Parkhill

STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

BELEN REGIONAL AIRPORT

2021 NPDES MSGP SWPPP Update

Belen, New Mexico

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Parkhill Project # 0157421

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1.0 INTRODUCTION

1.1 Purpose

This Stormwater Pollution Prevention Plan ("the Plan") for the Belen Regional Airport, formerly knows as the Belen Alexander Municipal Airport, ("the Airport") has been developed to satisfy the Permit requirements listed in the *United States Environmental Protection Agency (EPA) National Pollutant Discharge Elimination System (NPDES) Multi-Sector General Permit (MSGP) for Industrial Activities*. The 2021 MSGP, included as **Appendix A (**with an additional link to an electronic copy)**,** should be reviewed and consulted as needed for guidance and specific questions regarding compliance requirements. The industry-specific requirements for airports are presented in **Part 8.S** of the **MSGP**. In addition to the development of a Plan, general permits for stormwater discharges associated with industrial activity require the submission of a Notice of Intent (NOI) prior to the authorization of such discharges. A copy of the 2021 NOI, data used to prepare the NOI, and EPA correspondence are maintained in **Appendix B**. The purpose of this Plan is to:

- Identify potential sources of pollution, which may reasonably be expected to affect the quality of stormwater discharges from the Airport
- Assure compliance with the terms and conditions of the 2021 MSGP for industrial activities
- Describe and ensure implementation of practices (i.e., inspections, monitoring, and reporting) which will be used to reduce the pollutants in stormwater discharges from the Airport

This Plan was developed to comply with the following Permit requirements:

- **MSGP Parts 1 – 7**: Stormwater Pollution Prevention Requirements
- **MSGP Part 8.S**: Air Transportation Facilities
- **MSGP Part 9.6**: State of New Mexico, except Indian Country lands

For ease of review, when referencing applicable Parts of the 2021 MSGP, the format denoted above will be used throughout this Plan (e.g., **MSGP Part 8.S**).

1.2 Plan Review and Plan Availability

A copy of this Plan will be maintained at the Airport at all times and is required to be reviewed by the Pollution Prevention Team (Section 2.0). It will also be available upon request to the USEPA and/or their authorized representatives, and the state or local agency approving stormwater management plans. The Plan will be available to members of the public through the internet. In addition, this Plan or other information will be made available to the following upon request or at the time of an on-site inspection:

- U.S. Fish and Wildlife Service
- National Marine Fisheries Service

Copies of this Plan, all reports and certifications required by the 2021 MSGP, and supporting documentation will be retained at the Airport for a period of at least 3 years from the date the Airport's coverage under the 2021 MSGP expires, or is terminated.

1.3 Airport Authority and Airport Tenants

The City of Belen ("the City") owns, manages, and oversees daily Airport operations. The City is the Airport Authority, ultimately responsible for stormwater discharges from this facility. To promote better coordination of pollution prevention plan measures and more comprehensive control of potential stormwater discharges, tenants who conduct industrial operations at the Airport are incorporated as co-permittees under this Plan. A current list of Airport tenants, and a description of tenant activities, is provided in Section 3.3 of this Plan.

The Airport's current tenants that conduct industrial operations that have the potential to contribute to a stormwater point source discharge include:

- Airport Authority

The Airport Authority provides fueling services for the Airport at the 24/7 self-serve fueling station (**Figure 2 Location 3**).

1.4 Maintaining an Updated Plan

This Plan is an active and evolving document that will be amended by the Pollution Prevention Team (Section 2.0) based on the following criteria:

1. If there is a change in design, construction, operation or maintenance at the Airport which has a significant effect on the discharge or potential for discharge of pollutants from the Airport.
2. To correct deficiencies identified during inspections by the Pollution Prevention Team or by federal, state, and local officials who determine that the Plan is ineffective in achieving the general objectives of controlling discharges of pollutants from the Airport.
3. There is a change in Airport tenants or tenant operations that may affect stormwater discharge or potential discharge of pollutants from the Airport.

1.5 Consistency with Existing Environmental Management Plans

Certain related environmental management plans may contain provisions for managing stormwater. In some cases, it may be possible to build on elements of these plans that are relevant to stormwater pollution prevention. The Pollution Prevention Team has the responsibility to incorporate these provisions into the Plan. Examples of compatible environmental management plans include, but are not limited to, the following:

- Preparedness, Prevention, and Contingency Plans
- Spill Prevention, Control, and Countermeasure (SPCC) Plan
- NPDES Toxic Organic Management Plan
- OSHA Emergency Action Plan
- Individual co-permittee Plans

If any of these plans are required for the Airport, their provisions must be compatible with the requirements of the 2021 MSGP and this Plan.

1.6 Permit Coverage Sign Postage

A sign of permit coverage shall be posted at a safe, publicly accessible location in close proximity to the facility (see **MSGP Part 1.3.5)**, unless prohibited by local ordinances or other laws. The sign shall use font sizes large enough to be readily viewed from the public right-of-way. Facility staff shall perform periodic maintenance of the sign to ensure that it remains legible, visible, and factually correct. At a minimum, the sign shall include:

- *Chaparral Collection and Recycling Center* is permitted for industrial stormwater discharges under the U.S. EPA's Multi-Sector General Permit (MSGP)
- NPDES ID number
- Contact phone number for obtaining additional facility information
- The Uniform Resource Locator for the SWPPP
- To report observed indicators of stormwater pollution, contact EPA at https://www.epa.gov/npdes/contact-us-stormwater#regional

2.0 POLLUTION PREVENTION TEAM

2.1 Team Purpose

The Pollution Prevention Team ("the Team") consists of members who are responsible for assisting in developing this Plan and aiding the Airport Authority in its implementation, maintenance, and revision. Team responsibilities include, but are not limited to, assessment of:

- Potential pollutant sources
- Existing and planned best management practices (BMPs)
- Spill prevention and response procedures
- Employee training
- Annual Plan evaluation

2.2 Airport Director Contact Information

The Airport Director is the point of contact for Airport Authority personnel; Team members; tenants; and regulatory officials who wish to discuss the Plan, obtain information concerning spill events, or conduct inspections. The Director will be familiar with all phases of Airport operation to ensure that potential sources of pollution are considered during Plan implementation and periodic evaluations of the Plan.

Mr. John Thompson
Director, Belen Regional Airport
100 South Main Street
Belen, NM 87002
(505) 966-2650 Office
John.Thompson@belen-nm.gov

2.3 Pollution Prevention Team

The Team is responsible for ensuring that the components of this Plan are implemented, maintained, and revised. Team members will conduct inspections, perform necessary monitoring and sampling, respond to spill events, maintain existing BMPs, conduct employee training for new employees, and direct employee training at regular intervals (at least annually). A checklist summarizing the scope and schedule for routine facility inspections, monitoring, and recordkeeping is presented in **Appendix C, Attachment 1**.

Team members will meet with the Director at regular intervals (at least annually), and will evaluate and modify the Plan as needed following significant spill events (if any). Each member of the Team will have ready access to this Plan and is required to read it. In the event that a Team member needs to be replaced, the Airport Director will make an appointment. If a permanent replacement cannot be appointed immediately, the current Team members will assume the responsibilities during the interim. A current Team roster, including member responsibilities, is provided as **Appendix C**, **Attachment 2**. This list will be updated annually at a minimum, or more frequently based on the results of facility Inspections and Monitoring (Section 4.0).

In addition, the Team will direct the evaluation and modification of the Plan as needed. Plan modifications may include, but are not limited to:

- Relocation or alteration of material storage or handling areas
- BMP revisions
- Evaluation and alteration of drainage patterns
- Addition of structural and/or non-structural control measures
- Documentation of any significant spills and leaks
- Identification of potential spills or leaks
- Integration of amended tenant operations into the Plan
- Addition of new tenants
- Deletion or replacement of existing tenants

3.0 FACILITY INFORMATION

3.1 Facility Location

The Belen Regional Airport is located in Valencia County, at 4902 Camino del Llano, Belen, New Mexico 87002. The entrance to the Airport property is located approximately 2.0 miles west of Interstate 25 from exit 191 (**Figure 1**). Airport property is bordered to the north, east and south by limited development; and by undeveloped land to the west.

3.2 Active/Inactive Status

During the 2021 MSGP term, if the Airport becomes inactive and/or unstaffed, and there are no industrial materials or activities that are exposed to stormwater, then EPA must be notified of this change with a modified NOI. The form must be submitted to EPA electronically via the EPA's electronic NPDES eReporting tool (NeT) unless the permit states otherwise or unless a waiver has been granted for a paper form. A link to the eNOI system is provided below:

https://cdx.epa.gov/

Appendix C, Attachment 3 contains a sample of the certification form that must be submitted to EPA documenting this change in operational status. If a waiver has been granted, the NOI in paper form may be submitted to the following address:

Stormwater Notice Processing Center (4203M)
USEPA
1200 Pennsylvania Avenue, NW
Washington, DC 20460
(202) 564-9545

A copy of the completed certified form and EPA's response must be maintained in **Appendix C, Attachment 3.** This documentation must be retained in the Plan for a period of at least 3 years from the date the Airport's coverage under the 2021 MSGP expires or is terminated. An inactive/unstaffed site is exempt from quarterly inspections (Section 4.1) and quarterly visual assessment monitoring (Section 4.2), but annual inspections must still be conducted consistent with the procedures outlined in Section 4.1.

3.3 Airport Activities

The industrial activities at the Airport consist of the daily operations conducted by the Airport Authority and Airport tenants (i.e., co-permittees). **Figure 2** presents the locations of the activities associated with the Airport and Airport tenants. The following discussions summarize these activities:

Airport Authority

The City of Belen is the acting Airport Authority ("the Authority") for the Belen Regional Airport. The Authority manages the daily operations at the Airport and maintains the Airport grounds, taxiways, and runways. An on-site Airport Manager acts as supervisor for Authority activities. Daily Airport operations and maintenance activities performed by the Authority are summarized below. The following activities are not performed at the Airport:

- Runway/taxiway anti-icing or aircraft deicing
- Aircraft, ground support equipment, or grounds keeping vehicle washing or painting
- Materials recycling
- Use or storage of pesticides or herbicides

Aircraft requiring fueling services from the Authority can obtain high octane, low-lead AV Gas and Jet-A Fuel from a self-serve fueling station at **Location No. 3**. The fueling station consists of a two double-walled, 12,000-gallon aboveground storage tanks (ASTs) positioned atop a 6-inch-thick concrete pad. Fuel for the ASTs is delivered by an outside fuel vendor. Fuel is delivered to each tank via a riser pipe (equipped with metal locking cap) extending from the top of the tank. The fueling station is protected from potential vehicular/aircraft damage by 4-foot-tall, concrete-filled metal bollards set around the perimeter of the site on approximately 4' spacing. The fuel pumps are equipped with a spill kit containing absorbent material and a spill prevention bucket to capture dripping fuel when moving the fueling nozzle between the aircraft and the fuel pumps. Waste oil from Airport maintenance activities is temporarily stored inside a sealed 250-gallon plastic tote equipped with secondary containment. The tote is positioned atop the concrete pad at **Location No. 20** at the northeast corner of the fueling station.

Ground support equipment (GSE), grounds keeping vehicles, and ancillary equipment operated by the Airport Authority are stored inside the enclosed metal building at **Location No. 26** when not in use. Routine GSE and grounds keeping vehicle maintenance and washing are performed off-site by the City of Belen. Limited equipment maintenance (e.g., oil changes only) is performed on

an as-needed basis inside the buildings at **Location Nos. 21** and **26**. Waste oil generated by this activity is temporarily stored inside the 250-gallon storage tank at **Location No. 20** before being transported off-site on an as-needed basis by an outside vendor for recycling. Waste oil from **Location No. 20** is occasionally used to fuel a heating furnace inside the enclosed metal hangar at **Location No. 2**. GSE and grounds keeping vehicles are refueled off-site whenever possible. Occasionally, these vehicles are fueled inside the airport authority garage (**Location No. 5)** from approved 5-gallon containers when necessary.

Vegetative growth around the vault containing electrical and radio communication equipment (**Location No. 7**); runway/taxiway lights and signs; culverts; and engineered drainage swales and stormwater retention basins is controlled by mowing these areas on an as-needed basis (typically two to three times per year). Litter and foreign object control on runways, taxiways, and aircraft parking areas are performed manually on an as-needed basis. **Location Nos. 6** and **26** serve as temporary storage for on-site building materials. Airport septic tanks (**Location Nos. 11** through **19**) are serviced on-site on an as-needed basis. **Location No. 10** is both the Airport Manager's office and the pilot's lounge.

Solid waste generated by the activities of the Authority and Airport tenants is disposed of in several residential-type solid waste containers. The enclosed metal and plastic containers are serviced by a solid waste collection vehicle on a weekly basis, and waste is transported to a permitted and registered disposal facility.

Airport Tenants

Alexander Aero – Alexander Aero (**Location No. 5**) is an aircraft repair station providing aircraft storage and repair services to numerous private corporations and citizens. **Location No. 5** is an enclosed metal structure with no floor drains. Spent aircraft tires and batteries are stored on wooden pallets inside and outside the building at **Location No. 5**. Spent aircraft oil filters are placed inside sealed 55-gallon metal drums positioned on wooden pallets inside this building. These materials are then transported off-site on an as-needed basis by an outside vendor for proper disposal. Aircraft storage accommodations are located inside **Location No. 9**. Light aircraft maintenance (oil changes only) is performed inside this building.

All necessary materials, chemicals, and equipment for Alexander Aero maintenance activities are stored inside locking cabinets or on storage shelving inside the building at **Location No.**

5. Spills and leaks of fluids (e.g., oils, coolants, hydraulic fluids, transmission fluids, etc.) are cleaned up immediately with shop rags and kitty litter. Spent clean-up materials are placed inside sealed plastic bags and disposed of in the on-site waste collection containers.

Shiloh Aviation – Shiloh Aviation (**Location No. 2**) provides comprehensive aircraft maintenance and overhaul, as well as aircraft storage services to its members and private citizens.

The hangar at **Location No. 2** is an enclosed metal structure with no floor drains. The aircraft maintenance and overhaul activities (e.g., aircraft engine repair/replacement, oil changes, tire changes, and airframe maintenance) conducted at this location are performed inside. All necessary materials, chemicals, and equipment are stored inside locking cabinets or on storage shelving inside the hangar. An automatic parts washer is used to clean aircraft parts, and waste solvent (used for hand-cleaning of parts) used to thin waste oil (generated from maintenance activities) is incinerated in a 300-gallon heating furnace located inside this hangar. Waste oil to be incinerated or recycled is temporarily stored inside a sealed 55-gallon drum positioned on a wooden pallet inside the hangar. Oil to be recycled is transported off-site on an as-needed basis by an outside vendor.

Spent aircraft tires are temporarily stored inside this hangar on wooden pallets, or transported to **Location No. 5** and temporarily stored on wooden pallets inside and outside this building. These materials are then transported off-site by an outside vendor on as as-needed basis for proper disposal or recycling. Spills and leaks of aircraft fluids (e.g., oils, coolants, hydraulic fluids, etc.) are cleaned up immediately with shop rags and kitty litter. Spent clean-up materials are placed inside sealed plastic bags and disposed of in the on-site waste collection containers.

New Mexico Aircraft Propeller (NMAP), L.L.C. – NMAP (**Location Nos. 5** and **9**) performs repair, overhaul, and service for aircraft propellers. All maintenance activities, some of which include small parts repair and cleaning, are performed inside the building at **Location No. 5**. NMAP utilizes **Location No. 9** for storage of aircraft maintenance parts and equipment.

Parts cleaning performed by NMAP is conducted inside the building at **Location No. 5**. A self-cleaning (solvent recycling) parts basin is used for this activity. Waste solvent from parts

cleaning is transported off-site by an outside vendor for proper disposal or recycling on an as-needed basis, or used to thin the waste oil incinerated in the furnace at **Location No. 2**.

Geomni – Geomni (**Location No. 25**) provides aerial mapping services to various clients around New Mexico. Four (4) Cessna 206s and two (2) Beechcraft Bonanzas are used for these operations, and are maintained inside the hanger at **Location No. 25**. All necessary materials, chemicals, and equipment are stored inside locking cabinets or on storage shelving inside the fully-enclosed hangar. A 5-gallon solvent parts washer is used to clean aircraft parts. Petroleum-based waste oils and solvents are incinerated in a waste oil heating furnace located inside this hangar. Waste oils from maintenance activities are stored inside the oil heater fueling tank.

Spills and leaks of aircraft fluids (e.g., oils, coolants, hydraulic fluids, etc.) are cleaned up immediately with a PIG® spill kit. Drip mats, supplied by PIG®, are placed under aircraft for containment of leaks and small spills.

Aviation Specialties – A private company (**Location No. 22**) that specializes in training pilots to fly Unmanned Aerial Vehicles (UAV). No maintenance of UAVs is conducted within the trailer.

