



# Stormwater Management 2021 sMS4 Annual Report

Prepared By:

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## ACRONYMS USED:

- ❖ AI: Agency Interest
- ❖ BMP's: Best Management Practices
- ❖ CoLC: City of Lake Charles
- ❖ CoWL: City of Westlake
- ❖ CoS: City of Sulphur
- ❖ CFR: Code of Federal Regulations
- ❖ DP&D: Department of Planning & Development
- ❖ EPA: Environmental Protection Agency
- ❖ IRC: Integrated Report Category
- ❖ KAB: Keep America Beautiful
- ❖ KLB: Keep Louisiana Beautiful
- ❖ KCB: Keep Calcasieu Beautiful
- ❖ KGLCB: Keep Greater Lake Charles Beautiful
- ❖ LDEQ: Louisiana Department of Environmental Quality
- ❖ LID: Low Impact Development
- ❖ LPDES: Louisiana Pollutant Discharge Elimination System
- ❖ MCMs: Minimum Control Measures
- ❖ MEP: Maximum Extent Practicable
- ❖ MS4: Municipal Separate Storm Sewer System
- ❖ NOI: Notice of Intent
- ❖ POC: Pollutants of Concern
- ❖ PPP: Pollution Prevention Plan
- ❖ PW: Public Works
- ❖ SWMP: Stormwater Management Program
- ❖ SWPPP: Stormwater Pollution Prevention Plan
- ❖ TMDL: Total Maximum Daily Load
- ❖ UA: Urbanized Area
- ❖ USACOE: U.S. Army Corps of Engineers
- ❖ VM: Vehicle Maintenance
- ❖ WLA: Wasteload Allocation
- ❖ WQ: Water Quality

# INTRODUCTION

This document represents Calcasieu Parish Police Jury's (CPPJ) Stormwater Management Program Plan and 2021 sMS4 Annual Report. CPPJ is required to obtain and maintain authorization for stormwater discharges from its urbanized area as outlined in the current censuses (**Figure 1** is the stormwater area map). Environmental Protection Agency (EPA) published the final rule for Phase II small Municipal Separate Storm Sewer Systems (MS4) in December 1999. This final rule, small MS4s having a population less than 100,000 and defined as urbanized had to obtain permit coverage. The Louisiana Department of Environmental Quality (LDEQ) developed the LPDES Small MS4 General Permit for such permit authorization. CPPJ is the primary holder of this permit and prepares its Notice of Intent (NOI) to be covered under the LPDES Small MS4 General Permit along with Co-permittees City of Lake Charles, City of Westlake and City of Sulphur. CPPJ submits the NOI at each renewal under the LDEQ assigned LPDES small municipal general permit number LAR041019 to all co-permittees along with individual AI numbers as followed: Calcasieu Parish Police Jury AI# 108485, City of Lake Charles AI# 108479, City of Westlake AI# 109975, City of Sulphur AI# 108413.

The SWMP is designed to reduce the discharge of pollutants to the Maximum Extent Practicable (MEP), protect water quality and satisfy the appropriate water quality requirements in accordance with Louisiana Pollutant Discharge Elimination System (LPDES) Permit LAR041019 this will be done by together implementing the following six Minimum Control Measures (MCMs):

- Public Education and Outreach;
- Public Involvement and Participation;
- Illicit Discharge Detection and Elimination;
- Construction Site Runoff Control;
- Post-Construction Stormwater Management in New/Redevelopment;
- Pollution Prevention/Good Housekeeping for Municipal Operations.

To address specific stormwater problems within Calcasieu Parish CPPJ will select and implement Best Management Practices (BMPs) and measurable goals for each minimum control measure. CPPJ will use MCMs to gauge permit compliance in program effectiveness. With the responsibility of monitoring and reporting on the BMPs and measurable goals selected to fulfill the minimal control measures.

## Executive Summary

The Calcasieu River Basin is located in southwestern Louisiana. It is bordered by the Mermentau River to the east and the Sabine River to the west. Its headwaters arise in the hills west of Alexandria and flow in a north-to-south direction toward the Gulf of Mexico. The drainage area of the basin comprises approximately 3,910 square miles. The Lake Charles Urbanized Area is situated within the Calcasieu River watershed which is impacted by agricultural and forestry activities to the north, petrochemical industries toward the west, and population growth throughout the region.

The Lake Charles Urbanized Area lies within Calcasieu Parish and is comprised of the cities of Lake Charles, Sulphur, and Westlake as well as the populated areas surrounding those three cities. Lake Charles, the fifth largest city in the State of Louisiana has a population of approximately 84,872. The City of Sulphur's population is approximately 21,809 and that of Westlake is 4,781. The urbanized areas surrounding the three cities include the unincorporated locations of Carlyss, which lies south of Sulphur, Prien situated south-southwest of Lake Charles, and Moss Bluff located north of that city. **Figure 2** is the site location map for the entire Calcasieu Parish.

The Calcasieu River flows through the parish, creating an estuarine system of lakes and brackish waters throughout the region including Lake Charles, Prien Lake, Moss Lake and ultimately Calcasieu Lake in Cameron Parish before discharging to the Gulf of Mexico. A number of bayous including Bayou Serpent, Indian Bayou, English Bayou, Bayou D'Inde, Bayou Verdine, and Contraband Bayou discharge directly or indirectly into Calcasieu River as it meanders through the region. **Figure 3** depicts the drainage laterals with the parish.

The area lakes, rivers and waterways are used for primary and secondary contact recreation such as swimming, boating, and fishing, fish and wildlife protection and preservation, and agricultural use. The Calcasieu River and ship channel are utilized for transportation, shipping and commerce to the area's petrochemical industries and the Port of Lake Charles, ranked as the twelfth busiest port district in the nation. **Figure 4** illustrates other land use classifications for the parish.

## Background

In 2003, the Lake Charles Urbanized Area was issued a small Municipal Separate Storm Sewer System (sMS4) Permit by the Louisiana Department of Environmental Quality (LDEQ). The sMS4 was reissued in September 2018. Calcasieu Parish administers the permit and related program, including issuance of the Storm Water Annual Report, however, each co-permittee is responsible for the activities and related ordinances for their respective jurisdictions. The co-permittees continue to work together to meet compliance with the permit conditions and conduct quarterly meetings for information sharing and problem-solving purposes. (See Appendix A- Co-Permittee Agreement).

### Name of sMS4

Lake Charles Urbanized Area  
Permit # LAR041019  
AI# 108485

### sMS4 Address:

Calcasieu Parish Police Jury  
1015 Pithon Street  
P.O. Drawer 3287  
Lake Charles, LA 70602

### Contact Information

sMS4 Coordinator: Tara Ross Environmental Coordinator  
Division of Planning and Development  
Calcasieu Parish Police Jury  
901 Lakeshore Dr. 5<sup>th</sup> Floor  
P.O. Drawer 3287  
Lake Charles, LA 70602

Chief Elected Official: Brain Abshire, President, Calcasieu Parish Police Jury  
1015 Pithon Street  
P.O. Drawer 3287  
Lake Charles, LA 70602

## Impaired Water Bodies

According to the information from the 2020 Integrated Report of Water Quality in Louisiana, a number of the area waterways are impacted by one or more of several physical, chemical and/or biological water quality indicators including dissolved oxygen, total suspended solids, total dissolved solids, turbidity, low pH, lead, mercury, dioxin, furan compounds, PCBS, enterococcus, and fecal coliform. The indicated or suspected sources of the impairments include industrial discharges, irrigated crop production, non-irrigated crop production, sediment re-suspension, silviculture, and plantation management, changes in tidal circulation /flushing, flow regulation/modification, impacts from hydrostructure, flow regulation/modification, and flow alterations from water diversions.

Others include naturally occurring organic acids, toxics, atmospheric deposition, and/or natural and unknown sources. Suspected biological sources include discharges from municipal separate storm sewer systems (MS4), sanitary sewer overflows, sewage discharges in unsewered areas, unpermitted discharge (domestic waste), on-site treatment systems (septic systems and similar decentralized systems), industrial point source discharge and wildlife other than waterfowl.

The area 303 (d) listed water bodies are rated as Low and Moderate on the TMDL priority list for all water quality indicators. Currently no requirements have been specified for TMDL's on waterbodies impaired by urban runoff/ storm sewers, municipal, or unspecified stormwater within Calcasieu Parish, therefore CPPJ is not required to perform wet weather monitoring under the LPDES sMS4 General Permit. CPPJ will continue to review the Louisiana Water Quality Integrated Report (IR) for any new Waste load Allocations within its jurisdiction and update the SWMP plan if any are identified.



## Legal Authority

Management of stormwater activities are addressed in CPPJ municipal code of ordinances (Chapter 26. Zoning and Development, Article VII. Technical Design Standards). Ordinances are enforceable by CPPJ Code Enforcement personnel, under the direction of the Director of Planning and Development. Failure to comply with said ordinances will result in financial penalties as scheduled. (See Appendix B- Relevant Portions of Ordinances)

## Certification:

I certify under penalty of law that this document and all attachments were prepared in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: Bryan C. Beam

Title: Calcasieu Parish Administrator

Signature:



Date: March 9, 2022

## Allowable Non-Stormwater Discharges

CPPJ has a stormwater ordinance (Ord. No.6143, § II, 12-6-12) that prohibits non-stormwater discharges except for discharges composed entirely of one or more of the following categories of discharges:

- A discharge authorized by, and in full compliance with, an LPDES permit (other than the LPDES permit for discharges from the MS4) (See Appendix C- Relevant CPPJ LPDES Permits);
- A discharge or flow resulting from the firefighting by the area firefighting department;
- A discharge or flow of fire protection water that does not contain oil or hazardous substances or materials;
- Agricultural water runoff;
- A discharge or flow from water line flushing, but not including a discharge from water line disinfection by super-chlorination or other means unless it contains no harmful quantities of chlorine or any other chemical used in the line disinfection;
- A discharge from swimming pool filter backwashing or pool or spa draining, provided that such water is discharged at a rate or volume that allows for percolation into the soil and does not negatively impact neighboring property or the parish drainage ways;
- A discharge or flow from lawn watering, landscape irrigation, or other irrigation water;
- A discharge or flow from a diverted stream flow or natural spring;
- A discharge or flow from uncontaminated pumped groundwater or rising groundwater;
- Uncontaminated groundwater infiltration (as defined as in 40 CFR 35.2005(2) to the MS4);
- Uncontaminated discharge or flow from a foundation drain, crawl space pump, or footing drain;

- A discharge or flow from air conditioning condensation that is not mixed with water from a cooling tower, emissions scrubber, emission filter, or any other source of pollutant;
- A discharge or flow from a potable water source not containing any harmful substance or material from the cleaning or draining of a storage tank or other container;
- A discharge or flow from individual residential car washing;
- A discharge or flow from a riparian habitat or wetland;
- A discharge or flow from water used in street washing that is not contaminated with any soap, detergent, solvent, emulsifier, dispersant, or any other harmful cleaning substance; and
- Stormwater runoff from a roof that is not contaminated by any runoff or discharge from an emissions scrubber or filter or any other source of pollutant.

CPPJ ordinance states no affirmative defense shall be available if the discharge or flow in question has been determined by the compliance officer or their agent to be a source of a pollutant or pollutants to the waters of the United States or to the MS4.

# MINIMUM CONTROL MEASURES

CPPJ Stormwater Management Program Plan is distinguished by six Minimum Control Measures (MCMs) listed in the LPDES sMS4 Master General Permit LAR 040000. Best Management Practices (BMPs) have been selected and implemented or to be implemented to align with the requirements of each of the six MCMs. An explanation depicting how and why the BMP was selected is also provided. For each BMP measurable goals are described including elements such as the time frame to commence the component, markers for goal achievement, the number of occurrences of the component and who is responsible for implementing each MCM is outlined below, with descriptions of related BMPs for each MCM. Table charts summarizing the BMPs, BMP task description, Measurable Goals, and implementation timeline for each MCM are included.

## BMP 1. Public Education and Outreach

2021

Providing educational information to the public on the impacts of stormwater discharges through public education and outreach programs by conveying what steps the public can take to reduce pollutants in stormwater runoff creates an informed and knowledgeable community. CPPJ defines this as one of the most vital elements to the success of its stormwater management program. Educating the public on implementing actions that can reduce discharge through the MS4 has created better understanding and greater success for achieving compliance.

CPPJ has identified BMPs under this program with education and outreach efforts and materials focusing on how minimizing pollutants allowed in stormwater run-off improves the bodies of water around Calcasieu Parish. Overall success of the program will be evaluated through change in behavior, documented improvements in water quality when available, achievement of measurable goals listed in **Table 1** and periodic review of annually reported BMPs listed below.

**BMP 1-1 Distribution of Educational Materials Through Utility Inserts, Flyers, and Brochures.** Develop a list of subjects for inclusion and discussion in the flyers based on the consideration of the residents the parish caters to. Develop a list of subjects to be included in public education material based on residential activities such as, car washing, oil changing, household chemical waste disposal, pet waste, septic tank care, gardening, and lawn care practices. Design and print utility bill insert for each of the selected topics.

**Measurable Goal** Distribute at least 2 scheduled materials to selected target audiences annually. Maintain records of the number and type of public education materials distributed. Annually report on the number and type of public education materials distributed.

**2021 Results** Calcasieu Parish continues to make available to the public the Stormwater flyers and educational pamphlets and handouts in the Planning and Permits offices as well as other areas of governmental buildings. The flyer and pamphlet information that has been made available to the public through handouts at conventions, conferences, and classrooms, it has included recycling, litter reduction, household hazardous waste reduction, and Stormwater pollution prevention materials. The literature is also provided at local workshops and other events during the year. In 2018 an informational display highlighting Best Management Practices for construction site stormwater runoff was installed in the Permits office and remains on display to this day. In 2021, 50 pamphlets each of two different types of Bilingual information was made available as well. (Attachment #1)

Calcasieu Parish designed a new brochure regarding proper maintenance of individual mechanical sewer systems that were mailed out to residents along with the letter from the parish announcing the sewer inspection program inspection area. In 2019, 1,406 inspection cards and flyers were mailed in the last quarter of the year, inspections were still active from these mail outs in 2020, and due to parish wide damages from previously stated 2020 events routine inspection were put on hold until July 1, 2021. Routine inspections continued in the active area from 2019 once the code enforcement hold was lifted. In October of 2021 Calcasieu Parish mailed 386 notices of upcoming inspections along with the new sewer maintenance brochure, to the newest water quality target area. These were also made available to the public at the parish government building and included with other handouts available at events. (Attachment # 1)

**2022 Goals** Calcasieu Parish will continue to make available to the public the Stormwater flyers and educational pamphlets and handouts in the Planning and Permits offices as well as other areas of governmental buildings.

