AMERICAN FORK CITY
PLANNING COMMISSION AGENDA

Regular Session
November 4, 2026
Wednesday 6:30 PM

American Fork City Hall

31 North Church Street

American Fork City, UT 84003

https://www.americanfork.gov/AgendaCenter

Planning Commission Members

Christine Anderson, Chair

Chris Christiansen, Vice Chair

Geoff Dupaix

Rod Martin

David Bird

Harold Dudley

Claire Oldham

Notice is hereby given that the American Fork City Planning Commission will meet in regular session on November 4, 2026, at the American Fork City Hall, 31 North Church Street commencing at 6:30 PM. The agenda shall be as follows:

1. **Regular Session**
    a. Pledge of Allegiance
    b. Roll Call

2. **Public Comments**
    a. Up to a 20-minute public comment period to receive public comments. Each speaker is limited to two minutes.

3. **Common Consent Agenda** (Common Consent is that class of Commission action that requires no further discussion or which is routine in nature. All items on the Common Consent Agenda are adopted by a single motion unless removed from the Common Consent Agenda).
    a. Approval of the October 7, 2026, Planning Commission minutes.

4. **Public Hearings** (Public Hearings is that class of Commission action that requires further discussion on General Plan changes, Zone changes, and Code Text Amendments that alter the land use characteristics of American Fork City. Public Hearing items will have the chance for the public to speak upon.)
    a. Public hearing on the proposed update to the American Fork City Storm Water Management Plan (SWMP) for the 2026–2031 permit cycle.

5. **Action Items** (Action Items is that class of Commission action that requires further discussion on Site Plans and proposed zoning designation for annexing areas. The Planning Commission will have authority to approve Site Plans for final action and provide recommendations for the zone of annexing property.)
    a. Review and recommendation on the proposed update to the American Fork City Storm Water Management Plan (SWMP) for the 2026–2031 permit cycle.
    b. Review and action on an application for a Commercial Site Plan, known as Silver Fox Office, located at 52 N 350 W, American Fork City. The Commercial Site Plan consists of 0.3873 acres and is in the CC-2 Zone.

6. **Other Business**
    a. Upcoming Projects

7. **Adjournment**

Dated this 29th day of October 2026

Patrick O’Brien

Development Services Director

**The order of agenda items may change at the discretion of the Planning Commission Chair*

NOTICE OF PUBLIC HEARINGS

Notice is hereby given that the American Fork City Planning Commission will hold a Public Hearing on November 4, 2026, in the City Hall, located at 31 N. Church Street, commencing at 6:30 PM.

The public and each affected entity is invited to provide information and comment for American Fork City to consider in the process of the proposed items.

- **Notice of public hearings and public meetings on adoption or modification of land use regulation.**

  - Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Performance Guarantee, of the American Fork City Municipal Code. Amending Section 17.9, the Code Text Amendment clarifies improvements, public or private, required to be included in the performance guarantee that applicants provide to the City and clarifies expiration requirements.

    - Description: The Code Text Amendment clarifies that performance guarantees need to be in place for the duration of the project without an expiration or that if they do have an expiration, a renewal will be required to ensure that a performance guarantee is in place until the project is completed and City Council has accepted the infrastructure and released the performance guarantee. It also requires the improvement warranty to be in place until the durability period for the project is completed, the applicant has completed all punch list items, and all public infrastructure has been inspected by City Staff and meets all City standards. If the improvement warranty has an expiration, a renewal shall be required until the above-mentioned items are complete. Further, it quantifies the

contingency amount required for performance guarantees. Private infrastructure that is required to meet various qualifying criteria as outlined in Utah State code shall be included in the performance guarantee.

- Public hearing, review, and recommendation on the proposed update to the American Fork City Storm Water Management Plan (SWMP) for the 2026–2031 permit cycle.
    - Description: The updated plan outlines the City's policies, procedures, and responsibilities for managing stormwater runoff, preventing water pollution, maintaining stormwater infrastructure, and complying with the Utah Pollutant Discharge Elimination System (UPDES) Municipal Separate Storm Sewer System (MS4) Permit requirements.

Shortly before the public hearing, supporting documentation is posted on the city website at www.americanfork.gov or available by contacting the City Recorder at 801.763.3000.

AMERICAN FORK CITY

PLANNING COMMISSION REGULAR SESSION

October 7th, 2026

The American Fork City Planning Commission met in a regular session on October 7th, 2026 at the American Fork City Hall, 31 North Church Street, commencing at 6:30 p.m.

Commissioners Present: Christine Anderson, Chris Christiansen, Geoff Dupaix, Claire Oldham, Harold Dudley

Commissioners Absent: Rodney Martin, David Bird

Staff Present:

Cody Opperman	Senior Planner
Justin Peng	Planner
Ben Hunter	City Engineer

Others Present: Paul Harward, Gil Bolotin, Eric Lyman

REGULAR SESSION

Christine Anderson led the "Pledge of Allegiance"

Roll Call

PUBLIC COMMENT

No Comments

COMMON CONSENT AGENDA

1. **Minutes of the September 16th, 2026, Planning Commission Regular Session.**

Geoff Dupaix motioned to approve the Common Consent agenda.

Chris Christiansen seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Geoff Dupaix	**AYE**
Claire Oldham	**AYE**
Harold Dudley	**AYE**

The motion passed

PUBLIC HEARINGS

a. **Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Sploot Veterinary Clinic, of the American Fork City Municipal Code. Amending Section 17.7.602 Planned Shopping Center Projects, the Code Text Amendment plans to propose Veterinary Clinics as a permitted use with the SC-1 Zone.**

Public Hearing Opened

No Comments

Public Hearing Closed

b. **Public hearing, review, and recommendation on a proposed Code Text Amendment, known as American Fork Hillcrest 2. 3. 6 Wards, of the American Fork City Municipal Code. Amending Section 17.21.020 Landscaping Requirements, the Code**

Text Amendment plans to increase the lawn areas for Institutional Uses (churches, schools, etc.).

Public Hearing Opened

No Comments

Public Hearing Closed

c. **Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Administrative Site Plan Approvals, of the American Fork City Municipal Code. Amending Section 17.6.101, the Code Text Amendment plans to amend the Site Plan Approval Process.**

Public Hearing Opened

No Comments

Public Hearing Closed

ACTION ITEMS

a. **Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Sploot Veterinary Clinic, of the American Fork City Municipal Code. Amending Section 17.7.602 Planned Shopping Center Projects, the Code Text Amendment plans to propose Veterinary Clinics as a permitted use with the SC-1 Zone.**

The applicant has applied for a Code Text Amendment to amend Section 17.7.602 of the American Fork City Municipal Code. The proposed amendment looks to include veterinary Cody Opperman reviewed the background information for Public Hearing Item letter a: The

clinics (small animal care only, no outside runs, no overnight boarding) as a permitted use within the SC-1 zone. The applicant is proposing to add veterinarian clinics into the shopping center zone. With the veterinarian clinic, it will be specific to small animal care and not large animals or any kind of commercial kenneling. Staff's recommendation if planning commission recommends approval, instead of providing it to be in the retail and service outlets area for permitted uses, we're recommending the use to be its own separate category as item number nine, as we want to keep the SC-1 zone focused more on retail sales to generate revenue for the city.

Geoff Dupaix asked for clarification on the concerns related to this request,

Cody Opperman explained that this type of business seems to be more appropriate in the PO-1 zone, which is the professional office zone, as the shopping center use is designed to generate retail sales.

Christine Anderson asked to see a map of the SC-1 zones.

Geoff Dupaix mentioned there is a PetSmart in the zone currently, that has both retail and dog grooming.

Chris Chritiansen asked if this use is permitted in any of the other zones.

Cody Opperman confirmed that there is a small animal hospital category in the PO-1 zone, as well as a veterinarian clinic - animal hospital use that is permitted in the I-1 zone.

Claire Oldham asked how one would categorize PetSmart as they are primarily retail, but then they do have the vet clinic and other groups.

Cody Opperman commented that with PetSmart being mostly retail, it is considered a retail use but noted that there is nothing in the code that addresses the incidental uses, so he apologized for not having a direct answer to that question.

Christine Anderson asked if there was a reason that a veterinary clinic would not fit in a GC-1 or GC-2 zone.

Cody Opperman explained that at this time they are not identified as a permitted use in the GC-1 or GC-2 zones.

Christine Anderson recalled the planning commission adding clinics to the SC-1 zone in years past, and that may need to be revised as she cannot picture a clinic in the Meadows shopping center area.

Harold Dudley asked about the zone designation for the current clinic at the corner of Pacific and State Road.

After looking at the zone map, it was determined that the current clinic is in the SC-1 zone possibly as a non-conforming use.

The applicant, Gil Baltine, introduced himself as the co-founder and co-CEO of Sploot Veterinary Care. He explained that they believe adding a veterinary clinic and updating the use would be very helpful for the community. Sploot Veterinary Care's model is urgent care and primary care for small animals, and in this area the only accessible urgent care or emergency care, is roughly a 25-minute drive. The operating hours are 8:00 a.m. to 8:00 p.m. 365 days a year with walk-in availability as well as pre-scheduled appointments. He confirmed as already mentioned, that they have identified three other clinics that are already operating in this zone, one of them being Petco, and although all of these are only primary care and vaccine clinics, Sploot Veterinary Care can extend care to pet parents. He hopes this is approved so they can serve the community here.

Christine Anderson noted that while she does not see a clinic fitting in The Meadows area, there are a lot of clinic spaces within this zone that work really well.

Claire Oldham thinks given that there are already some clinics there; they should move forward with the request.

Geoff Dupaix agreed that while the use is not listed in the code, there are several similar businesses currently operating in the zone, so it is hard to say 'no'.

Harold Dudley mentioned that as a dog owner, he does see a need within the community, and he is in favor of moving forward with a positive motion.

Chris Christiansen added that in looking at some of the other cities around, like Saratoga Springs and Pleasant Grove, this is a use allowed in their SC-1 zones but noted there seems to be some urgent care facilities that are closer than 25 minutes but they are only open a couple of days a week. He concluded that he does not think it is outside of the intent of the zone.

Christine Anderson wanted to amend what she said earlier as she was thinking of one specific area, but agrees there are many areas within the SC-1 zone that this use fits those certain parcels.

Harold Dudley moved to recommend approval for the proposed Code Text Amendment, amending Section 17.7.602, titled Planned Shopping Center Projects, relating to including veterinary clinics listed as item number 9 within the SC-1 zone and providing an effective date for the ordinance.

Claire Oldham seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Geoff Dupaix	**AYE**
Claire Oldham	**AYE**
Harold Dudley	**AYE**

The motion passed

b. Public hearing, review, and recommendation on a proposed Code Text Amendment, known as American Fork Hillcrest 2. 3. 6 Wards, of the American Fork City Municipal Code. Amending Section 17.21.020 Landscaping Requirements, the Code Text Amendment plans to increase the lawn areas for Institutional Uses (churches, schools, etc.).

Christine Anderson asked for clarification if schools should be included, or if they were considered separate.

Cody Opperman explained that the institutional uses would be considered schools as well.

Cody Opperman reviewed the background information for Action Item letter b: The applicant has applied for a Code Text Amendment to amend Section 17.21.020(D) of the American Fork City Municipal Code. The proposed amendment looks to change the current maximum lawn area requirement of 20 percent to 33 percent for institutional uses (churches, schools, etc.) The applicant has noted that leaders of local church units have determined that the 20 percent does not provide sufficient space for social gatherings and sports activities that occur on lawn areas.

Items to consider:

(1) What changed or changing condition supports the amendment under AFMC 17.11.200

(2) Why 33% is the appropriate number

(3) Existing versus proposed turf percentages for the affected meetinghouses and anticipated water savings

(4) Why the amendment should apply broadly to all institutional uses.

Cody Opperman also noted that the current code indicates that it's for institutional, churches, and multifamily landscapes. This proposal just incorporates taking the institutional uses out from the combination of institutional uses and multifamily, leaving multifamily still at 20% of water efficiency or 20% maximum lawn area, but creating a new section to say, 33% is specific to just institutional uses.

Christine Anderson asked what other things fall under institutional uses.

Cody Opperman informed that churches, places of worship, and private schools would be included.

Christine Anderson asked that it be clarified that when we say the total landscape area, that means minus the building, and minus parking.

Cody Opperman provided the definition in the code as the definition for total landscaped area is part of the improved areas of the property that incorporate all the completed features of the landscape, for the landscaped area does not include footprints of buildings or structures, sidewalks along the street, but does include internal walking paths, driveways, and other non-irrigated areas intentionally left undeveloped.

Harold Dudley asked if the water efficiency portion of the code existed before 2023.

Cody Opperman explained that this was a complete creation of the code back in 2023 so it did not exist prior to 2023.

Christine Anderson asked how they came up with the 20% at that time.

Cody Opperman noted that was a good question, and to his recollection, he believes there were recommendations from the Central Utah Water Conservancy District. He recalls additional recommendations for drought-tolerant plants as well, but the city was not looking to specifically require drought-tolerant plants but does encourage people to consider them.

Christine Anderson asked if parks are also held to the 20% standard.

Cody Opperman confirmed that he believes any new park would be required to follow the 20% standard.

Claire Oldham asked if parks are considered institutional and not just open space.

Cody Opperman apologized that he could not confirm, but his understanding is that a soccer field at a park would be taken into consideration for the 20% requirement, meaning that if the soccer field pushes over 20% they can't have the soccer field.

Christine Anderson thinks it might be smart to allow outdoor gathering places a higher percentage, but she was not sure what that number should be.

Cody Opperman noted that it can be hard to determine exact usable space, so that would be something that would need a specific definition.

Harold Dudley mentioned that while he does not remember specifically the discussion when this was put in place, he thinks 20% seems applicable to the current watering situation. He added that governmental entities need to encourage less water intensive uses, and he wishes the ordinances gave more flexibility to reason.

Chris Christiansen feels that what is being proposed is separating all commercial spaces from gathering areas, but he was surprised that the residential areas have a 25% maximum usable space because he has homes in his neighborhood that have been built in the last few years that do not comply with this.

Harold Dudley added that this is difficult because in some places there is way too much grass.

Christine Anderson invited the applicant to address the commissioners and apologized for there being so much discussion before he was invited to speak.

Eric Lyman informed them that these are the same kind of these his team has been talking about. He is with EA Lyman Landscape Architects, and he showed the commissioners 3 different landscape models to help visualize the different landscaping options that he has used over the last 20 years on over 200 chapels across the intermountain area while trying to decrease water usage. He added that going forward, their goal is to reduce the water usage of all buildings by 50%.

Christine Anderson asked the applicant if he was doing this presentation in every City.

Eric Lyman informed the commissioners that American Fork is the only city where he has had an issue. He continued that while there are some great people here and he has had some fabulous interactions with some of the staff, their hands are tied because of some of the ordinances that are in place, so it makes it very difficult to get approval on some of these projects.

Christine Anderson asked how he came up with the 33% he is requesting.

Eric Lyman explained that they started out asking for a smaller percentage with the original approach, but the church leadership came back saying they need a little bit more lawn area, so they decided on the 33%.

Harold Dudley noted that he understands doing incremental improvements, but this is a large jump from 20% to 33% which doesn't seem to improve the churches' water usage. He added that he respects that the applicant is a professional in this field and thanked him for his comments.

Eric Lyman stated that he has been working with American Fork City on the tabernacle landscaping project, and they have removed a substantial amount of the lawn out on the

North side in order to comply with the 20% requirement. He noted that when people come out of Stake Conference, the lawn is where they are going to go to socialize.

Christine Anderson asked staff if it was possible to allow partial landscaping improvements for institutional uses. She wondered if there was a way to craft the code so that they could do half of a project but still ensure that eventually the water efficiency would be reached.

Cody Opperman explained that in the code it states that if you are building any addition that is 10% greater than the original structure, the project would require a full commercial site plan application. He added that if you want a stricter landscaping code, the percentages seem to be the best way to go.

Chris Christiansen stated that while thinking through this, he doesn't think they need to change the 20% because what is being presented here is saving water as he only has to be at 20% of the portion that is changing. He added that it is very rare to require the whole project to be considered, it is usually just the part the applicant is changing.

Eric Lyman explained that he tried to take that approach initially, saying if they just take the area that's in the scope of the of the project, it's 0% lawn, but he was told that he could not go that way because of the way that the ordinance was set up. He noted that it is also an issue with new construction.

Christine Anderson requested that staff explore some options on the landscaping requirements and the idea of making incremental improvements. She added that it probably wouldn't be involved in the motion tonight regarding this specific proposal.

Geoff Dupaix noted that Christine's request should be addressed separately. However, he agreed that the code needs greater flexibility. He said the intent is sound, but the language should be revised to allow more flexibility in how the code is interpreted and applied to unique situations.

Chris Christiansen explained that his interpretation of the verbiage provided would allow this project to move forward with the current 20% requirement.

Christine Anderson spoke to her interpretation being that the 20% doesn't work for this project because it does not differentiate between improvements for new builds; this would be for all projects, at any point in their development or construction.

Geoff Dupaix explained that the way he sees this being interpreted, is that any change to a parcel of property, in this case, it's a church; That 20% applies to the entirety of the parcel. What's being requested is to change that to 33% of the entirety of the parcel. That is the challenge.

Chris Christiansen noted that if that is the case, in his mind, it makes sense to move forward on this project, and the 33%, but then you are establishing the standard for future.

Geoff Dupaix agreed and added that this is a blanket change, so if the code is changed to 33%, that applies to anything new that comes in.

Christine Anderson reminded the commissioners that the change is just for institutional projects.

Geoff Dupaix noted that covers churches, schools, etc. and wondered why the commissioners can't approve a variance on this parcel, and request that staff reexamine the code and address some very valid issues that have been brought up in this discussion.

Cody Opperman explained that it does not say anywhere in this section of code that a variance or deviation from the code is allowed by going to the planning commission or the city council. He explained that there are sections of code that specifically state that the requirements can be modified by the planning commission or the city council, but there is nothing in our water efficiency standards that has that language.

Geoff Dupaix suggested that the unintended consequences of the way the ordinance is currently written is prohibiting this from moving forward.

Chris Chistiansen agreed, noting that it prohibits conservation.

Paul Harward, who is with the church, wanted to explain that when they first started this code text amendment process, it was done because it was suggested by the staff. He added that if it could have been crafted differently, earlier on, that would have been much better, as they thought this was the vehicle they had to use.

Claire Oldham asked if the commissioners could modify the proposed code text amendment to allow 33% for today, and then have staff review the landscaping requirements so this project can move forward today.

Cody Opperman informed them that they can make that recommendation, and the city council can take that into consideration as they are the final determining body for this amendment.

Harold Dudley asked where in the code it says this requires a full site plan approval, as he would like to see if there is a loophole where they as the planning commissioners could recommend that there was a misinterpretation, with all due respect to staff.

Cody Opperman explained that they do go through an administrative approval process, but ultimately, that administrative approval body would be the DRC board rather than planning commission for amended site plan applications. He further explained that after whatever decision is made on this code text amendment, their application goes through an amended site plan approval, as already indicated to the applicant at the concept plan meeting, they had with staff.

Harold Dudley referenced a portion of the code that says minor amendments including modifying existing landscaping to water efficiency standards, can be allowed, and he feels they are meeting the water efficiency standards.

Cody Opperman explained that what this section of code indicates is that if the applicant is meeting those minor requirements, instead of doing a full commercial site plan application, they can do an amended site plan application, as determined by staff. He further explained that if the applicant is only making minor changes to the landscaping for water efficiency standards, then it can be determined by staff to only require the amended site plan instead of a full commercial site plan application. So, for example, a full site plan application would ultimately entail a geotechnical report, a site plan application, a full landscaping plan, building elevations, traffic impact study, and so on and so forth. The section of code referenced states that if the applicant is just changing landscaping, staff can allow the applicant to only provide landscaping plans to amend their current commercial site plan.

Geoff Dupaix noted that it looks to him like the applicants did that.

Cody Opperman further explained that while they did provide the landscaping plans, the plans do not meet the 20% requirement, so they are required to go through this code text amendment to see if they can get the approval to increase the requirement to 33%, If the code is amended to the 33%, the applicant will go through the DRC board for the amended site plan approval.

Christine Anderson clarified that if the plans met the 20% requirement, the applicants would have gone through the DRC board already.

Eric Lyman, the applicant, explained to the planning commissioners that they are going through the process for the tabernacle, and it was 2-3 months for the reviews and approval, and now they are working to provide the bonding, which is something he finds very unique to American Fork City as the projects they have in Park City, Draper, and Sandy have not required a bond for landscaping when they are not going into the city roads. He added that the tabernacle project would be completed by now if there was not this extra process to go through.

Cody Opperman clarified that the DRC review and DRC board approval for the Tabernacle Landscaping Plan has been approved. He explained that any project going through the DRC process is in the hands of city staff for a 2-week time frame only. After that 2-week review process, if the applicant waits an extended period of time to resubmit, American Fork City staff has no control over that.

Chris Christiansen noted that there are specific areas of the lawn on this parcel, that they are not asking to change, and he feels that maybe this should be looked at based on just the areas the applicant is changing. He asked how long the process would take if the applicant resubmitted this code text amendment to only incorporate what is being improved.

Cody Opperman explained that it would have to be written, reviewed by legal, and reviewed by staff, so the best-case scenario would be a month or two.

Christine Anderson stated that for tonight, she would be in favor of recommending approval for the 33% but requesting staff to explore options for language in the code for progressive improvement options like maybe renovation rather than new build, so it is easier in the future. She informed the commissioners that her reasoning for this is feeling the need for communities to have third spaces, there is work, and home and she feels there is a need for these gathering spaces as well. She also thanked the applicants for their extensive work for water efficiency.

Chris Christiansen reminded the commissioners that they are only the recommending body on this, so ultimately the council will have the opportunity to weigh in. He added that he feels this project matches the intent of what the city is trying to do, so it makes sense for this to move further into the process. He concluded by saying he really hopes the city council will read these minutes and understand that the way the code is structured right now, prohibits the very thing they are trying to accomplish, and that needs to be addressed.

Geoff Dupaix added that while he is not saying this would apply to a residential lot, but if there is a partial reduction to the property that makes it a little more water wise, he does not believe they should have to start over at zero in order to meet the code. He also really wanted to emphasize the importance of reviewing this and all of the unintended consequences that this could create and is creating. He concluded by stating that someone making a small modification to their existing ground, to make it more water wise, should be able to do it without too much weight.

Christine Anderson noted that the code also needs to have a measure of accountability, especially with the institutional type properties.

Geoff Dupaix wanted it to be clear that this could also apply to residential law as well, so he wants to make sure that is also being looked at in addition to the institutional assurance.

Chris Christiansen agreed and added that the majority of landscaped areas in the city are on residential parcels, so he agrees the city is missing the mark.

Chris Christiansen moved to recommend approval for the proposed Code Text Amendment, amending Section 17.21.020(D), titled Landscaping Requirements, relating to increasing the maximum lawn area within the total landscaped area from 20 percent to 33 percent for institutional uses (churches, schools, etc.) as written by planning staff and providing an effective date for the ordinance.

Harold Dudley seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Geoff Dupaix	**AYE**
Claire Oldham	**AYE**
Harold Dudley	**AYE**

The motion passed

c. **Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Performance Guarantee, of the American Fork City Municipal Code. Amending Section 17.9, the Code Text Amendment clarifies improvements, public or private, required to be included in the performance guarantee that applicants provide to the City and clarifies expiration requirements.**

Agenda Item C. related to Section 17.9 Performance Guarantee has been pulled from the agenda.

d. **Public hearing, review, and recommendation on a proposed Code Text Amendment, known as Administrative Site Plan Approvals, of the American Fork City Municipal Code. Amending Section 17.6.101, the Code Text Amendment plans to amend the Site Plan Approval Process.**

Cody Opperman reviewed the background information for Action Item letter d: Staff has initiated a Code Text Amendment to fix a clerical error within the code. He showed the planning commissioners the small clerical changes that are identified in red and noted the changes are due to spelling errors, moving one word to a different place, as well as changing one ‘and’ to an ‘or’.

Christine Anderson asked if a small spelling error is always required to go through this process to make the change.

Cody Opperman explained that even something very minor would need to come through planning commission for recommendation, and then city council for approval because even a minor thing is now legislative.

Geoff Dupaix moved to recommend approval for the proposed Code Text Amendment, amending Section 17.6.101, titled Administrative Site Plan Review, relating to DRC Site Plan approval for Site Plan amendments and providing an effective date for the ordinance.

Claire Oldham seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Geoff Dupaix	**AYE**
Claire Oldham	**AYE**
Harold Dudley	**AYE**

The motion passed

Other Business

Christine and Cody spoke about not having a 2nd meeting in October, and the November meeting dates not interfering with the holiday.

Adjournment

Geoff Dupaix motioned to adjourn the meeting.

Chris Christiansen seconded the motion.

Voting was as follows:

Christine Anderson	**AYE**
Chris Christiansen	**AYE**
Geoff Dupaix	**AYE**
Claire Oldham	**AYE**
Harold Dudley	**AYE**

The motion passed

Meeting adjourned at 8:00 PM

Angela McKee - Administrative Assistant

The order of agenda items may change to accommodate the needs of the commissioners, public and staff.

Planning Commission Staff Report
Meeting Date: November 4, 2026

Agenda Topic

Public hearing, review, and recommendation on the proposed update to the American Fork City Storm Water Management Plan (SWMP) for the 2026–2031 permit cycle.

The updated plan outlines the City's policies, procedures, and responsibilities for managing stormwater runoff, preventing water pollution, maintaining stormwater infrastructure, and complying with the Utah Pollutant Discharge Elimination System (UPDES) Municipal Separate Storm Sewer System (MS4) Permit requirements.

Background

American Fork City Public Works has initiated an update to the City's Storm Water Management Plan (SWMP) to address the requirements of the 2026–2031 MS4 permit cycle.

The SWMP establishes the City's stormwater management practices and compliance procedures through six Minimum Control Measures:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Storm Water Runoff Control
5. Long-Term Storm Water Management in New Development and Redevelopment
6. Pollution Prevention and Good Housekeeping for Municipal Operations

The proposed update establishes procedures for inspections, enforcement, public education, employee training, stormwater infrastructure maintenance, and regulatory reporting. The plan is intended to protect local water resources and maintain compliance with state and federal stormwater regulations.

The proposed action is an update to the City's Storm Water Management Plan and does not, by itself, amend a specific section of the American Fork City Municipal Code.

Potential Motions – Storm Water Management Plan

Approval

I move to recommend approval of the proposed American Fork City Storm Water Management Plan for the 2026–2031 permit cycle, establishing updated stormwater management practices and procedures consistent with applicable state and federal MS4 permit requirements.

Denial

I move to recommend denial of the proposed American Fork City Storm Water Management Plan for the 2026–2031 permit cycle.

Table

I move to table action on the proposed American Fork City Storm Water Management Plan for the 2026–2031 permit cycle and direct staff to address the comments and requested revisions identified by the Planning Commission before returning for further consideration.

CITY OF AMERICAN FORK

Storm Water Management Plan

2026–2031

UPDES Permit No. UTR090015

Permit Period: May 12, 2026 – May 11, 2031

Submitted to: Utah Department of Environmental Quality, Division of Water Quality

Submitted by: American Fork City Public Works Department

Revised: January 12, 2026 | Last Reviewed: October 1, 2026

Signatory Page

Governmental Entity Name: City of American Fork

Mailing Address:

Permit number: UTR090015

City: American Fork State: Utah Zip Code

Storm Water Management Program Responsible Person(s):

Name: Sam Kelly Title: Public Works Director

Telephone Number 385-265-4155

Name: Alister Scott Title: Assistant Public Works Director

Telephone Number 801-854-5610

Name: Tyler Mezenen Title: Storm Water Manager

Telephone Number 385-304-0150

Certification

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

false information, including the possibility of fine and imprisonment for knowing violations."

Print Name: _____

Signature: _____

Title:_____

Date: _____

Duly Authorized Position(s):

"Letter already on file with the Division of Water Quality, Storm Water Section, identifying the Public Works

Director as having the authority to sign this and future documents pertaining to the UPDES Permit Program."

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Storm Water Management Plan Overview

Last Reviewed: 2025

PURPOSE

This document presents the City of American Fork's Storm Water Management Plan (SWMP). The City of American Fork originally applied for coverage in 2003 and was granted permit number UTR090015. This management plan is a revision meant to satisfy the requirements of the State for the period of 2026-2031. The plan has been updated to limit the discharge of pollutants to the City of American Fork's Storm Water System. This Plan was prepared to guide the City in planning, funding, and implementing a comprehensive program for addressing current and future regulatory and policy requirements for managing storm water runoff

The purpose of the Storm Water Management Plan is to comprehensively address the many different, but related regulations, plans, programs, and policies that affect urban storm water runoff The goal of the SWMP is to provide the City of American Fork the basis for establishing effective rules, regulations, and guidelines that will reduce the potential for storm water damage to the environment, to the citizens of American Fork, to public and private property, and to protect human, animal, and aquatic life.

Storm water regulations developed by the Utah Division of Water Quality require the operator of a regulated MS4 community to develop a program that:

- Prevents or reduces the amount of storm water pollution generated by municipal operations and conveyed into receiving waters by identifying and implementing appropriate control measures and setting measurable goals.
- Train employees on how to incorporate pollution prevention and good housekeeping techniques into municipal operations.

SWMP COORDINATION

Agency- City of American Fork, Public Works Department

Contact: Sam Kelly, Public Works Director

UPDES Number UTR090015

Staffing and Recourse Allocations

Responsibility for implementation of the storm water management program is divided between different groups and organizations within the City of American Fork. The group responsible for each task is stated in each section of this document.

Permit Requirement 2.3.2.2 MS4 Location Description and Map

The City of American Fork has a population of approximately 41,881 and encompasses approximately 9.20 square miles. American Fork is in northern Utah County, Utah. It's part of the Provo-Orem Metropolitan Area and lies approximately 30 miles south of Salt Lake City. The city is nestled between the Wasatch Range to the east and Utah Lake to the west

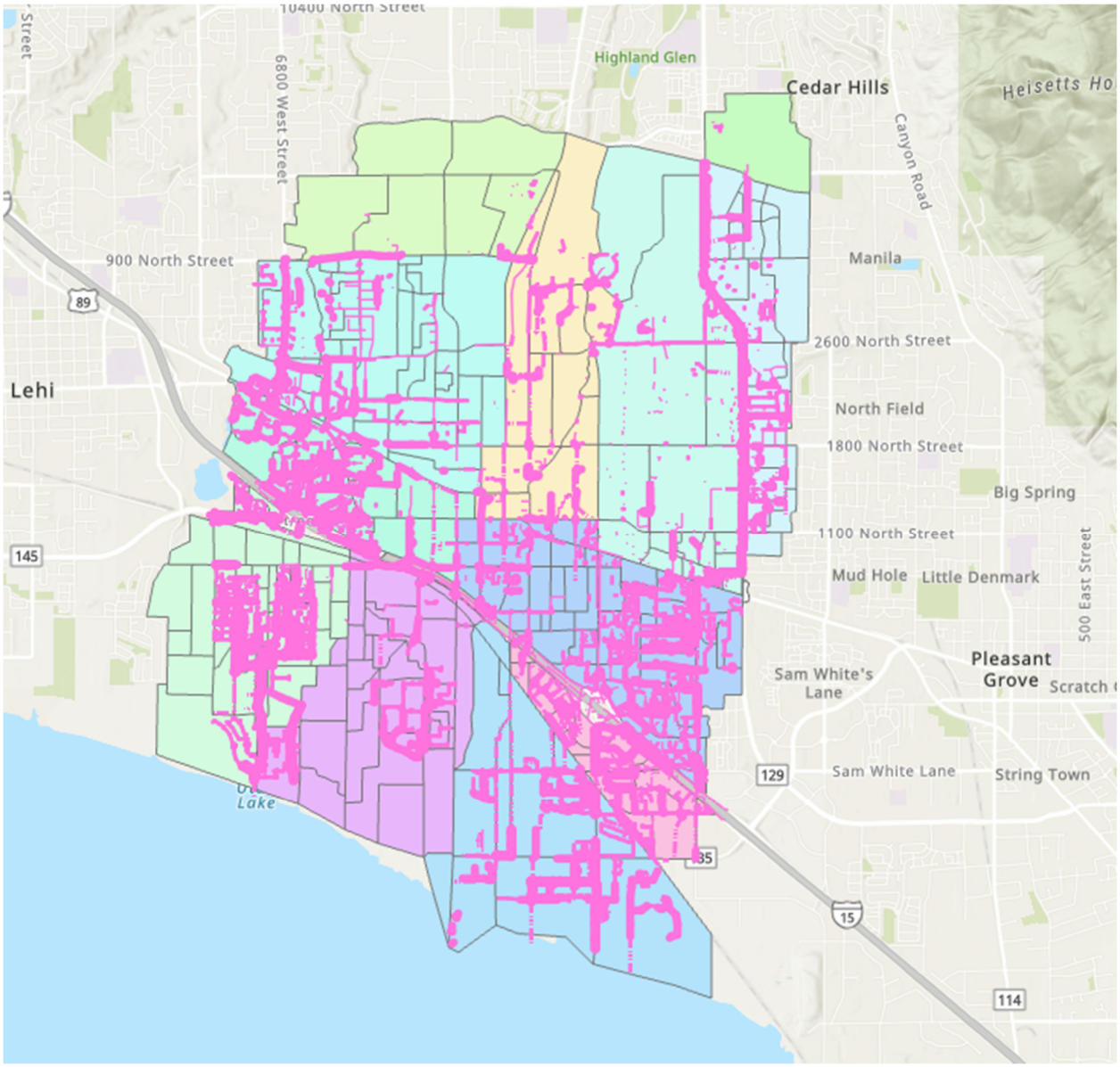


Figure 1-1: Map of American Fork's location

Permit Requirement 2.3.2.3 Water Quality Concerns

The City operates and maintains a municipal storm water system that consists of numerus sumps (Class V injection wells), several miles of pipe, and several detention basins. With these assets, the City has some unique challenges as it addresses its storm drainage system. Most of the City is located on Loamy, Clayey and Sandy soils that comprise American Fork City. The City has taken advantage of the highly permeable soils for management of storm drainage and relies heavily upon sumps for storm drainage disposal.

There are currently more than 1,281 sumps within the City, of which 350 are located on public property. Runoff is directed into these sumps, which discharge directly to the underlying soils. Even though the use of sumps is an acceptable method for runoff disposal, untreated storm drainage runoff

can eventually reach the underlying groundwater aquifers, which supplies the culinary water to the

City and a number of other communities in Northern Utah County.

Concern about the impact of sumps on groundwater quality, long-term maintenance of sumps, and areas with existing storm drainage problems has motivated the City to evaluate current storm drainage practices and to improve the storm water management plan for the City.

STORM WATER POLLUTANT SOURCES AND ENVIRONMENTAL IMPACTS

The table below outlines the most common potential pollutants that any MS4 could generate. These pollutants can harm human health, degrade water quality, damage aquatic habitat, and seriously impair ecosystem functions.

Pollutant Common Source Impacts on Water Quality

Sediment Construction sites, vehicle/boat washing, agricultural sites

Sediment is a common component of storm water. Sediment can be detrimental to aquatic habitat for fish and plants; it can facilitate transportation of attached oils, nutrients and other chemical contamination; and it can increase flooding.

Sediment can transport other pollutants that are attached to it including nutrients, trace metals, and hydrocarbons. Sediment is the primary component of total suspended solids (TSS), a common water quality analytical parameter.

Nutrients (Phosphorus, Nitrogen Potassium, Ammonia)

Fertilizers from agricultural operations, lawns and gardens, livestock and pet waste, decaying grass and leaves, sewer overflows and leaks

Nutrients are often found in storm water. These nutrients can result in excessive or accelerated growth of harmful algal blooms, reduced oxygen in the water, changes in water chemistry, and pH. In addition, un-ionized ammonia (one of the nitrogen forms) can be toxic to fish.

Hydrocarbons (Petroleum Products, Benzene, Toluene, Ethyl

benzene, Xylene)

Vehicle and equipment fluid leaks, engine emissions, pesticides, equipment cleaning, leaking fuel storage containers, fuel spills, parking lot runoff

Oil and grease include a wide array of hydrocarbon compounds, some of which are toxic to aquatic organisms at low concentrations. Some of these pollutants are toxic to humans and wildlife at very low levels.

Heavy Metals Vehicle brake and equipment wear, engine emissions, parking lot runoff, batteries, paint and wood preservatives, fuels and fuel additives, pesticides, cleaning agents

Metals including lead, zinc, cadmium, copper, chromium, and nickel are commonly found in storm water. Metals are of concern, as they are toxic to aquatic organisms, can bioaccumulate, and have the potential to contaminate drinking water supplies.

Toxic Chemicals	Pesticides, herbicides, dioxins,	Pesticides have been repeatedly detected in storm water at
(Chlorides)	PCBs, industrial chemical	toxic levels, even when pesticides have been applied in

spills and leaks, accordance with label instructions. As pesticide use has

Deicers and solvents increased, so too have concerns about the adverse effect of pesticides on the environment and human health.

Debris/Litter/	Improper solid waste storage	Typically resulting from an urban environment, industrial sites
Trash	and disposal, abandoned equipment, human negligence	and construction sites, trash and floatable's create an aesthetic eye sore in waterways. Risk of toxicity from product decay. Risk of aquatic animal entrapment or ingestion and death.

Pathogens	Livestock, human, and pet waste		Bacteria and viruses are common contaminants of storm water.
(Bacteria)	Sewer overflows leaks, septic systems		There are human health risks due to disease and the pathogens can be toxic to aquatic life.

The following table lists some lesser-known pollutants that can be found in most urban storm water runoff, yet are harmful to the environment.

Pollutant Risk to the Environment Source

Chlorine Skin and eye irritant, respiratory Used as an additive to water to control microbes. Used risk in swimming pools, drinking water disinfection, etc.

To reduce these pollutants the following six minimum control measures are used: (1) public education and outreach, (2) public participation and involvement, (3) illicit discharge detection and elimination, (4) construction site runoff control, (5) long-term storm water management in new development and redevelopment (post-construction storm water management), and (6) pollution prevention and good housekeeping. Implementation of these 6 control measures is presented in subsequent chapters and includes Standard Operating Procedures (SOPs) and Best Management Practices (BMPs). The SOPs and BMPs are intended to meet the current needs of the City and will be changed as needed.

Permit Requirement 2.3.2.5 Modifications to City Ordinance

The City of American Fork tracks changes to the City's ordinance. The date of the enactment of each ordinance along with dates associated with amendments to each ordinance can be found in the City's code.

Permit Requirement 3.1.1.1-3.1.1.2 does the City Discharge to a 303(d) Waterbody?

Under Section 3.1 of the Small MS4 General UPDES Permit, Permit Number UTR090000, it states, "Permittees must determine whether storm water discharge from any part of the MS4 contributes to a 303(d) listed waterbody."

The City of American Fork currently discharges into three water bodies that are listed in the Utah 303(d) list.

- Utah Lake is listed as impaired for E. coli, Total Dissolved Solids (TDS), Total Phosphorus, and PCB in fish tissue. The status associated with these pollutants are low to medium. A draft TMDL was published in 2007. However, the TMDL has not been adopted. Once adopted, the City will implement regulations necessary to be in compliance with these standards.
- American Fork River contributes as a diversion at the mouth of American Fork Canyon. American fork currently is not currently a listed impaired waterway that contributed to Utah Lake. The river, however, diverts off into other rivers such as Spring Creek and the creek that connects into Mill Pond.
- Spring Creek is a listed TMDL impaired 303d list. This creek is attached to both American Fork City and the City of Lehi, where it runs off into the Utah Lake. The creek carries listed contaminants such as dissolved oxygen, E. coli and temperature.

Permit Requirement 3.2.1 Nitrogen and Phosphorus Reduction

Developers must design BMPs to treat storm water with a goal of reducing pollutants in the receiving water bodies. BMPs must address the removal of nitrogen and phosphorus. Proposed BMPs will be evaluated by City staff to verify selected BMPs are addressing targeted pollutant removal.

American Fork Storm Water Management Plan Measurable Goals Matrix

Year Executed: 2023

Last Reviewed: 2026

Permit Part 4.1.3.1. The measurable goals for each of the BMPs shall include, as appropriate, the months and years in which the permittee will undertake required actions, including interim milestones and the frequency of the actions.

Description: The City of American Fork Storm Water Program BMPs are fully implemented and operating according to the language found in our Storm Water Management Plan (SWMP). The following list contains the goals and frequency of evaluation in order to ensure effectivity.

Goal: Frequency of Evaluation:

City Ordinance Evaluation	Every time the permit is renewed or changed
Review of MCM 1 and 2 and all measurable goals, practices, procedures, and forms within those sections	Annually: from January 1 – March 1
Review of MCM 3 and 4 and all measurable goals, practices, procedures, and forms within those sections	Annually: from March 1 – May 1
Review of MCM 5 and 6 and all measurable goals, practices, procedures, and forms within those sections	Annually: from May 1 – August 1
Review of the appendices and all measurable goals, practices, procedures, and forms within them	Annually: from August 1 – September 1
Annual Stormwater Program Report	Annually: from Send to State by October 1st
Inspect Priority IDDE Areas	Monthly: inspections recorded monthly
Gather and File ALL inspection Reports	Annually: collected by September 1st
Complete City Employee Stormwater Training	Annually: October- November

MCM 1: Public Education and Outreach on Storm Water Impacts

The permit requirements for Public Education and Outreach on Storm Water Impacts can be found in Section 4.2.1 of the permit. This section also incorporates tasks intended to meet the Nutrient Reduction Section of the permit found in Section 3.2. A copy of the General Permit for Discharges from Small MS4s can be found at DWQ's Website. The permit outlines in general the following requirements:

1. The MS4 must promote behavior change of the public to reduce water quality impacts associated with pollutants in storm water runoff and illicit discharges. This is a multimedia approach targeted to specific audiences. The four audiences are: (1) residents, (2) institutions, industrial and commercial facilities, (3) developers and contractors (construction), and (4) MS4-owned or operated facilities. (4.2.1)
2. Target pollutants and pollutant sources and their potential impacts relating to storm water quality. (4.2.1.1)
3. Provide and document information given to the four focus audiences.
4. Provide documentation or rationale as to why particular programs were chosen for its public education and outreach program.

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section:

PE0-1: Education and Outreach for General Public

PEO-2 Education and Outreach for Institutions, and Commercial Facilities

PE0-3: Education and Outreach for Engineers, Construction Contractors, Developers, Development Review Staff and Land Use Planners

PE0-4: Education and Outreach for City Employees

PEO-1: Education and Outreach for General Public

Year Originally Executed: 2003

Last Reviewed: 2025

Reference Regulation: 3.3; 4.2.1; 4.2.1.1; 4.2.1.2; 4.2.1.7; 4.2.1.8; 4.2.3.6; 4.2.3.7; 4.2.3.8

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: General Public

Description: The City uses several outlets to reach the general public. Among these are:

- Utah Water Watch Webpage: This informational webpage features articles that are generally targeted at residents living in Utah. New articles as well as past publications are available online as well as a link provided in resident's paperless utility bill email notification. Additionally, it is publicized on the City's social media pages.
- Information Booths at Community Events: The City has participated in several community events and plans to do so in the future. Most notably, the city has set up a booth at its annual American Fork Steel Days. Booths at these events will include two models.
- Social Media: The City often uses Facebook and Instagram to maintain a presence in social media. We use these outlets to publicize Utah County's household hazardous waste collection days and publish a post once a month related to storm water pollution prevention aimed at City residents.
- Utah County Storm Water Coalition (UCSC) School Education Program: During

2006-2007, UCSC hired an instructor who has taken on the load of doing classroom presentations. As a participating member of the Coalition, we use this resource to educate students in our city. The City supports this effort by providing financial support and oversight in the form of membership of the Coalition's Education Subcommittee.

- Storm Water Hotline: This telephone number (801-763-3060) is publicized on our website's reporting and emergency contact sheet. This resource is used as an opportunity to educate both those that report problems and those that are investigated because of reports. Further details can be found in MCM 3.
- Documented Notice: When residents/businesses are reported as having engaged in behaviors that are potentially harmful to water quality, staff use informational notices to inform residents/businesses of the issue and the solution to the issue. These can lead to actions under the IDDE program if not addressed.

These outlets are selected to reach a large number of people with messages that are meant to educate and inform the public about the potential for detrimental impacts of contaminated storm water discharges into public waters.

Purpose and Benefit: These outlets allow for discussion of many common activities that affect the amount of target pollutants potentially contaminating storm water throughout the city. These common activities include at a minimum:

- maintenance of septic systems
- outdoor activities such as lawn care including use of pesticides, herbicides, and fertilizers (spring of each year)
- on-site infiltration of storm water
- automotive repairs
- proper car-washing
- proper disposal of swimming pool water (summer of each year)
- proper management of pet waste

- building and equipment maintenance
- use of salt and de-icing materials (fall of each year)
- proper storage of materials
- proper solid waste management (dumpsters)
- Stockpile management, especially as it relates to landscaping activities (spring of each year)
- Emphasis will be given to the hazards of illicit discharges (in April to coincide with County collection day)

Measure of Success: The city tracks emails and social media interactions received related to topics discussed in outreach efforts.

This task will be evaluated annually according to the Storm Water Management Plan to ensure that messages are focused and effective for the general public. It will also be reviewed to see how well it is helping to achieve behavioral changes that lead to better water quality.

Responsible Staff: Storm Water Program Manager

Funding: Storm Water Utility

Standard Operating Procedures: none

Supporting Documents:

The log of General Public Outreach Efforts is available upon request

Public media postings can be found at the City's Instagram,

PEO-2: Education and Outreach for Institutions, Commercial Facilities

Year Originally Executed: 2003

Last Reviewed: 2025

Reference Regulation: 3.3; 4.2.1; 4.2.1.1; 4.2.1.3; 4.2.1.7; 4.2.1.8; 4.2.3.6; 4.2.3.7

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: Institutions, and Commercial Facilities

Description: The City uses three main activities to promote awareness of water quality issues related to storm water.

Online and Printed Media: The City will produce a series of social media post relating to specific activities that are deemed to have significant potential for harmful effects to storm water quality. These articles will be accessible on the city media pages. Additionally, the city plans to hand out printed media with relevant storm water education directed at specific industries when a business license is granted.

The following topics will be reviewed for inclusion in publications and presentations to commercials. This list is not all-inclusive:

- Proper lawn maintenance including proper use of pesticides, herbicides and fertilizer

(spring of each year)

- Benefits of appropriate on-site infiltration of storm water
- Building and equipment maintenance including proper management of wastewater
- Proper use and maintenance of grease traps
- Use and storage of salt or other deicing materials (fall of each year)
- Proper storage of materials to emphasize pollution prevention
- Proper management of waste materials and dumpsters
- Proper management of parking lot surfaces
- Proper reporting of spills
- Proper record-keeping of incidents
- Emphasis will be given to the hazards of illicit discharges
- Provide/Promote services for collection of household hazardous waste (April of each year to coincide with County collection day)

Social Media: The City will use social media outlets such as Instagram to interact with Institutions, and Commercial Facilities and encourage protection of storm water quality

Industrial Facility Inspections: The city will help monitor those businesses that are subject to the state Multi-Sector General Permits. If a facility appears to be out of compliance with the permit the business owner and state will be notified.

Purpose and Benefit: Institutions and Industrial and Commercial Facilities often have a higher potential risk to water quality because of the chemicals used and stored on-site as well as manufacturing activities that can come in contact with storm water. Reminding business owners and institutional operators about storm water is critical, as it may be low on their list of priorities.

Measure of Success: This task will be evaluated annually according to the Storm Water

Management Plan to ensure that messages are focused and effective

for the Institutions, Industrial and Commercial Facilities. It will also be reviewed to see how well it is helping to achieve behavioral changes.

Responsible Staff: Storm Water Program Manager

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

Business Owner Resources

New business storm water education printed media available upon request.

PEO-3: Education and Outreach for Engineers, Construction Contractors, Developers, Development Review Staff and Land Use Planners

Year Originally Executed: 2003

Last Reviewed: 2026

Reference Regulation: 3.2.1.3; 4.2.1; 4.2.1.1; 4.2.1.4; 4.2.1.6; 4.2.1.7

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: Engineers, Construction Contractors, Developers, Development Review Staff and

Land Use Planners

Description: The city holds training in pre cons for developers, contractors and homebuilders covering topics like the specifics of developing Storm Water Pollution Prevention Plans (SWPPPs) for construction as well as BMPs relating to the importance of clean storm water and the effects of pollution. Information about the principles of Low Impact Development as well as the development of SWPPPs will be distributed. The Utah County Storm Water Coalition provides most aspects of this function.

Online Education: The city has posted an education on storm water on the storm water page of the city website. Additionally, the city plans to provide online training and information packets available throughout the year that support the goals of the city in storm water design, LID practices, BMP implementation, and SWPPP compliance.

Purpose and Benefit: Annual training keeps engineers, construction contractors, and developers up to date on critical issues associated with storm water quality. Providing more education specific to American Fork's storm water standards will increase efficiency for all parties involved in the development or redevelopment process.

Measure of Success: Report on attendance at training. Analyze infractions to see if there is a lessening of issues.

This task will be evaluated annually to ensure that messages are focused and effective for the Engineers, Construction Contractors, Developers, Development Review Staff and Land Use Planners. It will also be reviewed to see how well it is helping to achieve behavioral changes that lead to better water quality.

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

Training Attendance Logs (Available upon request)

Education and training packets are available online or by request.

PEO-4: Education and Outreach for City Employees

Year Originally Executed: 2001

Last Reviewed: February 9, 2023

Reference Regulation: 3.2.1.3; 4.2.1; 4.2.1.1; 4.2.1.5; 4.2.1.6; 4.2.1.7; 4.2.1.8; 4.2.3.6; 4.2.3.7.

4.2.3.8; 4.2.3.11; 4.2.4.5

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: City Employees

Description: The city trains its employees in storm water quality. Employees receive different training based on their contact or potential contact with issues that may affect water quality. Here is a summary of City Employees and the topics they receive training on:

All Employees:

- Recognizing and reporting IDDE situations

Public Works:

- Public Works Facilities SWPPP
- Proper Landscape Maintenance
- Proper Storage, Transport, and Disposal of Chemicals
- Spill and Dumping Response Procedures
- Proper Concrete Disposal
- Proper Snow Removal and Deicing SOPs
- Cleaning, Washing, Painting and Maintenance Activity SOPs
- Vehicle and Equipment Maintenance and Storage SOP

Fleet:

- Fleet Operations SOP

Traffic:

- Street Marking SOPs

Water:

- Sediment and Erosion Control

Water Reclamation:

- Training is dictated by separate UPDES permit

Parks:

- City Parks and Open Space SOP
- Fertilizer, Pesticide, and Herbicide Application and Storage SOP

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- Sediment and Erosion Control, Material Storage SOP
- Pet Waste SOP
- Festival and Event Cleanup

Streets:

- Street and Road Maintenance and Repair SOP
- Proper Maintenance of Parking Lot Surfaces
- Festival and Event Cleanup

Storm Water:

- Benefits of On-Site Infiltration
- Catch Basin Cleaning and Maintenance SOP
- Detention Cleaning and Maintenance SOP
- Green Infrastructure Practices
- Collection and Conveyance System SOP
- Video Inspection SOP
- Low Impact Development (LID) Practices
- Construction Site Inspection Procedures
- SWPPP Review
- Site Plan Review including preferred BMPs
- Enforcement Procedures
- Long-Term Storm Water Management Through the Use of Structural

Non-Structural Control Methods

- Post Construction Review SOP
- Inspection, Cleaning and Repair of MS4 and Associated BMPs
- Street Sweeping Dewatering and Disposal

Development Services:

- Benefits of On-Site Infiltration
- Low Impact Development (LID) Practices
- Green Infrastructure Practices
- Construction Site Inspections
- SWPPP Review
- Site Plan Review
- Post Construction Review
- Long-Term Storm Water Management Through the Use of Structural and

Non-Structural Control Methods

Fire:

- Training SOPs
- Spill and Dumping Response Procedures

Storm water staff are trained upon hire and before commencing duties. All this training is repeated at least annually. Employees are required to participate in this training or similar training. It will be supplemented for those that have a change of duties relating to storm water related tasks.

Purpose and Benefit: Training is the key to an even approach to storm water management. It helps keep everyone on the same page and provides awareness of issues that may not be at the top of the priority list.

Measure of Success: Track attendance at training. Training is accomplished in the early part of the year as specified in the Storm Water Management Plan .

Responsible Staff: Storm Water Section Manager and Storm Water Program Managers

Funding: Storm Water Utility, Utah County Storm Water Coalition

Standard Operating Procedures: None

Supporting Documents:

Training Program Matrix (Available upon request) Attendance Logs (Available upon request)

Training Outlines and Presentation Materials (Available upon request)

MCM 2: Public Involvement/Participation Program

The permit requirements for Public Participation and Involvement on Storm Water Impacts can be found in Section 4.2.2-4.2.2.3 of the permit. A copy of the General Permit for Discharges from Small MS4s can be found on DWO's Website. The permit outlines in general the following requirements. General Permit for Discharges from Small MS4s-UTR090000

1. Comply with applicable State, and local public notice requirements to involve interested groups and stakeholders for their input on the SWMP.
2. Make available to the public a current version of the SWMP document for review and input for the life of the permit. This should be posted on the City's website.

The City has identified the following target pollutants to be addressed by this Minimum Control Measure: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section:

PIP-1: Public Review of this Storm Water Management Plan

PIP-2: Volunteer Opportunity

PIP-_3: Neighbor Committee Involvement

PIP-4: Public Notifications

PIP-5: Public Works Advisory Commission

PIP-1: Public Review of this Storm Water Management Plan

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.2.1, 4.2.2.2, 4.2.2.3

Audiences: General Public

Description:

American Fork City developed and implemented its Storm Water Management Program (SWMP in response to the Phase II Small Municipal Separate Storm Sewer System (MS4) requirements under the Utah Pollutant Discharge Elimination System (UPDES) program administered by the Utah Department of Environmental Quality, Division of Water Quality (DWQ).

The City adopted its initial SWMP in 2003 to comply with the original Phase II MS4 permit requirements. Public involvement and transparency were incorporated into the program through City Council proceedings, public notice processes, and public availability of stormwater-related ordinances and program documents.

American Fork City established a Storm Water Utility to provide funding and administrative oversight for stormwater infrastructure, maintenance, and regulatory compliance. Ordinances establishing stormwater authority, utility fees, and enforcement mechanisms were adopted through the City Council following public meetings conducted in accordance with Utah open meeting laws.

The SWMP has undergone periodic review and updates to align with revised MS4 permit requirements issued by the State of Utah, including significant updates associated with permit renewals in 2010, 2016, 2021 and 2026. These updates were reviewed internally by City staff and adopted through established municipal processes.

A current version of the SWMP is made available to the public through the American Fork City website. Updated versions are posted as revisions occur during the permit term. Public notice regarding significant program updates is provided through the City's website and other standard public communication channels.

Purpose and Benefit: Public involvement strengthens the effectiveness of the Storm Water Management Program by promoting transparency, accountability, and community awareness. Allowing public access to the SWMP and providing opportunities for feedback supports informed participation and helps ensure the program reflects community concerns and regulatory expectations.

Measure of Success:

Number of stormwater-related phone calls, emails, and online service requests received

Public comments submitted through City communication platforms

Public engagement related to stormwater topics at City Council meetings

Responsible Staff: Storm Water Manager and American Fork City Public Works Department

Funding: Storm Water Utility

Standard Operating Procedures: none

Supporting Documents:

City of American Fork Stormwater Management Plan

PIP-2: Volunteer Opportunity

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.2

Audiences: General Public

Description: American Fork City provides opportunities for public and employee participation in activities that support stormwater quality and environmental stewardship. These opportunities have historically included community clean-up events, creeks, parks, cemetery and participation in regional or state-led cleanup initiatives occurring within City boundaries.

Cleanup activities are conducted periodically and may involve City employees, volunteers, youth groups, civic organizations, and members of the general public. Activities focus on removing trash and debris from areas that have the potential to impact the City's storm drain system and receiving water, including streets, gutters, open channels, detention facilities, and natural waterways.

City staff coordinate, support, or participate in cleanup efforts as appropriate. When feasible, cleanup events are advertised through City communication channels or coordinated with partner organizations. These activities complement the City's routine stormwater maintenance and pollution prevention efforts.

Purpose and Benefit: This activity allows the public to be involved and increases awareness of storm water issues.

Measure of Success: Participation

Responsible Staff: American Fork City HR

Funding: Storm Water Utility

Standard Operating Procedures: none

Supporting Documents: Volunteer photos (Available upon request)

PIP-3: Neighborhood Committee Involvement

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.2

Audiences: General Public

Description: American Fork City engages neighborhood groups, residents, and community stakeholders in stormwater-related issues through direct communication, City Council engagement, and community outreach activities.

Stormwater staff are available to coordinate with residents, homeowner associations, community groups, and neighborhood representatives to provide education regarding stormwater pollution prevention, including the importance of keeping gutters and storm drains clear, reporting illicit discharges or illegal dumping, and proper disposal of household hazardous waste.

Community input related to stormwater concerns is also received through City Council meetings, service requests, complaints, and direct communication with City staff. When appropriate, stormwater-related topics are addressed during public works outreach, or in response to localized concerns.

Purpose and Benefit: This activity allows the public to be involved and increases awareness of storm water issues.

Measure of Success:

Number of stormwater-related neighborhood inquiries or requests

Stormwater-related issues addressed through resident outreach or City Council processes

Responsible Staff: Storm Water Manager and Public Works Department Staff

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

Records of Storm Water related public inquiries or service requests.

City council meeting agendas and minutes (when stormwater topics are addressed)

Outreach or education materials provided to the public when applicable

PIP-4: Public Notifications

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.2; 4.2.2.1; 4.2.2.2; 4.2.2.3

Audiences: General Public

Description: The City follows all local public notice requirements.

Purpose and Benefit: This activity allows the public to be involved and increases awareness of storm water issues.

Measure of Success: Public notices are kept according to the Public Notice Policy and can be found on the Utah Public Notice website. American Fork Public Notice

Responsible Staff: Storm Water Program Manager and City Recorder

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents: Public Notice Policy

PIP-5: Public Works Advisory Commission

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.2

Audiences: General Public, Institutional, Commercial Representatives

Description l American Fork City provides opportunities for public involvement in stormwater and Public Works–related issues through established municipal processes, including City Council meetings, Planning Commission meetings, and other publicly noticed boards and commissions.

Stormwater-related topics, including stormwater utility funding, capital improvement projects, drainage concerns, development-related stormwater requirements, and ordinance updates, may be presented for public review and comment during City Council or Planning Commission meetings, as applicable. These meetings are conducted in accordance with Utah's Open and Public Meetings Act and provide formal opportunities for public participation.

Public involvement is further supported through direct communication with the Public Works Department, public notices, and the availability of stormwater-related information on the City's website. Meeting agendas and minutes are maintained and made publicly accessible through the City's Agenda Center.

Purpose and Benefit: This activity provides an avenue for public and stakeholders input on stormwater and Public Works issues through existing, transparent City processes. Public participation supports informed decision-making and increases awareness of stormwater management responsibilities and infrastructure needs.

Measure of Success: Minutes of meetings where storm water issues are discussed.

Responsible Staff: Public Works Director, Assistant Public Works Director, and City Recorder

Funding: Public Works Department Standard Operating Procedures: None Supporting Documents:

Agendas and minutes of meetings, with Storm Water Discussions, can be found on Utah

Public Notice Website.

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

The permit requirements for Illicit Discharge Detection and Elimination on Storm Water Impacts can be found in Section 4.2.3 of the permit.

This Section also incorporates the requirements of 5.3 and 5.4 analytical and non-analytical storm water monitoring.

A copy of the General Permit for Discharges from Small MS4s can be found at DWQ's Website. The permit outlines in general the following requirements:

1. Maintain a storm water system map of the MS4, showing the location of all outfalls and the names and locations of all State waters that receive discharges from those outfalls.
2. Through an ordinance, or other regulatory mechanism, a prohibition (to the extent

allowable under state or local law) on non-storm water discharges into MS4, and appropriate enforcement procedures and actions.

