

Storm Water Pollution Prevention Plan (SWPPP) Annual Review Report Form

version 1.8

(Submission #: HPD-YE6W-QJCK4, version 1)

Details

Submission Alias Annual SWPPP Review Report

Submission ID HPD-YE6W-QJCK4

Status Submitted

Form Input

Facility Information

Facility Designated Name:

Grand Haven BL&P-J B Sims

Certificate of Coverage No. or Individual Permit No.:

MI0000728

SWPPP Questions

Does the SWPPP include current and accurate facility information (including contacts)? Attention: Please make sure the contact information identified on the facility's MiWaters site is accurate as well.

Yes

Does the site map meet the conditions of the permit?

Yes

Has the SWPPP been appropriately updated to include controls intended to address any new exposures or processes?

Yes

Have noncompliance and spill events been documented and reported as required by the permit?

NA

Has employee SWPPP training been performed and documented as required by the permit?

Yes

Have routine preventative maintenance and housekeeping inspections been performed and documented as required by the permit?

Yes

Have comprehensive site inspections been performed and documented as required by the permit?

Yes

Have visual assessments been performed and documented as required by the permit?

Yes

Has the SWPPP been reviewed and signed by the Industrial Storm Water Certified Operator and the permittee or designated representative?

Yes

Based on the results from the SWPPP Annual Review, is the facility operating in compliance with the permit?

Yes

Additional Comments:

NONE PROVIDED

Uploads (As needed)

[J.B. Sims SWPPP 2022.pdf - 01/10/2022 03:05 PM](#)

Comment

Now that J.B. Sims Generating Station is completely demolished, the facility is no longer using a ICP and has created a new up-to-date SWPPP which is attached to apply to permit requirements.

Attachments

Date	Attachment Name	Context	User
1/10/2022 3:05 PM	J.B. Sims SWPPP 2022.pdf	Attachment	Paul Cederquist Grand Haven Board of Light Power

Status History

	User	Processing Status
12/13/2021 2:49:58 PM	Paul Cederquist Grand Haven Board of Light and Power	Draft
1/10/2022 3:06:07 PM	Paul Cederquist Grand Haven Board of Light and Power	Signing
1/10/2022 3:06:08 PM	Paul Cederquist Grand Haven Board of Light and Power	Submitting
1/10/2022 3:06:38 PM	Paul Cederquist Grand Haven Board of Light and Power	Submitted

Agreements and Signature(s)

SUBMISSION AGREEMENTS

- I am the owner of the account used to perform the electronic submission and signature.
- I have the authority to submit the data on behalf of the facility I am representing.
- I agree that providing the account credentials to sign the submission document constitutes an electronic signature equivalent to my written signature.
- I have reviewed the electronic form being submitted in its entirety, and agree to the validity and accuracy of the information contained within it to the best of my knowledge.

Please click "Submit form" to complete the Storm Water Pollution Prevention Plan Annual Review Report Form.

Signed
By Paul Cederquist Grand Haven Board of Light and Power on 01/10/2022 at 2:44 PM

**Storm Water Pollution Prevention Plan
(SWPPP)**

for

**Former J.B. Sims Generating Station
Grand Haven, Ottawa Co., Michigan**

January 2022

Prepared for:

Grand Haven Board of Light and Power
1231 North 3rd Street, Grand Haven, Michigan 49417

*Lakeshore Environmental, Inc. Project Number:
17-406*

Corporate Office

803 VerHoeks Street
Grand Haven, Michigan 49417
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1.0 General Facility Information

1.1 Facility Information

Name of Facility:	Former J.B. Sims Generating Station
Facility Address:	1231 North 3 rd Street, Grand Haven, MI 49417
County:	Ottawa
Standard Industrial Classification (SIC) Code:	4911 – Electrical Services
Owner or Authorized Representative:	Grand Haven Board of Light and Power

1.2 Facility Contact Information

Name:	Paul Cederquist
Title:	Environmental Compliance Specialist
Telephone:	616-577-2056 / 231-740-5830
E-mail Address:	PCederquist@ghblp.org
Mailing Address:	1700 Eaton Drive, Grand Haven, MI 49417

1.3 Certified Strom Water Operator Information

Name:	Paul Cederquist
Certification Number & Expiration Date:	I-03633, July 1, 2024
Telephone:	616-577-2056 / 231-740-5830
E-mail Address:	PCederquist@ghblp.org
Is the Certified Operator an employee of the facility? (Y/N)	Y
If the Certified Operator is not an employee of the facility, then include the Certified Operator's business name and mailing address:	N/A

