management & Documentation

a. Keep a record of all spills including:

- i. Date and time of the incident
- ii. Substance spilled
- iii. Volume spilled
- iv. Weather conditions
- v. Duration of Incident
- vi. Cause of Incident
- vii. Response procedures
- viii. Parties notified
- ix. Amount of spilled material recovered and recovery method

b. A **Spill Documentation Form** is in Appendix A.

c. A **WDNR Fact Sheet Defining Reportable Spills** is in Appendix C.

Wisconsin DNR - Hazardous Substance Spills

Remediation and Redevelopment Program October 2021

Immediate Reporting Required for Hazardous Substance Spills

If you are aware of a hazardous substance spill notify the Department of Natural Resources (DNR). State law requires the IMMEDIATE reporting of hazardous substance spills and other discharges to the environment.

CALL 800-943-0003 TO REPORT SPILLS

Use DNR Form 4400-225 to report other hazardous substance discharges.



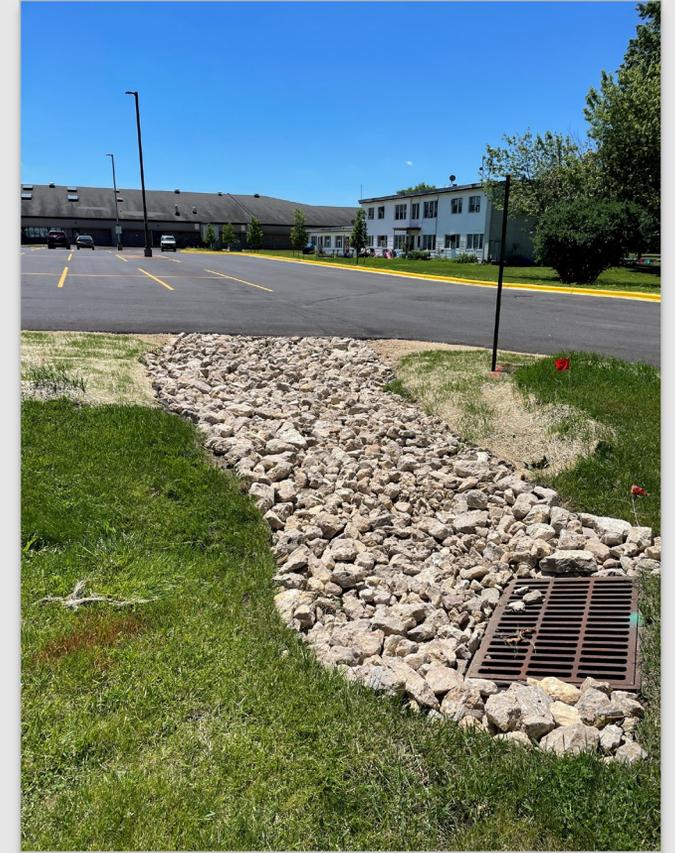
DTSD Office Site Example Truax Facility



Concrete Channel Containing Sediment



Damaged Vehicle Storage Yard



Riprapped Channel to Storm Sewer Area Inlet

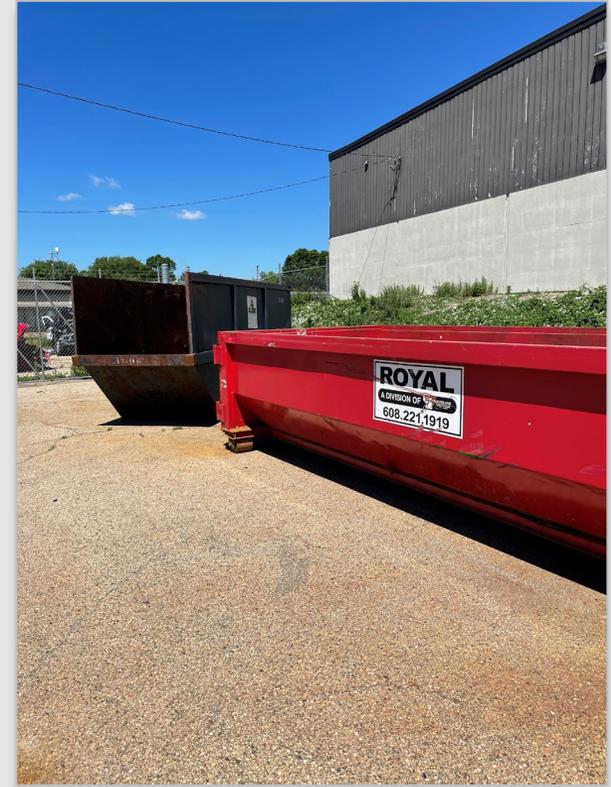
DTSD Office Site Example Truax Facility



Pallet Storage on Asphalt Parking Lot



Asphalt Pavement Area



Trash and Recycle Dumpsters

Salt Storage Facility Site Example Verona



Protected Brine Storage Tanks

Salt Storage Pile

Empty Brine Storage Tank Storage

Snow Storage Location

Salt Storage Facility Site Example Verona



Pooling Water in Bioretention Basin



Bioretention Basin Outlet Pipe



Salt Storage Shed

Frequently Asked Questions (FAQs)

- 1. What happens if it doesn't rain during the quarter? Or during normal working hours?**
 - a) If a discharge point was not evaluated during the quarter, provide an explanation within the Quarterly Visual Inspection form as to why the inspection was not achievable. It is not the expectation for facility managers to perform inspections outside of normal working hours.

- 2. What if the rain event does not exceed 0.5 inches in 24 hours?**
 - a) If the rainfall event is less than 0.5-inches and runoff is still visible at all discharge points, this inspection is valid.

- 3. How long do I have to wait between inspections? Can I inspect back-to-back days if they are within separate quarters?**
 - a) 30 Days is needed between quarterly inspections. No, you can't inspect back-to-back days.

- 4. Can I inspect after 60 minutes?**
 - a) Inspections should be performed within the first 30-60 minutes after rainfall begins. This is considered the "first flush." Due to location and travel it is understandable if the inspection is performed outside this time frame. Document the time of inspection and time of first rainfall on the quarterly inspection form.