3. Implement a plan to detect and address non-storm water discharges, including spills,

illicit connections/discharges, and illegal dumping to the MS4.

4. Implement Standard Operating Procedures (SOPs) for:

a. Tracing the source(s) of an illicit discharge.

b. Characterizing the nature of, and the potential public or environmental threat posed by, any illicit discharges found or reported.

c. Ceasing the illicit discharge, including notification of appropriate authorities, property owners, and technical assistance for removing the source and follow-up inspections.

5. Inform public employees, businesses, and the general public about the hazards associated with illicit discharges and improper disposal of waste.
6. Promote or provide services for the collection of household hazardous waste.
7. Publicly list and publicize a hotline or other local number for public reporting of spills or other illicit discharges.
8. Implement a written spill/dumping response procedure, and a flowchart for internal use, including various responsible agencies and their contacts.
9. Implement procedures for program evaluation and assessment.
10. Train employees, at a minimum, annually on the IDDE program.
11. Analytical and non-analytical monitoring.
12. Notify DEQ of dischargers to the MS4 that need a separate General Permitting Section for Construction. (e.g., Industrial Storm Water Permit, Construction Storm Water Permit, or Dewatering Permit).
13. Additionally, a 30-day deadline for a Permittee to report to the Developer that a discharger

may need a separate UPDES Permit.

The city has identified the following target pollutants to be addressed by this Minimum Control Measure: Nutrients, Hydrocarbons, Heavy Metals, Sediment, Toxic Chemicals, Litter/Trash, Debris, and Pathogens.

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section.

IDDE-1: Maintain a Current Map of MS4

IDDE-2: Administrative Prohibition of Illicit Discharges

IDDE-3: Identification and Periodic Reclassification of High Priority IDDE Areas

[DDE.-4: Outfall Verification and Screening

IDDE-5: Field Response to IDDE Events

IDDE-6: Compliance Assistance and Enforcement

IDDE-7: Employee Training about Illicit Discharges, Spills, Illicit Connections and Improper Disposal

IDDE-8: Publicize a Hotline for Public Reporting of Spills and Other Illicit Discharges

IDDE-9: Promote and Provide Services for the Collection of Household Hazardous Waste

IDDE-1: Maintain a Current Map of MS4

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.3.1

Audiences: MS4 Staff, General Public, Contractors, Developers, Planners

Description: The Storm Water Utility has surveyed and mapped the current storm water system, which identifies the location of all MS4 and drainage areas contributing to those outfalls that discharge from the City's jurisdiction to receiving water. The names and location of all State waters that receive discharges from those outfalls have been mapped and given an identifier. All mapping is done by GPS surveying and ArcGis Field Maps. The MS4 map is found in Appendix A.

Purpose and Benefit: Knowing the locations of storm water systems and the type of development near them is the first step in protecting it from pollution sources.

Measure of Success: The MS4 map is reviewed at least annually.

Responsible Staff: GIS administrator

Funding: Stormwater Fee

Standard Operating Procedures: None

Supporting Documents:

MS4 Map (Available upon request)

Illicit Discharge Detection AND ELIMINATION (IDDE)

IDDE-2: Administrative Prohibition of Illicit Discharges

Year Originally Executed: 2003

Last Reviewed: March 28, 2025

Reference Regulation: 4.2.3.2, 4.2.3.2.1

Audiences: MS4 Staff, Residents, Developers, Contractors, Engineers and Planners

Description: American Fork City has adopted stormwater related regulations in its City Code to prohibit illicit discharges into the municipal separate storm sewer system (MS4) and regulated waters. These prohibitions are founded in the City's municipal code provisions concerning storm drains, watercourses, and related environmental protections, which are codified and enforced through Title 13 of the American Fork City Code and related sections.

The City's stormwater ordinance establishes standards and restrictions on non-stormwater discharges, illegal dumping, and activities that may negatively impact stormwater quality. These provisions have been amended over time to align with changes in state regulations and MS4 permit requirements issued by the Utah Department of Environmental Quality, Division of Water Quality.

City code revisions impacting illicit discharge controls and stormwater quality have been adopted in conjunction with MS4 permit renewal cycles and updates to stormwater regulatory guidance. A summary of applicable City ordinances that impact stormwater quality and illicit discharge prohibitions is maintained as part of the City's code documentation.

Purpose and Benefit: Codifying illicit discharge prohibitions and stormwater quality requirements within the City Code provides a legal basis for the effective enforcement of prohibitions and ensures compliance with state and federal permit requirements. This supports protection of water quality and promotes consistent application of stormwater pollution prevention measures throughout American Fork.

Measure of Success: Maintain a log of ordinance revisions. Reviewed with each permit renewal or change in the permit according to the Storm Water Management Plan

Responsible Staff: City Attorney in coordination with Assistant Public Works Director and

Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

City Code City Storm Water Ordinance Summary (Appendix A)

IDDE-3: Identification and Periodic Reclassification of High Priority IDDE Areas

Year Originally Executed: 2011

Last Reviewed: October 2025

Reference Regulation: 4.2.3.3; 4.2.3.3.1; 4.2.3.10

Audiences: MS4 Staff, Commercial, Industrial

Description: American Fork City identifies and prioritizes areas within the MS4 that have a higher potential for illicit discharges based on the likelihood and potential severity of impacts to stormwater quality. Priority areas are selected using available system knowledge, land use information, infrastructure characteristics, and historical data.

Factors considered when identifying high-priority IDDE areas include, but are not limited to:

Areas with older stormwater or sanitary infrastructure

Commercial or industrial land uses

Areas with a documented history of illicit discharges, illegal dumping, or sewer overflows

Drainage areas upstream of sensitive receiving waters

High-priority areas are reviewed and reclassified periodically to reflect changes in land use, infrastructure condition, inspection findings, and complaint or investigation history. This process supports adaptive prioritization of IDDE field activities and resource allocation.

Purpose and Benefit: Focusing IDDE monitoring and investigative efforts on higher-risk areas allows the City to make efficient use of limited resources while improving the likelihood of identifying and eliminating illicit discharges that could negatively impact water quality.

Measure of Success: High-priority IDDE areas are documented spatially using mapping tools and reviewed at least annually. Observed illicit discharge locations and investigation results are compared against identified priority areas to evaluate whether the prioritization accurately reflects field conditions.

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: Priority Area Identification Procedures

Supporting Documents: Gis Storm Water Map

IDDE-4: Outfall Verification and Screening

Year Originally Executed: 2011

Last Reviewed: February 2025

Reference Regulation: 4.2.3.3.2-4.2.3.3.4

Audiences: MS4 Staff, General Public, Commercial, Institutional, Industrial

Description:

American Fork City conducts outfall verification and screening activities as part of its Illicit Discharge Detection and Elimination (IDDE) program to identify, investigate, and eliminate illicit discharges and illicit connections to the municipal separate storm sewer system (MS4).

Stormwater staff implement written procedures to support outfall inspections, dry-weather screening, and follow-up investigations when potential illicit discharges are identified. These activities may include visual observations, field screening, tracing activities, and coordination with other City departments or external agencies as necessary to determine the source of a discharge.

When an illicit discharge or connection is confirmed, the City takes appropriate corrective actions, which may include source elimination, enforcement, and documentation consistent with City Code and MS4 permit requirements. If a discharge is suspected to require additional regulatory coverage, coordination with the Utah Department of Environmental Quality (DEQ) or Utah County Health Department is conducted as appropriate.

Purpose and Benefit: Outfall verification and screening activities provide a structured approach for identifying and eliminating illicit discharges and direct sources of pollution, thereby protecting receiving waters and maintaining compliance with MS4 permit requirements.

Measure of Success:

Documentation of outfall inspections and screening activities

Records of illicit discharge investigations and tracing activities

Reporting to DEQ or Utah County Health Department when required

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures:

IDDE Response Procedures, Outfall and Sump Inspection Procedures, Dye Testing Procedures

IDDE-5: Field Response to IDDE Events

Year Originally Executed: 2011

Last Reviewed: February 2025

Reference Regulation: 4.2.3.4; 4.2.3.5; 4.2.3.5.1; 4.2.3.9.1; 4.2.3.12

Audiences: MS4 Staff, General Public, Commercial, Institutional, Industrial

Description: American Fork City responds to reported and observed illicit discharges, illicit connections, and spill events through established field response procedures as part of its Illicit Discharge Detection and Elimination (IDDE) program.

Stormwater staff implement written Standard Operating Procedures (SOPs to assess reported concerns, characterize suspected illicit discharges, trace sources of contamination, and take appropriate corrective actions. Field response activities may include site investigations, visual assessments, system tracing, coordination with other City departments, and communication with responsible parties.

When an illicit discharge or connection is identified, the City takes action to eliminate the discharge, remove or correct illicit connections when feasible, and document findings consistent with City Code and MS4 permit requirements. Coordination with the Utah Department of Environmental Quality (DEQ) and Utah County Health Department occurs when required based on the nature of the discharge or spill.

Field response activities also include maintaining stormwater infrastructure as needed to support IDDE investigations and prevent reoccurrence of illicit discharges.

Purpose and Benefit: To establish procedures for eliminating illicit discharges and direct sources of pollution in the MS4.

Measure of Success:

Documentation of IDDE investigations and tracing activities

Records of corrective actions taken to eliminate illicit discharges or connections

Coordination and reporting to DEQ or Utah County Health Department when applicable

Responsible Staff: Storm Water Inspector and Storm Water Program Managers

Funding: Storm Water Utility

Standard Operating Procedures: Tracking an Illicit Discharge Report, Tracing Illicit Discharges, Sump-Separator-Manhole Inspections, Video Inspections (TV Camera), Dye Testing, and IDDE Response

IDDE-6: Compliance Assistance and Enforcement

Year Originally Executed: 2011

Last Reviewed: March 2025

Reference Regulation: 4.2.3.2.1; 4.2.3.6; 4.2.3.6.1; 4.2.3.9.1

Audiences: General Public, Commercial, Institutional, Industrial

Description:

American Fork City implements compliance assistance and enforcement measures to address illicit discharges and illicit connections in accordance with City ordinances and MS4 permit requirements. Enforcement authority related to illicit discharges is established through the City Code, and City staff apply professional judgment when determining the appropriate level of response for a given situation.

The City responds to identified illicit discharges using a graduated approach, which may include education, compliance assistance, and voluntary corrective actions when appropriate. If voluntary compliance is not achieved, enforcement actions may be escalated consistent with City Code provisions and applicable enforcement procedures.

Compliance assistance may include communication with responsible parties regarding proper discharge practices, timelines for corrective action, and requirements for eliminating illicit discharges or connections. Enforcement actions are used as necessary to ensure protection of stormwater quality and compliance with regulatory requirements.

Purpose and Benefit: Compliance assistance and enforcement provide effective tools for helping residents, businesses, institutions, and industrial facilities eliminate sources of illicit discharges, protect water quality, and maintain compliance with MS4 permit obligations.

Measure of Success: Tracking illicit discharges and follow up activities. This will be reviewed annually according to the Storm Water Management Plan .

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: Illicit Discharges, Spill/Dumping Response

IDDE-7: Employee Training about Illicit Discharges, Spills, Illicit Connections and Improper Disposal

Year Originally Executed: 1998

Last Reviewed: February 2025

Reference Regulation: 4.2.3.7; 4.2.3.11

Audiences: MS4 Staff

Description: American Fork City provides training to City employees whose job duties have the potential to affect stormwater quality. Employees across multiple departments may play a role in identifying, preventing, or responding to illicit discharges, spills, illicit connections, and improper disposal activities.

Stormwater staff, Public Works employees, inspectors, public safety personnel, and other field staff receive training appropriate to their responsibilities. This training focuses on recognizing indicators of illicit discharges, understanding proper response and reporting procedures, and preventing stormwater impacts during routine operations, maintenance activities, construction, and emergency response situations.

Employees whose duties involve work outside or interaction with stormwater infrastructure are encouraged to report suspected illicit discharges, illegal dumping, or improper disposal practices to Stormwater staff for investigation and follow-up. Training content may be delivered through in-person instruction SOP review, safety meetings, onboarding processes, written materials, or sent out through annual training video from HR.

Purpose and Benefit: Annual training keeps staff up to date on critical issues associated with storm water quality.

Measure of Success: Training logs, Illicit Discharge Reports submitted by employees.

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: Reporting Illicit Discharges

Supporting Documents:

Employee Training Materials and SOP’s

IDDE-8: Publicize a Hotline for Public Reporting of Spills and Other Illicit Discharges

Year Originally Executed: 2011

Last Reviewed: February 2025

Reference Regulation: 4.2.3.9; 4.3.9.1, 4.2.3.10

Audiences: General Public, Businesses and Institutions

Description: American Fork has established a hotline number (801-404-7167) for reporting illicit discharges. This number can be found on American Fork's Storm Water Division website. Recorded messages received at this number are forwarded to storm water personnel with a goal of responding to calls in a timely fashion.

Purpose and Benefit: The hotline allows City residents and business owners to become the eyes and ears of the Storm Water Utility in its efforts to halt and eliminate further damages when illicit discharges occur.

Measure of Success: Track the number of phone calls received with the City's telephone system. These will be reviewed annually according to the Storm Water Management Plan .

Responsible Staff: Storm Water Program Managers under the direction of the Storm Water

Inspector or Storm Water Section Manager

Funding: Storm Water Utility

Standard Operating Procedures: IDDE Response and flow chart, Tracking Illicit Discharge Report, Emergency Spill or Illegal Dumping Hotline, and Spill/Dumping Response Procedure and Flow Chart

IDDE-9: Promote and Provide Services for the Collection of Household Hazardous Waste

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.3.8

Audiences: General Public, Commercial, Institutional, Industrial

Description: The city has oil and antifreeze recycled through mechanic shops during routine maintenance as part of its Fleet Services Section. The city promotes oil and anti-freeze-recycling.

Purpose and Benefit: Eliminating the storage of unused or leftover chemicals and household hazardous waste lessens the potential for IDDE events.

Measure of Success: fleet maintenance records

Responsible Staff: Fleet Manager

Funding: Fleet Services Section

Standard Operating Procedures: Fleet Operations SOP (available upon request)

Chapter4

MCM 4: Construction Site Storm Water Runoff Control

The permit requirements for Construction Site Storm Water Runoff Control can be found in

Section 4.2.4 of the permit.

A copy of the General Permit for Discharges from Small MS4s can be found on DWQ's Website. The permit outlines in general the following requirements:

1. Compliance with the General Permit Section for Construction through an ordinance or other regulations.
2. Documentation of enforcement activities including a written enforcement strategy and

Standard Operating Procedures (SOPs) related to ceasing violations.

3. Develop and implement a plan for the pre-construction review of Storm Water Pollution

Prevention Plans (SWPPPs). a. Review BMPs

b. Include a checklist to evaluate water quality impacts as explained in the drainage

Design Manual

c. Encourage the use of low impact design (LID) and green infrastructure

d. Identify priority construction sites, especially those that directly discharge impaired waters to high quality waters as identified by the State

e. Receive and consider information and comments submitted by the public on

proposed projects

4. Develop and implement procedures for construction site inspection and enforcement of

SWPPP control measures.

5. Track the preconstruction review, regular inspections, permit violations, and permit termination of construction sites of one acre or larger and those sites smaller than one acre that are part of a common plan of development or sale.
6. Train employees and maintain records of training.

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section.

CSR-1: City of American Fork Ordinances

CSR-2 SWPPP Review Procedures

CSR-3: Construction Site Inspection Procedures

CSR-4: Documentation, Enforcement Strategies and Procedures to respond to Violation of

Ordinance

CSR-5: Tracking of Preconstruction and Construction Storm Water Activities

Tasks in other Minimum Control Measures

PEO-1: Education and Outreach for General Public

PEO-4: Education and Outreach for City Employees

CSR-1: City of American Fork Ordinances

Year Originally Executed: 2003 revised and amended 2015, 2022

Last Reviewed: February 2025

Reference Regulation: 4.2.4.1; 4.2.4.1.1; 4.2.4.1.2; 4.2.4.1.3

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff, General Public, Engineers, Construction Contractors, Developers and

Planners

Description:

City of American Fork's ordinances include code about the use of erosion and sediment control practices at construction sites disturbing greater than or equal to one acre and to construction projects of less than one acre that are part of a larger common plan of development or sale. These projects are governed by the State's General Construction Storm Water Permit. Sites that are smaller than this are governed by the City's Land Disturbance Permit.

City ordinances require construction operators to prepare a Storm Water Pollution Prevention Plan (SWPPP) and apply sediment and erosion control BMPs as necessary to protect water quality, reduce the discharge of pollutants, and control waste in accordance with the SWPPP requirements set forth in the General Permit Section for Construction Activities.

Additionally, the ordinances address compliance with the UPDES General Storm Water Permit for construction activities connected with a single lot of housing projects. The ordinance includes a provision allowing access by qualified personnel to inspect construction of storm water BMPs on private properties that discharge to the MS4.

Purpose and Benefit: Ordinances supporting the City's storm water programs are vital to ensure the success of programs that govern and protect the public.

Measure of Success: Evaluate storm water ordinances and draw connections to positive outcomes. This will be reviewed every time the permit is renewed or changed.

Responsible Staff: Storm Water Manager, Maintenance Division Manager and City Attorney

Funding: Storm Water Utility

Standard Operating Procedures: None

City Ordinance References

Storm Water Ordinances available online are linked below.

Chapter 13.94

Supporting Documents

American Fork UPDES Construction General Permit Number UTRC00000

American Fork UPDES Common Plan Permit UTRH00000

City of American Fork Land Disturbance Permit Application

American Fork Municipal Code Center

CSR-2: SWPPP Review Procedures

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.4.3-4.2.4.3.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers and Planners

Description:

The City has developed and implemented procedures for pre-construction Storm Water Pollution Prevention Plan (SWPPP) review and for keeping records for construction sites that disturb greater than or equal to one acre including projects less than one acre that are part of a larger common plan of development or sale. This is to ensure plans are complete and in compliance with State and Local regulations. The City also has procedures in place for sites that are smaller than one acre through its Land Disturbance Permit.

The City conducts pre-construction SWPPP reviews, which include a review of the site design, the planned operations at the construction site, planned BMPs during the construction phase, and the planned BMPs to be used to manage runoff created after development

These procedures consider potential water quality impacts and use a checklist. Priority construction sites shall consider soil erosion potential, site slope, project size and type, sensitivity of receiving water bodies, proximity to receiving water bodies, non-storm water discharges and past record of non-compliance by the operators of the construction site. The review also identifies priority construction sites that discharge directly into or immediately upstream of waters that the State recognizes as impaired or as high-quality.

Purpose and Benefit: Creating procedures and checklists allow for uniform review of sites based on agreed upon objective criteria. This consistency should lead to better compliance as contractors, developers and engineers are able to recognize patterns applicable to sites throughout the City.

Measure of Success: Maintain a file of reviewed and approved SWPPPs on the American Fork server, deficiencies discovered by these reviews, and the actions taken to remedy these deficiencies. Reviewed during Development Review Comments DRC

Responsible Staff: Stormwater Manager and Storm Water Inspector

Funding: Storm Water Utility

Standard Operating Procedures: Preconstruction SWPPP Review (Available upon request)

Other References

Checklist: SWPPP Review

American Fork Preferred BMP List

CSR-3: Construction Site Inspection Procedures

Year Originally Executed: 2003

Last Reviewed: February 2026

Reference Regulation: 4.2.4.4-4.2.4.4.4

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff

Description:

The City has developed and implemented a program for inspecting construction sites for compliance with storm water regulations. Those sites that disturb an area larger than one acre or that are part of a common plan of development or sale are governed by procedures that are defined by the General Storm Water Permit section 4.2.4.

Activities are carried out using the State's Oversight Construction Stormwater Inspection Form

(Checklist). Those smaller than one acre are governed by the City's Land Disturbance Permit.

Purpose and Benefit: Creating procedures and checklists allow for uniform review of sites based on agreed upon objective criteria. This consistency should lead to better compliance as contractors, developers, and engineers are able to recognize patterns applicable to sites throughout the City.

Measure of Success: Maintain a file of SWPPP inspections on the American Fork Asset Management System. Include a record of deficiencies during these inspections and the actions taken to remedy these deficiencies. Reviewed annually.

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: Construction Site Inspections SOP

Other Resources:

American Fork SWPPP Inspection list (Available upon request)

CSR-4: Documentation, Enforcement Strategies, and Procedures to respond to Violation of Ordinance

Year Originally Executed: 2003

Last Reviewed: February 2026

Reference Regulation: 4.2.4.2; 4.2.4.2.1; 4.2.4.2.2; 4.2.4.4.5; 4.2.5.2-4.2.5.2.1

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff

Description:

The City has developed a program to track enforcement actions related to compliance with regulations governing storm water discharges from construction sites. This includes a series of escalating actions that are meant to increase the probability of compliance. The system is identified in the Criminal and Civil Enforcement Strategy SOP and includes actions ranging from verbal warnings to civil and criminal penalties.

A key component of this effort is the Storm Water Pollution Prevention Plan tracking program developed by the City's stormwater staff. The Storm Water Manager uses this program to track inspections and enforcement actions related to construction activities.

Purpose and Benefit: Creating procedures and checklists allow for consistent enforcement and documentation of deficiencies. This should lead to better compliance as contractors, citizens of American Fork, developers and engineers are able to recognize consistent enforcement of deficiencies at sites throughout the City.

Measure of Success: Annual review of enforcement actions and remedies according to the

Storm Water Management Plan.

Responsible Staff: Storm Water Manager and Storm Water Inspector

Funding: Storm Water Utility

Standard Operating Procedures: Enforcement Strategy SOP (Available upon request)

City Ordinance References

Storm Water Ordinances available online

CSR-5: Tracking of Preconstruction and Construction Storm Water Activities

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.4.6

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers and Planners

Description: The City has developed programs to track preconstruction and construction of storm water activities. The Development Tracking program developed by all the City's Department tracks site plan reviews. The Storm Water Pollution Prevention Plan tracking program developed by the City's Stormwater Department tracks SWPPP inspections and enforcement.

The Storm Water Manager uses these programs to track inspections and enforcement actions related to construction activities.

Purpose and Benefit: Tracking preconstruction and construction of storm water activities allows for consistent enforcement of storm water regulations. It also allows for review of items such as common violations.

Measure of Success: Annual review of data collected compared to previous years according to the Storm Water Management Plan .

Responsible Staff: Storm Water Manager, Storm Water Inspector

Funding: Storm Water Utility

Standard Operating Procedures: Enforcement Strategy SOP (Available upon request)

Other Resources:

Public Citation warning handout notice form (Available upon request)

MCM 5: Long-Term Storm Water Management in New Development and Redevelopment

(Post-Construction Storm Water Management)

The permit requirements for Long-Term Storm Water Management in New Development and Redevelopment (Post-Construction Storm Water Management) can be found in Section 4.2.5. of the permit.

A copy of the General Permit for Discharges from Small MS4s can be found at DWQ's Website. The permit outlines in general the following requirements:

Permittee's new development/redevelopment program must have requirements or standards to ensure that any storm water controls or management practices for new development and redevelopment will prevent or minimize impact on water quality. BMPs must be selected to address pollutants known to be discharged or have potential to be discharged from site.

2. Develop and adopt an ordinance or other regulatory mechanism that requires long-term post-construction of storm water controls at new developments and redevelopment sites. The ordinance or other regulatory mechanisms shall apply, at a minimum, to develop and redevelop sites that discharge to the MS4 that disturb greater than or equal to one acre, including projects less than one acre that are part of the larger common plan of development or sale that collectively disturbs land greater than or equal to one acre. The ordinance or other regulatory mechanism shall require BMP selection, design, installation, operation and maintenance standards necessary to protect water quality and reduce the discharge of pollutants to the MS4. Permittee shall implement an enforcement strategy and implement the enforcement provisions of the ordinance or other regulatory mechanism.

a. How long-term storm water BMPs were selected

b. The pollutant removal expected from the selected BMPs

c. The technical basis that supports the performance claims for the selected BMPs.

3. Permittee is required to adopt and implement procedures for site plan reviews which evaluate potential water quality impacts. The procedures shall apply through the life of the project from conceptual design to project closeout.

4. Permittee must maintain an inventory of all post-construction structural water control measures installed and implemented at new development and redeveloped sited that disturb greater than or equal to one acre, including projects less than one acre but contribute to a larger plan of development.

Short description of each storm water control measure (type, number, design or performance specifications)

Short description of maintenance requirements (frequency or required maintenance and inspections)

Inspection information (date, findings, follow up activities, prioritization of follow-up activities, compliance status)

5. Permittees shall ensure that all staff involved in post-construction storm water management, including those that conduct plan reviews, annual maintenance inspections, and enforcement, receive appropriate training. Training shall be provided or made available for staff in the fundamentals of long-term storm water management using structural and non-structural control methods. Training records must be kept and included, at a minimum, dates, activities or course description, and names and positions of staff in attendance. The permittee shall ensure that all new hires are trained within 60 days of hire and annually thereafter, at a minimum. Follow-up training shall be provided as needed to address changes in procedures, methods, or staffing. (4.2.5.5)

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section.

LTM-1: City of American Fork Ordinances

LTM-2: Water Quality Protection Documentation

LTM-3: Long-Term Storm Water Management Plan Review

LTM-4: Hydrologic Method

LTM-5: Site Plan Review Procedures

LTM-6: Site Inspection for Post-Construction Storm Water Management Compliance

LEM-7: Post-Construction Storm Water Management Structure Inventory

Tasks in other Minimum Control Measures

CSR-4: Documentation, Enforcement Strategies and Procedures to respond to Violation of

Ordinance (4.2.5.2.1, 4.2.3.6)

PE0-4: Education and Outreach for City Employees (4.2.1.5, 4.2.1.6)

LTM-1: City of American Fork Ordinances

Year Originally Executed: 2003, revised and amended 2015, 2020

Last Reviewed: February 2025

Reference Regulation: 4.2.5.2.

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens.

Audiences: MS4 Staff, General Public, Engineers, Construction Contractors, Developers and

Planners

Description: City of American Fork Code includes ordinances about the use of BMPs needed to protect water quality from all new development and redevelopment sites. These City ordinances govern the selection, design, installation, operation and maintenance of long-term/post-construction BMPs. City code encourages the use of non-structural BMPs by reference to a City approved BMP manual. It also encourages the use of a Low Impact Development (LID) approach for handling storm water. American Fork requires documentation of LID and BMPs considered and the reasons for choosing the practices or explanations of what prevents the use of LID for each development or redevelopment project. City ordinances also require inspection and maintenance of long-term storm water management structures as needed. In addition, maintenance agreements are required so that property owners can be held accountable for keeping BMPs in good working order.

Purpose and Benefit: Ordinances supporting the City's storm water program are vital to ensure the success of programs that govern and protect the public.

Measure of Success: Evaluate the ordinance and draw connections to positive outcomes when the permit is renewed or changed according to the Storm Water Management Plan .

Responsible Staff: Storm Water Manager, Storm Water Division Manager or designee, Maintenance Division Manager and City Attorney

Funding: Storm Water Utility

Standard Operating Procedures: None

City Ordinance References:

Storm Water Ordinances available online are linked below.

Chapter 16

City Storm Water Ordinance Summary (See Appendix B)

Supporting Documents

Storm Water Maintenance Agreement (Available upon request) Storm Water Questionnaire (Available upon request or online)

LTM-2: Water Quality Protection Documentation

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.5.2.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens.

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers, Planners

Description:

Selecting specific long-term storm water BMPs for recommendation has been a challenge due to the lack of data on the effectiveness and pollutants removal rates from studies that have been completed in Utah. The City of American Fork recommends developers consider Low Impact Development (LID) through the use of the Utah Department of Water Quality's (UDWQ) manual, a Guide to Low Impact Development within Utah. Additional resources can be found at the International Storm Water BMP Database and the EPA's National Menu of Best Management Practices (BMPs) for Storm Water. The preceding websites list expected removal rates from a variety of BMPs and the technical basis and studies which support these performance claims. Developers must design BMPs to treat storm water with a goal of reducing pollutants in the receiving water bodies. BMPs should address removal of phosphorus, total suspended solids, and other site specific target pollutants. Proposed BMPs will be evaluated by City staff to verify selected BMPs will target reduction of site specific pollutants.

Purpose and Benefit: Creating procedures and checklists allow for uniform review of sites based on agreed upon objective criteria. This consistency should lead to better compliance as contractors, developers and engineers are able to recognize patterns applicable to sites throughout the City.

Measure of Success: The number of new and redeveloped sites that implement LID features. Responsible Staff: Storm Water Manager, Storm Water Inspector and City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

See Links to: A Guide to Low Impact Development within Utah.

International Storm Water BMP Database

EPA’s National Menu of Best Management Practices for Storm Water.

City of American Fork BMP Manual.

LTM-3: Long-Term Storm Water Management Plan Review

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation:4.2.5.3.; 4.2.5.3.1; 4.2.5.3.2.

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description:

Development can alter landscapes by increasing imperviousness (i.e. roofs, driveways, parking lots) and changing drainage patterns, thereby increasing the volume and velocity of runoff from the site. Increased volume leads to degradation of receiving water and increases the occurrence of flooding. Storm water from developed impervious areas can also contain a variety of pollutants that are detrimental to water quality, such as sediment, nutrients, road salts, heavy metals, pathogenic bacteria, and petroleum hydrocarbons.

Considering water quality impacts early in the design process can provide long-term water quality benefits. New development projects on undeveloped land offer many opportunities to reduce storm water runoffs from the site. Redevelopment projects, which replace existing development and are typically in more urban areas, usually have less land area available for storm water controls.

The City of American Fork as a Phase II regulated municipality, has developed ordinances which require property owners and operators to include a combination of structural and non-structural BMPs. The ordinances also ensure adequate long-term operation and maintenance of BMPs. The City needs to thoroughly review development plans and supporting documents for each site to ensure that they minimize negative impacts on water quality after construction is complete.

The City will regularly review and update design guidance documents written by MS4 staff that are provided to design professionals. These design guidance documents are an additional resource that are specific to storm water design considerations in American Fork. If mass mailings are distributed to design professionals, the date and list of recipients will be recorded.

Purpose and Benefit: Plan reviews allow for the evaluation of selected BMPs and guidance for developers from planning to construction, to long-term maintenance.

Measure of Success: Review site plan and subdivision reviews, deficiencies discovered by these

reviews and the actions taken to remedy these deficiencies according to the Storm Water

Management Plan. These reviewed site plans are found on American Fork's server.

Responsible Staff: Storm Water Manager, Storm Water Inspector and City Planner.

Funding: Storm Water Utility

Standard Operating Procedures: Long-Term Storm Water Management Plan & Maintenance

Agreement Review (Available upon request)

Supporting Documents:

International Stormwater BMP Database

LTM-4: Hydrologic Method

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.5.1.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers and Planners

Description:

The use of hydrologic analysis in the design of storm water facilities for new developments and redevelopment sites has been a part of the preconstruction process for many years at the City of American Fork. The standards used have been selected by the Engineering Department under the direction of the City Engineer. The hydrologic methods that can be used in calculation of run-off volumes are listed in American Fork's Storm Water Design Manual.

The Storm Water Staff provide guidance in the process, ensuring that UPDES standards of management/retention are met. Each site design submitted to the City will require technical rationale should retention, or pretreatment requirements be infeasible for a given site. Exemptions can be obtained if retention or pretreatment is not feasible due to site constraints such as- poor percolation, high groundwater levels, etc. The City Engineer will use engineering judgment to determine if the exemption request will be accepted or denied on a case-by-case basis. If an exemption is accepted, developers will be required to provide a plan to the City Engineer for approval. The plan should identify the means by which water quality will be protected and volume control standards met.

Purpose and Benefit: Reducing runoff from sites and encouraging infiltration, evapotranspiration and/or reuse of storm water allows for groundwater recharge and minimizes potentially adverse impacts to downstream waters.

Measure of Success: Design engineers use our preferred storm water calculation methods

Responsible Staff: Storm Water Manager and

City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: Long-Term Storm Water Management Plan & Maintenance

Agreement Review (Available upon request)

Supporting Documents:

Utah DEQ Guide to Low Impact Development within Utah

American Fork Stormwater Technical Manual

LTM-5: Site Plan Review Procedures

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.5.3.; 4.2.5.3.1; 4.2.5.3.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Contractors, Developers, Engineers

Description: The City reviews site plans to ensure that any storm water controls or management practices for new development and redevelopment will prevent or minimize negative impacts on water quality. This process involves the technical development review with engineering, Public Works, and public safety. This review promotes non-structural BMPs such as minimizing disturbance areas, preserving areas deemed important for water quality benefits, implementing flood control, and protecting natural resources. The review process requires the evaluation of proposed LID that implements infiltration, evapotranspiration, and storm water harvesting in accordance with state regulations. If LID is determined not to be feasible, documentation explaining site limitations must be submitted to the development review committee for review and approval prior to construction. BMPs will be reviewed to ensure that they will address anticipated pollutants from the developed site. Additionally, this process of preconstruction and review meetings is a time to review storm water maintenance agreements.

Purpose and Benefit: The best way to integrate long-term storm water quality measures into a site is during planning and review.

Measure of Success: Document the number of sites evaluated, and the measures used to address the issues with these site plans. This will be reviewed annually according to the Storm Water Management Plan.

Responsible Staff: Storm Water Manager and

City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: Long-Term Storm Water Management Plan Review

(Available upon request)

Supporting Documents

American Fork's Long-Term Stormwater Management Plan

All documents are listed on the stormwater American Fork webpage

LTM-6: Site Inspection for Post-Construction Storm Water Management

Compliance

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.5.2.3; 4.2.5.2.4; 4.2.5.2.5

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Developers, Contractors, Business Owners

Description:

The City has a process to verify the proper installation and maintenance of long-term storm water management controls. The post-construction installation inspection is completed by the City Storm Water Manager and/or a City Engineer. This inspection is completed before final construction approval and all items of concern noted during the inspection must be addressed by the developer before a certificate of occupancy will be granted by the City.

Henceforth, each property owner who has signed the Storm Water Inspection and Maintenance Agreement (SWIMA), shall submit to the City a storm water maintenance inspection report that is completed by a qualified inspector. These reports are recorded by the Storm Water Manager to the American Fork Server. The City will then inspect each site that is bound by a LTSWMP for a minimum of once every five years with the goal of every other year during permit cycle.

Purpose and Benefit: Properly installed and maintained storm water controls ensure long-term benefits are extended to the full life expectancy of the measures.

Measure of Success: Document the number of sites evaluated, and the measures used to address the issues with these sites. This will be reviewed annually according to the Storm Water Management Plan .

Responsible Staff: Storm Water Manager, Stormwater Inspector ,and City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: Post-Construction, Maintenance Inspections

(Available upon request)

Supporting Documents: Storm Water Inspection and Maintenance Agreement (Available upon request)

Long-Term Storm Water Management Maintenance Inspection Report Form

LTM-7: Post-Construction Storm Water Management Structure Inventory

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.5.4.; 4.2.5.4.1.; 4.2.5.4.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Developers

Description:

During the development review process, a long-term storm water BMP or grading and drainage map is collected from the developer. This BMP map shows the location of all permanent storm water structures.

Post-construction, an "as-built" long-term storm water BMP map is requested in digital format. This data is then used to update the City's storm water GIS inventory.

The City will monitor its current inventory of post-construction storm water management structures and collect information on all such existing structures. A GIS map with related databases will track the description, maintenance requirements and inspection of information regarding sites that require a Long-term Storm Water Management Plan. This GIS and related database will be reviewed frequently to update necessary information.

Purpose and Benefit: A database allows for proper tracking of the maintenance and inspections of long-term management structures and ensures greater compliance with maintenance expectations.

Measure of Success: An accurate storm water structure inventory in American Fork's GIS database with reports on related maintenance and inspection activities. This will be reviewed annually according to the Storm Water Management Plan.

Responsible Staff: Storm Water Manager and

GIS Specialist

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

GIS database information (Available upon request)

Chapter 6 (CSR)

MCM 6: Pollution Prevention and Good Housekeeping for Municipal Operations

The permit requirements for Pollution Prevention and Good Housekeeping for Municipal

Operations can be found in Section 4.2.6 of the permit.

A copy of the General Permit for Discharges from Small MS4s can be found at DWO's Website. The permit outlines in general the following requirements:

1. Develop and keep a current written inventory of Permittee-owned or operated facilities and storm water controls. Permittees shall assess this written inventory for their potential to discharge typical urban pollutants to storm water. The Permittee must identify

"high-priority" facilities or operations that have a high potential to generate storm water

pollutants. The Permittee shall develop and implement a Storm Water Pollution

Prevention Plan (SWPPP) or similar type of document for each "high-priority" facility.

2. Conduct the following inspections at "high priority" facilities:

a. Monthly visual inspections

b. Semi-annual comprehensive inspections

c. Annual visual observation of storm water discharges

3. Develop and implement Standard Operating Procedures to protect water quality at each of the facilities owned or operated by the Permittee and/or activities conducted by the Permittee. They must address:

a. Use, storage and disposal of chemicals;

b. Storage of salt, sand, gravel, landscaping materials, asphalt and other materials;

c. Waste and trash management;

d. Cleaning, washing, painting and maintenance activities including cleaning of maintenance equipment, building exteriors, and trash containers;

e. Sweeping roads and parking lots;

f. Proper application, storage, and disposal of fertilizer, pesticides, and herbicides and minimizing their use;

g. Lawn maintenance and landscaping activities including proper disposal of lawn clipping and vegetation;

h. Proper disposal of pet wastes;

1. Vehicle maintenance and repair activities including: use of drip pans and absorbents under or around leaky vehicles and equipment;

J. Vehicle/equipment storage including storing indoors where feasible;

k. Vehicle fueling including placing fueling areas under cover in order to minimize exposure where feasible;

1. Road and parking lot maintenance, including: pothole repair, pavement marking,

sealing, and repaving;

m. Cold weather operations, including plowing, sanding, application of deicing compounds, and maintenance of snow disposal areas;

n. Right-of-way maintenance, including mowing, herbicide and pesticide

application;

o. Municipally-sponsored events such as large outdoor festivals, parades, or street fairs and the clean-up following these events;

p. Regular inspection, cleaning, and repair of storm water conveyance and structural storm water controls;

q. Graffiti removal; and

r. Any activities or operations not listed above that would reasonably be expected to discharge contaminated runoff

4. Maintain an inventory of all floor drains inside all Permittee-owned or operated buildings. The inventory must be kept current. The Permittee must ensure that all floor drains discharge to appropriate locations.
5. Assess the effectiveness of flood management structural controls for water quality and

hydrologic performance. Suggest improvements to these structures can provide significant improvements to water quality.

6. Assure that City construction projects follow the requirements of the General UPDES Permits for Storm Water Discharges Associated with Construction Activities.
7. Train City employees responsible for the construction, operation or maintenance of

facilities, structures, vehicles or equipment likely to affect storm water quality.

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section.

PPGH-1: City of American Fork Facility Inventory

PPGH-2: High-Priority Facility Inspections

PPGH-3: Standard Operating Procedures for Good Housekeeping and Municipal Operations

PPGH-4: Floor Drain Inventory

PPGH-5: Flood Management Control Assessment

PPGH-6: Public Construction Project Compliance

PPGLH-Z Oversight of Contractors Performing Municipal Maintenance

PPGH-8: Retrofit Plan

Tasks in other Minimum Control Measures

PEO-4: Education and Outreach for City Employees (4.2.6.10)

PPGH-1: City of American Fork Facility Inventory

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.6; 4.2.6.1; 4.2.6.2; 4.2.6.3; 4.2.6.4

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description:

The City maintains a list of all City owned and operated facilities including city buildings (offices), equipment storage and maintenance facilities, landscape maintenance facilities, parking lots, golf courses, swimming pools..

Regular assessments are made of the impact of each facility on storm water quality based on the presence of potential pollutants. Through these assessments, the City has determined that its Public Works Complex along with Fox Hollow Golf Course Maintenance Shed should be considered a "high-priority" facility. Designated City owned maintenance sheds are also considered "high-priority" facilities and are regulated as such. The City has developed a Storm Water Pollution Prevention Plan to help manage the Public Works Complex facility's potential impacts on storm water quality. Fox Hollow maintenance shed was determined a "high-priority" facility through the 2013 DWQ audit process.

Purpose and Benefit: This inventory will ensure that City facilities are regularly reviewed to minimize adverse impacts of City operations on storm water quality.

Measure of Success: Review of City facility inventory will be done annually. IDDE incidents are properly reviewed with follow up, and an up-to-date facility inventory list is kept.

Responsible Staff: Storm Water Managers, Storm Water Inspector, Storm Water

Division Manager and Assistant Director of Public Works.

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

City of American Fork Facility Inventory (available upon request)

PPGH-2: High Priority Facility Inspections

Year Originally Executed: 20011

Last Reviewed: February 2025

Reference Regulation: 4.2.6.5; 4.2.6.5.1; 4.2.6.5.2; 4.2.6.5.3

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description:

The City conducts the following inspections on High-Priority Facilities, in accordance with the permit:

1. Monthly visual inspections to look for evidence of spills that could come in contact with precipitation runoff
2. Semi-annual comprehensive inspections to review all storm water controls, waste storage areas, equipment maintenance/fueling areas, material handling areas and similar pollutant generating areas.
3. Annual visual observation of storm water discharges where discharges are observed for irregularities (discoloration, foam, sheen, turbidity) that may indicate polluted runoff

Purpose and Benefit: Regular inspections of areas that have the potential to lead to polluted runoff can minimize the potential of polluted discharges.

Measure of Success: Completed and filed inspection reports including follow up actions each time inspections are completed.

Responsible Staff: Storm Water Managers

Funding: Storm Water Utility

Standard Operating Procedures: High Priority Inspections Weekly and Quarterly inspection SOP

PPGH-3: Standard Operating Procedures for Good Housekeeping and Municipal Operations

Year Originally Executed: 2011

Last Reviewed: February 2025

Reference Regulation: 4.2.6.6; 4.2.6.6.1; 4.2.6.6.2; 4.2.6.6.3; 4.2.6.6.4; 4.2.6.6.5; 4.2.6.6.6;

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description: The City has developed and implemented Standard Operating Procedures (SOPs) to address storm water concerns related to municipal operations. The following topics are all addressed in the City's SOPs.

1. City Buildings and Facilities

a. Storage and Disposal of Chemicals

b. Spill Prevention and Cleanup Plans

c. Dumpsters and Waste Management

d. Cleaning and Washing Activities

e. Painting and Maintenance Activities

2. Material Storage Areas

3. Heavy Equipment storage areas and maintenance areas

4. High Priority Area Maintenance

5. Parks and Open Space

a. Application, Storage and Disposal of Fertilizer, Pesticides and Herbicides b. Sediment and Erosion Control

c. Lawn Maintenance and Landscaping Activities

1. Disposal of Lawn Clippings and Vegetation

11. Selection of Alternative Landscaping Materials d. Waste management

e. Building Exterior and Equipment Cleaning i. Graffiti Removal

f. Other Pollution Prevention and Good Housekeeping Practices

6. Pet Wastes

7. Vehicle and Equipment

a. Storage of Vehicles Awaiting repair

b. Washing of Vehicles

8. Roads, Highways, and Parking Lots

a. Street and Parking Lot Sweeping

b. Asphalt and Concrete Maintenance

1. Pothole Repairs

11. Pavement Marking

111. Sealing & Repaving

c. Cold Weather Operations

1. Plowing

11. Sanding

111. Deicing Compounds

iv. Snow Disposal Area Maintenance

d. Right-of-Way Maintenance (see Landscaping Maintenance in Parks Section)

e. City Sponsored Event Management (Steel Days, Freedom Festival, etc.)

9. Storm Water Collection and Conveyance System

a. Video Inspections

b. Cleaning, Maintenance, Repairs

c. Other Pollution Prevention and Good Housekeeping Practices d. Structural BMPs

1. Swales

11. Detention Basins

e. Disposal of materials removed from catch basins, detention basins, and by street sweeping operations

10. Other Facilities and Operations

a. City of American Fork Fire Training Activities

Purpose and Benefit: SOPs lead to standard applications of policies and procedures.

Measure of Success: The MS4 successfully incorporates all SOPs and reviews them annually. SOPs lead to a reduction in pollutant loads found in storm water.

Responsible Staff: Storm Water Managers, Storm Water Inspector

Funding: Storm Water Utility

Standard Operating Procedures: SOPs available here

PPGH-4: Floor Drain Cleaning

Year Originally Executed: 2010

Last Reviewed: February 2025

Reference Regulation: 4.2.6.6.6

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description: The City maintains all interior floor drains. All drains have been tested to make sure that they drain to the sanitary sewer.

Purpose and Benefit: Floor drains could be direct conduits for pollutants to enter storm drain systems if not properly plumbed..

Measure of Success: This maintenance will be reviewed annually. A clean floor drain ensures that no waste waters reach storm water infrastructures or allowed to percolate into the ground untreated.

Responsible Staff: Storm Water Manager, Assistant Public Work Director

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents: None

2026 6-7

PPGH-5: Flood Management Control Assessment

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.6.8; 4.2.6.8.1

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers and Planners

Description:

Successful implementation of any BMP is dependent on the following:

- Effective training of municipal employees working in both fixed facilities and field programs.
- Regular inspections of fixed facilities, field programs, and treatment controls.
- Maintenance of treatment controls as needed to ensure proper functioning.
- Periodic evaluation/monitoring of BMP performance consistent with the UPDES permit requirements.
- Correct deficiencies in BMP implementation noted during inspections.
- Keep accurate records of inspections, training, monitoring, and BMP maintenance. Maintenance of treatment controls and drainage conveyance systems (e.g. detention basins, sumps, catch basins, etc.) including regular inspections are needed to maintain efficient pollutant reduction. If treatment control of BMPs is not properly maintained, BMP effectiveness is reduced and water quality deteriorates. The following are steps to be taken to ensure that new and

existing BMPs work properly:

- Special attention will be directed toward ensuring proper maintenance procedures are implemented.
- Regular inspections of facilities or programs including compliance with BMP

maintenance requirements.

- Visual monitoring will occur at key outfalls and at selected conveyance system structures to assess long-term BMP effectiveness. Should any observed problems be identified

(e.g., color, foam, sheen, turbidity) that can be associated with pollutant sources, then analytical testing will be conducted to determine the cause of the problem and the potential source identified.

- Develop and enforce ordinances, procedures, and mechanisms that maintain the effectiveness of BM

Purpose and Benefit: Reducing runoff from sites and encouraging the infiltration, evapotranspiration, and/or reuse of storm water allows for groundwater recharge and minimizes potentially adverse impacts to downstream waters.

Measure of Success: Document the number of sites evaluated, and the measures used to address the issues with these sites. This will be reviewed annually.

Responsible Staff: Storm Water Manager or designee, and City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

Construction Standards & Specifications

PPGH-6: Public Construction Project Compliance

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description:

The City ensures that construction projects that the City manages and controls follow the same practices as those undertaken by private entities. See MCM 4 for details and UPDES Permit No. UTR090000 section 4.2.4.

Purpose and Benefit: The City seeks to set the proper example for contractors, engineers and developers in their compliance with storm water construction regulations.

Measure of Success: All City projects have a SWPPP on file and the plan is executed properly.

Responsible Staff: Storm Water Manager, Storm Water Inspector, and

City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: Refer to MCM 4

PPGH-7: Oversight of Contractors Performing Municipal Maintenance

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.6.7; 4.2.6.10

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Contractors

Description:

The City contracts with private providers for various maintenance needs. The City ensures that its employees are trained on issues relating to their jobs and the potential for exposure of storm water runoff to pollutants. Contractors will be held to the same requirements as the City by staff responsible for overseeing contracted projects.

Purpose and Benefit: Contractors working for the City should be held to the same standards as

MS4 staff

Measure of Success: Annual contractor training log. This training will be given annually to local contractors.

Responsible Staff: Storm Water Inspector, Storm Water Manager,

Funding: Storm Water Utility

Standard Operating Procedures: None

PPGH-8: Retrofit Plan

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.6.9

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description:

The City has developed a program to retrofit existing developed sites that are adversely impacting water quality on a case-by-case basis. It will emphasize infiltration,

evapotranspiration, harvesting and reuse of storm water. The program will rank the measures based on pollutant removal expectations. The plan will analyze impact on sites based on proximity to water bodies, protection status of water bodies as defined by the DEQ, hydrologic conditions of water bodies, proximity to sensitive ecosystems, and the impact of future sites.

Purpose and Benefit: Evaluating sites that are already adversely affecting water quality and then reducing polluted discharges will lead to better storm water quality.

Measure of Success: Document all City owned sites that have been evaluated, and the measures used to address issues with these sites.

Responsible Staff: City Engineer and City Planners

Funding: Capitol Project Fund

Standard Operating Procedures: None

Supporting Documents:

American Fork City's Capitol Projects

APPENDIX A CITY ORDINANCES

Last reviewed July 2025

AmericanFork : Municipal Code

APPENDIX B

PRIORITY IDDE AREAS

Last Reviewed: September 1, 2026

DESIGNATION AND INSPECTION OF PRIORITY IDDE

Annually, the City will perform a standard analysis to determine priority IDDE areas.

With City Inspect software the Storm Water team reports spill then creates a map displaying IDDE incidents and more

particularly the priority areas. The analysis is standardized so that priority areas are not subjective

year to year.

The following criteria are used in delineating Priority IDDE Areas:

- Areas with older infrastructure with increased potential for illicit connections
  - Areas of industrial or commercial use
- Areas with a history of illicit discharges or illegal dumping
- Areas adjacent to sensitive bodies of water
  - AF River, Utah Lake, and Millpond

In American Fork, areas with onsite sewage disposal systems are not considered in the analysis of priority IDDE areas because our Illicit Discharge and Detection Elimination (IDDE) program incident reporting already would account for that type of incident. The same situation applies to sewer cross connections and overflow events, they are included in our IDDE reporting.

All Priority IDDE Areas identified on the GIS asset management software and City Inspect will be inspected annually moving forward using an inspection form housed in the City's GIS based asset

management software (Elements).

Appendix C

CITY FACLILITY RETROFIT PLAN

Last Reviewed: October 1, 2026

4.2.6.9.

The Permittee must develop a plan to retrofit existing developed sites that the Permittee owns or operates that are adversely impacting water quality. The retrofit plan must be developed to

emphasize controls that infiltrate, have evapotranspiration, or harvest and use storm water

discharges. The plan must include a ranking of retrofit sites based on the following criteria:

● Proximity to waterbody;

● Current assessment of waterbody with the goal to improve impaired waterbodies and

protect unimpaired waterbodies;

● Hydrologic condition of the receiving waterbody;

● Proximity to sensitive ecosystem or protected area; and

● Any sites that could be further enhanced by retrofitting storm water controls.

Implementation of Retrofit Plan:

● Step One: The City shall identify all city owned or operated sites that need to be

evaluated for storm water system retrofitting based on the criteria listed in Orem City

Code. The City shall perform assessments in order of greatest probable risk to water

quality. Sites that are closest to water bodies, sensitive ecosystems, or protected areas

will be evaluated first. Sites that were installed prior to 1996 before the City of Orem

had an MS4 permit in place will be evaluated second. The remaining city owned or

operated sites will be assessed at the time of capital improvement evaluation or

redevelopment. The same storm water quality standards for private development are

used for city redevelopment projects.

● Step Two: In performing the more immediate risk assessments, the City shall use a

ranking system one to five, five being the most urgent, considering the following:

1. Proximity to waterbody, sensitive ecosystem or protected area;
2. Hydrological condition of the receiving water body with the goal to improve

impaired waterbodies and protect unimpaired waterbodies;

3. Cost efficiency when area is redeveloped for capital improvement projects;
4. Storm water quality regulations at time of storm water system installation (Age);

and

5. Any sites that could be further enhanced by retrofitting storm water controls.

If the site receives a score of a five in any of the categories examined, the site

will be evaluated for retrofitting the existing storm water controls and a concept storm water plan sheet created within one year of the assessment.

- Step Three: If the site is required to be retrofitted to improve water quality, the plan to retrofit the facility must be prioritized for inclusion in the next revision of the Storm Water Master Plan capital improvement section.

Methods of Storm Water Control Retrofitting:

The City has ranked control measures, with the highest probability of success to prevent storm water pollution, as listed below in this prioritized list.

- Retrofit existing sumps by adding pretreatment manholes to treat storm water prior to infiltration/injection.
- Require current Orem City storm water retention standards for each city redevelopment project as required in current Orem City Municipal Code.
- Require pretreatment of any storm water before it leaves the site or infiltrates into the ground.
- Require roof drainage on redevelopment projects to be directed to landscaping and infiltrated where technically feasible.
- Encourage curb cuts to utilize pervious areas for retention and infiltration of storm water and to help meet LID requirements.
- Encourage vegetative areas in detention/retention areas to aid in infiltration and evapotranspiration of storm water and to help meet LID requirements.
- Expanded use of vegetative swales
- Use of Green Roofs when feasible

Storm water harvesting and use is not practical or useful in improving water quality in our semi-arid area. The focus for retrofitting is on controls that utilize infiltration and evapotranspiration.

RESOLUTION NO. 2021-11-39R

A RESOLUTION CITY OF THE AMERICAN FORK CITY COUNCIL ADOPTING A STORM WATER MANAGEMENT PLAN.

WHEREAS, The Federal Clean Water Act requires municipal storm water systems (MS4s) to obtain a permit from the Utah Department of Environmental Quality to discharge stormwater; and

WHEREAS, In Utah, storm water discharge general permits are issued through the Utah Pollutant Discharge Elimination System (UPDES) program; and

WHEREAS, For an MS4 to remain complaint with the UPDES general permit, they must develop, implement, and enforce the Storm Water Management Program designed to reduce the discharge of pollutants to the maximum extent practicable from the MS4, protect the water quality, and satisfy the appropriate water quality requirements of the Utah Water Quality Act; and

WHEREAS, the Public Works Department along with the Storm Water Advisory Committee worked to bring the City's the Storm Water Management Plan into compliance with the current permit; and

WHEREAS, the City Council of American Fork City recognizes the responsibility to operate a storm water management system in an environmentally and fiscally responsible manner; and

WHEREAS, the City Council of American Fork City does hereby determine that it is in the best interests of the health, safety, and welfare of the citizens of American Fork City to adopt the Storm Water Management Plan.

NOW, THEREFORE, BE IT RESOLVED, the City Council of American Fork City as follows:

SECTION 1. ADOPTION

That certain document entitled Storm Water Management Plan is hereby adopted together with all charts, maps, plans, attachments, and descriptive and explanatory materials contained therein.

SECTION 2. EFFECTIVE DATE

This Resolution shall take effect immediately upon its approval by the City Council.

PASSED AND ADOPTED BY THE CITY COUNCIL OF AMERICAN FOR, UTAH, ON THIS 9 DAY OF NOVEMBER 2021.



Bradley J. Frost, Mayor

ATTEST:

Terilyn Lurker, City Recorder

pJ,;jJ FOjgi$;





~~Storm Water Management Program~~

~~*2021 –*~~ Storm Water Management Plan

2026–2031

~~AMERICAN FORK CITY~~

UPDES Permit No. UTR090015

~~STORM WATER MANAGEMENT PROGRAM~~

~~For the permit period of~~Permit Period: May 12, ~~2021 to~~2026 – May 11, ~~2026~~2031

Submitted to:

Utah Department of Environmental Quality, Division of Water Quality

Submitted ~~By:~~by: American Fork City Public Works Department

American Fork City Public Works Department 275 East 200 North American Fork, Utah 84003 (801) 763-3060

Prepared by:

Franson Civil Engineers
1276 South 820 East, Suite 100 American Fork, UT 84003

801-756-0309

Submitted

November 4, 2021

~~SIGNATORY PAGE~~

Revised: January 12, 2026 | Last Reviewed: October 1, 2026

Signatory Page

Governmental Entity Name: City of American Fork

Mailing Address: City

Permit number: UTR090015

Mailing Address: 275 E 200 N

City: American Fork State: Utah Zip Code: 84003

Storm Water Management Program Responsible Person(s):

Name: Bradley Frost Sam Kelly Title: Mayor Public Works Director

Telephone Number: 385-265-4155

Name: Alister Scott Title: Assistant Public Works Director

Telephone Number 801-763-3000854-5610

Name: Tyler Mezenen Title: Storm Water Manager

Telephone Number 385-304-0150

Certification

"1"I certify under penalty of law that this document and all attachments were prepared under my direction oi'or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly i'esponsib1eresponsible for gathering the infonnationinformation, I certify that the information submitted is, to the best of my knowledge and belief, true, acciirateaccurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

false information, including the possibility of fine and imprisonment for knowing violations."

Print Name: Bradley Frost

Signature:

Title:

Date: November 2. 2021

Title: Mayor

~~Storm Water Management~~

Duly Authorized Position(s):

"Letter already on file with the Division of Water Quality, Storm Water Section, identifying the Public Works Director as having the authority to sign this and future documents pertaining to the UPDES Permit Program."

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Executive Summary

The City of American Fork is permitted under the Utah Pollution Discharge Elimination System (UPDES) to discharge storm water from its city boundaries to the waters of the United States under the Clean Water Act as amended by the Federal Water Pollution Control Act. Under the municipal separate storm sewer system (MS4) permit UTR090000, American Fork City is required to prepare, implement, and continue implementing a storm water management program (SWMP) with the goal of reducing storm water pollutants from the MS4 community with special emphasis on phosphorus and nitrogen. Under the MS4 Permit, the SWMP focuses on six minimum control measures (MCMs):

1. Public Education and Outreach on Storm Water Impacts,
2. Public Participation,
3. Illicit Discharge Detection and Elimination (IDDE),
4. Construction Site Storm Water Runoff Control,

Long-Term Storm Water Management in New Development and Redevelopment (Post-Construction

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~~5.~~ Storm Water Management~~), and~~ Plan Overview

Last Reviewed: 2025

PURPOSE

This document presents the City of American Fork's Storm Water Management Plan (SWMP). The City of American Fork originally applied for coverage in 2003 and was granted permit number UTR090015. This management plan is a revision meant to satisfy the requirements of the State for the period of 2026-2031. The plan has been updated to limit the discharge of pollutants to the City of American Fork's Storm Water System. This Plan was prepared to guide the City in planning, funding, and implementing a comprehensive program for addressing current and future regulatory and policy requirements for managing storm water runoff

The purpose of the Storm Water Management Plan is to comprehensively address the many different, but related regulations, plans, programs, and policies that affect urban storm water runoff The goal of the SWMP is to provide the City of American Fork the basis for establishing effective rules, regulations, and guidelines that will reduce the potential for storm water damage to the environment, to the citizens of American Fork, to public and private property, and to protect human, animal, and aquatic life.

Storm water regulations developed by the Utah Division of Water Quality require the operator of a regulated MS4 community to develop a program that:

- Prevents or reduces the amount of storm water pollution generated by municipal operations and conveyed into receiving waters by identifying and implementing appropriate control measures and setting measurable goals.
- Train employees on how to incorporate pollution prevention and good housekeeping techniques into municipal operations.

SWMP COORDINATION

Agency- City of American Fork, Public Works Department

Contact: Sam Kelly, Public Works Director

UPDES Number UTR090015

Staffing and Recourse Allocations

Responsibility for implementation of the storm water management program is divided between different groups and organizations within the City of American Fork. The group responsible for each task is stated in each section of this document.

