

JEFFERSON COUNTY COMMISSION

MUNICIPAL SEPARATE STORM SEWER SYSTEM

PERMIT NUMBER: ALS000001

APPENDIX A

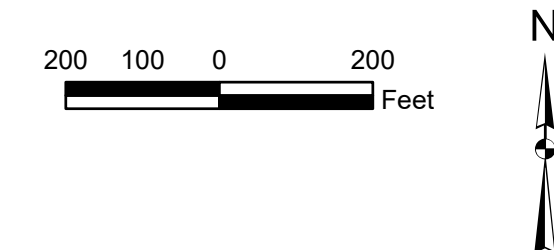




Retention/Detention Inspection Form

| | | |
|-------|-------|------------|
| Site: | Date: | Inspector: |
|-------|-------|------------|

| CRITERIA | SAT/UNSAT/NA | COMMENTS |
|---|--------------|----------|
| 1. FOREBAY: >50% filled with sediment = UNSAT and note ATTN REQUIRED | | |
| 2. INLETS: Note signs of erosion and/or low spots | | |
| 3. OUTLETS: Note signs of erosion and/or low spots | | |
| 4. PRINCIPAL SPILLWAY: Note signs of erosion, obstructions, seeping | | |
| 5. EMERGENCY SPILLWAY: Note signs of erosion, obstructions | | |
| 6. BASIN BOTTOM AND SIDE SLOPES: Note erosion, ground cover, woody vegetation | | |
| 7. SAFETY DEVICES: Fences, gates, locks, etc. | | |
| 8. EMBANKMENTS: Note adequate ground cover, signs of erosion, wood vegetation, low spots, cracking, animal burrows, signs of instability | | |
| 9. STRUCTURAL COMPONENTS: Note signs of settling, cracking, bulging, misalignment, or deterioration | | |
| 10. ROUTINE MAINTENANCE: Does facility require mowing, trash pickup? | | |
| 11. CONDITION OF AQUATIC ENVIRONMENT: Note excessive algae, dominance of one vegetative type | | |
| 12. VEGETATION: Is vegetation healthy and providing appropriate cover? | | |
| 13. STORAGE VALUE: Note evidence of conditions that significantly reduce storage volume | | |
| 14. DEBRIS/SEDIMENT ACCUMULATION: Note evidence of trash, floating debris, or sediment | | |
| 15. STANDING WATER: Is there standing water in appropriate areas? Inappropriate areas? | | |



LEGEND

- Site Boundary (60.5 Acres)
- Stormwater Flow Direction
- █ Cross Drains
- Area covered under UIC Permit Number ALS19937486
- Ditch

Stormwater Control Measures

- ▭ Settling Pond
- Rip Rap Check Dam

Camp Bessemer Storage Facility


Site Map
November 2022

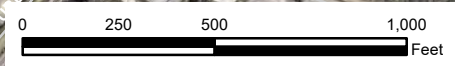


Camp Ketona Detention Basin

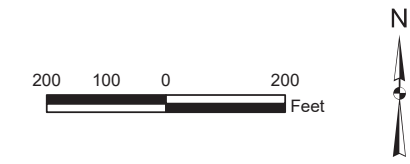


Legend

 Detention Basin



AL79



LEGEND

- Site Boundary (55 Acres)
- Secondary Containment Area
- Vehicle and Equipment Fueling Station
- Vehicle/Equipment Storage Area
- ➔ Stormwater Flow Direction
- Impervious Paved Area
- Building/Warehouse
- Truck Washout Bay

Stormwater Control Measures

- Settling Pond
- ⊕ Check Dam
- ~ Silt Fence
- Stormwater Detention Pond

Camp Ketona Storage Facility
Site Map
October 2022

JEFFERSON COUNTY COMMISSION

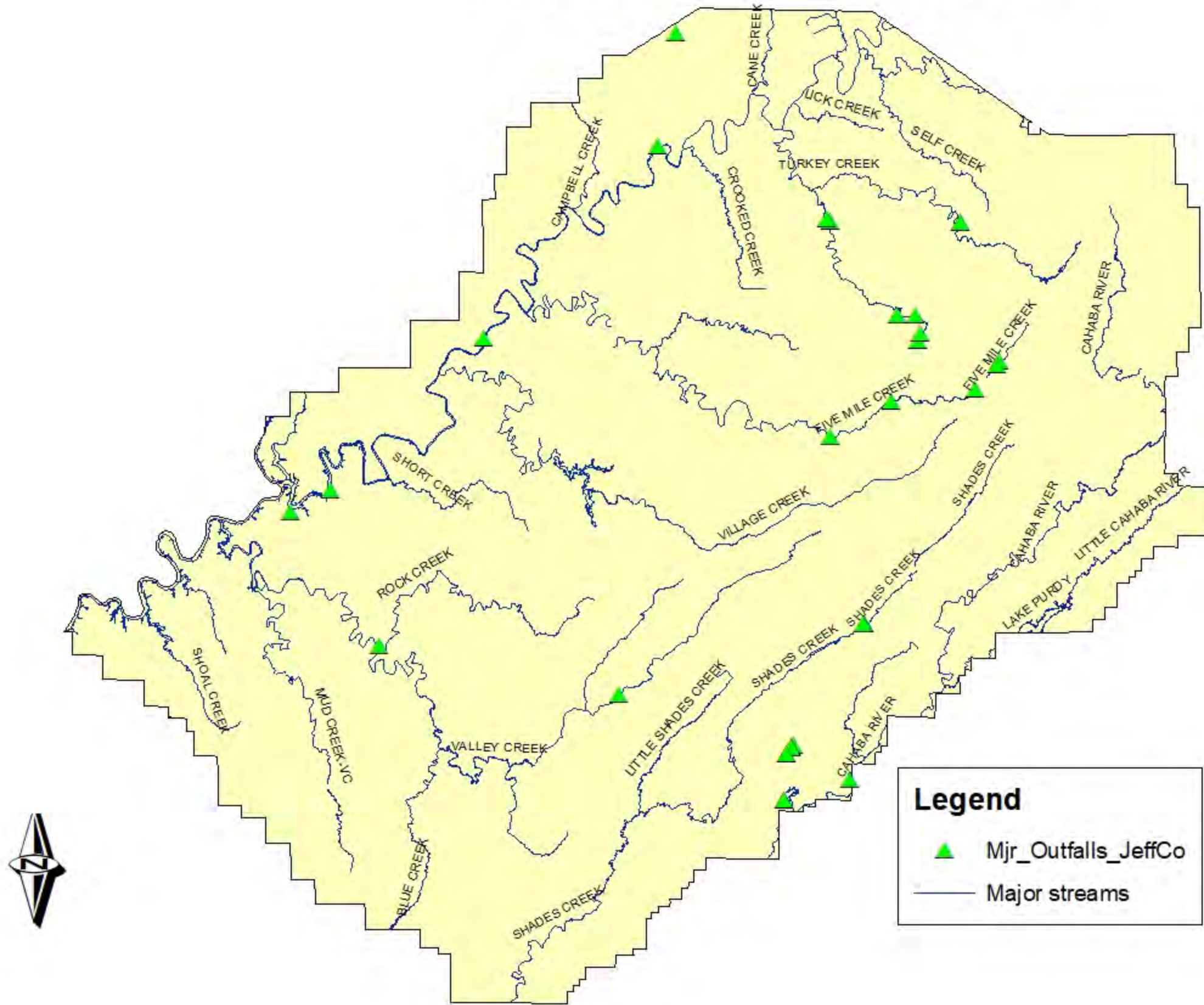
MUNICIPAL SEPARATE STORM SEWER SYSTEM

PERMIT NUMBER: ALS000001

APPENDIX B



Major Outfalls and Waters of the State



Jefferson County Major Outfalls Lat and Long

| | |
|-----------|------------|
| 33.759916 | -86.913483 |
| 33.645267 | -87.039348 |
| 33.642592 | -86.727743 |
| 33.647132 | -86.725668 |
| 33.658086 | -86.729686 |
| 33.657983 | -86.742977 |
| 33.714216 | -86.790032 |
| 33.715617 | -86.79303 |
| 33.621044 | -86.598641 |
| 33.629784 | -86.669103 |
| 33.627402 | -86.670845 |
| 33.613045 | -86.687099 |
| 33.517747 | -86.721912 |
| 33.379296 | -86.779097 |
| 33.366833 | -86.826326 |
| 33.418101 | -86.800366 |
| 33.399803 | -86.818719 |
| 33.398791 | -86.82016 |
| 33.398647 | -86.820223 |
| 33.394869 | -86.824271 |
| 33.394672 | -86.824309 |
| 33.472389 | -86.767343 |
| 33.472595 | -86.768085 |
| 33.472545 | -86.768629 |
| 33.461148 | -87.115826 |
| 33.422396 | -86.971709 |
| 33.623999 | -86.63214 |
| 33.554796 | -87.149639 |
| 33.54156 | -87.178756 |
| 33.712975 | -86.696861 |
| 33.827975 | -86.900253 |

JEFFERSON COUNTY COMMISSION

MUNICIPAL SEPARATE STORM SEWER SYSTEM

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APPENDIX C



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ARTICLE 13

EROSION AND SEDIMENTATION

13.10 General.

All persons engaged in any land-disturbing activities shall take all reasonable measures to protect all public and private property, including roadways and waterways, from damage by such activities. However, that notwithstanding, there are certain specific measures that must be taken any time there is significant disturbance of the land; and the following provisions set forth the requirements that shall accordingly be imposed on persons engaged in land disturbing activities which necessitate planning and implementation of effective erosion and sedimentation controls for development sites.

The following provisions and requirements will not apply to activities listed as being exempt in Section 13.22 of this Article.

13.11 Authority and Jurisdiction Specific to this Article.

Whereas ADEM, pursuant to the authority delegated to it under the Clean Water Act, 33 u.s.c. Section 1251, *et seq.*, has required the County to obtain a NPDES permit for storm water discharges from the MS4, effective March 1, 1995, the County is subject to the federal storm water laws and regulations contained in 33 U.S.C. 1342 (P) and 40 C.F.R. 122.26, and is required to adopt a local erosion control ordinance. Act No. 95775 of the Alabama State Legislature (Code of Alabama 1975, § 11-89C 1-14) and other provisions of the Code of Alabama 1975 grant the authority to adopt such ordinances to the governing bodies of counties.

13.12 Definitions.

For the purposes of this Article, the following words and terms shall have the meaning assigned to them in this section.

Accidental Discharge - a discharge prohibited by this Article into the MS4 or community water which occurs by chance and without planning or consideration prior to occurrence.

Adverse Impact - any deleterious effect on waters or wetlands, including their quality, quantity, surface area, species composition, aesthetics or usefulness for human or natural uses which are or may potentially be harmful or injurious to human health, welfare, safety or property or to biological productivity, diversity or stability, or which would unreasonably interfere with the enjoyment of life or property.

Agriculture - activities undertaken on land for the production of plants, crops, and animals which are useful to man.

Alabama Department of Environmental Management (herein abbreviated as "**ADEM**") - the State of Alabama regulatory agency, created under Code of Alabama 1975, § 22-22A-1, *et seq.*, responsible for administering and enforcing the storm water laws of the United States of America and the State of Alabama.

Applicant - any person, firm, corporation or agency who executes the necessary forms to procure approval of an erosion and sedimentation control plan from the County.

Best Management Practices (herein abbreviated as "**BMPs**") – activities, prohibitions of practices, maintenance procedures and management practices designed to prevent or reduce the pollution of waters to the MS4. Best Management Practices also include treatment requirements, operating procedures and practices to control facility site runoff, spillage or leaks, sludge or waste disposal or drainage from raw material storage and construction sites.

Clean Water Act (herein abbreviated as "**CWA**") - the federal act (33 U.S.C. § 1251 through § 1387) which was formerly referred to as the Federal Water Pollution Control Act and Federal Water Pollution Control Act Amendments of 1972, Public Law 92-500, as amended by Public Law 95-217, Public Law 95-576, Public Law 6-483 and Public Law 97-117, 33 U.S.C. § 1251-1387.

Clearing - the removal from the land of trees, shrubs, grass, brush and/or other varied ground cover and vegetation which, in its undisturbed state, is useful for windbreaks, water retention and the maintenance of topsoil (but not including the ordinary mowing of grass or the maintenance of cleared areas).

Community Waters - any or all rivers, streams, creeks, branches, lakes, reservoirs, ponds, drainage systems, springs, wetlands, wells and other bodies of natural or artificial surface or subsurface water into which the MS4 outfalls flow.

Contour - a line of equal elevation above a specified datum, usually mean sea level.

Contour Line - a line joining points having or representing equal elevations.

Department, The – the Department of Land Planning & Development Services of Jefferson County, Alabama.

Director, The – the Director of the Department of Land Planning & Development Services of Jefferson County, Alabama.

Discharge - the passing of water or other liquid through an opening or along a pipe, conduit or channel; the rate of flow of water, silt, or other mobile substance which emerges from a pipe, conduit or channel, usually expressed as cubic feet per second, gallons per minute or million gallons per day.

Drainage - the removal of surface water from a given area either by gravity or by pumping; commonly applied to surface water and groundwater.

Drainage Area - that area contributing runoff to a single point measured in a horizontal plane, which is enclosed by a ridge line; the area of a drainage basin or watershed, expressed in acres, square miles or other unit of area.

Engineer - a person currently licensed by the Alabama State Board of Registration for Professional Engineers and Land Surveyors to provide engineering services.

Erosion - wearing away of land surfaces as a result of the movement of wind or water.

Erosion Control - the application of measures to reduce erosion of land surfaces.

Erosion and Sedimentation Control Plan - documentation prepared by an applicant, usually submitted in conjunction with construction plans, depicting the manner in which the requirements of this Article – to address issues associated with storm water for purposes such as preventing pollution, improving water quality, keeping pollutants out of runoff, and implementing Best Management Practices – will be met.

Grading - any act by which soil is cleared, stripped, stockpiled, excavated, scarified or filled, or any combination thereof.

Illicit Connection - any man-made conveyance connecting an illicit discharge directly to the MS4.

Illicit Discharge - any discharge that is not composed entirely of storm water, except discharges pursuant to a NPDES permit and discharges which are specifically excepted from this Article.

Land Disturbing Activity - any change to a property that may result in soil erosion or the movement of sediment, or cause an increase or change of direction in water run-off or drainage, including but not limited to the clearing, dredging, grading, compaction, excavating, transporting or filling of land.

Maximum Extent Practicable – full implementation and regular maintenance of available industry-standard technology and effective management practices – such as those contained in the latest edition of the *Alabama Handbook for Erosion Control, Sediment Control, and Stormwater Management on Construction Sites and Urban Areas*, Alabama Soil and Water Conservation Committee (ASWCC), being used by ADEM – designed to prevent and/or minimize discharges of pollutants and ensure protection of groundwater and surface water quality.

Minor Extension - an addition to an existing utility pipeline or other utility line in which the land disturbed consists of fewer than 7,500 linear feet.

MS3 - Municipal Separate Storm Sewer - a conveyance or conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels and storm drains), owned or operated by a city, town or county or other public body (created by, or pursuant to, State law) having jurisdiction over storm water.

MS4 - Municipal Separate Storm Sewer System - a system of municipal separate storm sewers, each meeting the definition of MS3 above.

NPDES - National Pollutant Discharge Elimination System.

Outfall - a point source (meaning any discernible, confined and discrete conveyance, including, but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged, but not including return flows from irrigated agriculture or agricultural water runoff) at the point of a discharge to Waters of the United States of America.

Pollutant - includes, but is not limited to, the pollutants specified in Code of Alabama 1975, § 22-22-1 (b) (3) and any other effluent characteristics specified in a permit.

Pollutant Loading - the amount of a pollutant entering the MS4.

Qualified Credentialed Professional - a Professional Engineer, an Alabama Natural Resources Conservation Service professional designated by the State Conservationist, or a Certified Professional In Erosion And Sediment Control (CPESC). A QCP includes a registered landscape architect, a registered land surveyor, a Professional Geologist, a registered forester, a Registered Environmental Manager as determined by the National Registry of Environmental Professionals (NREP), and a Certified Professional Soil Scientist (CPSSc) as determined by ARCPACS, and other ADEM-accepted professional designations, certifications, and/or accredited university programs that can document requirements regarding proven training, relevant experience, and continuing education, that enable recognized individuals to prepare CBMPPs, to make sound professional judgments regarding Alabama NPDES rules, the requirements of this Article, planning, design, implementation, maintenance, and inspection of construction sites, receiving waters, BMPs, remediation/cleanup of accumulated offsite pollutants from the regulated site, and reclamation or effective stormwater quality remediation of construction associated land disturbances, that meet or exceed recognized technical standards and guidelines, effective industry standard practices, and the requirements of this Article. The QCP shall be in good standing with the authority granting the registration or designation.

Registration - filing, with the Jefferson County Department of Land Planning & Development Services, of any approved plan(s) issued pursuant to, or otherwise in association or conjunction with, this Article.

Sediment - solid material settled from suspension in a liquid that has been transported and deposited from its site of origin by air, water, ice or gravity as a product of erosion and has come to rest on the earth's surface either above or below a water surface, usually, inorganic or organic particles originating from weathering, chemical precipitation, or biological activity.

Silviculture - the care and cultivation of forest trees, including site preparation, planting, pruning, thinning and harvesting.

Site - any tract, lot or parcel of land or combination of contiguous tracts, lots or parcels of land to be developed as a unit, subdivision or project.

Stabilization - the prevention of soil movement by any of various vegetative and/or structural means.

Storm Water - the excess water running off from the surface of a drainage area during and immediately after a period of rain; i.e., that portion of the rainfall and resulting surface flow that is in excess of what can be absorbed through the infiltration capacity of the surface of the basin.

Storm Water Management - the incorporation of a variety of activities and equipment into a plan (the erosion and sedimentation control plan) to address concerns associated with storm water for the purpose of preventing pollution, improving water quality, keeping pollutants out of runoff, and the implementation of Best Management Practices.

Stream - areas where surface waters produce a defined channel or bed that demonstrates clear evidence of the passage of water and includes, but is not limited to, bedrock, channels, gravel beds, sand and silt beds, and defined-channel swales. The channel or bed need not contain water year-round. This definition is not meant to include artificially-created irrigation ditches, canals, storm or surface water runoff devices, or other artificial water courses unless they are used by salmonid or created for the purposes of stream mitigation.

Structural Controls - measures incorporated into existing storm water drainage systems or newly constructed systems to prevent or minimize the discharge of pollutants for the purpose of maintaining and/or improving water quantity and quality management; quantitative control by a system of vegetative and structural measures that control the increased volume and rate of surface runoff caused by man-made changes to the land; and qualitative control by a system of vegetative, structural and other measures that reduce or eliminate pollutants that might otherwise be carried by surface runoff.

Turbidity - a measure of fine suspended matter in liquids assessing the condition of water or wastewater wherein the presence of suspended matter results in the scattering and absorption of light rays, and/or causes substantial visible contrast with the natural appearance of waters or interferes with any beneficial uses which they serve.

Utility - a business or service which is engaged in regularly supplying the public with some commodity or service which is of public consequence and need, such as electricity, gas, water, telephone service and telegraph service.

Variance - any reduction or relaxation of the minimum requirements of this Article in situations where, owing to exceptional circumstances or conditions peculiar to a specific site, strict adherence to the provisions of this Article would be unnecessary or result in undue hardship; provided, however, that the granting of such variance shall not result in any condition, or in any other way be, contrary to the spirit and intent of this Article.

Wetland - areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.

13.20 Administration.

The Department of Land Planning & Development Services (The Department) shall be responsible for the enforcement of the provisions of this Article throughout the territorial jurisdiction of the County, under the oversight of its Director and/or Chief Civil Engineer.

13.21 Registration Required.

Before the commencement of any land-disturbing activity that is not exempted from the requirements of this Article, the owner of the land on which such activity shall be conducted – or his/her duly authorized agent – must register an erosion and sedimentation control plan with the Jefferson County Department of Land Planning & Development Services.

13.22 Exceptions.

Land-disturbing activities that shall be exempt from the registration requirements of this Article include those that follow below. However, the persons conducting these activities shall nevertheless remain responsible for compliance with any other applicable law.

1. Agriculture.
2. Silviculture.
3. Gardens, landscaping, home repairs, home maintenance work, minor house additions, and other related or similar activities which result in only minor soil erosion, including the construction, maintenance or repair of accessory structures, on individual residential lots containing an existing, established residence.
4. Minor activities on single- or two-family residential properties, such as individual connections for utility services and sewer services, and minor grading for driveways, yard areas and sidewalks.
5. Minor maintenance, minor repair, and the minor extension of any existing underground public utility lines; provided, that the utility company which owns such lines has received approval of a general erosion and sedimentation control plan for such maintenance, repair, and extension; and provided further, that any utility company making a minor extension (as defined in Section 13.12 of this Article) disturbing more than 1,000 linear feet of land must give the Department written notice of such prior to the commencement of the activity.
6. The construction, repair or rebuilding of railroad tracks.
7. Minor subsurface exploratory excavations under the direction of soils engineers or engineering geologists.
8. The opening of individual burial sites in property which has been approved for such use by all necessary governmental authorities.
9. Digging of water wells or environmental monitoring wells.