**BMP 1-2 Events and Presentations.** Include youth organizations and local civic groups in promoting pollution prevention and awareness through activities and events related to run-off and the importance in protecting area waterways and waterbodies. Present educational environmental awareness demonstrations, fieldtrips, and events on any of the following: water quality, litter, recycling, and household hazardous waste.

**Measurable Goal** Conduct at least 1 Public Presentation/Event, distribute at least 2 scheduled materials to selected target audiences, and conduct at least 1 Public Presentation/Event with local schools annually. Maintain records of the number and type of public education materials distributed that focus on the impacts of illegal dumping and litter. Annually report on the number and type of public education materials distributed that focus on the impacts of illegal dumping and litter.

**2021 Results** Calcasieu Parish contacted the Superintendent of Calcasieu Parish School Board for permissions to offer education outreach materials and presentations to area schools when and where it may be needed. We were granted approval and the information was then forwarded to the area schools. (Attachment #2)

Calcasieu Parish annually participates with the Environmental Affairs Committee of the Chamber Southwest Louisiana in a poster contest in which "Litter", "Water Quality", "Air Quality", "Household Hazardous Waste" and "Louisiana Coastal Restoration and Protection" are the topics choices. Information to anyone requesting had been made available through Region 5 Science Fair website, [cnpj.calcasieuparish.gov](http://cnpj.calcasieuparish.gov) and via e-mail requests. This contest was not held in 2021 due to disruptions caused by COVID-19 and the delay in resuming the functions of the Environmental Affairs Committee.

Calcasieu Parish implemented an "Environmental Awareness Commercial Contest" in conjunction with the Environmental Affairs Committee of the Chamber Southwest Louisiana poster contest as the Parish's part of the event for the Region 5 Science Fair. Topics for the commercial contest include "Litter", "Water Quality", "Air Quality", "Household Hazardous Waste" and "Louisiana Coastal Restoration and Protection". This contest was not held in 2021

due to disruptions caused by COVID-19 and the delay in resuming the functions of the Environmental Affairs Committee.

Each year Calcasieu Parish Environmental Coordinator assists in the judging of environmental project entries in local and regional Science and Social Studies Fairs.

Calcasieu Parish was unable to make anti-littering presentations to any Calcasieu Parish schools during the 2021 school year due to disruptions caused by COVID-19.

Calcasieu Parish continues to make anti-littering presentations available to residents and business upon request.

**2022 Goals** Calcasieu Parish will continue to contact schools and offer presentations as well as distribute scheduled materials to selected target audiences and report annually.

**BMP 1-3 Disseminate Information Using Local Media.** Develop a list of storm water issues based on BMP's selected in the SWMP to broadcast PSAs on any of the following: local television, radio, billboards, flyers, posters, newspaper, and social media sources.

**Measurable Goal** Promote at least 1 water quality issue annually. Maintain records of the types of PSAs under this program. Annually report on the types of PSAs under this program.

**2021 Results** As noted in years past much of the Stormwater media publicity disseminated during the 2021 calendar year related to inspection of individual mechanical sewer systems throughout the parish through the Calcasieu Parish sewer inspection program. Publicity for the program included announcements through the government channel as well as information on the parish website. As previously stated, notification letters were sent to selected area residents where the inspections would be taking place. Information regarding the progress of the sewer inspection program as well as proper maintenance continue to be made available on the parish's website.





in 2021. Annually CPPJ would feature information on Stormwater, litter, and all available services in the Department of Planning and Development at the Home Show. Parish Planning Department employees participate in the two-day event answering questions, providing informational handouts, and educating attendees on various functions of the department. Flyers and other related information on permits, occupational licenses, adjudicated property, home construction, litter abatement, pollution prevention, and Stormwater compliance at construction sites were made available to the attendees. Stormwater promotional items are normally used as giveaways as part of outreach efforts.

**2022 Goals Calcasieu Parish will continue to distribute public education materials and report annually.**

Table 1 - Public Education and Outreach Outline

PUBLIC EDUCATION AND OUTREACH					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 1-1 Distribution of educational materials through utility inserts, flyers or brochures.	Distribute at least 2 scheduled materials to selected target audiences annually. Maintain records of the number and type of public education materials distributed. Annually report on the number and type of public education materials distributed.	Design and print utility bill insert for each of the selected topics.	Develop a distribution schedule that is consistent with the implementation schedule of other BMP's included in this SWMP.	Environmental Coordinator/ Public Works	2019
			Distribute materials as scheduled.	Public Works	2019
		Develop a list of subjects for inclusion and discussion in the flyers based on the consideration of the residents your department caters to.	Design flyers and brochures covering the selected subjects.	Environmental Coordinator	2019
			Develop a flyer posting schedule that is consistent with the implementation schedule of other BMP's included in the SWMP.	Environmental Coordinator	2019
			Develop a list of appropriate locations for flyer postings and acquire permission of location owners for posting, if necessary.	All	2019
			Post flyers at selected locations in accordance with the identified schedule.	All	2019
		Develop a list of subjects to be included in public education material based on Residential activities such as, car washing, oil changing, household chemical waste disposal, pet waste, septic tank care, gardening and lawn care practices.	Decide on topics	Environmental Coordinator	2019
			Design flyers and brochures covering the selected subjects.	Environmental Coordinator	2019
			Develop a flyer posting schedule that is consistent with the implementation schedule of other BMP's included in the SWMP.	Environmental Coordinator	2019
			Develop a list of appropriate locations for flyer postings and acquire permission of location owners for posting, if necessary.	Environmental Coordinator	2019
			Post flyers at selected locations in accordance with the identified schedule.	Environmental Coordinator	2019

PUBLIC EDUCATION AND OUTREACH							
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline		
BMP 1-2 Events and Presentations.	Conduct at least 1 Public Presentation/Event with local schools annually. Maintain records of the number and types of education materials distributed to local schools. Annually report on the number and types of education materials distributed to local schools.	Include youth organizations in promoting pollution prevention and awareness through activities related to storm drain identification, use, purpose, marking, and importance in protecting area waterways and waterbodies.	Meet with local school administrations and research possibilities for including education on pollution prevention and storm water quality issues in the classroom.	Environmental Coordinator / Administration	2019		
			Develop age appropriate materials for distribution to local school students.	Environmental Coordinator	2019		
			Determine quantities of materials necessary to distribute to local schools.	Environmental Coordinator	2019		
			Distribute educational materials to local schools.	Environmental Coordinator	2019		
			Update education materials as necessary to maintain consistency with current standards and to reflect input from school administrators and teachers.	Environmental Coordinator	As Needed		
	Distribute at least 2 scheduled materials to selected target audiences annually. Maintain records on the number and types of public education materials distributed under this program. Annually report on the number and type of public education materials distributed under this program.	Distribute household hazardous waste public education material in accordance with identified inventory of disposal events and opportunities.	Research local and regional opportunities for the public to properly dispose of household hazardous waste, including consideration of the following:  - Collection events - Reuse and recycling options - Disposal facilities for certain types of wastes	Environmental Coordinator / Litter	2019		
			Develop and maintain an inventory of proper disposal events and opportunities including consideration of the following:  - Times and locations of disposal opportunities - Types and quantities of materials accepted - Contact information for public inquiries	Environmental Coordinator / Litter	2019		
			Develop information summarizing the permittees legal and/or mandated prohibitions against improper disposal of household hazardous waste.	Environmental Coordinator / Litter	2021		
			Develop and distribute public education materials that describe the proper disposal and/or recycling of household hazardous waste.	Environmental Coordinator / Litter	2021		
			Update educational materials as opportunities change.	Environmental Coordinator / Litter	As Needed		
			Conduct at least 1 Public Presentation/Event annually. Maintain records of the number and type of public education materials distributed that focus on the impacts of illegal dumping and litter. Annually report on the number and type of public education materials distributed that focus on the impacts of illegal dumping and litter.	Distribute illegal dumping and littering public education material in accordance with identified schedule.	Inquire about pre-existing public education materials prepared by other agencies, including consideration of the following:- State Regulatory Agencies- Other large MS4 operators- Tribal Entities	Environmental Coordinator	2019
					Research existing local regulations and legal authority to prohibit illegal dumping and littering.	Environmental Coordinator/ Public Works / Litter / Media	2019
	Develop or acquire and distribute public education materials that describe the negative impacts of illegal dumping and litter on local water bodies including summary information about local prohibitions and regulations.	Environmental Coordinator/ Public Works / Litter / Media			2019		
	Update public education materials as necessary to be consistent with illegal dumping and litter prohibitions and regulations.	Environmental Coordinator / Litter			2019		

PUBLIC EDUCATION AND OUTREACH					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 1-3 Disseminate information using local media.	Promote at least 1 water quality issue annually. Maintain records of the types of PSA's under this program. Annually report on the types of PSA's under this program.	Develop a list of storm water issues based on BMP's selected in the SWMP.	Identify issues to be included in the PSA's.	Environmental Coordinator / Media	2019
			Develop PSA's on the selected subjects.	Environmental Coordinator / Media	2020
			Contact local television and radio media for information on broadcasting of PSA's.	Environmental Coordinator / Media	2020
			Broadcast PSA's as local media and radio schedules permit.	Environmental Coordinator / Media	2020
BMP 1-4 Stormwater Website.	Updated as needed. Maintain records of website traffic using a sign-in log or hit counter. Annually report on website traffic under this program.	Develop a list of subjects for inclusion and discussion in the website based on consideration of the residents you cater to.	Design and publish the website to the internet for public access.	Environmental Coordinator / Media	2019
			Develop a website maintenance schedule that is consistent with the implementation schedule of other BMP's included in this SWMP.	Environmental Coordinator / Media	2019
			Post new information to the website in accordance with the identified schedule.	Environmental Coordinator / Media	2019
BMP 1-5 Commercial community outreach.	Distribute scheduled educational materials to selected target audiences annually. Maintain records of the number and type of public education materials distributed to commercial facility owners. Annually report on the number and type of public education materials distributed that focus on the impacts of commercial activities.	Distribute commercial community public education material in accordance with identified schedule.	Research local commercial activities that potentially contribute pollutants to the MS4 including consideration of the following:  <ul style="list-style-type: none"> <li>- Litter and trash collection</li> <li>- Operation and containment of dumpster and compactor materials</li> <li>- Proper maintenance</li> </ul>	Environmental Coordinator / Litter	2020
			Determine if pre-existing public education materials that focus on pollution prevention and commercial activities are available from the following sources:  <ul style="list-style-type: none"> <li>- State Regulatory Agencies</li> <li>- Other Phase I MS4 operators</li> <li>- Tribal Entities</li> </ul>	Environmental Coordinator	2020
			Develop or acquire and distribute public education materials that focus describe the impacts of discharges from commercial operations and steps that commercial facility operators can take to reduce storm water pollution.	Environmental Coordinator	2020
			Update public education materials as necessary to account for new commercial activities and changes in recommendations.	Environmental Coordinator	2021

## BMP 2. Public Involvement and Participation

2021

Creating opportunities for public involvement and participation is key to the success of the overall SWMP. An involved public is more likely to support a stormwater program by both helping implement new initiatives and sustain longevity of the program elements. Greater support is shown for the program as the public gains a better understanding for the reason why it is necessary and important to meet compliance with the SWMP. Higher compliance is achieved as the public becomes aware of the personal responsibilities expected of them and others in the community, including individual actions that they take to protect or improve the quality of area waters.

CPPJ uses public involvement and participation events to connect its citizens to the importance our actions as a whole community has on achieving better water quality. Overall success of the program will be evaluated through change in behavior, documented improvements in water quality when available, achievement of measurable goals listed in Table 2 and periodic review of annually reported BMPs listed below.

**BMP 2-1 Public Involvement Opportunities.** Involve local organizations in promoting pollution prevention and awareness through activities related to the importance in protecting area waterways and waterbodies.

**Measurable Goal** Conduct at least 2 opportunities annually. Maintain records of agenda, attendance, and minutes for each meeting. Annually report on the number of meetings and subjects presented.

**2021 Results** Calcasieu Parish, under the coordination of the Council on Watershed Management, has been designated to serve as the fiscal agency and organizing body for Region 4 of the Louisiana Watershed Initiative. Region 4 is made up of the western part of the state and encompasses nine parishes: DeSoto, Sabine, Vernon, Rapides, Beauregard, Allen, Calcasieu, Jefferson Davis, and Cameron.

During 2021, nine public Louisiana Watershed Initiative Regional Steering Committee meetings were held via ZOOM and/or at Calcasieu Parish government buildings, in which the Louisiana Office of Community Development also participated. Interactive presentations, discussions, and votes were made to establish priorities and project selection criteria.

(Attachment #5)

**2022 Goals** Calcasieu Parish will continue to work with Louisiana Watershed Initiative on Regional Watershed planning.

**BMP 2-2 Litter Reduction and Recycling.** Establish programs for reducing litter throughout the area and develop method for determining success of programs. Provide information to and resources for the public to recycle through presentations, activities, and events.

**Measurable Goal** Conduct at least 1 event annually. Maintain records of the number of street segments under adoption, number of cleaning or maintenance events conducted, and the volume of litter removed at each event. Annually report on the number of spots under adoption, number of cleaning or maintenance events conducted, and the volume of litter removed at each event.