Permit Requirement 2.3.2.2 MS4 Location Description and Map

The City of American Fork has a population of approximately 41,881 and encompasses approximately 9.20 square miles. American Fork is in northern Utah County, Utah. It's part of the Provo-Orem Metropolitan Area and lies approximately 30 miles south of Salt Lake City. The city is nestled between the Wasatch Range to the east and Utah Lake to the west

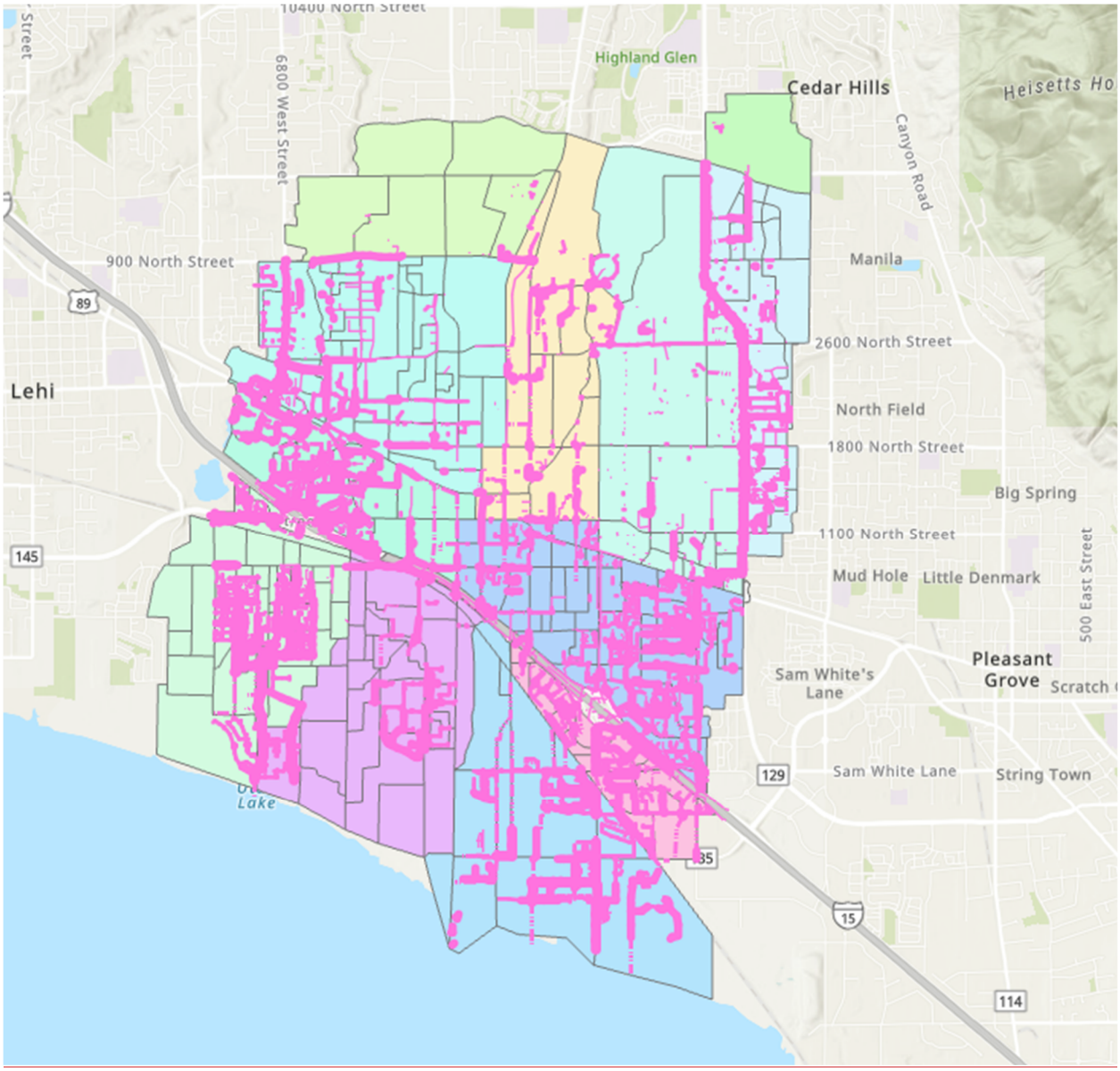


Figure 1-1: Map of American Fork's location

Permit Requirement 2.3.2.3 Water Quality Concerns

The City operates and maintains a municipal storm water system that consists of numerus sumps (Class V injection wells), several miles of pipe, and several detention basins. With these assets, the City has some unique challenges as it addresses its storm drainage system. Most of the City is located on Loamy, Clayey and Sandy soils that comprise American Fork City. The City has taken advantage of the highly permeable soils for management of storm drainage and relies heavily upon sumps for storm drainage disposal.

There are currently more than 1,281 sumps within the City, of which 350 are located on public property. Runoff is directed into these sumps, which discharge directly to the underlying soils. Even though the use of sumps is an acceptable method for runoff disposal, untreated storm drainage runoff

can eventually reach the underlying groundwater aquifers, which supplies the culinary water to the

City and a number of other communities in Northern Utah County.

~~Storm Water Management~~

Concern about the impact of sumps on groundwater quality, long-term maintenance of sumps, and areas with existing storm drainage problems has motivated the City to evaluate current storm drainage practices and to improve the storm water management plan for the City.

STORM WATER POLLUTANT SOURCES AND ENVIRONMENTAL IMPACTS

The table below outlines the most common potential pollutants that any MS4 could generate. These pollutants can harm human health, degrade water quality, damage aquatic habitat, and seriously impair ecosystem functions.

Pollutant Common Source Impacts on Water Quality

Sediment Construction sites, vehicle/boat washing, agricultural sites

Sediment is a common component of storm water. Sediment can be detrimental to aquatic habitat for fish and plants; it can facilitate transportation of attached oils, nutrients and other chemical contamination; and it can increase flooding.

Sediment can transport other pollutants that are attached to it including nutrients, trace metals, and hydrocarbons. Sediment is the primary component of total suspended solids (TSS), a common water quality analytical parameter.

Nutrients (Phosphorus, Nitrogen Potassium, Ammonia)

Fertilizers from agricultural operations, lawns and gardens, livestock and pet waste, decaying grass and leaves, sewer overflows and leaks

Nutrients are often found in storm water. These nutrients can result in excessive or accelerated growth of harmful algal blooms, reduced oxygen in the water, changes in water chemistry, and pH. In addition, un-ionized ammonia (one of the nitrogen forms) can be toxic to fish.

Hydrocarbons (Petroleum Products, Benzene, Toluene, Ethyl

benzene, Xylene)

Vehicle and equipment fluid leaks, engine emissions, pesticides, equipment cleaning, leaking fuel storage containers, fuel spills, parking lot runoff

Oil and grease include a wide array of hydrocarbon compounds, some of which are toxic to aquatic organisms at low concentrations. Some of these pollutants are toxic to humans and wildlife at very low levels.

Heavy Metals Vehicle brake and equipment wear, engine emissions, parking lot runoff, batteries, paint and wood preservatives, fuels and fuel additives, pesticides, cleaning agents

Metals including lead, zinc, cadmium, copper, chromium, and nickel are commonly found in storm water. Metals are of concern, as they are toxic to aquatic organisms, can bioaccumulate, and have the potential to contaminate drinking water supplies.

Toxic Chemicals	Pesticides, herbicides, dioxins,	Pesticides have been repeatedly detected in storm water at
(Chlorides)	PCBs, industrial chemical	toxic levels, even when pesticides have been applied in

spills and leaks, accordance with label instructions. As pesticide use has

Deicers and solvents increased, so too have concerns about the adverse effect of pesticides on the environment and human health.

Debris/Litter/	Improper solid waste storage	Typically resulting from an urban environment, industrial sites
Trash	and disposal, abandoned equipment, human negligence	and construction sites, trash and floatable's create an aesthetic eye sore in waterways. Risk of toxicity from product decay. Risk of aquatic animal entrapment or ingestion and death.

Pathogens	Livestock, human, and pet waste		Bacteria and viruses are common contaminants of storm water.
(Bacteria)	Sewer overflows leaks, septic systems		There are human health risks due to disease and the pathogens can be toxic to aquatic life.

The following table lists some lesser-known pollutants that can be found in most urban storm water runoff, yet are harmful to the environment.

Pollutant Risk to the Environment Source

Chlorine Skin and eye irritant, respiratory Used as an additive to water to control microbes. Used risk in swimming pools, drinking water disinfection, etc.

To reduce these pollutants the following six minimum control measures are used: (1) public education and outreach, (2) public participation and involvement, (3) illicit discharge detection and elimination, (4) construction site runoff control, (5) long-term storm water management in new development and redevelopment (post-construction storm water management), and (6) pollution prevention and good housekeeping. Implementation of these 6 control measures is presented in subsequent chapters and includes Standard Operating Procedures (SOPs) and Best Management Practices (BMPs). The SOPs and BMPs are intended to meet the current needs of the City and will be changed as needed.

Permit Requirement 2.3.2.5 Modifications to City Ordinance

The City of American Fork tracks changes to the City's ordinance. The date of the enactment of each ordinance along with dates associated with amendments to each ordinance can be found in the City's code.

Permit Requirement 3.1.1.1-3.1.1.2 does the City Discharge to a 303(d) Waterbody?

Under Section 3.1 of the Small MS4 General UPDES Permit, Permit Number UTR090000, it states, "Permittees must determine whether storm water discharge from any part of the MS4 contributes to a 303(d) listed waterbody."

The City of American Fork currently discharges into three water bodies that are listed in the Utah 303(d) list.

- Utah Lake is listed as impaired for E. coli, Total Dissolved Solids (TDS), Total Phosphorus, and PCB in fish tissue. The status associated with these pollutants are low to medium. A draft TMDL was published in 2007. However, the TMDL has not been adopted. Once adopted, the City will implement regulations necessary to be in compliance with these standards.
- American Fork River contributes as a diversion at the mouth of American Fork Canyon. American fork currently is not currently a listed impaired waterway that contributed to Utah Lake. The river, however, diverts off into other rivers such as Spring Creek and the creek that connects into Mill Pond.
- Spring Creek is a listed TMDL impaired 303d list. This creek is attached to both American Fork City and the City of Lehi, where it runs off into the Utah Lake. The creek carries listed contaminants such as dissolved oxygen, E. coli and temperature.

Permit Requirement 3.2.1 Nitrogen and Phosphorus Reduction

~~Storm Water Management~~

Developers must design BMPs to treat storm water with a goal of reducing pollutants in the receiving water bodies. BMPs must address the removal of nitrogen and phosphorus. Proposed BMPs will be evaluated by City staff to verify selected BMPs are addressing targeted pollutant removal.

American Fork Storm Water Management Plan Measurable Goals Matrix

Year Executed: 2023

Last Reviewed: 2026

Permit Part 4.1.3.1. The measurable goals for each of the BMPs shall include, as appropriate, the months and years in which the permittee will undertake required actions, including interim milestones and the frequency of the actions.

Description: The City of American Fork Storm Water Program BMPs are fully implemented and operating according to the language found in our Storm Water Management Plan (SWMP). The following list contains the goals and frequency of evaluation in order to ensure effectivity.

Goal: Frequency of Evaluation:

City Ordinance Evaluation	Every time the permit is renewed or changed
Review of MCM 1 and 2 and all measurable goals, practices, procedures, and forms within those sections	Annually: from January 1 – March 1
Review of MCM 3 and 4 and all measurable goals, practices, procedures, and forms within those sections	Annually: from March 1 – May 1
Review of MCM 5 and 6 and all measurable goals, practices, procedures, and forms within those sections	Annually: from May 1 – August 1
Review of the appendices and all measurable goals, practices, procedures, and forms within them	Annually: from August 1 – September 1
Annual Stormwater Program Report	Annually: from Send to State by October 1st
Inspect Priority IDDE Areas	Monthly: inspections recorded monthly
Gather and File ALL inspection Reports	Annually: collected by September 1st
Complete City Employee Stormwater Training	Annually: October- November

MCM 1: Public Education and Outreach on Storm Water Impacts

The permit requirements for Public Education and Outreach on Storm Water Impacts can be found in Section 4.2.1 of the permit. This section also incorporates tasks intended to meet the Nutrient Reduction Section of the permit found in Section 3.2. A copy of the General Permit for Discharges from Small MS4s can be found at DWQ's Website. The permit outlines in general the following requirements:

1. The MS4 must promote behavior change of the public to reduce water quality impacts associated with pollutants in storm water runoff and illicit discharges. This is a multimedia approach targeted to specific audiences. The four audiences are: (1) residents, (2) institutions, industrial and commercial facilities, (3) developers and contractors (construction), and (4) MS4-owned or operated facilities. (4.2.1)
2. Target pollutants and pollutant sources and their potential impacts relating to storm water quality. (4.2.1.1)
3. Provide and document information given to the four focus audiences.
4. Provide documentation or rationale as to why particular programs were chosen for its public education and outreach program.

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section:

PE0-1: Education and Outreach for General Public

PEO-2 Education and Outreach for Institutions, and Commercial Facilities

PE0-3: Education and Outreach for Engineers, Construction Contractors, Developers, Development Review Staff and Land Use Planners

PE0-4: Education and Outreach for City Employees

PEO-1: Education and Outreach for General Public

Year Originally Executed: 2003

Last Reviewed: 2025

Reference Regulation: 3.3; 4.2.1; 4.2.1.1; 4.2.1.2; 4.2.1.7; 4.2.1.8; 4.2.3.6; 4.2.3.7; 4.2.3.8

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: General Public

Description: The City uses several outlets to reach the general public. Among these are:

- Utah Water Watch Webpage: This informational webpage features articles that are generally targeted at residents living in Utah. New articles as well as past publications are available online as well as a link provided in resident's paperless utility bill email notification. Additionally, it is publicized on the City's social media pages.
- Information Booths at Community Events: The City has participated in several community events and plans to do so in the future. Most notably, the city has set up a booth at its annual American Fork Steel Days. Booths at these events will include two models.
- Social Media: The City often uses Facebook and Instagram to maintain a presence in social media. We use these outlets to publicize Utah County's household hazardous waste collection days and publish a post once a month related to storm water pollution prevention aimed at City residents.
- Utah County Storm Water Coalition (UCSC) School Education Program: During

2006-2007, UCSC hired an instructor who has taken on the load of doing classroom presentations. As a participating member of the Coalition, we use this resource to educate students in our city. The City supports this effort by providing financial support and oversight in the form of membership of the Coalition's Education Subcommittee.

- Storm Water Hotline: This telephone number (801-763-3060) is publicized on our website's reporting and emergency contact sheet. This resource is used as an opportunity to educate both those that report problems and those that are investigated because of reports. Further details can be found in MCM 3.
- Documented Notice: When residents/businesses are reported as having engaged in behaviors that are potentially harmful to water quality, staff use informational notices to inform residents/businesses of the issue and the solution to the issue. These can lead to actions under the IDDE program if not addressed.

These outlets are selected to reach a large number of people with messages that are meant to educate and inform the public about the potential for detrimental impacts of contaminated storm water discharges into public waters.

Purpose and Benefit: These outlets allow for discussion of many common activities that affect the amount of target pollutants potentially contaminating storm water throughout the city. These common activities include at a minimum:

- maintenance of septic systems
- outdoor activities such as lawn care including use of pesticides, herbicides, and fertilizers (spring of each year)
- on-site infiltration of storm water
- automotive repairs
- proper car-washing
- proper disposal of swimming pool water (summer of each year)
- proper management of pet waste
- building and equipment maintenance
- use of salt and de-icing materials (fall of each year)
- proper storage of materials

- proper solid waste management (dumpsters)
- Stockpile management, especially as it relates to landscaping activities (spring of each year)
- Emphasis will be given to the hazards of illicit discharges (in April to coincide with County collection day)

Measure of Success: The city tracks emails and social media interactions received related to topics discussed in outreach efforts.

This task will be evaluated annually according to the Storm Water Management Plan to ensure that messages are focused and effective for the general public. It will also be reviewed to see how well it is helping to achieve behavioral changes that lead to better water quality.

Responsible Staff: Storm Water Program Manager

Funding: Storm Water Utility

Standard Operating Procedures: none

Supporting Documents:

The log of General Public Outreach Efforts is available upon request

Public media postings can be found at the City's Instagram,

PEO-2: Education and Outreach for Institutions, Commercial Facilities

Year Originally Executed: 2003

Last Reviewed: 2025

Reference Regulation: 3.3; 4.2.1; 4.2.1.1; 4.2.1.3; 4.2.1.7; 4.2.1.8; 4.2.3.6; 4.2.3.7

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: Institutions, and Commercial Facilities

Description: The City uses three main activities to promote awareness of water quality issues related to storm water.

Online and Printed Media: The City will produce a series of social media post relating to specific activities that are deemed to have significant potential for harmful effects to storm water quality. These articles will be accessible on the city media pages. Additionally, the city plans to hand out printed media with relevant storm water education directed at specific industries when a business license is granted.

The following topics will be reviewed for inclusion in publications and presentations to commercials. This list is not all-inclusive:

- Proper lawn maintenance including proper use of pesticides, herbicides and fertilizer

(spring of each year)

- Benefits of appropriate on-site infiltration of storm water
- Building and equipment maintenance including proper management of wastewater
- Proper use and maintenance of grease traps
- Use and storage of salt or other deicing materials (fall of each year)
- Proper storage of materials to emphasize pollution prevention
- Proper management of waste materials and dumpsters
- Proper management of parking lot surfaces
- Proper reporting of spills
- Proper record-keeping of incidents
- Emphasis will be given to the hazards of illicit discharges
- Provide/Promote services for collection of household hazardous waste (April of each year to coincide with County collection day)

Social Media: The City will use social media outlets such as Instagram to interact with Institutions, and Commercial Facilities and encourage protection of storm water quality

Industrial Facility Inspections: The city will help monitor those businesses that are subject to the state Multi-Sector General Permits. If a facility appears to be out of compliance with the permit the business owner and state will be notified.

Purpose and Benefit: Institutions and Industrial and Commercial Facilities often have a higher potential risk to water quality because of the chemicals used and stored on-site as well as manufacturing activities that can come in contact with storm water. Reminding business owners and institutional operators about storm water is critical, as it may be low on their list of priorities.

Measure of Success: This task will be evaluated annually according to the Storm Water

Management Plan to ensure that messages are focused and effective

for the Institutions, Industrial and Commercial Facilities. It will also be reviewed to see how well it is helping to achieve behavioral changes.

Responsible Staff: Storm Water Program Manager

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

Business Owner Resources

New business storm water education printed media available upon request.

PEO-3: Education and Outreach for Engineers, Construction Contractors, Developers, Development Review Staff and Land Use Planners

Year Originally Executed: 2003

Last Reviewed: 2026

Reference Regulation: 3.2.1.3; 4.2.1; 4.2.1.1; 4.2.1.4; 4.2.1.6; 4.2.1.7

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: Engineers, Construction Contractors, Developers, Development Review Staff and

Land Use Planners

Description: The city holds training in pre cons for developers, contractors and homebuilders covering topics like the specifics of developing Storm Water Pollution Prevention Plans (SWPPPs) for construction as well as BMPs relating to the importance of clean storm water and the effects of pollution. Information about the principles of Low Impact Development as well as the development of SWPPPs will be distributed. The Utah County Storm Water Coalition provides most aspects of this function.

Online Education: The city has posted an education on storm water on the storm water page of the city website. Additionally, the city plans to provide online training and information packets available throughout the year that support the goals of the city in storm water design, LID practices, BMP implementation, and SWPPP compliance.

Purpose and Benefit: Annual training keeps engineers, construction contractors, and developers up to date on critical issues associated with storm water quality. Providing more education specific to American Fork's storm water standards will increase efficiency for all parties involved in the development or redevelopment process.

Measure of Success: Report on attendance at training. Analyze infractions to see if there is a lessening of issues.

This task will be evaluated annually to ensure that messages are focused and effective for the Engineers, Construction Contractors, Developers, Development Review Staff and Land Use Planners. It will also be reviewed to see how well it is helping to achieve behavioral changes that lead to better water quality.

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

Training Attendance Logs (Available upon request)

Education and training packets are available online or by request.

PEO-4: Education and Outreach for City Employees

Year Originally Executed: 2001

Last Reviewed: February 9, 2023

Reference Regulation: 3.2.1.3; 4.2.1; 4.2.1.1; 4.2.1.5; 4.2.1.6; 4.2.1.7; 4.2.1.8; 4.2.3.6; 4.2.3.7. 4.2.3.8; 4.2.3.11; 4.2.4.5

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: City Employees

Description: The city trains its employees in storm water quality. Employees receive different training based on their contact or potential contact with issues that may affect water quality. Here is a summary of City Employees and the topics they receive training on:

All Employees:

- Recognizing and reporting IDDE situations

Public Works:

- Public Works Facilities SWPPP
- Proper Landscape Maintenance
- Proper Storage, Transport, and Disposal of Chemicals
- Spill and Dumping Response Procedures
- Proper Concrete Disposal
- Proper Snow Removal and Deicing SOPs
- Cleaning, Washing, Painting and Maintenance Activity SOPs
- Vehicle and Equipment Maintenance and Storage SOP

Fleet:

- Fleet Operations SOP

Traffic:

- Street Marking SOPs

Water:

- Sediment and Erosion Control

Water Reclamation:

- Training is dictated by separate UPDES permit

Parks:

- City Parks and Open Space SOP
- Fertilizer, Pesticide, and Herbicide Application and Storage SOP

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- Sediment and Erosion Control, Material Storage SOP
- Pet Waste SOP
- Festival and Event Cleanup

~~Storm Water Management~~

Streets:

- Street and Road Maintenance and Repair SOP
- Proper Maintenance of Parking Lot Surfaces
- Festival and Event Cleanup

Storm Water:

- Benefits of On-Site Infiltration
- Catch Basin Cleaning and Maintenance SOP
- Detention Cleaning and Maintenance SOP
- Green Infrastructure Practices
- Collection and Conveyance System SOP
- Video Inspection SOP
- Low Impact Development (LID) Practices
- Construction Site Inspection Procedures
- SWPPP Review
- Site Plan Review including preferred BMPs
- Enforcement Procedures
- Long-Term Storm Water Management Through the Use of Structural Non-Structural Control Methods
- Post Construction Review SOP
- Inspection, Cleaning and Repair of MS4 and Associated BMPs
- Street Sweeping Dewatering and Disposal

Development Services:

- Benefits of On-Site Infiltration
- Low Impact Development (LID) Practices
- Green Infrastructure Practices
- Construction Site Inspections
- SWPPP Review
- Site Plan Review
- Post Construction Review
- Long-Term Storm Water Management Through the Use of Structural and Non-Structural Control Methods

Fire:

- Training SOPs
- Spill and Dumping Response Procedures

Storm water staff are trained upon hire and before commencing duties. All this training is repeated at least annually. Employees are required to participate in this training or similar training. It will be supplemented for those that have a change of duties relating to storm water related tasks.

Purpose and Benefit: Training is the key to an even approach to storm water management. It helps keep everyone on the same page and provides awareness of issues that may not be at the top of the priority list.

~~Storm Water Management~~

Measure of Success: Track attendance at training. Training is accomplished in the early part of the year as specified in the Storm Water Management Plan .

Responsible Staff: Storm Water Section Manager and Storm Water Program Managers

Funding: Storm Water Utility, Utah County Storm Water Coalition

Standard Operating Procedures: None

Supporting Documents:

Training Program Matrix (Available upon request) Attendance Logs (Available upon request)

Training Outlines and Presentation Materials (Available upon request)

MCM 2: Public Involvement/Participation Program

The permit requirements for Public Participation and Involvement on Storm Water Impacts can be found in Section 4.2.2-4.2.2.3 of the permit. A copy of the General Permit for Discharges from Small MS4s can be found on DWO's Website. The permit outlines in general the following requirements. General Permit for Discharges from Small MS4s-UTR090000

1. Comply with applicable State, and local public notice requirements to involve interested groups and stakeholders for their input on the SWMP.
2. Make available to the public a current version of the SWMP document for review and input for the life of the permit. This should be posted on the City's website.

The City has identified the following target pollutants to be addressed by this Minimum Control Measure: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section:

PIP-1: Public Review of this Storm Water Management Plan

PIP-2: Volunteer Opportunity

PIP-_3: Neighbor Committee Involvement

PIP-4: Public Notifications

PIP-5: Public Works Advisory Commission

PIP-1: Public Review of this Storm Water Management Plan

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.2.1, 4.2.2.2, 4.2.2.3

Audiences: General Public

Description:

American Fork City developed and implemented its Storm Water Management Program (SWMP in response to the Phase II Small Municipal Separate Storm Sewer System (MS4) requirements under the Utah Pollutant Discharge Elimination System (UPDES) program administered by the Utah Department of Environmental Quality, Division of Water Quality (DWQ).

The City adopted its initial SWMP in 2003 to comply with the original Phase II MS4 permit requirements. Public involvement and transparency were incorporated into the program through City Council proceedings, public notice processes, and public availability of stormwater-related ordinances and program documents.

American Fork City established a Storm Water Utility to provide funding and administrative oversight for stormwater infrastructure, maintenance, and regulatory compliance. Ordinances establishing stormwater authority, utility fees, and enforcement mechanisms were adopted through the City Council following public meetings conducted in accordance with Utah open meeting laws.

The SWMP has undergone periodic review and updates to align with revised MS4 permit requirements issued by the State of Utah, including significant updates associated with permit renewals in 2010, 2016, 2021 and 2026. These updates were reviewed internally by City staff and adopted through established municipal processes.

A current version of the SWMP is made available to the public through the American Fork City website. Updated versions are posted as revisions occur during the permit term. Public notice regarding significant program updates is provided through the City's website and other standard public communication channels.

Purpose and Benefit: Public involvement strengthens the effectiveness of the Storm Water Management Program by promoting transparency, accountability, and community awareness. Allowing public access to the SWMP and providing opportunities for feedback supports informed participation and helps ensure the program reflects community concerns and regulatory expectations.

Measure of Success:

Number of stormwater-related phone calls, emails, and online service requests received

Public comments submitted through City communication platforms

Public engagement related to stormwater topics at City Council meetings

Responsible Staff: Storm Water Manager and American Fork City Public Works Department

Funding: Storm Water Utility

Standard Operating Procedures: none

Supporting Documents:

City of American Fork Stormwater Management Plan

PIP-2: Volunteer Opportunity

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.2

Audiences: General Public

Description: American Fork City provides opportunities for public and employee participation in activities that support stormwater quality and environmental stewardship. These opportunities have historically included community clean-up events, creeks, parks, cemetery and participation in regional or state-led cleanup initiatives occurring within City boundaries.

Cleanup activities are conducted periodically and may involve City employees, volunteers, youth groups, civic organizations, and members of the general public. Activities focus on removing trash and debris from areas that have the potential to impact the City's storm drain system and receiving water, including streets, gutters, open channels, detention facilities, and natural waterways.

City staff coordinate, support, or participate in cleanup efforts as appropriate. When feasible, cleanup events are advertised through City communication channels or coordinated with partner organizations. These activities complement the City's routine stormwater maintenance and pollution prevention efforts.

Purpose and Benefit: This activity allows the public to be involved and increases awareness of storm water issues.

Measure of Success: Participation

Responsible Staff: American Fork City HR

~~6.~~ **Funding:** Storm Water Utility~~Pollution Prevention and Good Housekeeping for Municipal Operations.~~

~~Within each MCM, best management practices (BMPs) and standard operating procedures (SOPs) have been developed to meet the MCMs included in the permit over the last several years and updated for the 2021 submittal. For this submittal, the target audience, target pollutants, justification for selection of the BMP, expected results, responsible parties for implementing the BMP, schedule for implementation, measurable goals, and expected budgets to implement the BMPs have been provided.~~

~~Under the permit, compliance is mandatory for the American Fork City. The permit requires the City to provide the manpower, funding, and equipment necessary (resources) (UTR090000 Section 4.1.2.2). Non-compliance with the permit includes the following possible penalties:~~

- ~~Revocation of the permit and ability to discharge storm water without fines to the MS4.~~
- ~~Agency fines on a per infraction/per day event.~~
- ~~Individuals who violate permit implementing provisions are subject to fines not to exceed $10,000 per day of such violation. (UTR090000 Section 6.2)~~
- ~~Any person willfully or negligently violating permit conditions or the Utah Water Quality Act, is subject to fines not to exceed $25,000 per day of violation. Any person convicted under UCA 19-5-115(2) a second time shall be punished by a fine not exceeding $50,000 per day (UTR090000 Section 6.2).~~

1.0 INTRODUCTION

American Fork City has prepared this Storm Water Management Program (SWMP) plan as required by UTR090000 published by the Utah Division of Water Quality (DWQ), Department of Environmental Quality. This permit was issued to municipal separate storm sewer system (MS4) cities as required by the Utah Water Quality Act, Title 19, Chapter 5 of the Utah Code Annotated as amended and the rules and regulations made pursuant to those statutes. This SWMP is also compliant with the requirements of the Federal Water Pollution Control Act (33 U.S.C. §§ 1251 et. Seq. as amended to date).

American Fork City is located in Utah County. The City is a Phase 2 community with a current population of approximately 35,000. It is part of the Greater Provo-Orem Metropolitan area neighboring Lehi, Highland, Cedar Hills, Pleasant Grove, and Lindon, with Utah Lake to the south. With the city population growing by over 30% since the 2010 census and averaging over 3% annually, development of residential, industrial, and commercial property continues rapidly, particularly South of I-15. As development continues, storm water issues are becoming more relevant. Increased development by default reduces the area for rainfall and snowmelt to infiltrate into the soils by replacing those areas with impervious surfaces (surfaces that don't absorb or infiltrate water) like roofs, concrete, and asphalt. This causes an increase in the amount of surface runoff that American Fork City must manage.

This increased runoff causes a potential increase of contaminants that may be collected and carried away by the runoff. The dense vegetation typically associated with agricultural land—particularly the grass hay, pastures, and alfalfa fields—act as natural filters to remove sediments and pollutants from the storm water runoff. As these agricultural lands are replaced with asphalt, concrete, roof tops, and landscaping, many of these natural treatment capabilities have historically been replaced with direct discharge pipes leading to ditches, rivers, streams, wetlands, and Utah Lake.

In 2020, American Fork City, in conjunction with Franson Civil Engineers, prepared a detailed Storm Water Master Plan to address the flooding and water quality issues throughout the city. The Master Plan also serves to develop a capital improvement plan to address the impacts of future development and redevelopment (MCM #5) as well as improvements and modifications to city-owned infrastructure (MCM #6).

American Fork City has updated and amended its SWMP based on the results of the Storm Water Master Plan, an audit previously completed by the Utah DWQ, and a detailed review by American Fork City staff of areas where the greatest benefits to the city can be achieved while meeting the requirements of UTR090000. This document has been organized to facilitate this effort and follows the numbering of the permit.

2.0 Storm Water Management Program Requirements

2.1. New Applicant [N/A]

This section is not applicable [N/A].

2.2. Notice of Intent [N/A]

This section is not applicable; American Fork City submitted a notice of intent (NOI) at least 180 days prior to the expiration date of the previous Permit.

2.3. Storm Water Management Program Plan Description for Renewal Permittees

This SWMP consists of the following information:

- American Fork City's MS4 Permit Number is UTR090015.
- American Fork City is located in northern Utah County, at the north end of Utah Lake being bisected by the American Fork River, and is surrounded by the cities of Lehi, Highland, Cedar Hills, Pleasant Grove, and Lindon. Major roads include I-15, State Street (US-89), State Route 145, and State Route 74. Figure 2-1 shows the location of American Fork City in relation to neighboring cities, as well the major roads and significant rivers, drains, or sloughs.
- American Fork City's storm water management program organization chart is shown in Figure 2-2.
- Information about impaired waters (as defined by Utah DWQ) and the requirements under consideration for Utah Lake.
- Specific efforts for the reduction of nitrogen and phosphorus.
- A summary of the target pollutants identified in the City's system.
- A status summary of the compliance with each MCM and a compilation of best management practices (BMPs) based on the requirements of UTR090000 in each of the six MCMs.
- An annual implementation and maintenance budget estimate for each BMP for each calendar year of the permit, 2022-2026, recognizing that permit years and City fiscal years are not concurrent.

In addition to these primary documents, American Fork City has prepared several appendices to provide additional information and copies of all forms, checklists, standard operating procedures (SOPs), and other required information necessary for the implementation of all MCMs associated with this SWMP and UTR090000 compliance. These appendices include:

- **Appendix A –** Governing Permits: UPDES General Permit for Storm Water Discharges from Construction Activities No. UTRC00000 (July 2020) and UPDES General Permit for Discharges from Small MS4s No. UTR090000 (May 2021)
- **Appendix B –** City Ordinances: The most recent set of codified ordinances that govern American Fork City along with dates of adoption can be found at https://americanfork.municipalcodeonline.com/

~~Storm Water Management~~

Standard Operating Procedures: none

Supporting Documents: Volunteer photos (Available upon request)

PIP-3: Neighborhood Committee Involvement

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.2

Audiences: General Public

Description: American Fork City engages neighborhood groups, residents, and community stakeholders in stormwater-related issues through direct communication, City Council engagement, and community outreach activities.

Stormwater staff are available to coordinate with residents, homeowner associations, community groups, and neighborhood representatives to provide education regarding stormwater pollution prevention, including the importance of keeping gutters and storm drains clear, reporting illicit discharges or illegal dumping, and proper disposal of household hazardous waste.

Community input related to stormwater concerns is also received through City Council meetings, service requests, complaints, and direct communication with City staff. When appropriate, stormwater-related topics are addressed during public works outreach, or in response to localized concerns.

Purpose and Benefit: This activity allows the public to be involved and increases awareness of storm water issues.

Measure of Success:

Number of stormwater-related neighborhood inquiries or requests

Stormwater-related issues addressed through resident outreach or City Council processes

Responsible Staff: Storm Water Manager and Public Works Department Staff

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

Records of Storm Water related public inquiries or service requests.

City council meeting agendas and minutes (when stormwater topics are addressed)

Outreach or education materials provided to the public when applicable

PIP-4: Public Notifications

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.2; 4.2.2.1; 4.2.2.2; 4.2.2.3

Audiences: General Public

Description: The City follows all local public notice requirements.

Purpose and Benefit: This activity allows the public to be involved and increases awareness of storm water issues.

Measure of Success: Public notices are kept according to the Public Notice Policy and can be found on the Utah Public Notice website. American Fork Public Notice

Responsible Staff: Storm Water Program Manager and City Recorder

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents: Public Notice Policy

PIP-5: Public Works Advisory Commission

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.2

Audiences: General Public, Institutional, Commercial Representatives

Description l American Fork City provides opportunities for public involvement in stormwater and Public Works–related issues through established municipal processes, including City Council meetings, Planning Commission meetings, and other publicly noticed boards and commissions.

Stormwater-related topics, including stormwater utility funding, capital improvement projects, drainage concerns, development-related stormwater requirements, and ordinance updates, may be presented for public review and comment during City Council or Planning Commission meetings, as applicable. These meetings are conducted in accordance with Utah's Open and Public Meetings Act and provide formal opportunities for public participation.

Public involvement is further supported through direct communication with the Public Works Department, public notices, and the availability of stormwater-related information on the City's website. Meeting agendas and minutes are maintained and made publicly accessible through the City's Agenda Center.

Purpose and Benefit: This activity provides an avenue for public and stakeholders input on stormwater and Public Works issues through existing, transparent City processes. Public participation supports informed decision-making and increases awareness of stormwater management responsibilities and infrastructure needs.

Measure of Success: Minutes of meetings where storm water issues are discussed.

Responsible Staff: Public Works Director, Assistant Public Works Director, and City Recorder

Funding: Public Works Department Standard Operating Procedures: None Supporting Documents:

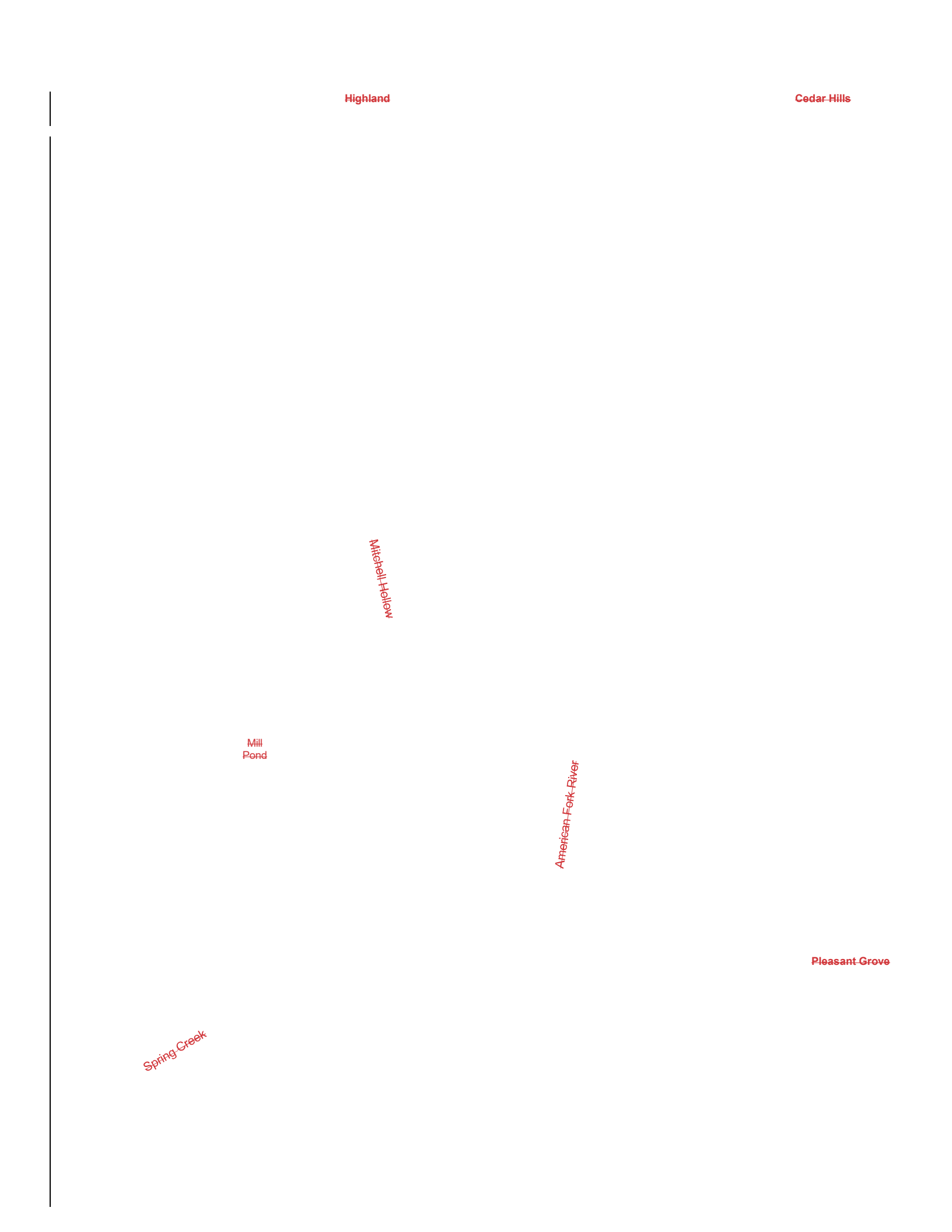
Agendas and minutes of meetings, with Storm Water Discussions, can be found on Utah

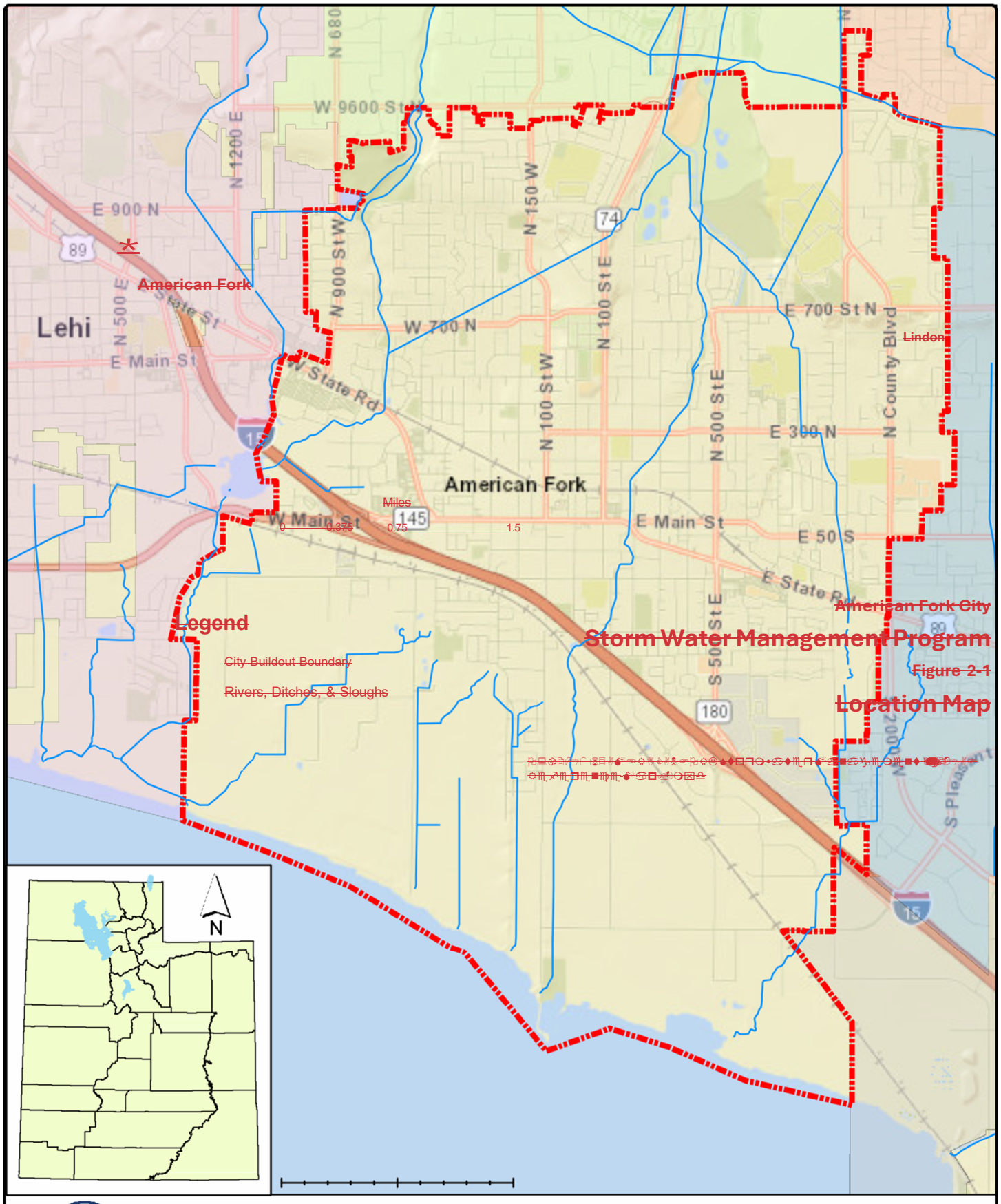
Public Notice Website.

- MCM 3: Illicit Discharge Appendix C – Contractor's Package: Information provided to contractors, developers, and residents regarding:
  - Design standards and specifications
  - Low impact development (LID) practices and requirements
  - Design and Storm Water Pollution Prevention Plan (SWPPP) review/preparation checklists.
  - Construction and post-construction BMP fact sheets
  - Construction inspection forms
  - Maintenance agreements for post-construction BMPs
- **Appendix D** – City Staff Package: Information provided to each department of the City to implement the SWMP requirements including:
  - Identification of all city-owned or operated facilities
  - SOPs to protect storm water quality
  - BMP fact sheets
  - Design checklists for City projects
  - SWPPP preparation/review checklists for City projects
  - Facility inspection forms
  - Construction inspection forms
  - Evaluation of city facilities and identification of high priority facilities
  - Floor drain maps
- **Appendix E** – Illicit Discharge Package: Information required for city staff to implement the IDDE program and to respond to an illegal or illicit discharge including:
  - Flow charts of response and responsibility with SOP references with emergency contacts
  - SOPs
  - BMP fact sheets and references to the appropriate manuals and guides
  - Checklists and inspection forms
  - Maps of the outfalls to the waters of the U.S.
  - High priority areas
- **Appendix F** – Documentation of Implementation: Copies of implementation for all MCM and permit requirements including:
  - Copies of completed inspection forms

- Enforcement actions
- Training schedule and logs
- Maintenance records
- Annual reports
- Budgets
- Justifications for changes

- **Appendix G** – Maps: GIS maps of American Fork City's utilities including the storm water system can be found online at https://afgis.maps.arcgis.com/home/index.html


Highland
Cedar Hills
Mitchell Hollow
Mill Pond
American Fork River
Pleasant Grove
Spring Creek

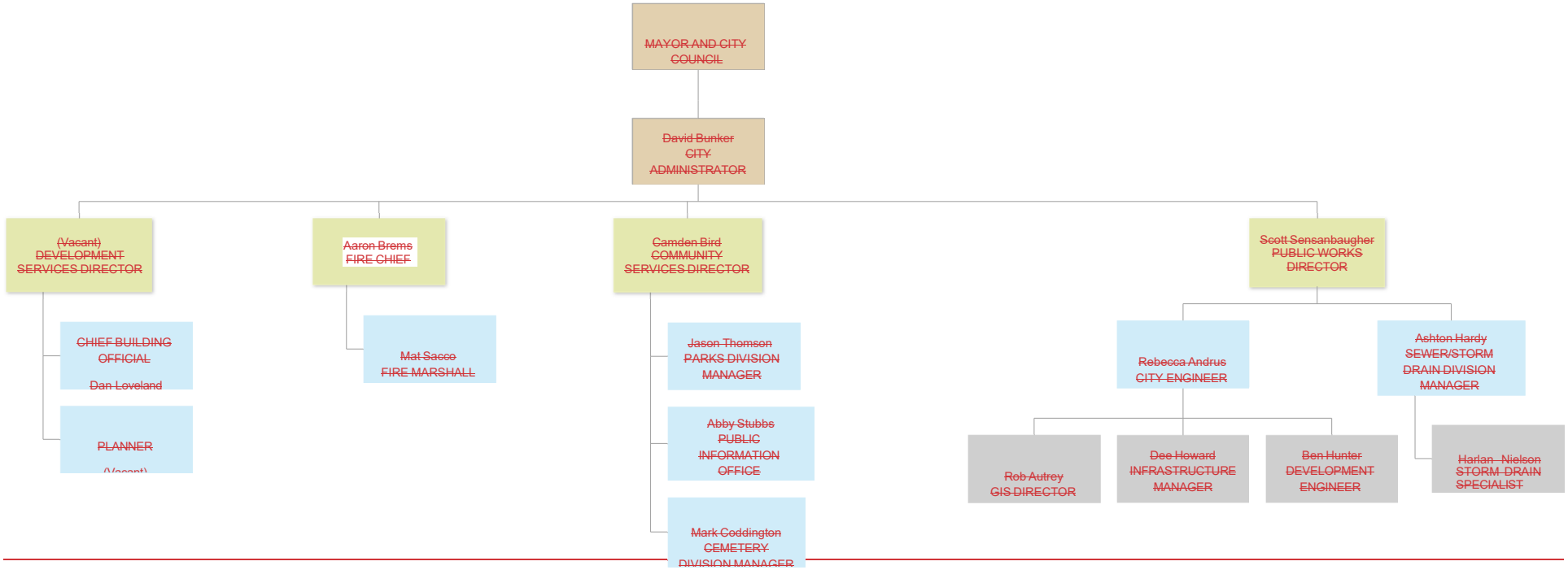


American Fork City

Storm Water Management Program

Figure 2-1

Location Map


MAYOR AND CITY COUNCIL
David Bunker CITY ADMINISTRATOR
(Vacant) DEVELOPMENT SERVICES DIRECTOR
CHIEF BUILDING OFFICIAL
Dan Loveland
PLANNER
(Vacant)
Aaron Brems FIRE CHIEF
Mat Sacco FIRE MARSHALL
Camden Bird COMMUNITY SERVICES DIRECTOR
Jason Thomson PARKS DIVISION MANAGER
Abby Stubbs PUBLIC INFORMATION OFFICE
Mark Coddington CEMETERY DIVISION MANAGER
Scott Sensanbaugher PUBLIC WORKS DIRECTOR
Rebecca Andrus CITY ENGINEER
Rob Autrey GIS DIRECTOR
Dee Howard INFRASTRUCTURE MANAGER
Ben Hunter DEVELOPMENT ENGINEER
Ashton Hardy SEWER/STORM DRAIN DIVISION MANAGER
Harlan Nielson STORM DRAIN SPECIALIST

~~American Fork City~~

~~Storm Water Management Program~~

~~Figure 2-2~~

~~Organization Chart~~

3.0 Special Conditions

3.1. Discharges to Water Quality Impaired Waters

The American Fork River runs north to south through approximately the center of the city. On the west side of town, water from Mitchell's Hollow flows through The Meadow's Wetlands and Mill Pond into Spring Creek. The American Fork River, as well as the other creeks and ditches, flow into Utah Lake.

The Utah DWQ has identified Utah Lake as impaired for both phosphorus and nitrogen. The lake commonly experiences harmful algal blooms and has been scrutinized for water quality for many years. As part of the Utah Lake Water Quality Management Plan, a detailed implementation plan is being established to reduce phosphorus and nitrogen in Utah Lake. However, as part of that plan, efforts to reduce discharges of both phosphorus and nitrogen from point sources and UPDES permit holders will be a focus.

As a result, all American Fork City BMPs have been modified to target phosphorus and nitrogen. Design standards focus on retaining the 80th percentile storm and increased use of low impact development (LID) methods to retain, infiltrate, or evaporate storm water. Other methods to treat storm water using non-structural methods have been emphasized both to reduce the City's operation and maintenance costs, reduce the cost of construction for development and residents, and improve the long-term sustainability of the overall system.

3.2. Nitrogen and Phosphorus Reduction

As part of this SWMP, American Fork City has prepared specific BMPs and efforts to reduce nitrogen and phosphorus water quality impacts, specifically targeting discharges into the American Fork River and Utah Lake. These include participation on the Utah County Storm Water Coalition and other public outreach and education practices. The City has identified and targeted key sources of these pollutants within each of the four primary classes of dischargers and have referenced the subsequent BMPs in later sections that are being applied to each targeted discharger.

American Fork City has identified several key pollutants to focus on with public education and outreach based on each key target audience. Each target audience is summarized below.

- Residents

Pollutant	Source
Nitrogen and	Pet wastes, fertilizers, organic wastes like lawn clippings and yard wastes
Pathogens, E. Coli, Total Coliforms	Pet wastes, septic tank maintenance or removal
Petroleum	Oil recycling, car wash on the grass or at a certified car wash
Toxins	Household hazardous wastes, pesticides, herbicides
Total Dissolved Solids	De-icing salts

- Institutions, Industrial, and Commercial Facilities

Pollutant	Source
Nitrogen and	Fertilizers, organic wastes like lawn clippings and yard wastes
Petroleum Products	Oil recycling, equipment maintenance
Toxins	Hazardous wastes storage and disposal, pesticides, herbicides
Total Dissolved Solids	De-icing salts
IDDE	Illicit Discharge Detection and Elimination

- Developers and Contractors (Construction)

Pollutant	Source
Nitrogen and	Fertilizers, organic wastes like lawn clippings and yard wastes
Petroleum Products	Oil recycling, refueling, equipment maintenance
Toxins	Hazardous wastes storage and disposal, concrete washout, pesticides, herbicides
Total Dissolved Solids	De-icing salts
IDDE	Illicit Discharge Detection and Elimination
Total Suspended Solids, Sediments	Erosion, dust, vehicle tracking, scouring, etc.

- MS4-Owned or Operated Facilities

Pollutant	Source
Nitrogen and	Pet wastes, fertilizers, organic wastes like grass clippings
Pathogens, E. Coli, Total Coliforms	Pet wastes, sanitary system overflows, etc.
Petroleum Products	Oil recycling, refueling, equipment maintenance
Toxins	Hazardous wastes storage and disposal, concrete washout, pesticides, herbicides
Total Dissolved Solids	De-icing salts, road salt
IDDE	Illicit Discharge Detection and Elimination
Total Suspended Solids, Sediments	Erosion, dust, road dust, scouring, etc.

3.3. Co-Permittees

While UDOT has a UPDES Permit which includes state-owned right-of-way within the City boundaries, American Fork City is not filing for Co-Permittee status.

4.0 Storm Water Management Program

American Fork City continues to implement their existing SWMP, the intent of which is to reduce the discharge of pollutants from the MS4. American Fork City's SWMP includes BMPs for all six of the MCMs defined in the MS4 permit.

4.1. Requirements

American Fork City has compiled several BMPs for each of the six MCMs listed in the permit as well as five additional BMPs to cover administrative requirements. The City will track and document adherence to the BMPs and MCMs through work orders using asset management software.

4.2. Minimum Control Measures

1) Public Education and Outreach on Storm Water Impact

The purpose of MCM #1 is to utilize public education and outreach to target specific audiences, pollutants, and pollutant sources. These BMPs will provide information to the four designated audiences on methods for avoiding, reducing, and/or eliminating the adverse impacts of storm water discharges from pollutants common to each audience. Outreach methods will be prioritized to educate targeted sources that are likely to result in a reduction of nitrogen and phosphorus. Specific messages will be evaluated for effectiveness. This information has been provided with each BMP.

2) Public Involvement/Participation

The goal of MCM #2 is to involve the public in the implementation of the SWMP. American Fork City has established a Storm Water Advisory Committee made of representatives of the four targeted audiences. The City also provides a plethora of information on the city website and invites comment and questions from the public.

3) Illicit Discharge Detection and Elimination (IDDE)

MCM #3 includes the implementation and enforcement of an The permit requirements for Illicit Discharge Detection and Elimination (IDDE) program to systematically findon Storm Water Impacts can be found in Section 4.2.3 of the permit.

This Section also incorporates the requirements of 5.3 and eliminate sources of 5.4 analytical and non-analytical storm water monitoring.

A copy of the General Permit for Discharges from Small MS4s can be found at DWQ's Website. The permit outlines in general the following requirements:

1. Maintain a storm water system map of the MS4, showing the location of all outfalls and the names and locations of all State waters that receive discharges from those outfalls.
2. Through an ordinance, or other regulatory mechanism, a prohibition (to the extent allowable under state or local law) on non-storm water discharges from theinto MS4, and to implement definedappropriate enforcement procedures to prevent and actions.
3. Implement a plan to detect and address non-storm water discharges, including spills, illicit connections and /discharges., and illegal dumping to the MS4.

4. Implement Standard Operating Procedures (SOPs) for:

a. Tracing the source(s) of an illicit discharge.

b. Characterizing the nature of, and the potential public or environmental threat posed by, any illicit discharges found or reported.

c. Ceasing the illicit discharge, including notification of appropriate authorities, property owners, and technical assistance for removing the source and follow-up inspections.

5. Inform public employees, businesses, and the general public about the hazards associated with illicit discharges and improper disposal of waste.

6. Promote or provide services for the collection of household hazardous waste.

7. Publicly list and publicize a hotline or other local number for public reporting of spills or other illicit discharges.

8. Implement a written spill/dumping response procedure, and a flowchart for internal use, including various responsible agencies and their contacts.

9. Implement procedures for program evaluation and assessment.

10. Train employees, at a minimum, annually on the IDDE program.

11. Analytical and non-analytical monitoring.

12. Notify DEQ of dischargers to the MS4 that need a separate General Permitting Section for Construction. (e.g., Industrial Storm Water Permit, Construction Storm Water Permit, or Dewatering Permit).

13. Additionally, a 30-day deadline for a Permittee to report to the Developer that a discharger

may need a separate UPDES Permit.

The city has identified the following target pollutants to be addressed by this Minimum Control Measure: Nutrients, Hydrocarbons, Heavy Metals, Sediment, Toxic Chemicals, Litter/Trash, Debris, and Pathogens.

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section.

IDDE-1: Maintain a Current Map of MS4

IDDE-2: Administrative Prohibition of Illicit Discharges

IDDE-3: Identification and Periodic Reclassification of High Priority IDDE Areas

[DDE.-4: Outfall Verification and Screening

IDDE-5: Field Response to IDDE Events

IDDE-6: Compliance Assistance and Enforcement

IDDE-7: Employee Training about Illicit Discharges, Spills, Illicit Connections and Improper Disposal

IDDE-8: Publicize a Hotline for Public Reporting of Spills and Other Illicit Discharges

IDDE-9: Promote and Provide Services for the Collection of Household Hazardous Waste

IDDE-1: Maintain a Current Map of MS4

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.3.1

Audiences: MS4 Staff, General Public, Contractors, Developers, Planners

Description: The Storm Water Utility has surveyed and mapped the current storm water system, which identifies the location of all MS4 and drainage areas contributing to those outfalls that discharge from the City's jurisdiction to receiving water. The names and location of all State waters that receive discharges from those outfalls have been mapped and given an identifier. All mapping is done by GPS surveying and ArcGis Field Maps. The MS4 map is found in Appendix A.

Purpose and Benefit: Knowing the locations of storm water systems and the type of development near them is the first step in protecting it from pollution sources.

Measure of Success: The MS4 map is reviewed at least annually.

Responsible Staff: GIS administrator

Funding: Stormwater Fee

Standard Operating Procedures: None

Supporting Documents:

MS4 Map (Available upon request)

Illicit Discharge Detection AND ELIMINATION (IDDE)

IDDE-2: Administrative Prohibition of Illicit Discharges

Year Originally Executed: 2003

Last Reviewed: March 28, 2025

Reference Regulation: 4.2.3.2, 4.2.3.2.1

Audiences: MS4 Staff, Residents, Developers, Contractors, Engineers and Planners

Description: American Fork City has adopted stormwater related regulations in its City Code to prohibit illicit discharges into the municipal separate storm sewer system (MS4) and regulated waters. These prohibitions are founded in the City's municipal code provisions concerning storm drains, watercourses, and related environmental protections, which are codified and enforced through Title 13 of the American Fork City Code and related sections.

The City's ~~IDDE program is defined by the BMPs established for MCM #3. This program is~~ stormwater ordinance establishes standards and restrictions on non-stormwater discharges, illegal dumping, and activities that may negatively impact stormwater quality. These provisions have been amended over time to align with changes in state regulations and MS4 permit requirements issued by the Utah Department of Environmental Quality, Division of Water Quality.

City code revisions impacting illicit discharge controls and stormwater quality have been adopted in conjunction with MS4 permit renewal cycles and updates to stormwater regulatory guidance. A summary of applicable City ordinances that impact stormwater quality and illicit discharge prohibitions is maintained as part of the City's code documentation.

Purpose and Benefit: Codifying illicit discharge prohibitions and stormwater quality requirements within the City Code provides a legal basis for the effective enforcement of prohibitions and ensures compliance with state and federal permit requirements. This supports protection of water quality and promotes consistent application of stormwater pollution prevention measures throughout American Fork.

Measure of Success: Maintain a log of ordinance revisions. Reviewed with each permit renewal or change in the permit according to the Storm Water Management Plan

Responsible Staff: City Attorney in coordination with Assistant Public Works Director and

Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

City Code City Storm Water Ordinance Summary (Appendix B)

IDDE-3: Identification and Periodic Reclassification of High Priority IDDE Areas

Year Originally Executed: 2011

Last Reviewed: October 2025

Reference Regulation: 4.2.3.3; 4.2.3.3.1; 4.2.3.10

Audiences: MS4 Staff, Commercial, Industrial

Description: American Fork City identifies and prioritizes areas within the MS4 that have a higher potential for illicit discharges based on the likelihood and potential severity of impacts to stormwater quality. Priority areas are selected using available system knowledge, land use information, infrastructure characteristics, and historical data.

Factors considered when identifying high-priority IDDE areas include, but are not limited to:

Areas with older stormwater or sanitary infrastructure

Commercial or industrial land uses

Areas with a documented ~~in the flow charts and inspections forms, combined with the BMPs.~~history of illicit discharges, illegal dumping, or sewer overflows

Drainage areas upstream of sensitive receiving waters

High-priority areas are reviewed and reclassified periodically to reflect changes in land use, infrastructure condition, inspection findings, and complaint or investigation history. This process supports adaptive prioritization of IDDE field activities and resource allocation.

Purpose and Benefit: Focusing IDDE monitoring and investigative efforts on higher-risk areas allows the City to make efficient use of limited resources while improving the likelihood of identifying and eliminating illicit discharges that could negatively impact water quality.

Measure of Success: High-priority IDDE areas are documented spatially using mapping tools and reviewed at least annually. Observed illicit discharge locations and investigation results are compared against identified priority areas to evaluate whether the prioritization accurately reflects field conditions.