13.30 Application and Registration Procedures.

- a. All erosion and sedimentation control plans shall be prepared by a Qualified Credentialed Professional, except those plans related to the construction of individual single-family residences. The erosion and sedimentation control plan shall be a part of all construction plans filed with the Department prior to the commencement of any land-disturbing activity on the site. The plan will be reviewed by the Department, in conjunction with the County's review of the construction plan set as a whole, for compliance with the latest edition of the *Alabama Handbook for Erosion Control, Sediment Control, and Stormwater Management on Construction Sites and Urban Areas*, Alabama Soil and Water Conservation Committee (ASWCC), being used by ADEM (as well as with the provisions of this Article); the review will be conducted in accordance with the fee and time schedules established for construction plan review by the Jefferson County

Commission and the Department respectively; and any subsequent approval of such construction plans shall be understood to include and constitute acceptance of the erosion and sedimentation plan as well.

- b.** For erosion and sedimentation control plans not submitted as part of a complete construction plan set, each application for registration of a land disturbing activity shall be accompanied by a nonrefundable fee in accordance with the Fee Schedule adopted by the Jefferson County Commission.

In those cases, the Department shall review the plan as described in Item a. above, and either accept or reject the erosion and sedimentation control plan within fourteen (14) days of filing. If the erosion and sedimentation control plan is rejected, the Department shall provide the applicant with written notice of the reasons for its rejection. Any resubmissions shall be processed in the same manner.

- c.** If the Department determines, either upon review of such plan or on inspection of the site, that a significant risk of off-site sedimentation or erosion exists, it will require a revised plan be considered by the preparing Qualified Credentialed Professional.
- d.** Erosion and sedimentation control plans shall contain architectural and engineering drawings, maps, assumptions, calculations, and narrative statements as needed to describe adequately the proposed development of the site and the measures planned to meet the Basic Control Objectives set forth in Section 13.31. Plan content may vary to meet the needs of specific site conditions.
- e.** In no case shall any proposed land-disturbing activity be commenced prior to the acceptance of an erosion and sedimentation plan by the Department, and its registration with same. Neither shall such registration excuse the owner from the responsibility for obtaining any other required permits or licenses.
- f.** All applications for registration of an erosion and sedimentation control plan shall include the property owner's or owners' written consent for Jefferson County, or the designated agent of Jefferson County, to enter upon the property or properties in order to abate any and all violations of this Article, or of the registered erosion and sedimentation control plan, as provided for in Sections 13.51 and 13.60 of this Article.
- g.** The Department must be notified immediately upon any change in ownership of property for which an erosion and sedimentation control plan has been registered, and/or any change in the person or persons responsible for ensuring compliance with the provisions of this Article.
- h.** Whenever there is a conflict between federal, state, or local laws, ordinances, rules and regulations, orders or decrees, the more restrictive provision shall apply.

13.31 Basic Control Objectives.

The basic control objectives which should be considered in developing and implementing an erosion and sedimentation control plan are to:

- a. **Identify Critical Areas.** On-site areas which are subject to severe erosion, and off-site areas which are especially vulnerable to damage from erosion and/or sedimentation caused from increased run-off are to be identified and receive special attention.
- b. **Limit Exposed Areas.** All land-disturbing activities should be planned and conducted to minimize the size of the area to be exposed at any one time.
- c. **Limit Time of Exposure.** To the maximum extent practicable, all land-disturbing activities should be planned and conducted to limit exposure to the shortest feasible time.
- d. **Control Surface Water.** Surface water runoff originating upgrate of exposed areas should be controlled to reduce erosion and sediment loss, to the maximum extent practicable, during the period of exposure.
- e. **Control Sedimentation.** All land-disturbing activities should be planned and conducted so as to prevent offsite sedimentation damage.
- f. **Manage Storm Water Runoff.** When the increase in storm water volumes, peak rates and/or velocity of storm water runoff resulting from a land-disturbing activity is sufficient to cause damaging accelerated erosion of the receiving ditch or channel stream, plans should include measures to help control the velocity and/or rate of release so as to minimize accelerated erosion and increased sedimentation of the ditch or stream channel. This may include the use of outlet energy dissipaters, detention methods, ditch or in-stream channel measures or engineered controls.
- g. **Low Impact Development Techniques.** Erosion and sedimentation control plans should seek to incorporate low impact development and environmental site design techniques, such as infiltration and capture/re-use of storm water, to the maximum extent practicable.

13.32 Mandatory Standards for the Erosion and Sedimentation Control Plan.

All erosion and sedimentation control plans shall include, incorporate or otherwise account for or address the elements listed below.

- a. No land-disturbing activity shall be permitted in proximity to a lake, natural watercourse, or adjacent property where applicable unless a buffer zone is provided along the boundary of sufficient width to confine siltation and/or prevent erosion, to the maximum extent practicable, provided that the land-disturbing activity is not in connection with the construction of facilities to be located on, over, or under a lake, natural watercourse, or adjacent property.
- b. The angle for graded slopes and fills shall be no greater than the angle which can be retained by vegetative cover or other adequate erosion control devices or structures. In any event, slopes left exposed will, within the shortest feasible time of final grading

(though not to exceed 14 days, per Section 13.40(d)), be planted or otherwise provided with ground cover, devices, or structures sufficient to restrain erosion.

c. Design and Performance Standards.

1. Structural erosion and sedimentation control measures shall be so planned, designed, and constructed as to provide control from the calculated peak rates of runoff from a ten-year frequency storm. Runoff rates may be calculated using the procedures in the USDA, Soil Conservation Service's "National Engineering Field Manual for Conservation Practices," or other acceptable calculation procedures. Runoff computations shall be based on rainfall data published by the National Weather Service for the area.
2. Structural controls shall be designed and maintained as required so as to minimize erosion and pollution to the maximum extent practicable. All surface water flowing toward the construction area shall, to the maximum extent practicable, either be passed through the site in a protected channel or diverted by using berms, channels, pipes or sediment traps, as necessary.
3. Erosion and sediment control measures shall be designed, based on the size and slope of the disturbed areas or drainage areas, to minimize erosion and to control sediment to the maximum extent practicable. Sediment in runoff water must be minimized by using the appropriate BMPs.
4. Discharges from sediment basins and traps must be conducted in a manner consistent with good engineering practices. Sediment-laden or otherwise polluted water discharged to the MS4 must be addressed in a manner consistent with good engineering practices and the requirements of this ordinance.
5. The erosion and sedimentation control plan shall include measures to reduce erosion and other adverse impacts to MS4 drainage system which would result from an increase in the volume of water and the rate of runoff of water during land-disturbing activities.

d. Additional Standards Regarding Lakes and Natural Watercourses, Stream Banks and Channels.

1. Land-disturbing activity in connection with construction in, on, over, or under a lake or natural water course shall be planned and conducted, to the maximum extent practicable, in such a manner as to minimize the extent and duration of disturbance of the stream channel.
2. The relocation of a stream, where relocation is an essential part of the proposed activity, shall be planned and executed so as to minimize changes in the stream flow characteristics, except when justification for significant alteration to flow characteristic is provided. Furthermore, the U.S. Army Corps of Engineers must approve the relocation of any stream or waterway prior to acceptance of such plan by the Department, and documentation of such approval provided to the Department as part of the plan submission.

3. Provision may be required for the permanent protection of on-site or adjacent stream banks and channels from the erosive effects of increased velocity and volume of storm water runoff resulting from certain land-disturbing activities.
 - (a) A combination of storage and controlled release of storm water runoff may be required.
 - (b) Detention storage and controlled release will not be required in those instances where the person planning to conduct the activity can demonstrate that the storm water release will not cause an increase in accelerated erosion or sedimentation of the receiving ditch, stream channel, or other drainage facility, taking into consideration any anticipated development of the watershed in question.

e. Standards Pertaining to Related Off-Site Activities.

1. **Borrow and Waste Areas.** When the person conducting the land-disturbing activity is also the person conducting the borrow or waste disposal activity, areas from which borrow is obtained shall be considered as part of the land-disturbing activity where the borrow material is being used or from which the waste material originated, and must be included in the erosion and sedimentation control plan. When the person conducting the land-disturbing activity is not the person obtaining the borrow and/or disposing of the waste, these areas shall be considered a separate land-disturbing activity.
2. **Access and Haul Roads.** Temporary access and haul roads (other than public roads) constructed or used in connection with land-disturbing activity shall be considered a part of such activity.

13.33 Application Requirements.

All applications for registration of an erosion and sedimentation control plan must include the following information:

- a. Name of applicant, with telephone numbers, email address, facsimile machine number, and/or other information by which the applicant can be contacted.
- b. Address where applicant, or other local contact person who can furnish information about the land-disturbing activity, can be reached.
- c. Names, addresses, telephone numbers, email addresses, facsimile machine numbers, etc., of:
 1. the owner of the project;
 2. the owner of the property on which the project is to be located; and,

3. the ground lessee of the property, if any, on which the land-disturbing activity is to be conducted if the applicant is not the owner of the project and such property.
- d. Legal description and address, if any, of the property upon which the land-disturbing activity is to be conducted.
- e. Names, addresses, telephone numbers, email addresses, facsimile machine numbers, etc., of all contractors and subcontractors who shall implement any portion of the erosion and sedimentation control plan; provided, however, that if the contractor and the subcontractors have not been selected when the application for registration is filed, the applicant shall furnish such information to the Department within five (5) days of the day or days on which the contractor and/or subcontractors are selected.
- f. Name of the Qualified Credentialed Professional who has prepared/approved the erosion and sedimentation control plan, with telephone number, email address, facsimile machine number, and/or other information by which said Professional can be contacted (except for land-disturbing activities related solely to the construction of individual single-family residences).
- g. A written description of the BMPs which are shown on the plan, details of said BMPs, and a schedule of their implementation during land-disturbing activities and construction; a projected time schedule for the commencement and completion of the land-disturbing activity itself; and specifications for BMP maintenance both during and after completion of the project.
- h. A description of the existing site conditions and adjacent topographical features; the information necessary to determine the erosion qualities of the soil on the site; potential problem areas of soil and erosion and sedimentation; soil stabilization specifications and storm water management considerations;
- i. A description of, and procedures for, proper storage, handling and disposal of construction materials stored on-site which could contribute to the pollutant loading to the MS4.
- j. A vicinity map.
- k. A scaled drawing or drawings, as required by Articles 9, 10 and 11 of the Jefferson County Subdivision & Construction Regulations, prepared by a Qualified Credentialed Professional and clearly depicting the methods, manner, activities, equipment, and any and all other elements to be used in the accomplishment of the erosion and sedimentation control plan, at a sufficient size and in sufficient detail as to be commensurate with the size of the project; the severity of the site condition and its potential for off-site damage; and to sufficiently document satisfaction of the standards set forth hereinabove, as well as achievement of the Basic Control Objectives of Section 13.31.

- l.** Signature of the applicant, property owner, project manager or other responsible party attesting to the following: “I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision and that I have personally examined, and I am familiar with, the information in this document and such attachments. Based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and civil penalty.”
- m.** The property owner’s or owners’ written consent for Jefferson County, or the designated agent of Jefferson County, to enter upon the property or properties in accordance with Section 13.30(f) of this Article.

**13.40 Commencement of Land-Disturbing Activities:
Responsibilities of the Property Owner/Developer.**

No land-disturbing activity subject to the provisions and requirements of this Article shall be undertaken except in accordance with the following mandatory processes and procedures. Persons conducting land-disturbing activities shall take all reasonable measures referred to, or provided for, in this Article to protect all public and private property from damage caused by such activities, and to reduce storm water pollution to the maximum extent practicable.

- a.** A copy of the accepted erosion and sedimentation control plan shall be on file at the job site. Copies of all monthly reports and all accidental discharge reports submitted to ADEM must also be kept on-site and available for inspection by the Director or his/her designee.
- b.** The person(s) proposing to conduct any land-disturbing activity or an agent, contractor or other representative of such person must contact the Department at least five (5) business days before commencement of the land-disturbing activity to advise the Director or his/her designee of the commencement of such land-disturbing activity; unless, for good cause shown, the Director or his/her designee permits such person, contractor, agent or other representative to contact him nearer to the date of the commencement of such land-disturbing activity.
- c.** Other than land-clearing activities required to install the appropriate BMPs, all measures required by the erosion and sedimentation control plan shall be in place and functional before any clearing or earthmoving operations begin, and shall be constructed and maintained throughout the construction period. Temporary measures may be removed at the beginning of the workday, but shall be replaced at the end of the workday (unless conditions, such as a rain event, require them to be replaced earlier.)
- d.** The angle for graded slopes and fills shall be no greater than the angle which can be retained by vegetative cover or other adequate erosion control devices or structures. Any slope or fill which has been graded shall, within fourteen (14) days of the completion of such grading or the completion of any phase of grading, be planted or otherwise provided

with ground cover, materials, devices or structures sufficient to restrain erosion. The BMPs shall remain in place in accordance with the erosion and sedimentation control plan until the graded slope or fill is stabilized.

- e. Adequate protective measures shall be provided for the containment of hazardous substances and any other materials which may pollute the MS4, including petroleum products, lubricants and paint.
- f. The person engaged in or conducting the land-disturbing activity shall be responsible for maintaining all temporary and permanent erosion and sedimentation measures and facilities during the development of a site. The responsibility for maintaining all permanent erosion and sedimentation control measures and facilities after site development is completed shall lie with the landowner, until such time as adequate vegetative cover and site stabilization is achieved as determined by the Director or his/her designee.
- g. Control measures shall be maintained as an effective barrier to sedimentation and erosion in accordance with the provisions of this ordinance. All control measures shall be checked, and repaired as necessary, monthly in dry periods and within twenty-four (24) hours after any precipitation at the site of 0.75 inches or greater in any 24-hour period. During prolonged rainfalls, daily checking and, if necessary, repairing shall be done. The registrant of the erosion and sedimentation control plan shall maintain written records of such checks and repairs, which records shall be subject to inspection by Department personnel at any reasonable time.
- h. There shall be no distinctly visible floating scum, oil or other matter contained in the storm water discharge. The storm water discharge to an MS4 must not cause any color (except dyes or other substances discharged to an MS4 for the purpose of environmental studies and which do not have a harmful effect on the bodies of water within the MS4) or odor in the community waters that does not occur naturally from normal ecological or biological processes in the environment. The storm water discharge to the MS4 must result in no materials in concentrations sufficient to be hazardous or otherwise detrimental to humans, livestock, wildlife, plant life or fish and aquatic life in the community waters.
- i. A ground cover sufficient to restrain erosion shall be planted or otherwise provided within fourteen (14) days on that portion of any tract upon which further active construction is not being undertaken; provided, that this activity shall not apply to cleared land forming the basin of a reservoir later to be inundated.
- j. When the land-disturbing activity is finished and stable vegetation or other permanent controls have been established on all remaining exposed soil, the owner of the land where the land-disturbing activity was conducted, or his authorized agent, shall notify the Department of these facts, and request a final inspection.

k. Accidental Discharges.

1. In the event of any discharge of a hazardous substance or a significant spill of a hazardous substance to the MS4 which could constitute a threat to human health or the environment, the owner or operator of the site shall give notice to the Department and the Jefferson County Emergency Management Authority in the same manner, and within the same time, as is required by State regulations for notice to ADEM.
2. The owner or operator of such property shall take all reasonable steps to minimize any adverse impact to the community waters caused by discharges to the MS4, including such improved or additional monitoring as may be necessary to determine the nature and impact of the discharge. Absent a compelling public interest to the contrary, it shall not be a defense for the owner or operator in an enforcement action that it would have been necessary to halt or reduce the business or activity of the site, or any project or facility thereon, to maintain water quality and minimize any adverse impact that the discharge may cause.

**13.50 Monitoring and Inspection of Land-Disturbing Activities:
Authority of the Department of Land Planning & Development Services**

- a. The Director or his/her designee, bearing proper identification, may enter and inspect all land-disturbing activities for regular periodic inspections, investigations, monitoring, observations, measurements, enforcement, sampling and/or testing to verify compliance with the provisions of this ordinance, and to confirm the implementation and maintenance of any erosion and sedimentation control plan approved for such land-disturbing activities.
- b. It is hereby further provided that any site undergoing land-disturbing activity shall be inspected when the Director or his/her designee believes, as a result of complaints or monitoring activity, that land-disturbing activities on the site are causing a substantial pollutant loading which threatens the MS4; or if the Director or his/her designee has reasonable cause to believe that discharges from a land-disturbing activity to the MS4 may cause an imminent threat to human health or the environment. Such inspections may take place at any time and without notice.
- c. Whenever the Department determines that significant sedimentation is occurring as a result of a land-disturbing activity, despite application and maintenance of protective practices, the person conducting the land-disturbing activity or the person responsible for maintenance will be required to take additional protective action, and to furnish this information to the Department.
- d. The Director or his/her designee shall inspect the site within five (5) working days after receipt of notice that the land-disturbing activity is finished, and stable vegetation or other permanent controls have been established on all remaining exposed soil, and may require additional measures to stabilize the soil and control erosion and sedimentation. If additional measures are so required, written notice of the requirement for such additional

measures shall be delivered to the owner, and the owner shall continue to be covered by the original registration issued until a final inspection approves the project as having been satisfactorily completed. The Director or his/her designee shall provide to the owner, within ten (10) days of the date of such approval, a certification of completion showing that the requirements of the erosion and sedimentation control plan registration have been fulfilled.

13.51 Surety Requirements.

- a. Prior to commencement of land disturbing activities.** In order for the Department to issue a Zoning Approval allowing land disturbing and/or construction activities to begin, and except as noted in Section 13.51(c) below, the registrant/property owner must submit an irrevocable letter of credit or other form of surety acceptable to the Director, styled in favor of the Jefferson County Treasurer, in such amount as specified herein to assure that the work – if not completed or if not done in accordance with the approved plans and specifications – will be corrected in order to eliminate and/or prevent hazardous conditions, or erosion and/or sedimentation problems, to the maximum extent practicable, pending final approval of the work as set forth in Section 13.50(d) above.

The surety shall:

1. contain, or have attached to it as an exhibit, a legal description of the site and/or a valid 911 address;
2. remain in effect for such reasonable period of time as may be required by the Director or his/her designee (pending final inspection and approval of the work as set forth in Section 13.50(d) above);
3. be set to \$3,000.00 per acre, or portion thereof;
4. be set to double the amount determined by Item 3 above where clearing or earthwork is performed in areas designated as floodways, floodplains or areas susceptible to landslides; and,
5. must be issued by a bank having a branch in Jefferson County.

- b. Following completion of land disturbing activities.** In the event a Certificate of Occupancy is requested prior to complete stabilization of a property, the Director or his/her designee shall require a surety – in accordance with the terms and conditions set forth in Section 13.51(a) above, but to be separate and apart from any surety required prior to the land disturbing activity – in order to assure the necessary work to properly stabilize the property is accomplished.

- c. Exceptions to the surety requirements of this Article.** In cases where an erosion and sedimentation control plan is related to the construction of an individual single-family residence, the requirement for a surety prior to the commencement of the land disturbing activity (Section 13.51(a)) may be waived as follows:

1. Registrants who possess current certification as a Qualified Credentialed Inspector through the Homebuilders Association of Alabama, or is otherwise certified through a Department-sponsored or Department-approved training program, shall not be required to post the surety of Section 13.51(a) above (i.e., prior to the commencement of the accepted land disturbing activities).
2. Provided, however, that the Director shall have the right to require any registrant/owner who was initially not required to post a surety under this Section, but who subsequently has had any action taken against him/her by the Department for failure to comply with the requirements of this Article and/or an accepted erosion and sedimentation control plan, to post the surety of Section 13.51(a) above prior to the Department's issuance of any further Zoning Approvals to said individual.

13.60 Enforcement and Abatement

- a. **Unauthorized Discharges.** Any discharge of storm water made in violation of this ordinance, or of any condition of an erosion and sedimentation control plan registered pursuant to this ordinance, shall be subject to correction and/or abatement in accordance with applicable law; provided, however, that the following direct or indirect discharges into the MS4 are allowable under the terms of this ordinance (unless determined by the Director or his/her designee to be a source of contamination to the community water): landscape irrigation; uncontaminated water from foundation and footing drains; discharges from springs; lawn watering; and discharges from fire fighting activities.
- b. **Immediate Threats to Public Health or Welfare.** Notwithstanding any other provision in this ordinance to the contrary, in the event of an immediate threat to the public health or welfare, the Director may take any and all appropriate measures to remove or alleviate such threat.
- c. **Enforcement Authority.** The Director or his/her designee shall have the authority to issue notices of violation and citations, and to designate those persons who have enforcement authority. In exercising that authority, the persons enforcing the requirements of this Article shall follow the policies and procedures outlined herein below.
 1. **Written Notice.** Whenever an authorized employee of the Department finds that a registrant, or any other person discharging storm water, has violated or is violating this Article or the erosion and sedimentation control plan registered hereunder, the Department shall serve upon such person written notice of the violation. Within ten (10) days of such notice, the permit registrant/property owner shall submit to the Department a written explanation of the violation and a plan for the satisfactory correction and prevention thereof, including the specific action(s) to be taken. However, submission of said plan in no way relieves the discharger of liability for any violations occurring before or after receipt of the notice of violation.

