



Village Cottage Grove Department of Public Works

March 19, 2013

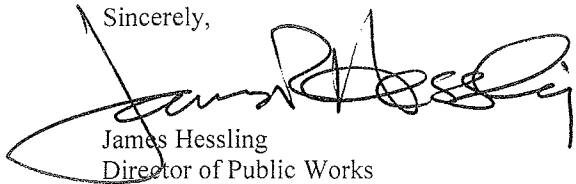
Laura Bub
Wisconsin Dept. of Natural Resources
3911 Fish Hatchery Road
Fitchburg, WI 53711

Dear Ms. Bub,

Please find enclosed the 2012 Annual Report under MS4 General Permit Number WI-S050075-1 for the Village of Cottage Grove. This report was presented to the Village Board on March 18, 2013 and was approved by a unanimous voice vote of 7-0-0.

If you have any questions or concerns, please feel free to contact me. I've enclosed my business card for your convenience.

Sincerely,



James Hessling
Director of Public Works

cc: Lee Boushea, Village Attorney
Matt Giese, Village Administrator
Mike Maloney, P.E., Village Engineer, MSA Professional Services
Eric Thompson, P.E., MSA Professional Services
Diane Wiedenbeck, Village President
Deb Winter, Village Clerk

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Due by March 31, 2013

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

This form is for reporting on activities undertaken in calendar year 2012.

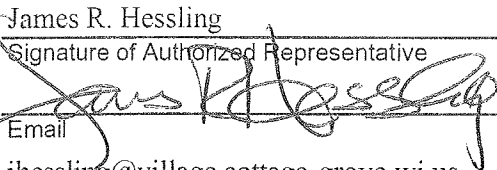
Instructions: Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2013, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information			
Name of Municipality		Facility ID No. (FIN)	
Village of Cottage Grove		30921	
Mailing Address	City	State	ZIP Code
221 East Cottage Grove Road	Cottage Grove	WI	53527
County(s) in which Municipality is located	Municipality Type: (select one)		
Dane	<input type="radio"/> County <input type="radio"/> City <input checked="" type="radio"/> Village <input type="radio"/> Town <input type="radio"/> Other (specify)		

SECTION II. Municipal Contact Information			
Name of Municipal Contact Person		Title	
Jim Hessling		Director of Public Works	
Mailing Address	City	State	ZIP Code
221 East Cottage Grove Road	Cottage Grove	WI	53527
Email	Phone Number (include area code)	Fax Number (include area code)	
jhessling@village.cottage-grove.wi.us	(608) 839-5813	(608) 839-1603	

SECTION III. Certification

I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Printed Name	Authorized Representative Title		
James R. Hessling	Director of Public Works		
Signature of Authorized Representative	Date		
	3-19-2013		
Email	Phone Number (include area code)	Fax Number (include area code)	
jhessling@village.cottage-grove.wi.us	(608) 839-5813	(608) 839-1603	

SECTION IV. General Information

a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.

The Village of Cottage Grove has a web site with a link to the MS4 permit. Various printed materials are available for pick up from the Village Hall and Public Works. Several storm water links are also available on our web site. Storm water issues are also discussed at various Public Works Committee meetings. All meeting are noticed and are open to the public.

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

Storm water issues have been discussed at various Public Works committee meetings. That information is then to be relayed to the Village Board by the committee liaison.

SECTION IV. General Information (continued)

- c. Has the municipality prepared its own municipal-wide storm water management plan? Yes No

If yes, title and date of storm water management plan:

Storm Water Quality Assessment (NR216/NR151 TSS Reductions) February, 2012

- d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions of the general permit as provided under Section 2.10 of the general permit? Yes No

If yes, describe these cooperative efforts:

The Village of Cottage Grove is a member of the Madison Area Municipal Stormwater Partnership (MAMSWaP)

- e. Does the municipality have an internet website? Yes No

If yes, provide web address:

<http://www.vi.cottagegrove.wi.gov>

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program? Yes No

If yes, provide web address:

<http://www.vi.cottagegrove.wi.gov/section.asp?linkid=2127&locid=190>

SECTION IV. Permit Conditions

- a. **Minimum Control Measures:** For each of the permit conditions listed below, provide a description of the status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

• **Public Education and Outreach**

The Village of Cottage Grove did not run any articles in our newsletter as it was scaled back to only 1 printing for 2012. The Village of Cottage Grove is a member of the Madison Area Municipal Stormwater Partnership (MAMSWaP). Through this endeavor the group has provided it's members with various updates and educational opportunities. Some of these include the annual Garden Expo, Plant Dane, DVD on Dane Waters, Salt Use Workshop, Fall Leaf campaign and the Myfairlakes.com website. The Public Works Committee & Village Board have been provided information pertaining to MAMSWaP's I&E updates at public meetings. This information is considered a public record.