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: Priority Area Identification Procedures

Supporting Documents: Gis Storm Water Map

IDDE-4: Outfall Verification and Screening

Year Originally Executed: 2011

Last Reviewed: February 2025

Reference Regulation: 4.2.3.3.2-4.2.3.3.4

Audiences: MS4 Staff, General Public, Commercial, Institutional, Industrial

Description:

American Fork City conducts outfall verification and screening activities as part of its Illicit Discharge Detection and Elimination (IDDE) program to identify, investigate, and eliminate illicit discharges and illicit connections to the municipal separate storm sewer system (MS4).

Stormwater staff implement written procedures to support outfall inspections, dry-weather screening, and follow-up investigations when potential illicit discharges are identified. These activities may include visual observations, field screening, tracing activities, and coordination with other City departments or external agencies as necessary to determine the source of a discharge.

When an illicit discharge or connection is confirmed, the City takes appropriate corrective actions, which may include source elimination, enforcement, and documentation consistent with City Code and MS4 permit requirements. If a discharge is suspected to require additional regulatory coverage, coordination with the Utah Department of Environmental Quality (DEQ) or Utah County Health Department is conducted as appropriate.

Purpose and Benefit: Outfall verification and screening activities provide a structured approach for identifying and eliminating illicit discharges and direct sources of pollution, thereby protecting receiving waters and maintaining compliance with MS4 permit requirements.

Measure of Success:

Documentation of outfall inspections and screening activities

Records of illicit discharge investigations and tracing activities

Reporting to DEQ or Utah County Health Department when required

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures:

IDDE Response Procedures, Outfall and Sump Inspection Procedures, Dye Testing Procedures

IDDE-5: Field Response to IDDE Events

Year Originally Executed: 2011

Last Reviewed: February 2025

Reference Regulation: 4.2.3.4; 4.2.3.5; 4.2.3.5.1; 4.2.3.9.1; 4.2.3.12

Audiences: MS4 Staff, General Public, Commercial, Institutional, Industrial

Description: American Fork City responds to reported and observed illicit discharges, illicit connections, and spill events through established field response procedures as part of its Illicit Discharge Detection and Elimination (IDDE) program.

Stormwater staff implement written Standard Operating Procedures (SOPs to assess reported concerns, characterize suspected illicit discharges, trace sources of contamination, and take appropriate corrective actions. Field response activities may include site investigations, visual assessments, system tracing, coordination with other City departments, and communication with responsible parties.

When an illicit discharge or connection is identified, the City takes action to eliminate the discharge, remove or correct illicit connections when feasible, and document findings consistent with City Code and MS4 permit requirements. Coordination with the Utah Department of Environmental Quality (DEQ) and Utah County Health Department occurs when required based on the nature of the discharge or spill.

Field response activities also include maintaining stormwater infrastructure as needed to support IDDE investigations and prevent reoccurrence of illicit discharges.

Purpose and Benefit: To establish procedures for eliminating illicit discharges and direct sources of pollution in the MS4.

Measure of Success:

Documentation of IDDE investigations and tracing activities

Records of corrective actions taken to eliminate illicit discharges or connections

Coordination and reporting to DEQ or Utah County Health Department when applicable

Responsible Staff: Storm Water Inspector and Storm Water Program Managers

Funding: Storm Water Utility

Standard Operating Procedures: Tracking an Illicit Discharge Report, Tracing Illicit Discharges, Sump-Separator-Manhole Inspections, Video Inspections (TV Camera), Dye Testing, and IDDE Response

IDDE-6: Compliance Assistance and Enforcement

Year Originally Executed: 2011

Last Reviewed: March 2025

Reference Regulation: 4.2.3.2.1; 4.2.3.6; 4.2.3.6.1; 4.2.3.9.1

Audiences: General Public, Commercial, Institutional, Industrial

Description:

American Fork City implements compliance assistance and enforcement measures to address illicit discharges and illicit connections in accordance with City ordinances and MS4 permit requirements. Enforcement authority related to illicit discharges is established through the City Code, and City staff apply professional judgment when determining the appropriate level of response for a given situation.

The City responds to identified illicit discharges using a graduated approach, which may include education, compliance assistance, and voluntary corrective actions when appropriate. If voluntary compliance is not achieved, enforcement actions may be escalated consistent with City Code provisions and applicable enforcement procedures.

Compliance assistance may include communication with responsible parties regarding proper discharge practices, timelines for corrective action, and requirements for eliminating illicit discharges or connections. Enforcement actions are used as necessary to ensure protection of stormwater quality and compliance with regulatory requirements.

Purpose and Benefit: Compliance assistance and enforcement provide effective tools for helping residents, businesses, institutions, and industrial facilities eliminate sources of illicit discharges, protect water quality, and maintain compliance with MS4 permit obligations.

Measure of Success: Tracking illicit discharges and follow up activities. This will be reviewed annually according to the Storm Water Management Plan .

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: Illicit Discharges, Spill/Dumping Response

IDDE-7: Employee Training about Illicit Discharges, Spills, Illicit Connections and Improper Disposal

Year Originally Executed: 1998

Last Reviewed: February 2025

Reference Regulation: 4.2.3.7; 4.2.3.11

Audiences: MS4 Staff

Description: American Fork City provides training to City employees whose job duties have the potential to affect stormwater quality. Employees across multiple departments may play a role in identifying, preventing, or responding to illicit discharges, spills, illicit connections, and improper disposal activities.

Stormwater staff, Public Works employees, inspectors, public safety personnel, and other field staff receive training appropriate to their responsibilities. This training focuses on recognizing indicators of illicit discharges, understanding proper response and reporting procedures, and preventing stormwater impacts during routine operations, maintenance activities, construction, and emergency response situations.

Employees whose duties involve work outside or interaction with stormwater infrastructure are encouraged to report suspected illicit discharges, illegal dumping, or improper disposal practices to Stormwater staff for investigation and follow-up. Training content may be delivered through in-person instruction SOP review, safety meetings, onboarding processes, written materials, or sent out through annual training video from HR.

Purpose and Benefit: Annual training keeps staff up to date on critical issues associated with storm water quality.

Measure of Success: Training logs, Illicit Discharge Reports submitted by employees.

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: Reporting Illicit Discharges

Supporting Documents:

Employee Training Materials and SOP's

IDDE-8: Publicize a Hotline for Public Reporting of Spills and Other Illicit Discharges

Year Originally Executed: 2011

Last Reviewed: February 2025

Reference Regulation: 4.2.3.9; 4.3.9.1, 4.2.3.10

Audiences: General Public, Businesses and Institutions

Description: American Fork has established a hotline number (801-404-7167) for reporting illicit discharges. This number can be found on American Fork's Storm Water Division website. Recorded messages received at this number are forwarded to storm water personnel with a goal of responding to calls in a timely fashion.

Purpose and Benefit: The hotline allows City residents and business owners to become the eyes and ears of the Storm Water Utility in its efforts to halt and eliminate further damages when illicit discharges occur.

Measure of Success: Track the number of phone calls received with the City's telephone system. These will be reviewed annually according to the Storm Water Management Plan .

Responsible Staff: Storm Water Program Managers under the direction of the Storm Water

Inspector or Storm Water Section Manager

Funding: Storm Water Utility

Standard Operating Procedures: IDDE Response and flow chart, Tracking Illicit Discharge Report, Emergency Spill or Illegal Dumping Hotline, and Spill/Dumping Response Procedure and Flow Chart

IDDE-9: Promote and Provide Services for the Collection of Household Hazardous Waste

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.3.8

Audiences: General Public, Commercial, Institutional, Industrial

Description: The city has oil and antifreeze recycled through mechanic shops during routine maintenance as part of its Fleet Services Section. The city promotes oil and anti-freeze-recycling.

Purpose and Benefit: Eliminating the storage of unused or leftover chemicals and household hazardous waste lessens the potential for IDDE events.

Measure of Success: fleet maintenance records

Responsible Staff: Fleet Manager

Funding: Fleet Services Section

Standard Operating Procedures: Fleet Operations SOP (available upon request)

Chapter4

4) MCM 4: Construction Site Storm Water Runoff Control

The goal permit requirements for Construction Site Storm Water Runoff Control can be found in Section 4.2.4 of MCM #4 is the permit.

A copy of the General Permit for Discharges from Small MS4s can be found on DWQ's Website. The permit outlines in general the following requirements:

1. Compliance with the General Permit Section for Construction through an ordinance or other regulations.
2. Documentation of enforcement activities including a written enforcement strategy and Standard Operating Procedures (SOPs) related to control storm water runoff during ceasing violations.
3. Develop and implement a plan for the pre-construction. The review of Storm Water Pollution Prevention Plans (SWPPPs). a. Review BMPs

b. Include a checklist to evaluate water quality impacts as explained in the drainage Design Manual

c. Encourage the use of low impact design (LID) and green infrastructure

d. Identify priority construction sites, especially those that directly discharge impaired waters to high quality waters as identified by the State

e. Receive and consider information and comments submitted by the public on proposed projects

4. Develop and implement procedures for construction site inspection and enforcement of SWPPP control measures.
5. Track the preconstruction review, regular inspections, permit violations, and permit termination of construction sites of one acre or larger and those sites smaller than one acre that are part of a common plan of development or sale.
6. Train employees and maintain records of training.

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section.

CSR-1: City of American Fork Ordinances

CSR-2 SWPPP Review Procedures

CSR-3: Construction Site Inspection Procedures

CSR-4: Documentation, Enforcement Strategies and Procedures to respond to Violation of Ordinance

CSR-5: Tracking of Preconstruction and Construction Storm Water Activities

Tasks in other Minimum Control Measures

PEO-1: Education and Outreach for General Public

PEO-4: Education and Outreach for City Employees

CSR-1: City of American Fork Ordinances

Year Originally Executed: 2003 revised and amended 2015, 2022

Last Reviewed: February 2025

Reference Regulation: 4.2.4.1; 4.2.4.1.1; 4.2.4.1.2; 4.2.4.1.3

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff, General Public, Engineers, Construction Contractors, Developers and Planners

Description: ~~#4 include regulatory mechanisms such as~~

City of American Fork's ordinances~~, design standards, SOPs, and~~ include code about the use of erosion and sediment control practices at construction sites disturbing greater than or equal to one acre and to construction projects of less than one acre that are part of a larger common plan of development or sale. These projects are governed by the State's General Construction Storm Water Permit. Sites that are smaller than this are governed by the City's Land Disturbance Permit.

City ordinances require construction operators to prepare a Storm Water Pollution Prevention Plan~~. Implementation and enforcement are achieved through training and inspections. In addition to the BMPs established for MCM #4, other associated documents can be found in Appendices A, B, and C~~ (SWPPP) and apply sediment and erosion control BMPs as necessary to protect water quality, reduce the discharge of pollutants, and control waste in accordance with the SWPPP requirements set forth in the General Permit Section for Construction Activities.

Additionally, the ordinances address compliance with the UPDES General Storm Water Permit for construction activities connected with a single lot of housing projects. The ordinance includes a provision allowing access by qualified personnel to inspect construction of storm water BMPs on private properties that discharge to the MS4.

Purpose and Benefit: Ordinances supporting the City's storm water programs are vital to ensure the success of programs that govern and protect the public.

Measure of Success: Evaluate storm water ordinances and draw connections to positive outcomes. This will be reviewed every time the permit is renewed or changed.

Responsible Staff: Storm Water Manager, Maintenance Division Manager and City Attorney

Funding: Storm Water Utility

Standard Operating Procedures: None

City Ordinance References

Storm Water Ordinances available online are linked below.

Chapter 13.94

Supporting Documents

American Fork UPDES Construction General Permit Number UTRC00000

American Fork UPDES Common Plan Permit UTRH00000

City of American Fork Land Disturbance Permit Application

American Fork Municipal Code Center

CSR-2: SWPPP Review Procedures

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.4.3-4.2.4.3.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers and Planners

Description:

The City has developed and implemented procedures for pre-construction Storm Water Pollution Prevention Plan (SWPPP) review and for keeping records for construction sites that disturb greater than or equal to one acre including projects less than one acre that are part of a larger common plan of development or sale. This is to ensure plans are complete and in compliance with State and Local regulations. The City also has procedures in place for sites that are smaller than one acre through its Land Disturbance Permit.

The City conducts pre-construction SWPPP reviews, which include a review of the site design, the planned operations at the construction site, planned BMPs during the construction phase, and the planned BMPs to be used to manage runoff created after development

These procedures consider potential water quality impacts and use a checklist. Priority construction sites shall consider soil erosion potential, site slope, project size and type, sensitivity of receiving water bodies, proximity to receiving water bodies, non-storm water discharges and past record of non-compliance by the operators of the construction site. The review also identifies priority construction sites that discharge directly into or immediately upstream of waters that the State recognizes as impaired or as high-quality.

Purpose and Benefit: Creating procedures and checklists allow for uniform review of sites based on agreed upon objective criteria. This consistency should lead to better compliance as contractors, developers and engineers are able to recognize patterns applicable to sites throughout the City.

Measure of Success: Maintain a file of reviewed and approved SWPPPs on the American Fork server, deficiencies discovered by these reviews, and the actions taken to remedy these deficiencies. Reviewed during Development Review Comments DRC

Responsible Staff: Stormwater Manager and Storm Water Inspector

Funding: Storm Water Utility

Standard Operating Procedures: Preconstruction SWPPP Review (Available upon request)

Other References

Checklist: SWPPP Review

American Fork Preferred BMP List

CSR-3: Construction Site Inspection Procedures

Year Originally Executed: 2003

Last Reviewed: February 2026

Reference Regulation: 4.2.4.4-4.2.4.4.4

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff

Description:

The City has developed and implemented a program for inspecting construction sites for compliance with storm water regulations. Those sites that disturb an area larger than one acre or that are part of a common plan of development or sale are governed by procedures that are defined by the General Storm Water Permit section 4.2.4.

Activities are carried out using the State's Oversight Construction Stormwater Inspection Form

(Checklist). Those smaller than one acre are governed by the City's Land Disturbance Permit.

Purpose and Benefit: Creating procedures and checklists allow for uniform review of sites based on agreed upon objective criteria. This consistency should lead to better compliance as contractors, developers, and engineers are able to recognize patterns applicable to sites throughout the City.

Measure of Success: Maintain a file of SWPPP inspections on the American Fork Asset Management System. Include a record of deficiencies during these inspections and the actions taken to remedy these deficiencies. Reviewed annually.

Responsible Staff: Storm Water Manager

Funding: Storm Water Utility

Standard Operating Procedures: Construction Site Inspections SOP

Other Resources:

American Fork SWPPP Inspection list (Available upon request)

CSR-4: Documentation, Enforcement Strategies, and Procedures to respond to Violation of Ordinance

Year Originally Executed: 2003

Last Reviewed: February 2026

Reference Regulation: 4.2.4.2; 4.2.4.2.1; 4.2.4.2.2; 4.2.4.4.5; 4.2.5.2-4.2.5.2.1

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff

Description:

The City has developed a program to track enforcement actions related to compliance with regulations governing storm water discharges from construction sites. This includes a series of escalating actions that are meant to increase the probability of compliance. The system is identified in the Criminal and Civil Enforcement Strategy SOP and includes actions ranging from verbal warnings to civil and criminal penalties.

A key component of this effort is the Storm Water Pollution Prevention Plan tracking program developed by the City's stormwater staff. The Storm Water Manager uses this program to track inspections and enforcement actions related to construction activities.

Purpose and Benefit: Creating procedures and checklists allow for consistent enforcement and documentation of deficiencies. This should lead to better compliance as contractors, citizens of American Fork, developers and engineers are able to recognize consistent enforcement of deficiencies at sites throughout the City.

Measure of Success: Annual review of enforcement actions and remedies according to the

Storm Water Management Plan.

Responsible Staff: Storm Water Manager and Storm Water Inspector

Funding: Storm Water Utility

Standard Operating Procedures: Enforcement Strategy SOP (Available upon request)

City Ordinance References

Storm Water Ordinances available online

CSR-5: Tracking of Preconstruction and Construction Storm Water Activities

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.4.6

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash, Debris; Pathogens

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers and Planners

Description: The City has developed programs to track preconstruction and construction of storm water activities. The Development Tracking program developed by all the City's Department tracks site plan reviews. The Storm Water Pollution Prevention Plan tracking program developed by the City's Stormwater Department tracks SWPPP inspections and enforcement.

The Storm Water Manager uses these programs to track inspections and enforcement actions related to construction activities.

Purpose and Benefit: Tracking preconstruction and construction of storm water activities allows for consistent enforcement of storm water regulations. It also allows for review of items such as common violations.

Measure of Success: Annual review of data collected compared to previous years according to the Storm Water Management Plan .

Responsible Staff: Storm Water Manager, Storm Water Inspector

Funding: Storm Water Utility

Standard Operating Procedures: Enforcement Strategy SOP (Available upon request)

Other Resources:

Public Citation warning handout notice form (Available upon request)

MCM 5: Long-Term Storm Water Management in New Development and Redevelopment

(Post-Construction Storm Water Management)

~~5)~~ The permit requirements for Long-Term Storm Water Management in New Development and Redevelopment (Post-Construction Storm Water Management) can be found in Section 4.2.5. of the permit.

~~The purpose of MCM #5 is to ensure that once construction is complete, measures are in place to continue to manage storm water runoff from the newly developed or redeveloped site. Again, this is achieved through ordinances, design standards, training, and inspections.~~

~~6) Pollution Prevention and Good Housekeeping for Municipal Operations~~

~~MCM #6 is intended to create a program that an MS4 can use to manage storm water runoff at their own facilities. American Fork City will set an example by inventorying and inspecting their facilities, following SOPs, and training their staff. The utilization of the BMPs, inspection forms and procedures, and high priority flow chart, with the associated SWPPPs for the high priority facilities, implement the intent of this MCM.~~

BMP#	MCM	BMP Description	New/Existing	Permit Reference	Status	Reason
AD 01	Administrative	Annual Planning, Establish Annual Priorities, Review Progress, Evaluate Compliance/Non-Compliance of the SWMP, and Evaluate Effectivenss	New	4.1.2	New-Added	Not covered by previous SWMP and added for clarification. Docu-
AD 02	Administrative	Review and Update Budget and Staffing Requirements	New	4.1.2.2	Ongoing-Described	mentation of Existing Process
AD 03	Administrative	Review and Update Tracking Metrics Semiannually	New	4.1.2.1	New-Added	Not covered by previous SWMP and added for clarification.
AD 04	Administrative- Adminis-	Annual Report	New	5.5.1	Ongoing-Described	Documentation of Existing Process- Documenta-
AD 05	trative	Maintain Documentation for 5 years	New	5.4	Ongoing-Described	tion of Existing Process
PE 01	1. Public Education	Update Storm Water Residential Mailer	Existing	4.2.1.2	Ongoing	Continuing BMP
PE 02	1. Public Education	Educational Videos and Website Links	Existing	4.2.1.2, 4.2.1.3, 4.2.1.4, 4.2.1.5	Ongoing	Continuing BMP
PE 03	1. Public Education	Update Business Brochure	Existing	4.2.1.3	Ongoing	Continuing BMP
PE 04	1. Public Education	UCSWC Outreach	Existing	4.2.1.2	Ongoing	Continuing BMP
PE 05	1. Public Education	Social Media Messaging	New	4.2.1.2	Ongoing	Continuing BMP
PE 06	1. Public Education	Information to Contractors and Developers	Existing	4.2.1.4	Ongoing	Continuing BMP
PE 07	1. Public Education	Staff Training	Existing	4.2.1.5, 4.2.1.6	Ongoing	Continuing BMP
PP 01	2. Public Involvement	Storm Water Advisory Committee	Existing	4.2.2	Ongoing	Continuing BMP
PP 02	2. Public Involvement	Public Review of SWMP	Existing	4.2.2.3	Ongoing	Continuing BMP
ID 01	3. Illicit Discharge	Storm Water System Mapping	Existing	4.2.3.1	Ongoing	Continuing BMP
ID 02	3. Illicit Discharge	Update IDDE Ordinance	Existing	4.2.3.2	Ongoing	Continuing BMP
ID 03	3. Illicit Discharge	Update Assessment of High Priority Areas	Existing	4.2.3.3.1	Ongoing	Continuing BMP
ID 04	3. Illicit Discharge	Update IDDE SOPs	Existing	4.2.3.3, 4.2.3.4, 4.2.3.5, 4.2.3.6, 4.2.3.7	Ongoing	Continuing BMP
ID 05	3. Illicit Discharge	Dry Weather Screening of Outfalls	Existing	4.2.3.3.3	Ongoing	Continuing BMP
ID 06	3. Illicit Discharge	High Priority Area Inspections	Existing	4.2.3.3.2	Ongoing	Continuing BMP
ID 07	3. Illicit Discharge	Maintain 24 Hour Hotline and Update SOP for Call Response	Existing	4.2.3.9	Ongoing	Continuing BMP
ID 08	3. Illicit Discharge	Annual City Staff Training	Existing	4.2.3.11	Ongoing	Continuing BMP
ID 09	3. Illicit Discharge	Household Hazardous Waste Education	New	4.2.3.8	New-Added	Added by MS4 rather than relying on UCSWAC.
ID 10	3. Illicit Discharge	Mapping and Tracking Database Spills and Illicit Discharges Identified and Inspections Conducted	New	4.2.3.10	New-Added	Not covered by previous SWMP and added for clarification.
CS 01	4. Construction	Revise City Construction Site Ordinances	Existing	4.2.4.1, 4.2.4.1.1, 4.2.4.1.2, 4.2.4.1.3	Ongoing	Continuing BMP
CS 02	4. Construction	Revise Enforcement Strategy and Implement Provisions	Existing	4.2.4.2, 4.2.4.2.1, 4.2.4.2.2	Ongoing	Continuing BMP
CS 03	4. Construction	Revise SWPPP Review Checklist and SOP	Existing	4.2.4.3	Ongoing	Continuing BMP
CS 04	4. Construction	Update SOPs for Inspection and Enforcement	Existing	4.2.4.1, 4.2.4.2.2, 4.2.4.4	Ongoing	Continuing BMP
CS 05	4. Construction	Bi Weekly Inspection of High Priority Sites and Monthly Inspections of All Sites	Existing	4.2.4.3.2, 4.2.4.4.1, 4.2.4.4.3	Ongoing	Continuing BMP
CS 06	4. Construction	Pre Construction SWPPP Meetings and Addressing Public Comments	Existing	4.2.4.3.1, 4.2.4.3.2	Ongoing	Continuing BMP
CS 07	4. Construction	Maintain RSI and RSW/RSR Certification Training of All Stormwater Inspectors and Engineering SWPPP Writers/Reviewers	Existing	4.2.4.4.1, 4.2.4.5	Ongoing	Continuing BMP
CS 08	4. Construction	Update Approved Construction Site Storm Water BMPs and Design Standards	Existing	4.2.4.1.1	Ongoing	Continuing BMP
CS 09	4. Construction	Maintain Documentation and Map of SWPPP Locations by Address	Existing	4.2.4.3, 4.2.4.6	Ongoing	Continuing BMP
CS 10	4. Construction	Annual Staff Training as Required	Existing	4.2.4.5	Ongoing	Continuing BMP
PC 01	5. Long Term	Non Structural BMPs		4.2.5.1.1	Ongoing	Continuing BMP
PC 02	5. Long Term	Retention Requirement	Existing	4.2.5.1.2	Ongoing	Continuing BMP
PC 03	5. Long Term	Low Impact Development Approach	New	4.2.5.1.3	New-Added	Not covered by previous SWMP and added for clarification.
PC 04	5. Long Term	Low Impact Development Alternative	New	4.2.5.1.4	New-Added	Not covered by previous SWMP and added for clarification.
PC 05	5. Long Term	Storm Water Control Ordinance and Enforcement	Existing	4.2.5.2, 4.2.5.2.1, 4.2.5.2.2	Ongoing	Continuing BMP
PC 06	5. Long Term	Update Design Standards	Existing	4.2.5.2.2	Ongoing	Continuing BMP
PC 07	5. Long Term	Inspections of Post Construction Storm Water Management	Existing	4.2.5.2.5	Ongoing	Continuing BMP
PC 08	5. Long Term	Plan Review for Long Term Storm Water Management	Existing	4.2.5.3	Ongoing	Continuing BMP
PC 09	5. Long Term	Inventory of Post Construction Structural Storm Water Control Measures	Existing	4.2.5.4	Ongoing	Continuing BMP
PC 10	5. Long Term	Post Constrcution Inspector Training	Existing	4.2.5.5	Ongoing	Continuing BMP
PC 11	5. Long Term	Post Construction Agreement and Long Term Owner Training	Existing	4.2.5.2.3	New-Added	Not covered by previous SWMP and added for clarification of need identified by Ms4.
GH 01	6. Housekeeping	City Owned Facility Inventory with Priority Identification and Possible Pollutants	Existing	4.2.6.1, 4.2.6.2	Ongoing	Continuing BMP
GH 02	6. Housekeeping	High Prioritiy Facility Pollutant Possibilities and BMPs	Existing	4.2.6.3	Ongoing	Continuing BMP
GH 03	6. Housekeeping	Prepare and Maintain High Priority Facility SWPPPs	New	4.2.6.4	Ongoing-Described	Documentation of Existing Process
GH 04	6. Housekeeping	Review and Update Existing Housekeeping SOPs	Existing	4.2.6.6, 4.2.6.6.1, 4.2.6.6.2, 4.2.6.6.3, 4.2.6.6.4, 4.2.6.6.5	Ongoing	Continuing BMP
GH 05	6. Housekeeping	Inspections - Monthly/Semi-Annually/Annually	Existing	4.2.6.5.1, 4.2.6.5.2, 4.2.6.5.3	Ongoing	Continuing BMP
GH 06	6. Housekeeping	Assessment of Flood Management Control Structures	New	4.2.6.8, 4.2.6.8.1	Ongoing-Described	Documentation of Existing Process
GH 07	6. Housekeeping	Retrofit of Existing Developed Sites that City Owns or Operates that Adversely Impacts Water Quality	New	4.2.6.9	Ongoing-Described	Documentation of Existing Process
GH 08	6. Housekeeping	Annual City Staff Training	Existing	4.2.6.10	Ongoing	Continuing BMP
GH 09	6. Housekeeping	Floor Drain Inventory	Existing	4.2.6.6.6	Ongoing	Continuing BMP

Administrative Practices

BMP AD-01: ANNUAL PLANNING, ESTABLISH ANNUAL PRIORITIES, REVIEW PROGRESS, EVALUATE COMPLIANCE/NON-COMPLIANCE OF THE SWMP, AND EVALUATE EFFECTIVENESS

Existing: ☐ New: ☒

Description: American Fork City will annually hold a planning review to evaluate the compliance/non-compliance of the City with the permit and the SWMP, the effectiveness of the SWMP to meet the specified water quality goals, the progress of the City as a whole and by department, and to establish priorities for the next year.

Permit Reference: 4.1.2

Desired Results: To provide a regular review process to refocus and allow the City to best utilize its limited resources to accomplish the most good.

Justification: Regular accountability and review provides a standard process to adjust the SWMP where necessary and to better accommodate changes in the future. Additionally, this process provides a procedure to generate the information necessary to develop annual budgets and resource needs estimates.

Pollutants: All pollutants with particular emphasis on nitrogen, phosphorus, TSS, and TDS.

Audience: Public Works Director, Sewer and Storm Water Division Manager, Storm Water Advisory Committee (SWAC), City Engineer.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, City Engineer.

Measurable Goal:

1) Create a standard schedule for the review of compliance based on the schedule for the annual report and the budget planning cycle.
2) Hold planning review annually and generate a summary of compliance/non-compliance of each BMP (tabular form), the effectiveness of the SWMP in meeting the years goals, and the City's goals for each department.
3) Review the results with the SWAC for inclusion in the annual report.

Measures of Success: Compliance with these goals will be measured by:

~~1) Create metrics and process by July 2022.~~
~~2) Hold review prior to preparation of annual report in September.~~
~~3) Report results to SWAC in October.~~

ADMINISTRATIVE PRACTICES

Milestones:

2022: Creation and approval of schedule for completion and updates of metrics by January 2022. Creation of metrics to evaluate progress and compliance by July 2022. Complete annual planning by September 2022 and report results to Storm Water Advisory Committee in October 2022.

2023: Complete annual planning and report results to SWAC by September/October 2023. **2024:** Complete annual planning and report results to SWAC by September/October 2024. **2025:** Complete annual planning and report results to SWAC by September/October 2025. **2026:** Complete annual planning and report results to SWAC by September/October 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$3,724	$3,873	$4,028	$4,189	$4,357
Other Costs	$150	$156	$162	$169	$175
Total Costs	**$3,874**	**$4,029**	**$4,190**	**$4,358**	**$4,532**

A copy of the General Permit for Discharges from Small MS4s can be found at DWQ's Website. The permit outlines in general the following requirements:

Permittee's new development/redevelopment program must have requirements or standards to ensure that any storm water controls or management practices for new development and redevelopment will prevent or minimize impact on water quality. BMPs must be selected to address pollutants known to be discharged or have potential to be discharged from site.

2. Develop and adopt an ordinance or other regulatory mechanism that requires long-term post-construction of storm water controls at new developments and redevelopment sites. The ordinance or other regulatory mechanisms shall apply, at a minimum, to develop and redevelop sites that discharge to the MS4 that disturb greater than or equal to one acre**Funding:** Storm Water Utility Fund

BMP AD 02: REVIEW AND UPDATE BUDGET AND STAFFING REQUIREMENTS

Existing: ☐ New: ☒

Description: American Fork City will review the previous year's budget and staffing requirements compared to the planning summary and results and update the annual budget and staffing requirements.

Permit Reference: 4.1.2.2

Desired Results: To use the updated information and results to better refine budgets and resource needs to enable American Fork City to meet the requirements of the Permit.

Justification: Operation, maintenance, and capital costs are constantly changing. Additionally, as the City grows and changes, the need for resources to maintain the increased infrastructure including streets, inlet boxes, development inspects, etc. will require more resources. All these will need to be monitored and addressed appropriately.

Pollutants: All pollutants with particular emphasis on nitrogen, phosphorus, TSS, and TDS.

Audience: Public Works Director, Sewer and Storm Water Division Manager, Storm Water Advisory Committee (SWAC), City Council.

Responsible Agents in City: City Manager, Public Works Director, Sewer and Storm Water Division Manager, City Engineer.

Measurable Goal:

1) Review summary of planning report and previous years' budgets. Generate new budget including proposal for any modifications in resources.
2) Present recommendations to SWAC and City Council.

Measures of Success: Compliance with these goals will be measured by:

1) Complete preparation of proposed budget and resource requirements by January.
2) Present proposed budget to SWAC by April.
3) Present and obtain support for proposed budgets by June 30.

Milestones:

2022: Prepare proposed budget by January 2022. Present budget to SWAC by April 2022.

Obtain budget approval from City council by June 2022.

~~**2023:** Prepare proposed budget by January 2023. Present budget to SWAC by April 2023.~~

~~Obtain budget approval from City council by June 2023.~~

~~**2024:** Prepare proposed budget by January 2024. Present budget to SWAC by April 2024.~~

~~Obtain budget approval from City council by June 2024.~~

~~**2025:** Prepare proposed budget by January 2025. Present budget to SWAC by April 2025.~~

~~Obtain budget approval from City council by June 2025.~~

2026: Prepare proposed budget by January 2026. Present budget to SWAC by April 2026.

Obtain budget approval from City council by June 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,156	$2,242	$2,332	$2,425	$2,522
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$2,156**	**$2,242**	**$2,332**	**$2,425**	**$2,522**

Funding: Storm Water Utility Fund

BMP AD-03: REVIEW AND UPDATE TRACKING METRICS SEMIANNUALLY

Existing: ☐ New: ☒

Description: American Fork City will review and update the tracking metrics created as part of BMP AD-01 semiannually as required in the permit.

Permit Reference: 4.1.2.1

Desired Results: To help all city departments at key inspection periods with the major good house-keeping inspections and other key milestones.

Justification: Many key inspections and compliance/non-compliance elements of this SWMP can easily be monitored and evaluated on a semiannual schedule. As a result, this BMP helps each city department remember and allocate time regularly to stay on top of the compliance.

Pollutants: All pollutants with particular emphasis on nitrogen, phosphorus, TSS, and TDS.

Audience: Public Works Director, Storm Water Advisory Committee (SWAC), City Council, General Public.

Responsible Agents in City: City Manager, Public Works Director, Sewer and Storm Water Division Manager, City Engineer.

Measurable Goal:

1) Obtain updated metrics from each department and update the metrics summaries twice annually.
2) Present the updated metrics to the SWAC and City Council twice annually.
3) Publish the metrics on the City storm water website.

Measures of Success: Compliance with these goals will be measured by:

1) Update the metrics in March and September.
2) Present the results to the SWAC and City Council in April and October.
3) Publish the results on the City storm water website in April and October.

Milestones:

2022: Update metrics in March and September 2022. Present results to SWAC, City Council, and on website in April and October 2022.

~~**2023:** Update metrics in March and September 2023. Present results to SWAC, City Council, and on website in April and October 2023.~~

~~**2024:** Update metrics in March and September 2024. Present results to SWAC, City Council, and on website in April and October 2024.~~

~~**2025:** Update metrics in March and September 2025. Present results to SWAC, City Council, and on website in April and October 2025.~~

2026: Update metrics in March and September 2026. Present results to SWAC, City Council, and on website in April and October 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$686	$713	$742	$772	$803
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$686**	**$713**	**$742**	**$772**	**$803**

Funding: Storm Water Utility Fund

BMP AD 04: ANNUAL REPORT

Existing: ☐ New: ☒

Description: American Fork City will prepare and submit an annual report to the Utah Division of Water Quality (DWQ) and post it on the City storm water web site.

Permit Reference: 5.5.1

Desired Results: To comply with the permit and to document compliance and progress to the City staff, City Council, DWQ, and the general public.

Justification: To document compliance with the SWMP.

Pollutants: All pollutants with particular emphasis on nitrogen, phosphorus, TSS, and TDS.

Audience: Public Works Director, Sewer and Storm Water Division Manager, Storm Water Advisory Committee (SWAC), City Council, Utah Division of Water Quality, General Public.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, Storm Water Inspector.

Measurable Goal:

1) Preparation, review, approval, and acceptance by those necessary in the City.
2) Submittal to the DWQ as required.

Measures of Success: Compliance with these goals will be measured by:

1) Submittal of annual report to DWQ prior to October 1 annually.

Milestones:

2022: Submittal of annual report by October 1, 2022.

2023: Submittal of annual report by October 1, 2023.

2024: Submittal of annual report by October 1, 2024.

2025: Submittal of annual report by October 1, 2025.

2026: Submittal of annual report by October 1, 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,842	$2,956	$3,074	$3,197	$3,325
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$2,842**	**$2,956**	**$3,074**	**$3,197**	**$3,325**

Funding: Storm Water Utility Fund

BMP AD 05: MAINTAIN DOCUMENTATION FOR 5 YEARS

Existing: ☐ New: ☒

Description: American Fork City will maintain documents for 5 years as required by the permit.

Permit Reference: 5.4

Desired Results: To create and organize a digital storage system by BMP and appendix that allows for a convenient storage and relocation of information to facilitate the preparation of metrics, annual planning, annual reports, internal audits, and DWQ audits or other requests.

Justification: Coordinating the utilization of GIS, database reporting, work orders, and .pdf printing to document progress and create digital storage that is organized and easily searched and accessed will save time and resources.

Pollutants: All pollutants with particular emphasis on nitrogen, phosphorus, TSS, and TDS. **Audience:** City Engineering Staff, Sewer and Storm Water Division Staff, Public Works Director. **Responsible Agents in City:** Public Works Director, Sewer and Storm Water Division Manager, City Engineer, GIS Director.

Measurable Goal:

1) Creation of file data structure on the server.
2) Placement of existing data on server in the appropriate locations for past years.
3) Semi-annual maintenance of data files on computer server as part of metrics preparation.

Measures of Success: Compliance with these goals will be measured by:

1) Completion of file data structure by March 2022.
2) Completion of data population on server for past years by August 2022.
3) Semi-annual maintenance of data files completed with metrics preparation.

Milestones:

2022: File data structure completed by March. Data transferred by August. **2023:** Maintenance of data files completed at same time as both metrics updates. **2024:** Maintenance of data files completed at same time as both metrics updates. **2025:** Maintenance of data files completed at same time as both metrics updates. **2026:** Maintenance of data files completed at same time as both metrics updates.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$1,176	$1,223	$1,272	$1,323	$1,376
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$1,176**	**$1,223**	**$1,272**	**$1,323**	**$1,376**

Funding: Storm Water Utility Fund

4.2.1 Public Education and Outreach on Storm Water Impact

BMP PE 01: UPDATE STORM WATER RESIDENTIAL MAILER

Existing: ☒ **New:** ☐

Description: American Fork City will provide education to the general public through a flyer that will be included periodically with the mailing of utility billings. The flyer will address the impacts to water quality from septic system maintenance, lawn care, automotive work and car washing, swimming pool water disposal, pet waste management, and onsite storm water infiltration, as well as additional topics most relevant to the community.

Permit Reference: 4.2.1.2

Desired Results: Implement education to the public on the effects of storm water discharge and water quality and promote use of best management practices to reduce adverse effects to storm water quality.

Justification: Applicable city staff, businesses, industries, developers, contractors, and residents are the first line of defense to protect water quality. Knowledge of certain activities and practices and how they affect water quality is crucial to a successful effort to eliminate target pollutants.

Pollutants: General pollutants associated with all MCMs.

Audience: Primarily Residents, but also Businesses, Institutions, Contractors, Developers, City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Department Manager, Communications Department, Billing Department.

Measurable Goal:

1) Review and update the existing storm water flyer.
2) Include flyer in utility bill annually every spring.
3) Post flyer on City storm water website for reference.

Measures of Success:

1) Flyer will be updated and reposted to the City storm water website by April 2022.
2) Flyer will be distributed with the utility bill every April.

Milestones:

2022: Update storm water flyer and post on City website. Distribute with utility billing in April.

~~**2023:** Review/update flyer and distribute with utility billing in April. **2024:** Review/update flyer and distribute with utility billing in April. **2025:** Review/update flyer and distribute with utility billing in April. **2026:** Review/update flyer and distribute with utility billing in April.~~

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$539	$561	$583	$606	$631
Other Costs	$4,500	$4,680	$4,867	$5,062	$5,264
Total Costs	**$5,039**	**$5,241**	**$5,450**	**$5,668**	**$5,895**

Funding: Storm Water Utility Fund

BMP PE 02: EDUCATIONAL VIDEOS AND WEBSITE LINKS

Existing: ☒ New: ☐

Description: American Fork City will provide education to all target audiences through educational videos and informational website links posted on the City storm water website. The videos and information links will address the impacts to water quality from septic system maintenance, lawn care, automotive maintenance and car washing, swimming pool water disposal, pet waste management, onsite storm water infiltration, building and equipment maintenance, deicing materials, material storage and disposal, and parking lot management, as well as additional topics most relevant to the community.

Permit Reference: 4.2.1.2, 4.2.1.3, 4.2.1.4, 4.2.1.5

Desired Results: Implement education to the public on the effects of storm water discharge and water quality and promote use of best management practices to reduce adverse effects to storm water quality.

Justification: Applicable city staff, businesses, industries, developers, contractors, and residents are the first line of defense to protect water quality. Knowledge of certain activities and practices and how they affect water quality is crucial to a successful effort to eliminate target pollutants.

Pollutants: General pollutants associated with all MCMs

Audience: General Public including Residents, Businesses, Institutions, Contractors, Developers, City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, Communications Department.

Measurable Goal:

1) Review existing website content and education material.
2) Find and/or create new content and education material.
3) Include notification of new education material in City's monthly newsletter.

Measures of Success:

1) Review education material by April 2022 and create a schedule for finding/creating new videos/links.
2) Update education material by December 2022.
3) Include notification of updated City website in December 2022 newsletter.

MCM #1: PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

Milestones:

2022: Update educational videos and website links. Newsletter notification. **2023:** Review and update education material on City website as necessary. **2024:** Review and update education material on City website as necessary.

2025: Review and update education material on City website as necessary.

2026: Review and update education material on City website as necessary.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$931	$968	$1,007	$1,047	$1,089
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$931**	**$968**	**$1,007**	**$1,047**	**$1,089**

Funding: Storm Water Utility Fund

BMP PE 03: UPDATE BUSINESS BROCHURE

Existing: ☒ **New:** ☐

Description: American Fork City will provide education to institutions, industrial, and commercial facilities through a brochure that will be distributed annually. The brochure will address the impacts to water quality from lawn maintenance, onsite storm water infiltration, building and equipment maintenance, deicing materials, material storage and disposal, and parking lot management, as well as additional topics most relevant to the community.

Permit Reference: 4.2.1.3

Desired Results: Implement education to businesses and institutions on the effects of storm water discharge and water quality and promote use of best management practices to reduce adverse effects to storm water quality.

Justification: Applicable City staff, businesses, industries, developers, contractors, and residents are the first line of defense to protect water quality. Knowledge of certain activities and practices and how they affect water quality is crucial to a successful effort to eliminate target pollutants.

Pollutants: General pollutants associated with all MCMs.

Audience: Primarily Businesses and Institutions, but also Residents, Contractors, Developers, City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, Communications Department, Business Licensing.

Measurable Goal:

1) Review and update the existing storm water brochure.
2) Distribute brochures annually every spring.
3) Post brochure on City website for reference.

Measures of Success:

1) Brochure will be updated and posted to the City website by April 2023.
2) Brochure will be distributed to licensed businesses every April.

Milestones:

2022: Distribute existing brochure to licensed businesses in April 2022.

2023: Update/distribute storm water brochure and post on City website in April 2023.

2024: Review/update and distribute brochure in April 2024. **2025:** Review/update and distribute brochure in April 2025. **2026:** Review/update and distribute brochure in April 2026.

MCM #1: PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$539	$561	$583	$606	$631
Other Costs	$2,400	$2,496	$2,596	$2,700	$2,808
Total Costs	**$2,939**	**$3,057**	**$3,179**	**$3,306**	**$3,438**

Funding: Storm Water Utility Fund

BMP PE 04: UTAH COUNTY STORM WATER COALITION (UCSWC) OUTREACH

Existing: ☒ **New:** ☐

Description: American Fork City is a member of the Utah County Storm Water Coalition (UCSWC), whose purpose is to enhance public knowledge and awareness of storm water pollution and provide information to individuals and households to prevent storm water pollution and protect water quality.

Permit Reference: 4.2.1.2

Desired Results: Implement education to the public on the effects of storm water discharge and water quality and promote use of best management practices to reduce adverse effects to storm water quality.

Justification: Applicable City staff, businesses, industries, developers, contractors, and residents are the first line of defense to protect water quality. Knowledge of certain activities and practices and how they affect water quality is crucial to a successful effort to eliminate target pollutants.

Pollutants: General pollutants associated with all MCMs.

Audience: General Public including Residents, Businesses, Institutions, Contractors, Developers, City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Participate in UCSWC meetings six times per year and pay annual dues.
2) Support UCSWC in educational efforts at K-12 schools.
3) Seek opportunities to partner with UCSWC for community events, such as American Fork Steel Days.
4) Encourage UCSWC to update their website annually.

Measures of Success:

1) Track attendance at UCSWC meetings.
2) Track presentations by UCSWC to schools in American Fork City.
3) Track participation at community events.
4) Document request to UCSWC to update their website.

MCM #1: PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

Milestones:

2022: Annual UCSWC participation. **2023:** Annual UCSWC participation. **2024:** Annual UCSWC participation. **2025:** Annual UCSWC participation. **2026:** Annual UCSWC participation.

MCM #1: PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$6,076	$6,319	$6,572	$6,835	$7,108
Other Costs	$5,000	$5,200	$5,408	$5,624	$5,849
Total Costs	**$11,076**	**$11,519**	**$11,980**	**$12,459**	**$12,957**

Funding: Storm Water Utility Fund

BMP PE 05: SOCIAL MEDIA MESSAGING

Existing: ☐ New: ☒

Description: American Fork City will use social media platforms such as Facebook, Instagram, and Twitter to provide periodic messages regarding storm water pollution prevention.

Permit Reference: 4.2.1.2

Desired Results: Implement education to the public on the effects of storm water discharge and water quality and promote use of best management practices to reduce adverse effects to storm water quality.

Justification: Applicable City staff, businesses, industries, developers, contractors, and residents are the first line of defense to protect water quality. Knowledge of certain activities and practices and how they affect water quality is crucial to a successful effort to eliminate target pollutants.

Pollutants: General pollutants associated with all MCMs.

Audience: General Public including Residents, Businesses, Institutions, Contractors, Developers, City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, Communications Department.

Measurable Goal:

1) Choose consistent storm water related topics for each month of the year.
2) Develop message for each topic.
3) Post storm water messages on social media monthly.

Measures of Success:

1) Create list of storm water related topics by July 2022.
2) Develop messages related to those topics for each month of the year.
3) Track social media response to storm water posts by noting the post insights such as likes, comments, and/or shares.

Milestones:

2022: Create topic list by July 2022. Develop and post messages for each month remaining in 2022.

2023: Review/update and post monthly social media storm water messaging. **2024:** Review/update and post monthly social media storm water messaging. **2025:**

~~Review/update and post monthly social media storm water messaging.~~ ~~**2026:**~~ ~~Review/update and post monthly social media storm water messaging.~~

MCM #1: PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$7,056	$7,338	$7,632	$7,937	$8,255
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$7,056**	**$7,338**	**$7,632**	**$7,937**	**$8,255**

Funding: Storm Water Utility Fund

BMP PE 06: INFORMATION TO CONTRACTORS AND DEVELOPERS

Existing: ☒ New: ☐

Description: American Fork City will provide and document education and outreach given to engineers, construction contractors, developers, development review staff, and land use planners concerning the development of storm water pollution prevention plans (SWPPPs) and BMP use, to reduce adverse impacts from storm water runoff from development sites.

Permit Reference: 4.2.1.4

Desired Results: Implement education to contractors and developers on the effects of storm water discharge and water quality and promote use of best management practices to reduce adverse effects to storm water quality.

Justification: Applicable City staff, businesses, industries, developers, contractors, and residents are the first line of defense to protect water quality. Knowledge of certain activities and practices and how they affect water quality is crucial to a successful effort to eliminate target pollutants.

Pollutants: General pollutants associated with all MCMs.

Audience: Engineers, Contractors, Developers, Development Review Staff, Land Use Planners.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, Development Review Staff.

Measurable Goal:

1) Review and update the existing information packet/slide presentation on SWPPPs and BMPs.
2) Distribute information packet to engineers, contractors, and developers for every new development/re-development at pre-construction meeting. Create a webinar for contractors to watch, then track participation electronically.
3) Post information packet/slide presentation on city website for reference.

Measures of Success:

1) Information packet/slide presentation will be updated and posted to the City website by April 2022.
2) Require engineers, contractors, and developers to return a signed acknowledgement that they have received and read the information packet. Or use web service to track participation in recorded webinar.

MCM #1: PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

Milestones:

2022: Update information packet and post on website by April 2022. Distribute information and track participation for every new development.

2023: Distribute information and track participation for every new development. **2024:** Distribute information and track participation for every new development. **2025:** Distribute information and track participation for every new development. **2026:** Distribute information and track participation for every new development.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,940	$3,058	$3,180	$3,307	$3,439
Other Costs	$1,200	$1,248	$1,298	$1,350	$1,404
Total Costs	**$4,140**	**$4,306**	**$4,478**	**$4,657**	**$4,843**

Funding: Storm Water Utility Fund

BMP PE 07: STAFF TRAINING

Existing: ☒ **New:** ☐

Description: American Fork City will provide and document education and training given to employees of city-owned or -operated facilities concerning the City's prohibition against illicit discharges and improper disposal of waste and the impacts to water quality associated with these types of discharges. The City must, at a minimum, consider the following topics: equipment inspection to ensure timely maintenance; proper storage of industrial materials (emphasize pollution prevention); proper management and disposal of wastes; proper management of dumpsters; minimization of use of salt and other de-icing materials (cover/prevent runoff to MS4 and ground water contamination); benefits of appropriate onsite infiltration (areas with low exposure to industrial materials such as roofs or employee parking); and proper maintenance of parking lot surfaces (sweeping).

City will also provide and document education and training to MS4 engineers, development and plan review staff, land use planners, and other pertinent parties about low impact development (LID) practices, green infrastructure practices, and the specific requirements for post-construction control and the associated BMPs chosen within the SWMP.

Permit Reference: 4.2.1.5, 4.2.1.6

Desired Results: Implement education to the City staff on the effects of storm water discharge and water quality and promote use of best management practices to reduce adverse effects to storm water quality.

Justification: Applicable City staff, businesses, industries, developers, contractors, and residents are the first line of defense to protect water quality. Knowledge of certain activities and practices and how they affect water quality is crucial to a successful effort to eliminate target pollutants.

Pollutants: General pollutants associated with all MCMs.

Audience: City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Conduct annual training with city staff (such as: public works, parks, cemetery, engineers, plan review staff, land use planners, fire and police departments) to familiarize staff with SOPs related to illicit discharge, waste disposal, and LID

practices.

Measures of Success:

1) Conduct training every January.
2) Document attendance by staff at annual training.

MCM #1: PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

Milestones:

2022: Conduct staff training every January. **2023:** Conduct staff training every January. **2024:** Conduct staff training every January. **2025:** Conduct staff training every January. **2026:** Conduct staff training every January.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$5,586	$5,809	$6,042	$6,283	$6,535
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$5,586**	**$5,809**	**$6,042**	**$6,283**	**$6,535**

Funding: Storm Water Utility Fund

4.2.2 Public Involvement/Participation

BMP PP 01: STORM WATER ADVISORY COMMITTEE

Existing: ☒ **New:** ☐

Description: Organize and maintain a storm water advisory committee chaired by a City Council member with support from stakeholders representing the key target audiences in the community including residents, contractors, businesses, and others.

Permit Reference: 4.2.2

Desired Results: To provide a regular process over the duration of the permit for public input and feedback on the 1) development, 2) implementation, and 3) reporting of the storm water management program and associated plan document.

Justification: A storm water advisory committee allows the public to become actively engaged in the preparation and implementation of the storm water management plan with regular and consistent involvement, even more so than public meetings. The committee also provides an additional contact point for concerned citizens beyond just the City Council and City staff members.

Pollutants: General pollutants associated with all MCMs.

Audience: General Public including Residents, Businesses, Institutions, Contractors, Developers, City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager.

Measurable Goal: Continue utilizing a storm water advisory committee to:

1) Review the SWMP during preparation including BMPs, SOPs, and proposed budgets three (3) times during the SWMP update process.
2) Review implementation of the SWMP twice annually.
3) Provide input to the city on the SWMP process and storm water budgets annually.

Measures of Success: Compliance with these measures on all qualifying projects

1) Meet three (3) times during SWMP update.
2) Meet every April and October to review SWMP implementation and progress.
3) Review draft annual report and proposed annual budgets every October and provide recommendations to City Council for approval.

~~MCM #2: PUBLIC INVOLVEMENT/PARTICIPATION~~

~~**Milestones:**~~

~~**2022:** Meetings in April and October. **2023:** Meetings in April and October. **2024:** Meetings in April and October. **2025:** Meetings in April and October.~~

~~**2026:** Meetings in April and October. Meet three times during next SWMP update.~~

MCM #2: PUBLIC INVOLVEMENT/PARTICIPATION

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,156	$2,242	$2,332	$2,425	$2,522
Other Costs	$500	$520	$541	$562	$585
Total Costs	**$2,656**	**$2,762**	**$2,873**	**$2,987**	**$3,107**

Funding: Storm Water Utility Fund

MCM #2: PUBLIC INVOLVEMENT/PARTICIPATION

BMP PP 02: PUBLIC REVIEW OF SWMP

Existing: ☒ New: ☐

Description: Post a copy of the completed SWMP on the City website. Provide contact information (email address and phone number) for the Storm Water Advisory Committee (SWAC) member who will receive public comment on the SWMP over the duration of the permit.

Permit Reference: 4.2.2.3

Desired Results: To provide a regular process over the duration of the permit for public input and feedback on the SWMP document.

Justification: Posting the SWMP on the City website will allow the general public access to the document for review and comment.

Pollutants: General pollutants associated with all MCMs.

Audience: General Public including Residents, Businesses, Institutions, Contractors, Developers, City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, SWAC.

Measurable Goal:

1) A current version of the SWMP document shall remain available on the City website for public review and input for the life of the Permit.
2) A specific contact person on the SWAC shall be clearly identified on the City website and their phone number and/or email address shall be provided.

Measures of Success:

1) SWMP is posted on the City website within 180 days from the effective date of the Permit.
2) Contact information for the SWAC is reviewed and updated, if necessary, semiannually in conjunction with SWAC meetings in April and October.
3) If SWMP is updated during the life of the permit, an updated SWMP document will be posted on the City website and notification will be given that an update is available for review.

MCM #2: PUBLIC INVOLVEMENT/PARTICIPATION

Milestones:

2022: Confirm and/or update contact information on City website in April and October.

Post SWMP update on City website, if applicable.

2023: Confirm and/or update contact information on City website in April and October.

Post SWMP update on City website, if applicable.

MCM #2: PUBLIC INVOLVEMENT/PARTICIPATION

2024: Confirm and/or update contact information on City website in April and October.

Post SWMP update on City website, if applicable.

2025: Confirm and/or update contact information on City website in April and October.

Post SWMP update on City website, if applicable.

2026: Confirm and/or update contact information on City website in April and October.

Post SWMP update on City website.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$147	$153	$159	$165	$172
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$147**	**$153**	**$159**	**$165**	**$172**

Funding: Storm Water Utility Fund

4.2.3 Illicit Discharge Detection and Elimination (IDDE)

BMP ID 01: STORM WATER SYSTEM MAPPING

Existing: ☒ **New:** ☐

Description: Maintain a current GIS-based map of the storm water sewer system showing the locations of all outfalls to the waters of the U.S. with layers for inlets, pipes, channels, manholes, outfalls and their associated names, detention ponds, treatment systems, rivers and streams with their associated names, and associated information on ownership.

Permit Reference: 4.2.3.1

Desired Results: To provide a GIS-based map and database that tracks outfalls and all storm water infrastructure including the outfalls and infrastructure associated with supporting the Illicit Discharge Detection and Elimination (IDDE) program.

Justification: To facilitate understanding the possible discharge locations to the waters of the U.S. and to support staff detecting, eliminating, and enforcing on all illicit or illegal non-storm water discharges.

Pollutants: Non-storm water discharges associated with illegal or illicit discharges.

Audience: City Staff.

Responsible Agents in City: City Engineer, Sewer and Storm Water Division Manager, Storm Water Inspector, Infrastructure Manager, GIS Director.

Measurable Goal: Continue updating the Storm Water Mapping by:

1) Survey in new development and as-builts prior to final sign-off by infrastructure inspectors.
2) Verify and update existing storm water mapping as part of storm water maintenance, cleaning, and regular inspections.

Measures of Success: Compliance with these goals will be measured by:

1) Complete survey of all new development annually.
2) Documentation of updates by maintenance in inspection as logged by work orders.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Milestones:

2022: Audits of survey and inspection work orders in September prior to annual report. **2023:** Audits of survey and inspection work orders in September prior to annual report. **2024:** Audits of survey and inspection work orders in September prior to annual report. **2025:** Audits of survey and inspection work orders in September prior to annual report. **2026:** Audits of survey and inspection work orders in September prior to annual report.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$45,864	$47,699	$49,607	$51,591	$53,655
Other Costs	$5,000	$5,200	$5,408	$5,624	$5,849
Total Costs	**$50,864**	**$52,899**	**$55,015**	**$57,215**	**$59,504**

Funding: Storm Water Utility Fund

BMP ID 02: UPDATE ILLICIT DISCHARGE DETECTION AND ELIMINATION ORDINANCE

Existing: ☒ **New:** ☐

Description: Update existing ordinance to prohibit non-storm water discharges including spills, illicit connections, illegal dumping, and sanitary sewer overflows into the storm water system. The ordinance will provide legal authority to detect, investigate, eliminate, and enforce against non-storm water discharges, including illegal dumping, into the American Fork MS4. (City Code 13.94.080)

Permit Reference: 4.2.3.2

Desired Results: To provide a variety of enforcement options in order to apply and escalate enforcement procedures as necessary based on the severity of violation and/or the failure of the violator to address the violation(s). To provide the adequate legal authority to detect, investigate, eliminate, and enforce against non-storm water discharges, including illegal dumping.

Justification: To provide the mechanism and tools necessary to detect and eliminate non-storm water discharges that are illegal and illicit.

Pollutants: Non-storm water discharges associated with illegal or illicit discharges.

Audience: City Staff, General Public (Residents, Businesses, Institutions, Contractors, Developers).

Responsible Agents in City: City Engineer, Sewer and Storm Water Division Manager, Storm Water Inspector, Infrastructure Manager, City Attorney.

Measurable Goal: Regularly review and update the IDDE Ordinance:

1) Review ordinance with suggestions for improvements. SWAC will review updated ordinance and make recommendation to City Council for adoption.
2) Ordinance modifications will be completed in time for the annual report.
3) Review ordinance annually for effectiveness.

Measures of Success: Compliance with these goals will be measured by:

1) Recommendations for ordinance updates provided by July 2022.
2) Ordinance modifications implemented prior to October 1, 2022 Annual Report.
3) Documentation of annual reviews as part of annual reports.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Milestones:

2022: Ordinance updates completed by October 1, 2022.

2023: Ordinance review of effectiveness completed by October 1, 2023. **2024:** Ordinance review of effectiveness completed by October 1, 2024. **2025:** Ordinance review of effectiveness completed by October 1, 2025.

2026: Ordinance review of effectiveness completed by October 1, 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$1,568	$1,631	$1,696	$1,764	$1,834
Other Costs	$2,400	$2,496	$2,596	$2,700	$2,808
Total Costs	**$3,968**	**$4,127**	**$4,292**	**$4,464**	**$4,642**

Funding: Storm Water Utility Fund

BMP ID 03: UPDATE ASSESSMENT OF HIGH PRIORITY AREAS

Existing: ☒ New: ☐

Description: Update of written standard operating procedures (SOPs) and mapping for locating and listing priority areas likely to have illicit discharges based on:

- Areas with older infrastructure with increased potential for illicit connections,
- Industrial, commercial, or mixed-use areas,
- Areas with a history of illicit discharges,
- Areas with a history of illicit dumping,
- Areas with onsite sewage disposal systems,
- Areas with older sewer lines or history of overflows or cross connections,
- Areas upstream of sensitive waterbodies, and
- Other areas the permittee determines to have increased potential for illicit discharges.

Permit Reference: 4.2.3.3.1

Desired Results: To focus inspection efforts to the locations most likely to provide the greatest reductions in illicit and illegal discharges of non-storm water discharges based on historical and available knowledge.

Justification: Focusing on high priority areas allows the City to most effectively and efficiently locate illicit discharges.

Pollutants: Non-storm water discharges associated with illegal or illicit discharges.

Audience: Storm Water Inspector, Sewer and Storm Water Division Manager, GIS Director.

Responsible Agents in City: Sewer and Storm Water Division Manager, Storm Water Inspector.

Measurable Goal: Update assessment of high priority areas by:

1) Update written prioritization methodology.
2) Update GIS map of high priority areas.

Measures of Success: Compliance with these goals will be measured by:

3) Update of SOP for prioritization methodology.
4) Update of GIS map of prioritization.
3) Review and update prioritization annually.

Milestones:

2022: Update SOP by April 2022. Update prioritization by October 2022.

2023: Review and update prioritization based upon previous years inspections by October 2023.

2024: Review and update prioritization based upon previous years inspections by October 2024.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

2025: Review and update prioritization based upon previous years inspections by October 2025.