1.4 Permit Information

General Permit Number:	N/A
Certificate of Coverage (COC) or Individual Permit Number:	MI0000728 v5.0
Effective Date of Coverage:	September 28, 2012 (extended)
Receiving Waters:	Grand River
Required Monitoring (Y/N):	Y
Identify the Total Daily Maximum Load (TMDL) listed on COC:	N/A

1.5 Description of Industrial Activity

The facility was formerly used to generate electricity by burning bituminous coal. The plant has been decommissioned and demolished. A substation and one small building (snow melt building) remain on the site. The snow melt building is controlled/operated by the City of Grand Haven, not GHBLP.

2.0 Storm Water Pollution Prevention Team

The storm water pollution prevention team is responsible for developing, implementing, maintaining, and revising this SWPPP. The members of the team and their primary responsibilities (i.e. implementing, maintaining, record keeping, submitting reports, conducting inspections, employee training, conducting the annual compliance evaluation, testing for non-storm water discharges, signing the required certifications) are as follows:

Name & Title	Responsibility
Paul Cederquist, GHBLP	Primary contact, certified operator, training, recordkeeping
Erin Gerber, LEI	Back-up/secondary contact, assist upon request

3.0 Site Map

The facility site maps are provided in the attachments to this document. The facility's site maps includes all applicable items listed in the permit, which include:

- 1) Buildings and other permanent structures
- 2) Storage or disposal areas for significant materials
- 3) Secondary containment structures and descriptions of what they contain in the primary containment structures
- 4) Storm water discharge points (which include outfalls and points of discharge), numbered or otherwise labeled for reference
- 5) Location of storm water and non-storm water inlets (numbered or otherwise labeled for reference) contributing to each discharge point
- 6) Location of NPDES permitted discharges other than storm water (not applicable)
- 7) Outlines of the drainage areas contributing to each discharge point
- 8) Structural runoff controls or storm water treatment facilities
- 9) Areas of vegetation (with brief description such as lawn, old field, marsh, wooded, etc.)
- 10) Areas of exposed and/or erodible soils and gravel lots
- 11) Impervious surfaces (roofs, asphalt, concrete, etc.)
- 12) Name and location of receiving waters
- 13) Areas of known or suspected impacts on surface waters as designated under Par 201 (Environmental Response) of the NREPA. (not applicable)

4.0 Significant Materials

Significant materials are any material which could degrade or impair water quality. All sources of potential storm water contamination have been identified, as of the date of this report. Both the inside and outside of the facility were inventoried to determine the materials and practices that may be sources of contamination to storm water runoff. This included residual contaminants which may be found on items stored outside.

4.1 Inventory of Exposed Significant Materials

A general inventory of significant materials that could enter storm water has been completed. For each material listed, the SWPPP includes the ways in which each type of material has been or has reasonable potential to become exposed to storm water (e.g. spillage during handling; leaks from pipes, pumps, or vessels; contact with storage piles, contaminated materials or soils; waste handling and disposal; deposits from dust or overspray; etc.). In addition, this SWPPP identifies the inlet(s) spilled significant materials may enter and the discharge point(s) through which the spilled significant material may be discharged.

Significant Material Inventory is provided in Table 1, attached.

It must be noted that while a few exposed significant materials remain onsite following demolition of the former structures, there are no remaining inlets to the storm water conveyance system. Therefore, no significant materials can enter storm water or be discharged to the Grand River at this time. The infrastructure for Outfall 005 remains in place, but no inlets exist. Outfall 002 was previously closed out. Infrastructure related to Outfall 003 has been removed and/or demolished, and therefore no longer exists.

4.2 Description of Industrial Activities & Significant Material Storage Areas

This SWPPP evaluated the reasonable potential for contribution of significant materials to storm water runoff from at least the following areas or activities:

- 1) Loading, unloading, and other material handling operations
- 2) Outdoor storage including secondary containment structures
- 3) Outdoor manufacturing or processing activities
- 4) Significant dust or particulate generating processes
- 5) Discharge from vents, stacks, and air emission controls
- 6) On-site waste disposal practices
- 7) Maintenance and cleaning of vehicles, machines, and equipment
- 8) Areas of exposed and/or erodible soils
- 9) Sites of Environmental Contamination listed under Part 201 (Environmental Response) of the NREPA
- 10) Areas of significant material residues
- 11) Areas where animals congregate (wild or domestic) and deposit wastes
- 12) Other areas where storm water may contact significant materials

Industrial Activity and Significant Material Storage Area Descriptions are provided in Table 1, attached.