• **Public Involvement and Participation**

We did not have any public meetings on storm water specifically. Storm water issues were discussed at various Public Works meetings. If citizens want to comment on any aspect of Village permitting and/or the way it conducts business or any other concerns, they have the opportunity to speak at any meeting held, under Public Appearances. If a citizen encounters a problem they can always contact us through several different means.

• **Illicit Discharge Detection and Elimination**

The Village Board has an Illicit Discharge Ordinance that was adopted on August 18, 2008. It is available on our website.

• **Construction Site Pollutant Control**

The Village of Cottage Grove erosion/storm water ordinances are thought to be consistent with NR 151.

• **Post-Construction Storm Water Management**

The Village of Cottage Grove erosion/storm water ordinances were last revised on February 21, 2011. The village is aware that its ordinance does not reflect the minimum requirements of NR151 as published in December 2010 and is working on revising the ordinance.

SECTION V. Permit Conditions (continued)

• Pollution Prevention

The Village of Cottage Grove has a street sweeper and uses it frequently. A log of all streets swept are kept. Personnel physically clean off storm water inlet structures to help control pollution. Only a small pile of cold patch is stored on site. A seasonal compost site is maintained for citizen use. Weekly garbage and every other week recycling is provided to residents. Parks are posted with "No Dogs Allowed" signs to help control/prevent unnecessary pet waste deposits. The Village also has an ordinance that prohibits the deposit of yard waste into/ onto streets and public properties.

NOTE: The Village's ordinance is likely not in compliance with the newest version of NR 151 which was approved in December 2010. Additionally, Dane County has revised their ordinance as well, so the Village's ordinance is not in compliance with that either.

b. Storm Water Quality Management: Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard? Yes No

If yes, provide the following: Model used P8 Version 3.4 Reduction (%) 31

If no, include a description of any actions the municipality has undertaken during 2012 to help achieve the 20% standard.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal? Yes No

If yes, describe:

The February 2012 Storm Water Quality Assessment report (submitted to WDNR on February 28, 2012) included an alternatives analysis to determine what additional or retrofits to existing BMPs would be necessary to achieve a 40% TSS reduction level (acknowledging that that there is no longer a time sensitive requirement to achieve 40% TSS reduction per NR151). In all, the report looked at eight locations where existing BMPs could be retrofitted to achieve greater TSS reduction performance.

c. Best Management Practices Maintenance: Does the municipality have a maintenance program for installed storm water best management practices? Yes No

If yes, describe the maintenance program and any maintenance activities that have occurred for best management practices in 2012. If available, attach any additional information on the maintenance program.

d. Storm Sewer System Map: Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.

A current map is included with this report

SECTION VI. Fiscal Analysis

a. Provide a fiscal analysis that includes the annual expenditures for 2012, and the budget for 2012 and 2013. A table to document fiscal information is provided on page 6.

The Village of Cottage Grove does not separate out individual items as asked for on the worksheet. Please refer to the table on page 6.

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?

Storm water utility General fund Other _____

c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements? Yes No

SECTION VI. Fiscal Analysis (continued)

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

Currently the Village of Cottage Grove collects taxes through the general fund and allocates dollars for various departments and operations. The Village of Cottage Grove is currently looking into the possibility of creating a storm water utility, via a study, in order to cover the additional expenses that come with rules and regulations. Actions such as these are the responsibility of the Village Board.

SECTION VII. Inspections and Enforcement Actions

Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

- a. As of the date of this annual report, has the municipality adopted a construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:
<http://www.ecode360.com/9761065>
- b. As of the date of this annual report, has the municipality adopted a post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:
<http://www.ecode360.com/9761065>
- c. As of the date of this annual report, has the municipality adopted an illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:
<http://www.ecode360.com/14530632>
- d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)? Yes No If yes, attach copy or provide web link to ordinance:
<http://www.ecode360.com/9760715#9760741> and <http://www.ecode360.com/9762221#9762228>
- e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.
All new commercial and residential properties, during and after construction, are inspected by our building inspector/ engineers for compliance regarding erosion control. For 2012 - 5 inspections have taken place.