Private Citizens – Private aircraft owners and operators store their aircraft and perform light aircraft maintenance (oil and tire changes only) inside the enclosed metal buildings and hangars at **Location Nos. 1** and **4**. All necessary materials and equipment for aircraft maintenance activities are stored inside locking cabinets or on storage shelving inside the buildings at these locations. Disposal and storage of spent aircraft tires, batteries, oil, and oil filters is made available to private citizens at **Location Nos. 2**, **5,** and **31**.

Fire Department - The City of Belen operates a Fire Station on the Airport property (**Location No. 29**) for the immediate response to emergencies. The Fire Station is located inside an enclosed building and kept in a neat and orderly fashion. A fire pumper truck and various fire retardants are stored inside.

Aircraft Rescue and Firefighting (ARFF) – ARFF also operates a fire station on the Airport property (**Location No. 28**) for the immediate response to emergencies. The ARFF garage is

an enclosed building and kept in a neat and orderly fashion. A fire pumper truck and various fire retardants are stored inside.

3.4 General Location Map

Figure 1 identifies the location of the Airport and potential receiving waters, surface water bodies or wetlands near the Airport.

3.5 Site Map and Airport Drainage Map

The Site Map included as **Figure 2** identifies the following:

- Locations of potential pollutant sources
- Locations of areas where industrial materials, significant materials, and industrial activities are exposed to precipitation

The Airport Drainage Map included as **Figure 3** identifies the following:

- Directions of stormwater flow
- Locations of structural BMPs that include:
  - Engineered drainage swales along the northeast corner of the Airport
  - Open, vegetated engineered drainage swales that parallel the Airport runway and taxiways
  - Drainage culverts beneath the Airport runway and taxiways
- Locations of run-on areas

3.6 Receiving Waters and Wetlands

Figure 1 confirms that the eventual receiving water is the Rio Grande located approximately 8 miles downstream of the Airport via the Belen High Line Canal and the Feedler Ditch. Stormwater discharges containing potential pollutants are conveyed via a network of open vegetated engineered drainage swales which converge to on-site natural and engineered stormwater retention basins. In the event an **off-site** discharge were to occur, **Location No. 30** has been designated as the facility outfall **(Figure 2)**.

3.7 Summary of Potential Pollutant Sources

Descriptions of potential pollutant sources (i.e., industrial materials, significant materials, and industrial activities exposed to stormwater), which may contribute pollutants to stormwater

discharges, are presented in **Table 3.1**. The potential pollutant source materials and activities identified in **Table 3.1** will be updated as necessary based on the results of facility Inspections and Monitoring (Section 4.0).

The 2021 MSGP requires an assessment of the risk potential that sources of pollution pose to stormwater quality. This assessment points to activities, materials, and physical features that have a reasonable potential to contribute significant amounts of pollutants to stormwater. Potential pollutant sources specific to the facility operations of the Authority and Airport tenants are listed in **Table 3.1**, which can be used as a guide for completing the Quarterly Inspection Reports (Section 4.1.2).

3.8 Spills and Leaks

Areas of potential spills and leaks, which can contribute pollutants to stormwater discharges and their accompanying drainage locations, are identified in **Table 3.1** and shown on **Figure 2**. For areas that are exposed to precipitation or that otherwise drain to a stormwater conveyance at the Airport, a list of significant spills and leaks of toxic or hazardous pollutants will be documented on the form provided in **Appendix C, Attachment 4**. This list will be updated if significant spills or leaks occur in exposed areas of the Airport during the time the Airport is covered under the 2021 MSGP. There have been no significant spills or leaks at the Airport in the 3 years prior to updating this Plan (i.e., 2019-2021).

3.9 Sampling Data

Due to the design of the facility and the limited amount of rain/snowfall there are no existing stormwater discharge sampling data during the 2000 MSGP term (10/00 – 9/08), the 2008 MSGP term (9/08–9/15) or the 2015 MSGP Term (9/15 – 5/21).

3.10 Stormwater Controls

Recommended structural and non-structural best management practices (BMPs) for industrial facilities are outlined in **MSGP Part 2.1**. These BMPs should be reviewed and consulted as needed for specific questions regarding evaluation of existing BMPs and implementation of planned BMPs to minimize the contamination of stormwater discharges at the Airport. Non-structural BMPs include good housekeeping, minimizing exposure, preventive maintenance, spill prevention and response procedures, routine facility inspections, and employee training. Structural BMPs include sediment and erosion control and management of runoff. The type and location of existing structural and non-structural BMPs for each of the potential pollutant sources presented in **Table**

3.1 are listed in **Table 3.2**. Additional structural BMPs (e.g., engineered drainage swales, culvert) are shown on **Figure 2**. Planned BMPs for potential pollutant sources are listed in **Table 3.3**.

Table 3.1
Belen Regional Airport
Summary of Potential Pollutant Sources

Activity and Location No. (see Figure 2)	Pollutant Source	Pollutant
Aircraft Storage/ Maintenance **Location Nos. 1, 2, 4, 5, 9, and 25**	• Leaking equipment fluids (engine and transmission oils, fuel, and antifreeze) • Parts cleaning. • Waste disposal of greasy rags, oil filters, air filters, batteries, hydraulic fluids, transmission fluid, and radiator fluids. • Spills of oil, degreasers, hydraulic fluids, transmission fluid, radiator fluids. • Fluids replacement (includes oil, hydraulic fluids, transmission fluid, and radiator fluids).	• Fuel, oil, heavy metals • Chlorinated solvents, oil, heavy metals, acid/alkaline wastes, ethylene glycol • Oil, heavy metals, chlorinated solvents, acid/alkaline wastes, ethylene glycol • Oil, arsenic, heavy metals, organics, chlorinated solvents, ethylene glycol • Oil, arsenic, heavy metals, organics, chlorinated solvents, ethylene glycol
Fueling **Location No. 3**	• Spills and leaks due to overfilling	• Fuel, oil
Waste Oil, Spent Battery, and Tire Storage **Location Nos. 4, 5, and 20**	• Spills and leaks due to topping off waste containers, tank and structure failure. • Leaking batteries. • Used tire storage.	• Fuel, oil, heavy metals • Acid/alkaline wastes • Rubber
Septic Tanks **Location Nos. 11-19**	• Overflows from normal use • Spills during regular cleanouts	• COD, BOD_5 • Biological effluent
Airport Maintenance Garage **Location Nos. 21 and 26**	• Leaking vehicle fluids including hydraulic lines and radiators	• Oil, hydraulic fluids, arsenic, heavy metals, organics, fuel
Fire Stations **Location Nos. 28 and 29**	• Fire retardants, vehicle fluids leaks	• Oils, ethylene glycol, propanal and polysaccharide

Table 3.2
Belen Regional Airport
Existing BMPs

Activity and Location No. (see Figure 2)	Existing BMPs
Aircraft Storage/ Maintenance **Location Nos. 1, 2, 4, 5, 9, and 25**	• Maintain an organized inventory of materials used in the maintenance shops. • Dispose or recycle greasy rags, oil filters, air filters, batteries, spent coolant, and degreasers properly. • All maintenance fluids and chemicals are stored inside a flameproof locker. • Do not pour liquid waste down floor drains, sinks, or outdoor storm drain inlets. • Inspect the maintenance area regularly for proper implementation of control measures. • Perform all maintenance indoors when practicable.
Fueling **Location No. 3**	• Daily visual inspection of integrity of all fueling systems. • Train airport employees and tenants on proper fueling, filling, and transfer techniques. • Use small on-site absorbent for spills. • Perform preventive maintenance on fuel transfer equipment and airport ground support vehicles to detect potential leaks before they occur. • Inspect the fueling area to detect problems before they occur.
Waste Oil, Spent Battery, and Tire Storage **Location Nos. 4, 5, and 20**	• Waste oil added through funnels. • All waste oil is recycled by an outside vendor on an as-needed basis. • Materials are stored on wooden pallets. • Engineered drainage maintained around these areas.
Septic Tanks **Locations Nos. 11-19**	• Septic tanks are pumped as-needed by outside vendor. • Inspect stormwater drainage around these areas.
Airport Maintenance Garage **Location Nos. 21 and 26**	• Use drip pans under leaking vehicles and equipment. • Regularly inspect parking areas • Train airport employees and tenants on procedures for storage and inspection items.
Fire Stations **Location Nos. 28 and 29**	• Materials stored on shelves or wooden pallets. • Use small on-site absorbent for spills.

Table 3.3
Belen Regional Airport
Planned BMPs

Activity and Location No. (see Figure 2)	Planned BMPs	BMP Implementation Schedule (to be filled in as appropriate)
Aircraft Storage/ Maintenance **Location Nos. 1, 2, 4, 5, 9, 21, and 25**	• Train airport employees and tenants on proper waste control and disposal procedures. • Cover all exposed materials within these areas with heavy-duty, weather resistant, tie-down tarps.	

3.10.1 Preventive Maintenance

The preventive maintenance program for the Airport includes the timely inspection and maintenance of stormwater management devices (e.g., drainage swales, culverts). The program also includes inspecting, testing, maintaining, and repairing Airport equipment and systems to avoid breakdowns or failures that may result in discharges of pollutants. Any preventive maintenance and repairs of control measures (i.e., BMPs) must be documented on the form provided in **Appendix C, Attachment 5.**

3.10.2 Spill Prevention and Response Procedures

On-site spill kits will be used to clean up fuel spills or leaks. For significant spills or leaks, the Belen Fire Department will be contacted to respond. Areas that pose potential risks for spills or leaks are identified as potential pollutant sources on **Table 3.1.** The MSGP requires a list of significant spills or leaks of toxic or hazardous substances in excess of certain quantities that occurred in the 3 years prior to the date of the submission of an NOI. Significant spills include, but are not limited to, releases of oil or hazardous substances, within a 24-hour period, equal to or in excess of the quantities established under either 40 CFR 110, 40 CFR 117, or 40 CFR Part 302. Copies of these regulations are included in **Appendix D**. If a spill or leak is detected in excess of the quantities listed in the regulations, the **National Response Center (NRC)** must be contacted at **(800) 424-8802**. As part of the stormwater pollution prevention process, after the NRC has been notified the corrective action procedures outlined in **MSGP Part 5** must be implemented.

The establishment of standard operating procedures for safety, spill prevention, and proper employee training helps to reduce spills and leaks. In the event a spill does occur, a swiftly

executed response may prevent stormwater contamination and reduce incurred costs from extensive cleanup operations. Activities and areas where spills are likely to occur at the Airport include:

- Fuel dispensing and bulk transfer areas including vehicle and aircraft fueling
- Vehicle and equipment maintenance and staging areas
- Chemical storage areas
- Loading/Unloading areas
- Aircraft maintenance
- Material storage areas
- Terminal aircraft aprons

Spill Notification

In the event of a spill, the following procedures must be followed:

- Tenants are responsible for spills that occur on their property
- Tenants must follow procedures in this Plan or their own Pollution Prevention Plan
- If an employee is unsure if a spill needs to be reported, contact Airport Management

Spill Clean-up

- Employees on duty must be trained to attempt to stop the continuation of the discharge (i.e., closing valves, turning off pumps, or isolating a line leak).
- Airport personnel shall assist with spills of less than 100 gallons.
- For spills over 100 gallons, an Environmental Remediation Contractor will be called in to assist in the cleanup.
- If the spill is volatile, control sources of ignition and vent the area.
- Cover or berm storm drain inlets to prevent the discharge of spilled materials to the facility's drainage network.
- Use berms or booms to contain spills as necessary.
- Apply sorbent materials to spills as necessary.
- Start from the outside and circle inward in order to prevent splashing and spreading.

3.10.3 Employee Training Program

An employee awareness program will be implemented to inform the Airport Authority and Pollution Prevention Team members of the components and goals of the Plan. Training will be conducted annually at a minimum. Training will be provided to all employees that work in areas where industrial materials or activities are exposed to stormwater, and for employees that are responsible for implementing activities identified in this Plan. The program will address the issues of spill response procedures, good housekeeping, and materials management practices. Signs and

notices will be posted throughout the facility relating to good housekeeping practices. Employee training for the awareness program will be documented on the form provided in **Appendix C**, **Attachment 6**. A standard training curriculum outline is provided as **Appendix C, Attachment 6A**. Training should encompass the following:

- Familiarization with the chemical and physical properties, and the hazards associated with the chemicals handled most frequently.
- Familiarization with designated locations of on-site Safety Data Sheet (SDS) Stations (formerly known as Material Safety Data Sheet (MSDS) Stations).
- Teaching proper material handling procedures, storage requirements, and means to prevent spills (e.g., the importance of secondary containment).
- Identification of potential spill areas and the associated sanitary and storm sewer system drainage routes.
- Internal spill notification procedures and Airport notification procedures (e.g., employees should be assured that they will face no reprisals when they report such incidences),
- Proper clean-up procedures (e.g., employees should be trained on where spill clean-up materials are stored, and how clean-up materials are applied and disposed).

The training program is designed to address the goals of this Plan; including spill response procedures, good housekeeping, and materials management practices. Signs and notices are also posted throughout the facility to promote good housekeeping practices. The topics addressed in the training program are summarized on the Employee Training Curriculum (**Appendix C, Attachment 6A**).

3.11 Maintenance of BMPs

The BMPs identified in this Plan will each be maintained in effective operating condition. If site Inspections and Monitoring (Section 4.0) reveal that BMPs are not operating effectively, maintenance will be performed before the next anticipated storm event. If maintenance is impracticable prior to the next storm event, maintenance will be scheduled and performed as soon as practicable. For non-structural BMPs, the effectiveness of the BMPs will be maintained by appropriate means (e.g., available spill response supplies and trained personnel).

3.12 Non-Stormwater Discharges

3.12.1 Evaluation of Non-Stormwater Discharges

The 2021 MSGP requires that all outfalls be tested or evaluated for the presence of non-stormwater discharges. The evaluation form provided as **Appendix C**, **Attachment 7** consists of an annual inspection of the site for dry weather (non-stormwater) discharges; and can be completed as part of a Quarterly Facility Inspection (Section 4.1). Documentation of the evaluation must include:

1. The date of any evaluation
2. A description of the evaluation criteria used
3. A list of the outfalls or on-site drainage points that were directly observed during the evaluation
4. The different types of non-stormwater discharge(s) and source location(s)
5. The action(s) taken, such as a list of control measures used to eliminate unauthorized discharge(s), if any were identified

3.12.2 Allowable Non-Stormwater Discharges

Certain sources of non-stormwater discharges are allowed under the 2021 MSGP. These include:

- Discharges from fire-fighting activities
- Fire hydrant flushing
- Potable water, including water line flushing
- Uncontaminated air conditioning or compressor condensate
- Irrigation drainage
- Landscape watering provided all pesticides, herbicides, and fertilizer have been applied in accordance with the approved labeling
- Pavement wash waters where no detergents are used and no spills or leaks of toxic or hazardous materials have occurred (unless spilled materials have been removed)
- Routine external building wash down which does not use detergents
- Uncontaminated groundwater or spring water
- Foundation or footing drains where flows are not contaminated with process materials
- Incidental wind-blown mist from cooling towers that collects on rooftops or adjacent portions of the Airport, but **not** intentional discharges from the cooling tower (e.g., “piped” cooling tower blowdown or drains).

Prohibited non-stormwater discharges under the 2021 MSGP consist of aircraft, ground vehicle, runway and equipment washwaters; and dry weather discharges of deicing chemicals. These discharges must be covered by a separate NPDES permit, if applicable. Note that a discharge resulting from snowmelt is considered a stormwater discharge and samples must be collected during a period with a measurable discharge (see **MSGP Part 6.1.4**).

3.13 Site Development

The Belen Regional Airport plans to construct an additional taxiway (Taxiway B) parallel to runway 13/31,(**Figure 3**). Additionally, there are plans for the future construction of a heli-pad between Taxiways B and C (**Figure 2**). It is not anticipated that these additions will have an impact on stormwater runoff.

4.0 INSPECTIONS AND MONITORING

Qualified personnel will conduct quarterly facility inspections, as well as quarterly visual assessment monitoring according to the schedule provided in **Appendix C**, **Attachment 1**. These personnel must possess the knowledge and skills necessary to assess conditions at the Airport that could impact stormwater quality and assess the effectiveness of the BMPs selected to control the quality of stormwater. Qualified personnel should include Airport Authority employees, at least one member of the Pollution Prevention Team, or outside consultants.

4.1 Quarterly Facility Inspections

4.1.1 Inspection Procedures

On a quarterly basis, all areas of the Airport where industrial materials or activities are exposed to stormwater must be inspected when the facility is in operation. The inspections will also include an evaluation of existing stormwater control measures. At least once each calendar year, a quarterly facility inspection must be conducted (to the extent practicable) during a stormwater discharge event to incorporate Quarterly Visual Assessment Monitoring (Section 4.2).