4.3 List of Significant Spills

There have been no significant spills of significant leaks of polluting materials in the last 3 years. In the event of a significant spill event, the information will be recorded in the following table.

Significant Spills and Significant Leaks of Polluting Materials Table		
Location & Date	Material & Volume	Corrective Actions Taken

4.4 Summary of Sampling Data

Storm water discharge sampling data is kept on file at the Grand Haven Board of Light and Power offices and is available upon request.

Summary of Sampling Information
Storm water discharge sampling data has remained in compliance with applicable permit limitations.

4.5 Actions Taken to Investigate Illicit Connections

To the best of our knowledge, no illicit connections to Municipal Separate Storm Sewer Systems (MS4s) or waters of the state exist. Any discharge from an illicit connection is a violation of the conditions of this permit.

Actions Taken to Investigate and Eliminate any Illicit Connection to the Storm Water System
Review of facility historical records.

5.0 Non-Structural Controls

The non-structural controls outlined herein are intended to reduce the amount of pollution getting into the surface waters of the state and are generally implemented to address the problem at the source. They do not require any structural changes to the facility. These are typically everyday types of activities undertaken by employees at the facility.

5.1 Preventative Maintenance Program (Routine Inspection Program)

Written procedures and schedule for routine preventative maintenance, including inspection and maintenance of storm water management and control devices, are provided within this SWPPP. The Routine Inspection Program focuses on the exterior items, in accordance with the permit. Written reports of these inspections shall be retained for three years.

The Routine Inspection Form is provided in Appendix A.

5.2 Housekeeping Procedures (Routine Inspection Program)

Written procedures and schedule for good housekeeping inspections are provided within this SWPPP in order to maintain a clean, orderly facility. Good housekeeping inspections are intended to reduce the potential for significant materials to come in contact with storm water. The Routine Inspection Program focuses on the exterior items, in accordance with the permit. Written reports of these inspections shall be retained for three years.

The Routine Inspection Form is provided in Appendix A.

The following table describes the Routine Inspection Program Procedures:

Routine Inspection Program Procedures Table		
Description of Area or Equipment Inspected	Tasks Performed During Inspection	Frequency of Inspection
<i>Former Coal Storage Area</i>	<i>Visual observation for cleanliness</i>	<i>Quarterly</i>
<i>Former Generation Plant Area(s)</i>	<i>Visual observation for cleanliness</i>	<i>Quarterly</i>
<i>Intake Building/Boilers</i>	<i>Visual observation for cleanliness</i>	<i>Quarterly</i>
<i>Condensate Tank</i>	<i>Visual observation for integrity</i>	<i>Quarterly</i>
<i>Standpipes (2)</i>	<i>Visual observation, confirm closed</i>	<i>Quarterly</i>

5.3 Comprehensive Site Inspection & Visual Assessments of Storm Water Discharges

Comprehensive site inspections and visual assessments of storm water discharges occur quarterly, in accordance with the permit. At a minimum, one inspection is to be performed within each of the following quarters: January – March (Q1), April – June (Q2), July – September (Q3), and October – December (Q4). Inspections include the areas and equipment identified in the Routine Inspection Program. The comprehensive site inspection is conducted by the Industrial Storm Water Certified Operator (ISWCO).

The Comprehensive Site Inspection Form is provided in Appendix B.

Visual assessments of storm water discharges will also be conducted by the ISWCO concurrent to the comprehensive site inspection. At a minimum, one visual assessment is to be performed within each of the following quarters: January – March (Q1), April – June (Q2), July – September (Q3), and October – December (Q4).

As previously outlined, there are no remaining inlets to the storm water conveyance system. Therefore, no significant materials can enter storm water or be discharged to the Grand River at this time. Outfall 002 was previously closed out. Infrastructure related to Outfall 003 has been removed and/or demolished, and therefore no longer exists. The infrastructure for Outfall 005 remains in place, but no inlets exist, and no discharge will occur as a result.