2. **Consent Orders.** The Director or his/her designee is empowered to enter into consent orders, assurances of voluntary compliance, or other similar documents establishing an agreement with the person responsible for the noncompliance. Such orders will include specific action to be taken by the person to correct the noncompliance within a time period also specified by the order. Consent orders shall have the same force and effect as administrative orders issued pursuant to Items 4 and 5 below.
3. **Show Cause Hearing.** The Director or his/her designee may order any person who violates this Article, or any erosion and sedimentation control plan registered hereunder, to show cause why a proposed enforcement action should not be taken. Notice shall be served on the person, specifying the time and place for the meeting; the proposed enforcement action and the reasons for such action; and a request that the violator show cause why this proposed enforcement action should not be taken. The notice of the meeting shall be served personally, or by registered or certified mail (return receipt requested), at least ten (10) days prior to the hearing.
4. **Compliance Order.** When an authorized employee of the Department finds that any person has violated or continues to violate this Article, or any erosion and sedimentation control plan registered hereunder, the Director or his/her designee may issue an order to the violator directing that, following a specified time period, there must be adequate structures, devices, and/or procedures installed and/or implemented, and properly operated thereafter. Orders may also contain such other requirements as might be reasonably necessary and appropriate to address the noncompliance, including the construction of appropriate structures, installation of devices, self-monitoring, and management practices.
5. **Elimination of Illicit Discharges.** Any illicit discharge (as defined in this Article) shall be eliminated as expeditiously as possible, and any improper disposal practices ceased immediately upon identification of, and notice to, the responsible parties. Where elimination of an illicit discharge within ten (10) working days is not possible, the responsible party shall submit an expeditious schedule for removal of the discharge; and in the interim, shall take all reasonable and prudent measures to minimize the discharge of pollutants to the MS4.
6. **Cease and Desist Orders.** When an authorized employee of the Department finds that any person has violated or continues to violate this Article, or any erosion and sedimentation control plan registered hereunder, the Director or his/her designee may issue an order to cease and desist all activity declared to be in violation of this Article, and direct those persons in noncompliance to:
 - (a) comply forthwith with all requirements of this Article, and any erosion and sedimentation control plan registered pursuant hereto; and/or
 - (b) take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and terminating the discharge.

7. **Stop Work Orders.** Failure to promptly undertake and complete, in a timely manner, whatever remedial and/or preventive actions are necessary, ordered or otherwise required in order for a work site to be brought into full compliance with this Article, or with the relevant erosion and sedimentation control plan, shall subject the registrant, property owner and/or developer to issuance of an order requiring all work on the site – land disturbing activities, demolition, construction, etc. – to be immediately halted pending the necessary corrective action.
8. **Further Action.** The Jefferson County Department of Land Planning & Development Services shall monitor all land-disturbing activities, including those approved under an ADEM NPDES permit, for compliance with the BMP/erosion and sedimentation control plan, and with all other applicable conditions or requirements as may have been made a part of said permit. The Department shall also be authorized to take whatever enforcement action may be necessary to bring a work site into compliance with said permit, as well as with all applicable requirements of this Article, to the fullest extent allowed by law. And, in any case where the Director determines that a non-compliant condition cannot or will not be satisfactorily addressed by the responsible parties, that enforcement action shall include the right for Jefferson County, or a designated agent of said County, to enter upon such non-compliant property (as provided in Section 13.30(f)); to carry out the work necessary to eliminate and/or prevent hazardous conditions, or erosion and/or sedimentation problems (as provided in Section 13.51); and to assess whatever penalties as may be deemed appropriate (under Section 13.61) by a court of law.

13.61 Penalties.

- a. Any person who shall commit any act declared unlawful under this Article; who violates any provision of this Article; who violates the provisions of any erosion and sedimentation control plan registered pursuant to this Article; or who fails or refuses to comply with any lawful communication or notice from the County to abate or take corrective action, shall be guilty of a criminal offense.
- b. Notwithstanding the foregoing, the owner(s) of any property upon which a violation of this Article, or of a registered erosion and sedimentation control plan, has been cited by the Department shall be deemed ultimately responsible for the condition of, or the conditions being caused by, the land disturbing activity taking place on their property. And as such, said property owner(s) shall accordingly be subject to the penalties of this Section in the event such penalties cannot be levied against the person(s) actually committing the offense.
- c. Under the authority provided in Alabama Code § 11-45-9, Jefferson County declares that any person violating the provisions of this Article may be fined an amount not less than \$50.00 and not more than \$500.00 per day, and may be imprisoned or sentenced to hard

labor for a period not to exceed six months, for each day of each violation. Each day of violation shall constitute a separate violation.

- d.** The County shall have the right and authority to recover:
 - 1. all damages proximately caused by the violator to the County, which may include any reasonable expenses incurred in investigating violations of, and enforcing compliance with, this Article, or any other actual damages caused by the violation; and,
 - 2. the costs of the County's maintenance of storm water facilities when the user of such facilities fails to maintain them as required by this Article.
- e.** The County may bring legal action to enjoin the continuing violation of this Article. The existence of any other remedy, at law or equity, shall be no defense to any such actions.
- f.** The remedies set forth in this section shall be cumulative, not exclusive. It shall not be a defense to any action, civil or criminal, that one or more of the remedies set forth herein has been sought or granted.

13.62 Appeals of Penalties.

Any person aggrieved by the imposition of a civil penalty or damage assessment, as provided by this Article, may appeal said penalty or damage assessment to the Flood Hazard Appeal Board, as so authorized in Section 13.70 of this Article. Appeals of the penalties set forth herein above shall be processed as follows

- a.** The appeal shall be in writing and filed with the Department within 15 days after the civil penalty and/or damage assessment is served in any manner authorized by law.
- b.** Upon receipt of an appeal, the Flood Hazard Appeal Board shall hold a public hearing within 30 days, giving ten (10) days prior notice of the time, date, and location of said hearing by publication in a daily newspaper of general circulation. Ten (10) days prior notice by registered mail shall also be provided to the aggrieved party, such notice to be sent to the address provided by the aggrieved party at the time of appeal.
- c.** The decision of the Flood Hazard Appeal Board shall be final.

13.70 Establishment and Authority of the Flood Hazard Appeal Board.

The Jefferson County Commission established a board of five (5) members known as the Flood Hazard Appeal Board in conjunction with the adoption of the Floodplain Management Ordinance on September 19, 2006. The composition of the Board, and the powers and duties of the members of the Board with respect to the Floodplain Management Ordinance, are set forth in Article 5 of said Ordinance. However, having already established said Board in order to review and hold hearings in consideration of variances to Jefferson County's floodplain regulations; and

having determined that matters of erosion and sedimentation control are very closely related to matters addressed by the floodplain regulations; the Jefferson County Commission hereby, upon adoption of this Article, establishes and empowers the Flood Hazard Appeal Board to also review and hold hearings in the consideration of variances to the regulations and requirements of this Article as well, as provided herein below.

13.71 Appeals of the Requirements of this Article.

The Flood Hazard Appeal Board (“Board”), as established by the Jefferson County Commission in conjunction with the adoption of the Floodplain Management Ordinance on September 19, 2006, shall have the following powers and duties with respect to this Article 13 of the Jefferson County Subdivision and Construction Regulations:

- a. Administrative Review.** The Board shall hear and decide the following:
 1. appeals where it is alleged there is an error in any order, requirement, decision, or determination made by the Director of Land Planning & Development Services/Chief Civil Engineer in the enforcement or administration of this Article; or,
 2. requests for the interpretation of the provisions of this Article.

- b. Variances.** The Board shall issue variances from the terms, provisions or requirements of this Article only in accordance with the following criteria:
 1. Variances may be issued for development necessary for the conduct of a functionally dependent use, provided the intent of this Article is met; no reasonable alternative exists; and that development on and around the affected property is protected by methods that minimize erosion, sedimentation and storm water run-off, creating no threats to public safety, private property, the MS4 or the environment.
 2. In reviewing such requests, the Board shall consider all technical evaluations, relevant factors, and all standards specified in this and other Articles and Sections of the Jefferson County Subdivision and Construction Regulations.
 3. A variance shall be issued only when there is a finding of good and sufficient cause, and either:
 - (a) a determination that failure to grant the variance would result in exceptional hardship; or
 - (b) a determination that strict adherence to certain requirements of this Article is unnecessary due to the location, topography or other circumstances or factors pertaining to the proposed site.

In evaluating both (a) and (b) above, the granting of a variance must not result in increased erosion, sedimentation, storm water run-off, or any other aspects of drainage beyond the parameters established by this Article; nor will such variance pose any threats to public safety, cause extraordinary public expense, create a

nuisance, cause fraud on or victimization of the public, or conflict with any existing local laws or ordinances.

4. Any deviation from the standards of this Article must be weighed carefully. Variances shall only be issued upon a determination that the variance is the minimum necessary to afford appropriate relief.
- c. In exercising the above mentioned powers, the Board may reverse or affirm, wholly or in part; may modify the order, requirement, decision, or determination appealed from; and/or may make such order, requirement, decision, or determination as ought to be made; and, to that end, shall have all the powers of the Director of Land Planning & Development Services/Chief Civil Engineer, from whom the appeal is taken.
- d. An appeal shall stay all proceedings in furtherance of the action appealed from, unless the Director of Land Planning & Development Services/Chief Civil Engineer certifies to the Board that such action could cause imminent peril to life or property, or substantial damage to the environment. However, this provision shall not be construed as authorizing the approval or registration of any erosion and sedimentation control plan, nor any construction plans based thereon, which do not fully comply with the requirements of this Article prior to the hearing and granting of relief from the Board.

13.72 Appointments, Meetings and Procedures of the Flood Hazard Appeal Board.

- a. The appointments to and composition of the Board, and its meeting format, rules and procedures shall be in accordance with the relevant Section(s) of the Floodplain Management Ordinance for Jefferson County, Alabama.
- b. The Department shall maintain the records of all appeal actions, including justification for any variances granted.
- c. Any person aggrieved by an order issued by the Director or his/her designee under the authority of this Article; by an interpretation of the provisions of this Article made by the Director; or by the strict application of any requirements or provisions of this Article; may appeal such to the Flood Hazard Appeal Board for hearing and review. A written notice of any such appeal must be filed with the Board through the Department, said notice to set forth, with particularity, the order complained of and/or relief sought
- d. The Board shall meet at calls of the chairman, or in any event the Board shall meet within thirty (30) days after the filing of a written notice of appeal.
- e. All hearings of the Board shall be open to the public. Written notice of the public hearing shall be given to all owners of properties adjoining the affected site.
- f. The Board shall render a decision on an appeal within thirty (30) calendar days after hearing the petition, except a decision may be postponed where additional information is required by the Board – whether of the appellant or County staff – provided that a

decision may be postponed no more than sixty (60) calendar days. The Board shall reconvene to consider the additional information and render a final decision.

- g.** All decisions of the Board shall state the basis and conditions upon which the decision was made and the reason therefore.

13.80 Repeal of Existing or Prior Ordinances, Regulations and Requirements.

Upon adoption of this Article, these regulations shall immediately and thereafter govern land-disturbing activities, and all matters pertaining to erosion and sedimentation control, within the unincorporated limits of Jefferson County, Alabama, as now or hereafter established; and within such territory as shall now or hereafter be within its jurisdiction; with the exceptions as specified herein. Any and all ordinances previously adopted, and associations established in conjunction therewith, are hereby repealed.

(Entire Article Amended and Adopted 12/8/2009)



Roads and Transportation Department

A-200 Courthouse, Birmingham, Alabama 35203
Telephone: (205) 325-5141

Erosion and Sedimentation Control Measures for Commercial Projects (Plans Requirements)

-All proposed site improvements must be shown on the plan(s), including, but not limited to: all buildings, parking, curb and gutter (or other) should also be apparent from the grading plan that is submitted, storm water pipes, storm water inlets, storm water outlets, storm water headwalls, storm water flumes, rip-rap areas, proposed drainage ditches, entrance/exit drive(s), etc.

-The Grading Plan and the Erosion Control Plan must be sealed, signed, and dated by a qualified individual.

-The Erosion and Sedimentation Control Measures should be shown on the grading plan when possible.

-Erosion and sediment control devices/measures must be located and appropriately labeled on the plan. All dimensions must be labeled as appropriate, and details must be provided for each. Some examples are:

- a. Silt fencing - specify if Class I or Class II is to be used, locate and label on the plan, provide overall length, and provide the appropriate detail for the class specified;
- b. Hay Bales - locate and label on the plan, provide overall length, and provide an appropriate detail;
- c. Check dams along areas of concentrated flow - Locate and label on the plan, provide dimensions, (spacing between check dams must also be noted on the plan) and an appropriate detail;
- d. Construction entrance/exit - locate and label on the plan, provide dimensions, and an appropriate detail;
- e. Outlet Protection - locate and label on the plan, provide dimensions, and an appropriate detail;
- f. Inlet Protection - locate and label on the plan, provide dimensions, and an appropriate detail;
- g. Rip-Rap in areas where long-term erosion may be a problem-locate and label on the plan, provide dimensions, and an appropriate detail;
- h. Erosion control blankets/mats, as appropriate - locate and label on the plan, provide maker and specific type, and appropriate detail(s);
- i. Sediment ponds as appropriate for the anticipated site drainage and possible sedimentation to occur-locate and label on the plan, provide all dimensions, provide pre-construction runoff rates and post-construction runoff rates, and appropriate detail(s) for skimmer, standpipe, etc.
- j. Etcetera - any other measures used-locate and label on the plan, provide all dimensions, provide all information for the contractor to know exactly what to install and how to install it, and provide the appropriate detail(s).

-A Schedule of work to be performed, including installation of temporary and permanent erosion and sedimentation control, temporary site/area stabilization, permanent site/area stabilization, removal of temporary erosion and sedimentation controls, etc.

-The Required "Minimum Wording," in addition to any notes deemed necessary/appropriate by the Qualified Credentialed Professional ("QCP"). [See attached]

-The "Total Area" of the site and the "Disturbed Area" of the site must be conspicuously noted on the plan.

-The "Proposed Project Start Date" and the "Proposed Project End Date" must be conspicuously noted on the plan.

-The "Erosion and Sedimentation Control Plan(s) must be signed (and sealed if appropriate) by the QCP.

NOTE: A legible vicinity map (including legible street names), a North arrow, and appropriate plan scale must be provided for plans to be reviewed.

**Jefferson County, Alabama
Erosion and Sedimentation Control (ESC) Plans Requirements**

Summary of Guidelines for ESC Plans Submittal for Commercial Sites (Non-Residential Construction Sites)

[See Article 13 of the Jefferson County Subdivision & Construction Regulations, as updated by the Jefferson County Commission in 2011, for Complete and Total Requirements]

Notes:

1. Erosion and sedimentation control (ESC) plans that are submitted to the County as part of a set of overall construction plans, shall be reviewed with the construction plan set in accordance with the fee and time schedules established for construction plan review by the Jefferson County Commission. Approval of construction plans shall be understood to include and constitute acceptance of the erosion and sedimentation plan.
2. Erosion and Sedimentation Control Plans must be accompanied by an Application for Registration of a Land Disturbing Activity and are subject to a non-refundable fee of \$100.00 for residential sites and \$500.00 for non-residential sites. Bonding requirements will be determined through the review process. Applicants that have submitted plans that are rejected shall be notified in writing for the reasons of that rejection.
3. ESC requirements, measures, and details that are not specifically addressed in Jefferson County's Article 13 of the Jefferson County Subdivision Regulations shall be prepared according to the specifications and requirements of the most recent edition of *Alabama Handbook for Erosion Control, Sediment Control, and Stormwater Management on Construction Sites and Urban Areas*, prepared by the Soil and Water Conservation Committee, or other Acceptable calculation procedures.
4. No land-disturbing activity shall commence prior to the approval/acceptance of the overall construction plan set or prior to acceptance of the stand-alone erosion and sedimentation control plan. The Erosion and Sedimentation Control Plan shall consist, at a minimum, of the following:
 - A. Erosion and Sedimentation Control Plans must be prepared by a Qualified Credentialed Professional (QCP). The plans shall include the name, phone number, email address (if applicable) and cell phone number (if applicable) of the QCP.
 - B. Plans that are not accepted will be returned to the QCP for revisions.
 - C. **ESC measures must be installed prior to any land disturbing activities taking place.** The Department must be notified (phone number: 325-5141) after ESC measures have been installed.
 - D. The size of the total disturbed area must be stated on the plan and the projected project start date and end date must also be stated on the plan.
 - E. The Erosion and Sedimentation Control Plans shall include all architectural and/or engineering drawings pertaining to erosion and sedimentation control, all maps, assumptions, calculations, and narrative statements to adequately describe the proposed site preparation and the temporary and permanent erosion and sedimentation control measures planned to meet Article 13 of Jefferson County's Subdivision & Construction Regulations .
 - F. All land disturbing activities shall be planned/phased whenever possible and shall be conducted to minimize disturbances to the shortest feasible time. Exposed soil that will not be disturbed for 14 days or more shall be planted or otherwise provided with ground cover, devices, or structures sufficient to prevent erosion.
 - G. A grading plan is required and must be sealed, signed and dated by a registered professional architect, engineer, or landscape architect. The grading plan must contain existing and proposed contours and all existing and proposed improvements. (Existing and proposed improvements such as curbs and gutters, valley gutters, etc., must be apparent from the grading plan submitted).
 - H. Erosion and sedimentation control plans shall contain all proposed site improvements, including, but not limited to: buildings; parking; storm water inlets; storm water outlets; storm water pipes; storm water flumes; proposed drainage ditches; entrance and exit drive(s), and etc.
 - I. A buffer zone must be provided between any land disturbing activities and any lake, natural watercourse, or adjacent property. The buffer zone must be of sufficient width to confine sediment and control erosion. Land disturbing activities for construction of facilities located on, over, or under a lake, natural watercourse, or adjacent property must be planned and conducted to minimize the extent and duration of disturbance to the lake or stream.

- J. The volume and velocity of pre-construction and post-construction water flow from the site must be shown on the plan at the point(s) of exit from the site.
- K. Surface water, flowing toward the construction area must, if possible, be passed through the site in a protected channel or diverted from the construction site by using:
 - a. Berms;
 - b. Channels;
 - c. Pipes;
 - d. Sediment traps;
 - e. Etc.
- L. Site development that will increase the volume and/or velocity of water flowing into any on-site or adjacent stream bank and/or drainage channels and that may cause erosion to such, will require temporary and permanent erosion protection. Such measures must be specified and shown on the plans and details must be provided.
- M. The ESC permit does not negate the need to fulfill the requirements of any other Local, State and/or Federal permits. Obtaining Local, State, and Federal permits that are required are the responsibility of the owner/authorized agent.
- N. The BMP Plan shall show the size of the area to be disturbed and shall call attention to any areas that will be disturbed on a separate schedule to facilitate staging of land disturbance. The proposed project start date, all staged disturbance dates, and the proposed date of completion for the stages and for the entire project shall be included on the BMP Plan.
- O. The Erosion and Sedimentation Control Plans must show at least 25 feet outside of the property lines of the site to be disturbed. Within this 25 feet, specific information must be shown:
 - 1. The existing (and proposed, if applicable) contours must be shown;
 - 2. All ditches, channels, streams, creeks, rivers, or other waterways, from which water enters the site to be disturbed, must be located on the plans and details of the water-carrying system(s) must be noted on the plans.
 - 3. All ditches, channels, streams, creeks, rivers, to which site drainage is, or will be, routed must be located on the plans and details of the receiving water carrying system(s) must be noted on the plans;
 - 4. All existing structures must be located and identified on the plans.
- P. Plans must include specific, written, instructions from the QCP to the contractor, regarding erosion and sedimentation requirements. The written instructions must include, but are not limited to, the specific instructions (or equivalent) listed below.

Minimum Wording
Required on Plans

ESC plans, including ESC calculations, ESC measures, and ESC details have been prepared based upon Article 13, of the “Jefferson County Subdivision Regulations”. If any aspect of the plans requirements are not specifically addressed in Jefferson County’s, Article 13, then the ESC calculations, ESC Measures, and the ESC details conform to the March, 2009, “Alabama Handbook for Erosion Control, Sediment Control, and Stormwater Management on Construction Sites and Urban Areas”, prepared by the Soil and Water Conservation Committee, or other acceptable calculation procedures.

Minimum Wording
Required on Plans

A copy of the accepted erosion and sedimentation control plan shall be on file at the job site. Copies of all monthly reports and all accidental discharge reports, as submitted to ADEM, must also be kept on-site and must be available for inspection by the Director or his/her designee.