2026: Review and update prioritization based upon previous years inspections by October 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$3,332	$3,465	$3,604	$3,748	$3,898
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$3,332**	**$3,465**	**$3,604**	**$3,748**	**$3,898**

Funding: Storm Water Utility Fund

BMP ID 04: UPDATE ILLICIT DISCHARGE DETECTION AND ELIMINATION STANDARD OPERATION PROCEDURES

Existing: ☒ New: ☐

Description: The City will prepare and update the standard operating procedures (SOPs) for:

- The definition of high priority areas;
- Tracing the source of an illicit discharge using visual inspections, opening manholes, mobile cameras, field tests, collecting and analyzing water samples for the purpose of determining sanctions or penalties, and/or other detailed inspection procedures;
- Characterization of illicit discharges and the potential risk to the public or environment with the appropriate notification and documentation procedures;
- Elimination of illicit or illegal non-storm water discharges including notification of appropriate authorities, property owners, technical assistance where necessary, follow-up inspections, and escalating enforcement and legal action if not eliminated; and
- Notification of public employees, businesses, and the general public of hazards associated with illicit discharges or improper disposal of wastes.

Permit Reference: 4.2.3.3, 4.2.3.4, 4.2.3.5, 4.2.3.5.1, 4.2.3.6, 4.2.3.7

Desired Results: To standardize procedures between staff for both efficiency and safety.

Justification: To maintain consistency in procedures and results and to protect the public employees, businesses, general public, and the environment, it is necessary to standardize procedures.

Pollutants: Non-storm water discharges associated with illegal or illicit discharges

Audience: Storm Water Inspector, Sewer and Storm Water Division Manager, Public Works Director, City Engineer, Facilities Engineer, Fire Department, Public Works Administrative Staff.

Responsible Agents in City: Sewer and Storm Water Division Manager, Storm Water Inspector, Fire Marshall, City Engineer, Public Works Director.

Measurable Goal: Regularly review and update the IDDE SOPs:

1) Review and update SOPs as part of SWMP submittal process.
2) Review SOPs annually for effectiveness and update as necessary.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Measures of Success: Compliance with these goals will be measured by:

1) Update to SOPs for review by Storm Water Advisory Committee by October 2022.
2) Review SOPs for effectiveness and update as necessary annually before October 1 annual report.

Milestones:

2022: Review and update SOPs.

2023: Review and update SOPs. **2024:** Review and update SOPs. **2025:** Review and update SOPs. **2026:** Review and update SOPs.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$4,116	$4,281	$4,452	$4,630	$4,815
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$4,116**	**$4,281**	**$4,452**	**$4,630**	**$4,815**

Funding: Storm Water Utility Fund

BMP ID 05: DRY WEATHER SCREENING OF OUTFALLS

Existing: ☒ New: ☐

Description: The City will continue to implement dry weather screening of all outfalls to the waters of the U.S., as mapped in the GIS databased completed in ID 01, using a standard inspection form created by American Fork City at least once during the 5-year permit cycle.

Permit Reference: 4.2.3.3.3

Desired Results: To identify any continuous or semi-regular discharges that are illicit or illegal non-storm water discharges and trace them back to the source and eliminate them.

Justification: Dry weather discharges reflect non-storm water discharges. The utilization of the inspection form and the SOP created by American Fork City will allow the inspector to determine if the flows are allowable discharges as identified in Permit Paragraph 1.2.2.2 or if they are illegal or illicit. This then allows the City, if necessary, to eliminate those discharges.

Pollutants: Non-storm water discharges associated with illegal or illicit discharges.

Audience: Storm Water Inspector, Sewer and Storm Water Division Manager.

Responsible Agents in City: Sewer and Storm Water Division Manager, Storm Water Inspector, Public Works Director.

Measurable Goal: Regular dry weather inspections of all outfalls within American Fork City.

1) Inspection of 20% of all outfalls annually throughout the City.
2) Return inspections on all outfalls with possible problems after tracing and corrective action within six months of initial inspection and corrective action.

Measures of Success: Compliance with these goals will be measured by:

1) Annual review of the completed dry weather screening work orders, GIS mapping of inspections, and completed inspection reports.
2) Review of inspection effectiveness and the procedures.

Milestones:

2022: Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.

2023: Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.

2024: Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.

2025: Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.

2026: Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,744	$2,854	$2,968	$3,087	$3,210
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$2,744**	**$2,854**	**$2,968**	**$3,087**	**$3,210**

Funding: Storm Water Utility Fund

BMP ID 06: HIGH PRIORITY AREA INSPECTIONS

Existing: ☒ New: ☐

Description: The City will continue high priority inspections base on the high priority mapping completed in MCM #3 BMP ID 03 using the SOPs and inspection forms.

Permit Reference: 4.2.3.3.2

Desired Results: To inspect all high priority areas and eliminate illicit or illegal non-storm water discharges or dumping.

Justification: The high priority areas identified and updated annually are inspected to ensure that the areas most susceptible to pollution are being protected.

Pollutants: Non-storm water discharges associated with illegal or illicit discharges with particular emphasis on phosphorus and nitrogen.

Audience: Storm Water Inspector, Sewer and Storm Water Division Manager.

Responsible Agents in City: Sewer and Storm Water Division Manager, Storm Water Inspector, Public Works Director.

Measurable Goal: Regular inspections of all high priority areas in American Fork City.

1) Annual review of the completed priority inspection work orders, GIS mapping of inspections, and completed inspection reports.
2) Review of inspection effectiveness and the procedures.

Measures of Success: Compliance with these goals will be measured by:

1) Inspection of 100% of all high priority area annually throughout the City.

Milestones:

2022: Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.

2023: Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.

~~**2024:** Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.~~

~~**2025:** Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.~~

~~**2026:** Review the work orders, GIS mapping of inspections, and completed inspections reports prior to the annual reports.~~

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,744	$2,854	$2,968	$3,087	$3,210
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$2,744**	**$2,854**	**$2,968**	**$3,087**	**$3,210**

Funding: Storm Water Utility Fund

BMP ID 07: MAINTAIN 24-HOUR HOTLINE AND UPDATE SOP FOR CALL RESPONSE

Existing: ☒ New: ☐

Description: The City will maintain the 24-hour-a-day hotline, web contact, and call response procedures.

Permit Reference: 4.2.3.9

Desired Results: To provide a method for the community to act as additional eyes and ears to report illegal or illicit non-storm water discharges and to act as a functional extension of the City resources.

Justification: Very few actions occur unseen by the general public. With ongoing public education, the hotline and the ability to report through the website and other multimedia options enhances the ability to further eliminate illicit discharges.

Pollutants: Non-storm water discharges associated with illegal or illicit discharges and dumping.

Audience: Storm Water Inspector, Sewer and Storm Water Division Manager.

Responsible Agents in City: Sewer and Storm Water Division Manager, Storm Water Inspector, Public Works Director, City Reception Staff.

Measurable Goal:

1) Update response flowchart and report log forms.
2) Complete report log and response form process according to the appropriate response SOP.
3) Create the appropriate work order in the GIS database logging the reported spill.

Measures of Success: Compliance with these goals will be measured by:

1) Review of response flowchart and report log forms before July 2022.
2) Review and document report logs, response forms, created and completed work orders for annual report.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Milestones:

2022: Update response flow chart and report log forms before July 2022. Review document report logs, response forms, created and completed work orders, and hotline effectiveness by the annual report.

2023: Review document report logs, response forms, created and completed work orders, and hotline effectiveness by the annual report.

2024: Review document report logs, response forms, created and completed work orders, and hotline effectiveness by the annual report.

2025: Review document report logs, response forms, created and completed work orders, and hotline effectiveness by the annual report.

2026: Review document report logs, response forms, created and completed work orders, and hotline effectiveness by the annual report.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$784	$815	$848	$882	$917
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$784**	**$815**	**$848**	**$882**	**$917**

Funding: Storm Water Utility Fund

BMP ID 08: ANNUAL CITY STAFF TRAINING

Existing: ☒ New: ☐

Description: Provide annual training to all City staff, contracted staff, or other responsible entities that, as part of their normal job responsibilities, might encounter or otherwise observe an illicit or illegal discharge or connection. The training shall cover the IDDE program including identification, investigation, termination, cleanup, and reporting of spills, improper disposal, and illicit connections. Provide additional training to those who may receive the reports of illicit discharges.

Permit Reference: 4.2.3.11

Desired Results: To annually prepare the City's staff, contracted staff, and other responsible entities to recognize and identify illicit discharges and connections and provide the necessary instruction to ensure the necessary termination, cleanup, and reporting of spills, improper disposals, and illicit connections.

Justification: City staff, when looked at comprehensively, cover the entirety of the City on a regular basis. This provides an excellent opportunity to screen for illicit and illegal discharges and dumping.

Pollutants: Non-storm water discharges associated with illegal or illicit discharges and dumping.

Audience: City Staff.

Responsible Agents in City: Public Works Director, City Manager, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Update of annual training program based on updated SOPs.
2) Provide annual training to all City employees and to all new employees within 60 days of hire.
3) Log all training.

Measures of Success: Compliance with these goals will be measured by:

1) Update annual training program by December 2022 for implementation in January 2023.
2) Audit training logs annually in September to verify employees have completed training as required.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Milestones:

2022: Update annual training program by December 2022.

2023: Implement training in January 2023 with a log to verify completion of training. **2024:** Complete training in January 2024 with a log to verify completion of training. **2025:** Complete training in January 2025 with a log to verify completion of training.

2026: Complete training in January 2026 with a log to verify completion of training.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$13,916	$14,473	$15,052	$15,654	$16,280
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$13,916**	**$14,473**	**$15,052**	**$15,654**	**$16,280**

Funding: Storm Water Utility Fund

BMP ID 09: HOUSEHOLD HAZARDOUS WASTE EDUCATION

Existing: ☐ New: ☒

Description: American Fork City, in coordination with the UCSWC and the City's contracted waste collection service, will promote and provide services for the collection of household hazardous waste.

Permit Reference: 4.2.3.8

Desired Results: To remind the residents to dispose of household hazardous waste appropriately.

Justification: To help educate the local community, using multimedia methods, about the proper disposal of household hazardous waste.

Pollutants: Household hazardous waste including chemicals, paints, cleaners, oils, gasolines, pesticides, herbicides, etc.

Audience: General Public (Residents, Businesses, Institutions, Contractors, Developers).

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, Storm Water Inspector, Communications Department.

Measurable Goal:

1) Create household hazardous waste disposal education outreach multimedia program.
2) Update outreach information annually and document changes.

Measures of Success: Compliance with these goals will be measured by:

1) Creation and implementation of household hazardous waste disposal education outreach information by December 2022.
2) Update outreach program by July annually.

Milestones:

2022: Create and implement household hazardous waste disposal education outreach multimedia program by December 2022.

2023: Update program by July 2023.

2024: Update program by July 2024.

2025: Update program by July 2025.

2026: Update program by July 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$1,568	$1,631	$1,696	$1,764	$1,834
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$1,568**	**$1,631**	**$1,696**	**$1,764**	**$1,834**

~~**Funding:** Storm Water Utility~~ Fund

BMP ID 10: MAPPING AND TRACKING DATABASE OF SPILLS AND ILLICIT DISCHARGES IDENTIFIED AND INSPECTIONS CONDUCTED

Existing: ☐ New: ☒

Description: American Fork City will implement a database for mapping and tracking the number and type of spills or illicit discharges identified and inspections conducted. The effectiveness of the program will be evaluated annually.

Permit Reference: 4.2.3.10

Desired Results: Track and monitor the location of spills and illicit discharges and the location of inspections and also provide information that will be used to update the priority areas, SOPs, training, and mapping.

Justification: Tracking the location of spills, illicit discharges, illegal dumping, and inspections in GIS and the associated database will help the City better document where there are issues.

Pollutants: All illicit discharges and illegal dumping.

Audience: City Staff.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, Storm Water Inspector, Fire Marshall, GIS Director.

Measurable Goal:

1) Create a spill and inspection GIS mapping and database to track the spills, discharges, and inspections.
2) Update GIS mapping and database prior to preparing the annual report.
3) Audit GIS mapping and database annually for completion.

Measures of Success: Compliance with these goals will be measured by:

1) Creation of the spill and inspection database by December 2022.
2) Documentation of annual updates.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Milestones:

2022: Create Spill and Inspection GIS mapping and database by December 2022. **2023:** Update Spill and Inspection GIS mapping and database by September 2023. **2024:** Update Spill and Inspection GIS mapping and database by September 2024. **2025:** Update Spill and Inspection GIS mapping and database by September 2025. **2026:** Update Spill and Inspection GIS mapping and database by September 2026.

MCM #3: ILLICIT DISCHARGE DETECTION AND ELIMINATION

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,352	$2,446	$2,544	$2,646	$2,752
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$2,352**	**$2,446**	**$2,544**	**$2,646**	**$2,752**

Funding: Storm Water Utility Fund

4.2.4 Construction Site Storm Water Runoff Control

BMP CS 01: REVISE CITY CONSTRUCTION SITE ORDINANCES

Existing: ☒ New: ☐

Description: American Fork City will review and update city ordinances and regulations to incorporate the requirements of the current permit and the updated design and construction standards.

Permit Reference: 4.2.4.1, 4.2.4.1.1, 4.2.4.1.2, 4.2.4.1.3

Desired Results: To provide the city the legal authority to direct and enforce the requirements of the permit.

Justification: By updating the ordinances to include the current permit requirements, City Staff will have the authority to implement the program and clarify the processes and city programs.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: City Engineering Staff, Sewer and Storm Water Division Staff, Contractors, Developers, Development Engineers, Architects.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, City Engineer, City Attorney.

Measurable Goal:

1) Revise city ordinances to be equivalent with the requirements set forth in the most current UPDES Construction General Storm Water Permits (CGP).
2) Verify ordinances require the preparation of a SWPPP and application of sediment and erosion BMPs.
3) Verify ordinances require the construction operators to obtain coverage under the CGP by obtaining a Notice of Intent and maintaining it.
4) Verify ordinances include provisions for access by qualified personnel from the City to inspect construction storm water BMPs.

Measures of Success: Compliance with these goals will be measured by:

1) Draft of ordinance updates by September 2022 and submittal to City Council for approval.
2) Approval of modified city ordinances by October 2022.
3) Annual review of city ordinances to ensure compliance with current CGP.

MCM #4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Milestones:

2022: Complete draft updates by September 2022. Submit updates to City Council by October 2022.

2023: Review and update ordinances, if necessary, by April 2023. **2024:** Review and update ordinances, if necessary, by April 2024. **2025:** Review and update ordinances, if necessary, by April 2025. **2026:** Review and update ordinances, if necessary, by April 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$1,176	$1,223	$1,272	$1,323	$1,376
Other Costs	$2,400	$2,496	$2,596	$2,700	$2,808
Total Costs	**$3,576**	**$3,719**	**$3,868**	**$4,023**	**$4,184**

Funding: Storm Water Utility Fund

BMP CS 02: REVISE ENFORCEMENT STRATEGY AND IMPLEMENT PROVISIONS

Existing: ☒ New: ☐

Description: American Fork City will review and update its written standard operation procedures (SOPs) for enforcement. The updates will address appropriate escalating enforcement procedures and actions, including appeals. The procedure will be published on the City website per the permit. Implementation of enforcement strategy will be documented through work orders.

Permit Reference: 4.2.4.2, 4.2.4.2.1, 4.2.4.2.2

Desired Results: To clearly document the enforcement strategy to obtain compliance and make it clear and provide information to contractors and the public on the City website. To verify documentation of implementation is compliant with permit requirements.

Justification: To provide transparency and clarity when communicating with those involved in enforcement and seeking compliance through pre-construction meetings, public education and outreach, and the City website.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: City Engineering Staff, Sewer and Storm Water Division Staff, Storm Water Inspectors, Contractors, Developers, Development Engineers, Architects, Storm Water Advisory Committee.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, City Engineer, City Attorney, Communications Department.

Measurable Goal:

1) Revise enforcement SOP and written strategy.
2) Publish strategy and procedures on the storm water page of the City website.
3) Track enforcement through documentation of work orders.

Measures of Success: Compliance with these goals will be measured by:

1) Revise the SOP and strategy by October 2022.
2) Publish on the website by November 2022.
3) Annual review of enforcement SOP and strategy to ensure compliance with current CGP.
4) Compilation of documented enforcement by September annually.

MCM #4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Milestones:

2022: Complete the SOP and written strategy update by October 2022 and publish them by November 2022.

2023: Review and update enforcement SOP and strategy, if necessary, by April 2023.

Compile enforcement documentation by September 2023.

2024: Review and update enforcement SOP and strategy, if necessary, by April 2024.

Compile enforcement documentation by September 2024.

2025: Review and update enforcement SOP and strategy, if necessary, by April 2025.

Compile enforcement documentation by September 2025.

2026: Review and update enforcement SOP and strategy, if necessary, by April 2026.

Compile enforcement documentation by September 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$1,568	$1,631	$1,696	$1,764	$1,834
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$1,568**	**$1,631**	**$1,696**	**$1,764**	**$1,834**

Funding: Storm Water Utility Fund

BMP CS 03: REVISE SWPPP REVIEW CHECKLIST AND SOP

Existing: ☒ New: ☐

Description: American Fork City will review and update, as needed, its written SWPPP review checklist and SOP on an annual basis.

Permit Reference: 4.2.4.3

Desired Results: To ensure contractors, development engineers, and review staff follow the same procedures and have the same expectations in implementing storm water BMPs and the requirements of the UPDES CGP.

Justification: To continually streamline and improve the process and address any deficiencies in the process to ensure that the requirements of the UPDES CGP are being met. To document that the checklist and SOP are current and that they are effective. This will reflect the changes in the construction permits which are on a different renewal cycle than the MS4 Permit.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: City Engineering Staff, Storm Water Inspectors, Development Engineers, Architects.

Responsible Agents in City: Public Works Director, City Engineer.

Measurable Goal:

1) Revise checklist annually based on staff and updates in the permits.
2) Update the SWPPP review SOP annually to address changes in procedures or the construction permits.

Measures of Success: Compliance with these goals will be measured by:

1) Revise the SOP and checklist by January annually.
2) Publish on the website by February annually.

Milestones:

2022: Complete the SOP and checklist updates by January 2022 and publish on the City website by February 2022.

2023: Complete the SOP and checklist updates by January 2023 and publish on the City website by February 2023.

2024: Complete the SOP and checklist updates by January 2024 and publish on the City website by February 2024.

2025: Complete the SOP and checklist updates by January 2025 and publish on the City website by February 2025.

2026: Complete the SOP and checklist updates by January 2026 and publish on the City website by February 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$490	$510	$530	$551	$573
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$490**	**$510**	**$530**	**$551**	**$573**

Funding: Storm Water Utility Fund

BMP CS 04: UPDATE SOPs FOR INSPECTION AND ENFORCEMENT

Existing: ☒ **New:** ☐

Description: American Fork City will review and update, as needed, its written SOPs, on an annual basis, for site storm water inspections by a qualified person and enforcement.

Permit Reference: 4.2.4.1, 4.2.4.2, 4.2.4.4

Desired Results: To regularly update the procedures to ensure compliance at all construction sites with all General Construction Storm Water Permits.

Justification: As the general construction storm water permits are updated and renewed, the inspection and enforcement procedures also need to be updated to ensure compliance.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: Storm Water Inspectors.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager

Measurable Goal:

1) Update SOPs annually based on staff and updates in the permits.

Measures of Success: Compliance with these goals will be measured by:

1) Revise the SOPs by September annually.

Milestones:

2022: Complete the SOPs by September 2022. **2023:** Complete the SOPs by September 2023. **2024:** Complete the SOPs by September 2024. **2025:** Complete the SOPs by September 2025. **2026:** Complete the SOPs by September 2026.

Cost Summary:

MCM #4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

	2022	2023	2024	2025	2026
Labor Costs	$490	$510	$530	$551	$573
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$490**	**$510**	**$530**	**$551**	**$573**

Funding: Storm Water Utility Fund

BMP CS 05: BI-WEEKLY INSPECTIONS OF HIGH PRIORITY SITES AND MONTHLY INSPECTIONS OF ALL SITES

Existing: ☒ **New:** ☐

Description: American Fork City determines if construction sites are high priority based on soil erosion potential, site slope, project size and type, sensitivity of receiving waterbodies, and non-storm water discharges and past record of non-compliance by the operators of the construction site. High priority sites will be inspected bi-weekly (once every two weeks). All other sites will be inspected monthly. Any non-compliant sites will be followed up within 7 days or less.

Permit Reference: 4.2.4.3.2, 4.2.4.4.1, 4.2.4.4.3

Desired Results: To prioritize and focus inspection efforts where the greatest benefits will be achieved while ensuring that all sites are inspected regularly.

Justification: By prioritizing the construction sites during the SWPPP and design review process as part of the approval process, limited resources can be prioritized on the areas where pollution from construction sites are most likely to occur.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: Storm Water Inspectors.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) All high-priority sites inspected bi-weekly (once every two weeks).
2) All other sites inspected once a month.
3) All compliance and corrective inspections completed within 7 days or less.

Measures of Success: Compliance with these goals will be measured by:

1) SWPPP inspection reports and work orders documenting completion of all inspections.
2) Metrics reports updated semi-annually showing that all inspections are compliant.

MCM #4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Milestones:

2022: Updated metrics and reports by March and September 2022. **2023:** Updated metrics and reports by March and September 2023. **2024:** Updated metrics and reports by March and September 2024. **2025:** Updated metrics and reports by March and September 2025. **2026:** Updated metrics and reports by March and September 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$86,730 „	$90,199	$93,807	$97,559	$101,462
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$86,730**	**$90,199**	**$93,807**	**$97,559**	**$101,462**

Funding: Storm Water Utility Fund

BMP CS 06: PRE-CONSTRUCTION SWPPP MEETINGS AND ADDRESSING PUBLIC COMMENTS

Existing: ☒ New: ☐

Description: American Fork City will hold a pre-construction SWPPP meeting to review the site design, planned operations at the construction site, planned BMPs during construction, and long term BMPs, including LID methods, to manage runoff after construction. The City will receive public comments through the established public process associated with the planning commission.

Permit Reference: 4.2.4.3.1, 4.2.4.3.2

Desired Results: To review the priority issues and public comments that must be addressed during construction with the design professionals, developer, and contractor. This meeting will allow the City to review and discuss any priority issues associated with the BMPs and LID methods related to the construction site.

Justification: Each site is different. As a result, meeting on site to discuss the areas of concern, the installation and maintenance of BMPs, the areas to be protected from disturbance, and the contractor's sequence of work will minimize the risk of pollution to the storm water system.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: City Engineer, Sewer and Storm Water Division Manager, Storm Water Inspectors, City Infrastructure Manager, Public Works Inspectors.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Present all projects requiring a SWPPP for public comment as part of City's planning process. Comments shall be received as part of the public process.
2) Hold a pre-construction SWPPP meeting for every project meeting the requirements under the UPDES CGP.
3) Document all pre-construction meetings with an agenda and minutes.

Measures of Success: Compliance with these goals will be measured by:

1) Meeting minutes from planning commissions for each development presented or other comments received through the public process related to storm water.
2) Metrics documenting the completion of all preconstruction meetings using

work orders.

Milestones:

2022: Updated metrics and meeting minutes by March and September 2022. **2023:** Updated metrics and meeting minutes by March and September 2023. **2024:** Updated metrics and meeting minutes by March and September 2024. **2025:** Updated metrics and meeting minutes by March and September 2025. **2026:** Updated metrics and meeting minutes by March and September 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$39,200	$40,768	$42,399	$44,095	$45,858
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$39,200**	**$40,768**	**$42,399**	**$44,095**	**$45,858**

Funding: Storm Water Utility Fund

BMP CS 07: MAINTAIN RSI AND RSW/RSR CERTIFICATION TRAINING OF ALL STORM WATER INSPECTORS AND ENGINEERING SWPPP WRITERS/REVIEWERS

Existing: ☒ New: ☐

Description: Maintain RSI certification for all storm water and public works staff involved with inspections. Ensure applicable new staff obtain RSI certification within 1 year of employment. Maintain RSW/RSR certification for all storm water and engineering staff involved in writing/reviewing SWPPP and site plans. Ensure applicable new staff obtain RSW/RSR certification within 1 year of employment.

Permit Reference: 4.2.4.4.1, 4.2.4.5

Desired Results: To maintain the training and knowledge base with the current state of the industry of all City staff associated with review and inspection of storm water facilities.

Justification: By attending annual training and maintaining the certifications, staff will make all efforts to become aware of upcoming technology trends and information that will be beneficial to the city and may affect future construction, review, and permitting requirements.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: City Engineer, Sewer and Storm Water Division Manager, Storm Water Inspectors, City Infrastructure Engineer, Public Works Inspectors.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Maintain all RSI and RSW/RSR certifications.
2) Ensure all appropriate new staff obtain the necessary certifications within 1 year of employment.

Measures of Success: Compliance with these goals will be measured by:

1) Document renewal annually as part of annual metrics reporting and as part of work orders.
2) Document training of all appropriate new staff using training logs and work orders. Upon completion of training, they will receive certification that documents the completion of training.

Milestones:

2022: Updated log of certified staff by September 2022.

2023: Updated log of certified staff by September 2023.

MCM #4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

2024: Updated log of certified staff by September 2024. **2025:** Updated log of certified staff by September 2025. **2026:** Updated log of certified staff by September 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$23,520	$24,461	$25,439	$26,457	$27,515
Other Costs	$1,250	$1,300	$1,352	$1,406	$1,462
Total Costs	**$24,770**	**$25,761**	**$26,791**	**$27,863**	**$28,977**

Funding: Storm Water Utility Fund

BMP CS 08: UPDATE APPROVED CONSTRUCTION SITE STORM WATER BMPS AND DESIGN STANDARDS

Existing: ☒ New: ☐

Description: American Fork City will update the approved construction site storm water BMPs and references, including the references on the engineering and storm water websites. Additionally, the City will update the engineering design standards and details on the City website to meet current permit requirements.

Permit Reference: 4.2.4.1.1

Desired Results: To standardize the design and review process, simplify design and construction efforts for those working with American Fork, and standardize the infrastructure that is maintained by the City.

Justification: Clear and consistent BMPs and design standards make it much easier for the engineers and developers working with the City to complete projects. By updating them, combined with the SWPPP checklist and design review checklist posted online, the development process for storm water compliance is consistent.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: City Engineer, Sewer and Storm Water Division Manager, City Infrastructure Manager.

Responsible Agents in City: Public Works Director, City Engineer.

Measurable Goal:

1) Update storm water construction site BMPs.
2) Update engineering design standards and details.
3) Review annually.

Measures of Success: Compliance with these goals will be measured by:

1) Update BMP reference on website annually including the date modified.
2) Document the date last reviewed and modified on the design standards and details including when they are adopted.

Milestones:

2022: Review BMP references, standards, and details by June 2022. **2023:** Update BMP references, standards, and details by December 2023. **2024:** Review BMP

references, standards, and details by December 2024. **2025:** Review BMP references, standards, and details by December 2025. **2026:** Review BMP references, standards, and details by December 2026.

MCM #4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$7,840	$8,154	$8,480	$8,819	$9,172
Other Costs	$0	$17,000	$17,680	$18,387	$19,123
Total Costs	**$7,840**	**$25,154**	**$26,160**	**$27,206**	**$28,295**

Funding: Storm Water Utility Fund

BMP CS 09: MAINTAIN DOCUMENTATION AND MAP OF SWPPP LOCATIONS BY ADDRESS

Existing: ☒ **New:** ☐

Description: American Fork City will document and map all SWPPP locations by address using a GIS database correlated to a digital copy of the SWPPP and each inspection and corrective action.

Permit Reference: 4.2.4.3, 4.2.4.6

Desired Results: To log and track all SWPPPs both by digital copy and by address locations using a GIS database to support and document compliance and to verify that no construction sites are missed.

Justification: The utilization of work orders, GIS database systems to log SWPPP locations, and the opportunity to correlate the SWPPPs to the individual inspections provide a strong link for providing metrics of compliance.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: City Engineer, Sewer and Storm Water Division Manager, City Infrastructure Engineer, City Storm Water Inspectors, Public Works Inspectors.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Logging of all SWPPPs in GIS database by address.
2) Metrics of all SWPPPs and associated inspections and corrective actions.

Measures of Success: Compliance with these goals will be measured by:

1) Map of all SWPPPs by year over the previous five years created annually by September of each year.
2) Metrics of all SWPPPs and associated inspections and corrective actions by March and September of each year.

Milestones:

2022: Updated metrics by March and September, and map by September 2022. **2023:** Updated metrics by March and September, and map by September 2023. **2024:** Updated

metrics by March and September, and map by September 2024. **2025:** Updated metrics by March and September, and map by September 2025. **2026:** Updated metrics by March and September, and map by September 2026.

MCM #4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$11,760	$12,230	$12,270	$13,228	$13,758
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$11,760**	**$12,230**	**$12,270**	**$13,228**	**$13,758**

Funding: Storm Water Utility Fund

BMP CS 10: ANNUAL STAFF TRAINING AS REQUIRED

Existing: ☒ New: ☐

Description: American Fork City will provide staff training to all staff and third-party reviewers or contractors whose job duties are related to implementing the construction storm water program. These duties include permitting, plan review, construction site inspections, and enforcement. Training will include the use of checklists, standard operating procedures (SOPs), methods for documentation, safety, and the completion a training log.

Permit Reference: 4.2.4.5

Desired Results: To provide training to all City staff associated with implementing the storm water construction program. This also allows staff to be informed and educated to proper industry methods and procedures as SOPs, standards, and permits are updated.

Justification: It is necessary to ensure that City staff are consistent in the implementation of the program. This requires annual training and the training of new staff.

Pollutants: TSS, TDS, nitrogen, phosphorus, and other related construction debris, wastes, and pollutants.

Audience: Sewer and Storm Water Division Staff, City Engineering Staff, Public Works Director.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Complete annual training of all existing engineering and storm water staff.
2) Complete the training of new staff in these divisions within 60 days of being hired.

Measures of Success: Compliance with these goals will be measured by:

1) Log of annual training of all existing employees.
2) Log of all new employees within 60 days of being hired.

Milestones:

2022: Complete annual training by April and within 60 days of hire date for new employees in 2022.

2023: Complete annual training by April and within 60 days of hire date for new employees in 2023.

2024: Complete annual training by April and within 60 days of hire date for new employees in 2024.

2025: Complete annual training by April and within 60 days of hire date for new employees in 2025.

2026: Complete annual training by April and within 60 days of hire date for new employees in 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$10,584	$11,007	$11,448	$11,906	$12,382
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$10,584**	**$11,007**	**$11,448**	**$11,906**	**$12,382**

Funding: Storm Water Utility Fund

4.2.5 Long-Term Storm Water Management in New Development and Redevelopment (Post-Construction Storm Water Management)

BMP PC 01: NON-STRUCTURAL BMPS

Existing: ☐ New: ☒

Description: American Fork City will consider non-structural BMPs, including requirements and standards to minimize development in areas susceptible to erosion and sediment loss; minimize the disturbance of native soils and vegetation; preserve areas that provide important water quality benefits; implement measures for flood control; and protect the integrity of natural resources and sensitive areas.

Permit Reference: 4.2.5.1.1

Desired Results: To prevent or minimize impacts to water quality by protecting sensitive areas.

Justification: Non-structural BMPs will minimize water quality impacts by protecting areas where physical controls are not suitable.

Pollutants: General pollutants associated with all MCMs with primary focus on TSS, total phosphorus, and total nitrogen.

Audience: City Staff, General Public (Residents, Businesses, Institutions, Contractors, Developers).

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Conduct planning meeting to determine how to incorporate non-structural BMPs into design standards, SOPs, and city ordinances.
2) Review and update design standards to include non-structural BMPs.
3) Review and update sensitive lands ordinances including the Shoreline Preservation Zone and Utah Lake Shoreline Protection Overlay Zone. Other sensitive lands ordinance modifications will be considered including river and stream setbacks and wetland protections.
4) Review and update Sensitive Lands application.

Measures of Success:

1) Planning meeting to establish non-structural BMP plan by April 2022.
2) Update standards, SOPs, ordinances, etc. by December 2022.

3) Review standards and ordinances annually to evaluate effectiveness of non-structural BMPs.

Milestones:

2022: Planning meeting in April 2022. Updated standards, SOPs, and ordinances by December 2022.

2023: Review standards and ordinances and evaluate effectiveness by December 2023. **2024:** Review standards and ordinances and evaluate effectiveness by December 2024. **2025:** Review standards and ordinances and evaluate effectiveness by December 2025. **2026:** Review standards and ordinances and evaluate effectiveness by December 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$1,960	$2,038	$2,120	$2,205	$2,293
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$1,960**	**$2,038**	**$2,120**	**$2,205**	**$2,293**

Funding: Storm Water Utility Fund

BMP PC 02: RETENTION REQUIREMENT

Existing: ☒ New: ☐

Description: American Fork City has defined a specific hydrologic method for calculating runoff volumes and flow rates to ensure consistent sizing of structural BMPs in their jurisdiction and to facilitate plan review based on the 80th percentile storm.

Permit Reference: 4.2.5.1.2

Desired Results: Implement and enforce a program to reduce pollutants in storm water runoff to the MS4 from new development and redevelopment with a land disturbance greater than

1.0 acre, including projects less than one acre that are part of athe larger common plan of development or sale after construction.

- New development projects must manage rainfall on-site and prevent the off-site discharge of the precipitation from all rainfall events less than or equal to the 80th percentile rainfall event (0.5 inches based on local rainfall analysis).
- If a redevelopment project increases the impervious surface by that collectively disturbs land greater than 10%, the project shall manage rainfall on-site and prevent the off-site discharge of the net increase in the volume associated with the precipitation from all rainfall events less than or equal to the 80th percentile rainfall event.

Justification: The objective of this BMP is for the hydrology associated with new development and redevelopment to mirror pre-development hydrology of the previously undeveloped site and to improve the hydrology of a redeveloped site and reduce the discharge of storm water flows (volumes and peaks) with the focus on contaminants by the MS4. This will improve overall water quality.

Pollutants: General pollutants associated with all MCMs with primary focus on TSS, TDS, total phosphorus, and total nitrogen.

Audience: City Staff, General Public (Residents, Businesses, Institutions, Contractors, Developers).

Responsible Agents in City: Public Works Director, City Engineer, and Sewer and Storm Water Division Manager

Measurable Goal:

1) Review and update standard (in Storm Water Technical Manual) defining

80th percentile rainfall event.

2) Confirm in plan review and document that standard was followed.

Measures of Success:

1) Update Storm Water Technical Manual by December 2022.
2) Document on plan review checklist that standard was followed as verified semi-annually as part of BMP AD 03.

MCM #5: POST-CONSTRUCTION STORM WATER MANAGEMENT

Milestones:

2022: Update storm water technical manual by December 2022. Document adherence to retention requirement for each plan review.

2023: Document adherence to retention requirement for each plan review. **2024:** Document adherence to retention requirement for each plan review. **2025:** Document adherence to retention requirement for each plan review. **2026:** Document adherence to retention requirement for each plan review.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$588	$612	$636	$661	$688
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$588**	**$612**	**$636**	**$661**	**$688**

Funding: Storm Water Utility Fund

BMP PC 03: LOW IMPACT DEVELOPMENT APPROACH

Existing: ☐ New: ☒

Description: American Fork City shall require the evaluation of a low impact development (LID) approach for all projects subject to the requirements in the MS4 Permit. The City shall adopt a minimum of five LID practices that meet the requirements or are listed in Appendix C of the State of Utah's *A Guide to Low Impact Development within Utah*, available on DWQ's website.

Permit Reference: 4.2.5.1.3

Desired Results: The implementation of BMPs that allow storm water to infiltrate, have evapotranspiration or harvest, and use storm water on site to reduce runoff from the site and protect water quality.

Justification: A LID approach promotes storm water controls that will prevent and minimize impacts to water quality.

Pollutants: Total nitrogen, total phosphorous, TSS.

Audience: Land Use Planners, Reviewers, Engineers, Developers.

Responsible Agents in City: City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Review DWQ's guide to LID, the UCEA website (https://www.ucea.net/services), and other sources to select which LID practices are most appropriate for the City.
2) Add selected LID practices to design standards with links on the City website.
3) Utilize plan review process and annual post-construction inspections results to determine implementation and effectiveness of LID practices.

Measures of Success:

1) Select LID practices to add to design standards by January 2022.
2) Update design standards to include selected LID practices by December 2022 and post links on City website.
3) Update plan review checklist to include review of LID practices.

MCM #5: POST-CONSTRUCTION STORM WATER MANAGEMENT

Milestones:

2022: Select a minimum of five LID practices by January 2022. Update design standards by December 2022. Update plan review checklist by December 2022.

2023: Use plan review checklist as documentation of LID implementation. Document reviews in semi-annual metrics associated with BMP AD 03

2024: Use plan review checklist as documentation of LID implementation. Document reviews in semi-annual metrics associated with BMP AD 03.

2025: Use plan review checklist as documentation of LID implementation. Document reviews in semi-annual metrics associated with BMP AD 03.

2026: Use plan review checklist as documentation of LID implementation. Document reviews in semi-annual metrics associated with BMP AD 03.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,058	$2,140	$2,226	$2,315	$2,408
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$2,058**	**$2,140**	**$2,226**	**$2,315**	**$2,408**

Funding: Storm Water Utility Fund

BMP PC 04: LOW IMPACT DEVELOPMENT ALTERNATIVE

Existing: ☐ **New:** ☒

Description: American Fork City shall adopt a procedure for developers to provide rationale for the use of alternative design criteria, if meeting the retention standards described in Part 4.2.5.1.2 is infeasible.

Permit Reference: 4.2.5.1.4

Desired Results: The new or redevelopment project must document and quantify that infiltration, evapotranspiration, and rainwater harvesting have been used to the maximum extent feasible and that full employment of these controls are infeasible due to constraints beyond their control.

Justification: LID practices may be infeasible due to one or more of the following conditions: high groundwater, drinking water source protection areas, soil conditions, slopes, accessibility, excessive costs, or another justifiable constraint.

Pollutants: Total nitrogen, total phosphorous, TSS, TDS.

Audience: Land Use Planners, Reviewers, Engineers, Developers.

Responsible Agents in City: City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Define procedure for developers to provide rationale and documentation that LID is infeasible.
2) Update instructions in design standards.
3) Utilize plan review process to document LID infeasibility.

Measures of Success:

1) Define LID alternative approach by January 2022.
2) Update design standards to include procedure for LID alternative approach by December 2022.
3) Update plan review checklist to include review of LID alternative approach.

Milestones:

2022: Define LID alternative approach by January 2022. Update design standards by December 2022. Update plan review checklist by December 2022.

2023: Use plan review checklist as documentation of LID infeasibility. **2024:** Use plan review checklist as documentation of LID infeasibility. **2025:** Use plan review checklist as documentation of LID infeasibility. **2026:** Use plan review checklist as documentation of LID infeasibility.

Cost Summary:

MCM #5: POST-CONSTRUCTION STORM WATER MANAGEMENT

	2022	2023	2024	2025	2026
Labor Costs	$3,332	$3,465	$3,604	$3,748	$3,898
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$3,332**	**$3,465**	**$3,604**	**$3,748**	**$3,898**

Funding: Storm Water Utility Fund

BMP PC 05: STORM WATER CONTROL ORDINANCE AND ENFORCEMENT

Existing: ☒ **New:** ☐

Description: American Fork City shall review and update the city ordinance that requires long-term post-construction storm water controls at new development and redevelopment sites. The ordinance requires one acre. The ordinance or other regulatory mechanism shall require BMP selection, design, installation, operation, and maintenance standards necessary to protect water quality and reduce the discharge of pollutants to the MS4. It also includesPermittee shall implement an enforcement strategy and an appeals processimplement the enforcement provisions of the ordinance or other regulatory mechanism.

Enforcement provisions in the ordinance contain procedures for specific processes and sanctions to minimize the occurrences of violations and obtain compliance from chronic and recalcitrant violators. These processes and sanctions include appropriate, escalating enforcement procedures and actions.

Permit Reference: 4.2.5.2, 4.2.5.2.1, 4.2.5.2.2

Desired Results: Utilization of appropriate BMPs and standards during design, installation, and operation and maintenance, along with enforcement of the ordinance, will protect water quality and reduce the discharge of pollutants to the MS4.

Justification: Properly enforced ordinances and adherence to adopted design standards will minimize adverse impacts to storm water quality.

Pollutants: Total nitrogen, total phosphorous, TSS, TDS.

Audience: a. HowLand Use Planners, Reviewers, Engineers, Developers, Storm Water Inspectors.

Responsible Agents in City: Public Works Director, City Engineer, Storm and Sewer Division Manager

Measurable Goal:

1) Review and update storm water control ordinance.
2) Review and train City staff on enforcement strategy, appeals process, and required documentation.
3) Implement enforcement strategy and BMP documentation.

Measures of Success:

1) Review, update, and adopt storm water control ordinance by October 2022.
2) Include ordinances and enforcement SOPs in annual City staff training, as described in BMP PC 10.

3) Document plan reviews and inspections as evidence of enforcement strategy.

Milestones:

2022: Update ordinance by October 2022. Continue training, inspection, and documentation.

2023: Continue training, inspection, and documentation. Include in semi-annual metrics and review.

2024: Continue training, inspection, and documentation. Include in semi-annual metrics and review.

2025: Continue training, inspection, and documentation. Include in semi-annual metrics and review.

2026: Continue training, inspection, and documentation. Include in semi-annual metrics and review.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$8,232	$8,561	$8,904	$9,260	$9,630
Other Costs	$1,200	$1,248	$1,298	$1,350	$1,404
Total Costs	**$9,432**	**$9,809**	**$10,202**	**$10,610**	**$11,034**

Funding: Storm Water Utility Fund

BMP PC 06: UPDATE DESIGN STANDARDS

Existing: ☒ **New:** ☐

Description: American Fork City will review and update their engineering design standards and details for long-term storm water control. Updated standards will be posted on City website.

American Fork City will document how the long-term storm water BMPs were selected, the

b. The pollutant removal performance expected from the selected BMPs, and the

c. The technical basis whichthat supports the performance claims for the selected BMPs.

Permit Reference: 4.2.5.2.2

Desired Results: Utilization of appropriate BMPs and standards during design, installation, and operation and maintenance, supported with enforcement of the ordinances, will protect water quality and reduce the discharge of pollutants to the waters of the U.S.

Justification: Properly enforced ordinances and adherence to adopted design standards will minimize adverse impacts to storm water quality.

Pollutants: General pollutants associated with all MCMs with emphasis on TSS, TDS, total nitrogen, and total phosphorus.

Audience: City Staff, Contractors, Businesses, Developers.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, City Engineer.

Measurable Goal:

1) Update engineering design standards and details.
2) Review annually.

Measures of Success:

1) Update standards and details by December 2022. Post on website with the date of adoption documented.
2) Update annually based on updated information and industry improvements.

MCM #5: POST-CONSTRUCTION STORM WATER MANAGEMENT

Milestones:

2022: Update standards and details by December 2022. **2023:** Review standards and details by December 2023. **2024:** Review standards and details by December 2024. **2025:** Review standards and details by December 2025. **2026:** Review standards and details by December 2026.

MCM #5: POST-CONSTRUCTION STORM WATER MANAGEMENT

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,744	$2,854	$2,968	$3,087	$3,210
Other Costs	$24,000	$24,960	$25,958	$26,997	$28,077
Total Costs	**$26,744**	**$27,814**	**$28,926**	**$30,084**	**$31,287**

Funding: Storm Water Utility Fund

BMP PC 07: INSPECTIONS OF POST-CONSTRUCTION STORM WATER MANAGEMENT

Existing: ☒ New: ☐

Description: American Fork City will update and enforce a program to reduce pollutants in storm water runoff from existing development projects by inspecting the existing facilities at least every other year to ensure proper operations and maintenance as required by ordinance and the development agreements. The city staff will perform an inspection of all water quality control facilities once every five years.

Permit Reference: 4.2.5.2.5

Desired Results: That property owners/operators maintain functionality of existing storm water controls.

Justification: By conducting periodic inspections, American Fork City will confirm that necessary maintenance is conducted to maintain functionality of storm water controls.

Pollutants: General pollutants with emphasis on TSS, TDS, total nitrogen, and total phosphorus.

Audience: City Staff, Businesses, Landowners, and Developers.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, City Engineer.

Measurable Goal:

1) Ensure ordinance provides authority to require and enforce inspection at least every other year of private storm water facilities that discharge to the American Fork MS4.
2) Update and implement maintenance agreements that will require property owners of Long-Term Storm Water Management BMPs to be maintained and inspected at least every other year.
3) Continue to require non-city-owned facilities be inspected at least every other year by private property owner/operators or qualified third parties to ensure that facilities are being maintained and operated as designed. Require non-city-owned facilities be inspected at least once every 5 years by City staff.
4) Continue to require city-owned facilities be inspected by a qualified City staff member at least every other year or as necessary to maintain functionality of the

control.

5) Update American Fork MS4 post-construction facility checklist to be used in all inspections, whether by City staff or by third party qualified inspector, which includes:
    a. Inspection date
    b. Name and signature of inspector
    c. Project location
    d. Description of facilities
    e. Description of storm water control measures, including quality of:
        i. Vegetation and soils
        ii. Inlet and outlet channels and structures

iii. Catch basins
iv. Spillways
v. Weirs/orifices
vi. Sediment and debris accumulation
vii. Specific maintenance issues and violations found that need to be corrected by property owner along with deadlines and re-inspection dates.

f. Update post-construction inspection SOP.

Measures of Success:

1) Update ordinance by December 2022. Send out letter reminding landowners and business owners of inspections by June annually.
2) Update maintenance agreement and post-construction SOP by December 2022.
3) Conduct inspections of non-city-owned facilities every other year or once every 5 years depending on ongoing maintenance and agreements.
4) Document inspections using checklists/work orders.

Milestones:

2022: Update ordinance by December 2022. Update maintenance agreement and SOP by December 2022. Conduct at least 20% of non-city-owned facilities and document by September 2022. Send out letter reminding landowners and businesses to complete inspections by June 2022 requiring compliance by September 2022.

2023: Conduct at least 20% of non-city-owned facilities and document by September 2023. Send out letter reminding landowners and businesses to complete inspections by June 2023 requiring compliance by September 2023.

2024: Conduct at least 20% of non-city-owned facilities and document by September 2024. Send out letter reminding landowners and businesses to complete inspections by June 2024 requiring compliance by September 2024.

2025: Conduct at least 20% of non-city-owned facilities and document by September 2025. Send out letter reminding landowners and businesses to complete inspections by June 2025 requiring compliance by September 2025.

2026: Conduct at least 20% of non-city-owned facilities and document by September 2026. Send out letter reminding landowners and businesses to complete inspections by June 2026 requiring compliance by September 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$4,704	$4,892	$5,088	$5,291	$5,503
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$4,704**	**$4,892**	**$5,088**	**$5,291**	**$5,503**

Funding: Storm Water Utility Fund

BMP PC 08: PLAN REVIEW FOR LONG-TERM STORM WATER MANAGEMENT

Existing: ☒ New: ☐

Description: American Fork City will review their design review process and update, as needed, their design checklist and SOP for design review to ensure compliance with this SWMP related to post construction BMPs.

Permit Reference: 4.2.5.3

Desired Results: To ensure long-term storm water controls are implemented to protect water quality.

Justification: Having a documented plan review process ensures consistency between City staff reviewers, development designers, and various development projects.

Pollutants: General pollutants with emphasis on TDS, TSS, total nitrogen, and total phosphorus.

Audience: City Staff, Contractors, Businesses, Developers, Landowners.

Responsible Agents in City: Public Works Director, City Engineer.

Measurable Goal:

1) Revise checklist annually, as needed.
2) Update the design review SOP annually to address changes in procedures or the construction permits.

Measures of Success:

1) Revise the SOP and checklist by November annually.
2) Publish on the website by December annually.

Milestones:

2022: Complete the SOP and checklist updates by November 2022 and publish on the City website by December 2022.

2023: Complete the SOP and checklist updates by November 2023 and publish on the City website by December 2023.

2024: Complete the SOP and checklist updates by November 2024 and publish on the City website by December 2024.

2025: Complete the SOP and checklist updates by November 2025 and publish on the City website by December 2025.

2026: Complete the SOP and checklist updates by November 2026 and publish on the City website by December 2026.

MCM #5: POST-CONSTRUCTION STORM WATER MANAGEMENT

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$392	$408	$424	$441	$459
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$392**	**$408**	**$424**	**$441**	**$459**

Funding: Storm Water Utility Fund

BMP PC 09: INVENTORY OF POST-CONSTRUCTION STRUCTURAL STORM WATER CONTROL MEASURES

Existing: ☒ New: ☐

Description: American Fork City will 3. Permittee is required to adopt and implement procedures for site plan reviews which evaluate potential water quality impacts. The procedures shall apply through the life of the project from conceptual design to project closeout.

4. Permittee must maintain an inventory of all post-construction structural storm water control measures installed and implemented at new development and redeveloped sitessited that disturb greater than or equal to 1one acre, including projects less than 1one acre that are part ofbut contribute to a larger common plan of development or sale which collectively disturbs land greater than or equal to 1 acre. This inventory must include both public and private sector sites located within American Fork City's service area that were developed since the date that post-construction requirements came into effectplan of development.

Permit Reference: 4.2.5.4

Desired Results: To compile and update a GIS map and database of pertinent information related to long term storm water control measures.

Justification: Keeping an inventory of post-construction structural storm water control measures in an electronic database with corresponding mapping will help American Fork City keep track of the condition and inspection of these controls to ensure that proper maintenance continues, and water quality is protected.

Pollutants: General pollutants associated with all MCMs.

Audience: City Staff, Contractors, Businesses, Developers, and Landowners

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, City Engineer.

Measurable Goal:

1) Update GIS map and database as structural BMPs are implemented and as existing controls are inspected.
2) GIS database will include basic information on each project, such as project's name, owner's name and contact information, location, start/end date, etc., and specifically:

- Short description of each storm water control measure (type, number, design or performance specifications);)

- Short description of maintenance requirements (frequency of or required maintenance and inspections~~); and~~)
- Inspection information (date, findings, follow up activities, prioritization of follow-up activities, compliance status~~).~~)

5. Permittees shall ensure that all staff involved in post-construction storm water management, including those that conduct plan reviews, annual maintenance inspections, and enforcement, receive appropriate training. Training shall be provided or made available for staff in the fundamentals of long-term storm water management using structural and non-structural control methods. Training records must be kept and included, at a minimum, dates, activities or course description, and names and positions of staff in attendance. The permittee shall ensure that all new hires are trained within 60 days of hire and annually thereafter, at a minimum. Follow-up training shall be provided as needed to address changes in procedures, methods, or staffing. (4.2.5.5)

The City of American Fork has implemented tasks to meet the requirements of this MCM, which are summarized in this section.

LTM-1: City of American Fork Ordinances

LTM-2: Water Quality Protection Documentation

LTM-3: Long-Term Storm Water Management Plan Review

LTM-4: Hydrologic Method

LTM-5: Site Plan Review Procedures

LTM-6: Site Inspection for Post-Construction Storm Water Management Compliance

LEM-7: Post-Construction Storm Water Management Structure Inventory

Tasks in other Minimum Control Measures

CSR-4: Documentation, Enforcement Strategies and Procedures to respond to Violation of Ordinance (4.2.5.2.1, 4.2.3.6)

PE0-4: Education and Outreach for City Employees (4.2.1.5, 4.2.1.6)

LTM-1: City of American Fork Ordinances

Year Originally Executed: 2003, revised and amended 2015, 2020

Last Reviewed: February 2025

Reference Regulation: 4.2.5.2.

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens.

Audiences: MS4 Staff, General Public, Engineers, Construction Contractors, Developers and Planners

Description: City of American Fork Code includes ordinances about the use of BMPs needed to protect water quality from all new development and redevelopment sites. These City ordinances govern the selection, design, installation, operation and maintenance of long-term/post-construction BMPs. City code encourages the use of non-structural BMPs by reference to a City approved BMP manual. It also encourages the use of a Low Impact Development (LID) approach for handling storm water. American Fork requires documentation of LID and BMPs considered and the reasons for choosing the practices or explanations of what prevents the use of LID for each development or redevelopment project. City ordinances also require inspection and maintenance of long-term storm water management structures as needed. In addition, maintenance agreements are required so that property owners can be held accountable for keeping BMPs in good working order.

Purpose and Benefit: Ordinances supporting the City's storm water program are vital to ensure the success of programs that govern and protect the public.

Measure of Success: Evaluate the ordinance and draw connections to positive outcomes when the permit is renewed or changed according to the Storm Water Management Plan .

~~1) Provide quality control, inspection, verification, and update of 20% of storm water infrastructure within American Fork City annually.~~

~~2) Update infrastructure inventory with the construction of all development, redevelopment, and retrofit of storm water infrastructure.~~

3) Create tracking database using GIS for annual mailers and inspection results tracking system.
4) Update the SOP for implementing this BMP.

Milestones:

2022: Continue updating and verifying mapping of all storm water infrastructure. **2023:** Continue updating and verifying mapping of all storm water infrastructure. **2024:** Continue updating and verifying mapping of all storm water infrastructure. **2025:** Continue updating and verifying mapping of all storm water infrastructure. **2026:** Continue updating and verifying mapping of all storm water infrastructure.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$6,272	$6,523	$6,784	$7,055	$7,337
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$6,272**	**$6,523**	**$6,784**	**$7,055**	**$7,337**

Funding: Storm Water Utility Fund

BMP PC 10: POST-CONSTRUCTION INSPECTOR TRAINING

Existing: ☒ New: ☐

Description: American Fork City will provide training to all staff and third-party reviewers or contractors whose job duties are related to implementing the construction storm water program. These duties include permitting, plan review, post-construction site inspections, and enforcement. Training will include the use of checklists, standard operating procedures (SOPs), methods for documentation, safety, and the completion of a training log.

Permit Reference: 4.2.5.5

Desired Results: To provide training to all City staff associated with implementing the storm water construction program. This also allows staff to be informed and educated to proper industry methods and procedures as SOPs, standards, and permits are updated.

Justification: It is necessary to ensure that City staff are consistent in the implementation of the program. This requires annual training and the training of new staff.

Pollutants: General pollutants with emphasis on TDS, TSS, total nitrogen, and total phosphorus.

Audience: City Public Works Inspectors, Third-Party Inspectors, Engineering Staff, Sewer and Storm Water Division Staff.

Responsible Agents in City: Public Works Director, Sewer and**Staff:** Storm Water Division Manager, City Engineer.

Measurable Goal:

1) Complete annual training of all existing engineering and storm water staff.
2) Complete the training of new staff in these divisions within 60 days of being hired.

Measures of Success: Compliance with these goals will be measured by:

1) Log of annual training of all existing employees.
2) Log of all new employees within 60 days of being hired.

Milestones:

2022: Complete annual training by April and within 60 days of hire date for new employees in 2022.

2023: Complete annual training by April and within 60 days of hire date for new employees in 2023.

2024: Complete annual training by April and within 60 days of hire date for new employees in 2024.

2025: Complete annual training by April and within 60 days of hire date for new employees in 2025.

2026: Complete annual training by April and within 60 days of hire date for new employees in 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$2,058	$2,140	$2,226	$2,315	$2,408
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$2,058**	**$2,140**	**$2,226**	**$2,315**	**$2,408**

Funding: Storm Water Utility Fund

BMP PC 11: POST-CONSTRUCTION AGREEMENT AND LONG-TERM BMP OWNER TRAINING

Existing: ☐ **New:** ☒

Description: American Fork City will create and distribute an education flyer/notice to business and landowners responsible for water quality control features part of existing development within American Fork City on an annual basis. This flyer/notice will inform them of the purpose of the infrastructure, the importance of protecting water quality, the responsibility of the businesses and landowners to inspect the facilities bi-annually, and the consequences of non-compliance.

Permit Reference: 4.2.5.2.3

Desired Results: To provide training to all owners/operators of long-term water quality infrastructure of the importance and requirements to inspect and maintain the necessary infrastructure.

Justification: Only well-maintained infrastructure will function as designed and intended. **Pollutants:** General pollutants with emphasis on TDS, TSS, total nitrogen, and total phosphorus. **Audience:** Businesses and landowners of developments with water quality infrastructure.

Responsible Agents in City: Public Works Director, Sewer and Storm Water Division Manager, City Engineer. or designee, Maintenance Division Manager and City Attorney

Measurable Goal:

1) Completion of flyer/notice for businesses and landowners to educate them on the need and responsibility of inspections and compliance.
2) Annual documentation of distribution.
3) Annual documentation of responses.

Measures of Success: Compliance with these goals will be measured by:

Funding: Storm Water Utility

Standard Operating Procedures: None

City Ordinance References:

Storm Water Ordinances available online are linked below.

Chapter 16

City Storm Water Ordinance Summary (See Appendix B)

Supporting Documents

Storm Water Maintenance Agreement (Available upon request) Storm Water Questionnaire (Available upon request or online)

LTM-2: Water Quality Protection Documentation

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.5.2.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens.

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers, Planners

Description: ~~of the completion of the flyer/notice and the posting of~~

~~1)~~ Selecting specific long-term storm water BMPs for recommendation has been a challenge due to the lack of data on the effectiveness and pollutants removal rates from studies that have been completed in Utah. The City of American Fork recommends developers consider Low Impact Development (LID) through the use of the Utah Department of Water Quality's (UDWQ) manual, a ~~digital copy on the City website~~Guide to Low Impact Development within Utah. Additional resources can be found at the International Storm Water BMP Database and the EPA's National Menu of Best Management Practices (BMPs) for Storm Water. The preceding websites list expected removal rates from a variety of BMPs and the technical basis and studies which support these performance claims. Developers must design BMPs to treat storm water with a goal of reducing pollutants in the receiving water bodies. BMPs should address removal of phosphorus, total suspended solids, and other site specific target pollutants. Proposed BMPs will be evaluated by City staff to verify selected BMPs will target reduction of site specific pollutants.

Purpose and Benefit: Creating procedures and checklists allow for uniform review of sites based on agreed upon objective criteria. This consistency should lead to better compliance as contractors, developers and engineers are able to recognize patterns applicable to sites throughout the City.

Measure of Success: The number of new and redeveloped sites that implement LID features. Responsible Staff: Storm Water Manager, Storm Water Inspector and City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

See Links to: A Guide to Low Impact Development within Utah.

International Storm Water BMP Database

EPA's National Menu of Best Management Practices for Storm Water.

City of American Fork BMP Manual.

LTM-3: Long-Term Storm Water Management Plan Review

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation:4.2.5.3.; 4.2.5.3.1; 4.2.5.3.2.

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description:

Development can alter landscapes by increasing imperviousness (i.e. roofs, driveways, parking lots) and changing drainage patterns, thereby increasing the volume and velocity of runoff from the site. Increased volume leads to degradation of receiving water and increases the occurrence of flooding. Storm water from developed impervious areas can also contain a variety of pollutants that are detrimental to water quality, such as sediment, nutrients, road salts, heavy metals, pathogenic bacteria, and petroleum hydrocarbons.

Considering water quality impacts early in the design process can provide long-term water quality benefits. New development projects on undeveloped land offer many opportunities to reduce storm water runoffs from the site. Redevelopment projects, which replace existing development and are typically in more urban areas, usually have less land area available for storm water controls.

The City of American Fork as a Phase II regulated municipality, has developed ordinances which require property owners and operators to include a combination of structural and non-structural BMPs. The ordinances also ensure adequate long-term operation and maintenance of BMPs. The City needs to thoroughly review development plans and supporting documents for each site to ensure that they minimize negative impacts on water quality after construction is complete.

The City will regularly review and update design guidance documents written by MS4 staff that are provided to design professionals. These design guidance documents are an additional resource that are specific to storm water design considerations in American Fork. If mass mailings are distributed to design professionals, the date and list of recipients will be recorded.

Purpose and Benefit: Plan reviews allow for the evaluation of selected BMPs and guidance for developers from planning to construction, to long-term maintenance.

Measure of Success: Review site plan and subdivision reviews, deficiencies discovered by these reviews and the actions taken to remedy these deficiencies according to the Storm Water Management Plan. These reviewed site plans are found on American Fork's server.

Responsible Staff: Storm Water Manager, Storm Water Inspector and City Planner.