**2021 Results** The anti-litter campaign introduced in Calcasieu Parish in 2009 continued during 2021. The litter program at the Calcasieu Parish Police Jury has been active on several fronts within the past year. Including media ads that are ran via the C-Gov channel, KPLC TV (NBC), CBS Lake Charles on social media, and across area billboards. In 2021 Calcasieu Parish produced a new video entitled "Litter Enforcement". This video focuses on illegal dumping and enforcement of violating the litter codes in Calcasieu Parish.

Calcasieu Parish Keep Calcasieu Beautiful held an area wide Adopt-A-Spot event (May 1<sup>st</sup> - 15<sup>th</sup>) with local municipalities that included, Vinton, Lake Charles, Westlake, and Sulphur. During the Adopt-A-Spot event there were over 30 locations cleaned where 865 bags of trash were collected. 752 people participated with the following organizations: Pick It Up Moss Bluff, Citgo, Firestone, Phillips 66, Sasol, Boy Scouts, Girl Scouts, Alcoa, Lyondell, PPG, Lake Area Industry Alliance, First Baptist Church of Sulphur, Alliance for Positive Growth, Lotte Chemical, The Gathering Church, SWLA Credit Union, Firestone and many more.

(Attachment #6)

Calcasieu Parish participated in Citgo's E-Recycle Day (10/02/2021) where parish residents were able to recycle their unwanted electronics, free of charge. These items included TVs, batteries, cell phones, and other electronics. Items containing mercury were also excepted which included 485 light bulbs. Over 400 vehicles drove through this drop off event with the result of six extra-large roll-off boxes of unwanted electronics being sent to recycle and kept out of landfills.

(Attachment #6)

Calcasieu Parish is routinely contacted by residents seeking alternative disposal options for materials that are normally disposed of through regular garbage service or illicitly dumped along

rural roadways. In response, the parish Stormwater personnel have collected and continue to update the information on waste and recycling disposal location options available throughout the parish. The list of wastes and recyclables, as well as those previously mentioned, includes construction and demolition and other debris, yard waste, scrap metal, tires, oil and other automotive fluids, batteries, furniture, clothing, household goods, appliances, electronics, and mercury. The information is made available to the public through educational pamphlets and phone inquiries to the parish Public Works Department as well as the CPPJ website.

(Attachment #7)

Calcasieu Parish maintains two drop off sites at two locations within the parish. The “manned” sites are located at the East and West Maintenance Facilities and make available to residents of the parish sites where household waste may be dropped off on weekdays. Items for inclusion are yard waste, white goods, residential construction and demolition waste, trash, large items such as furniture, as well as the waste tires. In 2021, between the two dumpsites, there were a total of 69,719 drop offs by parish residents dropping off a total of 63,605 yards of non-recyclable trash. (Attachment #7)

The parish-contracted waste hauling services and recyclers will continue to collect the materials. Waste Management contracted by CPPJ reported 30,816 tons of trash collected from roadside pickup. The intent of the program is focused on reducing litter and the likelihood of roadside dumping. Calcasieu Parish collected and recycled 306 batteries and 4,163 yards of general recycled materials in 2021 between the two convenience stations. Residents and municipal governmental agencies from within the Parish may take tires to the designated site for recycling. A recycling contractor collects the tires from the maintenance facilities on a routine basis for transport to the recycling facility. Tire drop off sites have been integrated into the two parish recycling and drop off stations located at the two maintenance facilities. There were 8,471 total number of tires collected between both sites in 2021. (Attachment #7)

**2022 Goals** Calcasieu Parish will continue to establish programs for reducing litter throughout the area as well as provide information and resources for the public to recycle through presentations, activities, and events.

**BMP 2-3 Storm Drain Marking Program.** Involve public, schools and organizational participation in installing storm drain markers throughout the urbanized area for public awareness purposes. Coordinate activity with GIS mapping of area storm drain locations.

**Measurable Goal** Conduct at least 1 event annually. Maintain records of storm drain stenciling and volunteer participation. Annually report on number of storm drains stenciled by volunteers.

**2021 Results** Calcasieu Parish was unable to schedule a storm drain marking event in 2021 due to Calcasieu Parish School Boards COVID restrictions.

**2022 Goals** Calcasieu Parish will continue to involve public, schools and organizational participation with storm drain marking events and presentations.

**BMP 2-4 Public Monitoring and Reporting Program.** Develop volunteer stormwater monitoring program to identify outfalls for volunteer monitoring groups to conduct storm water monitoring or dry weather screening. Develop a volunteer community monitored hotline for reporting storm water quality problems that could be reported by the public.

**Measurable Goal** Establish at least 1 volunteer monitoring group. Maintain records of volunteer monitoring activities conducted under this program. Annually report on volunteer monitoring activities conducted under this program. Maintain records of public reports and comments received under this program. Annually report on the number and type of public reports received.

**2021 Results** Calcasieu Parish has yet to establish a volunteer monitoring group to conduct stormwater monitoring.

**2022 Goals** Calcasieu Parish will begin to take steps in the coming years to establish a volunteer monitoring group to conduct stormwater monitoring.



Table 2 - Public Involvement and Public Participation Outline

PUBLIC INVOLVEMENT AND PUBLIC PARTICIPATION					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 2-1 Public involvement opportunities	Conduct at least 2 opportunities annually. Maintain records of agenda, attendance, and minutes for each meeting. Annually report on the number of meetings and subjects presented.	Involve local organizations in promoting pollution prevention and awareness through activities related to the importance in protecting area waterways and waterbodies.	Identify local public organizations or businesses that may be interested in participating in the program.	Environmental Coordinator / Administration	2019
			Develop a list of BMP's which are included in the SWMP that would benefit by including local committee review of the following types of items: - Public education materials - Local illicit discharge elimination regulations and investigation procedures.	Environmental Coordinator / Administration	2019
			Invite and appoint members of the public, design, construction, and development communities, MS4 personnel, and other persons affected by the various BMP's.	Environmental Coordinator / Administration	2019
			Develop meeting schedules that correlate to required implementation dates for certain tasks.	Environmental Coordinator / Administration	2019
			Conduct SWMP Committee meetings in accordance with the developed schedule.	Environmental Coordinator / Administration	2019
			Record attendance and take minutes at each meeting.	Environmental Coordinator / Administration	2019
			BMP 2-2 Litter reduction and recycling	Conduct at least 1 event annually. Maintain records of the number of street segments under adoption, number of cleaning or maintenance events conducted, and the volume of litter removed at each event. Annually report on the number of spots under adoption, number of cleaning or maintenance events conducted, and the volume of litter removed at each event.	Develop an Adopt-A-Spot program. Establish programs for reducing litter throughout the area and develop method for determining success of programs. Provide information to and resources for the public to recycle through presentations, activities, and events
Identify local public organizations or businesses that may be interested in participation in the program.	Environmental Coordinator/ Public Works / Litter / Media	2020			
Designate program coordinators and contacts for interested public groups who would like to participate or Adopt-A-Spot.	Environmental Coordinator/ Public Works / Litter / Media	2020			
Develop maintenance and cleaning procedures for groups interested in adopting a spot.	Environmental Coordinator/ Public Works / Litter / Media	2020			
Develop draft adoption agreement documents and distribute them to the interested groups for comment.	Environmental Coordinator/ Public Works / Litter / Media	2020			
Develop final adoption agreement documents and guidelines for spot cleaning procedures.	Environmental Coordinator/ Public Works / Litter / Media	2020			
Form adoption agreements with local public social groups and businesses to allow for volunteer cleanups.	Environmental Coordinator/ Public Works / Litter / Media	2020			
Post signs in visible locations along adopted streams and streets informing the public about the organization responsible for cleanings and penalties for littering.	Environmental Coordinator/ Public Works / Litter / Media	2021			
Provide necessary support to the volunteer groups for cleaning and/or maintenance events, e.g. traffic control, safety equipment, trash bags, and landfill access or bulk litter pickup.	Environmental Coordinator/ Public Works / Litter / Media	2020			

PUBLIC INVOLVEMENT AND PUBLIC PARTICIPATION					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 2-3 Storm drain marking program	Conduct at least 1 event annually. Maintain records of storm drain stenciling and volunteer participation. Annually report on number of storm drains stenciled by volunteers.	Develop a storm drain stenciling program for marking of storm water inlet structures with messages related to storm water quality issues. Involve public, schools and organizational participation in installing storm drain markers throughout the urbanized area for public awareness purposes. Coordinate activity with GIS mapping of area storm drain locations.	Identify target areas or streets to be included in the storm drain stenciling program.	Environmental Coordinator	2019
			Identify groups that may be willing to participate in the storm drain stenciling program including consideration of the following groups:  - Local boy and girl scout organizations - Local school groups - Local fund-raising groups - Other civic organization	Environmental Coordinator	2019
			Develop slogans, logos, and/or text for stenciling storm water inlet structures.	Environmental Coordinator	2019
			Invite targeted groups to participate in the storm drain stenciling program.	Environmental Coordinator	2019
			Provide necessary support for volunteer storm drain stenciling groups, e.g. stencils, appliques, paint, rollers, traffic control, safety equipment, trash bags, and landfill access or bulk litter collection.	Environmental Coordinator	2019
BMP 2-4 Public monitoring and reporting program	Establish at least 1 volunteer monitoring group. Maintain records of volunteer monitoring activities conducted under this program. Annually report on volunteer monitoring activities conducted under this program.	Develop volunteer stormwater monitoring program to identify outfalls for volunteer monitoring groups to conduct storm water monitoring or dry weather screening.	Identify outfalls or areas safe for volunteer monitoring groups to conduct storm water monitoring or dry weather screening.	Public Works / Engineering	2021
			Coordinate with local surface water monitoring agencies to acquire proper training and equipment for volunteer monitoring groups.	Environmental Coordinator/ Public Works / Administration	2021
			Develop guidelines and schedules for conducting volunteer monitoring in identified areas.	Environmental Coordinator/ Public Works / Administration	2021
			Identify groups that may be interested in participating in the volunteer monitoring program.	Environmental Coordinator/ Public Works / Administration	2021
			Invite identified groups to participate in the volunteer monitoring program.	Environmental Coordinator/ Public Works / Administration	2022
			Provide necessary support to the volunteer monitoring groups, e.g. sampling and testing equipment, data forms and safety equipment.	Environmental Coordinator/ Public Works / Administration	2022
	Maintain records of public reports and comments received under this program. Annually report on the number and type of public reports received	Develop a volunteer community monitored hotline for reporting storm water quality problems that could be reported by the public.	Identify phone number(s) and contact person(s) that should receive reports from the public on storm water quality issues.	Environmental Coordinator / Administration	2019
			Develop a list of storm water quality problems that could be reported by the public through the community hotlines.	Environmental Coordinator	2019
			Develop and distribute public education materials that detail the types of storm water quality issues that should be reported through the community hotlines.	Environmental Coordinator	2019

2021

CPPJ's MCM for Illicit Discharge Detection and Elimination takes steps to ensure that existing operations are performed in ways that will minimize contaminations of stormwater discharges that are unpermitted and not composed entirely of stormwater. The SWMP reflects periodically updated ordinances that are designed to farther help reduce the discharges of pollutants from our sMS4 to the maximum extent practicable (MEP), to help satisfy water quality requirements with LDEQ, EPA and to protect overall area water quality.

CPPJ continues to reassess and review ways in developing and implementing mechanisms addressing illegal discharges, by educating and assembling stronger enforcement to those specifically identified flows or discharges recognized as significant polluters. **Appendix D & Appendix E** outlines the inspection and enforcement process. Overall success of the program will be evaluated through change in behavior, documented improvements in water quality when available, achievement of measurable goals listed in **Table 3** and periodic review of annually reported BMPs listed below.

**BMP 3-1 Parish Ordinances.** Refine and or change any existing laws, ordinances, and other legal powers that prohibit specific types of illicit discharges and pollutants into the MS4 from both residential and commercial pollution.

**Measurable Goal** Review annually and amend as needed. Maintain records of each illicit discharge identified and the corresponding corrective actions taken to eliminate the illicit discharge. Annually report on the number of illicit discharges that are identified, eliminated, and the associated enforcement actions issued.

An ordinance was also passed in 2008 authorizing the City of Lake Charles to enter into a Joint Services Agreement with the Calcasieu Parish Sheriff's office for the Litter Abatement Program. That agreement continues to be in effect.

The Calcasieu Parish Sheriff's Department continues to undertake surveillance of illicit dumping sites around the Parish to identify the possible sources and conduct follow up enforcement. Calcasieu Parish referred 14 litter cases to Calcasieu Parish Sheriff's Department in 2021 for various forms of littering such as, Intentional Littering, Gross Littering, and Simple Littering.

**2022 Goals** Calcasieu Parish will continue to review and amend local ordinances as needed to control illicit discharge and annual report on illicit discharges identified, eliminated and enforcement actions.

**BMP 3-2 Illicit Discharge Detection Tracking and Mapping.** Develop procedures for the investigation, identification, tracking, and reporting of new and existing MS4 outfalls and address illicit discharge from failing private sewage treatment systems and sanitary sewer overflows.

**Measurable Goal** Annually report on the number of new outfall locations identified under this program. Maintain records of outfall screening and investigations for each outfall and any elimination activities. Annually report on the number of outfalls screened, number of non-storm water discharges, number of illicit discharges, and elimination activities conducted under this program. Conduct inspections on a routine basis and respond to complaints. Annually report on the number of illicit discharges from septic systems and/or gray water sources identified and eliminated under this program. Annually report on any capital improvement projects under consideration to serve areas with septic system and/or gray water problems.

**2021 Results** The Calcasieu Parish mechanical sewer inspection program to address illicit discharges from failing sewer systems is the first in the state to encompass a parish-wide area. This program continues to this day.