Minimum Wording
Required on Plans

The person(s) proposing to conduct any land disturbing activity, an agent, contractor, or other representative of such person, must contact the Department at least five (5) business days before the commencement of such land disturbing activity, to advise the Director and his/her designee of the commencement of the land disturbing activity. The Director or his/her designee may, for good cause, allow such person, agent, contractor, or other representative to contact him/her nearer to the date of the commencement of the land disturbing.

Minimum Wording
Required on Plans

The angle for graded slopes and fills shall be no greater than the angle which can be retained by vegetative cover, or other adequate erosion control devices or structures. Any slope or fill which has been graded shall, within fourteen (14) days of the completion of such grading, or the completion of any phase of grading, be planted or otherwise provided with ground cover, materials, devices or structures sufficient to restrain erosion. The BMP’s shall remain in place in accordance with the BMP Plan until the graded slope or fill is stabilized.

Minimum Wording
Required on Plans

Adequate protective measures shall be provided for the containment of hazardous substances and any other materials which may pollute the MS4. Petroleum products, lubricants, paints and all other hazardous substances shall be stored in accordance with SPCC regulations. These substances shall be stored away from all storm drains, ditches and gutters in water tight containers. Disposal of these materials shall be in accordance with ADEM Regulations. Contractors shall provide adequate trash containers, on site, for disposal of construction materials and the contractor shall be responsible for preventing trash from the site to enter into the storm drainage system.

Minimum Wording
Required on Plans

All control measures shall be checked, and repaired as necessary, monthly in dry periods and within twenty-four (24) hours after any rainfall at the site of 0.75 inches, within a twenty-four (24) hour period. During prolonged rainfalls, daily checking and, if necessary, repairs shall be made. The permittee shall maintain written records of such checks and repairs and those records shall be subject to the inspection of the Director or his/her designee at any reasonable time.

Minimum Wording
Required on Plans

All potentially hazardous materials shall be properly stored and may not be exposed to rain or stockpiled. All containers are to be closed and stored or placed in a covered area. All excess or waste materials are to be properly disposed of and trash and waste must be disposed of every ten (10) days, at a minimum.

Minimum Wording
Required on Plans

Erosion control measures shall be maintained as an effective barrier to sedimentation and erosion in accordance with the provisions of this Ordinance. Sediment deposits must be removed when they reach a depth of 15 inches or ½ the height of the silt fence as installed, to provide adequate storage volume for the next rain and to reduce the pressure on the silt fencing.

Minimum Wording
Required on Plans

Silt fencing fabric that is collapsed, torn, decomposing, or becomes ineffective must be replaced promptly.

Minimum Wording
Required on Plans

There shall be no distinctly visible floating scum, oil, or other matter contained in the storm water discharge. The storm water discharge to an MS4 must not cause an unnatural color (except dyes or other substances discharged to an MS4 for the purpose of environmental studies and that do not have a harmful effect on the water bodies within the MS4) or odor in the community waters. The storm water discharge to the MS4 must result in no materials in concentrations sufficient to be hazardous or otherwise detrimental to humans, livestock, wildlife, plant life or fish and aquatic life in the community waters.

Minimum Wording
Required on Plans

When the land disturbing activity is finished and stable vegetation or other permanent controls have been established on all previously exposed soil, the owner of the land where the land disturbing activity was conducted, or his/her authorized agent, shall notify the Department of these facts and request a Final Inspection. The Department shall then inspect the site within five (5) working days after receipt of the notice.

- Q. A Certificate of Occupancy (CO) or a Certificate of Completion will not be granted until the land disturbing activity is finished, stable vegetation or other permanent controls have been established on all exposed soil, and a final inspection has been performed.
- R. The Erosion and Sedimentation Control Plans must include the Parcel ID (PID) and, if available, street address;
- S. The telephone numbers, email addresses, facsimile machine numbers, etc. should be included on the plan cover sheet, along with the Vicinity Map, Property Address, and PID numbers for the following:
 - 1. The owner/developer of the property;
 - 2. The owner of the property (if different from above) on which the project is to be located;
 - 3. The ground lessee of the property (if applicable) on which the land-disturbance is to be conducted;
 - 4. All contractors and subcontractors who shall implement any portion of the erosion and sedimentation control plan;
 - 5. The Qualified Credentialed Professional who has prepared the Erosion and Sedimentation Control Plan;

ARTICLE 14
POST-CONSTRUCTION

14.10 Definitions.

For the purposes of this ordinance, the following words and terms shall have the meaning assigned to them in this section.

Best Management Practices - (herein abbreviated as "BMP") - activities, prohibitions of practices, maintenance procedures and management practices designed to prevent or reduce the pollution of waters to the MS4. Best Management Practices also include treatment requirements, operating procedures and practices to control facility site runoff, spillage or leaks, sludge or waste disposal or drainage from raw material storage and construction sites.

Non-structural BMPs - Non-structural BMPs may include but not be limited to the following: preservation of open spaces and vegetation, establishment of conservation easements, establishment of buffers along streams and other waters, maintenance of vegetation, BMP inspection and maintenance, planning for future development or redevelopment.

Qualifying Site - Qualifying Site is any new development site or re-development site that results in a total land disturbance of one or more acres and sites that disturb less than one acre but are a part of a larger common development or sale that would disturb one or more acres. Qualifying construction sites do not include land disturbance conducted by entities under the jurisdiction and supervision of the Alabama Public Service Commission.

Structural BMPs - Structural BMPs may include, but not be limited to the following: detention/ retention devices, check dams, drainage swales, lined ditches, infiltration basins, porous pavement, outlet protection, velocity dissipation devices, slope protection, constructed wetlands, rain gardens, catch basin inserts, vegetated filter strips, and rain barrels.

14.20 Administration.

The Department of Development Services shall be responsible for the enforcement of the provisions of this Article throughout the territorial jurisdiction of the County, under the oversight of its Director and/or Chief Civil Engineer.

14.30 Design Standards.

The post-construction BMPs for qualifying sites, which may include a combination of structural BMPs and/or non-structural BMPs, must be designed to ensure that the

volume and velocity of pre-construction stormwater runoff, to the maximum extent practicable, is not significantly exceeded.

The specific design standard stated in the County's MS4 Permit requires landowners and developers to develop and maintain BMPs to ensure, to the maximum extent practicable, that post-construction runoff mimics pre-construction hydrology of the site. A 1.1-inch rainfall over a 24-hour period preceded by a 72-hour antecedent dry period shall be the basis for the design and implementation of post-construction BMPs as required by ALS000001 to be enforced by Jefferson County.

The current Post-construction Stormwater Technical Memorandum (Addendum A) details acceptable design criteria meeting the requirement of the current NPDES Permit No. ALS000001 and shall be the basis for the design and implementation of post-construction BMPs.

14.31 Design References.

By reference in this Section, the County adopts the following as design references to meet the design standards:

- a) The latest version of the "Alabama Handbook for Erosion Control, Sedimentation Control and Stormwater Management on Construction Sites and Urban Areas," Volumes 1 and 2.
- b) The latest version of the "Low Impact Development Handbook for the State of Alabama".
- c) Any stormwater design manual that meets the design requirement of this Article such as the City of Birmingham's Design Manual.

14.40 Application Requirements

As part of the Land Disturbance Activity Permit Application, all Qualifying Sites shall include the following components:

14.41 Post-Construction BMP Design Description.

Procedures and strategies of the structural BMPs and/or non-structural BMPs that meet the design standards for Qualifying Sites found in Section 14.30 of this Article. Submittal to the County of a certified as-built of the BMPs and a letter of substantial compliance from the design engineer are required within 120 days of construction completion.

14.42 Post-Construction BMP Inspection Plan Description.

Procedures and strategies that will address inspections of the BMPs to confirm proper function, require corrective actions to poorly functioning or inadequately maintained

BMPs, and require record keeping of maintenance activities, inspections, and corrective actions. The County shall perform or require the performance of an inspection by the developer/ owner/ operator at least once per year. Records of these inspections shall be made available to ADEM upon request and copies shall be provided to the County on an annual basis. The minimum documentation requirements for inspections are as follows:

- a) Facility type
- b) Inspection date
- c) Name and signature of inspector
- d) Site location
- e) Owner information (name, address, phone number, fax, and email)
- f) Description of the stormwater BMP condition that may include the quality of: vegetation and soils, inlet and outlet channels and structures, embankments, slopes, and safety benches; spillways, weirs, and other control structures; and sediment and debris accumulation in storage and forebay areas as well as in and around inlet and outlet structures;
- g) Photographic documentation of all critical stormwater BMP components;
- h) Specific maintenance items or violations that need to be corrected by the owner/operator of the stormwater control or BMP; and
- i) Maintenance agreements for long-term BMP operations and maintenance.

14.43 Post-Construction BMP Operation and Maintenance Plan Description.

Procedures and strategies that will address adequate long-term operation and maintenance of the BMPs. One or more of the following shall be applicable (as determined by the County) to establish the responsible party for long-term operation and maintenance. The document(s) shall be provided to the County for review. Upon approval, an executed copy shall be put on file in The Department of Development Services:

- a) The developer's signed statement accepting responsibility for maintenance until the maintenance responsibility is legally transferred to another party.
- b) Written conditions in the sales or lease agreement that require the recipient to assume responsibility for maintenance.
- c) Written conditions in project conditions, covenants, and restrictions for residential properties assigning maintenance responsibilities to a home owner's association or other appropriate group for maintenance of structural and treatment control management practices.
- d) Any other legally enforceable agreement that assigns permanent responsibility for maintenance.

14.50 Enforcement and Abatement

If a responsible party fails or refuses to meet the design, operation, or maintenance standards required by this ordinance, the County, after reasonable notice, may correct a violation of the design standards, operation, or maintenance needs by performing all

necessary work to place the measures in proper working condition. In the event that the BMPs become a danger to public safety or public health, the County shall notify in writing the responsible party for changes to design, operation, maintenance, and repairs of the BMP. Upon receipt of that notice, the responsible party shall have 14 calendar days, or such additional time as the County shall determine to be reasonably necessary to complete the action, to make changes to design, operation, maintenance, and repairs of the measures in an approved manner. In the event that corrective action is not undertaken within that time, the County may take necessary corrective action. The cost of any action by the County under this Section shall be billed to the responsible party. If the responsible party refuses to pay the bill, the County is entitled to bring an action against the responsible party to pay, file a lien against the property, or both. Costs shall include interest, collection fees, and reasonable attorney fees.

The County shall also have the authority to issue a Stop Work Order on any other components of the development to ensure that the BMPs are properly installed and maintained.

14.60 Miscellaneous

14.61 Notices.

Whenever the County is required or permitted to:

- (a) give a notice to any party, such notice must be in writing; or
- (b) deliver a document to any party; such notice or document may be delivered by personal delivery, certified mail (return receipt requested), registered mail (return receipt requested) or a generally recognized overnight carrier, to the address of such party which is in the records of the County or is otherwise known to the County.

14.62 References.

Whenever a Section is referred to in this Article, unless the context clearly indicates the contrary, such reference shall be to a section of this Article.

14.63 Severability.

The provisions of this Article are severable. If any part of this Article is determined by a court of law to be invalid, unenforceable or unconstitutional, such determination shall not affect any other part of this Article.

14.64 Captions.

The captions of Sections are for the purpose of reference only, and such captions shall not affect the meaning of any provision of this Article.

14.65 Ultimate Responsibility.

The standards set forth herein and promulgated pursuant to this Article are minimum standards; therefore, this Article does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

14.66 Effective Date. That this Article shall become effective immediately upon its adoption and publication or by it otherwise becoming a law.

ADDENDUM A

Jefferson County MS4 Program

Post-Construction Stormwater Management Technical Memorandum

Overview

In 1990, the U.S. Environmental Protection Agency (EPA) promulgated regulations establishing Phase I of the National Pollutant Discharge Elimination Systems (NPDES) stormwater program. The Phase I program for municipal separate storm sewer systems (MS4s) require operators of “medium” and “large” MS4s that generally serve populations of 100,000 or greater to implement a stormwater management program as a means to control to the maximum extent practicable (MEP) polluted discharges from certain municipal, industrial and construction activities into the MS4.

The Alabama Department of Environmental Management (ADEM) presently has primary jurisdiction over permitting and enforcement of the Stormwater Program for Alabama. Jefferson County was issued NPDES Permit Number ALS000001 on September 27, 2018. This NPDES Permit became effective on October 1, 2018 and will expire on September 30, 2023. The County is required to develop and implement a Stormwater Management Program (SWMP) in accordance with the NPDES Permit requirements before October 1, 2020.

In accordance with the NPDES Permit, the County is required to develop and implement a Post-construction Stormwater Program to address stormwater runoff from qualifying new development and re-development projects by October 1, 2020. This memorandum provides technical guidance regarding the County’s post-construction stormwater management requirements in accordance with the County’s NPDES Permit.

Applicable Developments

The County’s post-construction stormwater management requirements are only applicable to “Qualifying New Development or Redevelopment” projects as defined below:

“Qualifying New Development and Redevelopment” means any site that results from the disturbance of one acre or more of land or the disturbance of less than one acre of land if part of a larger common plan of development or sale that is greater than one acre. Qualifying new development and redevelopment does not include land disturbances conducted by entities under the jurisdiction and supervision of the Alabama Public Service Commission.

Since stormwater detention and retention facilities are the primary Best Management Practices (BMPs) that have historically been used for post-construction stormwater management, this technical memorandum has been developed to address stormwater detention and retention facilities. However, this does not preclude the use of other generally accepted engineering practices.

Implementation

Effective October 1, 2020, all qualifying new development and redevelopment projects shall be designed in accordance with this technical memorandum.

Waiver Request

The County recognizes that there are existing project sites that have been constructed or previously approved, prior to the effective October 1, 2020 of this technical memorandum, that may qualify for a waiver from the post-construction stormwater management requirements. As a result, the County has developed an Existing Development, Post-construction Stormwater Management Waiver Request Form (Figure 1) and Post-construction Stormwater Management Impervious Area Waiver Request Form (Figure 2) to address existing project sites. In order for an existing project site to be considered for a waiver, the waiver request form shall be completed and submitted to the County for review and approval. If a waiver has been submitted for a development that has not been completed and the density of the development is increased and/or modified, the developer shall resubmit a waiver request for this development.

Water Quality Requirements

Post-construction stormwater runoff quality is an important component of the County's SWMP. In order to meet the requirements of the County's NPDES Permit, a Water Quality Volume (WQ_v) must be accounted for on each project site and BMPs must be utilized to store and treat the WQ_v. The required WQ_v is based upon the first 1.1 inches of rainfall that occurs on the project site. The WQ_v can be estimated as described below.

WQ_v = 1.1 inches / acre of additional impervious area.

For example: An existing 12.5 acre site planned for re-development contains 3 acres of existing impervious area. The proposed development will contain 7 total acres of impervious area in the post-development condition. The required WQ_v shall be calculated as follows:

$$\begin{aligned} WQ_v &= 1.1 \text{ inches} * 4 \text{ acres of additional impervious area} \\ &= 1.1 \text{ inches} * (1 \text{ foot} / 12 \text{ inches}) * 4 \text{ acres} * (43,560 \text{ sq.ft.} / 1 \text{ acre}) \\ &= 15,972 \text{ cubic feet of storage required} \end{aligned}$$

The WQ_v that is required for each project site may be provided in multiple ways to allow greater flexibility during design. There are a number of post-construction BMPs such as detention ponds, retention ponds, bioretention swales, proprietary stormwater quality treatment devices, sand filters, etc. that may be utilized by the Owner and their Engineer-of-Record to meet the water quality requirements.

Low Impact Development (LID)

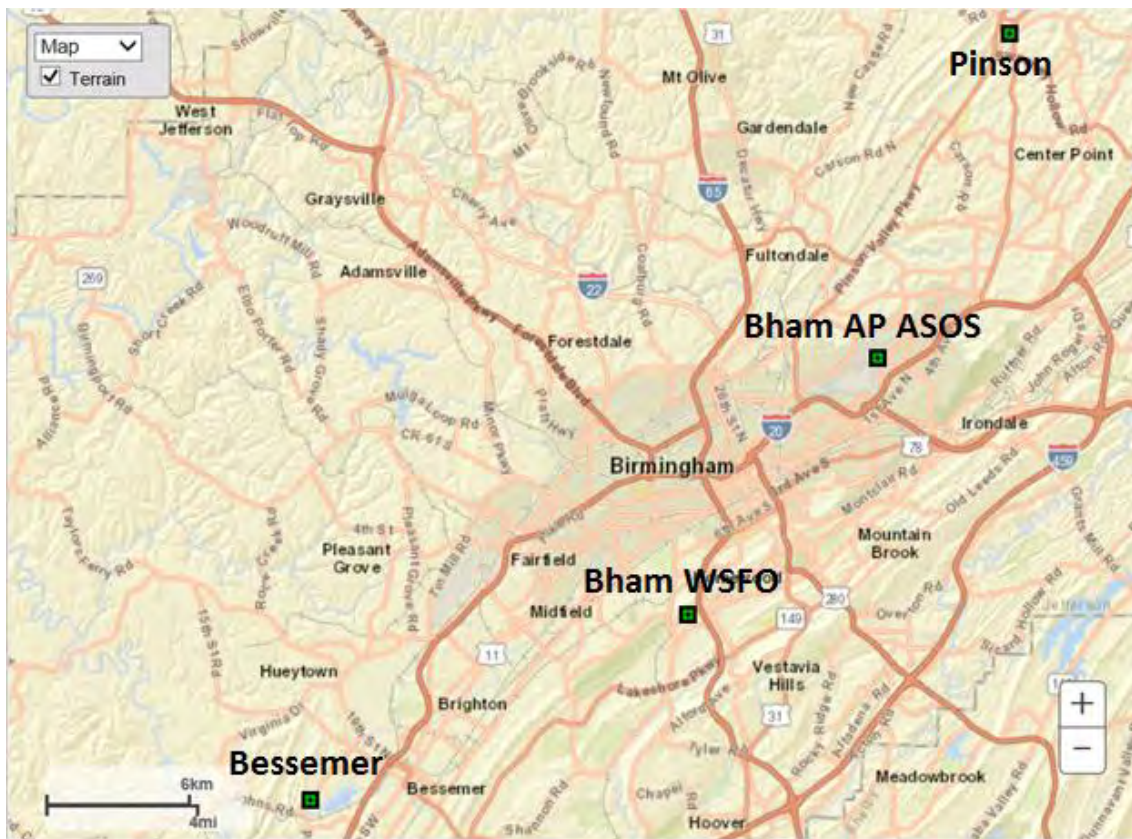
As an option for meeting the post-construction stormwater management requirements, the County encourages Owners and Developers to incorporate the use of low impact development (LID) practices into qualifying development and redevelopment projects. Jefferson County encourages the use of these techniques. The latest version of the Alabama Low Impact Development is incorporated into this technical memorandum by reference.

Design Standards

For detention and retention ponds, the calculation methodology shall utilize the National Resource Conservation Resources (NRCS) Urban Hydrology for Small Watersheds Technical Release 55 (TR-55) or equivalent. For the determination of pre-construction and post-construction stormwater runoff hydrology, the 24-hour rainfall depths from National Oceanic and Atmospheric Administration (NOAA) Atlas14, Volume 9, Version 2 included in Table 1 shall be used:

Table 1. Design Storms

| Storm Event (24 hour) | Rainfall (inches) (Bessemer) | Rainfall (inches) (Bham WSFO) | Rainfall (inches) (Bham AP ASOS) | Rainfall (inches) (Pinson) |
|-----------------------|------------------------------|-------------------------------|----------------------------------|----------------------------|
| 2-year | 4.09 | 4.1 | 4.12 | 4.11 |
| 5-year | 4.97 | 4.99 | 5.02 | 4.99 |
| 10-Year | 5.82 | 5.83 | 5.85 | 5.8 |
| 25-Year | 7.18 | 7.15 | 7.13 | 7.02 |
| 100-Year | 9.71 | 9.56 | 9.39 | 9.15 |



As a part of the County's requirements for post-construction stormwater runoff management, all project sites shall be responsible for ensuring, to the MEP, that post- development runoff mimics pre-development hydrology for the 2-year, 5-year, 10- year, and 25-year rainfall depths listed in Table 1. All stormwater detention or retention facilities must be able to safely convey the routed peak flow rate associated with a 100- year, 24-hour storm event. The Owner and/or Developer shall ensure, to the MEP, that installation of post-construction BMPs shall not adversely impact and/or cause flooding of properties located upstream and downstream of post-construction BMPs.

Detention and Retention Ponds

As a part of this technical memorandum, two structural BMPs (detention and retention ponds) have been highlighted as design options to assist in meeting the post- construction stormwater management requirements of the County's NPDES permit. Both detention ponds and retention ponds are fairly simple to design, construct and maintain. However, other structural BMPs may be selected by the Owner and Engineer-of-Record for review and approval by the County and are welcomed to be incorporated into the overall stormwater management plan for each project site.