4.1.2 Inspection Reports

Results of the quarterly inspections and any corrective actions taken in response to any deficiencies or opportunities for improvement that were identified will be documented on the Quarterly Inspection Report provided in **Appendix C, Attachment 8**. The completed Reports will be maintained with this Plan, but are *not* required to be submitted to EPA, unless so directed. However, findings must be summarized in the Annual Report (**MSGP Section 7.5**). At a minimum, documentation of each quarterly inspection must include:

- The inspection date and time
- The name(s) and signature(s) of the inspector(s)
- Weather information and a description of any discharges occurring at the time of the inspection
- Any previously unidentified discharges of pollutants from the site
- Any control measures (i.e., BMPs) needing maintenance or repairs
- Any failed control measures that need replacement
- Any incidents of noncompliance observed
- Any additional control measures needed to comply with the permit requirements
- Industrial materials, residue or trash that may have or could come into contact with stormwater
- Off-site tracking of industrial or waste materials, or sediment where vehicles enter or exit the site

4.2 Quarterly Visual Assessment Monitoring

Based on Western Regional Climate Center data (1923 through 2016), the average total annual rain and snowfall for Los Lunas, NM (15 miles from the Airport) is approximately 8.93 and 4.3 inches per year, respectively. The average maximum and minimum temperatures for this area are 73.0 ºF and 37.8 ºF, respectively. The average annual snow depth is 0 inches. In addition, events of precipitation (rain or snowfall) are infrequent and of short duration. Precipitation quickly evaporates from the paved areas and runway surfaces (**Figure 2**), and is readily absorbed into the surrounding pervious soils.

4.2.1 Monitoring Procedures

Consistent with the stormwater monitoring criteria outlined in **MSGP Part 6.1**, a stormwater sample must be collected from a designated outfall (**Location No. 30**) on a quarterly basis, and a visual assessment conducted on each sample. Generally, site personnel will collect a grab sample of stormwater discharge from the outfall during the first 30 minutes following a measurable storm event. A measurable event is a storm that creates stormwater discharge from the site and occurs at least 72 hours from the previous measurable storm event. **Appendix C, Attachment 9** contains the form necessary to document visual assessment monitoring procedures and results, and also provides the guidance necessary for sample collection.

4.2.2 Monitoring Reports

Results of quarterly visual monitoring will be documented using the form provided in **Appendix C, Attachment 9** (Quarterly Visual Assessment Report). The completed Reports will be maintained with this Plan, but are *not* required to be submitted to EPA, unless so directed. However, findings must be summarized in the Annual Report (**MSGP Section 7.5**). At a minimum, documentation of each quarterly visual assessment monitoring event must include:

- Sample location(s)
- Sample collection date and time, and visual assessment date and time for each sample
- Personnel collecting the sample and performing visual assessment, and their signatures
- Nature of the discharge (i.e., runoff or snowmelt)
- Results of observations of the stormwater discharge
- Probable sources of any observed stormwater contamination

As allowed by **MSGP Part 3.2.3** (Exceptions to Quarterly Visual Assessments), because the Airport is located in an area where limited rainfall occurs during many parts of the year (e.g., arid

or semi-arid climate), sample collection for the quarterly visual assessments may be distributed during seasons when precipitation runoff occurs. If for any reason quarterly visual assessment monitoring does not take place (e.g., adverse weather, restricted access, etc.) consistent with the monitoring schedule presented in **Appendix C**, **Attachment 1,** the reason must be documented and maintained in **Appendix C**, **Attachment 10** (Deviations from Assessment or Monitoring Schedule).

4.3 Indicator Monitoring

In addition to Quarterly Visual Assessment Monitoring, qualified site personnel must conduct bi-annual Indicator Monitoring of offsite stormwater discharges using the same collection point(s) for Visual Assessment Monitoring (**Location 30**) during the first and fourth years of permit coverage (i.e. 2021 and 2024). Indicator monitoring involves the collection and laboratory chemical analysis of stormwater samples from outfalls yielding sufficient water flow for the parameters listed in **Table 4.1**:

TABLE 4.1
Bi-Annual Indicator Monitoring Parameters
Belen Regional Airport

Polycyclic Aromatic Hydrocarbons (PAHs)	
naphthalene	benzo[a]anthracene
acenaphthylene	chrysene
acenaphthene	benzo[b]fluoranthene
fluorene	benzo[k]fluoranthene
phenanthrene	benzo[a]pyrene
anthracene	benzo[g,h,i]perylene
fluoranthene	indeno[1,2,3-c,d]pyrene
pyrene	dibenz[a,h]anthracene

Indicator monitoring data are intended to provide operators and the EPA with a baseline and comparable understanding of the stormwater discharge quality and potential water quality problems. These indicator parameters are “report-only” and do not have thresholds or baseline values for comparison; therefore, no follow-up corrective action or additional implementation

measures (AIM) are required. Indicator monitoring is a permit condition and failure to conduct indicator monitoring is a permit violation.

Monitoring requirements (**MSGP Part 4.1.7**) commence the first full quarter following May 30, 2021 or date of discharge authorization, whichever date comes later. Indicator monitoring shall be conducted on a bi-annual basis in 2021 and 2024 in accordance with **MSGP Part 4.2 Table 4.1** for each of the parameters listed in **Table 4.1** above.

When precipitation or snowmelt results in measurable discharge from the facility, the required number of samples must be collected. Consistent with the requirements of **MSGP Part 4.1.6 and MSGP Part 4.2.1.2**, the NeT-DMR reporting tool must be used to report a "no data" or "NODI" code for any bi-annual interval in 2021 and 2024 that monitoring sample was not collected.

4.3.1 Indicator Monitoring Reports

All monitoring data must be submitted to EPA using the NeT-DMR system (available at https://cdx.epa.gov/) no later than 30 days after receipt of complete laboratory results for all monitoring outfalls for the reporting period. Instructions for completion and submittal of the DMR are provided as the last two pages of the DMR provided in **Appendix C, Attachment 12**. The sample collection procedures for indicator monitoring, and reporting are provided in **Appendix C, Attachment 11.**

4.4 Annual Report

The Annual Report must be documented and maintained on-site with this Plan. The documentation must be submitted to EPA in the Annual Report using the NeT system. The Annual Report must be signed by the person(s) identified in Section 5.0 of this Plan. Reports must be submitted electronically or, if submitting a paper copy postmarked, by January 31 for each year. The following link, https://cdx.epa.gov/ can be used to access NeT. If the Airport receives a waiver from electronic reporting, a paper copy of the Annual Report (**Appendix C**, **Attachment 12**) may be submitted. The Annual Report is a compilation of the results of the past years Quarterly Facility Inspection Documentation, Quarterly Visual Assessment Documentation, and corrective action documentation. The Report must be retained on-site for at least 3 years after the expiration date of the MSGP.

At a minimum, the documentation required for the Annual Report must include:

1. The date of the inspections
2. The name(s) and titles(s) of personnel conducting the inspections
3. Findings from the examination of areas during Facility Inspections
4. All observations relating to the implementation of control measures including:
   - Previously unidentified discharges from the site
   - Previously unidentified pollutants in existing discharges
   - Evidence of, or the potential for, pollutants entering the drainage system
   - Evidence of pollutants discharging to the receiving waters at all facility outfall(s), and the condition of and around the outfall(s), including flow dissipation measures to prevent scouring
   - Additional control measures needed to address any conditions requiring corrective action identified during the inspections
5. Any required revisions to the Plan resulting from the inspections
6. Any incidents of noncompliance observed or a certification stating the facility is in compliance with the 2021 MSGP (if there is no noncompliance)
7. A summary of your past year's routine facility inspection, and quarterly visual assessment documentation
8. A statement, signed and certified in accordance with **MSGP Appendix B, Subsection 11**

4.5 Corrective Actions

Any deficiencies identified during implementation of this Plan, (e.g., Facility Inspections and Visual Assessment Monitoring events) must be documented in the Annual Report (**Appendix C, Attachment 11**). Deficiencies include site conditions that require review and revision of the selection, design, installation, and implementation of control measures. These conditions are outlined in **MSGP Parts 4.1** and **4.2** and include, but are not limited to:

1. Unauthorized release or discharge
2. Determination by the Airport or EPA that control measures are not stringent enough
3. Inspection or evaluation by an EPA official, local, or state entity determines that modifications to control measures (i.e., BMPs) are necessary
4. Results of Quarterly Facility Inspections, or Quarterly Visual Assessment Monitoring determine that control measures are not being properly operated and maintained, and corrective actions are necessary

These conditions must be documented in the Annual Report within 24 hours of the discovery, and must include:

1. Identification of the condition triggering the need for corrective action and review
2. Description of the condition/problem identified
3. Date the problem/condition was identified

Within 14 days of any discovery, the following must be documented in the Annual Report:

1. Summary of corrective action taken or to be taken
2. Notice of whether Plan modifications are required as a result of the discovery or corrective action
3. Date corrective action initiated
4. Date corrective action completed or expected to be completed

Corrective actions implemented at the site that result in modifications/revisions to this Plan require that the Plan be re-certified by a duly authorized representative and documented in **Table 5.1** (Section 5.0). In addition, any maintenance performed as a result of corrective actions will be documented using the form in **Appendix C**, **Attachment 5**.

4.6 Documentation of Permit Eligibility Related to Endangered Species

To ensure compliance with the requirements of the Endangered Species Act (ESA), this Plan includes documentation (see **Appendix B**) supporting the Airport's determination of Permit eligibility with regard to endangered species. This information will be maintained in this Plan for the life of the Permit.

4.7 Documentation of Permit Eligibility Related to Historic Places

To ensure compliance with the requirements of the National Historic Preservation Act (NHPA), this Plan includes documentation (see **Appendix B**) supporting the Airport's determination of Permit eligibility with regard to historic places. This information will be maintained in this Plan for the life of the Permit.

4.8 Recordkeeping

All data used to prepare the 2021 Notice of Intent (NOI), reports, certifications, monitoring data, etc. must be maintained in the applicable attachments and appendices of this Plan. **Appendix E** is provided as a location for additional documentation that may be necessary to maintain compliance with the 2021 MSGP.

5.0 INITIAL PLAN CERTIFICATION AND LIST OF REVISIONS

The Initial Certification for this Plan is provided as **Table 5.1**. The Certification must be signed by either a principal executive officer, ranking elected official, or by a duly authorized representative of that person. These titles are defined below, and the authorization (Notice of Appointment) for a duly authorized representative follows **Table 5.1**:

- **Principal Executive Officer or Ranking Elected Official** – The chief executive officer of the agency, or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator of EPA).
- **Duly Authorized Representatives** – An individual or position having responsibility for the overall operation of the regulated facility or activity such as the position of superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company.

This Certification must be re-signed in the event of a Plan modification in response to corrective actions taken as a result of the facility inspections, monitoring, and corrective actions discussed in Sections 4.1, 4.2, 4.3, 4.4, and 4.5. The signatory requirements for this Plan are listed in **MSGP Appendix B, Subsection 11.A**.

Table 5.1

Belen Regional Airport
Plan 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 gathered and evaluated the information contained therein. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information contained 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.

Authorized Representative: John Thompson, C.M.

Signature: _____ Date: 5/27/2021

LIST OF REVISIONS

Belen Regional Airport

Revision Number	Revision Date	Author	Signature of Duly Authorized Representative
1			
2			
3			
4			
5			

NOTICE OF APPOINTMENT

Belen Regional Airport

This is to advise, that I, Andrew E. Salas, of City of Belen have duly authorized John Thompson, of Belen Regional Airport, as a representative and signatory in matters concerning reports prepared for the Belen Regional Airport in reference to the National Pollution Discharge Elimination System (NPDES) Multi-Sector General Permit.

NAME: Andrew E. Salas

TITLE: City Manager

SIGNATURE: [illegible]

DATE: 5/27/2021

SWORN AND SUBSCRIBED BEFORE ME by Dorothy Flores on the 27th day of May 2021 which witness by hand and seal of office.

OFFICIAL SEAL
DOROTHY FLORES
NOTARY PUBLIC, STATE OF NEW MEXICO
MY COMMISSION EXPIRES 10/16/23

Dorothy Flores
Notary Public

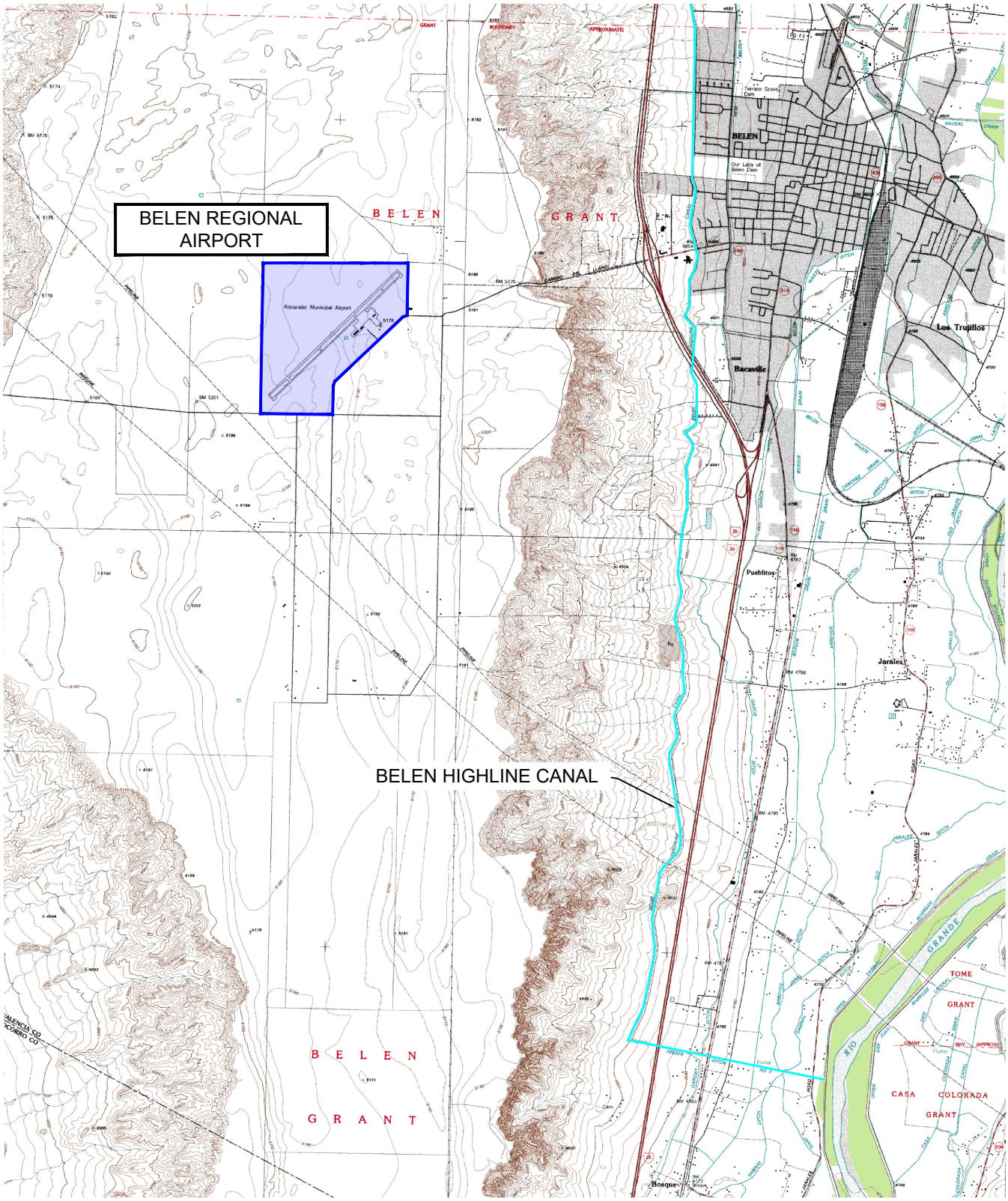
Dorothy Flores
Printed Name

10/16/23
My Commission Expires

FIGURES

FIGURE 1

General Location Map



FILE NAME: A:\2021\1574.21\03_DSGN\01_DWG\050_CIVIL\02_CONTENT\FIGURE 1.dwg PRINTED: Friday, May 21, 2021 - 7:18am