During 2021, Calcasieu Parish code enforcement officers continued the complaint driven as well as routine sewer inspection program and identified number of violations of the parish sewer ordinance. As previously stated, notification letters were sent to selected area residents where the inspections would be taking place. Information regarding the progress of the sewer inspection program as well as proper maintenance continue to be made available on the parish's website. A total of 2,561 sewer inspections were completed in 2021 with an estimate of over 273 violations being cited. Of those cited violations during 2020 only 87 remain in violation. Letters were sent to the locations to inform the owners of the need to repair their systems. (Attachment #8)

Calcasieu Parish inspected approximately 18 construction areas for illicit discharge within the urbanized area in 2021. If a construction site is found to have an illicit discharge, the parish may issue a stop work order followed by an assessment of civil penalties. The parish also continues to address all complains from citizens, 9 complaints of illicit discharge from construction sites were reported. The complaint is investigated, images of the violation(s) are recorded, and the parish issues a violation letter requiring all Stormwater violations to be rectified or we may serve a stop work order. Citizens may fill out a complaint form on Stormwater page as well as may make a formal complaint to CPPJ

Environmental Coordinator.  
(Attachment #9)

**2022 Goals** Calcasieu Parish will continue to develop procedures for the investigation, identification, tracking, and reporting of new and existing MS4 outfalls and address illicit discharge from failing private sewage treatment systems and sanitary sewer overflows.

**BMP 3-3 Illicit Discharge Elimination and Education.** Develop SW program and tracking for types of facilities that may be likely to contribute illicit discharges to the MS4. Develop trainings for personnel of identified facilities to be educated on the identification and reporting of illicit discharges.

**Measurable Goal** Annually monitor, maintain, and report on the number of sanitary sewer systems leaks identified and eliminated under this program. Annually monitor, maintain, and report on the number of sanitary sewer system overflows identified and the status of elimination projects. Track facilities and provide at least 1 educational material annually. Annually report number of facilities and materials distributed to facilities. Provide at least 1 training annually. Annually report on the personnel training program in terms of the number of training sessions conducted and employee attendance. Annually report on the quantities of educational materials distributed, facilities inspected, and pollutant sources eliminated. Annually report on the quantity of educational materials distributed.

**2021 Results** Calcasieu Parish finalized a master plan for regionalization of the sewer systems within the Parish to incorporate the outlying areas into existing systems and/or develop new systems to serve those areas. The Parish has taken assumed responsibility for Sewer District 8 of Ward 4, Mossville Sewer, all sewer is sent to City of Sulphur, 23 connections. Waterworks District 2 of Ward 4, 220 connections. Waterworks District 5 of Wards 3 & 8, 1687 connections. Sewer District 11 of Ward 3, 752 connections the Parish continues to maintain these plants as well as manage the billing and customer service. In addition to the water and sewer districts that are being maintained by CPPJ there are 7 systems that CPPJ has agreed to maintain after construction. Oak Grove, 67 connections and Highland Hill 52 connections, Orleans Run (Phase 1), 118 connections, Courtyards, 34 connections, Ravenwood 33 connections, and Cooling Springs 130 mobile home connections, 39 RV connections as well as one dump site. Two new plants were added in 2018, Shadows 23 connections and Wallace Point 6, connections. Waterworks District 12 of Ward 3 has 666 connections and Monticello Court has 3 connections.

Calcasieu Parish has 7 employees with water/wastewater certifications. They receive 8 hours of training every two years to maintain their certifications.

In 2021 Calcasieu Parish repaired approximately 80 broken sewer and water lines. There was 1 reportable sewer overflow (03-11-2021). (Attachment#10)

To educate residents on how to care for their home aerobic treatment units Calcasieu Parish designed a new brochure regarding proper maintenance of individual mechanical sewer systems that have been mailed out to residents along with the letter from the parish announcing the sewer inspection program. In 2021, 386 inspection cards and brochures were mailed. This was also made available to the public at the parish government building and included with other handouts available at events. (Attachment #1)

**2022 Goals** Calcasieu Parish will continue to track types of facilities that may be likely to contribute illicit discharges to the MS4. As well as continue trainings for personnel of identified facilities to be educated on the identification and reporting of illicit discharges.

BMP 3-4 Illicit Discharge Identification and Reporting. Develop an internal hotline and website for reporting stormwater quality problems that could be reported by the public. Develop interagency agreements to eliminate illicit discharges that may originate outside of the MS4 jurisdiction.

**Measurable Goal** Annually report on the number of public reports received, investigated, and the number of illicit discharges eliminated as a result of public reports. Report annually on the status of interagency agreements regarding illicit discharge elimination and the number of illicit discharges eliminated under this program.

**2021 Results** As noted earlier, the anti-litter campaign introduced in Calcasieu Parish in 2009 was continued during 2021. The program provides a litter hot line for reporting littering. In 2021, 214 litter enforcement inspections were conducted and 65 litter violation letters were sent out in response to calls into the litter hot line. (Attachment #11) [REPORT LITTERING IN CALCASIEU PARISH](#)

**2021 Results** Calcasieu Parish created a website dedicated to Stormwater education and outreach. The website includes facts about Stormwater, ways to eliminate or decrease Stormwater runoff and a page for kids. There is also a complaint form where citizens can report illicit discharge. The webpage has had significant updates and changes throughout the year. [Stormwater Calcasieu Parish Police Jury, LA](#) (Attachment #9)

**2022 Goals** Calcasieu Parish will continue to maintain its internal hotline and website for reporting stormwater quality problems that could be reported by the public and its interagency agreements to eliminate illicit discharges that may originate outside of the MS4 jurisdiction.

Table 3 - Illicit Discharge Detection and Elimination Outline

ILLICIT DISCHARGE DETECTION AND ELIMINATION					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 3-1 Parish Ordinances	Review annually and amend as needed. Maintain records of each illicit discharge identified and the corresponding corrective actions taken to eliminate the illicit discharge. Annually report on the number of illicit discharges that are identified, eliminated, and the associated enforcement actions issued.	Refine and or change and existing laws, ordinances, and other legal powers that prohibit specific types of illicit discharges.	Research existing laws, ordinances, and other legal powers that prohibit specific types of illicit discharges.	Environmental Coordinator / Administration	2019
			If necessary, develop supplemental legal authority that prohibits all illicit discharges of non-storm water to the MS4.	Environmental Coordinator / Administration	2019
			Identify non-storm water discharges that could be exempted from the general prohibitions and include appropriate language in the associated legal authority instrument.	Environmental Coordinator / Administration	2021
			Educate the public and the commercial community on the prohibition of non-storm water discharges to the MS4.	Environmental Coordinator	2020
			Identify illicit discharges to the MS4 through the MS4 outfall screening programs.	Engineering / Public Works / Administration	2021
			Develop educational materials for distribution to the public on reporting mechanisms for potential illicit discharges.	Environmental Coordinator	2021
			Develop local procedures for the elimination of identified illicit discharges.	Environmental Coordinator	2021

ILLICIT DISCHARGE DETECTION AND ELIMINATION					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 3-2 Illicit Discharge Detection Tracking and Mapping	Annually report on the number of new outfall locations identified under this program.	Develop procedures for the investigation, identification, and reporting of new MS4 outfalls.	Develop a map of the MS4 system including the location of the following: - MS4 receiving streams - Storm Water Outfalls - Permit Coverage Area	Engineering / Public Works / Administration/ GIS	2022
			Identify new outfalls and drainage structures during the review of development and construction plans.	Engineering / Public Works / Administration/ GIS	2021
			Develop a method for updating the MS4 map with new drainage structures and outfalls.	Engineering / Public Works / Administration/ GIS	2021
			Develop procedures for including new outfalls found in the field while conducting the MS4 outfall screening programs.	Engineering / Public Works / Administration/ GIS	2021
			Train MS4 screening personnel and plan review personnel on proper procedures for updating the MS4 map and outfall inventory.	Engineering / Public Works / Administration/ GIS	2021
	Maintain records of outfall screening and investigations for each outfall and any elimination activities. Annually report on the number of outfalls screened, number of non-storm water discharges, number of illicit discharges, and elimination activities conducted under this program.	Develop procedures for the investigation, identification, and reporting of existing MS4 outfalls.	Develop outfall screening forms and procedures for record keeping and data entry into MS4 outfall screening databases.	Engineering / Public Works	2021
			Train personnel in field analytical techniques necessary for the identification of illicit discharges.	Engineering / Public Works	2020
			Develop a system to track locations of illicit discharges upon identification (MS4 Database).	Engineering / Public Works	2021
			Develop a schedule that allows for the screening of the entire MS4 system within the permit term. (Typically, the schedule will require 20% of the total number of outfalls be completed annually in order to achieve 100% completion over a 5 year permit term.	Engineering / Public Works	2021
			Conduct outfall screening efforts according to the developed schedule.	Engineering / Public Works	2021
			Develop internal tracking and record keeping procedures for outfall screening results.	Engineering / Public Works	2021
			Investigate outfall drainage systems that are identified as having non-storm water discharges from the MS4 and eliminate illicit discharges according to local storm water regulations.	Engineering / Public Works	2021
	Conduct inspections on a routine basis and respond to complaints. Annually report on the number of illicit discharges from septic systems and/or gray water sources identified and eliminated under this program. Annually report on any capital improvement projects under consideration to serve areas with septic system and/or gray water problems.	Develop a program for reporting, investigating, and tracking of illicit septic system discharges.	Develop a list of locations or areas that are known to have septic systems that could potentially discharge to the MS4.	Environmental Coordinator / Planning / Code	2019
			Identify MS4 outfalls and receiving streams that may receive illicit discharges from septic systems.	Environmental Coordinator/ Engineering / Planning	2019
			Research economical options for owners to eliminate illicit septic system discharges to the MS4 including consideration of the following: - Installation of approved on-site sewer treatment systems - Owner connection to local sanitary sewer system - Regional detention / retention	Environmental Coordinator / Planning / Administration	2019
			Train MS4 inspection and outfall screening personnel on the identification of septic system discharge locations and internal tracking and reporting mechanisms.	Environmental Coordinator / Planning / Code	2019
			Coordinate the identification of septic system and/or gray water discharges with the MS4 outfall screening program.	Environmental Coordinator/ Public Works / Planning	2019



Annually monitor, maintain and report on the number of sanitary sewer systems leaks identified and eliminated under this program.	Develop and maintain a sanitary sewer system map of the area within the regulated MS4 boundary.	Require property owner elimination of septic system and/or gray water discharges according local storm water regulations.	Environmental Coordinator / Planning / Code	2019		
		Identify sanitary sewer systems within the regulated MS4 boundary.	Environmental Coordinator / Planning / Code	2020		
		Train inspection and outfall screening personnel on the identification, tracking, and reporting of sanitary sewer system leaks.	Environmental Coordinator / Planning / Code	2020		
		Coordinate the identification of sanitary sewer system leaks with the MS4 screening and inspection program.	Environmental Coordinator / Planning / Code	2020		
		Develop internal procedures for tracing sanitary sewer leaks including consideration of the following: - Smoke testing of sanitary sewer lines - Dye testing of sanitary sewer lines - Video inspection of sanitary sewer lines - Manhole to manhole investigation	Environmental Coordinator / Planning / Code	2021		
		Conduct necessary sewer system repairs to eliminate sanitary sewer leaks that discharge to the MS4.	Environmental Coordinator / Planning / Code	2021		
		Annually monitor, maintain and report on the number of sanitary sewer system overflows identified and the status of elimination projects.	Develop procedures for the investigation, identification, and reporting of sanitary sewer system overflows.	Develop and maintain a sanitary sewer system map of the area within the regulated MS4 boundary.	Code / Planning/ GIS	2020
				Develop and distribute public education materials on the reporting of sanitary sewer system overflows.	Environmental Coordinator/ Planning/ Code	2020
				Investigate locations of reported sanitary sewer system overflows reported by the public.	Code / Planning	2020
				Properly document and report the location and characteristics of each sanitary sewer system overflow detected to the appropriate regulatory agency (if applicable).	Code / Planning	2020
Determine steps necessary to eliminate each sanitary sewer system overflow identified.	Code / Planning			2020		
Conduct sewer system studies necessary to determine appropriate elimination project(s), schedule(s), and budget(s).	Environmental Coordinator / Planning / Administration			2021		
Develop a master plan schedule for projects designed to eliminate sanitary sewer system overflows.	Environmental Coordinator / Planning / Administration			2021		
Complete planned projects according to schedule and budget.	Environmental Coordinator / Planning / Administration			2022		

ILLICIT DISCHARGE DETECTION AND ELIMINATION					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 3-3 Illicit Discharge Elimination and Education	Track facilities and provide at least 1 educational material annually. Annually report number of facilities and materials distributed to facilities	Develop SW program and tracking for types of facilities that may be likely to contribute illicit discharges to the MS4	Identify the types of facilities that may be likely to contribute illicit discharges to the MS4 including the consideration of the following: - Auto salvage locations - Foundries - Other facilities	Environmental Coordinator	2021
			Develop a list of potential pollutants of concern for each type of facility.	Environmental Coordinator	2021
			Develop a local inventory of these types of facilities including the following: - Name of the facility - Location of the facility (address or coordinates) - Owner information	Environmental Coordinator	2021
			Contact state and federal regulatory agencies and local Phase I communities to determine if storm water quality public education materials may be available for distribution to these types of facilities.	Environmental Coordinator	2021
			Develop educational materials to distribute to the identified facilities.	Environmental Coordinator	2021
			Distribute the educational materials to the identified facilities in each identified category.	Environmental Coordinator	2021
			Provide at least 1 training annually. Annually report on the personnel training program in terms of the number of training sessions conducted and	Develop trainings for personnel of identified facilities to be educated on the identification and reporting of illicit discharges.	Develop a list of personnel to be educated on the identification and reporting of illicit discharges.
	Develop training materials, internal reporting forms, and reporting procedures including who will receive reports on illicit discharges.	Environmental Coordinator			2019
	Develop a schedule for conducting training of identified personnel.	Environmental Coordinator			2019
	Conduct training of personnel according to the schedule.	Environmental Coordinator / Human Resources			2019
	Review the employee training program once per permit term in order to evaluate employee competence on the identification and reporting of illicit discharges	Environmental Coordinator			As Needed
	Annually report on the quantities of educational materials distributed, facilities inspected, and pollutant sources eliminated.	Develop SW awareness program for targeted facilities on the prevention of run-on-runoff type pollutants.	Identify specific types of pollutants that may be mobilized by storm water runoff and be discharged to the MS4, such as, oil & grease, metals, and sediment from stockpiled materials.	Environmental Coordinator	2020
			Identify types of facilities likely to contribute these types of pollutants to the MS4.	Environmental Coordinator	2020
			Develop guidance and educational materials for distribution to the identified facilities.	Environmental Coordinator	2021
			Distribute information to the targeted facilities on the prevention of run-on-runoff type pollutants.	Environmental Coordinator	2021
			Conduct perimeter investigations of identified facilities to ensure conformance to guidance standards.	Code / Planning	2021
			Conduct or require appropriate field and/or laboratory testing of storm water from facilities identified as potentially contributing run-on-runoff pollutants to the MS4.	Code / Planning	2022
	Annually report on the quantity of educational materials distributed.	Develop SW awareness program facilities within the MS4 jurisdiction that own and operate large above or below ground storage tanks	Identify facilities within the MS4 jurisdiction that own and operate large above or below ground storage tanks.	Environmental Coordinator/ Planning	2022
			Develop and distribute educational materials describing where owners may obtain EPA or State Spill Prevention Control and Countermeasures Plan (SPCC Plan) information.	Environmental Coordinator/ Planning	2022
			Distribute the information to the identified facilities.	Environmental Coordinator/ Planning	2022