A Design Form, Detention / Retention Ponds (Figure 3) has been developed by the County to aid in the design, review, and approval of detention and retention facilities. The design form provides a standard format for the Engineer-of-Record to provide information concerning pre-development conditions, post-development conditions, pond outlet configurations, pond storage, and pond peak flow discharges. For a project that contains multiple detention facilities, the Engineer-of-Record may simply provide a Design Form for each facility. While a detention pond can be utilized to meet the stormwater management requirements, some type of filtration system is needed for a detention pond to meet the stormwater quality requirements. The filtration system must allow the volume of water associated with the WQ_v to drain slowly out of the pond, but should drain within a forty-eight (48) hour period. Figure 4 provides some basic examples of filtering systems that may be applicable to detention ponds.

As-Built Certification

As a part of the NPDES permit, the County must insure the BMPs that have been designed and approved are constructed and operated in accordance with their original design and intent. In an effort to confirm that the constructed BMPs meet the designer's intent, an As-Built Evaluation and Certification form (Figure 5) has been developed. It shall be the Owner's responsibility to have as-built information, such as pond volume, embankment size and elevations, invert size and elevations, and spillway elevations, field surveyed by a Professional Land

Surveyor. It shall be the Engineer-of-Record's responsibility to utilize the field surveyed information to fill out the As-Built Evaluation and Certification Form. The Owner has two options for completing the As-Built Evaluation and Certification:

Option 1 The As-Built Evaluation and Certification form shall be submitted and approved by the County prior to the issuance of a Certificate of Occupancy (CO) and/or prior to the recording of the final subdivision plat.

Option 2 If the Owner would like to obtain a CO and/or record the final subdivision plat prior to the County's approval of the As-Built Evaluation and Certification form, the Owner may post a bond or other forms of surety acceptable to the County in the amount of 100% of the construction cost associated with post-construction stormwater management BMPs and the cost associated with the effort required to complete the As-Built Evaluation and Certification. The As-Built Evaluation and Certification form shall be submitted to the County within 120 days of receipt of a CO and/or recording of the final subdivision plat.

Annual Inspections

In order for post-construction BMPs to continue to function in accordance with their original design and installation, annual inspections are required by the County's NPDES permit. The Owner of the project is required to have these annual inspections performed and must then submit the required Annual Inspection Form (Figure 6) to the County. The Annual Inspection Form shall provide documentation concerning the condition of each facility in terms of vegetative cover, erosion that may be occurring, the condition of inlets into the pond and the pond outlet, embankment conditions and any maintenance required and/or performed. The County shall evaluate the documentation submitted to confirm that the stormwater management facilities are continuing to function as designed.

The Annual Inspection Form shall be submitted to the County each year by 30 September.

Operation and Maintenance

It is the responsibility of the Owner to operate and maintain the stormwater management facility and/or BMPs in accordance with the original design intent and approval. If the original Owner or Developer has sold the project or passed ownership on to a Homeowner's Association, then it is the new Owner or HOA's responsibility to maintain the facility and provide any required inspection and maintenance.

Should maintenance be needed at a facility as a result of the Annual Inspection, the Owner shall provide the County documentation of the maintenance required and a schedule for completing all maintenance activities. Once all maintenance activities are completed, the Owner shall provide documentation to the County of the maintenance performed and that the BMP operates as it was designed.

A summary of maintenance activities shall be submitted to the County each year by 30 September. The summary shall cover the previous fiscal year beginning 1 October through 30 September.

List of Figures

Figure 1 – Existing Development Post-construction Stormwater Management Waiver Request Form

Figure 2 – Post-construction Stormwater Impervious Area Waiver Request Form

Figure 3 – Design Form, Detention / Retention Ponds

Figure 4 – Detention Pond Outlet Structure Example

Figure 5 – As-Built Evaluation and Certification Form

Figure 6 – Annual Inspection Form

Appendix A - Stormwater Storage Facility Operations & Maintenance Agreement

Appendix A-1 - Subdivision Stormwater Storage Facility Operations & Maintenance Agreement



JEFFERSON COUNTY JOB SITE COMPLIANCE FORM



ZA # _____ was inspected on ____/____/____
(DATE)

PERMIT # _____

Initial Interim Final Is in COMPLIANCE **no action is necessary**

Initial Interim Final Is in VIOLATION OF:

EROSION and SEDIMENT CONTROL ORDINANCE

ZONING ORDINANCE

WEED AND LITTER ORDINANCE

CODE # _____ / _____ / _____ / _____ / _____ / _____ / _____ / _____

CODES LOCATED ON BACK OF FORM

YOU ARE HEREBY NOTIFIED TO:

TAKE CORRECTIVE MEASURES:

CEASE AND DESIST AND/ OR REMOVE THE VIOLATION LISTED:

STOP WORK IMMEDIATELY OR **FURTHER ACTION** WILL BE INITIATED

This notice delivered to /posted on _____ @ _____ : _____ AM PM
(Name or location) (Time)

Job Address: _____

Contact Y N person ___ phone ___ E-mail ___ Owner\Violator Name _____

P.I.D. ___ - ___ - ___ - ___ - ___ Zoning _____ Phone # /E-mail address _____

(Print Inspector's Name) (205) _____ - _____ (Phone Number) _____ (Inspector's Signature)

NOTES

Penalties: ZONING in accordance with act 630 general acts of 1967 a fine not more than \$100.00 or 10 days in jail for EACH violation EACH day
WEED AND LITTER in accordance with Title 13A Criminal Code of Alabama 1975 13-5-4(c) 13A-5-7(b) 13A-5-12(b) a fine not exceed \$200.00 and imprisonment in the county jail not to exceed 30 days Each day is a separate violation
EROSION CONTROL in accordance with Alabama code 11-45-9 a fine not less than \$50.00 and more than \$500.00 and imprisoned or sentenced to hard labor for a period not to exceed six months for each day of violation



JEFFERSON COUNTY JOB SITE COMPLIANCE FORM



EROSION AND SEDIMENT CONTROL VIOLATION CODES

- 101 NO PERMITS/PLANS FOR ACTIVITY ON PROPERTY
- 102 EROSION CONTROL MEASURES **NOT** INSTALLED PER PLANS*
- 103 EROSION CONTROL MEASURES NEED REPAIRS*
- 104 EROSION CONTROL INADEQUATE **AND/OR** FAILING*
- 105 NO PORTABLE TOILETS WITHIN 3 LOTS
- 106 NO TRASH CONTAINER ON SITE
- 107 TRASH / DEBRIS ON SITE NOT IN TRASH CONTAINER*
- 108 TRASH CONTAINER INADEQUATE **AND/OR** FAILING*
- 109 MATERIALS **AND/OR** CHEMICALS CONTAMINATING WATER*
- 110 CONSTRUCTION ENTRANCE NOT PROPERLY STABILIZED
- 199 OTHER*

ZONING ORDINANCE VIOLATION CODES

- 201 NO PERMITS/PLANS FOR ACTIVITY ON PROPERTY
- 202 NO PERMITS/PLANS FOR ACTIVITY IN FLOODPLAIN
- 203 VIOLATION OF ZONING DISTRICT USE REGULATIONS*
- 204 VIOLATION OF STRUCTURE SETBACKS
- 205 VIOLATION OF SIGN REGULATIONS*
- 206 VIOLATION OF ZONING CASE COVENANTS
- 207 VIOLATION OF BOARD OF ZONING ADJUSTMENTS STIPULATIONS
- 208 VIOLATION OF SUBDIVISION REGULATIONS*
- 209 OTHER*

WEED AND LITTER ORDINANCE VIOLATION CODES

- 301 WEEDS OR GRASS IN EXCESS OF 12" HIGH, AND/OR YARD WASTE
- 302 **ONE OR MORE** OF THE FOLLOWING ITEMS; LITTER/GARBAGE/TRASH/RAGS
- 303 JUNK, **AND/OR** DEBRIS, **AND/OR** SALVAGE MATERIALS, DILAPIDATED STRUCTURES
- 304 FURNITURE **AND/OR** APPLIANCES ACCUMULATED ON THE PROPERTY
- 305 TIRES **AND/OR** CAR PARTS BEING STORED ON THE PROPERTY
- 306 INOPERABLE VEHICLES IN EXCESS OF THE ALLOWED **ONE** PER PARCEL
- 399 OTHER*



**Figure 6.1 Annual Inspection Form
Detention/Retention Pond**

Jefferson County Review

Reviewed by: _____ Review Date: _____

Required Attachments: Photographs Maintenance Summary

Comments: Approved Denied Incomplete Other

Owner Information

Company/HOA: _____

Mailing Address: _____

City, State, Zip: _____

Facility Contact: _____

Phone: _____ Email: _____

Development Information

Facility/Site Name: _____

Facility Street Address or Location: _____

Latitude: _____

Longitude: _____

Watershed: _____

BMP Information:

BMP ID: _____

Pond Type: Detention Retention Underground Other

Required Attachments: Photographs Maintenance Summary

Inspection Observations: NOT APPLICABLE

| | Yes | No | NA | | Yes | No | NA |
|------------------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| 1. WQv orifice & Filter | <input type="checkbox"/> | | | 5 Riser & Trash Rack | <input type="checkbox"/> | | |
| a. Clogged/Obstructed? | | <input type="checkbox"/> | <input type="checkbox"/> | a. Clogged/Obstructed? | | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Damaged? | | <input type="checkbox"/> | <input type="checkbox"/> | b. Damaged? | | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Staged orifices: | <input type="checkbox"/> | | | 6. Emergency Spillway | <input type="checkbox"/> | | |
| a. Clogged/Obstructed? | | <input type="checkbox"/> | <input type="checkbox"/> | a. Clogged/Obstructed? | | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Damaged? | | <input type="checkbox"/> | <input type="checkbox"/> | b. Damaged? | | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Poor vegetation & ground cover? | | <input type="checkbox"/> | <input type="checkbox"/> | 7. Excessive sediment accumulation? | | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Excessive Trash accumulation? | | <input type="checkbox"/> | <input type="checkbox"/> | 8. LID BMPs require maintenance? | | <input type="checkbox"/> | <input type="checkbox"/> |



Figure 6.2 Detention/Retention Pond

Development: _____ BMP ID: _____

Follow-up Actions:

- No follow-up actions required Deficiencies noted and maintenance required

Sediment Removed: _____ cy tons

Trash Removed: _____ bags tons

Maintenance Needed:

Professional Engineer Certification:

By affixing my professional seal and signature on this form, I hereby certify that this stormwater management facility provides the required water quality volume and is being properly maintained in accordance with Jefferson County's Post Construction Stormwater Technical Memorandum. In my professional opinion, the stormwater management facility is functioning as it was designed.

By affixing my professional seal and signature on this form, I hereby certify that this stormwater management facility requires the above described maintenance in order to provide the required water quality volume and/or to functions as it was designed.

Company _____

Seal:

Name _____

Address _____

Email _____

Phone _____

Signature _____

Date _____



**Figure 5.1 As Built Evaluation and Certification
Detention and Retention Ponds**

Jefferson County Review

Reviewed by: _____ Review Date: _____

Required Attachments: As built Survey H&H Calculations Photographs

Comments: Approved Denied Incomplete

Development Information

Name: _____

Address or Location: _____

Facility Contact: _____ Phone: _____

Watershed: _____

BMP Information:

BMP Type: Detention Retention Underground _____

Required Attachments: As built Survey H&H Calculations Photographs

Riser and Principal Spillway Design

Design

Material: _____ Shape: _____

Dimension: Diameter: _____ ft
Width _____ ft Length _____ ft

Bottom EL: _____ Top EL: _____

Trash Rack: Yes No

Outlet Pipe: Shape: _____ Dia: _____ ft

| | Shape | Size | Inv EL |
|----------------|-------|----------|----------|
| Filter Orifice | _____ | _____ in | _____ ft |
| Orifice 1: | _____ | _____ in | _____ ft |
| Orifice 2: | _____ | _____ in | _____ ft |
| Orifice 3: | _____ | _____ in | _____ ft |
| Orifice 4 | _____ | _____ in | _____ ft |

| | Shape | Size | Inv EL |
|---------|-------|----------|----------|
| Weir 1: | _____ | _____ in | _____ ft |
| Weir 2: | _____ | _____ in | _____ ft |

As-Built

Material: _____ Shape: _____

Dimension: Diameter: _____ ft
Width _____ ft Length _____ ft

Bottom EL: _____ Top EL: _____

Trash Rack: Yes No

| | Shape | Size | Inv EL |
|----------------|-------|----------|----------|
| Filter Orifice | _____ | _____ in | _____ ft |
| Orifice 1: | _____ | _____ in | _____ ft |
| Orifice 2: | _____ | _____ in | _____ ft |
| Orifice 3: | _____ | _____ in | _____ ft |
| Orifice 4 | _____ | _____ in | _____ ft |

| | Shape | Size | Inv EL |
|---------|-------|----------|----------|
| Weir 1: | _____ | _____ in | _____ ft |
| Weir 2: | _____ | _____ in | _____ ft |



**Figure 5.2 As Built Evaluation and Certification
Detention and Retention Ponds**

Development Name: _____ **BMP ID:** _____

Emergency Spillway NOT APPLICABLE

| | |
|-------------------------------|-------------------------------|
| Design | As-Built: |
| Material: _____ Shape: _____ | Material: _____ Shape: _____ |
| Length: _____ Width: _____ | Length: _____ Width: _____ |
| Crest EL: _____ Top EL: _____ | Crest EL: _____ Top EL: _____ |

Outfall Location

| | |
|-----------------------------------|-----------------------------------|
| Design | As-Built |
| Latitude _____ ° _____ ' _____ " | Latitude _____ ° _____ ' _____ " |
| Longitude _____ ° _____ ' _____ " | Longitude _____ ° _____ ' _____ " |

Pond Stage-Area-Storage Summary: (Note: Maximum elevation increment of 1 foot. Add WQ_v elevation and check)

| Design | | | | As-Built | | | |
|--------------------------|-----------|-----------------------|-----------------------|--------------------------|-----------|-----------------------|-----------------------|
| WQ | Elevation | Area | Cumulative | WQ | Elevation | Area | Cumulative |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |
| <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ | <input type="checkbox"/> | _____ ft | _____ ft ² | _____ ft ³ |

Pond Discharge Summary:

| Design | Pre Dev Q | Post Dev Pond In Q | Post Dev Pond Out Q | Post Dev Max Stage | Post Dev Outlet Velocity |
|-----------------|--------------------------|--------------------------|--------------------------|--------------------|--------------------------|
| 1.10' (WQ) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 4.24" (2-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 5.30" (5-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 6.24" (10-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 7.64" (25-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 10.00" (100-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |



**Figure 5.3 As Built Evaluation and Certification
Detention and Retention Ponds**

Development Name: _____ BMP ID: _____

As Built

| Rainfall | Pre Dev Q | Post Dev Pond In Q | Post Dev Pond Out Q | Post Dev Max Stage | Post Dev Outlet Velocity |
|-----------------|--------------------------|--------------------------|--------------------------|-----------------------|-----------------------------|
| 1.10' (WQ) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 4.24" (2-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 5.30" (5-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 6.24" (10-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 7.64" (25-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |
| 10.00" (100-yr) | _____ ft ³ /s | _____ ft ³ /s | _____ ft ³ /s | _____ ft | _____ ft/s |

Comments:

Professional Engineer Certification:

By affixing my professional seal and signature on this form, I hereby certify that this stormwater management facility has been constructed in accordance with the approved design on file with Jefferson County. I further certify that the drainage areas shown in the approved hydrology and hydraulic (H&H) calculations do in fact drain into this facility and that the post-development runoff mimics the pre-development hydrology to the maximum extent practicable (MEP).

Company _____

Seal:

Name _____

Address _____

Email _____

Phone _____

Signature _____

Date _____

JEFFERSON COUNTY COMMISSION

MUNICIPAL SEPARATE STORM SEWER SYSTEM

PERMIT NUMBER: ALS000001

APPENDIX D





Standard Operating Procedure: 30 Day Walkthrough Inspection

Introduction

The 30- day walkthrough inspection procedure is designed to assist Jefferson County Fleet Management prepare for and successfully perform monthly inspections of its underground bulk storage facilities. Proper operation and maintenance of the facilities help reduce the threat of fuel being released to the environment.

Scope

These procedures are to be implemented at the following County owned underground bulk storage facilities:

1. Centerpoint Courthouse
2. Ketona Maintenance Camp
3. Bessemer Maintenance Camp
4. 8th Avenue Downtown
5. Forestdale Fire Station

Prerequisites

ADEM form 558(30 Day Walkthrough Inspection)- to record inspection results at facility in accordance with U.S. EPA regulations. Records are kept at each facility with copies at Fleet Management.

Monthly Compliance Summary Report- shows results of monthly tank static tests for release detection performed by Simmons Wilco. Reports are emailed each month with results for each facility. Copies are kept at each facility and Fleet Management.

Responsibilities

Jefferson County Fleet Management is committed to preventing releases of petroleum products into the environment. The department has committed the necessary resources to implement the measures described in this SOP.

FACILITY OWNER AND OPERATOR

Jefferson County Fleet Management
1717 Vanderbilt Road
Birmingham, AL 35234

DESIGNATED PERSON ACCOUNTABLE FOR FACILITY OPERATIONS

Charles Tyler- Jefferson County Fleet Manager
(205) 325-5100



AUTHORIZED FACILITY REPRESENTATIVE (FACILITY RESPONSE COORDINATOR)

**Tammy King- Jefferson County Fleet Management
(205) 325-5102**

Standards and Specifications

- Carry safety equipment to secure inspection area—Safety vest, cones or tape to secure work area, gloves.
- Carry other items needed for inspection- crowbar, handheld pump, absorbent mats, garbage bags, etc.
- Inspect areas and place results on inspection sheet. Initial sheet upon completion.
- Clean any debris and/ or liquid found and dispose of properly.
- Contact fuel maintenance contracted vendor immediately regarding pipe obstructions and fill caps which need replacing.
- Make sure facility records contain current Fleet contact information, tank registration, walkthrough inspections and monthly and/or yearly test results.