In the event that no industrial storm water discharge occurs, no sample will be collected. A written confirmation of site conditions will be prepared and kept on file.

The Visual Assessment Report Form is provided in Appendix C.

5.4 Material Handling & Spill Prevention / Clean-Up Procedures

Equipment and procedures for cleaning up spills are herein identified in the SWPPP and made available to the appropriate personnel. The procedures identify measures to prevent spilled materials or material residues on the outside of the containers from being discharged into storm water.

This facility does not have any additional material handling & spill/clean-up procedures on file in addition to the SWPPP.

The following table outlines the Material Handling and Spill Prevention/Clean-up Procedures:

Material Handling & Spill Prevention / Clean-up Procedures Table		
Potential Spill Area	Material Handling & Storage Procedures	Spill Response Procedures & Equipment
N/A	N/A	N/A

See Table 2 for a Spill Kit Inventory.

5.5 Soil Erosion & Sedimentation Control Measures

The permit requires the identification of areas which, due to topography, activities, or other factors, have high potential for significant soil erosion. Control measures must be implemented in such area.

Dust suppression material is not used on site.

The following areas of the site are prone to soil erosion and/or sedimentation:

Soil Erosion & Sedimentation Control Measures Table	
Areas Prone to Soil Erosion or Sedimentation	Control Measures Implemented
<i>Former Coal Storage Area</i>	<i>Maintain cleanliness</i>
<i>Former Generation Plant Area(s)</i>	<i>Maintain cleanliness</i>
Space to list additional areas of concerns and control measures if necessary: <i>N/A</i>	

5.6 Employee Training Program

Employee training is a major component in ensuring the success of this facility’s SWPPP. The more knowledgeable all employees are about the facility’s SWPPP and what is expected of them, the greater the chance that the plan will be effective. The following is a description of the employee training programs implemented to inform appropriate personnel at all levels of responsibility of the components and goals of the SWPPP (i.e. good housekeeping practices, spill prevention and response procedures, waste minimization practices, informing customers of facility policies, etc.).

Employee training is to be completed annually. New employees receive storm water training during orientation. All employees receive annual storm water training.

The Employee Training Form is provided in Appendix D.

5.7 TMDL Requirements

No Total Maximum Daily Load (TMDL) requirements are listed on the Certificate of Coverage (COC) at this facility, as summarized in the following table:

TMDL Pollutant:	Best Management Practices Implemented to reduce the discharge of the TMDL pollutant:
<i>N/A</i>	<i>N/A</i>
Space to list additional TMDL pollutants and BMPs implemented onsite if necessary: <i>N/A</i>	

5.8 List of Significant Materials Still Present

All significant materials expected to be present in storm water discharges following implementation of non-structural controls must be identified in this SWPPP, in accordance with the permit. The materials listed below will be addressed through the use of structural controls.

Significant Material	Location and Control Measure:	Impacted Inlet(s):	Impacted Discharge Point(s):
<i>None</i>			
Space available to add addition information if necessary:			

6.0 Structural Controls

Where implementation of non-structural controls does not control storm water discharges in accordance with water quality standards, the SWPPP herein provides a description of the location, function, and design criteria of structural controls for prevention and treatment.

Structural controls are physical features that control and prevent storm water pollution. They can range from preventive measures to collection structures to treatment systems. Structural controls typically require construction of a physical feature or barrier. Below is a description of the structural controls used at the facility. See the DEQ Industrial Storm Water Operator Training Manual for additional details on structural controls.

Structural controls are not used at the GHBLP facility, as outlined in the table below.

Structural Controls Used at the Facility		
Description of structural control(s)	Location of structural control(s)	Significant Materials intended to be managed by the structural control(s)
<i>Earthen Berm</i>	<i>Former Coal Storage Area, Former Unit 3 Ash Impoundments</i>	<i>Water, gravel/soil</i>

7.0 Non-Storm Water Discharges

All discharge locations have been evaluated for the presence of non-storm water discharges. Any unauthorized storm water discharges have been eliminated or are covered under another NPDES permit.

Storm water shall be defined to include all of the following non-storm water discharges provided pollution prevention controls for the non-storm water component are identified in the SWPPP.

The table below provides a summary of 10 storm water discharges to be reviewed/verified by the facility.