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GENERAL LOCATION MAP

BELEN REGIONAL AIRPORT
BELEN, NEW MEXICO

NORTH

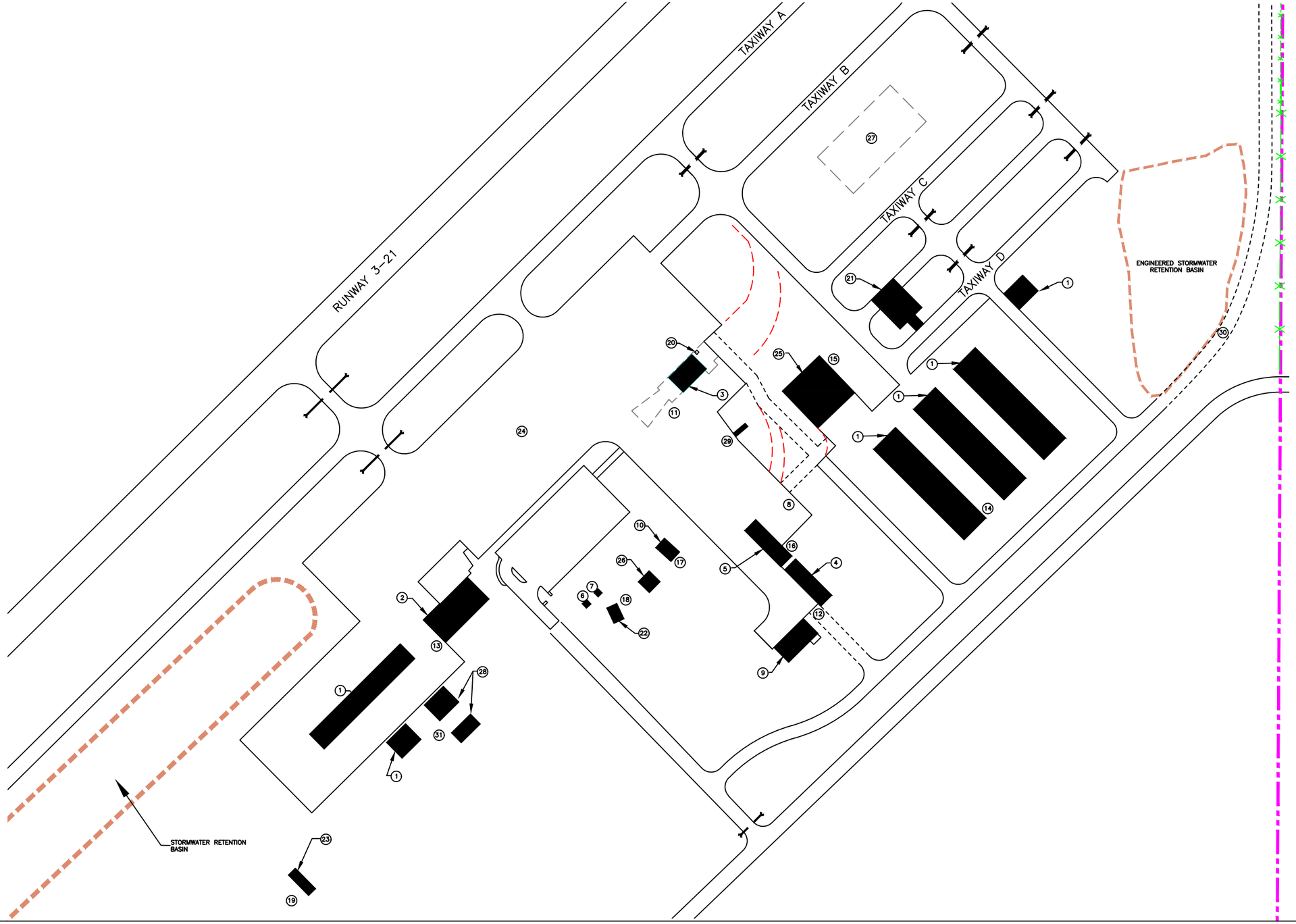
0' 2500' 5000'

SITE LOCATION

Issue:	FINAL
Date:	05/06/2021
Project No:	1574.21
Sheet:	FIGURE 1

FIGURE 2

Airport Activities and Potential Pollutant Sources Map



AIRPORT STRUCTURES AND ACTIVITIES LIST	
Location No.	**Description**
1	**Private Aircraft Storage/Maintenance**
2	**Shiloh Aviation**
3	**Personal Fueling Station**
4	**Private Aircraft Storage/Maintenance**
5	**NM Aircraft Propeller, Alexander Aero**
6	Pump House
7	Vault
8	5,400-gallon Fuel Storage Tank (Not in use)
9	**NM Aircraft Propeller**
10	Airport Managers Office / Pilots Lounge
11-19, 31	**Septic Tank**
20	**Waste Oil Storage Tote**
21	**City of Belen Storage/Maintenance**
22	Aviation Specialties Office
23	New Mexico Skydive - Modular Office
24	**Aircraft Parking**
25	**Geomni**
26	**Airport Authority Garage**
27	Future Site for Helipad
28	**Aircraft Rescue and Firefighting Garage and Office**
29	**Fire Station**
30	Outfall Monitoring Location

NOTE: BOLDED LOCATIONS INDICATE POTENTIAL POLLUTANT SOURCES (SEE TABLE 3.1 SUMMARY OF POTENTIAL POLLUTANT SOURCES).

LEGEND

- EXISTING PROPERTY LINE
- EXISTING FENCE
- EXISTING PAVED AREAS
- EXISTING UNPAVED/GRAVEL AREAS
- EXISTING STRUCTURE
- EXISTING CULVERT
- STORMWATER BERM
- FUTURE SITE CONSTRUCTION
- STORMWATER DETENTION BASIN

AIRPORT ACREAGE
900 ACRES±

NOTE

MAPPING ADAPTED FROM AIRPORT LAYOUT PLAN PROVIDED BY ARMSTRONG CONSULANTS, ALBUQUERQUE, NM
DATE OF FILE: (JUNE 2019)

FILE NAME: A:\2020\8023.20\03_DSGN\01_DWG\050_CIVIL\02_CONTENT\SWPPP_DWGS\Drawing1.dwg PRINTED: Monday, April 19, 2021 - 10:12am

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AIRPORT ACTIVITIES AND POTENTIAL POLLUTION SOURCES MAP

BELEN REGIONAL AIRPORT
BELEN, NEW MEXICO

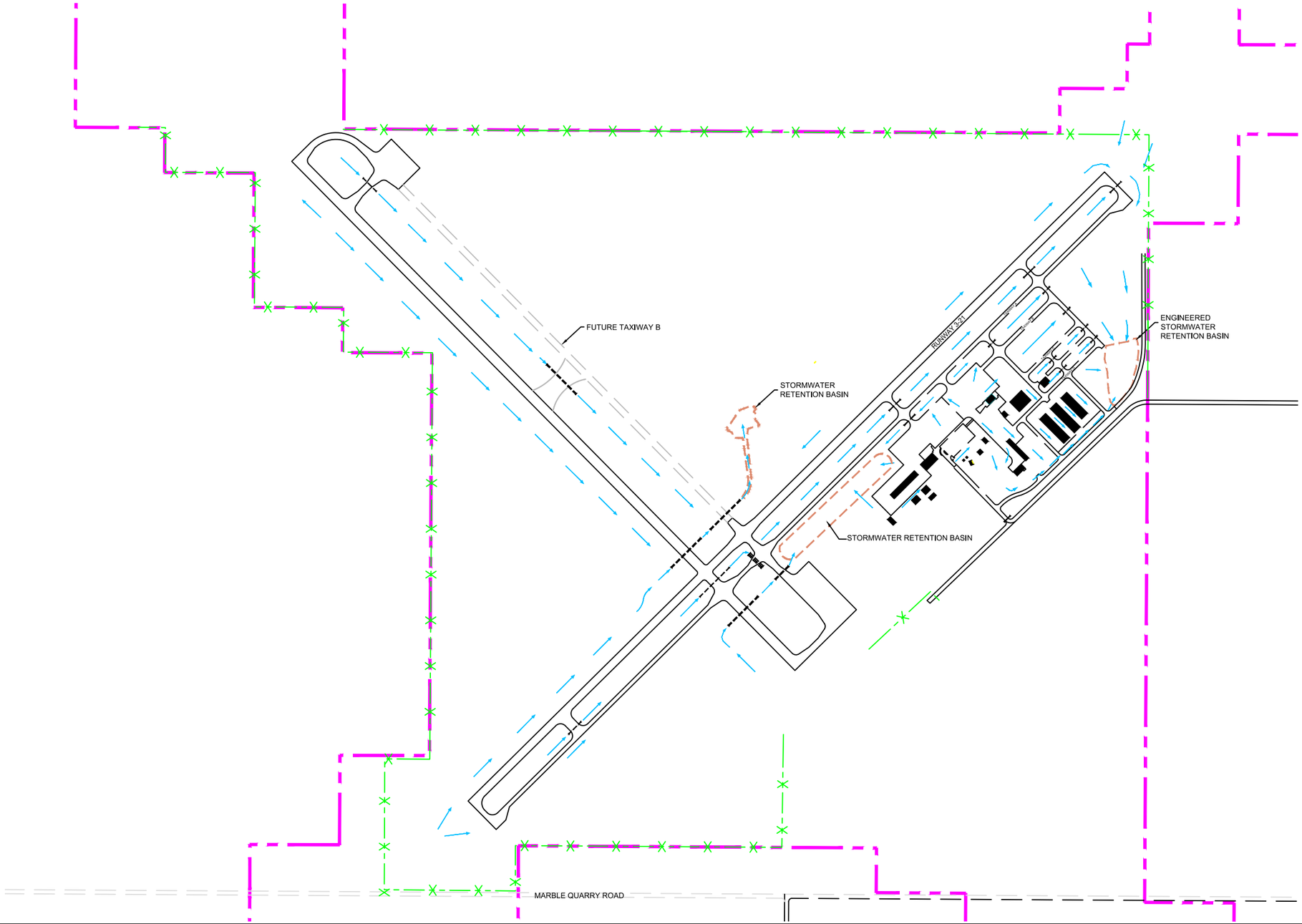
NORTH
0 100' 200'

SITE PLAN

Issue:	FINAL
Date:	05/21/2021
Project No:	1574.21
Sheet:	FIGURE 2

FIGURE 3

Airport Drainage Map



LEGEND

- EXISTING PROPERTY LINE
- EXISTING FENCE
- EXISTING PAVED AREAS
- FUTURE SITE CONSTRUCTION
- EXISTING STRUCTURE
- EXISTING CULVERT
- DIRECTION OF STORMWATER FLOW
- STORMWATER RETENTION BASIN

AIRPORT ACREAGE
900 ACRES±

NOTE

MAPPING ADAPTED FROM AIRPORT LAYOUT PLAN PROVIDED BY ARMSTRONG CONSULTANTS, ALBUQUERQUE, NM
DATE OF FILE: (JUNE 2019)

FILE NAME: A:\2020\8023.20\03_DSGN\01_DWG\050_CIVIL\02_CONTENT\SWPPP_DWGS\Drawing1.dwg PRINTED: Monday, April 19, 2021 - 10:12am

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AIRPORT DRAINAGE

BELEN REGIONAL AIRPORT
BELEN. NEW MEXICO

NORTH

0 400' 800'

SITE PLAN

Issue:	FINAL
Date:	05/21/2021
Project No:	1574.21
Sheet:	FIGURE 3

APPENDIX A

NPDES Multi-Sector General Permit

https://files.myprimitive.cloud/uploads/47df70b403aa57e84238e277fc7b68489b3f915e.pdf

APPENDIX B

Notice of Intent and Supporting Documentation

- **2020 Notice of Intent**
- **2021 Notice of Intent**
- **NOI Development Data**
- **EPA Correspondence**

APPENDIX B

2020 Notice of Intent

NPDES FORM 3510-6	EPA	UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, DC 20460 NOTICE OF INTENT (NOI) FOR STORMWATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITY UNDER THE NPDES MULTI-SECTOR GENERAL PERMIT	FORM Approved OMB No. 2040-0004

Permit Information

Master Permit Number: NMR050000

NPDES ID: NMR053064

Eligibility Information

State/territory where your facility is located: NM

Is your facility located on Federally Recognized Indian Country Lands? No

Are you a *"Federal Operator"* as defined in Appendix A (https://www.epa.gov/sites/production/files/2015-10/documents/msgp2015_appendixa.pdf)? No

Which type of form would you like to submit? Notice of Intent (NOI)

By indicating "Yes", I confirm that I understand that the MSGP only authorizes the allowable stormwater discharges in Part 1.1.2 and the allowable non-stormwater discharges listed in Part 1.1.3. Any discharges not expressly authorized in this permit cannot become authorized or shielded from liability under CWA section 402(k) by disclosure to EPA, state, or local authorities after issuance of this permit via any means, including the Notice of Intent (NOI) to be covered by the permit, the Stormwater Pollution Prevention Plan (SWPPP), during an inspection, etc. If any discharges requiring NPDES permit coverage other than the allowable stormwater and non-stormwater discharges listed in Parts 1.1.2 and 1.1.3 will be discharged, they must be covered under another NPDES permit.

Yes

Are you a new discharger or a new source as defined in Appendix A (https://www.epa.gov/sites/production/files/2015-10/documents/msgp2015_appendixa.pdf)? No

- **Have stormwater discharges from your facility been covered previously under an NPDES permit?** Yes
  - **Most current NPDES ID (i.e., permit tracking number) if you had coverage under EPA's MSGP 2008 or the NPDES permit number if you had coverage under an EPA individual permit:**
    NMR05HO27
- **Are you discharging to any waters of the U.S. that are designated by the state or tribal authority under its antidegradation policy as a Tier 3 water (Outstanding National Resource water)? (See Appendix L (https://www.epa.gov/sites/production/files/2015-10/documents/msgp2015_appendixl.pdf))**
  No

Does your facility discharge to a federal CERCLA site listed in Appendix P (https://www.epa.gov/sites/production/files/2015-10/documents/msgp2015_appendixp.pdf)? No

Operator Information

Operator Information

Operator Name: Belen Regional Airport

Operator Mailing Address

Address Line 1: 4902 Camino del Llano

Address Line 2:

City: Belen

ZIP/Postal Code: 87002

State: NM

County or Similar Division: VALENCIA

Operator Point of Contact Information

First Name Middle Initial Last Name: John Thompson

Organization:

Title: Airport Director

Phone: 5059662650

Ext.:

Email: John.Thompson@belen-nm.gov

NOI Preparer Information

First Name Middle Initial Last Name: Tyler Zack

Organization: Gordon Environmental/PSC

Phone: (505) 867-6990 **Ext.:**

Email: tzack@team-psc.com

Facility Information

Facility Information

Facility Name: Belen Regional Airport

Facility Address

Address Line 1: 4902 CAMINO DEL LLANO

Address Line 2:

City: BELEN

ZIP/Postal Code: 87002

State: NM

County or Similar Division: VALENCIA

Latitude/Longitude for the Facility

Latitude/Longitude: 34.643289°N, 106.834408°W

Latitude/Longitude Data Source: Map

Horizontal Reference Datum: WGS 84

What is the ownership type of the facility? Municipality

Estimated area of industrial activity at your facility exposed to stormwater (rounded to the nearest quarter acre): 250

Sector-Specific Information

Primary Sector: S

Primary Subsector: S1

Primary SIC Code: 4522

If you are a Sector S (Air Transportation) facility, do you anticipate using more than 100,000 gallons of pure glycol in glycol-based deicing fluids and/or 100 tons or more of urea on an average annual basis?

No

Is your facility presently inactive and unstaffed? No

Discharge Information

By indicating "Yes" below, I confirm that I understand that the MSGP only authorizes the allowable stormwater discharges in Part 1.1.2 and the allowable non-stormwater discharges listed in Part 1.1.3. Any discharges not expressly authorized in this permit cannot become authorized or shielded from liability under CWA section 402(k) by disclosure to EPA, state, or local authorities after issuance of this permit via any means, including the Notice of Intent (NOI) to be covered by the permit, the Stormwater Pollution Prevention Plan (SWPPP), during an inspection, etc. If any discharges requiring NPDES permit coverage other than the allowable stormwater and non-stormwater discharges listed in Parts 1.1.2 and 1.1.3 will be discharged, they must be covered under another NPDES permit.

Yes

Federal Effluent Limitation Guidelines

Identify the Effluent Limitation Guideline(s) that apply to your stormwater discharges.

40 CFR Part/Subpart	Eligible Discharges	Affected MSGP Sector	New Source Date	Applicability
Part 449	Existing and new primary airports with1,000 or more annual jet departures that discharge wastewater associated with airfield pavement deicing that contains urea commingled with stormwater	S	06/15/2012	**Does your facility have any discharges subject to this effluent limitation guideline?** No

Are you requesting permit coverage for any stormwater discharges subject to effluent limitation guidelines? No

Benchmark Monitoring

Are you subject to benchmark monitoring requirements for a hardness-dependent metal? No

Other Discharge Information

Does your facility discharge into a Municipal Separate Sewer System (MS4)? No

Receiving Waters Information

List all of the stormwater outfalls from your facility.

Outfall 001: Belen Regional Airport Outfall 1

Applicable Sectors

Select the Sectors/Subsector(s) that apply to this outfall.