GENERAL SERVICES BUILDING INVENTORY (FOR MAINTENANCE PURPOSES)

| | DEPT. | BUILDING LOCATION | BUILDING NAME | ADDRESS | GROSS SQ. FT. | OWNERSHIP |
|----|---------------------|----------------------------|--|--|----------------------|---------------------|
| | | REVISED 4/1/2019 js | | | | |
| 1 | G.S. | BIRMINGHAM | BIRMINGHAM/JEFFERSON ANIMAL CONTROL | 6227 5TH AVE NORTH 35212 | 15,000 | COUNTY/CITY |
| 2 | G.S. | BIRMINGHAM | MARTIN ANIMAL CLINIC | 6463 1ST AVENUE SOUTH 35212 | *2,000 | COUNTY |
| 3 | G.S. | BIRMINGHAM | JEFFERSON COUNTY COURTHOUSE, ANNEX, BRIDGE & JURY ASSEMBLY | 716 RICHARD ARRINGTON JR. BLVD. NORTH 35203 | 461,000 | COUNTY |
| 4 | G.S. | BIRMINGHAM | MEL BAILEY CRIMINAL JUSTICE CENTER (CJC) | 801 RICHARD ARRINGTON JR. BLVD. NORTH 35203 | 140,000 | COUNTY |
| 5 | G.S. | BIRMINGHAM | PUBLIC SAFETY CENTER (JAIL) | 809 RICHARD ARRINGTON JR. BLVD. NORTH 35203 | 225,000 | COUNTY |
| 6 | SHERIFF | BIRMINGHAM | TOM GLOOR BUILDING (Sheriffs Headquarters) | 2200 REV. ABRAHAM WOODS JR. BLVD. 35203 | 51,500 | COUNTY |
| 7 | SHERIFF | BIRMINGHAM | DOWNTOWN (8th Ave) SERVICE STATION SHERIFF DEPT. | 2420 REV. ABRAHAM WOODS JR. BLVD. 35203 | 9,000 | COUNTY |
| 8 | SHERIFF | BIRMINGHAM | SHERIFFS DEPT. FIRING RANGE AND TRAINING ACADEMY | 3500 HAPPY HOLLOW ROAD 35068 | 24,000 | COUNTY |
| 9 | G.S. | BIRMINGHAM | DOMESTIC RELATIONS COURTHOUSE | 2120 7TH AVENUE NORTH 35203 | 37,000 | COUNTY |
| 10 | C.G. | BIRMINGHAM | COOPER GREEN HEALTH SERVICES | 1515 6th AVENUE SOUTH 35233 | 400,000 | COUNTY/COOPER GREEN |
| 11 | C.G. | BIRMINGHAM | WEST END CLINIC | 1308 TUSCALOOSA AVE. | 21,175 | COUNTY/COOPER GREEN |
| 12 | G.S. | BIRMINGHAM | FAMILY COURTS BUILDING | 120 2nd COURT NORTH 35204 | 94,000 | COUNTY |
| 13 | G.S. | BIRMINGHAM | YOUTH DETENTION CENTER | 124 2nd COURT NORTH 35204 | 44,500 | COUNTY |
| 14 | G.S. | BIRMINGHAM | 2121 BUILDING | 2121 REV. ABRAHAM WOODS JR. BLVD. 35203 | 267,048 | COUNTY |
| 16 | C.D. | BIRMINGHAM | McADORY STORM SHELTER | 4400 HARPER ROAD 35020 | 500 | COUNTY |
| 17 | REV./SHER. | CENTER POINT | JEFFERSON COUNTY MULTI SERVICES CENTER (CENTERPOINT COURTHOUSE) | 2651 CENTER POINT ROAD 35215 | 20,500 | COUNTY |
| 18 | REV. | HOOVER | HOOVER COURT SATELLITE | 1901 HOOVER COURT 35226 | 10,460 | LEASE |
| 19 | G.S. | BESSEMER | BESSEMER COURTHOUSE ANNEX & BRIDGE | 1801 3rd AVENUE NORTH 35020 | 235,000 | COUNTY |
| 20 | SHERIFF | BESSEMER | BESSEMER PUBLIC SAFETY CENTER (Jail) | 1826 2nd AVENUE NORTH 35020 | 125,000 | COUNTY |
| 21 | G.S. | BESSEMER | BESSEMER JUSTICE CENTER (BJC) | 1851 2nd AVENUE NORTH 35020 | 156,000 | COUNTY |
| 22 | SHERIFF | BESSEMER | VIDEO VISITATION -BESS. JAIL | 212 19TH STREET NORTH 35021 | 1,500 | COUNTY |
| 23 | R&T | BESSEMER | R&T-CAMP BESSEMER COMPLEX | 3295 KING STREET 35023 | 60,000 | COUNTY |
| 24 | R&T | KETONA | R&T-CAMP KETONA COMPLEX | 131 COUNTY SHOP ROAD 35217 | 71,000 | COUNTY |
| 25 | G.S. | KETONA | GENERAL SERVICES WAREHOUSE (OLD LAUNDRY) | 201 NORTH PINE HILL ROAD 35217 | 20,000 | COUNTY |
| 26 | G.S. | TARRANT | GENERAL SERVICES OPERATIONS CENTER | 520 MEDCO ROAD 35217 | 142,000 | COUNTY |
| 27 | SHERIFF | MOUNT OLIVE | MOUNT OLIVE SUB STATION | 3201 MOUNT OLIVE ROAD 35117 | 1,000 | LEASE -SHERIFFS |
| 28 | C.D. | MOUNT OLIVE | MOUNT OLIVE COMMUNITY CENTER | 2684 MOUNT OLIVE ROAD 35117 | 4,100 | COUNTY |
| 29 | SHERIFF | ADGER | OAK GROVE SUB STATION | 9120 CAMP OLIVER ROAD | 1,200 | LEASE-SHERIFFS |
| 30 | SH HEIGHTSSF | CAHABA HEIGHTS | CAHABA HEIGHTS SUB STATION | 3300 SHADES CREST ROAD 35243 | 2,600 | COUNTY |
| 31 | SHERIFF | FORESTDALE | FORESTDALE SUB STATION | 301 FOUST COURT 35214 | 3,300 | COUNTY |
| 32 | SHERIFF | MCCALLA | MCCALLA SUBSTATION | 5977 EASTERN VALLEY RD | 2,916 | COUNTY |



New Employee Development Program One-Year Development Roadmap

Position Title: Skilled Laborer **Department:** General Services

Department number for position filled:

SECTION 1: FIRST-WEEK ACTIVITIES

Development Milestone: *After first week, the new employee should begin acclimating to the department, the day-to-day operations of the department, and learn other important and necessary tasks/knowledge needed to function on a daily basis.*

| First Week Activities | Completion Date | Assigned Trainer/Source | Employee Signature |
|---|-----------------|-------------------------|--------------------|
| Attend Jefferson County New Employee Orientation | | | |
| Review department mission, vision, and chain of command | | | |
| Department tour, introduction to colleagues and stakeholders | | | |
| Review of clock-in/clock-out procedures and/or assigned work hours | | | |
| Review job requirements and expectations | | | |
| Review customer service, professionalism and teamwork expectations | | | |
| Explain how to request leave, and the call-out procedure | | | |
| Review emergency evacuation, inclement weather procedures | | | |
| Show employee where the department's copy of the consent decree is located, and explain how to contact the Affirmative Action Officer | | | |
| Department Specific First Week Activities | Completion Date | Assigned Trainer/Source | Employee Signature |
| Day 2 Department Orientation | | | |
| | | | |
| Job Task Training | Completion Date | Assigned Trainer/Source | Employee Signature |
| | | | |
| | | | |
| Safety Training | Completion Date | Assigned Trainer/Source | Employee Signature |
| Skilled Laborer Safety Checklist | | | |
| | | | |

SECTION 2: 1-3 MONTHS OF EMPLOYMENT

Development Milestone:

| Critical Job Knowledge | Completion Date | Assigned Trainer/Source | Employee Signature |
|--|------------------------|--------------------------------|---------------------------|
| Knowledge of machines and tools, including their designs and uses. | | | |
| | | | |
| | | | |
| | | | |
| Job Task Training | Completion Date | Assigned Trainer/Source | Employee Signature |
| Ensures safety of oneself by wearing proper safety equipment (e.g., vest, gloves, ear plugs, chaps, goggles, etc.) | | | |
| Unloads hand and/or power tools, equipment and materials (e.g., bricks, cement, etc.) from truck and transports items to work site | | | |
| Checks levels and fuels up all equipment after completion of work | | | |
| Loads all equipment, supplies and tools into back of truck at work site and transports items to shop | | | |
| | | | |
| Soft Skills Training | Completion Date | Assigned Trainer/Source | Employee Signature |
| 360 Training Courses | | | |
| | | | |
| | | | |
| Safety Training | Completion Date | Assigned Trainer/Source | Employee Signature |
| Skilled Laborer Safety Checklist | | | |
| | | | |
| | | | |

| | |
|------------------------|--------------------|
| Position Title: | Department: |
|------------------------|--------------------|

SECTION 3: 4-6 MONTHS OF EMPLOYMENT

Development Milestone:

| Critical Job Knowledge | Completion Date | Assigned Trainer/Source | Employee Signature |
|------------------------|-----------------|-------------------------|--------------------|
|------------------------|-----------------|-------------------------|--------------------|

| | | | |
|--|--|--|--|
| Knowledge of hand tools, including their designs and uses. | | | |
|--|--|--|--|

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

| Job Task Training | Completion Date | Assigned Trainer/Source | Employee Signature |
|-------------------|-----------------|-------------------------|--------------------|
|-------------------|-----------------|-------------------------|--------------------|

| | | | |
|--|--|--|--|
| Adds oil, transmission fluid, water, windshield wiper fluid, brake fluid or any other fluids that may be needed for proper operation of vehicle or equipment engines | | | |
|--|--|--|--|

| | | | |
|---|--|--|--|
| Informs supervisor of any problems that were found during pre-trip inspection | | | |
|---|--|--|--|

| | | | |
|--|--|--|--|
| Drives crew, equipment and supplies to the work site in a pickup truck, flat bed, dump or crew truck | | | |
|--|--|--|--|

| | | | |
|--|--|--|--|
| Cleans tools, equipment and truck with soap and water, solvents and/or other cleaning fluids after use | | | |
|--|--|--|--|

| | | | |
|---|--|--|--|
| Performs preventive maintenance activities on equipment (e.g., checking and adding oil to equipment, cleaning air filters, oiling chain on chain saw, etc.) | | | |
|---|--|--|--|

| | | | |
|--|--|--|--|
| Cleans tools, equipment and truck with soap and water, solvents and/or other cleaning fluids after use | | | |
|--|--|--|--|

| Soft Skills Training | Completion Date | Assigned Trainer/Source | Employee Signature |
|----------------------|-----------------|-------------------------|--------------------|
|----------------------|-----------------|-------------------------|--------------------|

| | | | |
|--------------------------------|--|--|--|
| PBJC Optional Training Courses | | | |
|--------------------------------|--|--|--|

| | | | |
|----------------------|--|--|--|
| 360 Training Modules | | | |
|----------------------|--|--|--|

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

| Safety Training | Completion Date | Assigned Trainer/Source | Employee Signature |
|-----------------|-----------------|-------------------------|--------------------|
|-----------------|-----------------|-------------------------|--------------------|

| | | | |
|------------------------|--|--|--|
| Monthly Safety Meeting | | | |
|------------------------|--|--|--|

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

Work Order # 42670738

Daily Parking Lot and Deck Sweeping

| | | | |
|--------------|--|-------------------|----------------|
| Date Due: | May 29, 2019 | Equipment: | Daily Sweeping |
| Assigned To: | Kimberlee Ratcliff | System: | Inspections |
| Priority: | 1 | Make: | |
| Frequency: | Daily | Model: | |
| Property: | Jefferson County Courthouse, Annex, Bridge & Jury | Asset/Tag #: | |
| Building: | Jefferson County Courthouse, Annex, Bridge & Jury | Serial Number: | |
| Floor: | Exterior Building | Warranty Expires: | |
| Suite: | | | |

Equipment Details:

Daily Parking Lot and Deck Sweeping

| | | | |
|------------|----------------------|-----------------|-------------|
| Trade: | Building Maintenance | Time Estimated: | 2 hrs 0 min |
| Frequency: | Daily | | |

Instructions:

afety Points **WARNING:** There is possible danger of electrical shock or burn whenever working in or around electrical equipment. Turn off and lock out/tag (as applicable) power supply to the equipment before working inside equipment. The proper operation of this equipment is dependent upon the proper handling, operation, and maintenance by qualified personnel. Failure to follow fundamental maintenance requirements could lead to personal injury as well as the failure and loss of the equipment and damage to other property. A qualified person is one who is familiar with the construction and operation of the equipment and the hazards involved. He/she is trained and authorized to de-energize, clear, lock out, and tag circuits and equipment in accordance with established safety practices as applicable. Should a fault occur with the equipment, refer to the appropriate manufacturer's documentation for resolution and any required repairs to the equipment. Anyone performing maintenance on the equipment shall use the following safety equipment as applicable for the maintenance performed: Safety glasses Mask, if needed Job Tools Sweeper

| | |
|--|--------------------------------|
| Sweep the curb on the Richard Arrington side | <input type="checkbox"/> Check |
| Sweep the entire parking lot | <input type="checkbox"/> Check |
| Sweep the alley way | <input type="checkbox"/> Check |
| Sweep the parking deck, all floors | <input type="checkbox"/> Check |
| Sweep the secure parking area | <input type="checkbox"/> Check |
| Change bags in the sweeper | <input type="checkbox"/> Check |

| | | |
|----------------------|--------------------|----------------------|
| Completed By: | Time Taken: | Completed On: |
| _____ | _____ | _____ |

WO Completed On: _____

Completion Details: _____

Work Setup Reports Training

Go Back

Inspection Information

Inspection Schedule Weekly Property Inspection
Estimated Time 0hr 45m
Status Assigned

Inspection Results

Inspection Result: 0%
Requires Correction: 0
Corrective Work Order: 0
Inspection Tasks Completed: 0/120
Floors Completed: 0/6

Location Details

Property: Domestic Relations Courthouse
Building: Domestic Relations Courthouse
Floors: Multiple
Location Details: -

Workflow Inspection

General Inspection Note

1st 2nd All Attic Exterior Building Grounds

Section #1: Grounds

Task Line

- 1.1 Check sidewalks
1.2 Check for trip hazards
1.3 Check sidewalk grates to ensure securely fastened

Section #2: Exterior Building

Task Line

- 2.1 Check exterior lighting
2.2 Check exterior mats (if applicable)
2.3 Check building access doors

Section #3: Roofs

Task Line

- 3.1 Check general condition
3.2 Check for debris

Section #4: Interior Building

Task Line

- 4.1 Check walls
4.2 Check ceilings (replace stained ceiling tiles if necessary)
4.3 Check floors
4.4 Checking dusting (create work order for if applicable)
4.5 Check for trip hazards

HERBICIDE WAREHOUSE MONTHLY INSPECTION FORM

MONTH/YEAR: _____

Herbicide Storage warehouse is to be inspected once a month. If you answer "NO" to any statements below, take immediate steps to correct the situation.

| SAFETY INSPECTION | CIRCLE ONE | | CORRECTION MEASURE |
|---|------------|----|--------------------|
| Storage room locked. | Yes | No | |
| Storage area signs posted with emergency contact information. | Yes | No | |
| No Smoking signs posted. | Yes | No | |
| Personal protective equipment stored nearby. | Yes | No | |
| Clean up supplies stored nearby. | Yes | No | |
| Inventory is up to date and stored separately. | Yes | No | |
| Labels are facing in the correct direction. | Yes | No | |
| Fire extinguisher in good working order | Yes | No | |

| STORAGE INSPECTION | CIRCLE ONE | | CORRECTION MEASURE |
|--|------------|----|--------------------|
| Ventilation system is working. | Yes | No | |
| Area is clean with no debris or combustibles. | Yes | No | |
| Floor is clear of spills or leaks. | Yes | No | |
| Storage area contains herbicide related chemicals only—no feed, fertilizer or other materials. | Yes | No | |
| Container Inspection | Yes | No | |
| Labels readable and attached to containers. | Yes | No | |
| Containers marked with purchase date. | Yes | No | |
| Container caps are tightly closed. | Yes | No | |
| Used containers are rinsed and punctured. | Yes | No | |

INSPECTOR: _____

DATE OF INSPECTION: _____

HERBICIDE WAREHOUSE MONTHLY INVENTORY FORM

MONTH/YEAR: _____

| PRODUCT | BOXES | JUGS | GALLONS |
|-------------|-------|------|---------|
| 2-4-D | | | |
| FOAM BUSTER | | | |
| GROUNDED | | | |
| HARDBALL | | | |
| INLET | | | |
| MILESTONE | | | |
| MSMA | | | |
| ROUND-UP | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| PRODUCT | TOTES | JUGS | GALLONS |
|---------|-------|------|---------|
| 2-4-D | | | |
| MSMA | | | |
| | | | |
| | | | |

Was Herbicide Warehouse Inspection Form Completed? Yes or No

INVENTORER: _____

DATE OF INVENTORY: _____

Jefferson County

ROADS AND TRANSPORTATION (KETONA)

Recognition, Management, and Standard Operating Procedures for Working with Pesticides, Herbicides, and Fertilizers

The use and handling of pesticides, herbicides, and fertilizers requires responsibility on your part. Your safety, the safety of others, and our environment are all affected by the chemicals we apply. This information is provided for your safety. Before you begin to mix, load, apply, and store pesticides, herbicides, and fertilizers make sure you have followed the guidelines below.

1. Whenever possible, use alternative to control weeds and pests such as integrated pest management strategies, biorational insecticides or biological controls. Pull weeds by hand or mechanically. Spot treat affected areas only instead of entire location. Choose the least toxic pesticides and herbicides that still achieve results.
2. Ensure that pesticides are only applied by personnel certified to do so. Pesticides and herbicides must be applied under the supervision of a certified pesticide applicator or qualified supervisor.
3. Read the label. Pay special attention to the warnings and precautions. These are signal words. They are there for your protection. Caution: least toxic, Warning: moderately toxic, Danger: most toxic (poison will be written in red.)
4. Have detergent or soap and an adequate supply of water available.
5. Know the first aid procedures and have materials and supplies available.
6. Know the early symptoms of poisoning for the chemicals you are using. The most common early symptoms are headache, nausea, and dizziness. Anxiety and restlessness are prominent.
7. Be sure all equipment is functioning properly.
8. Do not work alone. Have help available if you get into trouble.
9. Have all the recommended protective clothing and equipment available. Make sure the respirator fits properly.
10. Never eat, drink, or go to the bathroom while working with chemicals without first washing your hands.
11. Never apply pesticides, herbicides, and fertilizers in or near any ditch, creek, pond, seasonal stream, storm drain, or sewer.
12. Always follow all federal and state regulations governing the storage and disposal of pesticides, herbicides, and fertilizers.
13. Store pesticides, herbicides, and fertilizers inside a protected area so that spills and leaks will not contact soil. Never leave unlabeled or unstable chemicals in uncontrolled locations.

14. Store, use, and dispose of all fertilizers and contaminated wastes according to manufacturer's specifications and applicable regulations.
15. All containers must be clearly and correctly labeled.

Pesticides, Herbicides, and Fertilizers

Mixing and Loading Standard Operating Procedures

1. Work in a well-ventilated, well-lit area.
2. Wear proper protective clothing and use only the proper equipment. The most common exposure to chemical poisoning is through the skin. (Proper protective gear: rubber gloves, rubber boots, eye goggles, and respirator with proper filter)
3. Stand with your back to the wind so fumes or dust are blown away.
4. Mix and load on the concrete slab, not the ground. Leakage onto the ground could pollute our groundwater.
5. Mix and pour concentrated chemicals below waist level. Never pour at eye level. If chemicals are spilled on you or your clothing, remove your clothing immediately within 2 minutes and wash yourself and your clothing thoroughly.
6. Never pour chemicals directly into the spray tank. Mix and dilute in a small container first, then pour chemicals into the water, not water into chemicals.
7. Stir with a stick or stirring utensil, not your hand.
8. Never allow the tank to overflow.
9. Securely close chemical containers immediately after mixing and loading. Return unused chemicals to the proper storage area.
10. Wash mixing and loading pails, measuring devices, and stirring utensils in strong detergent water, rinse, and then store to dry.
11. Wash your personal protective equipment in detergent, rinse, and let air dry.
12. The rinse water used in steps 10 and 11 should be disposed of by pouring it into the spray tank.

Pesticides, Herbicides, and Fertilizers

Disposal Standard Operating Procedure

Dumping unused chemicals, flushing tanks, and booms, washing sprayers, or even letting them sit in the rain can cause a chemical buildup in the soil that could result in groundwater contamination. Never discharge rinse water or excess chemicals to storm drains, sewers, or ground surfaces in excess of labeled rates. Mix only what you need. When the tank is empty, add 10% by volume of water and spray the material back over the area that was first sprayed. This will eliminate any hazardous waste.

Pesticides, Herbicides, and Fertilizers Hygiene Standard Operating Procedure

Proper handling and washing of chemical-contaminated clothing is important to protect your health.

1. Use heavy-duty laundry detergent and wash contaminated clothing separately. Use the complete setting with hot water.
2. Wash clothes on the most extended setting and use a double rinse cycle.
3. Line dry whenever possible.
4. Thoroughly wash all boots, hats, gloves, aprons, and goggles in detergent and hot water.

Pesticides, Herbicides, and Fertilizers Spill Clean-up Standard Operating Procedure

1. Stop the source of the spill.
2. Contain any liquids
3. Contact local authorities to report the spill.
4. Cover the spill with absorbent material such as kitty litter, sawdust, or oil absorbent pads. Do not use straw. Dispose of used absorbent material properly.
5. Keep a spill kit in areas where petroleum or hazardous materials are stored
6. Train employees in spill response procedures and equipment.
7. Deploy containment booms if the spill could reach a storm drain or water body.
8. Position mats to contain drips from equipment or vehicles until they can be repaired.
9. Never leave a spill without cleaning it up.

Pesticides, Herbicides, and Fertilizers Symptoms of Poisoning Standard Operating Procedures

The most common early symptoms of poisoning are headache, nausea, and dizziness. Anxiety and restlessness are prominent. Worsening of the poisoned state is muscle twitching, weakness, tremors, un-coordination, vomiting, abdominal cramps, and diarrhea. Unconsciousness, incontinence, convulsions, and depression of respiratory drive signify a life-threatening severity of poisoning.

ADEM 30 DAY WALKTHROUGH INSPECTION CHECKLIST LOG FOR YEAR _____

Questions on how to complete this form should be directed to the Groundwater Branch, UST Compliance Section at (334) 270-5655

| | |
|--------------------|--------------------|
| Facility Name: | Owner: |
| Address: | Address: |
| City, County, Zip: | City, State, Zip: |
| Facility I.D. #: | Phone #: |
| Inspector Name: | Inspector Phone #: |
| Inspector Company: | |

Instructions

1. Spill prevention equipment at UST systems receiving deliveries at intervals greater than every 30 days may only be checked prior to each delivery.
2. Inspection must be performed in accordance with a nationally recognized code of practice (such as PEI RP-900, or equivalent), manufacturer's instructions, or ADEM requirements.
3. Keep a record copy of this inspection for 1 year.

| Month of Inspection | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Day of inspection | | | | | | | | | | | | |

Spill Containment Equipment (Spill Bucket) Inspection

| | | | | | | | | | | | | |
|--|---|---|---|---|---|---|---|---|---|---|---|---|
| Visually checked spill prevention equipment for damage? | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Integrity of both walls of a double walled spill prevention equipment verified by checking the interstitial space for leaks? | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a |
| Water, fuel and/or debris found in spill prevention equipment? | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Water, fuel and/or debris removed from spill prevention equipment and disposed of properly? | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a |
| Check for obstructions in the fill pipe? | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Check fill cap to ensure it fits securely on fill pipe? | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Inspector's initials | | | | | | | | | | | | |

Release Detection Equipment Inspection

| | | | | | | | | | | | | |
|--|---|---|---|---|---|---|---|---|---|---|---|---|
| Release detection operating with no alarms or unusual operating conditions? | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Reviewed release detection testing records to ensure they are passing and current? | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Inspector's initials | | | | | | | | | | | | |

| Repairs Needed | Date of Repair | Description of any Repairs |
|----------------|----------------|----------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

LIQUID SPILL AND LEAK RESPONSE

Standard Operating Procedure

NEVER WASH SPILLED CHEMICAL DOWN A STORM DRAIN OR SANITARY SEWER OR

- * In case of spill contact your supervisor immediately.

| | |
|---------------|--------------|
| Billy Bowman | 205-470-1203 |
| Donnie Vaughn | 205-213-4424 |
| Trent Postell | 205-705-4281 |

- * Clean-up coordinators for this facility are Billy Bowman/Donnie Vaughn.