Check the Applicable Non-Storm Water Discharges at the Facility:	Pollution Prevention Controls Implemented:	Impacted Inlet(s):	Impacted Discharge Point(s):
<input type="checkbox"/> Discharges from fire hydrant flushing			
<input type="checkbox"/> Potable water sources including water line flushing			
<input type="checkbox"/> Water from fire system testing and firefighting training without burned materials or chemical fire suppressants			
<input type="checkbox"/> Irrigation drainage			
<input type="checkbox"/> Lawn watering			
<input type="checkbox"/> Routine building wash-down that does not use detergents or other compounds			
<input type="checkbox"/> Pavement wash waters where contamination by toxic or hazardous materials has not occurred (unless all contamination by toxic or hazardous materials has been removed) and where detergents are not used			
<input type="checkbox"/> Uncontaminated condensate from air conditioners, coolers, and other compressors and from the outside storage of refrigerated gases or liquids			
<input type="checkbox"/> Uncontaminated ground water			
<input type="checkbox"/> Foundation or footing drains where flows are not contaminated with process materials such as solvents			

None of the ten non-storm water discharges listed above apply to the GHBLP facility. In the event this changes, the SWPPP will be updated and/or additional permitting will be required.

8.0 Annual Review

The SWPPP shall be reviewed annually after development with written summaries of the reviews. Based on the review, the SWPPP will be amended, as needed, to ensure continued compliance with the terms and conditions of the permit.

The annual reviews are to be retained onsite for three years. The annual review will be performed in December each year.

The annual review is to be submitted to EGLE on or before January 10 of each year.

9.0 Industrial Storm Water Certified Operator Update

The name and certification number of the Industrial Storm Water Certified Operator(s) (ISWCO) shall be updated annually, at a minimum. Any change in ISWCO warrants notification to EGLE and an update to the SWPPP.

10.0 Record Keeping

All SWPPP related documentation shall be retained onsite for three years. The following records are required by the permit:

- Routine preventive maintenance inspection reports
- Routine good housekeeping inspection reports
- Comprehensive site inspection reports
- Documentation of visual assessments
- Employee training records
- Written summaries of the annual SWPPP review
- Short Term Storm Water Characterization Study data

11.0 SWPPP Certification

The permit requires that the SWPPP shall be reviewed and signed by the Certified Storm Water Operator(s) and by either the permittee or an authorized representative in accordance with 40 CFR 122.22. The SWPPP shall be retained on-site at the facility which generates the storm water discharge.

I certify under penalty of law that the storm water drainage system in this SWPPP has been tested or evaluated for the presence of non-storm water discharges either by me, or under my direction and supervision. I certify under penalty of law that this SWPPP has been developed in accordance with the General Permit and with good engineering practices. To the best of my knowledge and belief, the information submitted is true, accurate, and complete. At the time this plan was completed no unauthorized discharges were present. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment for knowing violations.