	Sector	Subsector
☑	**S** - AIR TRANSPORTATION FACILITIES	**S1** - Air Transportation Facilities

Latitude/Longitude: 34.647188°N, 106.825196°W

☐ **This outfall is *Substantially Identical* to an existing outfall.**

Receiving Water

GNIS Name: n/a

Waterbody Name: RIO GRANDE (RIO PUERCO TO ISLETA PUEBLO BND)

Listed Water ID: n/a

Is this receiving water designated by the state or tribal authority under its antidegradation policy as a Tier 2 (or Tier 2.5) water (water quality exceeds levels necessary to support propagation of fish, shellfish, and wildlife and recreation in and on the water)?
No

Is the receiving water listed as impaired on the 303(d) list and in need of a TMDL? Yes

Cause of Impairment Group	Pollutant
TEMPERATURE	Temperature, water deg. centigrade

Has a TMDL been completed for this receiving waterbody? Yes

TMDL ID	Cause of Impairment Group	Pollutant
1	PATHOGENS	E. coli
2	TEMPERATURE	Temperature, water deg. centigrade

Monitoring Requirement Changes

☐ **Benchmark monitoring requirements have changed for this outfall.**

☐ **Impaired Water monitoring requirements have changed for this outfall.**

☐ **Effluent Limitations monitoring requirements have changed for this outfall.**

SWPPP Information

Has the SWPPP been prepared in advance of filing this NOI, as required? Yes

SWPPP Contact Information:

First Name Middle Initial Last Name: John Thompson

Organization:

Professional Title: Airport Director

Phone: 5059662650 **Ext.:**

Email: John.Thompson@belen-nm.gov

SWPPP Availability:

Your current SWPPP or certain information from your SWPPP must be made available through one of the following two options. Select one of the options and provide the required information:

Note: you are not required to post any confidential business information (CBI) or restricted information (as defined in Appendix A (https://www.epa.gov/sites/production/files/2015-10/documents/msgp2015_appendixa.pdf)) (such information may be redacted), but you must clearly identify those portions of the SWPPP that are being withheld from public access.

☑ **Option 1: Maintain a Current Copy of your SWPPP on an Internet Page (Universal Resource Locator or URL).**

SWPPP web address URL: http://www.team-psc.com/wp-content/uploads/2020/02/Belen-Regional-Airport-SWPPP_Final-March2020.pdf

☐ **Option 2: Provide the following information from your SWPPP:**

Endangered Species Protection

Using the instructions in Appendix E (https://www.epa.gov/sites/production/files/2015-10/documents/msgp2015_appendixe-2.pdf) of the MSGP, under which endangered species criterion listed in Part 1.1.4.5 are you eligible for coverage under this permit?

Criterion A - No listed species of critical habitat are in the action area

Provide a brief summary of the basis for the criterion selected in Appendix E (https://www.epa.gov/sites/production/files/2015-10/documents/msgp2015_appendixe-2.pdf):

Communication with New Mexico Department of Game and Fish.

e.g. communication with U.S. Fish and Wildlife Service or National Marine Fisheries Service to determine no species in action area; Implementation of controls approved by EPA and the Services.

Historic Preservation

If your facility is not located on Indian country lands, is your facility located on a property of religious or cultural significance to an Indian tribe? No

Using the instructions in Appendix F (https://www.epa.gov/sites/production/files/2015-10/documents/msgp2015_appendixf.pdf) of the MSGP, under which historic properties preservation criterion listed in Part 1.1.4.6 are you eligible for coverage under this permit?

Criterion A - No subsurface stormwater controls

Certification Information

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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I have no personal knowledge that the information submitted is other than 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. Signing an electronic document on behalf of another person is subject to criminal, civil, administrative, or other lawful action.

Certified By: John C. Thompson

Certifier Title: Airport Director

Certifier Email: john.thompson@belen-nm.gov

Certified On: 03/02/2020 11:34 AM ET

APPENDIX B

2021 Notice of Intent

APPENDIX B

NOI Development Data

Belen Regional Airport EnviroMapper

May 4, 2021

1:144,448

0 1 2 4 mi

0 1.5 3 6 km

Wild and Scenic Rivers

Streams

Sole Source Aquifers

Impaired Waterbodies

Water Bodies

Impaired Streams

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

LOS LUNAS 3 SSW, NEW MEXICO (295150)

Period of Record Monthly Climate Summary

Period of Record : 07/01/1923 to 06/10/2016

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Average Max. Temperature (F)	51.4	57.8	65.5	73.7	82.0	91.2	93.2	90.7	84.5	74.1	61.1	51.2	73.0
Average Min. Temperature (F)	17.8	22.3	28.5	35.7	44.6	53.3	60.5	58.9	50.1	37.6	25.9	18.8	37.8
Average Total Precipitation (in.)	0.36	0.41	0.50	0.46	0.46	0.61	1.25	1.70	1.17	1.04	0.46	0.52	8.93
Average Total SnowFall (in.)	1.2	0.7	0.2	0.2	0.0	0.0	0.0	0.0	0.0	0.2	0.4	1.5	4.3
Average Snow Depth (in.)	0	0	0	0	0	0	0	0	0	0	0	0	0

Percent of possible observations for period of record.
Max. Temp.: 55.5% Min. Temp.: 55.6% Precipitation: 56.8% Snowfall: 54.4% Snow Depth: 52.6%
Check Station Metadata or Metadata graphics for more detail about data completeness.

Western Regional Climate Center, wrcc@dri.edu

Documentation of Permit Eligibility Related to Historic Places

Oral and written communications with the Archeological Records Management Section (ARMS) of the New Mexico Historic Preservation Division requesting a listing of archeological surveys in proximity to the Airport resulted in permission to Gordon Environmental-PSC to access records of specific sites in the vicinity of the Airport. Information regarding the specific location and nature of known historic places has been regarded as sensitive to preserve the integrity of these sites. A review of an area map, as provided by the ARMS database, shows two archaeological sites within one mile of the Regional Airport, located approximately due east of the Airport. Neither site is within an area that could be considered to be affected by storm water runoff from the airport. Due to existing Airport storm water control structures, there is no known discharge point or method of conveyance for stormwater off the site.

United States Department of the Interior

FISH AND WILDLIFE SERVICE
New Mexico Ecological Services Field Office
2105 Osuna Road Ne
Albuquerque, NM 87113-1001
Phone: (505) 346-2525 Fax: (505) 346-2542
http://www.fws.gov/southwest/es/NewMexico/
http://www.fws.gov/southwest/es/ES_Lists_Main2.html

In Reply Refer To: May 04, 2021
Consultation Code: 02ENNM00-2021-SLI-0924
Event Code: 02ENNM00-2021-E-02193
Project Name: Belen Regional Airport 2021 SWPPP Update

Subject: List of threatened and endangered species that may occur in your proposed project location or may be affected by your proposed project

To Whom It May Concern:

Thank you for your recent request for information on federally listed species and important wildlife habitats that may occur in your project area. The U.S. Fish and Wildlife Service (Service) has responsibility for certain species of New Mexico wildlife under the Endangered Species Act (ESA) of 1973 as amended (16 USC 1531 et seq.), the Migratory Bird Treaty Act (MBTA) as amended (16 USC 701-715), and the Bald and Golden Eagle Protection Act (BGEPA) as amended (16 USC 668-668c). We are providing the following guidance to assist you in determining which federally imperiled species may or may not occur within your project area and to recommend some conservation measures that can be included in your project design.

FEDERALLY-LISTED SPECIES AND DESIGNATED CRITICAL HABITAT

Attached is a list of endangered, threatened, and proposed species that may occur in your project area. Your project area may not necessarily include all or any of these species. Under the ESA, it is the responsibility of the Federal action agency or its designated representative to determine if a proposed action "may affect" endangered, threatened, or proposed species, or designated critical habitat, and if so, to consult with the Service further. Similarly, it is the responsibility of the Federal action agency or project proponent, not the Service, to make "no effect" determinations. If you determine that your proposed action will have "no effect" on threatened or endangered species or their respective critical habitat, you do not need to seek concurrence with the Service. Nevertheless, it is a violation of Federal law to harm or harass any federally-listed threatened or endangered fish or wildlife species without the appropriate permit.

If you determine that your proposed action may affect federally-listed species, consultation with the Service will be necessary. Through the consultation process, we will analyze information contained in a biological assessment that you provide. If your proposed action is associated with

Federal funding or permitting, consultation will occur with the Federal agency under section 7(a)(2) of the ESA. Otherwise, an incidental take permit pursuant to section 10(a)(1)(B) of the ESA (also known as a habitat conservation plan) is necessary to harm or harass federally listed threatened or endangered fish or wildlife species. In either case, there is no mechanism for authorizing incidental take "after-the-fact." For more information regarding formal consultation and HCPs, please see the Service's Consultation Handbook and Habitat Conservation Plans at www.fws.gov/endangered/esa-library/index.html#consultations.

The scope of federally listed species compliance not only includes direct effects, but also any interrelated or interdependent project activities (e.g., equipment staging areas, offsite borrow material areas, or utility relocations) and any indirect or cumulative effects that may occur in the action area. The action area includes all areas to be affected, not merely the immediate area involved in the action. Large projects may have effects outside the immediate area to species not listed here that should be addressed. If your action area has suitable habitat for any of the attached species, we recommend that species-specific surveys be conducted during the flowering season for plants and at the appropriate time for wildlife to evaluate any possible project-related impacts.

Candidate Species and Other Sensitive Species

A list of candidate and other sensitive species in your area is also attached. Candidate species and other sensitive species are species that have no legal protection under the ESA, although we recommend that candidate and other sensitive species be included in your surveys and considered for planning purposes. The Service monitors the status of these species. If significant declines occur, these species could potentially be listed. Therefore, actions that may contribute to their decline should be avoided.

Lists of sensitive species including State-listed endangered and threatened species are compiled by New Mexico state agencies. These lists, along with species information, can be found at the following websites:

Biota Information System of New Mexico (BISON-M): www.bison-m.org

New Mexico State Forestry. The New Mexico Endangered Plant Program: www.emnrd.state.nm.us/SFD/ForestMgt/Endangered.html

New Mexico Rare Plant Technical Council, New Mexico Rare Plants: nmrareplants.unm.edu

Natural Heritage New Mexico, online species database: nhnm.unm.edu

WETLANDS AND FLOODPLAINS

Under Executive Orders 11988 and 11990, Federal agencies are required to minimize the destruction, loss, or degradation of wetlands and floodplains, and preserve and enhance their natural and beneficial values. These habitats should be conserved through avoidance, or mitigated to ensure that there would be no net loss of wetlands function and value.

We encourage you to use the National Wetland Inventory (NWI) maps in conjunction with ground-truthing to identify wetlands occurring in your project area. The Service's NWI program website, www.fws.gov/wetlands/Data/Mapper.html integrates digital map data with other resource information. We also recommend you contact the U.S. Army Corps of Engineers for permitting requirements under section 404 of the Clean Water Act if your proposed action could impact floodplains or wetlands.

MIGRATORY BIRDS

The MBTA prohibits the taking of migratory birds, nests, and eggs, except as permitted by the Service's Migratory Bird Office. To minimize the likelihood of adverse impacts to migratory birds, we recommend construction activities occur outside the general bird nesting season from March through August, or that areas proposed for construction during the nesting season be surveyed, and when occupied, avoided until the young have fledged.

We recommend review of Birds of Conservation Concern at website www.fws.gov/migratorybirds/CurrentBirdIssues/Management/BCC.html to fully evaluate the effects to the birds at your site. This list identifies birds that are potentially threatened by disturbance and construction.

BALD AND GOLDEN EAGLES

The bald eagle (*Haliaeetus leucocephalus*) was delisted under the ESA on August 9, 2007. Both the bald eagle and golden eagle (*Aquila chrysaetos*) are still protected under the MBTA and BGEPA. The BGEPA affords both eagles protection in addition to that provided by the MBTA, in particular, by making it unlawful to "disturb" eagles. Under the BGEPA, the Service may issue limited permits to incidentally "take" eagles (e.g., injury, interfering with normal breeding, feeding, or sheltering behavior nest abandonment). For information on bald and golden eagle management guidelines, we recommend you review information provided at www.fws.gov/midwest/eagle/guidelines/bgepa.html.

On our web site www.fws.gov/southwest/es/NewMexico/SBC_intro.cfm, we have included conservation measures that can minimize impacts to federally listed and other sensitive species. These include measures for communication towers, power line safety for raptors, road and highway improvements, spring developments and livestock watering facilities, wastewater facilities, and trenching operations.

We also suggest you contact the New Mexico Department of Game and Fish, and the New Mexico Energy, Minerals, and Natural Resources Department, Forestry Division for information regarding State fish, wildlife, and plants.

Thank you for your concern for endangered and threatened species and New Mexico's wildlife habitats. We appreciate your efforts to identify and avoid impacts to listed and sensitive species in your project area. For further consultation on your proposed activity, please call 505-346-2525 or email nmesfo@fws.gov and reference your Service Consultation Tracking Number.

Attachment(s):

- Official Species List
- Migratory Birds

Official Species List

This list is provided pursuant to Section 7 of the Endangered Species Act, and fulfills the requirement for Federal agencies to "request of the Secretary of the Interior information whether any species which is listed or proposed to be listed may be present in the area of a proposed action".

This species list is provided by:

New Mexico Ecological Services Field Office
2105 Osuna Road Ne
Albuquerque, NM 87113-1001
(505) 346-2525

Project Summary

Consultation Code: 02ENNM00-2021-SLI-0924
Event Code: 02ENNM00-2021-E-02193
Project Name: Belen Regional Airport 2021 SWPPP Update
Project Type: TRANSPORTATION
Project Description: For the purpose of updating the Belen Regional Airport's Stormwater Pollution Prevention Plan to be consistent with the 2021 NPDES MSGP.
Project Location:

Approximate location of the project can be viewed in Google Maps: https://www.google.com/maps/@34.644753449999996,-106.83506722293217,14z

Counties: Valencia County, New Mexico

Endangered Species Act Species

There is a total of 6 threatened, endangered, or candidate species on this species list.

Species on this list should be considered in an effects analysis for your project and could include species that exist in another geographic area. For example, certain fish may appear on the species list because a project could affect downstream species.

IPaC does not display listed species or critical habitats under the sole jurisdiction of NOAA Fisheries[1], as USFWS does not have the authority to speak on behalf of NOAA and the Department of Commerce.

See the "Critical habitats" section below for those critical habitats that lie wholly or partially within your project area under this office's jurisdiction. Please contact the designated FWS office if you have questions.

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1. NOAA Fisheries, also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

Mammals

NAME	STATUS
New Mexico Meadow Jumping Mouse *Zapus hudsonius luteus* There is **final** critical habitat for this species. The location of the critical habitat is not available. Species profile: https://ecos.fws.gov/ecp/species/7965	Endangered

Birds

NAME	STATUS
Mexican Spotted Owl *Strix occidentalis lucida* There is **final** critical habitat for this species. The location of the critical habitat is not available. Species profile: https://ecos.fws.gov/ecp/species/8196	Threatened
Southwestern Willow Flycatcher *Empidonax traillii extimus* There is **final** critical habitat for this species. The location of the critical habitat is not available. Species profile: https://ecos.fws.gov/ecp/species/6749	Endangered
Yellow-billed Cuckoo *Coccyzus americanus* Population: Western U.S. DPS There is **final** critical habitat for this species. The location of the critical habitat is not available. Species profile: https://ecos.fws.gov/ecp/species/3911	Threatened

Fishes

NAME	STATUS
Rio Grande Silvery Minnow *Hybognathus amarus* Population: Wherever found, except where listed as an experimental population There is **final** critical habitat for this species. The location of the critical habitat is not available. Species profile: https://ecos.fws.gov/ecp/species/1391	Endangered

Flowering Plants

NAME	STATUS
Pecos (=puzzle, =paradox) Sunflower *Helianthus paradoxus* There is **final** critical habitat for this species. The location of the critical habitat is not available. Species profile: https://ecos.fws.gov/ecp/species/7211	Threatened

Critical habitats

THERE ARE NO CRITICAL HABITATS WITHIN YOUR PROJECT AREA UNDER THIS OFFICE'S JURISDICTION.

Migratory Birds

Certain birds are protected under the Migratory Bird Treaty Act[1] and the Bald and Golden Eagle Protection Act[2].

Any person or organization who plans or conducts activities that may result in impacts to migratory birds, eagles, and their habitats should follow appropriate regulations and consider implementing appropriate conservation measures, as described below.

---

1. The Migratory Birds Treaty Act of 1918.
2. The Bald and Golden Eagle Protection Act of 1940.
3. 50 C.F.R. Sec. 10.12 and 16 U.S.C. Sec. 668(a)

The birds listed below are birds of particular concern either because they occur on the USFWS Birds of Conservation Concern (BCC) list or warrant special attention in your project location. To learn more about the levels of concern for birds on your list and how this list is generated, see the FAQ below. This is not a list of every bird you may find in this location, nor a guarantee that every bird on this list will be found in your project area. To see exact locations of where birders and the general public have sighted birds in and around your project area, visit the E-bird data mapping tool (Tip: enter your location, desired date range and a species on your list). For projects that occur off the Atlantic Coast, additional maps and models detailing the relative occurrence and abundance of bird species on your list are available. Links to additional information about Atlantic Coast birds, and other important information about your migratory bird list, including how to properly interpret and use your migratory bird report, can be found below.

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, click on the PROBABILITY OF PRESENCE SUMMARY at the top of your list to see when these birds are most likely to be present and breeding in your project area.