SECTION VIII. Water Quality Concerns

- a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/topic/SurfaceWater/orwerw.html>) Yes No If yes, list:
- b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/water/impairedsearch.aspx?status=303d>) Yes No If yes, complete the following:
- Impaired waterbody to which the MS4 discharges:
 - Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:
- c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.
None known

SECTION VIII. Water Quality Concerns (continued)

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.

None known

SECTION IX. Proposed Program Changes

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2013 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

At this time the Village of Cottage Grove does not have any set plans to change their storm water management program. The village will be looking into various options related to the Rock River TMDL and will decide what to do as additional information becomes available. The 2012 Storm Water Quality Assessment included a plan to achieve 40% TSS reduction. However as there is currently no requirement to achieve 40% TSS reduction, the Village is contemplating some additional planning work to determining how effective these proposed BMPs will be at meeting the water quality requirements of the Rock River TMDL. The Village of Cottage Grove is part of the pilot group Yahara WINS, organized by the Madison Metropolitan Sewerage District.

The Village is intending to apply for a UNPS Construction Grant for the possible 2014 construction/rehabilitation of a large dry detention pond area. Along with that, the Village is moving forward with a storm water feasibility study in determining the effectiveness of a storm water utility. It is the hope that if a storm water utility is created, it would cover the additional expenses that come with rules and regulations. Actions such as these are the responsibility of the Village Board.

The Village has set some estimated times where a public informational session will be held to promote storm water issues to its citizens.

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure 2012	Budget		Source
		2012	2013	
Public Education and Outreach	0	0	0	
Public Involvement and Participation	0	0	0	
Illicit Discharge Detection and Elimination	0	0	0	
Construction Site Pollutant Control	0	0	0	
Post-Construction Storm Water Management	0	0	0	
Pollution Prevention	0	0	0	
Storm Water Quality Management (including pollutant-loading analysis)	0	0	0	
Storm Sewer System Map	0	0	0	
Other: Professional Services 100-53440-210	6,804	8,500	18,000	All storm water activities at property taxes
Other: Repair Contracts 100-53440-230	0	0	0	All storm water activities at property taxes
Other: Operating Supply & Expense 100-53440-340	948	500	500	All storm water activities at property taxes
Other: Capital Improvement 100-53440-820	1,995	1,000	3,650	All storm water activities at property taxes

NORTHERN REGION COUNTIES			WEST CENTRAL REGION COUNTIES		
Ashland	Langlade	DNR Service Center	Adams	Marathon	DNR Service Center
Barron	Lincoln	Attn: Storm Water Program	Buffalo	Monroe	Attn: Storm Water Program
Bayfield	Oneida	5301 Rib Mountain Rd.	Chippewa	Pepin	5301 Rib Mountain Rd.
Burnett	Polk	Wausau, WI 54401	Clark	Pierce	Wausau, WI 54401
Douglas	Price	Phone: (715) 359-4522	Crawford	Portage	Phone: (715) 359-4522
Florence	Rusk		Dunn	St. Croix	
Forest	Sawyer		Eau Claire	Trempealeau	
Iron	Taylor		Jackson	Vernon	
	Vilas		Juneau	Wood	
	Washburn		La Crosse		

NORTHEAST REGION COUNTIES			SOUTH CENTRAL REGION COUNTIES		
Brown	Marquette	DNR Northeast Region	Columbia	Jefferson	DNR South Central Region
Calumet	Menominee	Attn: Storm Water Program	Dane	LaFayette	Attn: Storm Water Program
Door	Oconto	2984 Shawano Ave.	Dodge	Richland	3911 Fish Hatchery Rd.
Fond du Lac	Outagamie	Green Bay, WI 54313	Grant	Rock	Fitchburg, WI 53711
Green Lake	Shawano	Phone: (920) 662-5100	Green	Sauk	Phone: (608) 275-3266
Kewaunee	Waupaca		Iowa		
Manitowoc	Waushara				
Marinette	Winnebago				

SOUTHEAST REGION COUNTIES		
Kenosha	Sheboygan	DNR Service Center
Milwaukee	Walworth	Attn: Storm Water Program
Ozaukee	Washington	141 NW Barstow Street,
Racine	Waukesha	Room 180
		Waukesha, WI 53188
		(262) 574-2100