ILLICIT DISCHARGE DETECTION AND ELIMINATION					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 3-4 Illicit Discharge Identification and Reporting	Annually report on the number of public reports received, investigated, and the number of illicit discharges eliminated as a result of public reports.	Develop a internal hotline for reporting storm water quality problems that could be reported by the public.	Develop a list of locally occurring non-storm water discharges that may be observed by the public.	Environmental Coordinator	2019
			Develop or identify a hotline phone number for the reporting of potential illicit discharges by the public.	Environmental Coordinator / Media / Litter	2019
			Conduct appropriate public education activities designed to inform the public of the hotline and types of potential discharges to report.	Environmental Coordinator / Media / Litter	2020
			Develop internal procedures for receiving hotline phone calls.	Environmental Coordinator / Media / Litter	2019
			Develop internal reporting forms to track reported discharges, investigation of public reports, and corrective actions associated with the elimination of illicit discharges reported by the public.	Environmental Coordinator / Media / Litter	2019
			Conduct investigations of reports made by the public if the reports are valid and are not currently under investigation.	Environmental Coordinator / Media / Litter / Code	2019
	Report annually on the status of interagency agreements regarding illicit discharge elimination and the number of illicit discharges eliminated under this program.	Develop interagency agreements to eliminate illicit discharges that may originate outside of the MS4 jurisdiction.	Determine if interagency agreements are necessary to eliminate illicit discharges that may originate outside of the MS4 jurisdiction.	Environmental Coordinator / Planning / Administration	2019
			Contact the agency(s) and identify potential roles of the agency(s) in assisting the MS4 in eliminating illicit discharges.	Environmental Coordinator	2020
			Develop interagency agreement(s) that address the following: - Information transfer between the agency(s) - Roles of each agency in elimination of illicit discharges - Time lines for actions to occur upon reporting of illicit discharge presence	Environmental Coordinator / Planning / Administration	2021
			Conduct periodic interagency meetings as necessary to maintain agreement responsibilities and make any appropriate changes.	Environmental Coordinator / Planning / Administration	2021

## BMP 4. Construction Site Runoff

2021

CPPJ MCM for Construction Site Runoff Control takes steps intended to minimize pollutants from construction related activities disturbing one acre or more, or less than an acre if part of a larger joint plan of development. Guidelines have been developed addressing issues necessary to control stormwater runoff from construction sites, such as, temporary erosion control measures, control of other construction wastes, operation and general prohibitions, and final stabilization. **Appendix F** outlines guidance forms used to address stormwater permitting.

Ordinances upheld by CPPJ specifically address stormwater runoff from construction activities, and requires conformance to local storm water regulations, appropriate use, maintenance and inspection of temporary erosion controls, inclusion of any required local, state, and/or federal stormwater permit. **Appendix G & Appendix H** outlines the inspection and enforcement process. Overall success of the program will be evaluated through change in behavior, documented improvements in water quality when available, achievement of measurable goals listed in **Table 4** and periodic review of annually reported BMPs listed below.

**BMP 4-1 Stormwater Standards Ordinance.** Refine and or change any existing laws, ordinances, and other legal powers for current stormwater runoff policies.

**Measurable Goal** Review annually and amend as needed. Annually report any changes. Review annually and amend as needed. Annually report any changes.

**2021 Results** December 8, 1999: EPA issues final rule on discharge of storm water from small municipal separate storm sewer systems (MS4s) serving less than 100,000 persons and construction sites that disturb one to five acres. MS4 Storm Water Discharge Permits are issued through DEQ, the state primacy agency. On March 10, 2003, the DEQ issued a Storm Water General Permit to Calcasieu Parish, Cities of Lake Charles, Sulphur, and Westlake, who shall operate as co-permittees. The first Stormwater ordinance was adopted in 2007 and was updated in 2012 Ord. No. 6143. The ordinance has not been changed since 2012.

**Division 4 - Stormwater Standards** (Attachment #12)

**2022 Goals** Calcasieu Parish will continue to review and amend local ordinances as needed to control stormwater runoff and annual report any changes annually.

**BMP 4-2 Construction Site Runoff Reporting, Inspection, and Enforcement.**

Develop stormwater construction runoff inspection program addressing complaints and enforcing the control of construction related runoff issues.

**Measurable Goal** Annually review, investigate, track and report on the number of Stormwater construction runoff inspections completed. Annually review, investigate, track and report on the quantity of public reports received and considered under this program.

**2021 Results** Calcasieu Parish's Permits Department continued use of the forms for use in the building and construction permitting process to inform developers of the state and parish requirements. The forms in use through the department include the Contractor/Developer/Builder Environmental Permit Requirements, Stormwater BMP Inspection Report Requirements, Stormwater Permitting Requirements, Stormwater Erosion & Sediment Control Checklist, and the Stormwater BMP Site Inspection Report. Other information provided includes grading plans and permits as well as information on construction site BMPs and the Louisiana Department of Environmental Quality permit requirements for medium and large sites. Stormwater Permits Calcasieu Parish Publications (Attachment #13)

Calcasieu Parish requires a permit application for any construction that takes place within the delineated Stormwater area. The application requires a site map and plan. The plan is reviewed as well as modified, if needed, prior to approval. The applicant is required to contact CPPJ prior to beginning construction for an inspection of required BMPs. If an inspection reveals insufficiencies in the required BMPs the construction is not authorized to begin. Inspection continues through the construction process and if BMPs are not properly installed and maintained, a stop work order may be issued as well as civil penalties assessed. Rack cards of BMPs are made available to parishioners in the permit office as well as on the CPPJ website. Best Management Practices Calcasieu Parish Publications (Attachment #1)

In 2021 the Calcasieu Parish Stormwater personnel reviewed approximately 479 site plans for proposed construction sites within the Urbanized Area of the parish. During the site plans review, applicants for construction permits for sites within the urbanized storm water area of Calcasieu Parish are informed of the requirements to maintain good housekeeping practices regardless of the size of the construction "footprint". Emphasis is placed upon construction site litter and debris as well as waste concrete disposal practices. Footprints larger than 5 acres are required to provide a copy of their LPDES permit and SWPPP. (Attachment #13)

The Louisiana Department of Environmental Quality has requested that parishes provide land developers with written correspondence indicating that any proposed activities comply with the

Parish's sMS4 Stormwater Management Plan. A total of 6 request for these written acknowledgements had been completed in 2021 by Calcasieu Parish. (Attachment #13)

Calcasieu Parish maintains a minimum of three Certified Stormwater Inspectors (CSI). In 2021, responses were made to several sites by Calcasieu Parish Stormwater inspectors to address illicit discharges from construction sites into drainage ways or onto roadways throughout the parish. Continuing Education on Stormwater issues are obtained during the year.

**2022 Goals** Calcasieu Parish will continue to review, investigate, track and report on the number of Stormwater construction runoff inspections completed.

**BMP 4-3 Permit Review and Tracking.** Develop stormwater permit review process for construction permits required for obtaining state and/or federal construction storm water permits applicable to permittee owned and operated construction sites. Develop tracking system for new and ongoing construction in regulated stormwater area.

**Measurable Goal** Maintain records of plans reviewed and approved for construction under this program. Annually report on the number of plans reviewed, approved, and rejected under the plans review program. Maintain records of construction site inspections, enforcement actions, and corrective actions performed by local construction site owners and operators. Annually report on the total number of construction sites permitted, the number of construction sites inspected, and the number of enforcement actions issued. Maintain compliance records for permittee owned and operated construction sites requiring state and/or federal construction storm water permits. Annually report on the number of permittee owned and operated construction projects permitted under state and/or federal construction storm water regulations.

**2021 Results** Calcasieu Parish issues culvert permits to applicants wishing to install entryways to their property, if not previously existing. Specifications on pipe size and composition details are included in the guidelines. The owners are also informed of their responsibility to install storm water BMPs to minimize erosion of soil around the newly installed culvert. The owner is provided guidance on hay bale and silt fencing installation. Once completed, the culvert installation and BMPs are inspected. There were a total 579 culvert permits applications and 413 issued in Calcasieu Parish for 2021.

(Attachment #14)

During 2021 Calcasieu Parish continued the Joint Services Agreements with the City of Westlake to conduct the city's construction inspections and include Stormwater permit compliance activities during the inspections in those areas.

**2022 Goals** Calcasieu Parish will continue to maintain records of plans reviewed and approved for construction under this program.

**BMP 4-4 Distribution of Educational Information.** Develop and distribute stormwater runoff educational materials and resources for local construction

community on local, state, and federal requirements for construction site management of stormwater runoff quality.

**Measurable Goal** Distribute at least 1 scheduled educational material annually. Annually report on educational materials distributed, attendance at presentations, and identity of any changes made to local construction storm water regulations.

**2021 Results** Calcasieu Parish continues to make available to the contractors and the public Stormwater flyers and educational pamphlets and handouts in the Planning and Permits offices as well as other areas of governmental buildings. The flyer and pamphlet information that has been made available to the public through handouts at conventions, conferences and classrooms has included recycling, litter reduction, household hazardous waste reduction, and Stormwater pollution prevention materials. The literature is also provided at local workshops and other events during the year. In 2018 an informational display highlighting Best Management Practices for construction site stormwater runoff was installed in the Permits office and remains on display to this day. (Attachment #15)

**2022 Goals** Calcasieu Parish will continue to make available to the public the Stormwater flyers and educational pamphlets and handouts in the Planning and Permits offices as well as other areas of governmental buildings.

Table 4 - Construction Site Runoff Control Outline

CONSTRUCTION SITE STORMWATER RUNOFF CONTROL					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 4-1 Stormwater Standards Ordinance	Review annually and amend as needed. Annually report any changes.	Refine and or change and existing laws, ordinances, and other legal powers for current stormwater policies.	Identify any unique construction related storm water quality issues that may require regulation, including consideration of the following: - Karst topography - Critical habitats and endangered species - Wetland protection - Other environmentally requirements	Environmental Coordinator / Planning / Code	2019
			Research existing legal authority available for the regulation of construction site operators.	Environmental Coordinator / Planning / Administration	2019
			Develop supplemental legal authority, through ordinance, order, or other policy related powers, to regulate construction site runoff.	Environmental Coordinator / Planning / Administration	2019
			Develop guidelines and regulatory issues necessary to control storm water runoff from construction sites under the following: - Temporary erosion control measures - Control of other construction wastes - Operation and general prohibitions - Final stabilization	Environmental Coordinator / Planning / Administration	2019
	Review annually and amend as needed. Annually report any changes.	Refine and or change and existing laws, ordinances, and other legal powers for current stormwater policies.	Research existing legal authority available for the regulation of construction site operators.	Environmental Coordinator / Planning / Administration	2019
			Develop supplemental legal authority, through ordinance, order, or other policy related powers, to regulate construction site runoff.	Environmental Coordinator / Planning / Administration	2019
			Develop draft regulations and educational materials necessary to inform the local construction community (contractors, developers, engineers, architects) about the local construction storm water regulations.	Environmental Coordinator / Planning / Administration	2019
			Provide the local construction community an opportunity to comment on the draft regulations.	Environmental Coordinator / Planning / Administration	2019
			Develop the final version of the local construction storm water regulations.	Environmental Coordinator / Planning / Administration	2019
			Provide notification to the local construction community of the final local construction storm water regulations.	Environmental Coordinator / Planning / Administration	2019
		Enforce the regulations as appropriate to regulate storm water discharges from local construction sites.	Environmental Coordinator / Planning / Code	2019	



CONSTRUCTION SITE STORMWATER RUNOFF CONTROL					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 4-2 Construction Site Runoff Reporting, Inspection, and Enforcement	Annually review, investigate, track and report on the number of Stormwater construction runoff inspections completed.	Develop stormwater construction runoff inspection program to control construction related runoff issues.	Develop a list of items to incorporate in the inspection of local construction sites based on the final local construction storm water regulations and including the following categories:- Use of temporary erosion controls- Control of other construction	Environmental Coordinator/ Engineering / Planning	2019
			Develop draft inspection forms and procedures necessary to inspect local construction sites in order to ensure compliance with local construction storm water regulations.	Environmental Coordinator/ Engineering / Planning	2019
			Provide the local construction community (contractors, developers, engineers, architects) with an opportunity to comment on draft inspection documents and procedures.	Environmental Coordinator / Planning / Administration	2019
			Review comments from the local construction community and prepare responses and modifications to the local inspection procedures if applicable.	Environmental Coordinator / Planning / Administration	2019
			Develop the final version of the local construction inspection forms and procedures.	Environmental Coordinator / Planning / Administration	2019
			Provide notification to the local construction community of the final inspection procedures.	Environmental Coordinator / Planning / Administration	2019
			Annually review, investigate, track and report on the quantity of public reports received and considered under this program.	Develop process for volunteer public reporting for potential stormwater quality related violations on construction sites.	Develop educational materials instructing the public in procedures for reporting to the permittee construction sites with potential storm water quality problems or local construction storm water regulation violations.
	Ensure that the materials developed address the following items: - Contact methods for reporting public observations - Information required for a complete public report on a potential construction related storm water quality problem	Environmental Coordinator / Planning			2019
	Distribute construction related public reporting educational materials in accordance with identified schedule.	Environmental Coordinator / Planning			2019
	Develop an internal tracking system to accept and issue acknowledgments of receipt of information reported by the public.	Environmental Coordinator / Planning			2019
	Review public reports to determine if a site investigation is required to ensure compliance with local construction storm water regulations.	Environmental Coordinator / Planning			2019
	Conduct on-site investigations of those sites reported by the public which warrant investigation according to the best judgement of the permittee personnel.	Code / Planning			2019