NAME	BREEDING SEASON
Bald Eagle *Haliaeetus leucocephalus* This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities. https://ecos.fws.gov/ecp/species/1626	Breeds Dec 1 to Aug 31
Brewer's Sparrow *Spizella breweri* This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA https://ecos.fws.gov/ecp/species/9291	Breeds May 15 to Aug 10

NAME	BREEDING SEASON
Burrowing Owl *Athene cunicularia* This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA https://ecos.fws.gov/ecp/species/9737	Breeds Mar 15 to Aug 31
Lesser Yellowlegs *Tringa flavipes* This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. https://ecos.fws.gov/ecp/species/9679	Breeds elsewhere
Rufous Hummingbird *selasphorus rufus* This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. https://ecos.fws.gov/ecp/species/8002	Breeds elsewhere
Willet *Tringa semipalmata* This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.	Breeds elsewhere
Willow Flycatcher *Empidonax traillii* This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA https://ecos.fws.gov/ecp/species/3482	Breeds May 20 to Aug 31

Probability Of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read and understand the FAQ "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

Probability of Presence (■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.

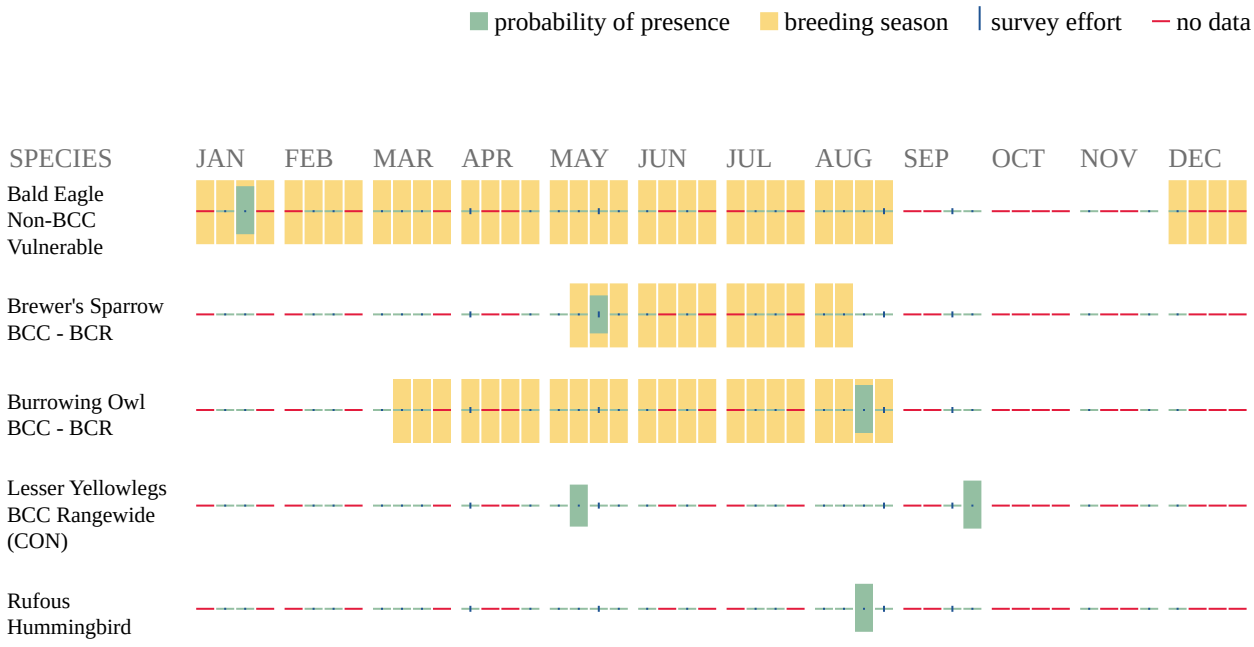
2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is 0.25/0.25 = 1; at week 20 it is 0.05/0.25 = 0.2.
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

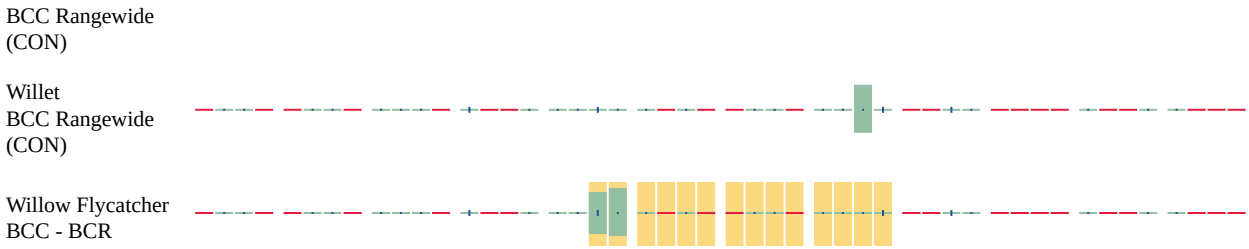
Breeding Season (■)
Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

Survey Effort (|)
Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

No Data (–)
A week is marked as having no data if there were no survey events for that week.

Survey Timeframe
Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.





Additional information can be found using the following links:

- Birds of Conservation Concern http://www.fws.gov/birds/management/managed-species/birds-of-conservation-concern.php
- Measures for avoiding and minimizing impacts to birds http://www.fws.gov/birds/management/project-assessment-tools-and-guidance/conservation-measures.php
- Nationwide conservation measures for birds http://www.fws.gov/migratorybirds/pdf/management/nationwidestandardconservationmeasures.pdf

Migratory Birds FAQ

Tell me more about conservation measures I can implement to avoid or minimize impacts to migratory birds.

Nationwide Conservation Measures describes measures that can help avoid and minimize impacts to all birds at any location year round. Implementation of these measures is particularly important when birds are most likely to occur in the project area. When birds may be breeding in the area, identifying the locations of any active nests and avoiding their destruction is a very helpful impact minimization measure. To see when birds are most likely to occur and be breeding in your project area, view the Probability of Presence Summary. Additional measures or permits may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

What does IPaC use to generate the migratory birds potentially occurring in my specified location?

The Migratory Bird Resource List is comprised of USFWS Birds of Conservation Concern (BCC) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the Avian Knowledge Network (AKN). The AKN data is based on a growing collection of survey, banding, and citizen science datasets and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle (Eagle Act requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the AKN Phenology Tool.

What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?
The probability of presence graphs associated with your migratory bird list are based on data provided by the Avian Knowledge Network (AKN). This data is derived from a growing collection of survey, banding, and citizen science datasets .

Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go the Probability of Presence Summary and then click on the "Tell me about these graphs" link.

How do I know if a bird is breeding, wintering, migrating or present year-round in my project area?
To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating or year-round), you may refer to the following resources: The Cornell Lab of Ornithology All About Birds Bird Guide, or (if you are unsuccessful in locating the bird of interest there), the Cornell Lab of Ornithology Neotropical Birds guide. If a bird on your migratory bird species list has a breeding season associated with it, if that bird does occur in your project area, there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

What are the levels of concern for migratory birds?
Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are Birds of Conservation Concern (BCC) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the Eagle Act requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).

Although it is important to try to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially eagles and BCC species of rangewide concern. For more information on conservation measures you can implement to help avoid and minimize migratory bird impacts and requirements for eagles, please see the FAQs for these topics.

Details about birds that are potentially affected by offshore projects
For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the Northeast Ocean Data Portal. The Portal also offers data and information about other taxa besides

birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf project webpage.

Bird tracking data can also provide additional details about occurrence and habitat use throughout the year, including migration. Models relying on survey data may not include this information. For additional information on marine bird tracking data, see the Diving Bird Study and the nanotag studies or contact Caleb Spiegel or Pam Loring.

What if I have eagles on my list?
If your project has the potential to disturb or kill eagles, you may need to obtain a permit to avoid violating the Eagle Act should such impacts occur.

Proper Interpretation and Use of Your Migratory Bird Report
The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated, and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability of presence" of birds within the 10 km grid cell(s) that overlap your project; not your exact project footprint. On the graphs provided, please also look carefully at the survey effort (indicated by the black vertical bar) and for the existence of the "no data" indicator (a red horizontal bar). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list helps you know what to look for to confirm presence, and helps guide you in knowing when to implement conservation measures to avoid or minimize potential impacts from your project activities, should presence be confirmed. To learn more about conservation measures, visit the FAQ "Tell me about conservation measures I can implement to avoid or minimize impacts to migratory birds" at the bottom of your migratory bird trust resources page.

GOVERNOR
Michelle Lujan Grisham

DIRECTOR AND SECRETARY
TO THE COMMISSION
Michael B. Sloane

STATE OF NEW MEXICO
DEPARTMENT OF GAME & FISH

One Wildlife Way, Santa Fe, NM 87507

Post Office Box 25112, Santa Fe, NM 87504

Tel: (505) 476-8000 | Fax: (505) 476-8131

For information call: (888) 248-6866

www.wildlife.state.nm.us

04 May 2021

Mr. Tyler Zack
Civil EIT
Gordon Environmental | PSC
333 Rio Rancho Blvd NE, Suite 400
Rio Rancho, NW 87124

RE: Belen Regional Airport 2021 Stormwater Pollution Prevention Plan Update; NMDGF No. NMERT-1207

Dear Mr. Zack:

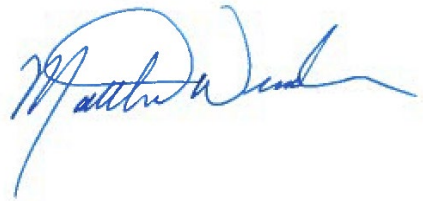
In response to your email dated 04 May 2021 regarding the above referenced project, the Department of Game and Fish (Department) does not anticipate significant impacts to wildlife or sensitive habitats.

Included below are sources of additional information:

1. For Biota Information System of New Mexico (BISON-M) species accounts, searches, and county lists go to bison-m.org.
2. For the Department's Habitat Handbook Project guidelines go to http://www.wildlife.state.nm.us/conservation/habitat-information/habitat-handbook/.
3. For custom, site-specific database searches on plants and wildlife go to nhnm.unm.edu.
4. For state-listed plants go to nmrareplants.unm.edu/index.html.
5. For the most current listing of federally listed species **always** check the U.S. Fish and Wildlife Service's Information, Planning, and Conservation website at http://ecos.fws.gov/ipac/.

Thank you for the opportunity to review and comment on the proposed project. If you have any questions, please contact Meaghan Conway, Aquatic and Riparian Habitat Specialist, at 505-476-8160 or Meaghan.Conway@state.nm.us.

Sincerely,



Matthew Wunder Ph.D.
Chief, Ecological and Environmental Planning Division

APPENDIX B

EPA Correspondence

APPENDIX C

Additional MSGP Documentation

Appendix C - Table of Contents

1. These **Attachments** may be updated throughout the MSGP term and must be maintained with this Plan.
2. Follow the instructions in **Attachments 1** through **12** to keep Plan records complete and up-to-date.
3. Make additional copies of these **Attachments** as necessary.
4. Include supplemental/supporting documentation with each **Attachment**, as required.

ATTACHMENT 1

Inspection Schedule Checklist

ATTACHMENT 2

Pollution Prevention Team Roster

Attachment 2: Pollution Prevention Team Roster

Instructions (MSGP Parts 6.2.1):

1. Maintain and update (as necessary) this list of Pollution Prevention Team members, their titles, phone numbers, and responsibilities.
2. Conduct Team meetings at least **annually**.

Name:	Title:
Cell Phone:	Office Phone:
Responsibilities:	

Name:	Title:
Cell Phone:	Office Phone:
Responsibilities:	

Name:	Title:
Cell Phone:	Office Phone:
Responsibilities:	

Name:	Title:
Cell Phone:	Office Phone:
Responsibilities:	

Name:	Title:
Cell Phone:	Office Phone:
Responsibilities:	

ATTACHMENT 3

Active/Inactive Status Change

Attachment 3: Active/Inactive Status Change

Instructions (MSGP Parts 3.1.5, 3.2.4.4, 4.2.1.3, 4.2.2.5, and 6.2.5.2):

1. If the Airport changes it status from active to inactive and unstaffed (or from inactive/unstaffed to active), complete this form and include documentation to support this claim.
2. An inactive/unstaffed site is exempt from monthly facility inspections and quarterly visual assessment monitoring (**MSGP 3.1.5 and 3.2.4**), but is required to conduct quarterly facility inspections including stabilization and structural erosion control measures, Indicator Monitoring (**MSGP 8.S.7**), and an Annual Report.
3. Maintain this form and any correspondence from EPA regarding this claim with this **Attachment**.

Date of Change in Status:_____

New Facility Status: ☐ **Inactive and Unstaffed** ☐ **Active**

Reason for change in status:_____

_____

_____

_____

_____

_____

_____

Anticipated Date to Reopen:_____

CERTIFICATION STATEMENT

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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Print name and title: _____

Signature:_____**Date:**_____

ATTACHMENT 4

Significant Spills, Leaks or Other Releases

Attachment 4: Significant Spills, Leaks or Other Releases

Instructions (MSGP Parts 2.1.2.4, 6.2.2.3, 6.2.3.3, and 6.4):

1. Include the descriptions and dates of any incidences of significant spills, leaks, or other releases that resulted in discharges of pollutants to waters of the U.S., through stormwater or otherwise; the circumstances leading to the release and actions taken in response to the release; and measures taken to prevent the recurrence of such releases (see **MSGP Part 2.1.2.4**).
2. Provide information, as shown below, for each incident, and attach additional documentation (e.g., photos, spill cleanup records) as necessary.

Date of incident:_____

Location of incident:

_____

_____

_____

_____

_____

Description of incident including what was spilled or released:

_____

_____

_____

_____

_____

Circumstances leading to release:

_____

_____

_____

_____

_____

Actions taken in response to release:

_____

_____

_____

_____

_____

Measures taken to prevent recurrence:

_____

_____

_____

_____

_____

ATTACHMENT 5

Maintenance Log

Attachment 5: Maintenance Log

Instructions (MSGP Parts 2.1.2.3 and 6.4.1.3) :

1. Include documentation of maintenance and repairs of control measures, including:
   - the control measure/equipment maintained
   - date(s) of regular maintenance
   - date(s) of discovery of areas in need of repair/replacement, and for repairs
   - the justification for any extended maintenance/repair schedules (see **MSGP Part 2.1.2.3**).

2. Provide information, as shown below, to document maintenance activities for each control measure and industrial equipment **(attach additional sheets as necessary)**.

Control Measure Maintenance Records

Control Measure:_____
Regular Maintenance Activities:_____
Regular Maintenance Schedule:_____

Date of Action: _____
Reason for Action: ☐ **Regular Maintenance** ☐ **Discovery of Problem**
If Problem,
- **Description of Action Required:**_____

_____
_____
_____
_____
_____
_____

- **Date Control Measure Returned to Full Function:**_____
- **Justification for Extended Schedule, if applicable:**_____

_____
_____
_____

Notes:_____
_____
_____
_____
_____

ATTACHMENT 6

Employee Training

Attachment 6: Employee Training

Instructions (MSGP Parts 2.1.2.8 and 6.2):

1. Keep records of employee training; including the date of the training (see **MSGP Part 2.1.2.8**).
2. For in-person training, use the tables below to document employee training. For computer-based or other types of training, keep similar records on who was trained and the type of training conducted **(attach additional sheets as necessary)**.

Training Date:	
Training Description:	
Trainer:	
Employee(s) trained	**Employee signature**

Training Date:	
Training Description:	
Trainer:	
Employee(s) trained	**Employee signature**

ATTACHMENT 6A

Employee Training Curriculum Outline

Attachment 6A: Employee Training Curriculum Outline

Instructions:

1. Use the table below to document employee training program topics, and training materials used.
2. List personnel in attendance.

Training Topics	**Schedule for Training** (List dates)	**Provide brief description of training program & materials** (e.g., film, newsletter, course)	**Personnel in Attendance**
Goals and Components of SWPPP			
Spill Prevention and Response Procedures			
Good Housekeeping			
Material Management Practices			
Other (list)			

ATTACHMENT 7

Evaluation of Non-Stormwater Discharges

Attachment 7: Evaluation of Non-Stormwater Discharges

Instructions (MSG Parts 1.1.3.1, 2.1.2.9, 4.1.8, and 6.2.3.4):

1. Use this form to document evaluation of non-stormwater discharges.
2. This evaluation can be referred to when completing the **Annual Report** form (**Attachment 12**).