Funding: Storm Water Utility

Standard Operating Procedures: Long-Term Storm Water Management Plan & Maintenance Agreement Review (Available upon request)

Supporting Documents:

International Stormwater BMP Database

LTM-4: Hydrologic Method

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.5.1.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers and Planners

Description:

The use of hydrologic analysis in the design of storm water facilities for new developments and redevelopment sites has been a part of the preconstruction process for many years at the City of American Fork. The standards used have been selected by the Engineering Department under the direction of the City Engineer. The hydrologic methods that can be used in calculation of run-off volumes are listed in American Fork's Storm Water Design Manual.

The Storm Water Staff provide guidance in the process, ensuring that UPDES standards of management/retention are met. Each site design submitted to the City will require technical rationale should retention, or pretreatment requirements be infeasible for a given site. Exemptions can be obtained if retention or pretreatment is not feasible due to site constraints such as- poor percolation, high groundwater levels, etc. The City Engineer will use engineering judgment to determine if the exemption request will be accepted or denied on a case-by-case basis. If an exemption is accepted, developers will be required to provide a plan to the City Engineer for approval. The plan should identify the means by which water quality will be protected and volume control standards met.

Purpose and Benefit: Reducing runoff from sites and encouraging infiltration, evapotranspiration and/or reuse of storm water allows for groundwater recharge and minimizes potentially adverse impacts to downstream waters.

Measure of Success: Design engineers use our preferred storm water calculation methods

Responsible Staff: Storm Water Manager and

City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: Long-Term Storm Water Management Plan & Maintenance

Agreement Review (Available upon request)

Supporting Documents:

Utah DEQ Guide to Low Impact Development within Utah

American Fork Stormwater Technical Manual

LTM-5: Site Plan Review Procedures

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.5.3.; 4.2.5.3.1; 4.2.5.3.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Contractors, Developers, Engineers

Description: The City reviews site plans to ensure that any storm water controls or management practices for new development and redevelopment will prevent or minimize negative impacts on water quality. This process involves the technical development review with engineering, Public Works, and public safety. This review promotes non-structural BMPs such as minimizing disturbance areas, preserving areas deemed important for water quality benefits, implementing flood control, and protecting natural resources. The review process requires the evaluation of proposed LID that implements infiltration, evapotranspiration, and storm water harvesting in accordance with state regulations. If LID is determined not to be feasible, documentation explaining site limitations must be submitted to the development review committee for review and approval prior to construction. BMPs will be reviewed to ensure that they will address anticipated pollutants from the developed site. Additionally, this process of preconstruction and review meetings is a time to review storm water maintenance agreements.

Purpose and Benefit: The best way to integrate long-term storm water quality measures into a site is during planning and review.

Measure of Success: Document the number of sites evaluated, and the measures used to address the issues with these site plans. This will be reviewed annually according to the Storm Water Management Plan.

Responsible Staff: Storm Water Manager and

City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: Long-Term Storm Water Management Plan Review

(Available upon request)

Supporting Documents

American Fork's Long-Term Stormwater Management Plan

All documents are listed on the stormwater American Fork webpage

LTM-6: Site Inspection for Post-Construction Storm Water Management

Compliance

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.5.2.3; 4.2.5.2.4; 4.2.5.2.5

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Developers, Contractors, Business Owners

Description:

The City has a process to verify the proper installation and maintenance of long-term storm water management controls. The post-construction installation inspection is completed by the City Storm Water Manager and/or a City Engineer. This inspection is completed before final construction approval and all items of concern noted during the inspection must be addressed by the developer before a certificate of occupancy will be granted by the City.

Henceforth, each property owner who has signed the Storm Water Inspection and Maintenance Agreement (SWIMA), shall submit to the City a storm water maintenance inspection report that is completed by a qualified inspector. These reports are recorded by the Storm Water Manager to the American Fork Server. The City will then inspect each site that is bound by a LTSWMP for a minimum of once every five years with the goal of every other year during permit cycle.

Purpose and Benefit: Properly installed and maintained storm water controls ensure long-term benefits are extended to the full life expectancy of the measures.

Measure of Success: Document the number of sites evaluated, and the measures used to address the issues with these sites. This will be reviewed annually according to the Storm Water Management Plan .

Responsible Staff: Storm Water Manager, Stormwater Inspector ,and City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: Post-Construction, Maintenance Inspections

(Available upon request)

Supporting Documents: Storm Water Inspection and Maintenance Agreement (Available upon request)

Long-Term Storm Water Management Maintenance Inspection Report Form

LTM-7: Post-Construction Storm Water Management Structure Inventory

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.5.4.; 4.2.5.4.1.; 4.2.5.4.2

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Developers

Description:

During the development review process, a long-term storm water BMP or grading and drainage map is collected from the developer. This BMP map shows the location of all permanent storm water structures.

Post-construction, an "as-built" long-term storm water BMP map is requested in digital format. This data is then used to update the City's storm water GIS inventory.

The City will monitor its current inventory of post-construction storm water management structures and collect information on all such existing structures. A GIS map with related databases will track the description, maintenance requirements and inspection of information regarding sites that require a Long-term Storm Water Management Plan. This GIS and related database will be reviewed frequently to update necessary information.

Purpose and Benefit: A database allows for proper tracking of the maintenance and inspections of long-term management structures and ensures greater compliance with maintenance expectations.

Measure of Success: An accurate storm water structure inventory in American Fork's GIS database with reports on related maintenance and inspection activities. This will be reviewed annually according to the Storm Water Management Plan.

Responsible Staff: Storm Water Manager and

GIS Specialist

~~2)~~ **Funding:** Storm Water Utility~~Verification of mailings annually.~~
~~3) Verification of responses and compliance annually.~~

~~**Milestones:**~~

~~**2022:** N/A~~

~~**2023:** Complete flyer/notice by April 2023. Flyer/notice distributed by June 2023. Response documentation by September 2023.~~

~~**2024:** Flyer/notice distributed by June 2024. Response documentation by September 2024. **2025:** Flyer/notice distributed by June 2025. Response documentation by September 2025. **2026:** Flyer/notice distributed by June 2026. Response documentation by September 2026.~~

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$4,214	$4,383	$4,558	$4,740	$4,930
Other Costs	$3,600	$3,744	$3,894	$4,050	$4,211
Total Costs	**$7,814**	**$8,127**	**$8,452**	**$8,790**	**$9,141**

Funding: Storm Water Utility Fund

~~MCM #6: POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS~~

Standard Operating Procedures: None

Supporting Documents:

GIS database information (Available upon request)

Chapter 6 (CSR)

~~4.2.6~~ MCM 6: Pollution Prevention and Good Housekeeping for Municipal Operations

~~BMP GH 01:CITY OWNED FACILITY INVENTORY WITH PRIORITY IDENTIFICATION AND POSSIBLE POLLUTANTS~~

~~Existing:~~ ☒ ~~New:~~ ☐

~~**Description:** American Fork City will continue to update~~ The permit requirements for Pollution Prevention and Good Housekeeping for Municipal

Operations can be found in Section 4.2.6 of the permit.

A copy of the General Permit for Discharges from Small MS4s can be found at DWO's Website. The permit outlines in general the following requirements:

1. Develop and keep a current written inventory of Permittee-owned or operated facilities ~~owned by the City, including a summary of the possible pollutants and an assessment of the risks~~ and storm water controls. Permittees shall assess this written inventory for their potential to discharge typical urban pollutants~~.~~ to storm water. The Permittee must identify

~~**Permit Reference:** 4.2.6.1, 4.2.6.2~~

~~**Desired Results:** To maintain an assessment of the city-owned facilities and to ensure that pollutant risks are contained and appropriate BMPs are in place.~~

~~**Justification:** The nature of the work by the City requires the use of many facilities including many of those listed in the MS4 permit:~~

~~Equipment storage and maintenance~~ "high-priority" facilities or operations that have a high potential to generate storm water

pollutants. The Permittee shall develop and implement a Storm Water Pollution

Prevention Plan (SWPPP) or similar type of document for each "high-priority" facility.

2. Conduct the following inspections at "high priority" facilities:

a. Monthly visual inspections

b. Semi-annual comprehensive inspections

c. Annual visual observation of storm water discharges

- 3. Develop and implement Standard Operating Procedures to protect water quality at each of the facilities
- ~~Landscape maintenance facilities on municipal property~~
- ~~Materials storage yard~~
- ~~Pesticide and herbicide storage facilities~~
- ~~Public buildings including library, police station, fire station, municipal buildings, restrooms,~~ owned or operated by the Permittee and ~~other public-owned and -~~

operated buildings.

- Public parking lots
- Public golf course maintenance facilities
- Public swimming pool maintenance facilities
- Public Works yard
- Public marina and boat launch
- Salt storage facility
- Street repair and maintenance facilities and shed sites
- Vehicle storage and maintenance yards
- Animal control facilities
- Chemical storage facilities
- Transportation hubs

Pollutants: TSS, TDS, nitrogen, phosphorus, petroleum products, and other related debris, wastes, and pollutants.

Audience: City Staff.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager, City Facilities Manager.

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Measurable Goal:

1) Review inventory of facilities to verify that all facilities are mapped and included in the inventory.
2) Review list of possible pollutants at each site and the selected BMPs to contain them.

Measures of Success: Compliance with these goals will be measured by:

1) Review facility inventory map update in GIS annually including the potential pollutants and selected BMPs included in the associated database.

Milestones:

2022: Complete annual review of inventory of facilities and list of possible pollutants and selected BMPs by September 2022.

2023: Complete annual review of inventory of facilities and list of possible pollutants and selected BMPs by September 2023.

2024: Complete annual review of inventory of facilities and list of possible pollutants and selected BMPs by September 2024.

2025: Complete annual review of inventory of facilities and list of possible pollutants and selected BMPs by September 2025.

2026: Complete annual review of inventory of facilities and list of possible pollutants and selected BMPs by September 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$6,468	$6,727	$6,996	$7,276	$7,567
Other Costs	$500	$520	$541	$562	$585
Total Costs	**$6,968**	**$7,247**	**$7,537**	**$7,838**	**$8,152**

Funding: Storm Water Utility Fund

MCM #6: POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP GH 02:HIGH-PRIORITY FACILITY POLLUTANT POSSIBILITIES AND BMPS

Existing: ☒ New: ☐

Description: Based on the assessment completed in MCM #6 BMP GH 01, American Fork City will continue to update the inventory of high-priority facilities owned by the City including a summary of the possible pollutants and an assessment of the risks to discharge pollutants.

Permit Reference: 4.2.6.3

Desired Results: To prioritize all facilities within the City based on the following criteria as "high-priority":

- Pollutants stored at the site,
- Improperly stored materials,
- Potential pollutant generating /or activities performed outside,
- Proximity to fresh water and water bodies including streams, canals, rivers, ponds, lakes, springs, and wetlands,
- Potential to discharge pollutant(s) of concern to impaired water(s).

To specify BMPs at all high-priority sites and document the implementation of those BMPs.

Justification: High-priority facilities are those most likely to discharge pollutants. By regularly evaluating these facilities and the potential pollutants, combined with the associated BMPs, the risks of pollutant discharges can be reduced or eliminated.

Pollutants: TSS, TDS, nitrogen, phosphorus, petroleum products, and other related wastes and pollutants.

Audience: City operations and maintenance staff associated with the high-priority facilities.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager, City Facilities Manager.

Measurable Goal:

1) Review all high-priority facilities annually and the associated pollutants and BMPs.
2) Monitor and inspect BMPs annually to verify they are functioning.

Measures of Success: Compliance with these goals will be measured by:

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1) Documentation of annual review results and associated pollutants and BMPs in GIS and the associated database.
2) Inspection reports associated with BMPs at each high-priority facility.

Milestones:

2022: Complete annual review of high-priority facilities and inspection of BMPs by September 2022.

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2023: Complete annual review of high-priority facilities and inspection of BMPs by September 2023.

2024: Complete annual review of high-priority facilities and inspection of BMPs by September 2024.

2025: Complete annual review of high-priority facilities and inspection of BMPs by September 2025.

2026: Complete annual review of high-priority facilities and inspection of BMPs by September 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$6,174	$6,421	$6,678	$6,945	$7,223
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$6,174**	**$6,421**	**$6,678**	**$6,945**	**$7,223**

Funding: Storm Water Utility Fund

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BMP GH 03:PREPARE AND MAINTAIN HIGH PRIORITY FACILITY SWPPPS

Existing: ☐ New: ☒

Description: Based on the assessment completed in MCM #6 BMP GH 02, American Fork City will prepare and implement a SWPPP for each high-priority facility.

Permit Reference: 4.2.6.4

Desired Results: Implement a SWPPP for each high-priority facility within 180 days of the new permit and maintain the SWPPP annually.

Justification: The SWPPP incorporates the details of the impervious surfaces, directions of flows, nature of flows, locations of structural and non-structural flows, location and names of waters that could be polluted, summary of any spills or leaks that may have occurred, location of all visual storm water monitoring points, storm water inlets and outfalls, and a unique identification code of each outfall, locations of all non-storm water discharges, and locations of run-on flows to the site from adjacent properties.

Pollutants: TSS, TDS, nitrogen, phosphorus, petroleum products, and other related wastes and pollutants.

Audience: City operations and maintenance staff associated with the high-priority facilities.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager, City Facilities Manager.

Measurable Goal:

1) Completion of SWPPP for each high-priority facility.
2) Review and update SWPPP for each high-priority facility annually by facility staff to conducted by the Permittee. They must address any modifications or alterations in operations.:

Measures of Success: Compliance with these goals will be measured by:

1) Completion of the SWPPP for each facility and placing it in the Appendix.
2) Work order documentation of completion of reviews with any updates being incorporated into the existing SWPPP.

Milestones:

2021: Complete SWPPP for high-priority facilities as required by permit by November 7, 2021.

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2022: Review and update SWPPP for each high-priority facility and address any modifications or alterations by October 1, 2022.

2023: Review and update SWPPP for each high-priority facility and address any modifications or alterations by October 1, 2023.

2024: Review and update SWPPP for each high-priority facility and address any modifications or alterations by October 1, 2024.

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2025: Review and update SWPPP for each high-priority facility and address any modifications or alterations by October 1, 2025.

2026: Review and update SWPPP for each high-priority facility and address any modifications or alterations by October 1, 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$8,036	$8,357	$8,692	$9,039	$9,401
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$8,036**	**$8,357**	**$8,692**	**$9,039**	**$9,401**

Funding: Storm Water Utility Fund

MCM #6: POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP GH 04: REVIEW AND UPDATE EXISTING HOUSEKEEPING SOPS

Existing: ☒ New: ☐

Description: Review and update SOPs to protect water quality at each facility owned and operated by American Fork including:

- Buildings and facilities,
- Material storage areas,
- Heavy equipment storage areas and maintenance areas,
- Parks and open spaces,
- Vehicles and equipment,
- Roads, highways, and parking lots, and
- Storm water collection and conveyance system.

SOPs shall address:

- a. Use, storage, and disposal of chemicals;
- b. Storage of salt, sand, gravel, landscaping materials, asphalt, and other materials;
- c. Waste and trash management;
- d. Cleaning, washing, painting, and maintenance activities including cleaning of maintenance equipment, building exteriors, and trash containers;
- e. Sweeping roads and parking lots;
- f. Proper application, storage, and disposal of fertilizer, pesticides, and herbicides and minimizing their use;
- g. Lawn maintenance and landscaping activities including proper disposal of lawn clippingsclipping and vegetation;
  - Green waste deposited in the street
- h. Proper disposal of pestpet wastes;
- 1. Vehicle maintenance and repair activities including: use of drip pans and absorbents under or around leakingleaky vehicles and equipment;
- J. Vehicle/equipment storage including storing indoors where feasible;
- k. Vehicle fueling including placing fueling areas under cover in order to minimize exposure where feasible;

1. Road and parking lot maintenance, including: pothole repair, pavement marking,

- sealing, and repairingrepaving;
- m. Cold weather operations, including plowing, sanding, application of deicing compounds, and maintenance of snow disposal areas;

n. Right-of-way maintenance, including mowing and, herbicide and pesticide

- application;
- o. Municipally-sponsored events such as large outdoor festivals, parades, or street fairs, and the clean-up following these events;
- p. Regular inspection, cleaning, and repair of storm water conveyance and structural storm water controls;
- q. Graffiti removal; and

~~- Monthly Visual Inspections~~
~~- Semi-annual comprehensive inspections~~
~~- Annual visual observations of storm water discharges~~

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Permit Reference: 4.2.6.6, 4.2.6.6.1, 4.2.6.6.2, 4.2.6.6.3, 4.2.6.6.4, 4.2.6.6.5

Desired Results: To ensure standard operating procedures are protecting water quality and being appropriately implemented.

Justification: Standard operating procedures regularly updated based on improvements in the industry standards and accommodating modifications and alterations in operations are the best way to protect the water quality in the waters of the U.S.

Pollutants: TSS, TDS, nitrogen, phosphorus, chemicals, petroleum products, and other related wastes and pollutants.

Audience: City operations and maintenance staff associated with the high -priority facilities.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager, City Facilities Manager.

Measurable Goal:

1) Update of all SOPs related to each facility owned by the City and related to the requirements of the permit.
2) Review and update SOPs regularly based on changes in UPDES CGP, operations and maintenance at facilities, or changes in industry standards.

Measures of Success: Compliance with these goals will be measured by:

1) Review and update of all SOPs for each facility annually.

Milestones:

2022: Review and update SOPs for each facility by October 1, 2022. **2023:** Review and update SOPs for each facility by October 1, 2023. **2024:** Review and update SOPs for each facility by October 1, 2024. **2025:** Review and update SOPs for each facility by October 1, 2025. **2026:** Review and update SOPs for each facility by October 1, 2026.

Cost Summary:

	2022	2023	2024	2025	2026

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Labor Costs	$13,524	$14,065	$14,628	$15,213	$15,821
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$13,524**	**$14,065**	**$14,628**	**$15,213**	**$15,821**

Funding: Storm Water Utility Fund

MCM #6: POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP GH 05: INSPECTIONS – MONTHLY/SEMI-ANNUALLY/ANNUALLY

Existing: ☒ New: ☐

Description: Perform monthly visual inspections, semi-annual comprehensive inspections, and annual visual observation of storm water discharges at all high-priority facilities identified as part of BMP GH 02 using SOPs created as part of BMP GH 05 using standard inspection logs for every facility and maintaining records in the SWPPP as provided in BMP AD 05.

Permit Reference: 4.2.6.5.1, 4.2.6.5.2, 4.2.6.5.3

Desired Results: Provide for the elimination of pollution discharge from city-owned facilities.

Justification: Regular inspections of facility discharges and BMPs will ensure that proper operation and maintenance and implementation of SOPs is effectively protecting water quality and eliminating the discharge of pollutants.

Pollutants: TSS, TDS, nitrogen, phosphorus, chemicals, petroleum products, and other related wastes and pollutants.

Audience: City operations and maintenance staff associated with the city-owned and -operated facilities.

Responsible Agents in City: Public Works Director, r. Any activities or operations not listed above that would reasonably be expected to discharge contaminated runoff

4. Maintain an City Engineer, Sewer and Storm Water Division Manager, City Facilities Manager.

Measurable Goal:

1) Monthly visual inspections of high-priority facilities and related storm water outfalls completed and documented in accordance with the developed SOPs to verify the performance of the BMPs and all other systems designed and placed to eliminate pollutant discharges.
2) Semi-annual comprehensive inspections of high-priority facilities including all storm water controls completed and documented in accordance with the developed SOPs.
3) Annual visual observation of the storm water discharges from the high-priority facilities completed and documented in accordance with the developed SOPs.

Measures of Success: Compliance with these goals will be measured by:

1) Completion of all monthly inspections by the last Friday of each month.

2) Completion of semi-annual comprehensive inspections by January and July of each year.
3) Completion of annual storm water discharge observations by September 30 of each year, weather permitting.

Milestones:

2022: Documentation of various inspections by September 2022.

2023: Documentation of various inspections by September 2023.

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2024: Documentation of various inspections by September 2024. **2025:** Documentation of various inspections by September 2025. **2026:** Documentation of various inspections by September 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$9,212	$9,580	$9,964	$10,362	$10,777
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$9,212**	**$9,580**	**$9,964**	**$10,362**	**$10,777**

Funding: Storm Water Utility Fund

MCM #6: POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP GH 06: ASSESSMENT OF FLOOD MANAGEMENT CONTROL STRUCTURES

Existing: ☐ New: ☒

Description: American Fork City will develop and implement a process to assess the water quality impacts and the design of all new flood management structural controls within American Fork. The process will include the consideration of controls that can be used to minimize the impacts to site water quality and hydrology while still meeting project objectives. This process will be included in the SWMP Appendix. American Fork City will also include a description of the process to evaluate existing structures to determine if any modifications should be made to improve water quality. This process is also included in the SWMP Appendix.

Permit Reference: 4.2.6.8, 4.2.6.8.1

Desired Results: Provide for the elimination of pollution caused by flood control structures, particularly related to total suspended solids and erosion or through the city storm water system.

Justification: Existing structures and new structures need to be designed to pass flood flows to avoid the mobilization of sediments from erosion and scouring of channels and banks, or the movement of sediments through the storm water system.

Pollutants: TSS, TDS, nitrogen, phosphorus, chemicals, petroleum products, and other related wastes and pollutants.

Audience: City Engineering Staff, Sewer and Storm Water Division Staff.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Completion of design standards and requirements for water quality and hydrology protection of flood control structures.
2) Completion of assessment of existing flood control structures to determine the need for modification to protect water quality or hydrology.

Measures of Success: Compliance with these goals will be measured by:

1) Update of GIS mapping to include all flood control structures.
2) Updated design standards with a documented procedure for evaluating water quality and hydrology protection of both structural and non-structural controls.
3) Completed work orders and inspection reports documenting the results of the assessment of existing flood control structures and the effects on water quality

and hydrology.

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Milestones:

2022: Update GIS mapping by September 2022. Update design standards by October 2022.

2023: Complete work orders and inspections reports of all existing structures by October 2023.

2024: Develop conceptual modification plans for existing flood control structures by October 2024.

2025: Develop a capital improvement and budgeting plan to begin funding modifications of flood control structures by October 2025.

2026: Begin design of first year's flood control structural modifications by July 31, 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$5,880	$6,115	$6,360	$6,614	$6,879
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$5,880**	**$6,115**	**$6,360**	**$6,614**	**$6,879**

Funding: Storm Water Utility Fund

MCM #6: POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP GH 07: RETROFIT OF EXISTING DEVELOPED SITES THAT CITY OWNS OR OPERATES THAT ADVERSELY IMPACTS WATER QUALITY

Existing: ☐ New: ☒

Description: American Fork City will develop and implement a retrofit plan to address existing developed sites owned and/or operated by the City that adversely affect water quality. The retrofit plan emphasizes the utilization of infiltration, evapotranspiration, or harvesting and the use of storm water discharges. Sites needing retrofit will be mapped in GIS and prioritized based upon the proximity to waterbodies (particularly Utah Lake, which is impaired, or the American Fork River), hydrologic condition of the receiving waterbody, proximity to sensitive ecosystems or protected areas, and any site that could be enhanced by improving the storm water system.

Permit Reference: 4.2.6.9

Desired Results: To reduce the City's water quality impact on receiving waters, particularly those already impaired or those that need extra protection.

Justification: Utah Lake is impaired for dissolved oxygen, phosphorus, nitrogen, and total dissolved solids. As a result, it is a high priority to reduce any discharges that may increase pollutants that may impact the lake further. The installation of water quality treatment, particularly by applying the 80% precipitation rule upstream, will significantly reduce the pollutants entering the streams, creeks, rivers, and canals that discharge to Utah Lake.

Pollutants: TSS, TDS, nitrogen, phosphorus, chemicals, petroleum products, and other related wastes and pollutants.

Audience: City Engineering Staff, Sewer and Storm Water Division Staff.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager.

Measurable Goal:

1) Identification of existing developed sites that adversely impact water quality.
2) Completion of assessment of existing flood control structures to determine the need for modification to protect water quality or hydrology.
3) Prioritization and preparation of concepts for retrofitting the system.
4) Budgeting for conceptual retrofits over multiple years.
5) Design of retrofits and subsequent construction.

Measures of Success: Compliance with these goals will be measured by:

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1) Update of GIS mapping of development areas benefiting from retrofits with a prioritization.
2) Conceptual planning of retrofits with budgetary estimates for purposes of budgeting.
3) Preparation of a capital improvement fund and budgeting plan to start the retrofit of infrastructure.

4) The design and construction of individual facilities and their removal from the GIS high-priority facility inventory.

Milestones:

2022: Update GIS mapping of areas benefiting from retrofit by September 2022.

2023: Prioritize areas to complete retrofits by September 2023.

2024: Develop conceptual modification plans for retrofits by October 2024.

2025: Develop and capital improvement and budgeting plan to begin funding retrofit by October 2025.

2026: Begin design of first year's retrofit modifications by July 31, 2026.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$9,800	$10,192	$10,600	$11,024	$11,465
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$9,800**	**$10,192**	**$10,600**	**$11,024**	**$11,465**

Funding: Storm Water Utility Fund

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BMP GH 08: ANNUAL CITY STAFF TRAINING

Existing: ☒ New: ☐

Description: Provide annual training to all City staff, contracted staff or other responsible entities whose, as part of their normal job, responsibilities involve primary operation or maintenance job functions that are likely to impact storm water quality. Training shall address the importance of protecting water quality, permit requirements, O&M requirements, inspection procedures, ways to minimize impacts to water quality, SOPs and SWPPPs for the various facilities, and procedures for reporting water quality concerns, particularly illicit discharges.

Permit Reference: 4.2.6.10

Desired Results: To annually prepare City staff, contracted staff, and other responsible entities to implement the pollution prevention and good housekeeping program.

Justification: To provide annual and follow-up training to ensure that all City staff, including new employees, have the training and knowledge to implement the program and protect water quality.

Pollutants: TSS, TDS, nitrogen, phosphorus, chemicals, petroleum products, and other related wastes and pollutants.

Audience: City operations and maintenance staff associated with the city-owned and operated facilities.

Responsible Agents in City: Public Works Director, City Engineer, Sewer and Storm Water Division Manager, City Facilities Manager.

Measurable Goal:

1) Update of annual training program based on updated SOPs.
2) Provide annual training to all City employees and to all new employees within 60 days of hire.
3) Log all training.

Measures of Success: Compliance with these goals will be measured by:

1) Update annual training program by December 2022 for implementation in January 2023.
2) Audit training logs annually in September to verify employees have completed training as required.

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Milestones:

2022: Update annual training program for implementation by December 2022.

2023: Implement training in January 2023 with a log to verify completion of training.

2024: Complete training in January 2024 with a log to verify completion of training.

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2025: Complete training in January 2025 with a log to verify completion of training.

2026: Complete training in January 2026 with a log to verify completion of training.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$12,544	$13,046	$13,568	$14,110	$14,675
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$12,544**	**$13,046**	**$13,568**	**$14,110**	**$14,675**

Funding: Storm Water Utility Fund

MCM #6: POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP GH 09: FLOOR DRAIN INVENTORY

Existing: ☒ New: ☐

Description: Update inventory and mapping of all floor drains ininside all cityPermittee-owned andor operated facilities andbuildings. The inventory must be kept current. The Permittee must ensure that all floor drains discharge to the appropriate locationlocations.

Permit Reference: 4.2.6.6.6

Desired Results: To verify that all floor drains discharge to the appropriate location and do not create an illicit discharge.

Justification: The correct mapping of the drains, with knowledge of where they discharge, will help avoid illicit discharges.

Pollutants: TSS, TDS, nitrogen, phosphorus, chemicals, petroleum products, and other related wastes and pollutants.

Audience: City operations and 5. Assess the effectiveness of flood management structural controls for water quality and

hydrologic performance. Suggest improvements to these structures can provide significant improvements to water quality.

6. Assure that City construction projects follow the requirements of the General UPDES Permits for Storm Water Discharges Associated with Construction Activities.

7. Train City employees responsible for the construction, operation or maintenance staff associated with the city-owned and operated of

facilities, structures, vehicles or equipment likely to affect storm water quality.

Responsible Agents in City: Public Works Director, The City Engineer, Sewer and Storm Water Division Manager, City Facilities Manager.

Measurable Goal:

1) Updated inventory and mapping of floor drains and the associated discharges.

Measures of **Success:** Compliance with these goals will be measured by:

1) Updated maps of the floor drains and identification of where they discharge.
2) Completed work orders of each facility verified.

MCM #6: POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Milestones:

2022: Verification of floor drain maps by October 2022.

2023: N/A.

2024: N/A.

2025: Verification of floor drain maps by January 2025.

2026: N/A.

Cost Summary:

	2022	2023	2024	2025	2026
Labor Costs	$5,096	$5,300	$5,512	$5,732	$5,962
Other Costs	$0	$0	$0	$0	$0
Total Costs	**$5,096**	**$5,300**	**$5,512**	**$5,732**	**$5,962**

Funding: Storm Water Utility Fund

4.3. Sharing Responsibility

Within the American Fork City MS4 boundary, the Utah Department of Transportation (UDOT) is responsible for the following roads:

- I-15
- US-89 (State Street)
- SR-74 (Alpine Highway – 100 E)
- SR-129 (North County Blvd.)
- SR-145 (Pioneer Crossing)
- SR-180 (500 E from I-15 to US-89)
- SR-296 (Utah State Developmental Center)

4.4. Reviewing and Updating Storm Water Management Programs

American Fork City will review the SWMP annually and will follow requirements of the permit to update the SWMP as necessary.

5.0 Narrative Standard, Monitoring, Recordkeeping, and Reporting

5.1. Narrative Standard [N/A]

This section is not applicable.

5.2. Analytical Monitoring

American Fork City will conduct analytical monitoring should it become necessary accordinghas implemented tasks to meet the requirements of the permit. This will most likely be the result of consultation with the Utah County Health Department upon the discovery of illicit discharges resulting from dry or wet weather inspections or IDDE calls.

5.3. Non-analytical Monitoring

American Fork City will conduct non-analytical monitoring according to the requirements of the permit.

5.4. Recordkeeping

Recordkeeping is addressed in the administrative BMPs.

5.5. Reporting

Reporting is addressed in the administrative BMPs.

6.0 STANDARD PERMIT CONDITIONS

American Fork City acknowledges the standard permit condition outlined in Section 6.0 of the permit. Appropriate documents are signed, dated, and certified according to signatory requirements. The certification of the SWMP plan is provided at the front of this document.

7.0 DEFINITIONS

BMP Best Management Practice

CGP UPDES Construction General Storm Water Permits DEQ Department of Environmental Quality

DWQ Division of Water Quality

IDDE Illicit Discharge Detection and Elimination LID Low Impact Development

MCM, which are summarized in this section.

PPGH-1: City of American Fork Facility Inventory

PPGH-2: High-Priority Facility Inspections

PPGH-3: Standard Operating Procedures for Good Housekeeping and Municipal Operations

PPGH-4: Floor Drain Inventory

PPGH-5: Flood Management Control Assessment

PPGH-6: Public Construction Project Compliance

PPGLH-Z Oversight of Contractors Performing Municipal Maintenance

PPGH-8: Retrofit Plan

Tasks in other Minimum Control MeasureMeasures

PEO-4: Education and Outreach for City Employees (4.2.6.10)

PPGH-1: City of American Fork Facility Inventory

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: 4.2.6; 4.2.6.1; 4.2.6.2; 4.2.6.3; 4.2.6.4

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description: ~~Municipal Separate~~

The City maintains a list of all City owned and operated facilities including city buildings (offices), equipment storage and maintenance facilities, landscape maintenance facilities, parking lots, golf courses, swimming pools..

Regular assessments are made of the impact of each facility on storm water quality based on the presence of potential pollutants. Through these assessments, the City has determined that its Public Works Complex along with Fox Hollow Golf Course Maintenance Shed should be considered a "high-priority" facility. Designated City owned maintenance sheds are also considered "high-priority" facilities and are regulated as such. The City has developed a Storm ~~Sewer System N/A Not Applicable~~Water Pollution Prevention Plan to help manage the Public Works Complex facility's potential impacts on storm water quality. Fox Hollow maintenance shed was determined a "high-priority" facility through the 2013 DWQ audit process.

~~NOI Notice of Intent~~

~~NOT Notice of Termination~~

~~RSI Registered~~**Purpose and Benefit:** This inventory will ensure that City facilities are regularly reviewed to minimize adverse impacts of City operations on storm water quality.

Measure of Success: Review of City facility inventory will be done annually. IDDE incidents are properly reviewed with follow up, and an up-to-date facility inventory list is kept.

Responsible Staff: Storm Water Managers, Storm Water Inspector, Storm Water Division Manager and Assistant Director of Public Works.

Funding: Storm Water Utility~~RSR Registered SWPPP Reviewer~~

~~RSW Registered SWPPP Writer~~

~~SOP~~

Standard Operating Procedures: None

Supporting Documents:

City of American Fork Facility Inventory (available upon request)

PPGH-2: High Priority Facility Inspections

Year Originally Executed: 20011

Last Reviewed: February 2025

Reference Regulation: 4.2.6.5; 4.2.6.5.1; 4.2.6.5.2; 4.2.6.5.3

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description: ~~Procedure SWAC – Storm Water Advisory Committee SWMP~~

The City conducts the following inspections on High-Priority Facilities, in accordance with the permit:

1. Monthly visual inspections to look for evidence of spills that could come in contact with precipitation runoff
2. Semi-annual comprehensive inspections to review all storm water controls, waste storage areas, equipment maintenance/fueling areas, material handling areas and similar pollutant generating areas.
3. Annual visual observation of storm water discharges where discharges are observed for irregularities (discoloration, foam, sheen, turbidity) that may indicate polluted runoff

Purpose and Benefit: Regular inspections of areas that have the potential to lead to polluted runoff can minimize the potential of polluted discharges.

Measure of Success: Completed and filed inspection reports including follow up actions each time inspections are completed.

Responsible Staff: Storm Water Managers

Funding: Storm Water Utility

Standard Operating Procedures: High Priority Inspections Weekly and Quarterly inspection SOP

PPGH-3: Standard Operating Procedures for Good Housekeeping and Municipal Operations

Year Originally Executed: 2011

Last Reviewed: February 2025

Reference Regulation: 4.2.6.6; 4.2.6.6.1; 4.2.6.6.2; 4.2.6.6.3; 4.2.6.6.4; 4.2.6.6.5; 4.2.6.6.6;

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description: The City has developed and implemented Standard Operating Procedures (SOPs) to address storm water concerns related to municipal operations. The following topics are all addressed in the City's SOPs.

1. City Buildings and Facilities

a. Storage and Disposal of Chemicals

b. Spill Prevention and Cleanup Plans

c. Dumpsters and Waste Management ~~Program~~

~~SWPPP Storm Water~~d. Cleaning and Washing Activities

e. Painting and Maintenance Activities

2. Material Storage Areas

3. Heavy Equipment storage areas and maintenance areas

4. High Priority Area Maintenance

5. Parks and Open Space

a. Application, Storage and Disposal of Fertilizer, Pesticides and Herbicides b. Sediment and Erosion Control

c. Lawn Maintenance and Landscaping Activities

1. Disposal of Lawn Clippings and Vegetation

11. Selection of Alternative Landscaping Materials d. Waste management

e. Building Exterior and Equipment Cleaning i. Graffiti Removal

f. Other Pollution Prevention ~~Plan TDS Total Dissolved Solids~~and Good Housekeeping Practices

6. Pet Wastes

7. Vehicle and Equipment

a. Storage of Vehicles Awaiting repair

b. Washing of Vehicles

8. Roads, Highways, and Parking Lots

a. Street and Parking Lot Sweeping

b. Asphalt and Concrete Maintenance

1. Pothole Repairs

11. Pavement Marking

111. Sealing & Repaving

c. Cold Weather Operations

1. Plowing

11. Sanding

111. Deicing Compounds

iv. Snow Disposal Area Maintenance

d. Right-of-Way Maintenance (see Landscaping Maintenance in Parks Section)

e. City Sponsored Event Management (Steel Days, Freedom Festival, etc.)

9. Storm Water Collection and Conveyance System

a. Video Inspections

b. Cleaning, Maintenance, Repairs

c. Other Pollution Prevention and Good Housekeeping Practices d. Structural BMPs

1. Swales

11. Detention Basins

e. Disposal of materials removed from catch basins, detention basins, and by street sweeping operations

10. Other Facilities and Operations

a. City of American Fork Fire Training Activities

Purpose and Benefit: SOPs lead to standard applications of policies and procedures.

Measure of Success: The MS4 successfully incorporates all SOPs and reviews them annually. SOPs lead to a reduction in pollutant loads found in storm water.

Responsible Staff: Storm Water Managers, Storm Water Inspector

Funding: Storm Water Utility

Standard Operating Procedures: SOPs available here

PPGH-4: Floor Drain Cleaning

Year Originally Executed: 2010

Last Reviewed: February 2025

Reference Regulation: 4.2.6.6.6

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description: The City maintains all interior floor drains. All drains have been tested to make sure that they drain to the sanitary sewer.

Purpose and Benefit: Floor drains could be direct conduits for pollutants to enter storm drain systems if not properly plumbed..

Measure of Success: This maintenance will be reviewed annually. A clean floor drain ensures that no waste waters reach storm water infrastructures or allowed to percolate into the ground untreated.

Responsible Staff: Storm Water Manager, Assistant Public Work Director

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents: None

2026 6-7

PPGH-5: Flood Management Control Assessment

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.6.8; 4.2.6.8.1

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Engineers, Construction Contractors, Developers and Planners

Description:

Successful implementation of any BMP is dependent on the following:

- Effective training of municipal employees working in both fixed facilities and field programs.
- Regular inspections of fixed facilities, field programs, and treatment controls.
- Maintenance of treatment controls as needed to ensure proper functioning.
- Periodic evaluation/monitoring of BMP performance consistent with the UPDES permit requirements.
- Correct deficiencies in BMP implementation noted during inspections.
- Keep accurate records of inspections, training, monitoring, and BMP maintenance. Maintenance of treatment controls and drainage conveyance systems (e.g. detention basins, sumps, catch basins, etc.) including regular inspections are needed to maintain efficient pollutant reduction. If treatment control of BMPs is not properly maintained, BMP effectiveness is reduced and water quality deteriorates. The following are steps to be taken to ensure that new and

existing BMPs work properly:

- Special attention will be directed toward ensuring proper maintenance procedures are implemented.
- Regular inspections of facilities or programs including compliance with BMP

maintenance requirements.

- Visual monitoring will occur at key outfalls and at selected conveyance system structures to assess long-term BMP effectiveness. Should any observed problems be identified

(e.g., color, foam, sheen, turbidity) that can be associated with pollutant sources, then analytical testing will be conducted to determine the cause of the problem and the potential source identified.

- Develop and enforce ordinances, procedures, and mechanisms that maintain the effectiveness of BM

Purpose and Benefit: Reducing runoff from sites and encouraging the infiltration, evapotranspiration, and/or reuse of storm water allows for groundwater recharge and minimizes potentially adverse impacts to downstream waters.

Measure of Success: Document the number of sites evaluated, and the measures used to address the issues with these sites. This will be reviewed annually.

Responsible Staff: Storm Water Manager or designee, and City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: None

Supporting Documents:

Construction Standards & Specifications

PPGH-6: Public Construction Project Compliance

Year Originally Executed: 2003

Last Reviewed: February 2025

Reference Regulation: Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description:

The City ensures that construction projects that the City manages and controls follow the same practices as those undertaken by private entities. See MCM 4 for details and UPDES Permit No. UTR090000 section 4.2.4.

Purpose and Benefit: The City seeks to set the proper example for contractors, engineers and developers in their compliance with storm water construction regulations.

Measure of Success: All City projects have a SWPPP on file and the plan is executed properly.

Responsible Staff: Storm Water Manager, Storm Water Inspector, and

City Engineer

Funding: Storm Water Utility

Standard Operating Procedures: Refer to MCM 4

PPGH-7: Oversight of Contractors Performing Municipal Maintenance

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.6.7; 4.2.6.10

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff, Contractors

Description:~~TSSTotal Suspended Solids TMDL~~

~~Total Maximum Daily Load~~

~~UCSWC Utah County~~

The City contracts with private providers for various maintenance needs. The City ensures that its employees are trained on issues relating to their jobs and the potential for exposure of storm water runoff to pollutants. Contractors will be held to the same requirements as the City by staff responsible for overseeing contracted projects.

Purpose and Benefit: Contractors working for the City should be held to the same standards as MS4 staff

Measure of Success: Annual contractor training log. This training will be given annually to local contractors.

Responsible Staff: Storm Water Inspector, Storm Water Manager,

Funding: Storm Water ~~Coalition UDOT Utah Department of Transportation~~Utility

Standard Operating Procedures: None

PPGH-8: Retrofit Plan

Year Originally Executed: 2016

Last Reviewed: February 2025

Reference Regulation: 4.2.6.9

Target Pollutants: Nutrients; Hydrocarbons; Heavy Metals; Sediment; Toxic Chemicals; Litter/Trash; Debris; Pathogens

Audiences: MS4 Staff

Description:~~UPDES~~

The City has developed a program to retrofit existing developed sites that are adversely impacting water quality on a case-by-case basis. It will emphasize infiltration,

evapotranspiration, harvesting and reuse of storm water. The program will rank the measures based on pollutant removal expectations. The plan will analyze impact on sites based on proximity to water bodies, protection status of water bodies as defined by the DEQ, hydrologic conditions of water bodies, proximity to sensitive ecosystems, and the impact of future sites.

Purpose and Benefit: Evaluating sites that are already adversely affecting water quality and then reducing polluted discharges will lead to better storm water quality.

Measure of Success: Document all City owned sites that have been evaluated, and the measures used to address issues with these sites.

Responsible Staff: City Engineer and City Planners

Funding: Capitol Project Fund

Standard Operating Procedures: None

Supporting Documents:

American Fork City's Capitol Projects

APPENDIX A CITY ORDINANCES

Last reviewed July 2025

AmericanFork : Municipal Code

APPENDIX B

PRIORITY IDDE AREAS

Last Reviewed: September 1, 2026

DESIGNATION AND INSPECTION OF PRIORITY IDDE

Annually, the City will perform a standard analysis to determine priority IDDE areas.

With City Inspect software the Storm Water team reports spill then creates a map displaying IDDE incidents and more

particularly the priority areas. The analysis is standardized so that priority areas are not subjective

year to year.

The following criteria are used in delineating Priority IDDE Areas:

- Areas with older infrastructure with increased potential for illicit connections
- Areas of industrial or commercial use
- Areas with a history of illicit discharges or illegal dumping
- Areas adjacent to sensitive bodies of water
- AF River, Utah ~~Pollution~~Lake, and Millpond

In American Fork, areas with onsite sewage disposal systems are not considered in the analysis of priority IDDE areas because our Illicit Discharge and Detection Elimination ~~System~~(IDDE) program incident reporting already would account for that type of incident. The same situation applies to sewer cross connections and overflow events, they are included in our IDDE reporting.

All Priority IDDE Areas identified on the GIS asset management software and City Inspect will be inspected annually moving forward using an inspection form housed in the City's GIS based asset

management software (Elements).

Appendix C

CITY FACLILITY RETROFIT PLAN

Last Reviewed: October 1, 2026

4.2.6.9.

The Permittee must develop a plan to retrofit existing developed sites that the Permittee owns or operates that are adversely impacting water quality. The retrofit plan must be developed to

emphasize controls that infiltrate, have evapotranspiration, or harvest and use storm water

discharges.

~~APPENDICES~~The plan must include a ranking of retrofit sites based on the following criteria:

● Proximity to waterbody;

● Current assessment of waterbody with the goal to improve impaired waterbodies and protect unimpaired waterbodies;

● Hydrologic condition of the receiving waterbody;

● Proximity to sensitive ecosystem or protected area; and

● Any sites that could be further enhanced by retrofitting storm water controls.

Implementation of Retrofit Plan:

● Step One: The City shall identify all city owned or operated sites that need to be evaluated for storm water system retrofitting based on the criteria listed in Orem City Code. The City shall perform assessments in order of greatest probable risk to water quality. Sites that are closest to water bodies, sensitive ecosystems, or protected areas will be evaluated first. Sites that were installed prior to 1996 before the City of Orem had an MS4 permit in place will be evaluated second. The remaining city owned or operated sites will be assessed at the time of capital improvement evaluation or redevelopment. The same storm water quality standards for private development are used for city redevelopment projects.

● Step Two: In performing the more immediate risk assessments, the City shall use a ranking system one to five, five being the most urgent, considering the following:

1. Proximity to waterbody, sensitive ecosystem or protected area;
2. Hydrological condition of the receiving water body with the goal to improve impaired waterbodies and protect unimpaired waterbodies;
3. Cost efficiency when area is redeveloped for capital improvement projects;
4. Storm water quality regulations at time of storm water system installation (Age); and
5. Any sites that could be further enhanced by retrofitting storm water controls.

If the site receives a score of a five in any of the categories examined, the site will be evaluated for retrofitting the existing storm water controls and a concept storm water plan sheet created within one year of the assessment.

● Step Three: If the site is required to be retrofitted to improve water quality, the plan to retrofit the facility must be prioritized for inclusion in the next revision of the Storm Water Master Plan capital improvement section.

Methods of Storm Water Control Retrofitting:

The City has ranked control measures, with the highest probability of success to prevent storm water pollution, as listed below in this prioritized list.

● Retrofit existing sumps by adding pretreatment manholes to treat storm water prior to

infiltration/injection.

● Require current Orem City storm water retention standards for each city redevelopment project as required in current Orem City Municipal Code.

● Require pretreatment of any storm water before it leaves the site or infiltrates into the ground.

● Require roof drainage on redevelopment projects to be directed to landscaping and infiltrated where technically feasible.

● Encourage curb cuts to utilize pervious areas for retention and infiltration of storm water and to help meet LID requirements.

● Encourage vegetative areas in detention/retention areas to aid in infiltration and evapotranspiration of storm water and to help meet LID requirements.

● Expanded use of vegetative swales

● Use of Green Roofs when feasible

Storm water harvesting and use is not practical or useful in improving water quality in our semi-arid area. The focus for retrofitting is on controls that utilize infiltration and evapotranspiration.

~~8.0~~

Planning Commission Staff Report
Meeting Date: November 4, 2026

Agenda Topic

Review and action on an application for a Commercial Site Plan, known as Silver Fox Office, located at 52 N 350 W, American Fork City. The Commercial Site Plan consists of 0.3873 acres and is in the CC-2 Zone.

BACKGROUND INFORMATION		
Location:		52 N 350 W American Fork
Parcel ID:		0.3873 Acres
Project Type:		Commercial Office Site Plan
Applicants:		JD Heiner, Silver Fox Construction
Existing Land Use:		General Commercial
Surrounding Land Use:	North	Residential High Density and General Commercial
	South	Residential High Density
	East	Residential High Density
	West	Residential High Density and Design Commercial
Existing Zoning:		CC-2 Central Commercial
Surrounding Zoning:	North	CC-2
	South	R3-7500
	East	R3-7500
	West	R3-7500
Square Footage (By Use)		3,527 sq ft office
Total Number of Units		n/a
Parking Requirement		4/1000 sq ft 14 Stalls Provided

Background

The applicant has applied for a Commercial Site Plan to develop a Commercial Office Space. The project looks to create office space and parking for Silver Fox Construction.

Sec 17.6.101 Administrative Site Plan Review

A. **When Required**. Site plans shall be required for any proposed development, construction upon, revision or addition to or other improvement to a property or site in a nonresidential zone, a nonresidential use in a residential zone, or to obtain a conditional use permit in any zone. Additionally, a site plan shall be required whenever the terms of the American Fork Municipal Code otherwise require. No development, construction, revision, or additions shall take place on the site until the site plan has been approved by the City, final plats if required have been recorded, the necessary bonds have been posted, and the appropriate permits have been obtained. All applicable development, construction, revisions, or additions shall take place in compliance with an approved site plan for that specific property.

B. No proposed development, construction, revision or additions, or other improvements to a property or site shall be placed over property lines. Any proposal that does so, shall seek a final plat, or an amended final plat approval prior to a site plan approval.

C. **Submittal**. Site plan applications shall be submitted to the Development Services Department on the forms provided by the City and shall be accompanied by maps and drawings, to scale, showing the following, unless otherwise required by City Engineer or Development Services Director:
    a. ALTA Survey (identify Geodetic Datum used)
    b. Civil Engineering Design Plan Set using NAVD 88 vertical datum and including the following:
    c. Cover sheet, General Notes, Site Plan, Grading and Drainage Plan, Utility Plan showing all existing and proposed wet and dry utilities (including street lights), Plan and Profile sheet for all proposed public utilities, Erosion Control Plan, American Fork Standard Details.
    d. Application Fees
    e. Drainage Report identifying drainage sub-basins
    f. Phasing Plan
    g. Timpanogos Special Service District Form
    h. Title Report (Dated within 60 days of date of application)
    i. Zoning Clearance Letter
    j. The location of all existing and proposed buildings and structures on the site with full dimensions showing the distance between buildings and distances from buildings to adjacent property lines.

k. The location of all parking spaces, driveways, and points of vehicular ingress and egress.
l. A landscaping plan showing the location, types, percentages, and initial sizes of all planting materials to be used together with the location of fences, walls, hedges, and decorative materials.
m. Preliminary elevations of main buildings showing the general appearance and types of external materials to be used and including dimension height.
n. The locations of solid waste receptacles and trash pick-up areas. Include preliminary elevations of solid waste receptacles showing the general appearance, types of external materials to be used, and dimensions.
o. Geotechnical Report (require each phase being planned to have test pits identified within the specific phases that will be brought forward). Geotechnical Report must be dated within 3 years of date of application, or a new Geotechnical Report is required. Geotechnical report shall include percolation rates, identify liquefaction hazards, wetlands, groundwater elevations and information required to confirm the existence or non-existence of sensitive lands as identified in the Sensitive Lands Ordinance. Boring depths up to 70' deep may be required as per the Sensitive Lands Ordinance.
p. A traffic study prepared by an independent, professional traffic engineer if a site plan proposes any of the following: i) seventy-five (75) or more parking stalls; ii) a drive-up window; iii) more than two drive approaches from dedicated streets; iv) a corner lot where one or more of the streets is a collector or arterial street; or as required based on requirements set forth in the Traffic Impact Study requirements
    i. The final approving authority may impose traffic mitigation requirements based on the impacts identified by a traffic study prepared by the applicant, the City or any qualified independent traffic consultant. Nothing in this Section shall preclude the City from performing its own traffic study.
    ii. The Development Services Director, after consultation with the Public Works Director, may waive the requirements of a traffic study if a new traffic study would be unnecessarily cumulative or otherwise not add to the information already available to the Development Services Director.

    Upon determination of a complete submittal, the site plan application shall be provided to the Development Review Committee for review.

D. **Determination of Required Documents**.

a. Required Documents. Required submittal documents as outlined in Section 17.6.101.B shall be determined by the Development Services Director and Public Works Director after the mandatory Concept Plan Meeting is held.
    i. Upon determination of a complete submittal, the application shall be provided to the Development Review Committee for full review and determination of the appropriate approval process as outlined in Subsection D.

E. **Approval**. After full review of the site plan application, the DRC shall take action to (1) administratively approve the site plan application, or (2) move the proposed site plan to the final approval authority, as applicable. DRC shall only administratively approve or move forward a proposed site plan if it complies fully with the American Fork General Plan and the American Fork City Code, City ordinances, resolutions, and policies.
    a. DRC Administrative Approval. A concept plan meeting shall be scheduled through the Development Services Department to determine if proposed modifications to a site qualify for an a amended administrative site plan approval process. The Development Review Committee may exercise administrative approval authority for amendments to existing site plans, or for site or structure alterations to existing buildings and sites that do not have a site plan under the following conditions:
        i. The proposed amendments to the existing site plan are minor in nature and enhance the overall site, as determined by the DRC. Minor amendments include, but are not limited to, the following:

            1. Increasing the amount of parking;
            2. Restriping the parking areas;
            3. Reducing building size;
            4. Change of use in an existing building;
            5. Building additions, including new structures, where the proposed additions do not exceed 10% of the original approved site plan approved by Planning Commission;
            6. Relocating on site utility services;
            7. Installing new utility services;
            8. Minor modifications to on-site grading;
            9. Altering the exterior site lighting;
            10. Increasing the amount of landscaping;
            11. Modifying existing landscaping to water efficient standards;
            12. Altering or relocating covered parking stalls;

13. Changing the exterior finishing materials from one acceptable material to another; and
14. Additions to an existing building that do not increase the Gross Floor Area of the building such as awnings, canopies, decks, patios, and architectural features designed solely to enhance the aesthetic appeal of the building provided that the value of the proposed addition does not exceed five percent (5%) of the replacement value of the building.
15. Increase in internal floor area by introducing additional floors lofts, mezzanines, etc. in an existing structure or shell.
16. Cell tower upgrades
17. As determined by the Development Services Director, in consultation with the Public Works Director to be a minor enough amendment as to not constitute a full site plan review.

b. **Planning Commission to Approve**. Except as otherwise specified in this subsection C.1, the Planning Commission, acting in an administrative capacity, shall be the final approval authority for all proposed site plans forwarded by the Development Review Committee and shall have the power to approve, approve with conditions if granted the authority by City ordinance, or deny a proposed site plan.

F. **Considerations**. The recommending authority and approval authority for the site plan shall consider all of the following items when reviewing a proposed site plan:
   a. Whether the proposed site plan complies with the American Fork City General Plan, the American Fork City Code, ordinances, resolutions, and policies.
   b. Whether the proposed site plan promotes the health, safety and welfare of the community. In making this determination, the recommending authority and the final approving authority for the site plan, shall consider, among other things, the overall safety of the site, the impact the site will have on traffic and on surrounding properties, and the adequacy of police, fire, and utility services that can be provided to the site.

G. **Appeals permitted**. Any person aggrieved by a determination of the Development Review Committee or the Planning Commission may request a hearing before the city council who shall have the authority to reverse, affirm or modify any decision of the underlying

approval authority. Any such appeal shall be filed within ten days of the decision being appealed.

H. **Issuance of a permit**. A building permit shall not be issued for any building or structure or external alterations thereto until the provisions of this section have been complied with. Any construction not in conformance with an approved site plan shall be considered a violation of this code. Any building permit issued shall ensure that development is undertaken and completed in conformity with the plans as approved.

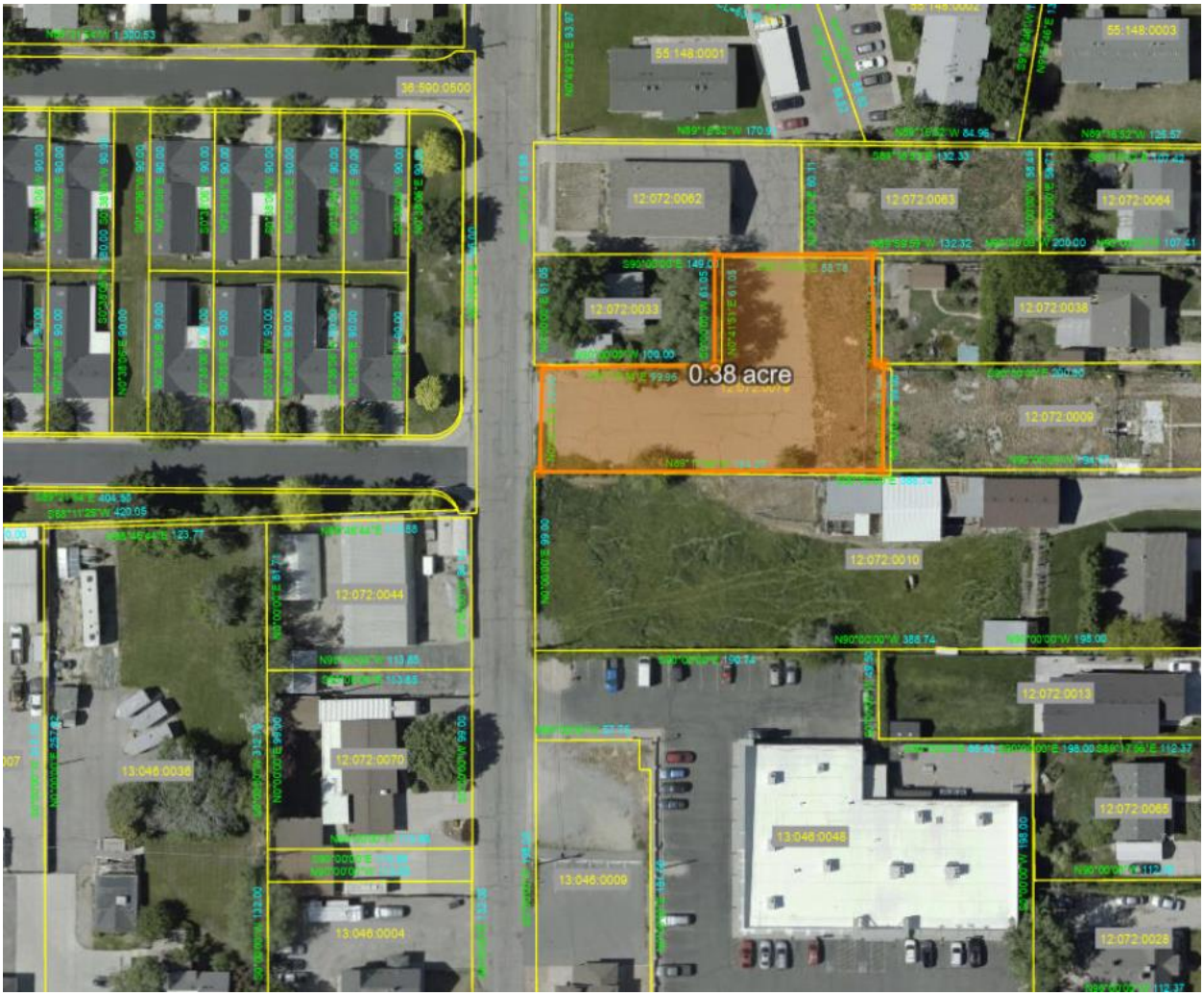
I. **Expiration of Site Plan Approval.**
   a. An application for site plan approval shall expire if the application has not been approved or scheduled for review and approval by the approving authority within twelve (12) months after the date it was submitted.

J. A site plan approval issued pursuant to this section shall expire and have no further force or effect if the building, activity, construction, or occupancy authorized by the approval is not commenced within twelve (12) months of the date of the approval. The approval authority that granted the original site plan approval may, at its discretion and upon written request submitted prior to the expiration date, grant an extension of up to six (6) months of the site plan approval.

Findings of Fact

1. The Commercial Site Plan meets the requirements of Section 17.6.101.
2. The Commercial Site Plan meets the requirements of Section 17.4.403.

Project Map



Engineering Development Checklist Completion

APPLICANT is responsible and shall submit/post/obtain all necessary documentation and evidence to comply with the Engineering Development Checklist prior to any platting, permitting, or any other form of authorization by the City including plat recording or other property conveyance to the City and prior to, throughout and after scheduling a pre-construction meeting. All recording shall take place at the Utah County Recorder's Office.

Staff Recommendation

The Commercial Site Plan meets the requirements of Section 17.6.101 and Section 17.4.403. Staff recommends approving the application.

Potential Motions – Final Plat

Approval

I move to approve the proposed Commercial Site Plan, located at approximately 52 N 350 W, American Fork City, in the Central Commercial (CC-2) Zone as the application meets the requirements of Section 17.6.101 and Section 17.4.403.

Denial

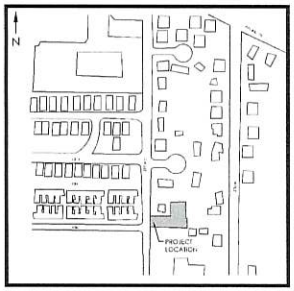
I move to deny the proposed Commercial Site Plan, located at approximately 52 N 350 W, American Fork City, in the Central Commercial (CC-2) Zone as the application does not meet the requirements of Section 17.6.101 and Section 17.4.403.

Table

I move to table action for the proposed Commercial Site Plan, located at approximately 52 N 350 W, American Fork City, in the Central Commercial (CC-2) Zone and instruct staff/developer to……..