Frequently Asked Questions (FAQs)

5. Can I count snow melt as rainfall during winter months?

- a) https://dnr.wisconsin.gov/topic/Stormwater/learn_more/whatis.html
- b) Snow melt is considered storm water runoff from the DNR's website listed above. Only consider snow melt to be rainfall if needed to complete an inspection during the winter quarter. Stormwater discharges need to be visible at all discharge points to have a valid inspection.

6. What do I do with the completed form?

- a) Store completed forms locally for a period of at least 50 years to be in compliance with the Records Disposition Authorization (RDA). The forms can be stored online or as a hardcopy.
- b) Submit Quarterly Inspection Forms to BTS upon completion.

7. What if no one occupies the site during the summer months?

- a) Perform a spring cleaning at the end of the winter months.
- b) Quarterly Inspections are required at all sites, regardless of the number of staff on site.

Supplemental Information

WisDOT Stormwater Webpage

- [Wisconsin Department of Transportation Stormwater Management \(wisconsindot.gov\)](http://wisconsindot.gov)

Quarterly Wet Weather Visual Inspection Report

- [Quarterly Visual Inspection Field Report \(Pub # 3400-176a\)](#)
- [Industrial storm water permit forms | Wisconsin DNR](#)

Storm Water Post Construction Technical Standards

- [Storm water post-construction technical standards | STORM WATER TECHNICAL STANDARDS, MODELS AND BMPS | Wisconsin DNR](#)

Storm Water Publications and Guidance

- DNR Publications and Guidance for Construction Sites, Industrial Sites, and Municipalities.
 - [Storm water publications/guidance | Wisconsin DNR](#)

Wisconsin State Legislature: Runoff Management

- [Wisconsin Legislature: Chapter NR 151](#)

Other Useful Forms

- Construction Site Inspection Report
 - <https://dnr.wi.gov/files/PDF/forms/3400/3400-187.pdf>



Useful Weather Apps



<https://hdsc.nws.noaa.gov/hdsc/pfds/>

Contact Information

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WisDOT Hazardous Waste Specialist

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- Phone: (262) 902-0260

DNR Transportation Liaisons

- <https://widnr.widen.net/s/kchgfsbns/liaisons>

DNR Hotline

- Phone: (800) 943-0003



Contact Information

Stormwater and Erosion Control Engineers (SWECEs)

NCR SWECE:

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- 608-246-5447



Conclusion and Questions

- Zach will be coordinating an annual inspection at each site this summer/fall.
- Please contact Hans Hallanger and Zach Topel with additional questions:

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WisDOT Statewide Stormwater Quality Engineer

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