Date of Evaluation:
Evaluation completed by:
Description of the evaluation criteria used:
List of outfalls or onsite drainage points that were directly observed during the evaluation:
The types of non-stormwater discharge(s) and source locations
Actions taken, such as a list of control measures used to eliminate unauthorized discharge(s), if any were identified:

ATTACHMENT 8

Quarterly Inspection Report

Attachment 8: Facility Inspection Report

Instructions (MSGP Part 3.1):

1. Maintain copies of all **Facility Inspection Reports** completed for this facility. These Reports can be referenced to complete the **Annual Report (Attachment 12**)
2. The **Facility Inspection Report** (located on the following page) is consistent with the requirements of **MSGP Parts 3.1**and **8.S** relating to facility inspections.
3. Carry a copy of **Figure 2** during inspections.
4. The **Facility Inspection Report** must be completed monthly, ideally during a discharge event. This inspection should note any modifications or changes to the physical structures and/or operational practices at the facility. These changes should be reflected on **Figure 2** and incorporated into this Plan.
5. A review of the facility's records and recordkeeping procedures should be conducted to ensure that changes which occur between inspections, which may materially affect this Plan, are reported to the Pollution Prevention Team such that the Team is able to initiate the appropriate modifications to this Plan in a timely manner.
6. A thorough review of this Plan should be conducted to ensure that it adequately reflects current operations and practices at the facility. If it has been determined that some BMP's are ineffective, additional BMP's should be developed and implemented to control contaminated stormwater discharges.
7. **Facility Inspection Reports** shall be maintained in this Plan and do *not* need to be submitted to the EPA, unless so directed.
8. **Part A** – General information
9. **Part B** – Weather information
10. **Part C** – Structural Control Measures:
    - The structural stormwater control measures identified in this Plan are numbered on **Figure 2** and listed on the Report form (**add as many control measures as are implemented on-site**)
    - This list will ensure that all required control measures are being inspected.
    - Describe corrective actions initiated, date corrective action was completed, and note the person that completed the corrective action.
11. **Part D** – Areas of Industrial Materials or Activities Exposed to Stormwater

Facility Inspection Report

PART A – GENERAL INFORMATION			
Facility Name	Belen Regional Airport		
NPDES Tracking No.			
Date of Inspection		**Start/End Time**	
Inspector's Name(s)			
Inspector's Title(s)			
Inspector's Contact Information			
Inspector's Qualifications			

PART B – WEATHER INFORMATION

Weather at time of this inspection?
❑ Clear ❑Cloudy ❑ Rain ❑ Sleet ❑ Fog ❑ Snow ❑ High Winds
❑ Other:_____Temperature:_____.

Have any previously unidentified discharges of pollutants occurred since the last inspection? ❑Yes ❑No
If yes, describe:_____.
_____.

Are there any discharges occurring at the time of inspection? ❑Yes ❑No
If yes, describe:_____.
_____.
_____.

PART C – STRUCTURAL CONTROL MEASURES

Loc. No	Structural Control Measure	Control Measure is Operating Effectively?	If No, In Need of Maintenance, Repair, or Replacement?	Corrective Action Needed and Notes (identify needed maintenance and repairs, or any failed control measures that need replacement)
30	Outfall Monitoring Location	❑Yes ❑No	❑ Maintenance ❑ Repair ❑ Replacement	

PART D – AREAS OF INDUSTRIAL MATERIALS OR ACTIVITIES EXPOSED TO STORMWATER

Loc. No.	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
1	Private Aircraft Storage/Maintenance	❑Yes ❑No ❑ N/A	❑Yes ❑No	
2	Shiloh Aviation	❑Yes ❑No ❑ N/A	❑Yes ❑No	
3	Personal Fueling Station	❑Yes ❑No ❑ N/A	❑Yes ❑No	
4	Private Aircraft Storage/Maintenance	❑Yes ❑No ❑ N/A	❑Yes ❑No	

Loc. No.	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
5	NMAircraft Propeller, Alexander Aero	❑Yes ❑No ❑ N/A	❑Yes ❑No	
6	Pump House	❑Yes ❑No ❑ N/A	❑Yes ❑No	
7	Vault	❑Yes ❑No ❑ N/A	❑Yes ❑No	
8	Steel 5400-gallon Fuel Storage Tank (empty)	❑Yes ❑No ❑ N/A	❑Yes ❑No	
9	NM Aircraft Propeller	❑Yes ❑No ❑ N/A	❑Yes ❑No	
10	Airport Manager's Office/ Pilots Lounge	❑Yes ❑No ❑ N/A	❑Yes ❑No	
11	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
12	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
13	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
14	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
15	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
16	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
17	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
18	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
19	Septic Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
20	Waste Oil Storage Tank	❑Yes ❑No ❑ N/A	❑Yes ❑No	
21	City of Belen Storage/Maintenance	❑Yes ❑No ❑ N/A	❑Yes ❑No	

Loc. No.	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
22	Aviation Specialties Office	❑Yes ❑No ❑ N/A	❑Yes ❑No	
23	New Mexico Skydive	❑Yes ❑No ❑ N/A	❑Yes ❑No	
24	Aircraft Parking	❑Yes ❑No ❑ N/A	❑Yes ❑No	
25	Geomni	❑Yes ❑No ❑ N/A	❑Yes ❑No	
26	Airport Authority Garage	❑Yes ❑No ❑ N/A	❑Yes ❑No	
28	Aircraft Rescur and Firefighting Garage	❑Yes ❑No ❑ N/A	❑Yes ❑No	
29	Fire Station	❑Yes ❑No ❑ N/A	❑Yes ❑No	

NON-COMPLIANCE

Describe any incidents of non-compliance observed and not described above:

ADDITIONAL CONTROL MEASURES

Describe any additional control measures needed to comply with the permit requirements:

NOTES

Use this space for any additional notes or observations from the inspection:

CERTIFICATION STATEMENT

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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Print name and title: _____

Signature:_____**Date:**_____

ATTACHMENT 9

Quarterly Visual Assessment Report

Attachment 9: Quarterly Visual Assessment Report

Instructions (MSGP Part 3.2):

1. Quarterly visual assessment monitoring should be conducted during an offsite stormwater/snowmelt discharge event at the outfalls denoted on **Figure 2**.
2. Carry a copy of **Figure 2** during assessment monitoring.
3. Results of monitoring shall be documented on the **Quarterly Visual Assessment Report** (located on the following page).
4. The Belen Regional Airport is located in an arid region making it likely there will not be a stormwater discharge every quarter to collect a sample. If this occurs it must be noted in **Attachment 10**, **Deviations from Assessments or Monitoring Schedule**. If it is possible your samples for the quarterly visual assessments may be distributed during seasons when precipitation runoff occurs. **(MSGP 3.2.2)**

Procedures for Collecting Grab Samples

Basic safety procedures should be taken into account when performing visual monitoring. Common sense should dictate whether sampling is conducted during adverse weather conditions. No sampling personnel should place themselves in danger during high winds, lightning storms, or flooding conditions which might be considered unsafe. Under extreme conditions, a less hazardous storm event should be sampled.

Grab samples must be collected from the discharge resulting from a storm event that results in a discharge and that occurs at least 72-hours from the last measurable storm event. The required 72-hour event interval is waived if the last measurable storm event did not produce a measurable discharge. The grab sample must be taken during the first 30 minutes. If a sample cannot be taken during the first 30 minutes, a grab sample may be taken during the first hour of discharge. A description of why a sample was not taken in the first 30 minutes must be documented in **Attachment 10**, **Deviations from Assessment or Monitoring Schedule.**

1. Grab samples may be collected by lowering a clean, clear container into the water or by transferring water from a bucket into the clear container.
2. Visual monitoring of the grab sample shall document observations of color, odor, clarity, floating solids, settled solids, suspended solids, foam, oil sheen, and other obvious indicators of stormwater pollution. Where practicable, the same person should carry out the collection and examination of discharges for the entire permit term.
3. **Quarterly Visual Assessment Reports** shall be maintained in this Plan, and do *not* need to be submitted to the EPA, unless so directed. The Reports shall include the examination date and time; examination personnel; the nature of the discharge (runoff or snow melt); visual quality of the discharge; and probable sources of any observed stormwater contamination.

Quarterly Visual Assessment Report

(Complete a separate Report for each outfall assessed/monitored)

Name of Facility: Belen Regional Airport NPDES Tracking No.

Outfall Location No.:_____ "Substantially Identical Outfall"? ☐ No ☐ Yes (identify substantially identical outfalls): _____

Person(s)/Title(s) collecting sample: _____

Person(s)/Title(s) examining sample:_____

Date & Time Discharge Began: _____ Date & Time Sample Collected: _____ Date & Time Sample Examined:_____

Substitute Sample? ☐ No ☐ Yes (identify quarter/year when sample was originally scheduled to be collected):

Nature of Discharge: ☐ Rainfall ☐ Snowmelt

If rainfall: Rainfall Amount:_____in Previous Storm Ended > 72 hours Before Start of This Storm? ☐ Yes ☐ No* (explain):_____

Parameter

Color ☐ None ☐ Other (describe):

Odor ☐ None ☐ Musty ☐ Sewage ☐ Sulfur ☐ Sour ☐ Petroleum/Gas _____ ☐ Solvents ☐ Other (describe):_____

Clarity ☐ Clear ☐ Slightly Cloudy ☐ Cloudy ☐ Opaque ☐ Other _____

Floating Solids ☐ No ☐ Yes (describe):_____

Settled Solids** ☐ No ☐ Yes (describe):_____

Suspended Solids ☐ No ☐ Yes (describe):_____

Foam (gently shake sample) ☐ No ☐ Yes (describe):_____

Oil Sheen ☐ None ☐ Flecks ☐ Globs ☐ Sheen ☐ Slick ☐ Other (describe):_____

Other Obvious Indicators of Stormwater Pollution ☐ No ☐ Yes (describe):_____

Source of Contamination: _____

** Observe for settled solids after allowing the sample to sit for approximately 30 minutes.

Detail any concerns, additional comments, descriptions of pictures taken, and any corrective actions taken below (attach additional sheets as necessary).

Certification by Facility Responsible Official (Refer to MSGP Subpart 11 Appendix B for Signatory Requirements)

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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

A. Name: _____ B. Title: _____

C. Signature: _____ D. Date Signed:_____

ATTACHEMENT 10

Deviations from Assessment or Monitoring Schedule

Attachment 10: Deviations from Assessment or Monitoring Schedule

Instructions (MSGP Parts 3.2.2.2, 3.2.3.7, 4.1.5, and 6.5.6):

Include:

1. A description of any deviations from the schedule in **Appendix C, Attachment 1** for visual assessments and/or monitoring.
2. The reason(s) for the deviations (e.g., adverse weather or it was impracticable to collect samples within the first 30 minutes of a measurable storm event) (see **MSGP Parts 3.2.2.2, 3.2.3.7**, **4.1.5** and **6.5.6**).
3. **Attach additional sheets as necessary**

Date:_____

☐ **Visual assessments** ☐ **Monitoring**

Describe deviation from schedule:

Reason for deviation:_____

Date:

☐ **Visual assessments** ☐ **Monitoring**

Describe deviation from schedule:_____

Reason for deviation:_____

Date:_____

☐ **Visual assessments** ☐ **Monitoring**

Describe deviation from schedule:_____

Reason for deviation:_____

Date:_____

☐ **Visual assessments** ☐ **Monitoring**

Describe deviation from schedule:_____

Reason for deviation:_____

ATTACHMENT 11

Indicator Monitoring Report

Attachment 11: Indicator Monitoring and Reporting

Instructions (MSGP Part 4.2.1 and 7.3):

1. Indicator monitoring should be conducted during a stormwater/snowmelt offsite discharge event at the outfalls denoted on **Figure 2**.
2. Carry a copy of **Figure 2** during assessment monitoring.
3. Results of monitoring shall be documented on the **Discharge Report** (located on the following page).
4. The Anthony County Collection Center is located in a semi-arid region making it likely there will not be a stormwater discharge every quarter to collect a sample. If this occurs it must be noted in **Attachment 10**, **Deviations from Assessments or Monitoring Schedule**.

Procedures for Collecting Grab Samples

Basic safety procedures should be taken into account when performing Indicator monitoring. Common sense should dictate whether sampling is conducted during adverse weather conditions. No sampling personnel should place themselves in danger during high winds, lightning storms, or flooding conditions which might be considered unsafe. Under extreme conditions, a less hazardous storm event should be sampled.

Grab samples must be collected from the discharge resulting from a storm event that results in a discharge and that occurs at least 72-hours from the last measurable storm event. The required 72-hour event interval is waived if the last measurable storm event did not produce a measurable discharge.

1. Grab samples may be collected by lowering a clean, clear container into the water or by transferring water from a bucket into the clear container.
2. Previous arrangements should be made with a lab of choice regarding bottles set stored onsite. Generally these sets contain several bottles stored within an ice chest. The lab will provide instructions on labeling, shipping and chain of custody.
3. **Indicator Monitoring Reports** shall be maintained in this Plan, and must be submitted to the EPA. The Reports must be submitted to the EPA within 30 days of receipt of analytical data, if no off site discharge occurs during a quarter a monitoring report must still be submitted. Checking the "Reporting no discharge for all outfalls for this monitoring period", and appropriate boxes satisfies the MSGP Reporting requirements. Submission may be made using either the e–NOI system at https://cdx.epa.gov/, or the hard copy attached.

Appendix M - Discharge Monitoring Report (DMR) Form

Part 7.2 requires you to use the electronic DMR system to prepare and submit your Discharge Monitoring Report (DMR) form. However, if you are given approval by the EPA Regional Office to use a paper DMR form, and you elect to use it, you must complete and submit the following form.

NPDES FORM 6100-29	EPA	UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, DC 20460 MSGP INDUSTRIAL DISCHARGE MONITORING REPORT (DMR) FORM	OMB No. 2040-0300 OMB Approval Pending

A. Approval to Use Paper NOI Form

1. Have you been granted a waiver from electronic reporting from the EPA Regional Office*? ☐ YES ☐ NO

If yes, check which waiver you have been granted, the name of the EPA Regional Office staff person who granted the waiver, and the date of approval:

Waiver granted: ☐ The owner/operator's headquarters is physically located in a geographic area (i.e., ZIP code or census tract) that is identified as under-served for broadband Internet access in the most recent report from the Federal Communications Commission.

☐ The owner/operator has issues regarding available computer access or computer capability

Name of EPA staff person that granted the waiver: _____

Date approval obtained: __ / __ / ____

*** Note: Note: You are required to obtain approval from the applicable EPA Regional Office prior to using this paper DMR form. If you have not obtained a waiver, you must file this form electronically using the NetDMR at http://www.epa.gov/netdmr/**

B. Permit Information

1. NPDES ID: _____

2. Reason(s) for Submission (Check all that apply):

☐ Submitting monitoring data (Fill in all Sections).

☐ Reporting no discharge for all discharge points for this monitoring period (Fill in Sections A, B, C, D, E.1, and G).

☐ Reporting that your site status has changed to inactive and unstaffed and there are no industrial materials or activities exposed to stormwater (Fill in Sections A, B, C, D, and F.4 (include date of status change in comment field).

☐ Reporting that your site status has changed to active and/or there are industrial materials or activities exposed to stormwater (Fill in all Sections and include date of status change in comment field in Section F.4).

C. Facility Operator Information

1. Operator Information:

Operator Name: _____

Mailing Address:

Street: _____

City: _____ State: __ ZIP Code: _____ - ____

Phone: ___ - ___ - ____ Ext. ____

E-mail: _____

2. DMR Preparer (Complete if DMR was prepared by someone otherthan the certifier):

First Name, Middle Initial, Last Name _____ _____

Organization: _____

Phone: ___ - ___ - ____ Ext. ____

E-mail: _____

D. Facility Information

1. Facility Name:

2, Facility Address:

Street/Location:

City: State: ZIP Code: -

County or Similar Government Subdivision:

E. Discharge Information

1. Identify monitoring period:

☐ Check here if proposing alternative monitoring periods due to irregular stormwater runoff. Identify alternative monitoring schedule and indicate for which alternative monitoring period you are reporting monitoring data:

☐ Quarter 1 (January 1 – March 31) ☐ Quarter 1: From / To /

☐ Quarter 2 (April 1 – June 30) ☐ Quarter 2: From / To /

☐ Quarter 3 (July 1 – September 30) ☐ Quarter 3: From / To /

☐ Quarter 4 (October 1 – December 31) ☐ Quarter 4: From / To /

2. Are you required to monitor for cadmium, chromium, lead, nickel, silver, or zinc in freshwater? ☐ YES (Skip to 3) ☐ NO (Skip to 4)

3. What is the hardness level of the receiving water? (mg/L)

4. Does your facility discharge into any saltwater receiving waters? ☐YES ☐NO

EPA

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, DC 20460
MSGP INDUSTRIAL DISCHARGE MONITORING REPORT (DMR) FORM

OMB No. 2040-0300

F. Monitoring Information **Note: Make additional copies of this form as necessary.**

1. Nature of Discharge: ☐ Rainfall (Complete line items 2.a., 2.b., & 2.c.) ☐ Snowmelt

2.a. Duration of the rainfall event (hours): ☐☐ 2.b. Rainfall amount (inches): ☐☐.☐ 2.c. Time since previous measurable storm event (days): ☐☐☐

3.a. Discharge Point ID (list the same 3-digit discharge points identified on the NOI form	3.b. Check if Any Discharge Points are Substantially Identical to Other Discharge Points Listed	3.c. Check if No Discharge	3.d. Monitoring Type IM, BM, ELG, S/T, I, O*	3.e. Parameter	3.f. Quantity or Concentration	3.g. Units	3.h. Results Description	3.i. Collection Date	3.j. Exceedance solely attributable to natural background pollutant levels per Part 5.2.6.1	3.k. Exceedance due to run-on per Part 5.2.6.2	3.l Exceedance due to an abnormal event per 5.2.6.3	3.m Exceedance but discharge does not result in any exceedance of water quality standards per Part 5.2.6.5	3.n Aluminum Exceedance demonstrated to not result in an exceedance of your facility-specific criteria per Part 5.2.6.4.a	3.o Copper Exceedance demonstrated to not result in an exceedance of your facility-specific criteria per Part 5.2.6.4.b
	☐ Substantially identical to discharge point: ____	☐									☐	☐	☐	☐
	☐ Substantially identical to discharge point: ____	☐									☐	☐	☐	☐
	☐ Substantially identical to discharge point: ____	☐									☐	☐	☐	☐
	☐ Substantially identical to discharge point: ____	☐									☐	☐	☐	☐

* IM - Indicator monitoring; BM - Benchmark monitoring; (ELG) - Annual effluent limitations guidelines monitoring; (S/T) - State- or tribal-specific monitoring; (I) - Impaired waters monitoring; (O) - Other monitoring as required by EPA

4. Comment and/or Explanation of Any Violations (Reference all attachments here)

G. 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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

First Name, Middle, Last Name

Title:

Signature: Date: / /

E-mail:

Instructions for Completing EPA Form 6100-29

Discharge Monitoring Report (DMR) for Stormwater Discharges Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

OMB No. 2040-0300

Who Must Submit A Discharge Monitoring Report to EPA?