- * Clean-up materials are located in the **Gas House & Warehouse**.

- * The herbicide warehouse has 1 container of chemical absorbing material and containment material in the warehouse so drains can be blocked immediately if a spill

- * The facility evacuation route plane is posted: At the main warehouse entrance.

- * A list of emergency phone numbers should be posted near each phone indicating who is to be contacted in case of a chemical spill.

- * The following individuals have been trained to respond to hazardous spill at this facility:

| | | | |
|------------------|--------------|---------------|--------------|
| Michael Geesling | 205-213-7745 | Donnie Vaughn | 205-213-4424 |
| Jeremy McAlpine | 205-213-8538 | Trent Postell | 205-705-4281 |
| Billy Bowman | 205-470-1203 | | |

- * For non-hazardous materials, absorbents that can be swept or picked up such as saw dust, vermiculate, oil-dry or activated charcoal may be used.

- * The absorbent materials used to clean up any hazardous materials spill must be disposed of as a hazardous waste. Do not place them in a dumpster.

If you need additional assistance with emergency response procedures or contingency plans contact

HERBICIDE LIQUID SPILL AND LEAK REPSONSE

Standard Operating Procedure

NEVER WASH SPILLED CHEMICAL DOWN A STORM DRAIN OR SANITARY SEWER OR ALLOW THEM TO EVAPORATE.

- * In case of spill contact your supervisor immediately.

| | |
|----------------|--------------|
| Alan Brantley | 205-919-5502 |
| Robert Ryan | 205-332-7663 |
| Thomas Bigham | 205-249-4956 |
| Wayne Campbell | 205-503-1160 |
| Dewayne Bailey | 205-915-3967 |

- * Clean-up coordinators for this facility are Alan Brantley/ Robert Ryan.

- * Clean-up materials are located in the Herbicide Warehouse.

- * The herbicide warehouse has 1 container of chemical absorbing material and containment material in the warehouse so drains can be blocked immediately if a spill overflows in a storage area.

- * The facility evacuation route plan is posted: At the main warehouse entrance.

- * A list of emergency phone numbers should be posted near each phone indicating who is to be contacted in case of a chemical spill.

- * The following individuals have been trained to respond to hazardous spill at this facility:

| | | | |
|---------------|--------------|------------------|--------------|
| Robert Ryan | 205-332-7663 | Chris Hayes | 205-492-0118 |
| Adam Laney | 205-503-0320 | Terry Oglesby | 205-317-7356 |
| Alan Brantley | 205-919-5502 | James Pilkington | 205-451-8255 |

- * For non-hazardous materials, absorbents that can be swept or picked up such as saw dust, vermiculate, oil-dry or activated charcoal may be used.

- * The absorbent materials used to clean up any hazardous materials spill must be disposed of as a hazardous waste. Do not place them in a dumpster.

If you need additional assistance with emergency response procedures or contingency plans contact **WHO DO YOU WANT CONTACTED???** Risk management should review these over to ensure no conflicts with their programs.

Pesticide License Information

| Name | Exp. Date | Category | Permit |
|------------------|------------------|-----------------|---------------|
| Michael Geesling | 04/28/25 | ROW/GRD | 2002695 |
| Jeremy McAlpine | 03/28/24 | ROW/GRD | 2000813 |

Items Stored at Camp Ketona Herbicide Department

| Item | Amount | Size | Storage |
|---------------|---------------|-----------------|----------------|
| Hardball | 5 Totes | 275 Gallon each | Herbicide Room |
| MSMA (Target) | 6 Totes | 275 Gallon each | Herbicide Room |
| Roundup Pro | 2 Totes | 275 Gallon each | Herbicide Room |
| Roundup Pro | 26 Jugs | 2.5 Gallon each | Herbicide Room |
| Trycera | 16 Jugs | 2.5 Gallon each | Herbicide Room |
| Milestone | 30 Jugs | 2.5 Gallon each | Herbicide Room |
| Rodeo | 22 Jugs | 2.5 Gallon each | Herbicide Room |
| Inlet | 30 Jugs | 2.5 Gallon each | Herbicide Room |
| Grounded | 24 Jugs | 2.5 Gallon each | Herbicide Room |

10/1/21 Thru 9/30/22

| | |
|--------------------------------------|------------------------|
| Hardball (2,4-D) | 106,280oz - 830 gal. |
| MSMA (Target) | 140,352oz - 1,096 gal. |
| Milestone | 323oz - 3 gal. |
| Roundup Pro Concentrate (ROW spray) | 1,973oz - 15 gal. |
| Roundup Pro Concentrate (Spot Spray) | 1,143oz - 9 gal. |
| Rodeo | 385oz - 3 gal. |
| Trycera | 413oz - 3 gal. |
| Inlet | 5,783oz - 45 gal. |
| Ground zero | 5,783oz - 45 gal. |

JEFFERSON COUNTY COMMISSION

MUNICIPAL SEPARATE STORM SEWER SYSTEM

PERMIT NUMBER: ALS000001

APPENDIX E



| Company Name | Filing Year | Latitude | Longitude | Street | City | County | State | Zip | SIC Code | NAICS Code | Dun & Bradstreet Code | First Submit Date |
|-----------------------------|-------------|-----------------|--------------------|---|------------|-----------|-------|-----------|----------|------------------|-----------------------|-------------------|
| Publix Super Markets, Inc | 2018(Tier2) | 33.300542722167 | -87.05034657804867 | 7200 Jefferson Metro Parkway | McCalla | Jefferson | AL | 35111 | | 445110 484110 | 006922009 | 2019-02-18(Tier2) |
| SAYLER OF AL INC | 2018(Tier2) | 33.616706 | -86.741378 | 2780 Pinson Valley PKWY | Birmingham | Jefferson | AL | 35217 | | 324121 | 035114103 | 2019-01-07(Tier2) |
| Ryerson | 2018(Tier2) | 33.661152 | -86.716080 | 125 Carson Road N | Birmingham | Jefferson | AL | 35215-295 | 5051 | 423510 | 00-693-2446 | 2019-02-20(Tier2) |
| CROWN CASTLE | 2018(Tier2) | 33.6188 | -86.6523 | 1625 TAHOE ROAD | OVERTON | Jefferson | AL | 35215 | 4899 | 517919 | 918340256 | 2018-01-30(Tier2) |
| Ferrellgas | 2018(Tier2) | 33.62312 | -86.73910 | 193 PAWNEE RD | TARRANT | Jefferson | AL | 35217 | | 454310 | 861017291 | 2019-02-27(Tier2) |
| Sherwin-Williams Company | 2018(Tier2) | 33.6583 | -86.7163 | 90 Carson Road | Birmingham | Jefferson | AL | 35215 | 2821 | 325510 | 143183494 | 2018-02-12(Tier2) |
| Rexam Beverage Can Company | 2018(Tier2) | 33.658933 | -86.717985 | 124 Carson Road | Birmingham | Jefferson | AL | 35215 | | 332431 | 00-510-5366 | 2018-03-14(Tier2) |
| Praxair Inc. | 2018(Tier2) | 33.473917 | -86.943742 | 5700 Valley Road Near Gate 5 @ US Steel | Fairfield | Jefferson | AL | 35064 | | 325120 | 059618520 | 2019-01-17(Tier2) |
| Sunbelt Rentals PC #076/254 | 2018(Tier2) | 33.562681 | -86.828521 | 4132 TRAX DR | BIRMINGHAM | Jefferson | AL | 35207 | 7359 | 532412 | 10-177-6490 | 2019-01-28(Tier2) |
| Boral Resources | 2018(Tier2) | 33.631585 | -87.058913 | 4280 Porter Road | Quinton | Jefferson | AL | 35130 | | 423320 | 030890953 | 2018-02-19(Tier2) |
| Integrated Power Services | 2018(Tier2) | 33.623277 | -86.736411 | 3100 Pinson Valley Parkway | Birmingham | Jefferson | AL | 35217 | | 811310 | 00-419-7646 | 2018-01-22(Tier2) |
| Miller Pipeline, LLC | 2018(Tier2) | 33.608439 | -86.753287 | 3611 Industrial Parkway | Birmingham | Jefferson | AL | 32517 | | 237120 | 00-287-9294 | 2019-02-18(Tier2) |

Jefferson County Fueling Stations

| Site Name | Address | City | State | Zip | Location |
|------------------|------------------------|--------------|--------------|------------|-----------------|
| Center Point | 2651 Center Point Pkwy | Center Point | AL | 35215 | Above ground |
| Camp Ketona | 131-A County Shop Rd | Birmingham | AL | 35217 | Above ground |
| Camp Ketona | 131 County Shop Rd | Birmingham | AL | 35217 | Below ground |
| Downtown Pumps | 2420 8th Ave N | Birmingham | AL | 35234 | Below ground |
| Camp Bessemer | 3295 King St | Bessemer | AL | 35203 | Below ground |
| Forestdale | 341 Faust Ct | Forestdale | AL | 35214 | Below ground |
| Shades Valley | 1295 Oak Grove Rd | Homewood | AL | 35203 | Below ground |

Uniform Hazmat Response Guidelines

May 15, 2018



**Jefferson County
Emergency Management Agency
709 North 19th Street
Birmingham, Alabama 35203**

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1 Introduction

Several jurisdictions in Jefferson County have independent hazmat response teams. Although these Hazmat teams follow general guidelines for hazmat response, there is no standard approach to managing a hazardous materials incident. Hazmat teams have different organizations and equipment, which adds to confusion when multiple Hazmat teams attempt to work together. As a result, Jefferson County Emergency Management Agency is publishing Uniform Hazmat Response Guidelines to help standardize Hazmat response.

These Uniform Hazmat Response Guidelines include this document and response management tools for Incident Commanders, Hazmat Officers and Hazmat team members in Jefferson County.

1.1 Hazardous Operations Teams

Birmingham Fire & Rescue (2 teams)
Trussville Fire Department
Hoover Fire Department
Bessemer Fire Department
Forestdale Fire Department
Homewood Fire Department
Vestavia Hills Fire Department

2 Purpose

The purpose of the Jefferson County Emergency Management Agency's Uniform Hazmat Response Guidelines is to standardize the incident management system of hazmat teams, so that they can reinforce each other during a Hazmat incident.

3 Organization

3.1 Hazmat Branch or Division

Jefferson County Hazmat teams will respond to Hazmat incidents as an ICS Branch or Division, depending on the incident situation and will report to the Incident Operations Section Chief.

3.2 Hazmat Officer

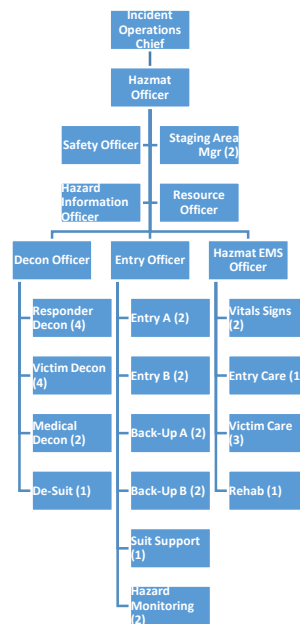
The Hazmat Officer will organize and supervise the responding hazmat team which will include a small staff of assistants, as needed and three primary operating teams: Decon, Entry and Hazmat EMS.

3.3 Key Hazmat Personnel

A one-sentence job description for each key Hazmat personnel is described on the first page of the corresponding job clipboard.

3.4 Organization Chart

The Organization Chart below shows how Jefferson County Hazmat teams will organize in the field. Key Hazmat personnel will wear orange vests.



4 Responsibilities

4.1 Jefferson County Emergency Management Agency

Jefferson County Emergency Management Agency has overall responsibility for the Uniform Hazmat Response Guidelines including the following:

- 1) Update, publish and distribute the Uniform Hazmat Response Guidelines to Jefferson County Hazmat teams.
- 2) Update, publish and distribute the Uniform Hazmat Response Guidelines training CDs to county Hazmat teams.
- 3) Install and update Uniform Hazmat Response Guidelines reference cards and resource lists at Jefferson County Dispatch.
- 4) Update Hazmat Command Kit as needed.
- 5) Hold annual meeting of Hazmat team officers in Jefferson County to review Uniform Hazmat Response Guidelines.
- 6) Respond to incidents involving hazardous materials in Jefferson County.

4.2 Hazmat Teams in Jefferson County

Each Hazmat team in Jefferson County will continue to train for Hazmat response and will add the following:

- 1) Introduce Hazmat team members to the Jefferson County Uniform Hazmat Response Guidelines.
- 2) Instruct Hazmat team members to view Uniform Hazmat Response Guidelines training CDs.
- 3) Become familiar with the Hazmat Clipboards and all contents contained.
- 4) Participate in training exercises whenever possible.

4.3 Dispatch Stations

Each hazardous materials team's dispatch center will perform the following:

- 1) Become trained on and follow the Jefferson County Uniform Hazmat Response Guidelines.
- 2) Make Jefferson County Uniform Hazmat Response Guidelines and Hazmat resource contact lists available to each dispatch staff duty station.
- 3) Contact Jefferson County EMA Duty Officer.

5 Training

5.1 NFPA Training Guidelines

The Jefferson County Uniform Hazmat Response Guidelines will follow the training recommendations outlined in the latest editions of the National Fire Protection Association (NFPA) 472 Standard for Professional Competence of Responder to Hazardous Materials Incidents and the NFPA 473 Standard for Competencies for EMS Personnel Responding to Hazardous Materials Incidents.

5.2 Hazmat Team Training

Individual Hazmat teams in Jefferson County remain responsible for technical training of the Hazmat team members. These Uniform Hazmat Response Guidelines will supplement Hazmat individual and team training in the incident management system.

5.3 Training for Uniform Hazmat Response Guidelines

Training on the Jefferson County Uniform Hazmat Response Guidelines is contained in Microsoft PowerPoint presentations on computer compact disc (CD). The training CD has two training modules: 1) Description of reference cards used by incident commanders and Hazmat officers and of the Hazmat Command Kit and 2) Demonstration of how to use the Jefferson County Response Guidelines and management tools in the field.

The Jefferson County SOP Training CDs are intended to familiarize county Hazmat teams with the Jefferson County Uniform Hazmat Response Guidelines.

Jefferson County Uniform Hazmat Response Guidelines

5.4 NFPA Training Summary Table

The following table summarizes the NFPA training requirements for Jefferson County Hazmat teams by Hazmat function.

| Hazmat Module | Staff Needed | Zone at Scene | Scene Activities | PPE Level | Equipment to Bring | NFPA Competencies |
|-----------------------------------|--------------|---------------|--|-----------|--|---|
| First Responder | x | Cold | Detect hazard, isolate scene, assist Hazmat Operations in Cold Zone (Staging Area Manager, PIO). | C or D | None | First Responder at the Awareness Level |
| Information Officer | 1 | Cold | Identify Hazards | D | None | Hazardous Materials Technician |
| Branch Director, Level III Hazmat | 1 | Cold | Manage Hazmat Team. | D | Hazmat Command Kit | Incident Commander |
| Branch Director | 1 | Cold | Manage Hazmat Team. | D | Hazmat Command Kit | Hazardous Materials Branch Officer |
| Decon Team | 2 | Warm | 1) Decontaminate Responders or victims; 2) De-suit. | B | Decon corridor supplies and equipment. | First Responder at the Operational Level |
| Decon Group Supervisor | 1 | Warm | Organize and supervise Decon operations. | D | None | First Responder at the Operational Level |
| Hazmat Safety Officer | 1 | Warm | Enforce safety at scene. | C | None | Hazardous Materials Branch Safety Officer |
| Hazmat EMS Group Supervisor | 1 | Warm | Organize and supervise Hazmat EMS operations. | D | None | EMS/HM Level II Responders |
| COLD EMS Team | 2 | Cold | 1) Care for and prepare victims for transport in the Cold Zone; 2) Monitor and track vital signs of responders in PPE; 3) Entry Team Care; 4) Rehab. | D | EMS medical supplies | EMS/HM Level I Responders |
| WARM EMS Team | 2 | Warm | 1) Care for victims in the Warm Zone; 2) Medical Decon. | B | EMS medical supplies. | EMS/HM Level II Responders |
| Entry Team (no specialty) | 2 | Hot | 1) Rescue victims in Hot Zone; 2) Suit support. | A | 1) Litter; 2) Detection equipment. | Hazardous Materials Technician |
| Entry Group Supervisor | 1 | Warm | Organize and supervise Entry Teams. | D | None | Hazardous Materials Technician |
| Back-Up Team | 2 | Hot | Ready to rescue Entry Team. | A | Litter. | Hazardous Materials Technician |

Jefferson County Uniform Hazmat Response Guidelines

| Hazmat Module | Staff Needed | Zone at Scene | Scene Activities | PPE Level | Equipment to Bring | NFPA Competencies |
|--|---------------------|----------------------|---|------------------|---------------------------|--|
| Monitoring Team | 2 | Warm | Monitor scene for hazards. | C | Monitoring Equipment. | Hazardous Materials Technician |
| Entry Team (tank car specialty) | 2 | Hot | Provide oversight for product removal and movement of damaged tank cars | A | Special tools. | Technician with a Tank Car Specialty |
| Entry Team (cargo tank specialty) | 2 | Hot | Provide oversight for product removal and movement of damaged tank cars | A | Special tools. | Technician with a Cargo Tank Specialty |
| Entry Team (intermodal tank specialty) | 2 | Hot | Provide oversight for product removal and movement of damaged tank cars | A | Special tools. | Technician with an Intermodal Tank Specialty |

6 Management Tools

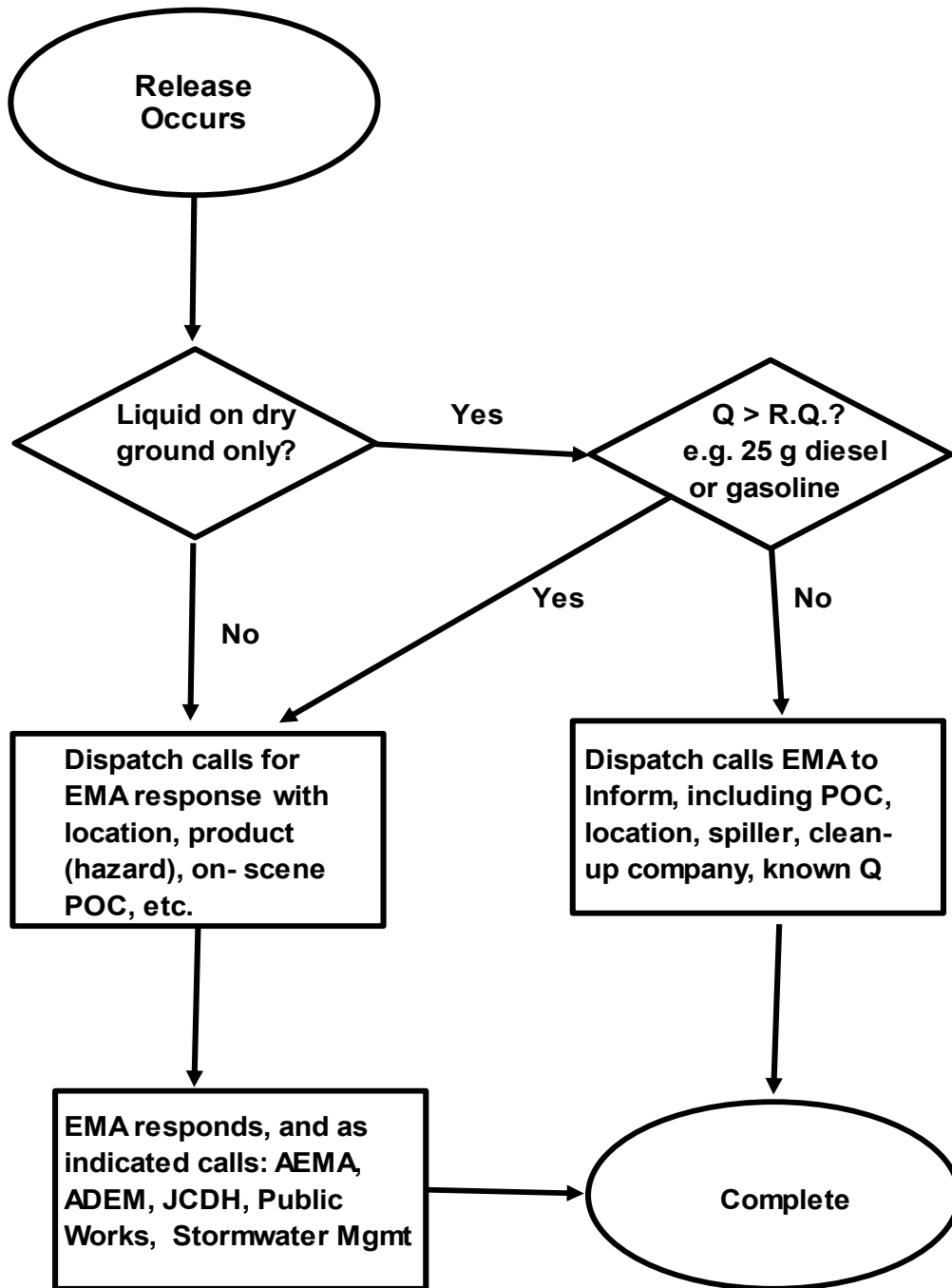
The Jefferson County Uniform Hazmat Response Guidelines include management tools to help incident commanders, Hazmat officers and Hazmat team members work together in the field. Tools include an Incident Commander's Hazmat Dispatch Options Card, Hazmat Officer's Response Guide and a Hazmat Command Kit.