SILVER FOX OFFICE

PREPARED FOR:
SILVER FOX CONSTRUCTION
LOCATED AT:
52 NORTH 350 WEST, AMERICAN FORK, UT



VICINITY MAP
NTS

AMERICAN FORK PUBLIC WORKS

CULINARY WATER / PI:	JAY BREMS, JBREMS@AMERICANFORK.GOV, (801) 763-3060
SEWER / STORM DRAIN:	ASHTON HARDY, AHARDY@AMERICANFORK.GOV, (801) 854-5946
AF CONNECT FIBER:	FIBER@AMERICANFORK.GOV, (801) 437-9680
ROCKY MOUNTAIN POWER	(888) 221-7070

FEMA

FEMA FLOOD HAZARD ZONE: X
PANEL NUMBERS: 49049C0316F
EFFECTIVE DATE: 06/19/2020

IMPERVIOUS AREA VS LANDSCAPE AREA

IMPERVIOUS AREA:	89.2%
LANDSCAPE AREA:	10.8%
RATIO (IMPERVIOUS/LANDSCAPE):	8.3:1

WITHOUT PUBLIC-RIGHT-OF-WAY

IMPERVIOUS AREA:	90%
LANDSCAPE AREA:	10%
RATIO (IMPERVIOUS/LANDSCAPE):	9:1

Next Step:
Reviewed
Proceed to the Development Review Committee Meeting on 09/21/2026

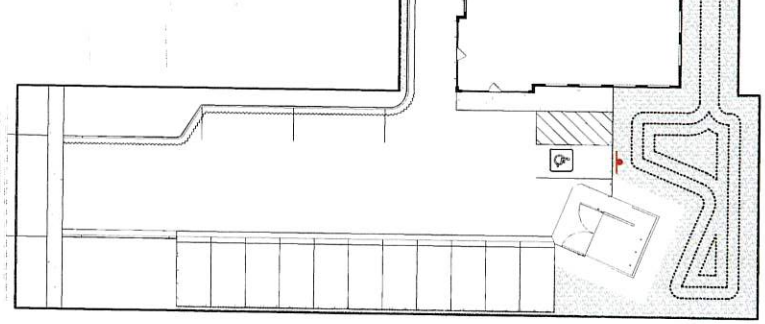
American Fork City Capital Project Review

Fire: Fire Reviewed M.Secco 09/17/2026	Planning/Zoning: Planning and Zoning Reviewed cpeterman 09/15/2026
Water/PI Division Reviewed jbrems 09/16/2026	Infrastructure: Public Infrastructure Reviewed tblunt 09/15/2026
Sewer/Storm Drain: Sewer Storm Drain Division Reviewed ahardy 09/16/2026	Public Works: Public Works Reviewed jaccup 09/15/2026
Urban Forester	IT/Fiber: Communications Reviewed MMumbauer 09/16/2026
EC/LID Reviewed tmezeeon 09/16/2026	Parks
Street: Streets Division Reviewed smyler 09-17-2026	Engineering: Engineering Division Reviewed kwirth 09/17/2026

GIS Division Reviewed kaldrich 09/15/2026

No comments

no comments



SITE MAP

Sheet List Table	
Sheet Number	Sheet Title
C1.0	COVER SHEET
C1.1	BOUNDARY & TOPOGRAPHICAL SURVEY
C2.0	DEMO PLAN
C3.0	SITE PLAN
C4.0	UTILITY PLAN
C5.0	GRADING & DRAINAGE PLAN
C6.0	DRAINAGE BASIN PLAN
C7.0	EROSION CONTROL PLAN
PP1.0	350 WEST STREET PROFILE
D1.0	DETAILS
D1.1	DETAILS
D1.2	DETAILS

Re-Submittal Acknowledgment Statement
The Applicant is responsible for reviewing all documents to ensure all comments have been addressed.

GB [Applicant Initial] I understand that a Review Cycle is not complete unless and until the applicant replies to all of the required modifications and requests for additional information noted on the previous submittal.

GB [Applicant Initial] I hereby acknowledge that this re-submittal addresses all required modifications and requests for additional information noted on the previous submittal.

GB [Applicant Initial] This is the 2nd [Ex: 1st] complete re-submittal of the subdivision constituting the start of the 2nd [Same Number] Review Cycle.

GENERAL NOTES

1. CONTRACTOR TO FIELD VERIFY HORIZONTAL AND VERTICAL LOCATIONS OF ALL EXISTING UTILITIES PRIOR TO COMMENCEMENT OF CONSTRUCTION, AND REPORT ANY DISCREPANCIES TO THE ENGINEER.

2. ANY AND ALL DISCREPANCIES IN THESE PLANS ARE TO BE BROUGHT TO THE ENGINEER'S ATTENTION PRIOR TO COMMENCEMENT OF CONSTRUCTION.

3. ALL CONSTRUCTION SHALL ADHERE TO AMERICAN FORK CITY AND APWA STANDARD PLANS AND SPECIFICATIONS.

4. ALL UTILITIES AND ROAD IMPROVEMENTS SHOWN ON THE PLANS HEREIN SHALL BE CONSTRUCTED USING REFERENCE TO SURVEY CONSTRUCTION STAKES PLACED UNDER THE SUPERVISION OF A PROFESSIONAL LICENSED SURVEYOR WITH A CURRENT LICENSE ISSUED BY THE STATE OF UTAH. ANY IMPROVEMENTS INSTALLED BY ANY OTHER VERTICAL OR HORIZONTAL REFERENCE WILL NOT BE ACCEPTED OR CERTIFIED BY THE ENGINEER OF RECORD.

5. THIS DRAWING SET IS SCALED TO BE PRINTED ON A 24" X 36" SIZE OF PAPER (ARCH. D). IF PRINTED ON A SMALLER PAPER SIZE, THE DRAWING WILL NOT BE TO SCALE AND SHOULD NOT BE USED TO SCALE MEASUREMENTS FROM THE PAPER DRAWING. ALSO USE CAUTION, AS THERE MAY BE TEXT OR DETAIL THAT MAY BE OVERLOOKED DUE TO THE SMALL SIZE OF THE DRAWING.

NOTICE

BEFORE PROCEEDING WITH THIS WORK, THE CONTRACTOR SHALL CAREFULLY CHECK AND VERIFY ALL CONDITIONS, QUANTITIES, DIMENSIONS, AND GRADE ELEVATIONS, AND SHALL REPORT ALL DISCREPANCIES TO THE ENGINEER.

ENGINEER'S NOTES TO CONTRACTOR

1. THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. TO THE BEST OF OUR KNOWLEDGE, THERE ARE NO EXISTING UTILITIES EXCEPT AS SHOWN ON THESE PLANS. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITY LINES SHOWN ON THESE DRAWINGS. THE CONTRACTOR FURTHER ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR THE UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN OR NOT SHOWN ON THESE DRAWINGS. IF UTILITY LINES ARE ENCOUNTERED DURING CONSTRUCTION THAT ARE NOT IDENTIFIED BY THESE PLANS, CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY.

2. CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE CITY, THE OWNER, AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR THE ENGINEER.

3. UNAUTHORIZED CHANGES & USES: THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS. ALL CHANGES TO THE PLANS MUST BE IN WRITING AND MUST BE APPROVED BY THE PREPARER OF THESE PLANS.

4. ALL CONTOUR LINES SHOWN ON THE PLANS ARE AN INTERPRETATION BY CAD SOFTWARE OF FIELD SURVEY WORK PERFORMED BY A LICENSED SURVEYOR. DUE TO THE POTENTIAL DIFFERENCES IN INTERPRETATION OF CONTOURS BY VARIOUS TYPES OF GRADING SOFTWARE BY OTHER ENGINEERS OR CONTRACTORS, FOCUS DOES NOT GUARANTEE OR WARRANTY THE ACCURACY OF SUCH LINEWORK. FOR THIS REASON, FOCUS WILL NOT PROVIDE ANY GRADING CONTOURS IN CAD FOR ANY TYPE OF USE BY THE CONTRACTOR. SPOT ELEVATIONS AND PROFILE ELEVATIONS SHOWN IN THE DESIGN DRAWINGS GOVERN ALL DESIGN INFORMATION ILLUSTRATED ON THE APPROVED CONSTRUCTION SET. CONSTRUCTION EXPERTISE AND JUDGMENT BY THE CONTRACTOR IS ANTICIPATED BY THE ENGINEER TO COMPLETE BUILD-OUT OF THE INTENDED IMPROVEMENTS.

CONTACTS

ENGINEER & SURVEYOR
FOCUS CONSULTING, LLC
6949 S. HIGH TECH DRIVE SUITE 200
MIDVALE, UTAH 84047
(801) 352-0075
PROJECT MANAGER: PARK SORENSON
SURVEY MANAGER: JUSTIN LUNDBERG

OWNER/DEVELOPER
SILVER FOX CONSTRUCTION
533 WEST STATE ST. #102
PLEASANT GROVE, UTAH 84062
(801) 857-7914
CONTACT: JD HEINER

BENCHMARK
SOUTHWEST CORNER OF SECTION 14 TOWNSHIP 5 SOUTH, RANGE 1 EAST SALT LAKE BASE & MERIDIAN
ELEV. 4564.70
DATUM: NAVD 88

811 Know what's below. Call 811 before you dig.

N
S

GRAPHIC SCALE
(IN FEET)
1 inch = 15 ft.

FOCUS CONSULTING
6949 S. HIGH TECH DRIVE SUITE 200
MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focus-ut.com

LICENSED PROFESSIONAL ENGINEER
No. 10359809-2202
THOMAS M. ROMNEY
STATE OF UTAH
9/18/26

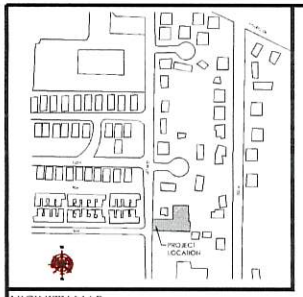
SILVER FOX OFFICE
52 N 350 W, AMERICAN FORK, UT
COVER SHEET

REVISION BLOCK		
#	DATE	DESCRIPTION
1	----	----
2	----	----
3	----	----
4	----	----
5	----	----
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COVER SHEET

Scale:	1"=15'	Drawn:	GB
Date:	09/08/26	Job #:	24-0247
Sheet:	C1.0		

I:\2024 Jobs\24 Jobs\24-0247\Engineering\Civil\C1.0 COVER SHEET.dwg



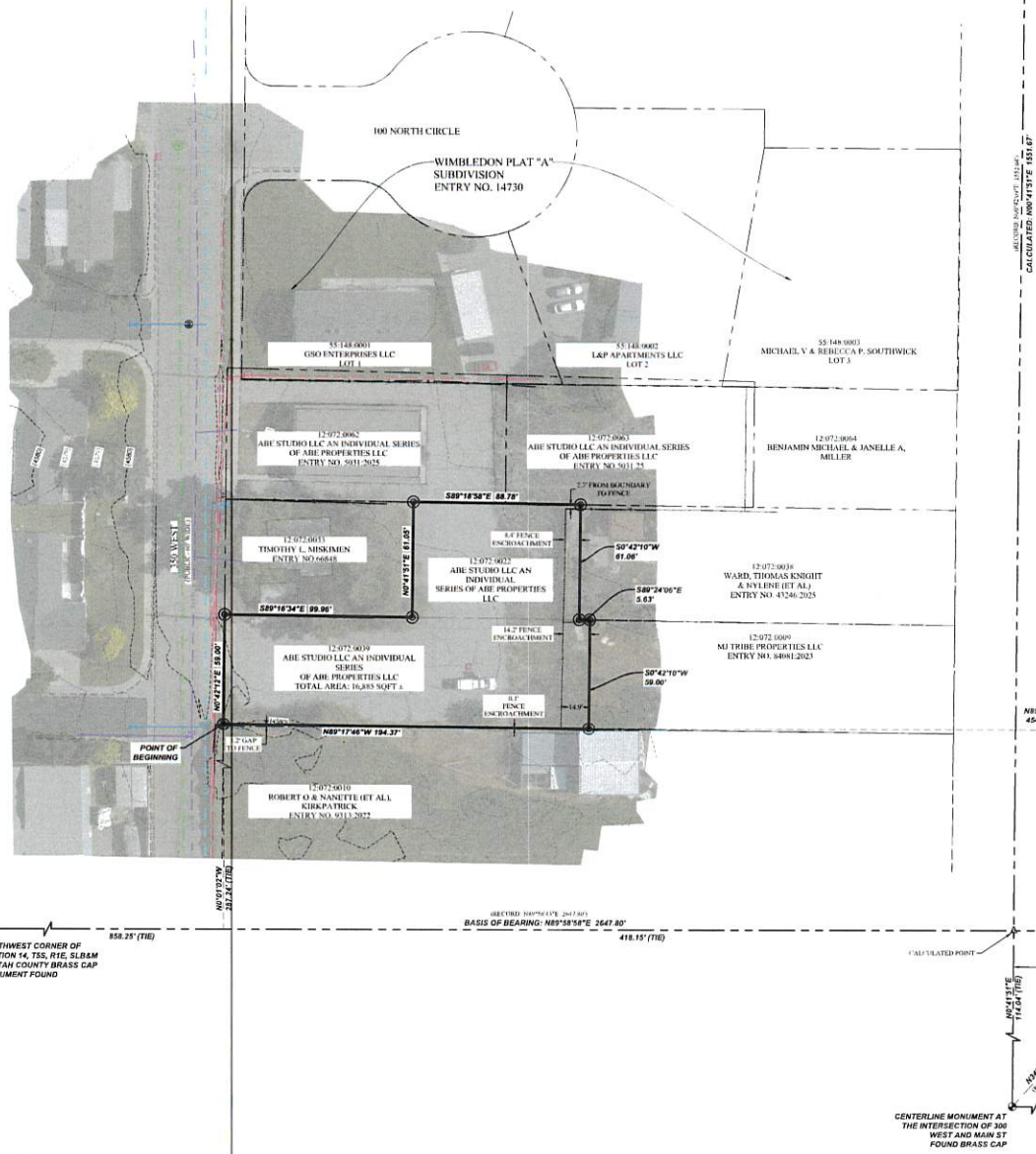
VICINITY MAP
N.T.S

NOTES

1. The purpose of this Survey is to provide topographical data & to correctly represent the boundary lines and property corners of the surveyed parcel described and shown hereon, identified in Utah County as Parcel No (s): 12:072:0039 & 12:072:0022
2. Documents of record in the offices of the Utah County Recorder and Surveyor were utilized in the preparation of this survey. Focus Engineering & Surveying, LLC is entitled to rely on the accuracy of these documents, and is not liable for errors and omissions based on their reliance thereof. Unless noted otherwise, all record parcels noted on this Survey are referenced from said documents.
3. The Basis of Bearing for this Survey is N89°58'58" E along the Section line between the Southwest Corner and the South Quarter Corner of Section 14, Township 5 South, Range 1 East, Salt Lake Base & Meridian. All deeds and plats of record have been rotated to match the aforementioned basis of bearing, or to other Sectional/monument lines relative to said basis of bearing per measured lines as shown hereon.
4. Vertical data (contour lines and/or spot elevations, etc.) is based on the NAD 83 elevation published by the Utah County Surveyor on the Southwest Corner of Section 14, Township 5 South, Range 1 East, Salt Lake 7 meridian with an elevation of 4586.70'
5. #5 rebar & cap (FOCUS ENG) to be set at all boundary corners unless noted otherwise
6. This drawing, its design and invention thereof, either electronic or hard copy, is the property of Focus Engineering & Surveying, LLC, and is submitted to, and is for the exclusive use of the client referenced on the Survey. Only signed and sealed copies authorized by the Surveyor and sent from Focus Engineering & Surveying, LLC, or certified copies obtained from the office of the County Surveyor may be used as the official work of the Surveyor.
7. Except as specifically stated or shown on this drawing, no attempt has been made as a part of this Survey to obtain or show data concerning existence, size, depth, condition, capacity, or location of any utility or municipal/public service facility. For information regarding these utilities or facilities, contact the appropriate agency.
8. Except as specifically stated or shown on this drawing, this Survey does not purport to reflect any of the following which may be applicable to the properties shown hereon: easements, encumbrances, building setback lines, restrictive covenants, subdivision restriction, zoning, or other land use restrictions. Underground utilities have been shown hereon based on observed evidence. Additional utilities, including, but not limited to: power, phone, cable TV, water, sewer, storm drainage, etc. may exist within the boundaries of this Survey and Blue Stakes should be contacted prior to digging. Engineers, Contractors, and others that rely on this information should be cautioned that the locations of the existing utilities may not be relied upon as being exact or complete. Additional exploration, verification and relocation of existing utilities will be the sole responsibility of any contractor prior to, or during construction of any additional improvements.
9. The following documents were reviewed and/or utilized in the preparation of this Survey.
   a. Wimbledon Plat "A" Subdivision, recorded as Entry #14730, May 16, 1994
   b. Special Warranty Deed, recorded as Entry #5031:2025, January 23, 2025
   c. Warranty Deed, recorded as Entry #12669:2021, January 22, 2021.
   d. Warranty Deed, recorded as Entry #66848 in Book: 3513 at Page: 648, August 19, 1994.
   e. Warranty Deed, recorded as Entry #9313:2022, January 21, 2022.
   f. Quit Claim Deed, recorded as Entry #84081:2023, December 29, 2023
   g. The following filed Surveys per Salt Lake County Surveyor:
   i. 23-0240 prepared by AEGIS LAND SURVEYING
10. In the opinion of the Land Surveyor a boundary line agreement should be done for neighboring parcels on the east and south sides of the property.

LEGEND

- BOUNDARY LINE
- SECTION LINE
- EXIST. EASEMENT LINE
- EXIST. PROPERTY LINE
- EXIST. CONTOUR MAJOR
- EXIST. CONTOUR MINOR
- EXIST. STORM DRAIN
- EXIST. SANITARY SEWER
- EXIST. CULINARY WATER
- EXIST. SECONDARY WATER
- EXIST. IRRIGATION
- EXIST. NATURAL GAS
- EXIST. COMMUNICATIONS
- EXIST. OVERHEAD POWER
- EXIST. UNDERGROUND POWER
- EXIST. FENCE
- EXIST. IRRIGATION DITCH/FLOWLINE
- EXIST. CONCRETE, CURB & GUTTER, SIDEWALK
- EXIST. EDGE OF ASPHALT
- EXIST. WALL
- SECTION MONUMENT (FOUND)
- SECTION MONUMENT (NOT FOUND)
- CENTER LINE MONUMENT (FOUND)
- CENTER LINE/MONUMENT (NOT FOUND)
- BOUNDARY MARKER
- EXIST. SPRINKLER, MANHOLE & COMBO BOX
- EXIST. SEWER MANHOLE
- EXIST. WATER VALVE & WATER METER
- EXIST. FIRE HYDRANT
- EXIST. IRRIGATION BOX
- EXIST. GAS VALVE & GAS METER
- EXIST. STREET LIGHT
- EXIST. POWER POLE
- EXIST. ELECTRICAL BOX
- EXIST. COMMUNICATIONS BOX
- XXXX.X — EXIST. SPOT ELEVATION
- XXXX/XXXX — DEED BOOK/PAGE PER xxxx COUNTY RECORDS
- XX-XXX-XXXX — XXXX COUNTY PARCEL No



SURVEYOR'S CERTIFICATE

"I, Justin Lundberg, do hereby certify that I am a Professional Land Surveyor, and that I hold License No. 12554439 in accordance with Title 58, Chapter 22 of Utah State Code. I further certify by authority of the owners(s) that I have made a Survey of the lands shown on this Plan and that it correctly represents the existing conditions as shown. This Plan does not represent a certification to the title or ownership of the lands shown hereon."

Justin Lundberg
Professional Land Surveyor
License No. 12554439

10/27/25
Date

LEGAL DESCRIPTION

A part of the Southwest Corner Section 14, Township 5 South, Range 1 East, Salt Lake Base and Meridian, located in American Fork City, Utah County, Utah, being more particularly described as follows:

Beginning on a northerly line of a parcel described in the Warranty Deed recorded January 21,2022 as Entry No. 9313:2022 , records of Utah County, Utah, said point being N89°58'58"E 858.25 feet along the Section line and N0°01'02" W 287.24 feet from Southwest Corner Section 14, Township 5 South, Range 1 East, Salt Lake Base and Meridian, said point also being N03°41'51"E 346.52 feet and N89°17'59"W 454.70 feet from the Southwest corner of block 21, Plat "A" , American Fork City Survey of building lots; running thence N 00°42'12" E 59.00 feet to the southerly line of that certain Warranty Deed recorded August 19, 1994 as Entry No. 66848 in the Utah County Recorder's Office , thence along said deed line the following two (2) courses: (1) S 89°18'34" E 99.96 feet; (2) thence N 00°41'51" E 61.05 feet; thence S 89°18'58" E 88.78 feet to the westerly line of a Warranty Deed recorded June 11, 2025 as Entry No. 43246:2025, records of Utah County, Utah ; thence along said deed line the following two (2) courses: (1) S 00°42'10" W 61.06 feet; (2) thence S 89°24'06" E 5.63 feet to the westerly line of a Quit Claim Deed recorded December 29, 2023 as Entry No. 84081:2023, record of Utah County, Utah; thence along said deed line S 00°42'10" W 59.00 feet to the northerly line of the aforementioned parcel of land described in the Warranty Deed recorded January 21,2022 as Entry No. 9313:2022 , records of Utah County; thence along said deed line N 89°17'46" W 194.37 feet to the point of beginning.

Containing 16,685 square feet +/-

GRAPHIC SCALE
(IN FEET)
1 inch = 30 ft.

N
S

FOCUS®
ENGINEERING AND SURVEYING, LLC
6949 S. HIGH TECH DRIVE SUITE 200
MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focus-eng.com

PROFESSIONAL LAND SURVEYOR
10/27/25
No. 12554439
JUSTIN LUNDBERG
STATE OF UTAH

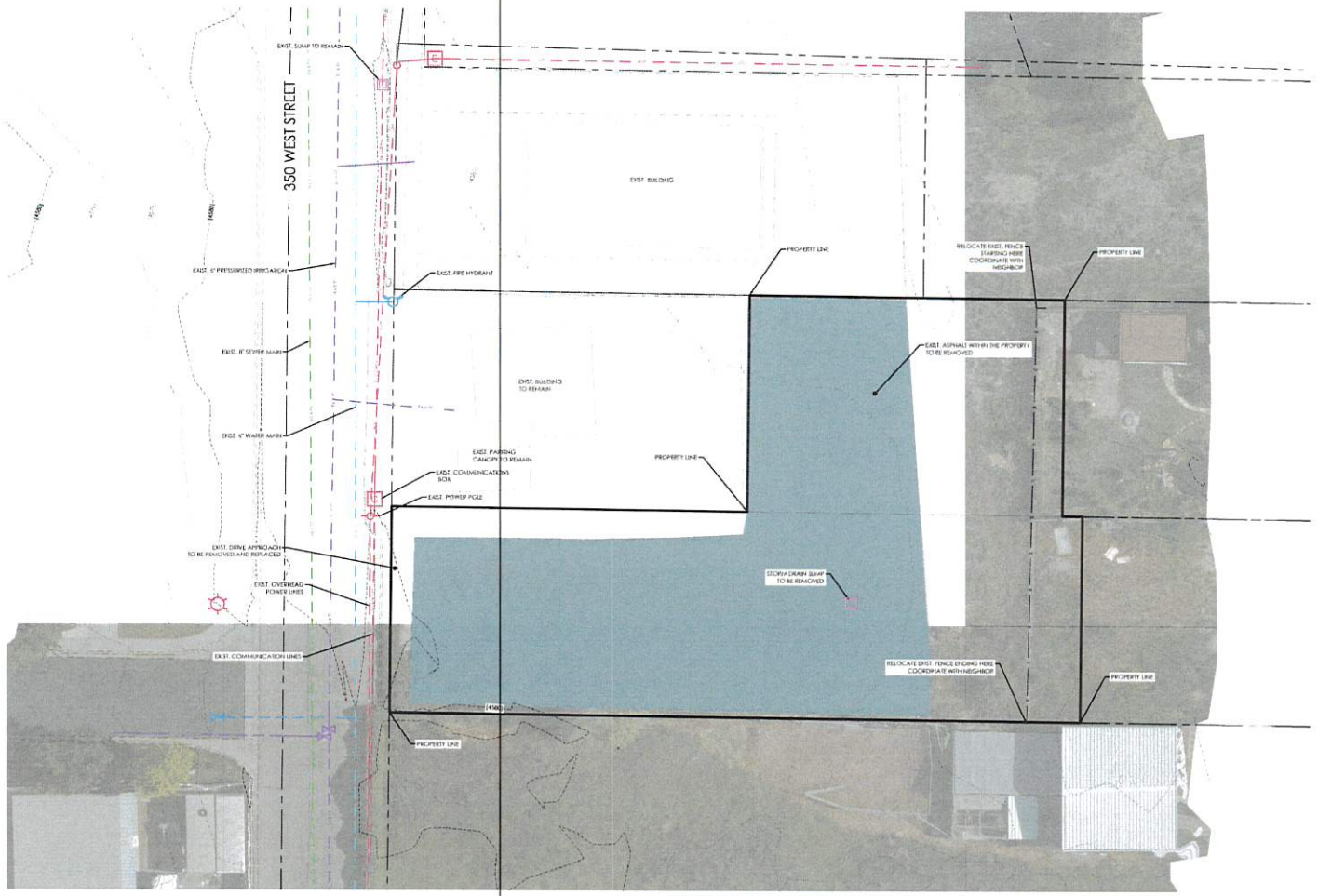
BOUNDARY & TOPOGRAPHICAL SURVEY

LOCATED IN THE SW 1/4 OF SECTION 14, T5S, R1E, SLB&M
AMERICAN FOR, UTAH COUNTY, UTAH
PREPARED FOR: SILVER FOX

REVISION BLOCK		
#	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		

Drawn: LA	Checked: JL
Scale: 1" = 30'	Job #: 24-0247
Date: 08/14/25	
Sheet: 1 OF 1	

I:\2024\24-0247 Lake Haven Office Remodel - New Siding\24-0247 Topo.dwg



LEGEND

BOUNDARY
ROW
CENTERLINE
LOT LINE
EASEMENT
XX" STORM DRAIN
XX" SANITARY SEWER
XX" CULINARY WATER
XX" PRESSURE IRRIGATION
XXXX CONTOUR MAJOR
XXXX CONTOUR MINOR
EXIST. STORM DRAIN
EXIST. SANITARY SEWER
EXIST. CULINARY WATER
EXIST. FENCE
(XXXX) EXIST. CONTOUR MAJOR
EXIST. CONTOUR MINOR
SIGN
STREET LIGHT
SD MH, INLET, AND CO (SD)
SEWER MANHOLE
SECONDARY METER, WATER METER
CULINARY VALVE, TEE & BEND
SECONDARY VALVE, TEE & BEND
WATER BLOW-OFF
FIRE HYDRANT
STREET MONUMENT (TO BE SET)
EXIST. STREET MONUMENT
EXIST. SD INLET & MH
EXIST. SEWER MH
EXIST. VALVE, TEE, & BEND
EXIST. FIRE HYDRANT
SPOT ELEVATION

NOTE TO CONTRACTOR:

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITIES OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED FROM AVAILABLE INFORMATION PROVIDED BY THE SURVEYOR OR CITY PRODUCED DOCUMENTS. THE LOCATIONS SHOWN ARE APPROXIMATE AND SHALL BE CONFIRMED IN THE FIELD BY THE CONTRACTOR, SO THAT ANY NECESSARY ADJUSTMENT CAN BE MADE. IF ANY CONFLICT/DISCREPANCIES ARISE, PLEASE CONTACT THE ENGINEER OF RECORD IMMEDIATELY. THE CONTRACTOR IS REQUIRED TO CONTACT THE UTILITY COMPANIES AND THE PRECAUTIONARY MEASURE TO PROTECT ANY UTILITIES SHOWN OR NOT SHOWN ON THESE PLANS.

CONTRACTOR TO PROVIDE PAVEMENT CORE SAMPLES AND VERIFY STRUCTURAL NUMBERS EQUIVALENT TO DESIGN REQUIREMENTS. IF STRUCTURAL NUMBER IS NOT MET, APPLICANT IS RESPONSIBLE TO REPLACE ASPHALT TO CENTERLINE OF ROAD PER SECTION 15.01.1250.

ALL OVERHEAD UTILITIES BELOW 12,470 VOLTS SHALL BE LOCATED UNDERGROUND PER SECTION 17.8.409. COORDINATE WITH ROCKY MOUNTAIN POWER.

N

S

GRAPHIC SCALE

(IN FEET)
1 inch = 15 ft.

811 Know what's below. Call 811 before you dig.

FOCUS ENGINEERING & SURVEYING, LLC
CONSULTING
6949 S. HIGH TECH DRIVE SUITE 200
MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focus-eng.com

LICENSED PROFESSIONAL ENGINEER
THOMAS M. ROMNEY
STATE OF UTAH
9/18/26

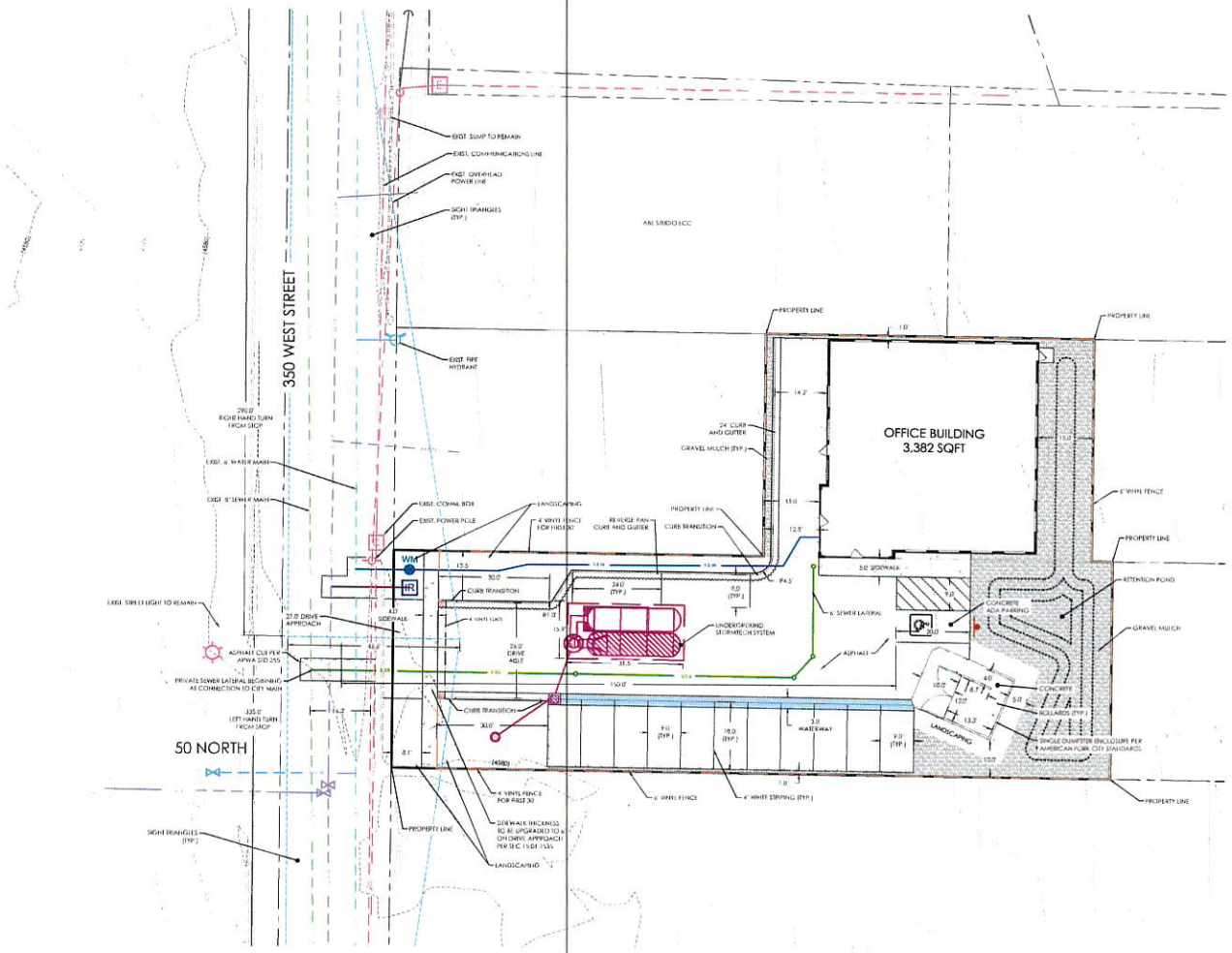
SILVER FOX OFFICE
52 N 350 W, AMERICAN FORK, UT
DEMO PLAN

REVISION BLOCK		
#	DATE	DESCRIPTION
1	---	---
2	---	---
3	---	---
4	---	---
5	---	---
6	---	---

DEMO PLAN

Scale: 1"=15' | Drawn: TJ
Date: 09/08/26 | Job #: 24-0247
Sheet: C2.0

I:\2024\24-0247 Lehi Office and Shop\Drawings\24-0247 Overall Site Plan.dwg



LEGEND

BOUNDARY
ROW
CENTERLINE
LOT LINE
EASEMENT
XX" STORM DRAIN
XX" SANITARY SEWER
XX" CULINARY WATER
XX" PRESSURE IRRIGATION
CONTOUR MAJOR
CONTOUR MINOR
EXIST. STORM DRAIN
EXIST. SANITARY SEWER
EXIST. CULINARY WATER
EXIST. FENCE
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SIGN
STREET LIGHT
SD MH, INLET, AND COMBO
SEWER MANHOLE
SECONDARY METER, WATER METER
CULINARY VALVE, TEE & BEND
SECONDARY VALVE, TEE & BEND
WATER BLOW-OFF
FIRE HYDRANT
STREET MONUMENT (TO BE SET)
EXIST. STREET MONUMENT
EXIST. SD INLET & MH
EXIST. SEWER MH
EXIST. VALVE, TEE, & BEND
EXIST. FIRE HYDRANT
SPOT ELEVATION

SITE TABULATIONS

LOT 1	±5,417 SQFT
LOT 2	±11,469 SQFT
TOTAL AREA	**±16,886 SQFT (0.3873 ACRES)**
CURRENT ZONE	CC-2
MAXIMUM BUILDING HEIGHT	15 FT
PARKING REQUIRED	4 STALL/1000 SQ.FT
PER GENERAL BUSINESS OFFICE	14 STALLS
PARKING PROVIDED	**14 STALLS**
LANDSCAPE REQUIRED	1,688.6 SQFT (10%)
LANDSCAPE PROVIDED	**1,831.2 SQFT (10.8%)**

NOTES:

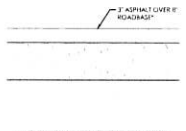
ALL SANITARY SEWER MAINS AND LATERALS MUST BE INSPECTED AND APPROVED BY THE CITY INSPECTOR BEFORE TRENCH BACKFILLING IS COMPLETED.

ALL LATERAL CONNECTIONS SHALL BE INSERT-A-TEE OR WYE AT TEN O'CLOCK OR TWO O'CLOCK POSITIONING TO THE CENTER OF THE MAIN LINE.

NOTIFY CITY ENGINEER IF RUTTING/ PUMPING OCCURS DURING CONSTRUCTION ACTIVITIES.

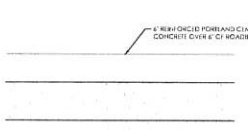
CONTRACTOR TO PROVIDE PAVEMENT CORE SAMPLES AND VERIFY STRUCTURAL NUMBERS EQUIVALENT TO DESIGN REQUIREMENTS. IF STRUCTURAL NUMBER IS NOT MET, APPLICANT IS RESPONSIBLE TO REPLACE ASPHALT TO CENTERLINE OF ROAD PER SECTION 15.01.1250.

ALL OVERHEAD UTILITIES BELOW 12,470 VOLTS SHALL BE LOCATED UNDERGROUND PER SECTION 17.8.409. COORDINATE WITH ROCKY MOUNTAIN POWER. IF POWER WILL BE REQUIRED TO BE BURIED, A STREET LIGHT MAY NEED TO BE INSTALLED, PENDING DETERMINATION FROM CITY ENGINEER.

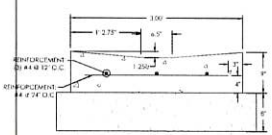


ASPHALT SECTION
NTS

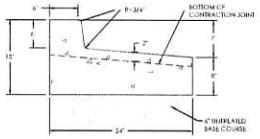
SEE GEOTECHNICAL STUDY BY GSH GEOTECHNICAL INC. DATED JULY 23, 2025 (JOB NUMBER 3822-007.25) FOR ADDITIONAL RECOMMENDATIONS



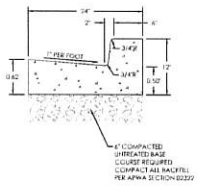
PORTLAND CEMENT CONCRETE SECTION
NTS



3' WATERWAY
NTS



REVERSE PAN CURB AND GUTTER
NTS



24" CURB AND GUTTER
NTS



GRAPHIC SCALE

(IN FEET)
1 inch = 15 ft

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www.focus-eng.com

LICENSED PROFESSIONAL ENGINEER
No. 10366870-2202
THOMAS M. ROMNEY
9/14/26
STATE OF UTAH

SILVER FOX OFFICE

52 N 350 W, AMERICAN FORK, UT

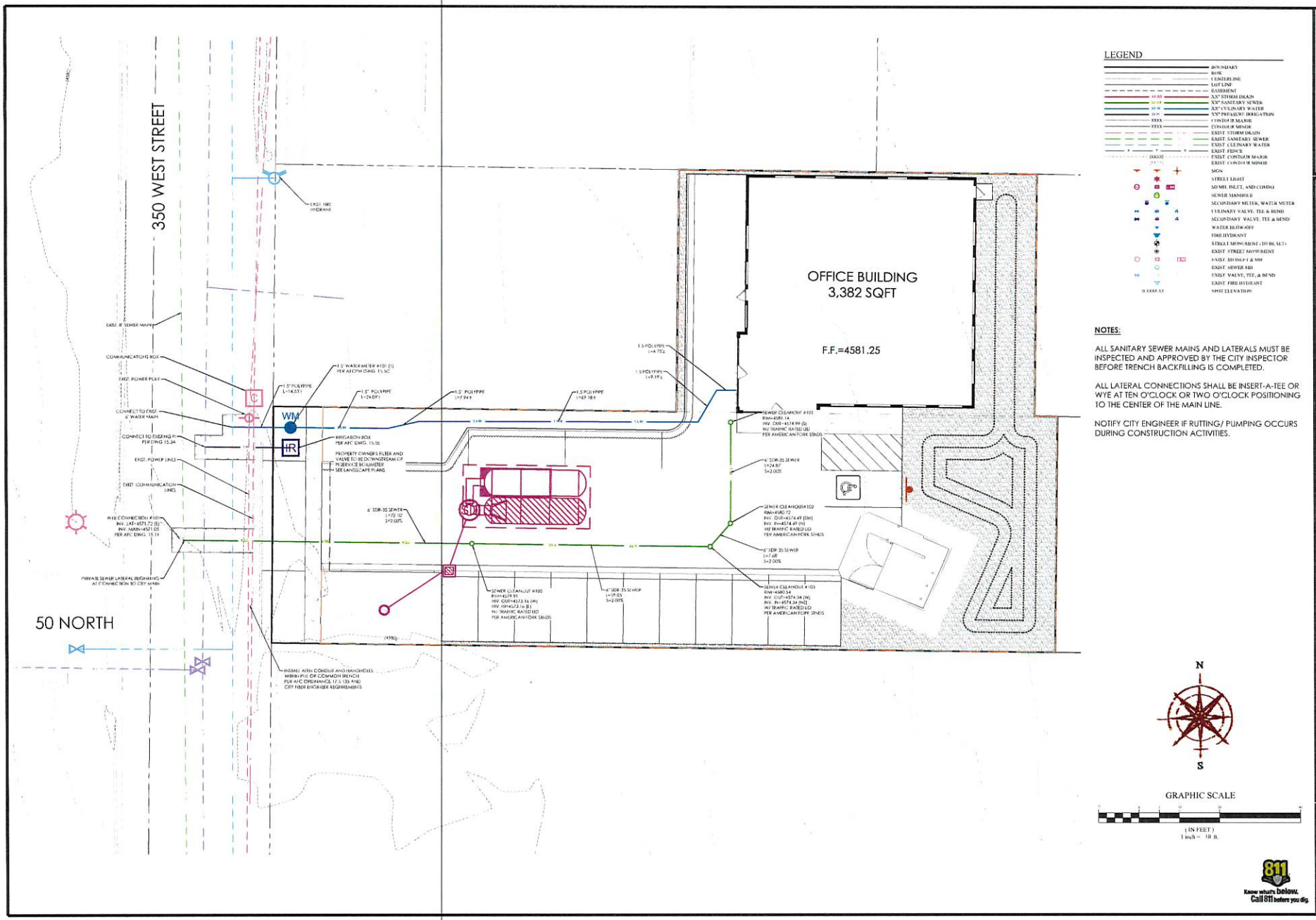
SITE PLAN

REVISION BLOCK		
#	DATE	DESCRIPTION
1		
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SITE PLAN

Scale	1"=15'	Drawn	GB
Date	09/08/26	Job #	24-0247
Sheet	C3.0		

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LEGEND

BOUNDARY
ROW
CENTERLINE
LOT LINE
EASEMENT
XX" STORM DRAIN
XX" SANITARY SEWER
XX" CULINARY WATER
XX" PRESSURE IRRIGATION
XXXX CONTOUR MAJOR
XXXX CONTOUR MINOR
EXIST. STORM DRAIN
EXIST. SANITARY SEWER
EXIST. CULINARY WATER
EXIST. FENCE
EXIST. CONTOUR MAJOR
EXIST. CONTOUR MINOR
SIGN
STREET LIGHT
SD MH, INLET, AND COMBO
SEWER MANHOLE
SECONDARY METER, WATER METER
CULINARY VALVE, TEE & BEND
SECONDARY VALVE, TEE & BEND
WATER BLOW-OFF
FIRE HYDRANT
STREET MONUMENT - TO BE SET
EXIST. STREET MONUMENT
EXIST. SD INLET & MH
EXIST. SEWER MH
EXIST. VALVE, TEE, & BEND
EXIST. FIRE HYDRANT
SPOT ELEVATION

NOTES:

ALL SANITARY SEWER MAINS AND LATERALS MUST BE INSPECTED AND APPROVED BY THE CITY INSPECTOR BEFORE TRENCH BACKFILLING IS COMPLETED.

ALL LATERAL CONNECTIONS SHALL BE INSERT-A-TEE OR WYE AT TEN O'CLOCK OR TWO O'CLOCK POSITIONING TO THE CENTER OF THE MAIN LINE.

NOTIFY CITY ENGINEER IF RUTTING/ PUMPING OCCURS DURING CONSTRUCTION ACTIVITIES.

N
S

GRAPHIC SCALE
(IN FEET)
1 inch = 10 ft.

Know what's Below. Call 811 before you dig.

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No. 10337972
THOMAS M. ROMNEY
9/18/25
STATE OF UTAH

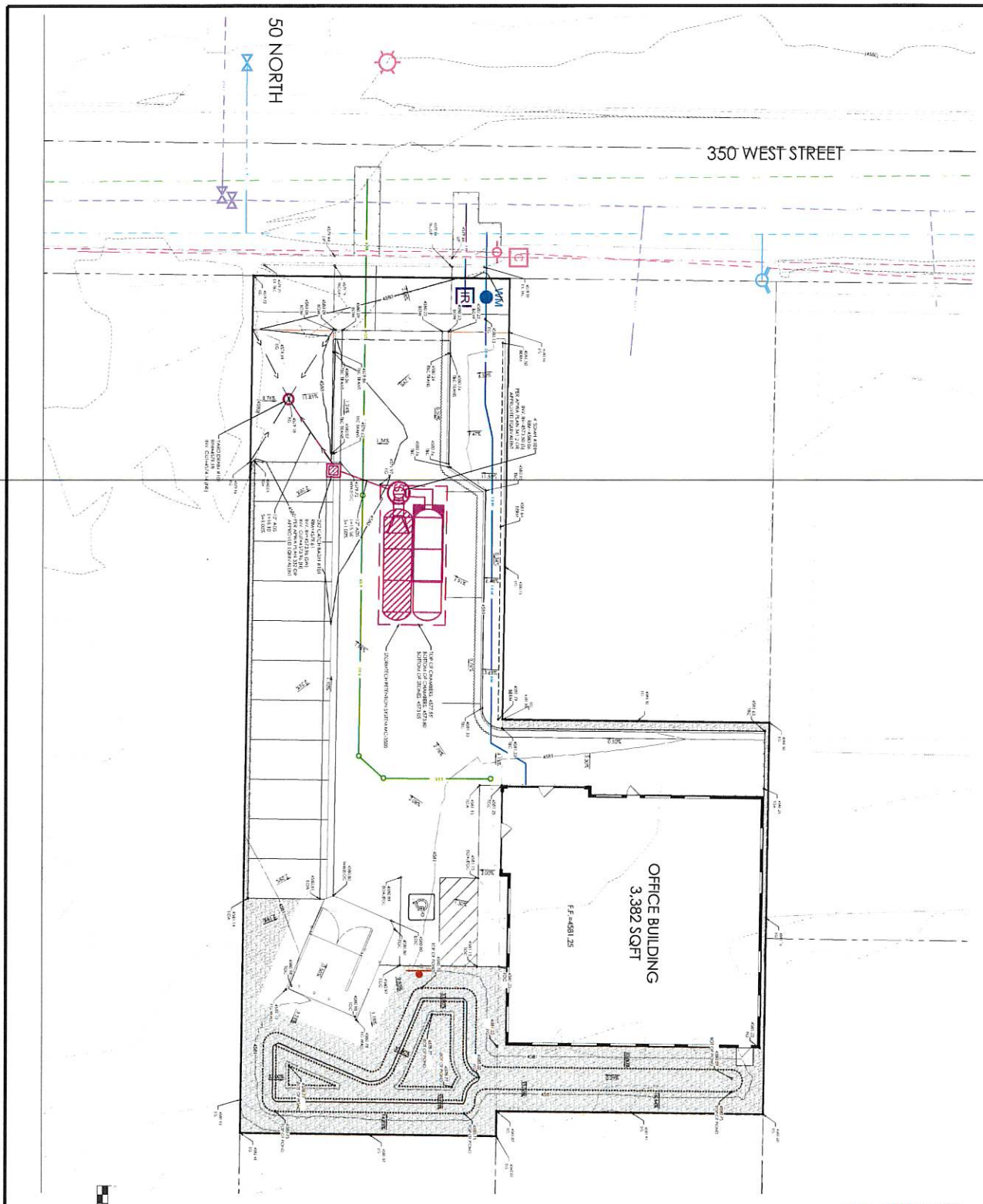
SILVER FOX OFFICE
52 N 350 W, AMERICAN FORK, UT
UTILITY PLAN

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5	---	---
6	---	---

UTILITY PLAN

Scale:	1"=10'	Drawn:	GB
Date:	09/08/25	Job #:	24-0247
Sheet:	C4.0		

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GRAPHIC SCALE
1 IN. = 10 FT.
1 inch = 10 ft.

NOTE:
ALL ROOF DRAINS TO DAYLIGHT TO THE RETENTION POND ON THE EAST SIDE OF THE BUILDING.

LEGEND

Know what's below. Call 811 before you dig.

REVISION BLOCK		
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GRADING & DRAINAGE PLAN

Scale: 1"=10' | Drawn: TJ
Date: 09/09/25 | Job #: 24-0247
Sheet: C5.0

SILVER FOX OFFICE

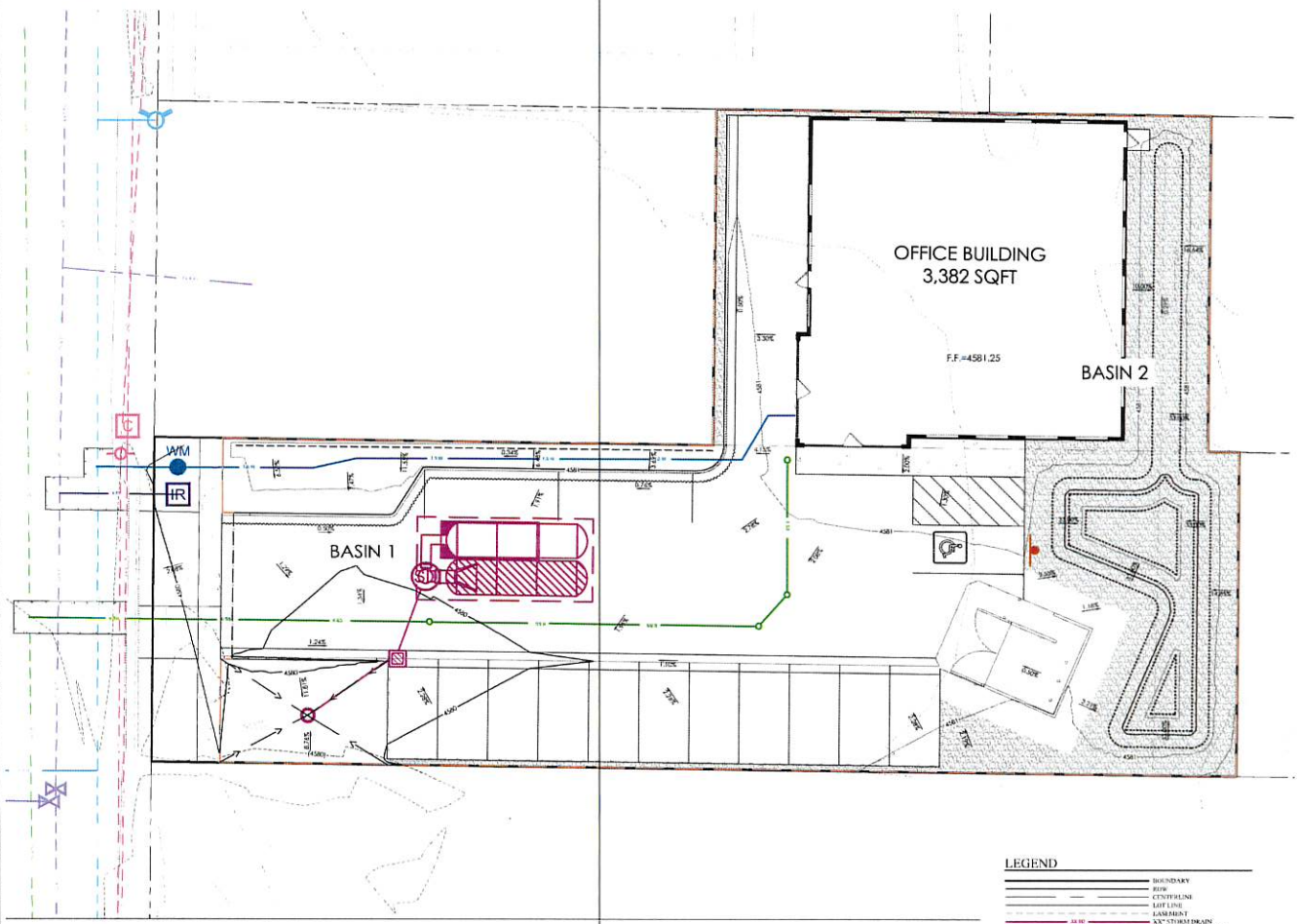
52 N 350 W, AMERICAN FORK, UT

GRADING & DRAINAGE PLAN

LICENSED PROFESSIONAL ENGINEER — STATE OF UTAH — THOMAS J. JENSEN — 12152

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F:_2024\24-0247 Silver Fox Office American Fork\design 24-0247\civil\sheet\[C5.0 OVERALL GRADING PLAN.dwg]



NOTE:
ALL ROOF DRAINS TO DAYLIGHT TO THE RETENTION POND ON THE EAST SIDE OF THE BUILDING.

PERCOLATION RATE OF 30 MIN/INCH
*GEOTECHNICAL STUDY #3822-07B-26

BASED ON THE 30MIN/INCH PERCOLATION RATE, IT WILL TAKE APPROXIMATELY 24 HOURS FOR THE UNDERGROUND RETENTION BASIN TO PERCOLATION INTO THE GROUND.

LEGEND

BOUNDARY
ROW
CENTERLINE
LOT LINE
EASEMENT
XX" STORM DRAIN
XX" SANITARY SEWER
XX" CULINARY WATER
XX" PRESSURE IRRIGATION
CONTOUR MAJOR
CONTOUR MINOR
EXIST. STORM DRAIN
EXIST. SANITARY SEWER
EXIST. CULINARY WATER
EXIST. FENCE
EXIST. CONTOUR MAJOR
EXIST. CONTOUR MINOR
SIGN
STREET LIGHT
SD MH, INLET, AND COMBO
SEWER MANHOLE
SECONDARY METER, WATER METER
CULINARY VALVE, TEE & BEND
SECONDARY VALVE, TEE & BEND
WATER BLOW OFF
FIRE HYDRANT
STREET MONUMENT (TO BE SET)
EXIST. STREET MONUMENT
EXIST. SD INLET & MH
EXIST. SEWER MH
EXIST. VALVE, TEE, & BEND
EXIST. FIRE HYDRANT
SPOT ELEVATION

N
S

GRAPHIC SCALE
(IN FEET)
1 inch = 10 ft.

Retention Pond (Basin 2)

Project: 24-0247 Silver Fox Office
Location: American Fork, Utah
Date: 9/4/2026
Designer: Wyatt Smith

100-Year Retention Sizing

Design Criteria
Intensity Table: Per NOAA Atlas 14
Return Period: 100 year
Storm Duration: 24 hr
Allowable Discharge: 0.00 cfs/acre
Per American Fork City Standards
Frequency Factor: 1.25

Allowable Discharges
Storm Drain Discharge: 0.00 cfs — Source: American Fork City Standards
Other Discharge: 0.03 cfs — Source: Percolation rate per geotechnical report
Total Discharge: 0.030 cfs

Weighted "C" Value

Surface Type	Area (ft)	"C" Value	C*A
Homes (rooftops)	3,527	0.95	3,174
Hardscape	0	0.90	0
Gravel	2,773	0.70	1,941
Landscape	308	0.30	47
Totals	6,610		5,164.40
Weighted "C" Value		0.79	

Drainage Calculations

Duration	Intensity	Runoff C	Area	Rainfall	Accumulated Flow	Allowable Discharge	Discharge	Required Storage
min	in/hr		AC	cfs	cf	cfs	cf	cf
5.00	7.04	0.79	0.15	0.83	250	0.03	9	241
10.00	5.40	0.79	0.15	0.64	385	0.03	18	367
15.00	4.61	0.79	0.15	0.55	491	0.03	27	464
30.00	3.04	0.79	0.15	0.36	645	0.03	54	591
60.00	1.85	0.79	0.15	0.22	780	0.03	108	672
120.00	1.03	0.79	0.15	0.12	870	0.03	216	654
180.00	0.74	0.79	0.15	0.09	944	0.03	324	620
360.00	0.42	0.79	0.15	0.05	1,074	0.03	648	426
1440.00	0.15	0.79	0.15	0.02	1,330	0.03	2,592	-1,262

Maximum Storage Requirement: 672
Minimum Storage Requirement (cf): 620
Frequency Factor of 1.25: 840.19

Retention Basin Design
Storage Requirement: 840 cf
Retention Pond Volume: 1,045 cf
Total Storage: 1,045 — RETENTION ADEQUATE

Stormtech Calculations (Basin 1)

Project: 24-0247 Silver Fox Office
Location: American Fork, Utah
Date: 9/1/2026
Designer: Wyatt Smith

100-Year Retention Sizing

Design Criteria
Intensity Table: Per NOAA Atlas 14
Return Period: 100 year
Storm Duration: 24 hr
Allowable Discharge: 0.00 cfs/acre
Per American Fork City Standards
Frequency Factor: 1.25

Allowable Discharges
Storm Drain Discharge: 0.00 cfs — Source: American Fork City Standards
Other Discharge: 0.03 cfs — Source: Percolation rate per geotechnical report
Total Discharge: 0.030 cfs

Weighted "C" Value

Surface Type	Area (ft)	"C" Value	C*A
Homes (rooftops)	0	0.95	0
Hardscape	7,347	0.95	7,042
Gravel	429	0.70	300
Landscape	1,383	0.35	277
Totals	9,659		7,619.20
Weighted "C" Value		0.79	

Drainage Calculations

Duration	Intensity	Runoff C	Area	Rainfall	Accumulated Flow	Allowable Discharge	Discharge	Required Storage
min	in/hr		AC	cfs	cf	cfs	cf	cf
5.00	7.04	0.79	0.22	1.09	416	0.03	9	407
10.00	5.40	0.79	0.22	0.84	641	0.03	18	623
15.00	4.61	0.79	0.22	0.72	818	0.03	27	791
30.00	3.04	0.79	0.22	0.53	1,092	0.03	54	1,038
60.00	1.85	0.79	0.22	0.32	1,324	0.03	108	1,216
120.00	1.03	0.79	0.22	0.18	1,501	0.03	216	1,285
180.00	0.74	0.79	0.22	0.13	1,402	0.03	324	1,078
360.00	0.42	0.79	0.22	0.07	1,241	0.03	648	593
1440.00	0.15	0.79	0.22	0.03	2,272	0.03	2,592	-319

Maximum Storage Requirement: 1,285
Minimum Storage Requirement (cf): 620
Frequency Factor of 1.25: 1555.70

Retention Basin Design
Storage Requirement: 1,356 cf
Stormtech Volume: 1,494 cf
Total Storage: 1,494 — RETENTION ADEQUATE

Page 1 of 1

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No. 10369507-2202
THOMAS M. ROMNEY
9/4/2026
STATE OF UTAH

SILVER FOX OFFICE
52 N 350 W, AMERICAN FORK, UT
DRAINAGE BASIN PLAN

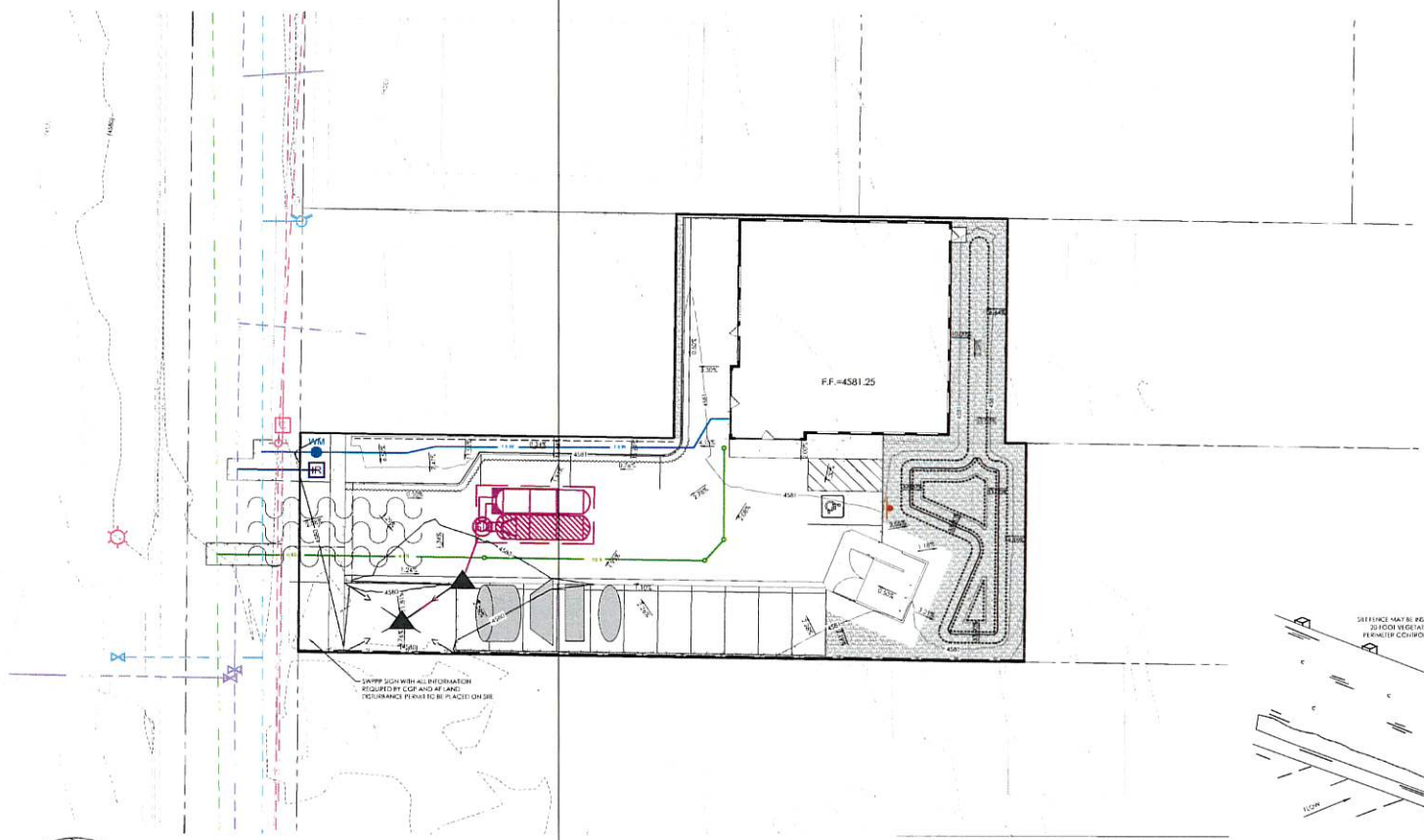
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REVISION BLOCK

DRAINAGE BASIN PLAN

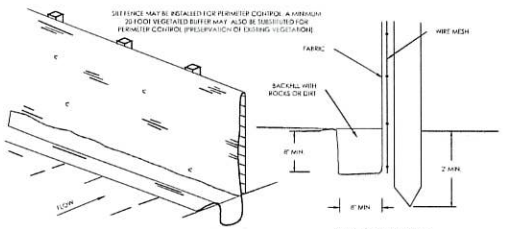
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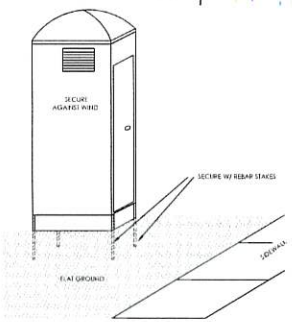
EROSION CONTROL LEGEND

- CONSTRUCTION ENTRANCE
- MATERIALS STORAGE
- FUEL TANKS
- CONCRETE WASHOUT
- TRASH BIN
- PORTABLE TOILET
- CONSTRUCTION TRAILER
- INLET PROTECTION
- SURFACE WATERS
- OUTFALL
- SILT FENCE OR BERM
- CUTBACK CURB
- FIBER ROLL

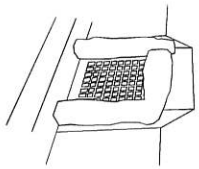


TOE DETAIL

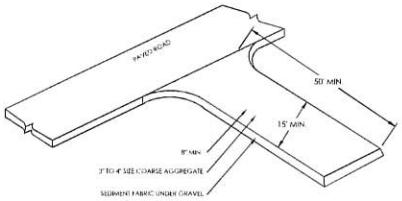
SILT FENCE
NTS



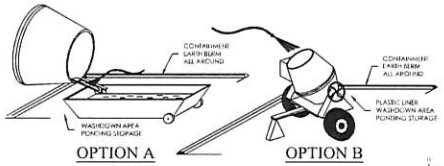
PORTABLE TOILET
NTS



INLET PROTECTION - GRAVEL BAGS
NTS



STABILIZED CONSTRUCTION ENTRANCE
NTS



CONCRETE WASTE MANAGEMENT
NTS



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THOMAS M. ROMNEY
STATE OF UTAH
9/12/25

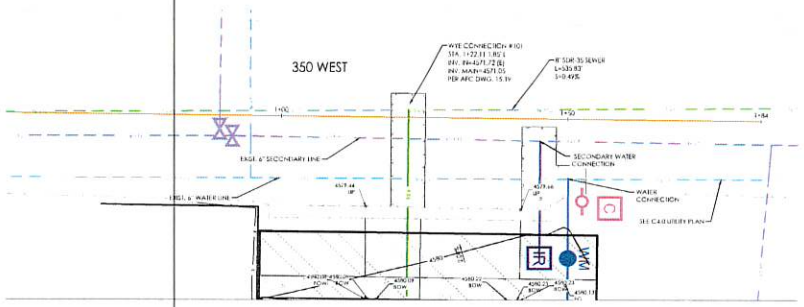
SILVER FOX OFFICE
52 N 350 W, AMERICAN FORK, UT
EROSION CONTROL PLAN

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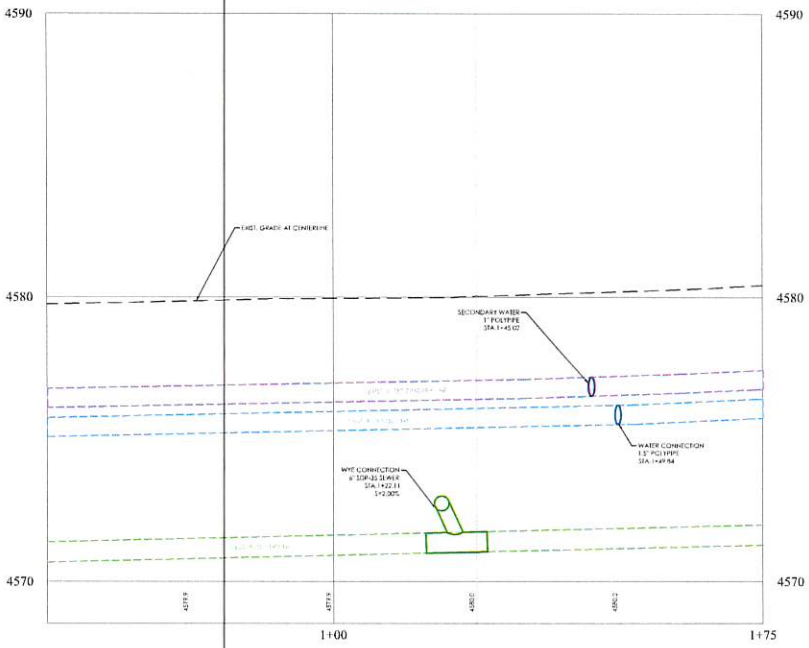
EROSION CONTROL PLAN

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Sheet	C7.0		

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350 WEST STREET PLAN

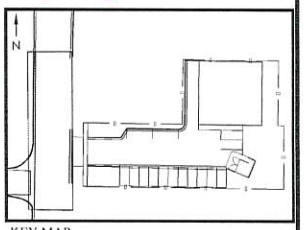


350 WEST STREET PROFILE

XX.XXX.XXXX XXXX COUNTY PARCEL No.