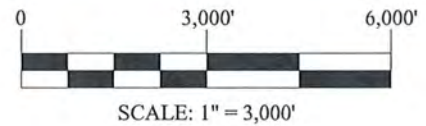
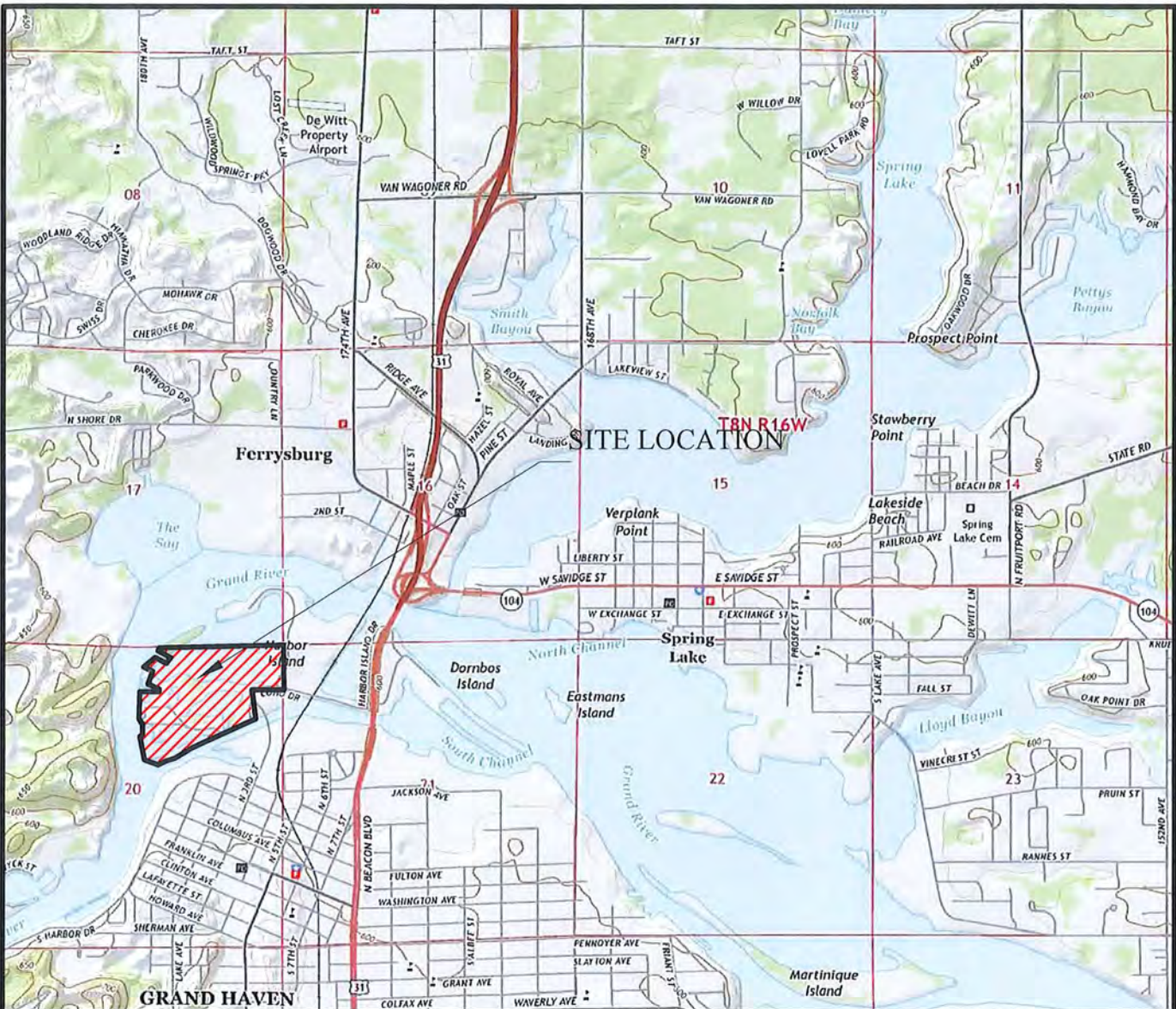
Permittee or Authorized Representative	
Printed Name & Title:	
<i>Paul Cederquist Environmental Compliance Specialist</i>	
Signature & Date:	
<i>Paul Cederquist</i>	<i>1/10/2022</i>

Industrial Storm Water Certified Operator	
Printed Name & Certification Number: Paul J. Cederquist, I-03633	
Signature & Date:	
<i>Paul Cederquist</i>	<i>1/10/2022</i>

Space to list additional Industrial Storm Water Certified Operators if Necessary	
Printed Name & Certification Number	Signature & Date

Figures

- Figure 1 - Site Location Map
- Figure 2 - Site Features Map
- Figure 3 - Storm Water Flow Map



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SITE LOCATION MAP

GRAND HAVEN LIGHT AND POWER J.B. SIMS GENERATING PLANT

1231 N 3rd St, Grand Haven, MI 49417

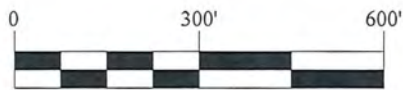
JOB # 17-406

NOVEMBER 2018

FIGURE 1



NOTE:
AERIAL IMAGERY FROM GOOGLE EARTH, 08-14-2014,



SCALE: 1" = 300'



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SITE FEATURES MAP
GRAND HAVEN LIGHT AND POWER J.B. SIMS GENERATING PLANT