6.1 Hazmat Officer's Response Guide

Hazmat Officers in Jefferson County will refer to the following Hazmat Officer's Response Guide in determining the Hazmat level of response. Jefferson County will classify Hazmat incidents into three levels as shown on the Response Guide below:

| LEVEL | I | II | III |
|--|--|---|--|
| Evacuation | None | Local | Large Area |
| Substance | Fuel liquid or gas | Non-fuel | Non-fuel |
| Toxicity | Low | Moderate | Moderate - High |
| PPE Needed | Struc fire fight gear | Level B or high temp | Level A, B or high temp |
| Quan, Fuel Liquids | < or = 100 gal | > 100 gal | > 100 gal |
| Quan, Non-Fuel Liquids | Depends on substance | Depends on substance | Extreme Haz Subst (EHS) |
| Environmental Impact | None | Yes | Yes |
| Damage, Container < or = 100 psi | Minor | OK to handle, transfer | Total struc failure possible |
| Damage, Container > 100 psi | Stressed , possible valve or vent release | OK to handle , transfer | Total failure possible |
| Release Control | First Responders | Special Resources Needed | Special Resources Needed |
| Life Threatening Explosions? | None or Remote | Possible | Probable |
| Notifications | JC EMA | Haz Tm, JC EMA, LEPC | Haz Tm, JC EMA, LEPC |
| Activation, Hazmat | None | Partial | Full |
| Assistance from Hazmat | Advice , air monitoring | Partial | Full |
| Command | Local Gov't | Local Gov't | Haz Tm (ST or FED assists) |
| Billing | No | Possible | Yes |
| EXAMPLES | A tractor trailer, diesel fuel release from saddle tank. | A gasoline tanker roll-over, product release. A leaking hydrochloric (muriatic) acid 55-gal drum. | A gasoline tanker roll-over and fire. An acid tanker, product release. A 5-gal pesticide drum, roadway spill. A structural fire with pesticides. |

6.1.1 Reporting Hazardous Materials Releases



6.2 Hazmat Command Kit

Hazmat Officers will use a Hazmat Command Kit to organize and manage Hazmat resources at an incident. The components of the Hazmat Command Kit are designed to quickly deploy personnel and equipment resources at the Hazmat scene.

6.2.1 Kit Components

The Hazmat Command Kit includes a hanging-file box for storing the following components: Vests and Clipboards for key personnel, Task Cards for critical tasks and a Dry Erase Whiteboard for visually communicating the Hazmat site plan.

6.2.1.1 Vests

Seven members of the Hazmat team will wear orange vests for identification:

- | | |
|--------------------------------|-----------------------|
| 1) Hazmat Officer | 5) Decon Officer |
| 2) Hazmat Safety Officer | 6) Entry Officer |
| 3) Information Officer | 7) Hazmat EMS Officer |
| 4) Hazmat Staging Area Manager | |

Vests are folded and stored with clipboards in the hanging files of the Hazmat Command Kit box.

6.2.1.2 Clipboards

Clipboards are used to assign key hazmat positions and to assemble needed checklists and forms. A laminated Site Layout Diagram or Decon Corridor Layout Diagram, each with an organization chart upside down on the reverse side, acts as a cover sheet to protect the pages attached to the clipboard.

6.2.1.3 Task Cards

The Hazmat Branch Officer will assign Task Cards to Hazmat assistants to initiate and track critical administrative and operational tasks. Hazmat assistants may include responders at a Hazmat incident who lack Hazmat training or who are unassigned.

Task cards are stored in a small accordion file folder, which can be opened and flared to reveal all task card titles at a glance. The task cards become part of the Hazmat incident record. A new deck of task cards is used for each new Hazmat incident.

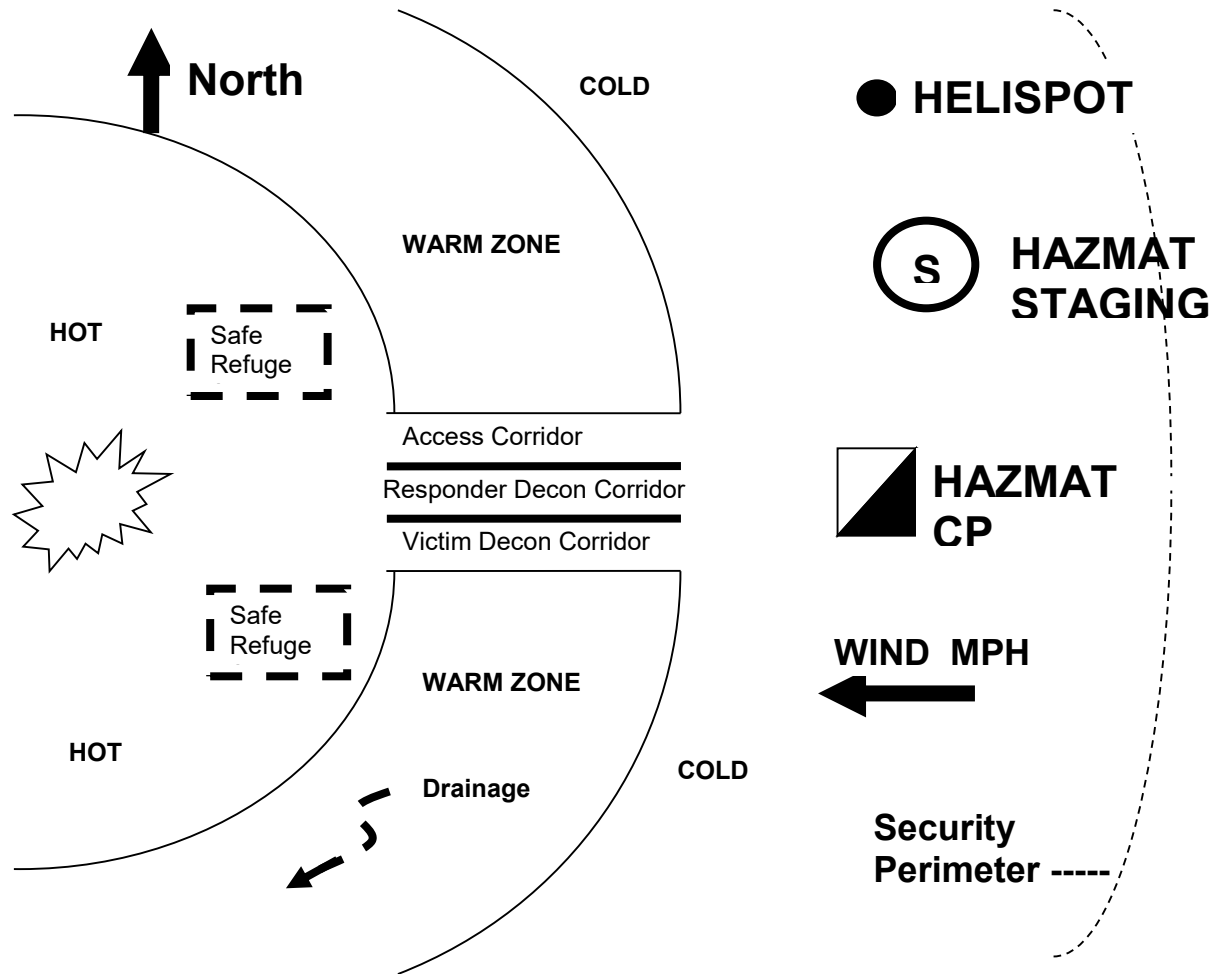
6.2.1.4 Dry Erase Whiteboard

The Hazmat Branch Director will use the dry erase whiteboard to visually communicate the deployment of Hazmat resources at the site. A sample of a Site Layout Diagram is attached to the dry erase whiteboard for reference.

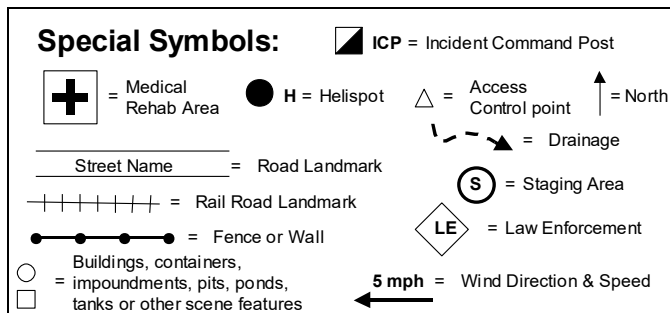
The Dry Erase Whiteboard is stored on top of the hanging files in the Hazmat Command Kit box.

7 Site Layout Diagram

Hazmat Officers will organize the Hazmat site according to the following Site Layout Diagram and Special Symbols:

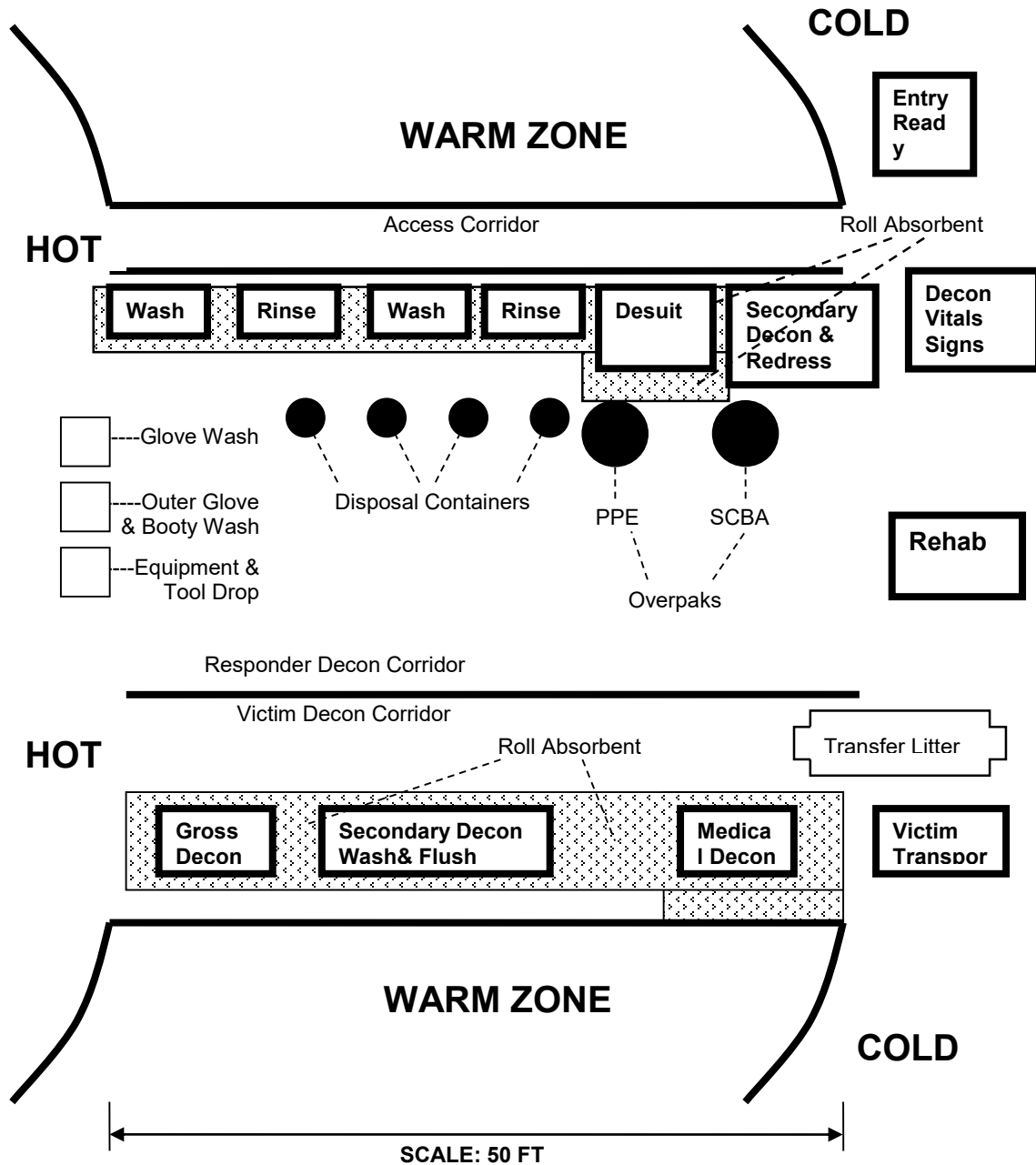


Jefferson County Uniformed Hazmat Guide



8 Decon Corridor Layout Diagram

Hazmat Officers will organize decontamination operations into three decontamination corridors at the Hazmat site, according to the following Decon Corridor Layout Diagram:



Jefferson County Uniformed Hazmat Guide

The Decon Officer will orient arriving Hazmat team members by placing two traffic cones to indicate the entry width of the three decontamination corridors.

Waste Disposal

It is illegal to burn residential trash or refuse at any time of the year in Jefferson County (Section 5, Jefferson County Board of Health Air Pollution Control Rules and Regulations). However, with prior written approval, yard debris and limbs can only be burned from November through March. For information or to report a smoke nuisance, call 205-930-1276.

Residential Waste Subscription Service (Unincorporated areas)

Establish garbage pickup, recycling, large item pickup, and service inquiries. AmWaste 205-788-1400; customercare@amwateusa.com

Jefferson County Landfills

Call for pricing and hours of operation. When transporting, always cover your load. Batteries, paint, and hazardous waste are not accepted.

- Mt. Olive Landfill (101 Barber Blvd, 35071) 205-631-8258
- Johns Transfer Station (5125 Bessemer Johns Road, 35023) 205-426-5444

Household Hazardous Waste (HHW)

Household Hazardous Waste (HHW) includes items that require special care when being stored or disposed of. These items should never be emptied into sinks or drains, flushed down toilets, poured onto the ground, discarded in storm drains, or placed in regular trash for pickup. Residents of Jefferson County can drop off HHW, electronics, and used cooking oil and grease at designated locations for **free**.

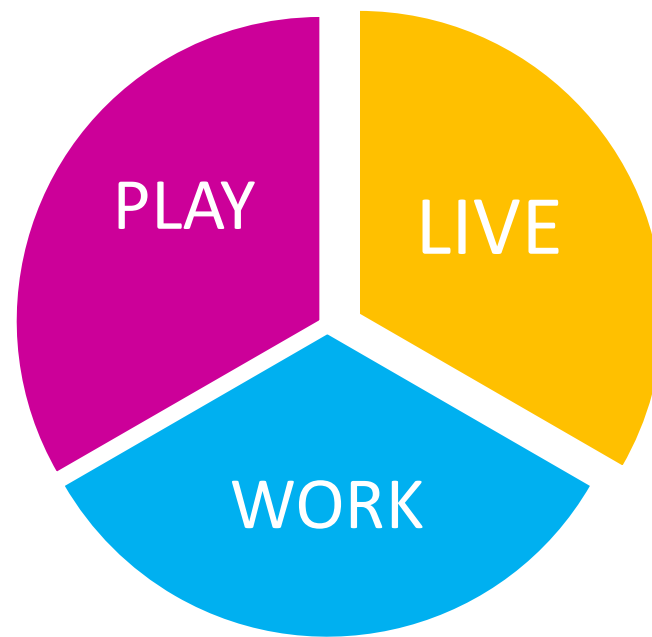
- HHW / Electronics – 2 HHW and 3 Electronic and Paper Shredding Events held annually at various locations. Visit www.jccal.org or call 205-325-8741.
- Used household cooking oil and grease recycling locations throughout the county. Visit www.jeffcoes.org or call 205-238-3876.

Other Waste Items

The businesses or facilities listed below are not affiliated with Jefferson County and might charge fees for their services. Call for pricing and hours of operation.

- Electronics - Secure Shredding and Recycling 205-549-2120
- Hazardous Waste - One Stop Environmental 205-595-8188
- Recycling centers (cardboard, plastic, metal, paper)
 - Bessemer Recycling Center 205-425-0068
 - Birmingham Recycling and Recovery 205-591-8201
 - UAB Recycling Center 205-996-9043
- Scrap Metal -Brothers Recycling 205-328-4283
- Scrap Tires - J. Scott Enterprise/Metro Tire 205-841-1930
- Tires - Bessemer Tire Company 205-425-2822

Helpful Information *For Jefferson County Residents*



Department of Roads and Transportation

Room A-200

716 Richard Arrington Jr. Blvd N

Birmingham, AL 35203

205-325-5321

Helpful Information for Jefferson County Residents

Jefferson County offers a range of services to protect public health and safety, support economic development, and ensure compliance with state laws. Some services mentioned in this document may only apply to residents of unincorporated Jefferson County. If you live within a municipality, please get in touch with your city or town for information about the services available to you.

To report any issues, you can call the numbers provided, visit our website (www.jccal.org), or use the MyJeffCo App, which is accessible on both iOS/Apple and Google/Android phones.

Environmental

Development Services Dept. 205-325-5321

- Report illegal dumping of trash, construction materials, etc.
- Report an overgrown or abandoned property
- Report a business being operated in a residential area

Environmental Services Dept. 205-942-0681

- Report a sanitary sewer emergency if sewage is backing up in your home or overflowing from a manhole

Water Pollution Reporting Hotline 205-325-5792

- Report suspected water pollution (odd color, smell, oily sheen, unusual appearance) in a waterway; report anything dumped or poured into a storm drain or rainwater drainage ditch

Roads

Roads and Transportation Dept. (main number) 205-325-5141

- To report potholes, road debris, trees down on roads, sight distance concerns such as mowing, and litter along Jefferson County roadways, call your designated area's highway maintenance camp.
 - western and southern areas, Camp Bessemer, 205-481-4228
 - eastern and northern areas, Camp Ketona, 205-849-2321
- Report concerns with a contractor on or adjacent to the roadway; call 205-849-2315.
- Report missing/damaged street signs, traffic signals, striping concern; call 205-849-2341 or 205-849-2336.
- Report a construction site that is not properly permitted or maintained; call 205-325-8741

Health and Safety

Cooper Green Mercy Health Services 205-930-3200

DEA National Drug Take Back <https://www.dea.gov/takebackday>

- Find locations to dispose of unneeded medications for safe disposal

Emergency 911

Greater Birmingham Humane Society 205-591-6522

- Report stray dogs, dead animals on the road, and other wildlife issues

Jefferson County Dept. of Health 205-933-9110 or 205-930-1230

- Report infestations of insects and rodents; excessive animal waste; plumbing deficiencies

Sheriff's Office Directory 205-325-5900

- Report an abandoned vehicle; call 205-325-1450

Utilities

Alabama Power 800-888-2726

Bessemer Utilities 205-481-4333

Birmingham Water Works 205-244-4000

Graysville Gas & Water Board 205-674-5643 X2

Irondale Water System 205-951-1410

Leeds Water Works Board 205-699-5151

Spire Gas 800-292-4008

Trussville Utilities Board 205-655-3211

Warrior River Water Authority 205-491-7721

Community Services

Community Services and Workforce Development Dept. 205-325-5761

- Low/moderate income housing, community storm shelters, workforce development, senior citizen services

In addition to the services listed in this publication, Jefferson County implements many other functions, including administering/enforcing state laws through law enforcement and the court system, collecting taxes, assessing property, zoning, construction permitting, recording public documents, conducting elections, issuing licenses, and implementing a stormwater program.

For more information visit www.jccal.org