CONSTRUCTION SITE STORMWATER RUNOFF CONTROL					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 4-3 Permit Review and Tracking	Maintain records of plans reviewed and approved for construction under this program. Annually report on the number of plans reviewed, approved and rejected under the plans review program.	Develop stormwater permit review process for construction permits.	Develop a process to obtain construction plans for review to determine compliance with local construction storm water regulations.	Environmental Coordinator / Planning	2019
			Develop internal tracking and plan review procedures to cover the following issues: - Conformance to local storm water regulations - Appropriate use of temporary erosion controls - Inclusion of any required local, state, and/or federal storm water permit	Environmental Coordinator / Planning	2019
			Educate the local construction community (contractors, developers, engineers, architects) on the construction plans review process.	Environmental Coordinator / Planning	2019
			Implement the construction plans review procedures for local construction sites.	Environmental Coordinator / Planning	2019
			Notify the owners of construction plans when deficiencies are found in the plans during the review process.	Environmental Coordinator / Planning	2019
	Maintain records of construction site inspections, enforcement actions, and corrective actions performed by local construction site owners and operators. Annually report on the total number of construction sites permitted, the number of construction sites inspected, and the number of enforcement actions issued.	Develop tracking system for new and ongoing construction in regulated stormwater area.	Develop internal procedures for tracking new and on-going construction activities.	Environmental Coordinator / Planning	2019
			Train permittee inspection personnel on local construction storm water regulations and inspection procedures.	Environmental Coordinator / Planning	2019
			Inspect qualifying construction sites using appropriate inspection procedures and forms to ensure compliance with local storm water regulations.	Code / Planning	2019
			Issue enforcement actions to owners and operators of local construction sites that are not in compliance with local construction storm water regulations.	Code / Planning	2019
	Maintain compliance records for permittee owned and operated construction sites requiring state and/or federal construction storm water permits. Annually report on the number of permittee owned and operated construction projects permitted under state and/or federal construction storm water regulations.	Develop process required for obtaining state and/or federal construction storm water permits applicable to permittee owned and operated construction sites.	Review permittee construction project planning and design criteria to determine changes needed to comply with local, state, and/or federal construction storm water regulations.	Environmental Coordinator / Planning	2019
			Prepare and distribute construction design and permitting guidelines to the local construction community (contractors, developers, engineers, architects) and involved permittee personnel.	Environmental Coordinator / Planning	2019
			Develop documents (Notice of Intent (NOI), Storm Water Pollution Prevention Plans (SWP3's), inspection forms) required for obtaining state and/or federal construction storm water permits applicable to permittee owned and operated construction sites.	Environmental Coordinator / Planning	2019
			Submit required documents in order to obtain permit coverage for permittee owned and operated projects and comply with applicable state and/or federal construction storm water permit provisions.	Environmental Coordinator / Planning	2019

CONSTRUCTION SITE STORMWATER RUNOFF CONTROL					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 4-4 Distribution of Educational Information	Distribute at least 1 scheduled educational material annually. Annually report on educational materials distributed, attendance at presentations, and identity of any changes made to local construction storm water regulations.	Develop stormwater runoff educational materials and resources for local construction community on local, state and federal requirements for construction site management of stormwater runoff quality.	Develop educational materials (brochures, guidance documents, and presentation materials) for informing the local construction community (contractors, developers, engineers, architects) about local construction storm water regulations.	Environmental Coordinator	2020
			Develop educational materials designed to inform the local construction community on applicable local, state, federal construction storm water regulations.	Environmental Coordinator	2020
			Annually review educational materials to incorporate program changes and to ensure clarity and consistency with local construction storm water regulations.	Environmental Coordinator	2020
			Distribute / redistribute educational materials on the local construction storm water regulations as the local program changes.	Environmental Coordinator	2020
			Develop and maintain a contact list of individuals included in the local construction community.	Environmental Coordinator	2020
			Conduct presentations that focus on the current status of local construction storm water regulations and receive comments from the local construction community.	Environmental Coordinator	2020
			Review comments on educational materials and the local construction storm water regulations and prepare any needed modifications or additional language to ensure program success.	Environmental Coordinator	2020

## BMP 5. Post-Construction Stormwater Management in New/Redevelopment 2021

CPPJ MCM goal for BMP Post-Construction Stormwater Management in New/Redevelopment are to help reduce the impact that new/redevelopment has on larger developments. Stormwater Standards, Drainage Standards, Coastal Zone Management and Floodplain Management ordinances upheld by CPPJ contain measures for structural and non-structural controls and/or measures intended to reduce impacts of new/redevelopment activities.

CPPJ Department of Planning and Development along with the Department of Engineering are responsible for reviewing projects to assure and confirm that all measures conform with any related ordinances for development and do not create adverse impacts and water quality as well as water quantity. Overall success of the program will be evaluated through change in behavior, documented improvements in water quality when available, achievement of measurable goals listed in **Table 5** and periodic review of annually reported BMPs listed below.

**BMP 5-1 Stormwater, Watershed, Drainage, Coastal and Floodplain Management.** Develop, refine, and or change any existing laws, ordinances, and other legal powers for current post-construction stormwater runoff management policies. Develop low impact standards for development and redevelopment with in the MS4.

**Measurable Goal** Maintain records of development plans reviewed for incorporation of low impact development standards. Annually report on the number of development plans reviewed for the incorporation of low impact development standards.

**2021 Results** Existing parish zoning and floodplain ordinances authorize the requirement of post-construction Stormwater management plans for large projects. These ordinances are routinely enforced. The Stormwater ordinances for Calcasieu Parish includes language that addresses long-term post-construction Stormwater pollution process maintenance.

(Attachment #16)

Calcasieu Parish continues to regulate and inspect the maintenance on erosion control devices on parish road projects as specified by Section 204 and Section 739 of the Louisiana Standard Specifications for Road and Bridges 2000 Edition. The Parish also requires that all new subdivision developments use temporary hay or straw bales, silt fencing, etc. for sediment and erosion control. The Parish Engineering Division inspects this during construction. Also, the Parish specifies that certain BMPs are part of the conditions for zoning approval concerning large developments (i.e. require installation of limestone at the exit of access roads for borrow pits to reduce dirt/dust collection on public roads, preserve existing vegetation and re-vegetating disturbed soils).

Over the last few years, the Department of Public works has presented numerous presentations that addressed several issues affecting Calcasieu Parish and our local watershed. As a result, in addressing these issues an ordinance amending various provisions relative to drainage standards have been made to Chapter 26 - Zoning and Development. These amendments were accepted in November of 2017 and has been put in place June 2018 and remains in effect to this day.

(Attachment #5)

**2022 Goals** Calcasieu Parish will continue to review and amend local ordinances as needed to control stormwater runoff and annual report any changes annually.

**BMP 5-2 Post-Construction Site Runoff Reporting, Inspection, and Enforcement.** Develop a reporting and inspection program to inspect complaints from local new and re-development projects in order to ensure compliance with local post-construction runoff regulations and approved plans.

**Measurable Goal** Annually review, investigate, track and report on any changes.

**2021 Results** Calcasieu Parish requires a permit application for any construction that takes place within the delineated Stormwater area. The application requires a site map and plan. The plan is reviewed as well as modified, if needed, prior to approval. The applicant is required to contact CPPJ prior to beginning construction for an inspection of required BMPs. If an inspection reveals insufficiencies in the required BMPs the construction is not authorized to begin. Inspection continues through the construction process and if BMPs are not properly installed and maintained, a stop work order may be issued as well as civil penalties assessed. There were 479 Stormwater permit reviews in 2021. Rack cards of BMPs are made available to parishioners in the permit office as well as on the CPPJ website. BMPs, Calcasieu Parish Police Jury, LA (See Attachment #17)

Calcasieu Parish inspected approximately 18 construction areas for illicit discharge within the urbanized area in 2021. If a construction site is found to have an illicit discharge, the parish may issue a stop work order followed by an assessment of civil penalties. The parish also continues to address all complains from citizen. The complaint is investigated, images of the violation(s) are recorded, and the parish issues a violation letter requiring all Stormwater violations to be rectified or we may serve a stop work order. Citizens may fill out a complaint form on Stormwater page as well as may make a formal complaint to CPPJ Environmental Coordinator. (Attachment #18)

**2022 Goals** Calcasieu Parish will continue to annually review, investigate, track, and review any changes.

**BMP 5-3 Permit Review and Tracking.** Develop construction plans review process for stormwater compliance on local post development. Develop process for tracking local development and post development stormwater related issues that require local regulation.

**Measurable Goal** Annually review, investigate, track, and report any changes. Maintain records of development plans reviewed and actions taken under this program. Annually report on the number of plans reviewed, approved, and rejected under this program.

**2021 Results** Calcasieu Parish Planning personnel handles construction site plan reviews that include verification of planned Stormwater BMPs during both construction and post-construction phases of the project. Parish site inspections occur at pre, during and post-construction intervals. Commercial, subdivision, and individual residential site plans are handled separately and are reviewed by designated parish personnel. The staffs responsible for components of the development or construction is consulted on specific aspects of the project. On an as needed basis, other representatives including parish engineering, public works, planning and development, permits, code enforcement, Office of Emergency Preparedness, and environmental departments as well as representatives from the Louisiana Department of Health and Hospitals may be involved in the plan review process. There were 479 Stormwater permit reviews in 2021. (Attachment #19)

During the Stormwater site plans review, applicants for construction permits for sites within the urbanized Stormwater area of Calcasieu Parish are informed of the requirements to maintain good housekeeping practices regardless of the size of the construction "footprint". Emphasis is placed upon construction site litter and debris as well as waste concrete disposal practices.

<https://www.calcasieuparish.gov/Stormwater>

As the Calcasieu Parish Stormwater program progresses, it is anticipated that more post-construction related activity will occur. Existing developments in the final stages of construction and site stabilization are being reviewed and inspected by parish personnel for compliance with the parish post-construction Stormwater requirements. Continued public awareness of the parish Stormwater requirements is being presented daily to residential and commercial customers through the construction and development permitting process as well as in pamphlets located in the permitting office and on both the Permit page and Stormwater page on [www.calcasieuparish.gov](https://www.calcasieuparish.gov). Public awareness has shown an evident rise noted by the increased number of calls received from neighboring residents reporting conditions of non-compliance with the Stormwater requirements.

**2022 Goals** Calcasieu Parish will continue to annually review, investigate, track, and review any changes.

**BMP 5-4 Water Quality Monitoring.** Develop a program to monitor changes in impaired water bodies. Develop program for local watershed monitoring.

**Measurable Goal** Maintain records of areas zoned and acquired for critical areas protection. Annually report on the number and location of buffer zone areas and land acquired to protect critical areas adjacent to sensitive or impaired water bodies. Maintain records of any TMDL requirements and pollutants of concern for any local MS4 receiving streams that are considered sensitive or impaired. Annually report on the number of watershed planning meetings attended and any associated changes in the MS4's BMP's. Maintain records of development project site inspections, enforcement actions, and corrective actions performed by local development project owners. Annually report on the number of development project sites inspected, and the number of enforcement actions issued. Maintain records of permittee owned development projects approved, inspected, and records of structural control maintenance if applicable. Report annually on the number of permittee owned projects approved, constructed, and inspected.

**2021 Results** Calcasieu Parish has yet to establish a volunteer monitoring group to conduct water quality and watershed monitoring.

**2022 Goals** Calcasieu Parish will begin to take steps in the coming years to establish a volunteer monitoring group to conduct water quality and watershed monitoring.