1231 N 3rd St, Grand Haven, MI 49417

JOB 17-406

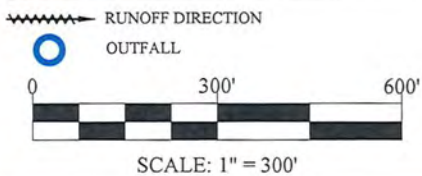
JANUARY 2022

FIGURE 2



NOTE:
AERIAL IMAGERY FROM GOOGLE EARTH, 08-14-2014,

LEGEND



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STORM WATER FLOW MAP

1231 N 3rd St, Grand Haven, MI 49417

JOB 17-406

JANUARY 2022

FIGURE 3

Tables

Table 1	-	Significant Material Inventory
Table 2	-	Spill Kit Inventory

Table 1

SIGNIFICANT MATERIAL INVENTORY AND DESCRIPTION OF INDUSTRIAL ACTIVITY OR SIGNIFICANT MATERIAL STORAGE AREAS

Section Listed in General Permit	Storage Areas/Activity Area	Significant Materials	Exposure Method	Reasonable Potential Evaluation (high/medium/low)	Inlet(s)	Discharge Point(s)
1. Loading, unloading, and other material handling operations	N/A	N/A	N/A	N/A	N/A	N/A
2. Outdoor storage including secondary containment structures	N/A	N/A	N/A	N/A	N/A	N/A
3. Outdoor manufacturing or processing activities	N/A	N/A	N/A	N/A	N/A	N/A
4. Significant dust or particulate generating processes	N/A	N/A	N/A	N/A	N/A	N/A
5. Discharge from vents, stacks, and air emission controls	N/A	N/A	N/A	N/A	N/A	N/A
6. Onsite waste disposal practices	N/A	N/A	N/A	N/A	N/A	N/A
7. Maintenance and cleaning of Vehicles, machines, and equipment	N/A	N/A	N/A	N/A	N/A	N/A

Table 1

SIGNIFICANT MATERIAL INVENTORY AND DESCRIPTION OF INDUSTRIAL ACTIVITY OR SIGNIFICANT MATERIAL STORAGE AREAS

Section Listed in General Permit	Storage Areas/Activity Area	Significant Materials	Exposure Method	Reasonable Potential Evaluation (high/medium/low)	Inlet(s)	Discharge Point(s)
8. Areas of exposed and/or erodible soils	Former Coal Storage Area	gravel/soil materials	direct contact via rain event	High	N/A	N/A
	Former Generation Plant Area(s)	gravel/soil materials	direct contact via rain event	High	N/A	N/A
9. Site of Environmental Contamination listed under Part 201	Site ID: 70000523	"Null"	direct contact via rain event	Low	N/A	N/A
10. Areas of Significant material residues	N/A	N/A	N/A	N/A	N/A	N/A
11. Areas where animals congregate (wild or domestic) and deposit wastes	N/A	N/A	N/A	N/A	N/A	N/A
12. Other areas where storm water may contact significant materials	N/A	N/A	N/A	N/A	N/A	N/A

Table 2
SPILL KIT INVENTORY

Person responsible for maintaining this inventory: _____

Location	Absorbents (pads, booms, kitty litter, etc.)	Tools (shovels, brooms, squeegees, etc.)	Personal Protective Equipment (rubber gloves, boots, masks, etc.)	Other Supplies (warning tape, labels, markers, MSDSs, etc.)
N/A	N/A	N/A	N/A	N/A

Facility Responsible Person, Phone Number: 616 577-2056
 Spill Response Contractor (if any), Phone Number: _____
 EGLE District Office Phone Number: 616-356-0500
 EGLE 24-hour Emergency Spill Reporting Hot-line: 1-800-292-4706

WARNING: NEVER HOSE DOWN A SPILL!
CLEAN IT UP PROMPTLY AND DISPOSE OF THE WASTE PROPERLY

Appendix A

Routine Inspection Forms

A. ROUTINE INSPECTION FORM

Date:	Time:
-------	-------

Inspector Information	
Print Name:	Signature:

Areas Inspected	Observation	Corrective Actions Taken
<i>Former Coal Storage Areas</i>		
<i>Former Unit 3 Ash Impoundments</i>		
<i>Former Outfall 002</i>		
<i>Former Outfall 003</i>		
<i>Outfall 005</i>		
<i>Outfall 005 Inlet Caps</i>		
<i>Former Generation Plant Area(s)</i>		

Appendix B

Comprehensive Site Inspection Forms

Appendix C

Visual Assessment Report Form

Or

Written Confirmation of No Discharge

C. Written Confirmation of No Discharge

Date:	Time:
-------	-------

Certified Operator Information	
Print Name:	Signature:

Precipitation Information
Check the most appropriate box that represents the weather condition during the inspection: <input type="checkbox"/> Dry <input type="checkbox"/> Rain <input type="checkbox"/> Snow <input type="checkbox"/> Other, explain:

Confirmation of No Discharge Statement
This site inspection resulted in a determination that no Industrial Storm Water discharge has occurred during this reporting period: <input type="checkbox"/> Yes <input type="checkbox"/> No, explain:
<i>If "No", must complete Visual Assessment Report Form in accordance with the permit.</i>

Accompanying Records
Supporting records and/or documentation for this review/evaluation include: <input type="checkbox"/> A. Routine Inspection Form <input type="checkbox"/> B. Comprehensive Site Inspection Form <input type="checkbox"/> Other, Notes below

Notes
Notes:



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION

**INDUSTRIAL STORM WATER PROGRAM
QUARTERLY VISUAL ASSESSMENT REPORT**

This Visual Assessment Report form can be used by permittees to meet the visual assessment documentation requirements of the National Pollutant Discharge Elimination System (NPDES) Wastewater Discharge General Permit for Industrial Storm Water Discharges or NPDES Individual Permits. Once completed it is required that this document be retained for three years. This report form and other compliance assistance materials can be found at the Water Resources Division (WRD), Industrial Storm Water webpage at Michigan.gov/IndustrialStormWater.

Each section below should be completed to ensure the appropriate information is gathered and recorded during the visual assessment activities.

Section 1: General Information

- Facility Name:
- Certificate of Coverage (COC) Number or NPDES Individual Permit Number:
- Discharge point or sampling point location (unique id/label from site map e.g. 001):

Section 2: Qualifying Storm Event and Storm Water Sample Collection Information

Permit conditions to consider when completing this section:

- ❖ *The storm water sample shall be collected during normal hours of operation by an Industrial Storm Water Certified Operator, Qualified Personnel as defined in the permit, or automatic sampling device.*
- ❖ *The storm water sample shall be collected within the first thirty-minute time period of a discharge resulting from a qualifying storm event as defined in the permit. If it is not possible to collect the sample within the first 30 minutes of discharge, the sample shall be collected as soon thereafter as practicable. In the case of snowmelt, samples shall be collected during a period with measurable discharge from the site.*
- What type of storm event was sampled? Snowmelt Rainfall
For a rainfall event include the information below:
Duration of the rain event expressed in hours:
How many inches of rain fell during the event?
- The last qualifying storm event was at least 72 hours prior to start of this event: Yes No
If "No", explanation is required:

- What was the date and time the storm water discharge began?
 - What was the date and time the storm water sample was collected?
 - How was the storm water sample collected? Automatic Sampler Manually
If "Manually", list name(s) of personnel that collected the water sample:
 - Was the storm water sample collected within the first 30 minutes of discharge? Yes No
If "No", explanation is required:
 - Describe any notable observations of the discharge while the storm water sample was collected (A response to this question is not required if the storm water sample was collected with an automatic sampler):
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Section 3: Visual Assessment Information

Permit conditions to consider when completing this section:

- ❖ *The visual assessment of the storm water sample shall be performed and documented by an Industrial Storm Water Certified Operator.*

- What date and time was the visual assessment of the storm water sample performed?
- Were any of the following characteristics identified in the storm water sample when performing the visual assessment?
Color: No Yes (describe):
Oil Sheen: No Yes (describe):
Turbidity: No Yes (describe):
Floating Solids: No Yes (describe):
Suspended Solids: No Yes (describe):
Settleable Solids: No Yes (describe):
Foam: No Yes (describe):

Describe any other characteristics that could not be adequately described above:

- An unaltered, full-color photograph of the storm water sample was taken against a white background and will be saved/filed with this form when complete: No Yes
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Section 4: Visual Assessment Results Summary

- Based on the results of the visual assessment, are there unusual characteristics associated with the discharge that require corrective actions? No Yes
If "Yes", then describe the corrective actions taken and include the corrective action completed date:
- If the response is "Yes" to question above, were the unusual characteristics significant enough to consider the storm water discharge in violation of the permit? No Yes
If "Yes", then describe the noncompliance reporting actions taken to comply with the permit:

Industrial Storm Water Certified Operator Signature

Signature (signed or typed) & Certification Number:	Date:
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If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

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This form and its contents are subject to the Freedom of Information Act and may be released to the public.

Appendix D

Employee Training Form