LEGEND

- BOUNDARY
- ROW
- CENTERLINE
- LOT LINE
- EASEMENT
- XX" STORM DRAIN
- XX" SANITARY SEWER
- XX" CULINARY WATER
- XX" PRESSURE IRRIGATION
- CONTOUR MAJOR
- CONTOUR MINOR
- EXIST. STORM DRAIN
- EXIST. SANITARY SEWER
- EXIST. CULINARY WATER
- EXIST. FENCE
- EXIST. CONTOUR MAJOR
- EXIST. CONTOUR MINOR
- SIGN
- STREET LIGHT
- SD SBL INLET, AND COMBO
- SEWER MANHOLE
- SECONDARY METER, WATER METER
- CULINARY VALVE, TEE & BEND
- SECONDARY VALVE, TEE & BEND
- WATER BLOW-OFF
- FIRE HYDRANT
- STREET MONUMENT (TO BE SET)
- EXIST. STREET MONUMENT



KEY MAP
N.T.S.

GRAPHIC SCALE

(IN FEET)
1 inch = 10 ft.

BENCHMARK

SOUTHWEST CORNER OF SECTION 14
TOWNSHIP 5 SOUTH, RANGE 1 EAST
SALT LAKE BASE & MERIDIAN
ELEV. 4645.70
DATUM: NAVD 88

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LICENSED PROFESSIONAL ENGINEER
No. 12289802-2202
THOMAS M. ROMNEY
STATE OF UTAH
09/18/26

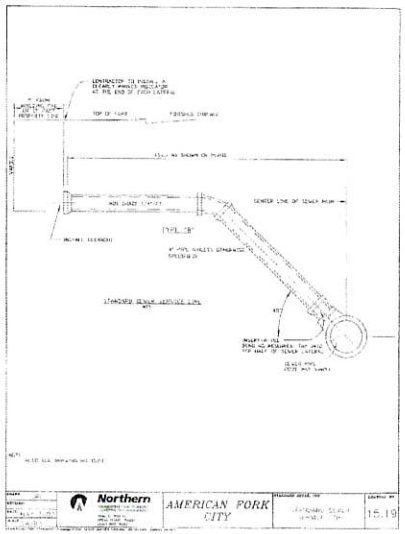
SILVER FOX OFFICE
52 N 350 W, AMERICAN FORK, UT
350 WEST STREET PROFILE

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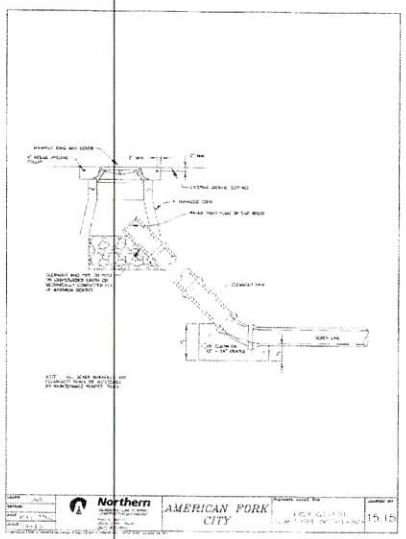
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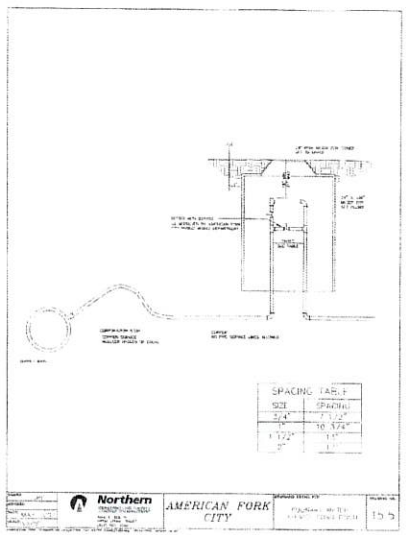
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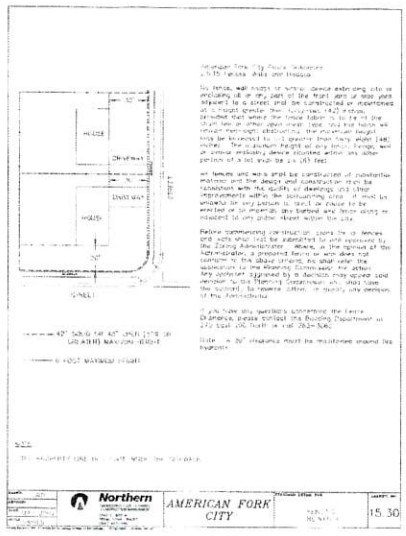
Northern | AMERICAN FORK CITY | 15.19



Northern | AMERICAN FORK CITY | 15.15



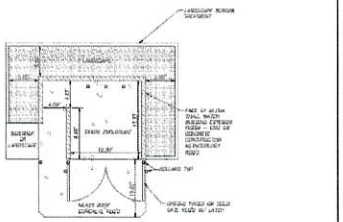
Northern | AMERICAN FORK CITY | 15.5



Northern | AMERICAN FORK CITY | 15.30

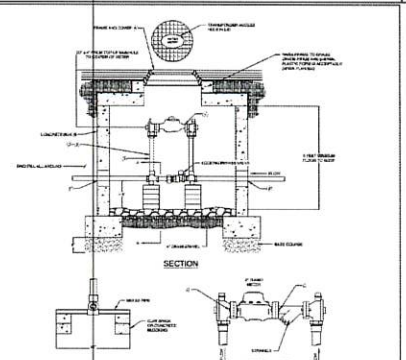
AMERICAN FORK

B. 17.5.121.B - DUMPSTER ENCLOSURE STANDARDS



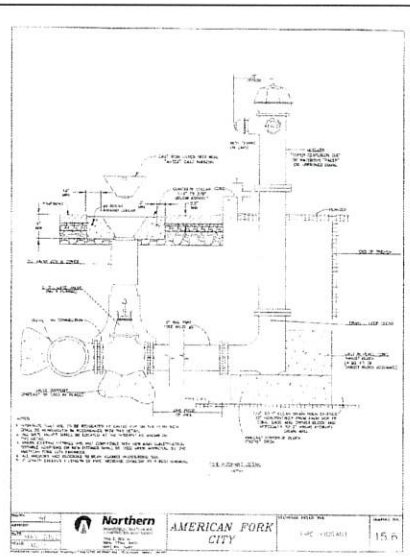
NOTES:

1. Landscaping shall include a combination of trees and shrubbery to create a landscape screen for the enclosure.
2. Enclosure shall be 6-feet-tall minimum.
3. Enclosure exterior shall match the exterior of the building for which it supports. Other materials shall be approved by the Development Services Director, only where exterior building materials are not suitable for dumpster enclosure.
4. All dimensions shown are minimum.
5. Separate enclosures shall be provided for mixed-use developments to keep residential and commercial waste separate
6. Alternative design may be approved by the Development Services Director. Screening, materials, landscaping, height etc. will also be considered for approval.

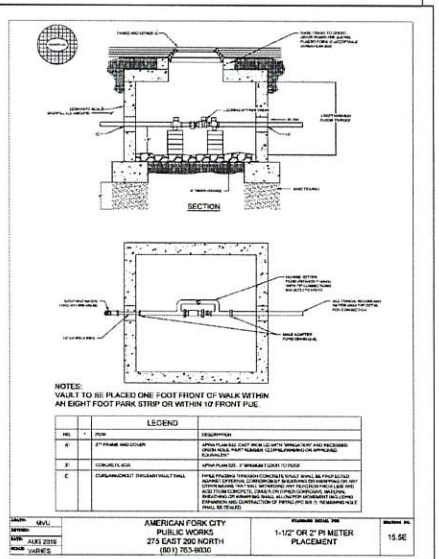


LEGEND		
NO.	*	ITEM
A		2" FRAME AND COVER
B		CONCRETE
C		
D		1-1/2" CURB OR BETTER WITH LOCKING WINGS
E		2" CURB METER WITH LOCKING WINGS
F		CORRUGATED PIPE THROUGH VAULT WALL

DRAWN: ADW		AMERICAN FORK CITY PUBLIC WORKS 275 EAST 200 NORTH (801) 763-9030	1-1/2" OR 2" METER PLACEMENT	15.5C
DESIGN:	AMERICAN FORK			
DATE: FEB 2018				
SCALE: VARIES				



Northern | AMERICAN FORK CITY | 15.6



NOTES:
VAULT TO BE PLACED ONE FOOT FRONT OF WALK WITHIN AN EIGHT FOOT PARK STRIP OR WITHIN 10' FRONT PUE.

LEGEND		
NO.	*	ITEM
A		2" FRAME AND COVER
B		CONCRETE
C		CORRUGATED PIPE THROUGH VAULT WALL

DRAWN: MVL		AMERICAN FORK CITY PUBLIC WORKS 275 EAST 200 NORTH (801) 763-9030	1-1/2" OR 2" PI METER PLACEMENT	15.5E
DESIGN:				
DATE: AUG 2018				
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THOMAS M. ROMNEY
5/14/18
STATE OF UTAH

SILVER FOX OFFICE

52 N 350 W, AMERICAN FORK, UT

DETAILS

REVISION BLOCK		
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DETAILS

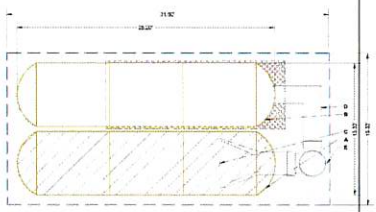
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Sheet:	D1.0		

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PROPOSED LAYOUT	CONCEPTUAL ELEVATIONS	
A	STRUCTURE ID: MC-3500 CHAMBER A	MAXIMUM ALLOWABLE STORAGE TOP OF PAVEMENT/GRATE/RIM
B	STRUCTURE ID: MC-3500 END CAP A	MINIMUM ALLOWABLE CHAMBER CROWN (TOP/INSIDE) INVERT
C	STRUCTURE ID: MC-3500 CHAMBER B	MINIMUM ALLOWABLE CHAMBER CROWN (TOP/INSIDE) INVERT
D	STRUCTURE ID: MC-3500 END CAP B	MINIMUM ALLOWABLE CHAMBER GRADE (TOP OF FINISH CONCRETE PAVEMENT)
1	INFILTRATION SYSTEM VOLUME (CF)	MINIMUM ALLOWABLE SYSTEM SIZE OF FLEXIBLE PAVEMENT
1464	INFILTRATION SYSTEM VOLUME (CF) PERIMETER STONE INCLUDED	MAX TOP OF MC-3500 ELEVATION
	COVER STONE INCLUDED	TOP OF TOP MOST CHAMBER ELEVATION
	BASE STONE INCLUDED	BOTTOM OF MC-3500 ELEVATION
443	SYSTEM WATER (gal)	BOTTOM OF MC-3500 STORAGE
827	SYSTEM PERIMETER (ft)	BOTTOM OF STONE

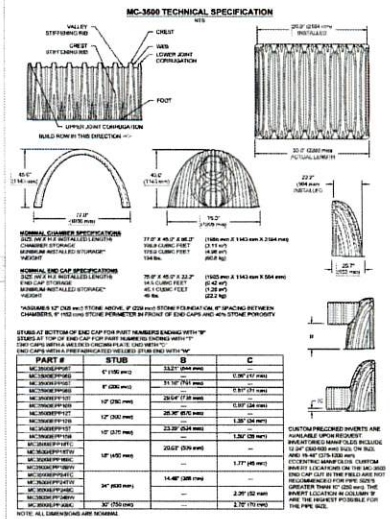
PART TYPE	ITEM DESIGNATION	DESCRIPTION	INVERT	MAX FLOW
PREFABRICATED END CAP	A	24" BOTTOM PREFORMED END CAP, PART # SC24EPEC, PART TYP OF ALL 24" BOTTOM CONNECTIONS AND ISOLATION PLUS ROWS		
PREFABRICATED END CAP	B	12" TOP PREFORMED END CAP, PART# MC12EPEC / TYP OF ALL 12" TOP CONNECTIONS		
CLAMP	C	INSTALL 1 CLAMP ON 24" ADS N-12 PIPE / TRIMMER MT CLAMP		
MANIFOLD	D	12" x 36" TOP MANIFOLD, ADS IM 12	2324'	
INFILTRATION INLET W/ISOLATION PLUS ROW	x	24" DIAMETER SAFLOW SUMP WITH		

*INVERT ABOVE BASE OF CHAMBER



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2 MC-3500 TECHNICAL SPECIFICATION

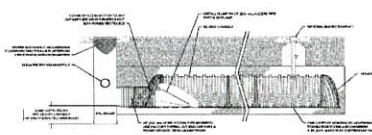
ISOLATOR ROW PLUS (SEE DETAIL)

PLACE MAXIMUM 11.33' OF ADS2000+ WOVEN GEOTEXTILE OVER STEPPED STONE AND UNDERNEATH CHAMBER FEET FOR SCOUR PROTECTION AT ALL CHAMBER INLET ROWS

MEA LIMITS

NOTES

1. THE SITE DESIGN ENGINEER MUST REVIEW ELEVATIONS AND IF NECESSARY ADJUST GRADING TO ENSURE THE CHAMBER COVER REQUIREMENTS ARE MET.
2. **NOT FOR CONSTRUCTION** THIS LAYOUT IS FOR DIMENSIONAL PURPOSES ONLY TO PROVE CONCEPT & THE REQUIRED STORAGE VOLUME CAN BE ACHIEVED ON SITE



MC-3500 ISOLATOR ROW PLUS DETAIL

3 MC-3500 ISOLATOR ROW PLUS DETAIL

INSPECTION & MAINTENANCE

STEP 1) INSPECT ISOLATOR ROW PLUS FOR SEDIMENT
- A. INSPECTION PORTS (IF PRESENT)
  - A.1 REMOVE/OPEN LID ON NYLOPLAST INLINE DRAIN
  - A.2 REMOVE AND CLEAN FLEXSTORM FILTER IF INSTALLED
  - A.3 USING A FLASHLIGHT AND STEEL ROD, MEASURE DEPTH OF SEDIMENT AND RECORD ON MAINTENANCE LOG
  - A.4 LOWER A CAMERA INTO ISOLATOR ROW PLUS FOR VISUAL INSPECTION OF SEDIMENT LEVELS (OPTIONAL)
  - A.5 IF SEDIMENT IS AT, OR WITHIN 6" (150 mm) OF THE INVERT OF THE ISOLATOR ROW PLUS, PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.
- B. ALL ISOLATOR PLUS ROWS
  - B.1 INSPECT ALL ISOLATOR PLUS ROWS AS SPECIFIED ABOVE
  - B.2 LOWER A CAMERA INTO THE ISOLATOR ROW PLUS THROUGH OUTLET PIPE
    - 1. WORKING ON FOOT OR CONFINED SPACE MAY BE USED TO AVOID A CONFINED SPACE ENTRY
    - 2. FOLLOW OSHA REGULATIONS FOR CONFINED SPACE ENTRY IF ENTERING MANHOLE
  - B.3 IF SEDIMENT IS AT, OR ABOVE, 6" (150 mm) PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.

STEP 2) CLEAN OUT ISOLATOR ROW PLUS USING THE JETTING PROWLER
- A. A TWO TO CLEANOUT CLEANING NOZZLE WITH REAR FACING SPREAD OF 45° TO 90° IS RECOMMENDED
- B. APPLY MULTIPLE PASSES OF JETTING UNTIL SEDIMENT IS CLEAN
- C. IF CHAMBER STRUCTURE IS DAMAGED, DO NOT PROCEED TO JET

STEP 3) REPLACE ALL COVERS, GRATES, FILTERS, AND LIDS; RECORD OBSERVATIONS AND ACTIONS.

STEP 4) REINJECT AND CLEAN-OUT ALL PRETREATMENT BMPS PRIOR TO DISCHARGE TO THE CHAMBER SYSTEM.

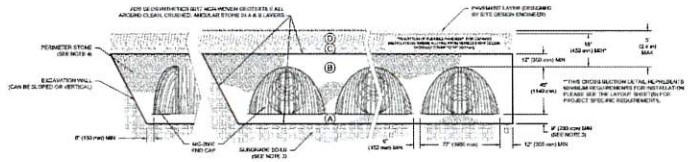
NOTES

1. INSPECT EVERY 6 MONTHS DURING THE FIRST YEAR OF OPERATION. ADJUST THE INSPECTION INTERVAL BASED ON PREVIOUS OBSERVATIONS OF SEDIMENT ACCUMULATION AND HIGH WATER ELEVATIONS.
2. CONDUCT JETTING AND VACUUMING ANNUALLY OR WHEN INSPECTION SHOWS THAT MAINTENANCE IS NECESSARY.

ACCEPTABLE FILL MATERIALS: STORMTECH MC-3500 CHAMBER SYSTEMS

	MATERIAL LOCATION	DESCRIPTION	AASHTO MATERIAL CLASSIFICATIONS	COMPACTION / DENSITY REQUIREMENT
D	FINAL FILL: FILL MATERIAL FOR LAYER D STARTS FROM THE TOP OF THE 'C' LAYER TO THE BOTTOM OF FLEXIBLE PAVEMENT OR UNPAVED FINISHED GRADE ABOVE. NOTE THAT PAVEMENT SUBBASE MAY BE PART OF THE 'D' LAYER	ANY SOIL/ROCK MATERIALS, NATIVE SOILS, OR PER ENGINEER'S PLANS. CHECK PLANS FOR PAVEMENT SUBGRADE REQUIREMENTS.	N/A	PREPARE PER SITE DESIGN ENGINEER'S PLANS. PAVED INSTALLATIONS MAY HAVE STRINGENT MATERIAL AND PREPARATION REQUIREMENTS.
C	INITIAL FILL: FILL MATERIAL FOR LAYER C STARTS FROM THE TOP OF THE EMBEDMENT STONE ('B') LAYER TO 24" (610 mm) ABOVE THE TOP OF THE CHAMBER. NOTE THAT PAVEMENT SUBBASE MAY BE A PART OF THE 'C' LAYER.	GRANULAR WELL-GRADED SOIL/AGGREGATE MIXTURES, <35% FINES OR PROCESSED AGGREGATE. NOT PAVEMENT SUBBASE MATERIALS CAN BE USED IN LIEU OF THIS LAYER.	AASHTO M145[1]: A-1, A-2, A-3 OR AASHTO M43[1]: 3, 357, 4, 467, 5, 56, 57, 6, 67, 68, 7, 78, 8, 89, M, 10	BEGIN COMPACTIONS AFTER 24" (610 mm) OF MATERIAL OVER THE CHAMBERS IS REACHED. COMPACT ADDITIONAL LAYERS TO 95% MIN (MOD.) PROCTOR DENSITY FOR WELL GRADED MATERIAL AND 95% RELATIVE DENSITY FOR PROCESSED AGGREGATE MATERIALS.
B	EMBEDMENT STONE: FILL SURROUNDING THE CHAMBERS FROM THE FOUNDATION STONE ('A' LAYER) TO THE "C" LAYER ABOVE	CLEAN, CRUSHED, ANGULAR STONE OR RECYCLED CONCRETE[2]	AASHTO M43[1]: 3, 357, 4, 467, 5, 56, 57	NO COMPACTION REQUIRED.
A	FOUNDATION STONE: FILL BELOW CHAMBERS FROM THE SUBGRADE UP TO THE FOOT (BOTTOM) OF THE CHAMBER.	CLEAN, CRUSHED, ANGULAR STONE OR RECYCLED CONCRETE[2]	AASHTO M43[1]: 3, 357, 4, 467, 5, 56, 57	PLATE COMPACT OR ROLL TO ACHIEVE A FLAT SURFACE[3,4]

PLEASE NOTE:
1. THE LISTED AASHTO DESIGNATIONS ARE FOR GRADATIONS ONLY. THE STONE MUST ALSO BE CLEAN, CRUSHED, ANGULAR. FOR EXAMPLE, A SPECIFICATION FOR #4 STONE WOULD STATE "CLEAN, CRUSHED, ANGULAR NO. 4 (AASHTO M43) STONE".
2. STORMTECH COMPACTION REQUIREMENTS ARE MET FOR 'A' LOCATION MATERIALS WHEN PLACED AND COMPACTED IN 6" (150 mm) MAX LIFTS USING TWO FULL COVERAGES WITH A VIBRATORY COMPACTOR.
3. THE LISTED AASHTO DESIGNATIONS MAY BE COMPRISED BY COMPACTION, FOR STANDARD DESIGN LOAD CONDITIONS. A FLAT SURFACE MAY BE ACHIEVED BY RAKING OR GRADING WITHOUT THE USE OF COMPACTION EQUIPMENT. FOR SPECIAL LOAD DESIGNS, CONTACT STORMTECH FOR COMPACTION REQUIREMENTS.
4. ONCE LAYER 'C' IS PLACED, ANY SOIL/MATERIAL CAN BE PLACED IN LAYER 'D' UP TO THE FINISHED GRADE. MOST PAVEMENT SUBBASE SOILS CAN BE USED TO REPLACE THE MATERIAL REQUIREMENTS OF LAYER 'D' OR 'C' AT THE SITE DESIGN ENGINEER'S DISCRETION.
5. WHERE RECYCLED CONCRETE AGGREGATE IS USED IN LAYERS 'A' OR 'B' THE MATERIAL SHOULD ALSO MEET THE ACCEPTABILITY CRITERIA OUTLINED IN TECHNICAL NOTE 6.30 "RECYCLED CONCRETE AGGREGATE".

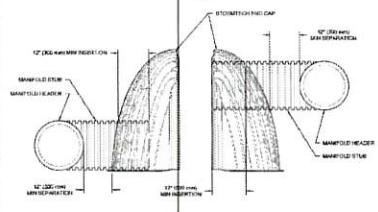


NOTES:

1. CHAMBERS SHALL MEET THE DIMENSIONAL REQUIREMENTS OF ASTM F2418, "STANDARD SPECIFICATION FOR POLYPROPYLENE (PP) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS" CHAMBER CLASSIFICATION 45478 DUTY-CYCLE.
2. MC-3500 CHAMBERS SHALL BE DESIGNED IN ACCORDANCE WITH ASTM F2787 "STANDARD PRACTICE FOR STRUCTURAL DESIGN OF THERMOPLASTIC CORRUGATED WALL STORMWATER COLLECTION CHAMBERS".
3. THE SITE DESIGN ENGINEER IS RESPONSIBLE FOR ASSESSING THE BEARING RESISTANCE (ALLOWABLE BEARING CAPACITY) OF THE SUBGRADE SOILS AND THE DEPTH OF FOUNDATION STONE WITH CONSIDERATION FOR THE RANGE OF EXPECTED SOIL MOISTURE CONDITIONS. REFERENCE STORMTECH DESIGN MANUAL FOR BEARING CAPACITY GUIDANCE.
4. PERIMETER STONE MUST BE EXTENDED HORIZONTALLY TO THE EXCAVATION WALL FOR BOTH VERTICAL AND SLOPED EXCAVATION WALLS.
5. REQUIREMENTS FOR HANDLING AND INSTALLATION:
   - TO MAINTAIN THE WIDTH OF CHAMBERS DURING SHIPPING AND HANDLING, CHAMBERS SHALL HAVE INTEGRAL, INTERLOCKING STACKING LUGS.
   - TO ENSURE A SECURE JOINT DURING INSTALLATION AND BACKFILL, THE HEIGHT OF THE CHAMBER JOINT SHALL NOT BE LESS THAN 3".
   - TO ENSURE THE INTEGRITY OF THE ARCH SHAPE DURING INSTALLATION, a) THE ARCH STIFFNESS CONSTANT SHALL BE GREATER THAN OR EQUAL TO 368 LBS/FT/%. THE ASC IS DEFINED IN SECTION 6.2.8 OF ASTM F2418, AND b) TO RESIST CHAMBER DEFORMATION DURING INSTALLATION AT ELEVATED TEMPERATURES ABOVE 73° F / 23° C), CHAMBERS SHALL BE PRODUCED FROM REFLECTIVE GOLD OR YELLOW COLORS.

4 MC-SERIES END CAP INSERTION DETAIL

MC-SERIES END CAP INSERTION DETAIL



NOTE: MANIFOLD STUBS MUST BE LAID HORIZONTAL FOR A PROPER FIT IN END CAP OPENING

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1 MC-3500 CROSS SECTION DETAIL

StormTech® Chamber System

ADS® WWW.ADSPIPE.COM

SHEET 1 OF 1

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DRAWN: WS DATE: 09/01/2026
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No. 11869232
THOMAS M. ROMNEY
9/1/2026
STATE OF UTAH

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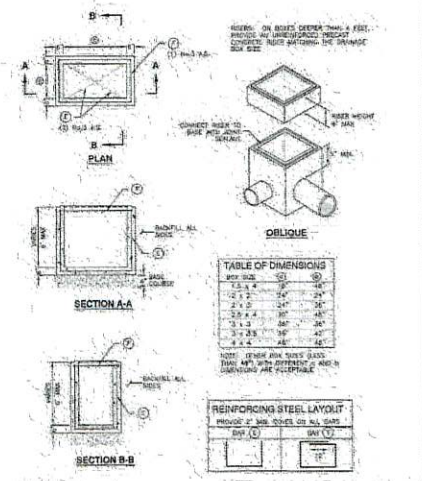
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DETAILS

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Date: 09/09/26 Job #: 24-0247
Sheet: D1.1

THE DRAWINGS HAVE BEEN PREPARED BASED ON INFORMATION PROVIDED TO ASSIST OWNER'S REPRESENTATIVE IN THE PROJECT'S PROGRESS OR FOR OTHER PROJECT REPRESENTATIVE. THE DRAWING IS NOT INTENDED FOR USE IN ADVANCE OF CONSTRUCTION WITHOUT THE EXPRESS PRIOR APPROVAL AND WRITTEN REVIEW THIS DRAWING PRIOR TO BIDDING AND/OR CONSTRUCTION IT IS THE ULTIMATE RESPONSIBILITY OF THE ESTIMATOR TO ENSURE THAT THE PRODUCT(S) DEPICTED AND ALL ASSOCIATED DETAILS MEET ALL APPLICABLE LAWS, REGULATIONS, AND PROJECT REQUIREMENTS

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APWA Utah Chapter

Precast box

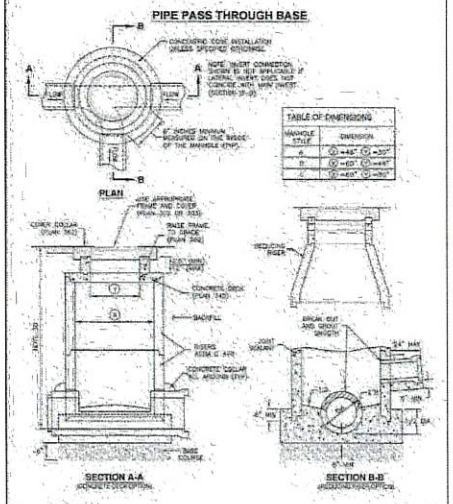
Plan 332 June 2010

Precast box

1. **GENERAL**
   A. The drawing shows typical pipe connections. Refer to construction drawings for connection locations or refer to field location of existing piping when engineering pipe connection to the box.
   B. This drawing is acceptable where the water table elevation is less than 3 feet above the floor of the box. If elevation of water table is higher, engineering calculations and drawings must be submitted to and approved by the ENGINEER.
   C. Submit bar design detail for ENGINEER's review.

2. **PRODUCTS**
   A. Base Course: Untreated base course, APWA Section 32 11 23. Do not use gravel as a base course without ENGINEER's permission.
   B. Backfill: Common fill, APWA Section 31 05 13. Maximum particle size 2-inches.
   C. Precast Concrete: Class 4000 precast, APWA Section 03 40 00.
   D. Reinforcement: Deformed, 60 ksi yield grade steel, ASTM A615. Coated steel is not required for small drainage structures shown on this drawing.
   E. Frame and Cover (or Grate): Use the appropriate unit indicated in the Contract Documents.
   F. Joint Sealant: Rubber-based, compressible.

3. **EXECUTION**
   A. Concrete Placement: Provide 2-inches of concrete cover over reinforcing steel.
   B. Lifting Points: Provide at least 2 lifting points per section that avoid interference with the reinforcing steel and that are designed according to PCI (Prestressed Concrete Institute) design handbook. Lift only from the engineered lifting points.
   C. Depth: Drainage boxes and riser combinations that exceed 8-feet from finished grade to the bottom of the box requires ENGINEER's approval. Submit design calculations and shop drawings.
   D. Core Holes:
      1) Provide core holes that are at least 4" larger than attaching outer pipe diameter. Cut core holes at the manufacturing plant unless ENGINEER permits field core holes.
      2) Center core holes to leave 2" of concrete measured horizontally from inside wall of the box to core hole. Locate core hole vertically so bottom of core hole will be at or above floor elevation with at least 5-inches of concrete directly above the core hole to the top of the box.
      3) Deviations from core hole tolerances require shop drawings. Shop drawings will identify lifting point number and location.
   E. Precast Top: Design precast top for AASHTO HL-93 live loads and submit rebar detail and stamped design drawings to ENGINEER. Show connection detail for frame and grate or cover.



APWA Utah Chapter

Precast manhole

Plan 341.2 November 2012

Precast manhole

1. **GENERAL**
   A. The drawing shows typical pipe connections. Refer to construction drawings for connection locations or refer to field location of existing piping when engineering pipe connection to the manhole.
   B. Manhole size
      1) Diameter is 4 feet: For pipe under 12" diameter.
      2) Diameter is 5 feet: For pipe 12" and larger, or when 3 or more drain pipes intersect the manhole.
   C. Wall thickness:
      1) Precast reinforced concrete walls 4 3/4" minimum.
      2) Cast-in-place concrete to be 8 inches thick minimum.

2. **PRODUCTS**
   A. Base Course: Untreated base course, APWA Section 32 11 23. Do not use gravel as a base course without ENGINEER's permission.
   B. Backfill: Common fill, APWA Section 31 05 13. Maximum particle size 2-inches.
   C. Concrete: Class 4000, APWA Section 03 30 04.
   D. Riser and Reducing Riser: Reinforced concrete pipe, Class III, ASTM C478.
   E. Joint Sealant: Rubber based, compressible.
   F. Grout. 2 parts sand to 1 part cement mortar.

3. **EXECUTION**
   A. Foundation Stabilization: Get ENGINEER's permission to use a sewer rock or pea gravel to stabilize an unstable foundation.
   B. Base Course Placement: APWA Section 32 11 23. Maximum lift thickness is 8-inches before compaction. Compaction is 95 percent or greater relative to a modified proctor density, APWA Section 31 23 26.
   C. Invert cover. During construction, place invert covers over the top of pipe in manholes that currently convey sewerage. See Plan 412.
   D. Concrete Deck or Reducing Riser: When depth of manhole from pipe invert to finish grade exceeds 7 feet, use an ASTM C478 reducing riser cone.
   E. Pipe Connections: Grout around all pipe openings.
   F. Water Stops: Install rubber-based water-stops on all plastic pipes when connecting plastic pipes to manholes. Hold water-stop in place with stainless steel bands.
   G. Joints. Place flexible sealant in all joints. Finish with grout.
   H. Finish: Provide smooth and neat finishes on interior of cones, shafts, and rings. Imperfect moldings or honeycombs will not be accepted.
   I. Backfill: Provide backfill against the manhole shaft. Pea gravel and recycled RAP aggregate is NOT ALLOWED. Water jetting is NOT allowed. Maximum lift thickness is 8-inches before compaction. Compaction is 95 percent or greater relative to a standard proctor density, APWA Section 31 23 26.

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THOMAS M. ROMNEY
STATE OF UTAH
9/18/24

SILVER FOX OFFICE
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DETAILS

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Date: 09/08/24 Job #: 24-0247
Sheet: D1.2

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American Fork City
Development Review Committee

Planning and Zoning
Reviewed
copperman 10/14/2026

No comments

Next Step:
Reviewed
Proceed to the Development Review Committee on 10/19/2026

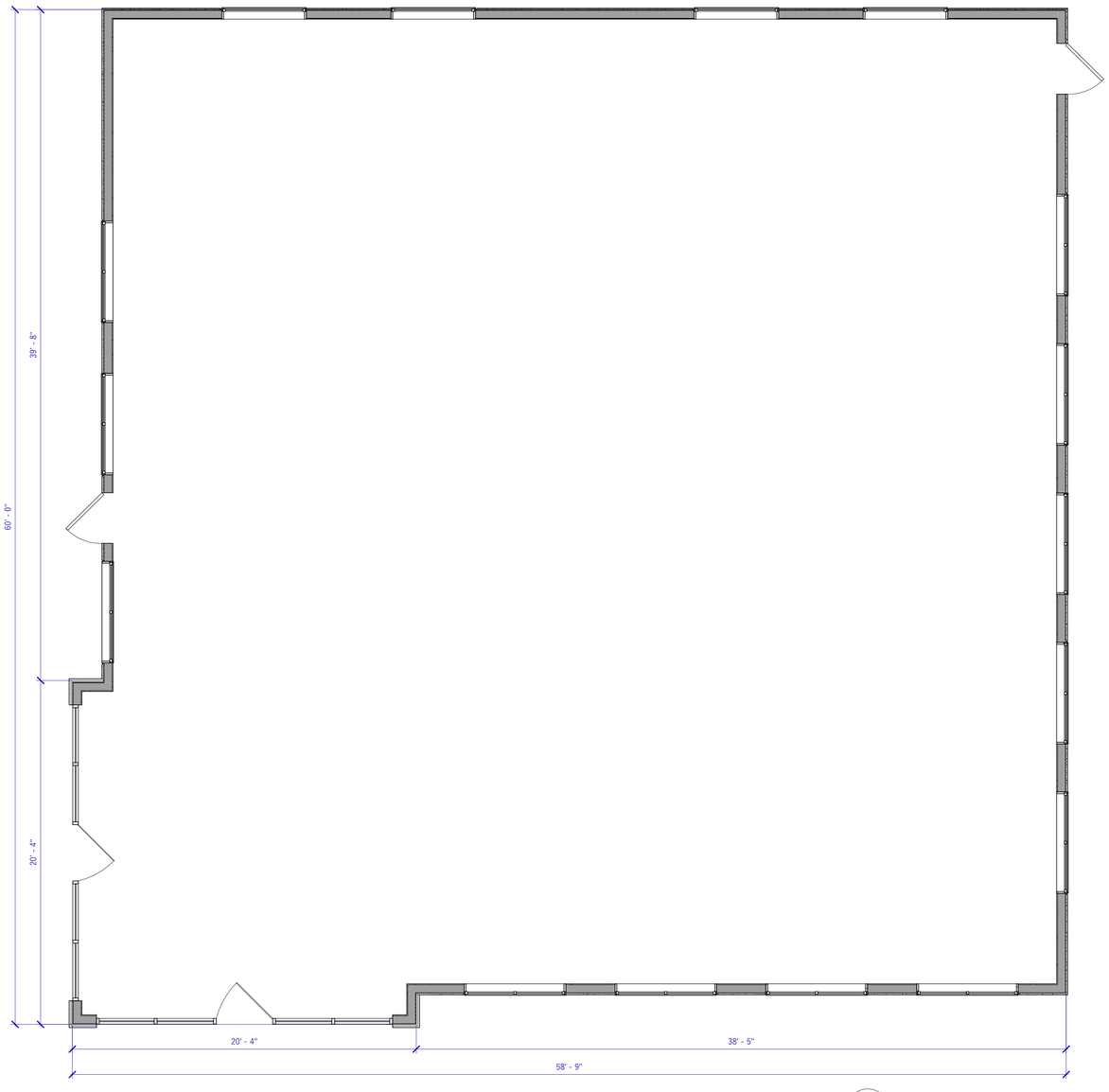
Re-Submittal Acknowledgment Statement

The Applicant is responsible for reviewing all documents to ensure all comments have been addressed.

__GB__ [Applicant Initial] I understand that a Review Cycle is not complete unless and until the applicant replies to all of the required modifications and requests for additional information noted on the previous submittal.

__GB__ [Applicant Initial] I hereby acknowledge that this re-submittal addresses all required modifications and requests for additional information noted on the previous submittal.

__GB__ [Applicant Initial] This is the __4th__ [Ex: 1st] complete re-submittal of the subdivision constituting the start of the __4th__ [Same Number] Review Cycle.



1 / A1.0 **MAIN FLOOR PLAN**
1/4" = 1'-0"
3382 SF

CONSULTANT

SILVER FOX
52 N 350 W
AMERICAN FORK, UTAH 84003

ISSUED:
DECEMBER 5, 2025

REVISIONS:

NO.	DATE	DESCRIPTION

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PROJECT NUMBER:
25129

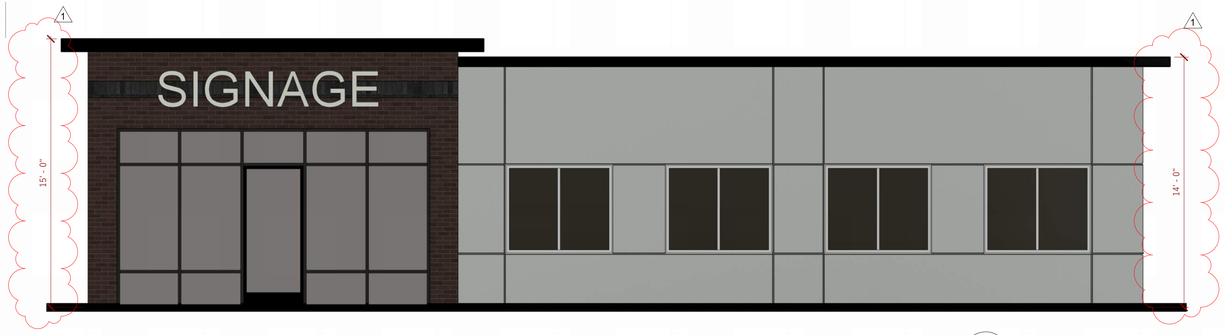
BUILDING PLANS

A1.0

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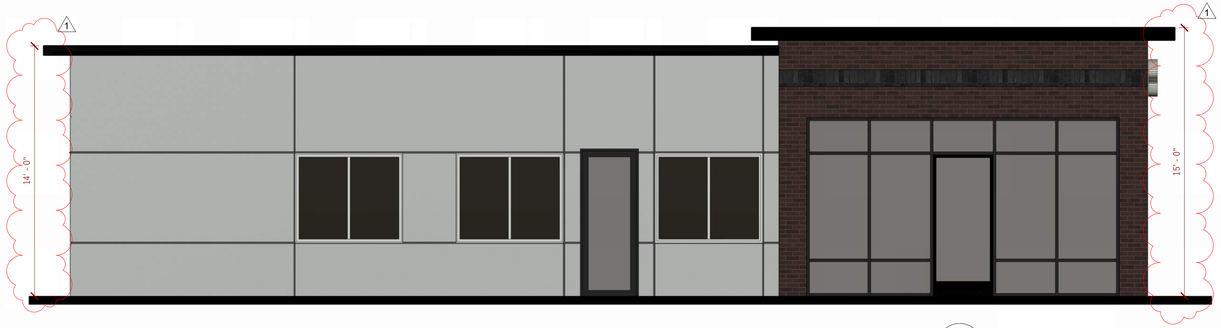
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JZW ARCHITECTS

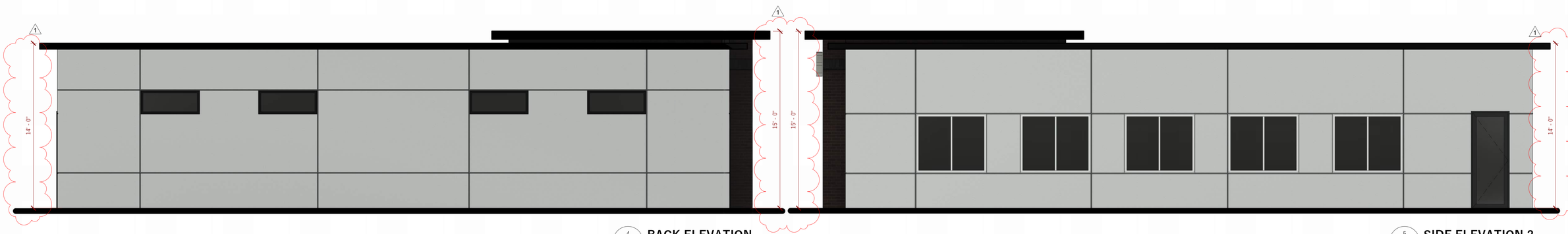


1 A2.1 **FRONT ELEVATION**
1/4" = 1'-0"





2 A2.1 **SIDE ELEVATION**
1/4" = 1'-0"



4 A2.1 **BACK ELEVATION**
1/4" = 1'-0"

5 A2.1 **SIDE ELEVATION 2**
1/4" = 1'-0"

CONSULTANT

SILVER FOX
52 N 350 W
AMERICAN FORK, UTAH 84003

ISSUED:
DECEMBER 5, 2025

REVISIONS:

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1	09/18/2026	SITE COMMENTS 1

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PROJECT NUMBER:
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ELEVATIONS

A2.1

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JZW ARCHITECTS

Next Step:
Reviewed
Proceed to the Development Review Committee Meeting on 09/21/2026

No comments

no comments

American Fork City
Development Review Committee

Planning and Zoning
Reviewed
copperman 09/16/2026

Engineering Division
Reviewed
ksmith 09/17/2026

SILVER FOX OFFICE DRAINAGE REPORT

09/08/26

Prepared for:

JD Heiner

Prepared by:

Carolina Ortiz

FOCUS CONSULTING

LICENSED PROFESSIONAL ENGINEER
No. 8028950-2202
THOMAS M. ROMNEY
09/08/26
STATE OF UTAH

Re-Submittal Acknowledgment Statement
The Applicant is responsible for reviewing all documents to ensure all comments have been addressed.

GB [Applicant Initial] I understand that a Review Cycle is not complete unless and until the applicant replies to all of the required modifications and requests for additional information noted on the previous submittal.

GB [Applicant Initial] I hereby acknowledge that this re-submittal addresses all required modifications and requests for additional information noted on the previous submittal.

GB [Applicant Initial] This is the 2nd [Ex: 1st] complete re-submittal of the subdivision constituting the start of the 2nd [Same Number] Review Cycle.

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I. GENERAL LOCATION AND DESCRIPTION

The proposed project is at 52 N 350 W in American Fork, UT. The site is 0.39 acres, and the entire property will be developed. The site is bordered by single- and multi-family residential lots and commercial lots.

The property is generally flat but slopes gently from northeast to southwest. The site is currently developed with 0.24 acres of existing asphalt pavement spanning the majority of the site, with undeveloped brush/grass along the eastern side of the property.

Per the Geotechnical Study number 3822-007-25 by GSH Geotechnical, Inc. found in Appendix A, the proposed structures may be supported upon conventional spread and continuous wall foundations supported upon suitable natural granular soils and/or structural fill extending to suitable natural granular soils. Groundwater was not encountered in the boring depths (See page 6 of Geotechnical Study).

II. PROPOSED DRAINAGE PLAN

The drainage system collects stormwater run-off from the building roof, parking lot, drive aisle, gravel areas, and landscape areas on site via roof drains, storm drain structures, and the Stormtech MC-3500 system. Parking lot and surrounding areas are graded to convey water to the proposed storm system.

The drainage system meets American Fork city standards. The rational method with a frequency factor of 1.25 was used to calculate the required storage amount using the rainfall intensity data provided in the American Fork City Storm Water Technical Manual (See Rational Method calculations in the Appendix C).

Stormwater runoff in basin 1 will be collected in the proposed Stormtech MC-3500 chamber on the west side of the property. The Stormtech has a retention volume of 1,494 cf, exceeding the required 1,355.7 cf for a 100-Year storm event. Stormwater runoff in basin 2 will be collected from the roof drains and gravel areas in the proposed retention pond holding 1,045

cf exceeding the required 840.19 cf on the east side of the site (see sheet C6.0 of Civil Set and Appendix C).

The property resides in flood zone X per FEMA FIRM panel number 168 of 1450, map number 49049C0168F (see FEMA map Appendix B).

III. STORMWATER QUALITY

A storm water pollution prevention plan (SWPPP) will be developed for the construction of the project and submitted for review prior to construction. A long-term storm water maintenance plan and agreement will be developed and submitted for review prior to construction. This plan will describe how the proposed storm drain system is to be maintained and protected after construction.

Best management practices were used in designing the retention of the stormwater.

IV. ANALYSIS AND CONCLUSION

The 100-year storm overflow will bubble up into the parking lot and spill into the public street in the case that an event greater than 100-year occurs.

It is concluded that the project is in compliance with American Fork city standards and design guidelines.

Sincerely,

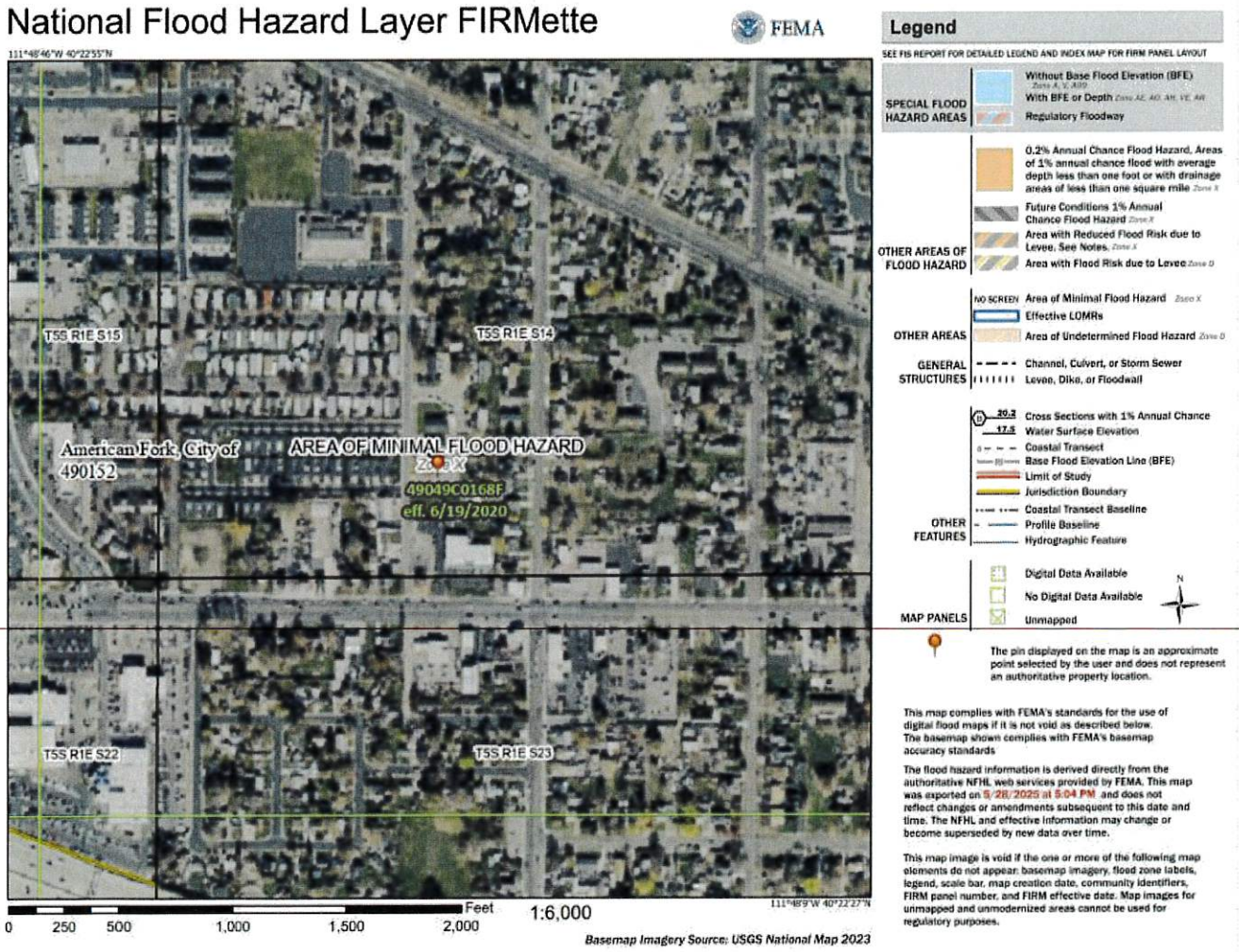
Tyler Jones
Staff Engineer
FOCUS Engineering and Surveying

APPENDICES

Appendix A: Location of Geotechnical Study number 3822-007-25

https://www.dropbox.com/scl/fi/jqh5as2jiqywaoe3emp7k/GeotechnicalStudy_SilverFoxOffice_20250728_v1.pdf?rlkey=rd9e7y5kg3tqiu6x5mp0dqhw7&st=upve88i6&dl=0

Appendix B: FEMA National Flood Hazard Layer FIRMette



Appendix C: Pond Calculations for Basins 1 and 2

Stormtech Calculations (Basin 1)

Project: 24-0247 Silver Fox Office
Location American Fork, Utah
Date: 9/1/2026
Designer: Wyatt Smith

FOCUS CONSULTING

100-Year Retention Sizing

Design Criteria

Intensity Table: Per NOAA Atlas 14
Return Period: **100 year** **Storm Duration:** **24 hr**
Allowable Discharge: **0.00 cfs/acre** Per American Fork City Standards
Frequency Factor: **1.25**

Allowable Discharges

Storm Drain Discharge 0.00 cfs Source: American Fork City Standards
Other Discharge: 0.03 cfs Source: Percolation rate per geotechnical report
Total Discharge: **0.030 cfs**

Weighted "C" Value

Surface Type	*Area (sf)*	*"C" Value*	*C*A*
Homes (rooftops)	0	0.90	0
Hardscape	7,847	0.90	7,062
Gravel	429	0.70	300
Landscape	1,383	0.20	277
Totals	9,659		7,639.20
Weighted "C" Value		**0.79**	

Drainage Calculations

Duration	Intensity	Runoff C	Area	Rainfall	ccumulate Flow	Allowable Discharge	Discharge	Required Storage
min	*in/hr*		*Ac*	*cfs*	*cf*	*cfs*	*cf*	*cf*
5.0	7.24	0.79	0.22	1.59	476	0.03	9	467
10.0	5.60	0.79	0.22	0.98	589	0.03	18	571
15.0	4.61	0.79	0.22	0.81	728	0.03	27	701
30.0	3.04	0.79	0.22	0.53	960	0.03	54	906
60.0	1.83	0.79	0.22	0.32	1,155	0.03	108	1,047
120.0	1.03	0.79	0.22	0.18	1,301	0.03	216	1,085
~~180.0~~	~~0.74~~	~~0.79~~	~~0.22~~	~~0.13~~	~~1,402~~	~~0.03~~	~~324~~	~~1,078~~
360.0	0.42	0.79	0.22	0.07	1,591	0.03	648	943
1440.0	0.15	0.79	0.22	0.03	2,273	0.03	2,592	-319

Maximum Storage Requirement: ***1,085***
Maximum Storage Requirement (ac-ft): 0.02
Frequency Factor of 1.25 **1355.70**

Retention Basin Design

Storage Requirement: 1,356 *cf*

Stormtech Volume: 1,494 *cf*

Total Storage **1,494** ***RETENTION ADEQUATE***

Retention Pond (Basin 2)

Project: 24-0247 Silver Fox Office
Location American Fork, Utah
Date: 9/4/2026
Designer: Wyatt Smith

FOCUS CONSULTING

100-Year Retention Sizing

Design Criteria

Intensity Table: Per NOAA Atlas 14
Return Period: **100 year** **Storm Duration:** **24 hr**
Allowable Discharge: **0.00 cfs/acre** Per American Fork City Standards
Frequency Factor: **1.25**

Allowable Discharges

Storm Drain Discharge 0.00 cfs Source: American Fork City Standards
Other Discharge: 0.03 cfs Source: Percolation rate per geotechnical report
Total Discharge: **0.030 cfs**

Weighted "C" Value

Surface Type	*Area (sf)*	*"C" Value*	*C*A*
Homes (rooftops)	3,527	0.90	3,174
Hardscape	0	0.90	0
Gravel	2,775	0.70	1,943
Landscape	208	0.20	42
Totals	6,510		5,158.40
Weighted "C" Value		**0.79**	

Drainage Calculations

Duration	Intensity	Runoff C	Area	Rainfall	Accumulated Flow	Allowable Discharge	Discharge	Required Storage
min	*in/hr*		*Ac*	*cfs*	*cf*	*cfs*	*cf*	*cf*
5.0	7.24	0.79	0.15	1.07	322	0.03	9	313
10.0	5.60	0.79	0.15	0.66	398	0.03	18	380
15.0	4.61	0.79	0.15	0.55	491	0.03	27	464
30.0	3.04	0.79	0.15	0.36	648	0.03	54	594
60.0	1.83	0.79	0.15	0.22	780	0.03	108	672
120.0	1.03	0.79	0.15	0.12	878	0.03	216	662
180.0	0.74	0.79	0.15	0.09	946	0.03	324	622
360.0	0.42	0.79	0.15	0.05	1,074	0.03	648	426
1440.0	0.15	0.79	0.15	0.02	1,535	0.03	2,592	-1,057

Maximum Storage Requirement: **672**
Maximum Storage Requirement (ac-ft): 0.02
Frequency Factor of 1.25 **840.19**

Retention Basin Design

Storage Requirement: 840 *cf*

Retention Pond Volume: 1,045 *cf*

Total Storage **1,045** ***RETENTION ADEQUATE***