Table 5 - Post-Construction Stormwater Management in New/Redevelopment Outline

POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 5-1 Stormwater, Watershed, Drainage, Coastal and Floodplain Management	Maintain records of development plans reviewed for incorporation of low impact development standards. Annually report on the number of development plans reviewed for the incorporation of low impact development standards.	Develop, refine, and or change any existing laws, ordinances, and other legal powers for current post-construction stormwater runoff management policies. Develop low impact standards for development and redevelopment with in the MS4.	Research current development project standards, sub-division ordinances, and commercial development standards.	Engineering / Planning	2021
			Develop a list of low impact standards for reducing impervious surface areas in final development plans, including consideration of the following: - Maximum street widths - Cul-de-sac designs - Sidewalk widths and placement - Open space requirements	Engineering / Planning	2021
			Develop low impact development guidelines and educational materials for distribution to the local development community.	Environmental Coordinator/ Engineering / Planning	2021
			Present the proposed standards to the local development community for review and comment.	Engineering / Planning	2021
			Modify existing design standards to incorporate low impact development standards.	Engineering / Planning	2021
			Ensure compliance with low impact development standards as part of the local development plan review process.	Engineering / Planning	2021
			BMP 5-2 Post-Construction Site Runoff Reporting, Inspection, and Enforcement	Annually review, investigate, track and report on any changes.	Develop an inspection program to inspect local new and re-development projects in order to ensure compliance with local post-construction runoff regulations and approved plans
Develop draft inspection forms and procedures necessary to inspect local new and re-development projects in order to ensure compliance with local post-construction runoff regulations and approved plans.	Environmental Coordinator/ Engineering / Planning	2020			
Provide the local development community with an opportunity to comment on the draft inspection forms and procedures.	Environmental Coordinator/ Engineering / Planning	2021			
Review comments from local development community and prepare responses to comments from local developers.	Environmental Coordinator/ Engineering / Planning	2021			
Produce the final version of the local development project inspection forms and procedures.	Environmental Coordinator/ Engineering / Planning /Administration	2021			
Provide appropriate notification to the local development community on the final inspection forms and procedures.	Environmental Coordinator/ Engineering / Planning /Administration	2021			



**POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 5-3 Permit Review and Tracking	Annually review, investigate, track and report any changes.	Develop process for tracking local development and post development stormwater related issues that require local regulation.	Develop a list of local development storm water quality related issues that require regulation including consideration of the following: - Retention of pre-development runoff characteristics - Protection of sensitive water bodies - Open space and landscaping	Environmental Coordinator/ Engineering / Public Works / Planning	2021
			Develop guidelines detailing each of the selected regulatory issues in Task 1.	Environmental Coordinator/ Engineering / Public Works / Planning	2021
			Research existing legal authority available to regulate post-construction runoff.	Environmental Coordinator/ Engineering / Planning	2021
			If necessary, develop supplemental legal authority through ordinance, order, or other policy related legal powers to regulate post-construction runoff.	Environmental Coordinator/ Engineering / Planning	2021
			Develop draft regulations and educational materials necessary to inform the local development community (developers, designers, engineers, architects) of the proposed local post-construction runoff regulations.	Environmental Coordinator/ Engineering / Planning	2021
			Present the draft regulations to the local development community for review and comment.	Environmental Coordinator/ Engineering / Planning	2021
			Respond to development community comments and draft the final post-construction runoff regulations.	Environmental Coordinator/ Engineering / Planning	2021
			Formally adopt the final post-construction runoff regulations in accordance with all applicable public notification regulations.	Environmental Coordinator/ Engineering / Planning	2021
			Provide enough notification of the adopted post-construction runoff regulations to the local development community.	Environmental Coordinator/ Engineering / Planning	2021
			Enforce the post-construction runoff regulations as appropriate to regulate runoff from new and re-development projects.	Code / Planning	2021
	Maintain records of development plans reviewed and actions taken under this program. Annually report on the number of plans reviewed, approved, and rejected under this program.	Develop a construction plans review process for stormwater compliance on local post development.	Develop a process to obtain development construction plans for review to determine compliance with local post-construction runoff regulations.	Environmental Coordinator / Planning	2019
			Develop internal tracking and plan review procedures to ensure developer feedback and developer appeal.	Environmental Coordinator / Planning	2019
			Educate the local development community on the local development plans review process.	Environmental Coordinator / Planning	2019
			Implement the development plans review process.	Environmental Coordinator / Planning	2019
			Notify developers when revisions are made in the plan review process.	Environmental Coordinator / Planning	2019

<p>Maintain records of development project site inspections, enforcement actions, and corrective actions performed by local development project owners. Annually report on the number of development project sites inspected, and the number of enforcement actions issued.</p>	<p>Develop a process for tracking local development projects that qualify for inspections under local construction runoff regulations.</p>	<p>Develop internal tracking procedures for tracking development projects that are under construction and that have been completed.</p>	<p>Environmental Coordinator/ Engineering / Planning</p>	<p>2019</p>
		<p>Train inspection personnel on local post-construction runoff regulations and final inspection procedures.</p>	<p>Environmental Coordinator/ Engineering / Planning</p>	<p>2019</p>
		<p>Inspect qualifying development project sites using adopted inspection forms and procedures to ensure conformance with local post-construction runoff regulations.</p>	<p>Engineering / Code / Risk Management</p>	<p>2019</p>
		<p>Issue enforcement actions to owners or operators of local development projects that are not in compliance with local post-construction runoff regulations.</p>	<p>Engineering / Code / Risk Management</p>	<p>2019</p>
<p>Maintain records of permittee owned development projects approved, inspected, and records of structural control maintenance if applicable. Report annually on the number of permittee owned projects approved, constructed, and inspected.</p>	<p>Develop process for reviewing co-permittee construction plans.</p>	<p>Review permittee construction project planning and design criteria to determine changes needed to comply with local, state, and/or federal construction storm water regulations.</p>	<p>Environmental Coordinator/ Engineering / Planning</p>	<p>2019</p>
		<p>Prepare and distribute new development and re-development design and permitting guidelines to the local design and engineering community.</p>	<p>Environmental Coordinator/ Engineering / Planning</p>	<p>2019</p>
		<p>Conduct the development plans review process for all permittee owned new development and re-development projects.</p>	<p>Environmental Coordinator/ Engineering / Planning</p>	<p>2019</p>
		<p>Conduct inspections of permittee owned development projects in accordance with the same standards as private development project inspections.</p>	<p>Engineering / Code / Risk Management</p>	<p>2019</p>

POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 5-4 Water Quality Monitoring	Maintain records of areas zoned and acquired for critical areas protection. Annually report on the number and location of buffer zone areas and land acquired to protect critical areas adjacent to sensitive or impaired water bodies.	Develop a program to monitor changes in impaired water bodies.	Identify sensitive or impaired water bodies located within the MS4 jurisdiction or permit coverage area.	Environmental Coordinator/ Engineering / Planning	2020
			Research opportunities for zoning of buffer zones adjacent to the sensitive or impaired water bodies.	Environmental Coordinator/ Engineering / Planning	2020
			Develop guidelines for permitting low impact development projects in zoned areas including the consideration of the following: - Hiking and biking trails - Parks and natural spaces - Development projects that minimize impervious surface areas	Environmental Coordinator/ Engineering / Planning	2020
			Research opportunities to acquire right-of-way adjacent to sensitive or impaired water bodies including consideration of the following: - Wetland areas near impaired waterways - Unique or critical habitat areas	Engineering / Planning	2021
			Formally adopt buffer zone areas through local zoning procedures.	Engineering / Planning	2022
			Acquire right of way to preserve more critical buffer areas and habitats along impaired water bodies.	Engineering / Planning	2022
			Enforce zoning requirements and review all new and re-development projects to determine if the project boundary falls within zoned or acquired areas.	Engineering / Planning/ Code	2022
	Maintain records of any TMDL requirements and pollutants of concern for any local MS4 receiving streams that are considered sensitive or impaired. Annually report on the number of watershed planning meetings attended and any associated changes in the MS4's BMP's.	Develop program for local watershed monitoring.	Identify local watershed planning and monitoring organizations.	Environmental Coordinator/ Engineering / Planning	2021
			Participate in watershed planning and surface water monitoring data presentation meetings.	Environmental Coordinator/ Engineering / Planning	2021
			Develop a list of sensitive and impaired water bodies as identified by the local watershed planning and monitoring agencies or state and federal monitoring agencies.	Environmental Coordinator/ Engineering / Planning	2021
			Review TMDL requirements or load allocations to determine if additional Best Management Practices (BMP's) or changes in existing practices are required to meet TMDL load allocations or to protect sensitive or impaired water bodies located within the MS4	Environmental Coordinator/ Engineering / Planning	2021
			Develop and make presentations of MS4 BMP's and/or future plans in order to assist in local watershed protection or to meet TMDL load allocations.	Environmental Coordinator/ Engineering / Planning	2021

## BMP 6. Pollution Prevention/Good House Keeping for Municipal Operations 2021

CPPJ MCM Pollution Prevention and Good Housekeeping for Municipal Operations is in place to ensure that routine activities conducted throughout CPPJ municipal operations and maintenance help minimize pollutants entering waters of the MS4. **Appendix I** outlines the facility inspection process. Elements of education and training along with good operations and maintenance programs are the main focus for this CPPJ MCM.

Municipal facilities and activities can be sources to numerous stormwater pollutants. Involving responsible departments to focus on the maintenance of controls on specific activities helps address any pollutants of concern. Overall success of the program will be evaluated through change in behavior, documented improvements in water quality when available, achievement of measurable goals listed in **Table 6** and periodic review of annually reported BMPs listed below.

**BMP 6-1 Street and Parking Lot Sweeping.** Develop street sweeping program on roadways to remove sediment and other pollutants. Develop permittee owned and operated parking lot sweeping program.

**Measurable Goal** Annually report on the distance swept and quantity of materials removed from roadways included in the program. Annually review, investigate, track and report on the quantity of materials removed from permittee owned parking areas.

**2021 Results** Calcasieu Parish currently does not have routine street and parking lot sweeping. Sweeping is performed as needed on special projects through Facility Management. Currently there are no methods of tracking these activities.

**2022 Goals** Calcasieu Parish will begin tracking street and parking lot sweeping activities and report on them annually.

**BMP 6-2 Drainage Inspection and Maintenance.** Develop an inspection and maintenance program for cleaning inlets, catch basins, culverts, and manholes.

**Measurable Goal** Maintain records of the quantity of materials removed from catch basins and surface inlet structures. Annually report on the number of catch basins, surface inlets, and other MS4 structures cleaned as well as the quantity of materials removed during cleaning activities.

**2021 Results** Calcasieu Parish continues to stay in compliance with the Good Housekeeping at each of its Public works Facilities by carrying out routine on-site maintenance the Drop Site Compactor Pits and Wash Rack drains. Maintenance logs from both Public Works Facilities are kept throughout the year reflecting catch basin and culvert cleaning within Calcasieu Parish. A log of onsite maintenance is kept for the wash racks and trash compactor pits as well.

Calcasieu Parish does routine and complaint-based cleanings on inlets, catch basins, culverts, and manholes. In 2021 public works crews completed 2,487 tasks related to drainage inspections and maintenance. (Attachment #20)

**2022 Goals** Calcasieu Parish will continue to track tasks related to drainage inspection and maintenance of inlets, catch basins, culverts, and manholes.

**BMP 6-3 Pollution Prevention at CPPJ Facilities.** Develop a routine inspection and maintenance program for all permittee owned fleet. Develop permittee owned and operated stormwater program for landscaping and lawn care activities. Develop process for identifying, tracking, and inspecting permittee owned facilities that require SPCC. Develop process for identifying, tracking, and inspecting permittee owned facilities that require general permits.

**Measurable Goal** Maintain vehicle maintenance records and document fluid leak repair activities. Annually report on the number of leaking vehicles repaired under this program.

**2021 Results** Calcasieu Parish has 354 parish owned vehicles in its fleet. Routine inspections and maintenance is performed at this time by each department. There are plans for all fleet to be managed by Risk Management at which time routine inspections and maintenance will be reported. Calcasieu Parish currently contracts out all landscaping and lawn care services.

Calcasieu Parish Public Works Facilities maintain Stormwater Pollution Prevention by recycling oil from their fleet maintenance operations, in 2021 171 gallons of used oil was picked up for recycling by Environmental Response Services, between Public Works East and Public Works West. Wash racks at both Public Works locations are cleaned out and serviced periodically by a bio clean service company throughout the year. Revised Spill Prevention and Control Plans and Emergency Response Plans for 19 Parish owned facilities have been implemented. The parish hopes that this will help current and future parish employees prevent and reduce any pollution from entering storm drains as well as water bodies. (Attachment #21)

Calcasieu Parish annually files Tier II reporting through the Louisiana Chemical Network identifying hazardous chemicals housed at its various locations. (Attachment #22)

**2022 Goals** Calcasieu Parish will continue to perform routine maintenance and inspections on its parish owned fleet. Calcasieu Parish will provide stormwater training to its contracted landscaping and lawn service providers.

**BMP 6-4 Pollution Prevention and Good Housekeeping Parish-wide.** Develop a litter collection program. Develop an herbicide / pesticide application monitoring program. Develop process for evaluating and use of BMP on roadway maintenance activities. Develop process for identifying, tracking, and enforcing illegal dumping.

**Measurable Goal** Maintain records of the quantity of litter collected from permittee owned areas. Annually report on the quantity of litter collected from permittee owned areas. Annually report on the total volume of pesticide and herbicide applied and the progress of any projects that results in a reduction of pesticide and herbicide application volumes. Report annually on the activities conducted under this program. Annually report on the number of facilities with SPCC plans and the status of each SPCC plan. Annually report on the number of permittees owned industrial facilities and current permit compliance status.

**2021 Results** Calcasieu Parish maintains two drop off sites at two locations within the parish. The "manned" sites are located at the East and West Maintenance Facilities and make available to residents of the parish sites where household waste may be dropped off on weekdays. Items for inclusion are yard waste, white goods, residential construction and demolition waste, trash, large items such as furniture, as well as the waste tires. A total of 35,341 yards of non-recyclable trash had been collected in 2020 between the two dumpsites. (Attachment #23)

The parish-contracted waste hauling services and recyclers will continue to collect the materials. Waste Management contracted by CPPJ reported 30,816 tons of trash collected from roadside pickup. The intent of the program is focused on reducing litter and the likelihood of roadside dumping. Calcasieu Parish collected and recycled 306 batteries and 4,163 yards of general recycled materials in 2021 between the two convenience stations. Residents and municipal governmental agencies from within the Parish may take tires to the designated site for recycling. A recycling contractor collects the tires from the maintenance facilities on a routine basis for transport to the recycling facility. Tire drop off sites have been integrated into the two parish recycling and drop off stations located at the two maintenance facilities. There were 8,471 total number of tires collected between both sites in 2021. (Attachment #23)

**2022 Goals** Calcasieu Parish will continue to report annually on its litter collection program. New SPCC's are being created by a local engineering firm and will be implemented once received.

**BMP 6-5 Education and Training.** Develop and implement an operation and maintenance program for jurisdictional facilities to include a training component with a goal of preventing or reducing pollutant runoff from municipal and parish operations. Conduct employee training to prevent and reduce Stormwater pollution during routine maintenance activities.

**Measurable Goal** Annually report on the personnel training program in terms of the number of training sessions conducted and employee attendance. Maintain records of road maintenance activities and the use of alternative maintenance practices. Annually report on road maintenance activities and the use of alternative maintenance practices. Annually report on the number of illegal dumping locations identified, volume of materials removed, and the number of associated enforcement actions.

**2021 Results** Calcasieu Parish Environmental Coordinator along with CPPJ media department produced a new Pollution Prevention/Good Housekeeping training video during the year 2017 to train CPPJ employees. This video training was presented to both Public Works Maintenance Facilities. For the Pollution Prevention/Good Housekeeping training video presentation, due to 2020 events previously stated no training presentation was made.

Calcasieu Parish in order to better form partnerships with area entities to address the importance of Stormwater pollution prevention at area facilities, has started production on a video presentation on preventing Stormwater pollution. This presentation is shown during meetings with area entities in the parish as well as municipalities' parishwide. An introduction video to the sMS4 permitting program in Calcasieu Parish with contact information for presentation request has been added to the Stormwater page on.

**2022 Goals** Calcasieu Parish will continue to train its employees on an annual basis. Calcasieu Parish will continue to report annually on the amount of litter collected.

Table 6 - Pollution Prevention/Good House Keeping for Municipal Operations Outline

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 6-1 Street and Parking Lot Sweeping	Annually report on the distance swept and quantity of materials removed from roadways included in the program.	Develop street sweeping program on roadways to remove sediment and other pollutants.	Identify the type of roadways that can be swept to remove sediment and other pollutants from the gutters, i.e. roadways with curb and gutter design.	Public Works	2021
			Schedule and implement street sweeping of identified roadways.	Public Works	2021
			Maintain records of distance swept using curb or lane miles, and the resulting quantity of material removed in volume or weight.	Public Works	2021
			Determine average quantity of material removed per distance unit using curb or lane miles and determine if adjustments in the street sweeping schedule could provide optimized pollutant removal.	Public Works	2021
			Based on average quantities per distance calculations, determine target values based on the following factors: - Equipment design specifications or manufacturer's recommendations - Street sweeping budget constraints - Data analysis	Public Works	2021
			Adjust sweeping schedules according to program assessment on an annual basis.	Public Works	As Needed
	Annually review, investigate, track and report on the quantity of materials removed from permittee owned parking areas.	Develop permittee owned and operated parking lot sweeping program.	Develop an inventory of permittee owned and operated parking areas including consideration of the following: - Area of parking lots in surface measure - Parking capacities - Type of vehicles that are parked at the lot	Risk Management/ Facility Management / Public Works	2021
			Develop a preliminary parking lot sweeping schedule based on use and characteristics of parking areas included in the survey.	Facility Management	2021
			Maintain records of the quantity of materials removed from each parking area, e.g. cubic yards or tons.	Facility Management	2021
			Determine average quantity of materials removed per area unit at each location, e.g. cubic yards per area unit.	Facility Management	2021
			Determine target average volumes per area based on the following factors:  - Equipment design specifications - Data analysis - Budget constraints	Facility Management	2021
			Adjust parking area sweeping schedules according to the target average volumes per area on an annual basis.	Facility Management	As Needed



**POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

<b>BMP</b>	<b>Measurable Goal</b>	<b>Goal</b>	<b>Task Description</b>	<b>Responsible Parties/ Reporting Roles</b>	<b>Implementation Timeline</b>
BMP 6-2 Drainage Inspection and Maintenance	Maintain records of the quantity of materials removed from catch basins and surface inlet structures. Annually report on the number of catch basins, surface inlets, and other MS4 structures cleaned as well as the quantity of materials removed during cleaning activities.	Develop a maintenance program for cleaning inlets, catch basins, culverts and manholes.	Identify areas where catch basins, surface inlets, and/or storm sewer manholes should be periodically cleaned to reduce discharge of floatable materials, sediment, and other materials.	Public Works	2020
			Develop a preliminary schedule for cleaning inlet structures, catch basins, culverts and manholes.	Public Works	2020
			Implement the catch basin cleaning program according to the developed schedule.	Public Works	2020
			Evaluate the catch basin cleaning schedule on an annual basis.	Public Works	As Needed
BMP 6-3 Pollution Prevention at CPPJ Facilities	Maintain vehicle maintenance records and document fluid leak repair activities. Annually report on the number of leaking vehicles repaired under this program.	Develop a routine inspection and maintenance program for all permittee owned fleet.	Develop and maintain an inventory of permittee owned vehicles.	Public Works / Risk Management	2020
			Conduct routine maintenance on all vehicles according to manufacturer's specifications.	Public Works / Risk Management	2020
			During routine maintenance of permittee owned vehicles, inspect vehicles for the presence of fluid leaks.	Public Works / Risk Management	2020
			Schedule repairs for vehicles determined to have fluid leaks.	Public Works / Risk Management	2020
			Require permittee vehicle operators to conduct daily inspections of vehicles to check for fluid leaks.	Public Works / Risk Management	2020
			Review vehicle inspection and maintenance records on an annual basis to evaluate conformance to vehicle manufacturer service specifications.	Public Works / Risk Management	As Needed

Report annually on the activities conducted under this program.	Develop permittee owned and operated stormwater program for landscaping and lawn care activities.	Develop an inventory of landscaping and lawn care areas that are owned by the permittee.	Facility Management / Public Works	2020
		Evaluate current landscaping and lawn care activities in order to identify opportunities to reduce the discharge of the following: - Fertilizers - Leaf litter and tree trimmings - Litter and floatable materials - Equipment fluids	Facility Management / Public Works	2020
		Ensure that proper litter collection is scheduled prior to any mowing activities.	Facility Management / Public Works	2020
		Use all herbicides, pesticides, and fertilizers in accordance with manufacturers' instructions for application rates and quantities.	Public Works / Mosquito Control	2020
		Evaluate methods for containing and/or composting trimmings and grass clippings.	Facility Management / Public Works	As Needed
Annually report on the number of facilities with SPCC plans and the current status of each SPCC plan.	Develop process for identifying, tracking and inspecting permittee owned facilities that require SPCC.	Evaluate each permittee owned facility and determine if Spill Prevention Control and Countermeasures Plans (SPCC) are required.	Environmental Coordinator / Facility Management / Public Works / Risk Management	2021
		Develop and/or maintain SPCC plans for permittee owned facilities that require plans.	Facility Management / Public Works / Risk Management	2021
		Comply with SPCC plan requirements at qualifying permittee owned facilities, including consideration of the following: - Conduct employee training - Maintain spill prevention equipment - Maintain SPCC records - Update and re-certify the SPCC plan according	Facility Management / Public Works / Risk Management	2021
Annually report on the number of permittees owned industrial facilities and current permit compliance status.	Develop process for identifying, tracking and inspecting permittee owned facilities that require general permits.	Determine if permittee owned facilities require permit coverage under state or federal industrial storm water general permits.	Environmental Coordinator/ Facility Management / Public Works	2020
		Develop necessary permit applications, Storm Water Pollution Prevention Plans (SWP3), and other required permit documents in order to obtain permit coverage for qualified facilities.	Environmental Coordinator/ Facility Management / Public Works	2020
		Comply with industrial general storm water permits at all qualifying facilities.	All	2020
		Meet with SWP3 team members to audit permit compliance on an annual basis.	All	As Needed

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 6-4 Pollution Prevention and Good Housekeeping Parish-wide	Maintain records of the quantity of litter collected from permittee owned areas. Annually report on the quantity of litter collected from permittee owned areas.	Develop a litter collection program.	Develop an inventory of litter collection areas delineated based on land use, include the following items in the inventory: - Area or right of way length included in the litter collection area - Dominant land use	Public Works / Litter	2020
			Develop a preliminary litter collection schedule based on an assessment of the inventory of litter collection areas.	Public Works / Litter	2020
			Collect litter according to the developed schedule.	Public Works / Litter	2020
			Maintain records of the quantity of litter collected for each defined area, e.g. cubic yards or tons.	Public Works / Litter	2020
			Determine the average quantity of litter collected per area or distance measurement unit.	Public Works / Litter	2020
			Determine target average quantity of litter collected per area or distance unit based on the following: - Data analysis - Bulk litter storage capacities - Litter collection budget constraints	Public Works / Litter	2020
			Adjust litter collection schedules according to the target average quantities of litter collection per area or distance unit on an annual basis.	Public Works / Litter	2020
	Annually report on the total volume of pesticide and herbicide applied and the progress of any projects that results in a reduction of pesticide and herbicide application volumes.	Develop a herbicide / pesticide application monitoring program.	Develop an inventory of areas designated for herbicide and pesticide application including the following: - Area of application - Type of pesticide or herbicide applied - Purpose of application	Facility Management / Public Works / Mosquito Control	2020
			Develop a preliminary pesticide and herbicide application schedule.	Facility Management / Public Works / Mosquito Control	2020
			Comply with local, state, and federal regulations associated with pesticide and herbicide application, e.g. licensing regulations.	Facility Management / Public Works / Mosquito Control	2020
			Track the volume and type of pesticide or herbicide applied at each location.	Facility Management / Public Works / Mosquito Control	2021
			Assess each location for opportunities to implement alternative practices and to retrofit structures in order for non-pesticide methods of maintenance to become effective.	Facility Management / Public Works / Mosquito Control	As Needed
			Develop a prioritized list of areas where retrofits and alternative pest control practices would reduce overall pesticide and herbicide application volumes.	Facility Management / Public Works / Mosquito Control	2021

Maintain records of road maintenance activities and the use of alternative maintenance practices. Annually report on road maintenance activities and the use of alternative maintenance practices.	Develop process for evaluating and use of BMP on roadway maintenance activities.	Assess current roadway maintenance activities to determine if modification to current practices would benefit storm water quality.	Engineering / Public Works	As Needed
		Identify alternative practices that would reduce the discharge of road-materials during construction or maintenance activities.	Engineering / Public Works	2021
		Revise roadway maintenance specifications according to identified alternative practices.	Engineering / Public Works	2021
Annually report on the number of illegal dumping locations identified, volume of materials removed, and the number of associated enforcement actions.	Develop process for identifying, tracking and enforcing illegal dumping.	Conduct an initial inspection of the MS4 jurisdiction in order to identify existing illegal dumping locations.	Public Works / Litter	2020
		Develop a list of illegal dumping locations identified.	Public Works / Litter	2020
		Develop a schedule for removing illegally dumped materials from permittee owned properties.	Public Works / Litter	2020
		Conduct investigations of illegally dumped material in order to attempt to identify the sources of the materials.	Public Works / Litter	2020
		Post signs at illegal dumping locations that indicate the prohibitions associated with illegal dumping.	Public Works / Litter	2021
		Use existing local legal authority or other means to assess enforcement actions against identified illegal dumpers.	Public Works / Litter	2020

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS					
BMP	Measurable Goal	Goal	Task Description	Responsible Parties/ Reporting Roles	Implementation Timeline
BMP 6-5 Education and Training	Annually report on the personnel training program in terms of the number of training sessions conducted and employee attendance.	Develop and implement an operation and maintenance program for jurisdictional facilities to include a training component with a goal of preventing or reducing pollutant runoff from municipal and parish operations.	Develop a list of personnel to be educated on preventing and reducing Stormwater pollution during routine maintenance activities.	Environmental Coordinator	2019
			Develop training materials, surveys and signs.	Environmental Coordinator	2019
			Develop a schedule for conducting training of identified personnel.	Environmental Coordinator	2019
			Conduct training of personnel according to the schedule.	Environmental Coordinator / Human Resources	2019
			Review the employee training program once per permit term in order to evaluate employee competence on preventing and reducing Stormwater pollution during routine maintenance activities.	Environmental Coordinator	2019

## Monitoring, Recordkeeping, And Reporting

### Monitoring

CPPJ will monitor the success of the SWMP through the following:

- Evaluation of program compliance;
- Evaluation of the functionality of the BMPs;
- Evaluation of measurable goal achievement;
- Identification of essential changes and updates needed.

At this time CPPJ is not required to monitor waste load allocations associated with TMDLs caused by sMS4 dischargers. Therefore, only visual monitoring of outfalls associated with CPPJ operations will be deemed suitable and no field/lab testing of pollutants is required to evaluate the success of BMPs as listed in this SWMP.

## Recordkeeping

CPPJ will maintain in its possession the SWMP, NOI, and copies of the LPDES sMS4 General Permit in the Department of Planning and Development office and at any time requested will provide them to LDEQ/EPA in a timely fashion. In addition, CPPJ will maintain records of the following:

- Annual Reports for the LPDES sMS4 General Permit with supporting documents;
- Any inspections described in the SWMP;
- Any data and/or records used to complete the NOI.

Records will be maintained by CPPJ for the duration of each LPDES sMS4 General Permit period.

## Annual Reporting

In accordance with the Co-Permittee agreement, CPPJ will prepare and submit annual reports and evaluate the overall program for compliance and progress toward attainment of measurable goals. The Annual Report shall include the following:

- A summary of activities completed during the reporting year and plans for activities planned for the next reporting year with implementation schedule;
- Notation of any changes to the SWMP made during the reporting year;
- Information on results collected and /or analyzed used to assess the reduction of pollutants in the MS4;
- Status of compliance with the LPDES sMS4 General Permit;
- Any obligations from other government entities for permit compliance;
- Other information as requested by LDEQ/EPA.

Annually CPPJ will send two copies for the Annual Report to LDEQ on or before March 10<sup>th</sup> of each year. These copies will also be made available along with the SWMP through the CPPJ Stormwater website.

## Plan Updates

CPPJ will maintain the SWMP for the duration of the LDPES sMS4 General Permit and update it according under the following conditions:

- Replacement of BMPs deemed ineffective or infeasible with explanation of why the BMP was replaced and the projected outcome of the new replacement of the BMP;
- Updates to ordinances, data collection maps, responsibilities and roles as it pertains to reporting requirements;
- Changes in CPPJ drainage and infrastructure;
- Waste load allocation requirements of TMDLs applicable to any MS4 discharges as requested by LDEQ/EPA;
- LDEQ/EPA request any changes to the SWMP.

Plan updates will be made during annual reporting for the following reporting year unless otherwise specified by LDEQ/EPA. In the event that TMDLs are assigned during the reporting year plans will be updated within a six-month period from assignment. As specified in the LDPES sMS4 General Permit revision to the SWMP in response to reportable spills/releases will be made within 14 days of such spill/release.

# Figures