Facilities covered under EPA's NPDES Stormwater Multi-Sector General Permit (MSGP or permit) that are required to monitor pursuant to Parts 4.2 and 8 of the permit must submit Discharge Monitoring Reports (DMRs) consistent with the reporting requirements specified in Part 7.1 of the permit.

Completing the Form

Obtain and read a copy of the 2021 MSGP, viewable at https://www.epa.gov/npdes/stormwater-discharges-industrial-activities To complete this form, type or print, using uppercase letters, in the appropriate areas only. Please place each character between the marks. Abbreviate if necessary to stay within the number of characters allowed for each item. Use only one space for breaks between words, but not for punctuation marks unless they are needed to clarify your response. Please submit original document with signature in ink - do not send a photocopied signature. **Photocopy your DMR form for your records before you send the completed original form to the appropriate address.**

Section A. Approval to Use Paper DMR Form

You must indicate whether you have been granted a waiver from electronic reporting from the EPA Regional Office. Note that you are not authorized to use this paper DMR form unless the EPA Regional Office has approved its use. Where you have obtained approval to use this form, indicate the waiver that you have been granted, the name of the EPA staff person who granted the waiver, and the date that approval was provided. See https://www.epa.gov/npdes/contact-us-stormwater for a list of EPA Regional Office contacts.

Section B. Permit Information

Provide the NPDES ID (i.e., NOI tracking number) assigned to the facility for which this DMR is being submitted.

Indicate your reason(s) for submitting this DMR by checking all boxes that apply. The reasons for submission are defined as follows:

- *Submitting monitoring data*: For each storm sampled, submit one DMR form with data for all discharge points sampled. Select this reason even if you only have monitoring data for some of your discharge points (i.e., some discharge points did not discharge). If you select this reason you are required to complete all Sections of the form.
- *Reporting no discharge for all discharge points for this monitoring period*: Indicates that there were no discharges from all discharge points during this monitoring period. If you select this reason you are only required to complete Sections A, B, C, D, E.1, and G.
- *Reporting that your site status has changed to inactive and unstaffed* and there are no industrial materials or activities exposed to stormwater: Indicates that your facility is currently inactive and unstaffed and there are no industrial materials or activities exposed to stormwater (See Part 4.2.1.3 of the permit for more information). If you select this reason you are only required to complete Sections A, B, C, D, and F.4 (include date of status change in comment field).
- *Reporting that your site status has changed from inactive to active* and/or there are industrial materials or activities exposed to stormwater: Indicates that your facility is currently active (See Part 4.2.1.3 of the permit for more information). If you select this reason you are required to complete all Sections of the form and include date of status change in the comment field in Section F.4.

Section C. Facility Operator Information.

Provide the legal name of the person, firm, public organization, or any other entity that operates the facility for which this DMR is being submitted. An operator of a facility is the legal entity that controls the operation of the facility. Refer to Appendix A of the permit for the definition of "operator". Provide the operator's mailing address, phone number, and e-mail. The operator information in this Section should match the operator information provided on your NOI form.

Provide the name, organization, phone number, an e-mail address for the person who prepared this DMR form.

Section D. Facility Information

Enter the official or legal name and complete street address, including city, state, ZIP code, and county or similar government subdivision of the facility. If the facility lacks a street address, indicate the general location of the facility (e.g., Intersection of State Highways 61 and 34). Complete facility information must be provided for permit coverage to be granted. The facility information in this Section should match the facility information provided on your NOI form.

Section E. Discharge Information.

Indicate the appropriate monitoring period (Quarter 1, 2, 3, or 4) covered by the DMR. "Alternative" monitoring periods can apply to facilities located in arid and semi-arid climates, or in areas subject to snow or prolonged freezing. To use alternative monitoring periods, you must provide a revised monitoring schedule here. If using alternative monitoring periods, identify the first day of the monitoring period through the last day of the monitoring period for each of the four periods. The dates should be displayed as month (Mo) / day (Day). See Parts 4.1.6 and 4.1.7 of the permit for more information.

If you are submitting benchmark monitoring data, identify if your facility is required to collect benchmark samples for one or more hardness-dependent metals (i.e., cadmium, lead, nickel, silver, and zinc). If you select "yes" to this question provide the hardness level of the receiving water (in mg/L)). If you select "no" to this question, you must identify if your facility discharges into any saltwater receiving waters.

Instructions for Completing EPA Form 6100-29

Discharge Monitoring Report (DMR) for Stormwater Discharges Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

OMB No. 2040-0300

Section F. Monitoring Information

For the reported monitoring event indicate whether the discharge was from a rainfall or snowmelt event. If you select "rainfall" then indicate the duration (in hours) of the rainfall event, rainfall total (in inches) for that rainfall event, and time (in days) since the previous measurable storm event in line items 2.a-c. For both rainfall and snowmelt monitoring, you must identify the date of collection for the monitoring event in column 3.i. of the table. If the discharge occurs during a period of both rainfall and snowmelt, check both the rainfall and snowmelt boxes and report the appropriate rainfall information in item 2.a-c. To report multiple monitoring events in the same reporting period, copy this form and enter each monitoring event separately with data for all discharge points sampled.

Identify all the discharge points from your facility that discharge stormwater. Each discharge point must be assigned a unique 3-digit number (e.g., 001, 002, 003), and should match the discharge points identified on your NOI form.

If any discharge points are substantially identical, check the box in 3.b and identify the discharge point that the discharge point in 3.a is substantially identical to. In 3.d – k, you only need to provide benchmark monitoring data for one of the discharge points if it is substantially identical.

For any discharge point for which there was no discharge during the monitoring period, check the box in 3.c.

In 3.d, identify the type of monitoring using the specified codes, in parentheses, below:

- (IM) – Indicator monitoring
- (BM) – Benchmark monitoring
- (ELG) – Annual effluent limitations guidelines monitoring;
- (S/T) – State- or Tribal-specific monitoring;
- (I) – Impaired waters monitoring; or
- (O) – Other monitoring as required by EPA.

In 3.e, enter each "parameter" (or "pollutant") monitored. For BM and ELG monitoring, use the same parameter name as in Part 8 of the permit.

In 3.f., enter a sample measurement value for each parameter analyzed and required to be reported. Enter "ND" (i.e., not detected) for any sample results below the method detection limit or "BQL" (i.e., below quantitation limit) for sample results above the detection limit but below the quantitation limit.

In 3.g., enter the units for sample measurement values (i.e., "mg/L" for milligrams per liter) for each parameter analyzed and required to be reported. For monitoring results reported as ND or BQL this space will be left blank and the units will be reported in Column 3.f.

3.h. must be completed for any monitoring results reported as ND or BQL in the "Quality or Concentration" column. For ND, report the laboratory detection level and units in this column. For BQL, report the laboratory quantitation limit and units in this column.

In 3.i. identify the sampling date for each parameter monitoring result reported on this form.

3.j. *Exceedance solely attributable to natural background pollutant levels:* Check box if following the first 4 quarters of benchmark monitoring (or sooner if the exceedance is triggered by less than 4 quarters of data) you have determined that the exceedance of the benchmark is attributable solely to the presence of that pollutant in the natural background for that discharge point and any substantially identical discharge points, or for impaired waters monitoring, the presence of the pollutant is caused solely by natural background, provided that all of the conditions in Part 5.2.6.1 are met.

3.k *Exceedance due to run-on:* Check box if you can demonstrate and obtain EPA agreement that run-on from a neighboring source (e.g., a source external to your facility) is the cause of the exceedance, provided that the conditions in Part 5.2.6.2 are met.

3.l. *Exceedance due to an abnormal event:* Check box if one single sampling event is abnormal and you have immediately documented per Part 5.3 that the single event was abnormal and met all other conditions in Part *5.2.6.3.*

3.m. *Exceedance but discharge does not result in any exceedance of water quality standards per Part 5.2.6.5: Check box if you can* demonstrate through an analysis that an exceedance triggering AIM requirements does not result in any exceedance of applicable water quality standards, *provided that all the conditions in Part 5.2.6.5 are met.*

3.n *Aluminum exceedance demonstrated to not result in an exceedance of your facility-specific criteria per Part 5.2.6.4.a:* Check box if you can demonstrate through an analysis that an aluminum exceedance does not result in an exceedance of your facility-specific criteria using the national recommended water quality criteria in-lieu of the applicable MSGP benchmark threshold.

3.o *Copper exceedance demonstrated to not result in an exceedance of your facility-specific criteria per Part 5.2.6.4.b:* Check box if you can demonstrate through an analysis that a copper exceedance does not result in an exceedance of your facility-specific criteria using the national recommended water quality criteria in-lieu of the applicable MSGP benchmark threshold.

Where violations of the permit requirements are reported, include a brief explanation to describe the cause and corrective actions taken, and reference each violation by date. Also, this section should include any additional comments such as are required when changing site status from inactive and unstaffed to active or vice versa. Attach additional pages if you need more space.

Attach additional copies of Section F as necessary to address all discharge points and parameters.

Section G. Certification Information

DMRs must be signed by a person described below, or by a duly authorized representative of that person.

For a corporation: By a responsible corporate officer. For the purpose of this Section, a responsible corporate officer means:

(i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated

ATTACHMENT 12

Annual Report

Attachment 12: Annual Report

Instructions (MSGP Part 7.4):

1. Refer to the current years **Facility Inspection Reports** and **Quarterly Visual Assessment Reports** and to complete this Report.
2. This report should note any modifications or changes to the physical structures and/or operational practices at the facility. These changes should be reflected on **Figure 2** and incorporated into this Plan.
3. Maintain copies of all completed **Annual Reports** with this Plan. Copies of this Report form can be obtained at:

   https://cdx.epa.gov/

   For corrective actions, complete **Part D** (**Corrective Actions**) of the **Annual Report** form.
4. The EPA strongly recommends that the **Annual Report** be submitted using EPAs electronic NPDES eReporting tool (NeT). To access NeT, follow the link below and follow the directions.

   https://cdx.epa.gov/

   The **Annual Report** must be submitted to the EPA either electronically or postmarked by January 30th.
5. If you have received a waiver from electronic reporting mail the form on the following pages to:

   U.S. Environmental Protection Agency
   Office of Water, Water Permits Division
   Mail Code 4203M, ATTN: MSGP Reports
   EPA SW MSGP
   1200 Pennsylvania Ave, NW
   Washington, D.C. 20460

Appendix I - Annual Report Form

Part 7.2 requires you to use the NPDES eReporting Tool, or "NeT", to prepare and submit your Annual Report. However, if you are given a waiver by the EPA Regional Office to use a paper annual report form, and you elect to use it, you must complete and submit the following form.

NPDES FORM 6100-28	EPA	UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, DC 20460 ANNUAL REPORT FOR STORMWATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITY UNDER THE NPDES MULTI-SECTOR GENERAL PERMIT	OMB No. 2040-0300 OMB Approval Pending

A. Approval to Use Paper Annual Report Form

1. Have you been granted a waiver from electronic reporting from the EPA Regional Office*? ☐ YES ☐ NO

If yes, check which waiver you have been granted, the name of the EPA Regional Office staff person who granted the waiver, and the date of approval:

Waiver granted: ☐ The owner/operator's headquarters is physically located in a geographic area (i.e., ZIP code or census tract) that is identified as under-served for broadband Internet access in the most recent report from the Federal Communications Commission.

☐ The owner/operator has issues regarding available computer access or computer capability

Name of EPA staff person that granted the waiver: _____

Date approval obtained: __ / __ / ____

*** Note: You are required to obtain approval from the applicable EPA Regional Office prior to using this paper annual report form. If you have not obtained a waiver, you must file this form electronically using the NPDES eReporting Tool (NeT) at https://www.epa.gov/npdes/stormwater-discharges-industrial-activities**

B. Permit Information

1. NPDES ID: _____

C. Facility Information

1. Facility Name: _____

2. Facility Phone: ___ - ___ - ____ Ext. ____

3. Facility Mailing Address:

Street: _____

City: _____ State: __ ZIP Code: ____ - ____

County or Similar Government Subdivision: _____

4. Point of Contact:

First Name, Middle Initial, Last Name _____ _____

D. General Findings

1. Provide a summary of your past year's routine facility inspection documentation, including dates (see Part 3.1.6 of the permit). In addition, if you are an operator of an airport facility (Sector S) that is subject to the airport effluent limitations guidelines, and are complying with the MSGP Part 8.S.8.1 effluent limitation through the use of non-urea-containing deicers, provide a statement certifying that you do not use pavement deicers containing urea (e.g., "Urea was not used at [name of airport] for pavement deicing in the past year and will also not be used in 2021." (Note: Operators of airport facilities that are complying with Part 8.S.8.1 by meeting the numeric effluent limitation for ammonia do not need to include this statement.)

2. Provide a summary of your past year's quarterly visual assessment documentation, including dates (see Part 3.2.3 of the permit).

3. Provide a summary of your past year's corrective action and/or advanced implementation measures (AIM) documentation (See Part 5.1.3 of the permit). (Note: If corrective action is not yet completed at the time of submission of this annual report, you must describe the status of any outstanding corrective action(s).) Note that you must modify your SWPPP based on the corrective actions and deadlines required under Part 5. Also describe any incidents of noncompliance in the past year or currently ongoing, or if none, provide a statement that you are in compliance with the permit.

E. Certification Information

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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

First Name, Middle, Last Name

Title:

Signature:

Date: / /

E-mail:

Instructions for Completing EPA Form 6100-28
Annual Report for Stormwater Discharges
Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

This Form Replaces Form 6100-28 (06/15) OMB No. 2040-0300

Who Must File an Annual Report

Operators must submit an Annual Report to EPA electronically, per Part 7.4, by January 30th for each year of permit coverage containing information generated from the past calendar year.

Completing the Form

To complete this form, type or print, using uppercase letters, in the appropriate areas only. Please place each character between the marks. Abbreviate if necessary to stay within the number of characters allowed for each item. Use only one space for breaks between words, but not for punctuation marks unless they are needed to clarify your response. Please submit original document with signature in ink - do not send a photocopied signature.

Section A. Approval to Use Paper Annual Report Form

You must indicate whether you have been granted a waiver from electronic reporting from the EPA Regional Office. Note that you are not authorized to use this paper form unless the EPA Regional Office has approved its use. Where you have obtained approval to use this form, indicate the waiver that you have been granted, the name of the EPA staff person who granted the waiver, and the date that approval was provided. See https://www.epa.gov/npdes/contact-us-stormwater for a list of EPA Regional Office contacts.

Section B. Permit Information

Provide the NPDES ID (i.e., NOI tracking number) assigned to your facility.

Section C. Facility Information

Enter the official or legal name, phone number, and complete street address, including city, state, ZIP code, and county or similar government subdivision, for the facility that is covered by the NPDES ID identified in Section B. If the facility lacks a street address, indicate the general location of the facility (e.g., Intersection of State Highways 61 and 34). Also provide a point of contact name for the facility.

Section D. General Findings

To complete this section you must provide the following information in your annual report:

1. A summary of your past year's routine facility inspection documentation, including inspection dates, required by Part 3.1.6 of the permit.
2. A summary of your past year's quarterly visual assessment documentation, including visual assessment dates, required by Part 3.2.3 of the permit.
3. Information copied or summarized from the corrective action and/or advanced implementation measures (AIM) documentation required per Part 5.1.3 (if applicable). If corrective action and/or advanced implementation measures are not yet completed at the time of submission of this Annual Report, you must describe the status of any outstanding corrective action(s)/advanced implementation measures. You must also describe any incidents of noncompliance in the past year or currently ongoing, or if none, provide a statement that you are in compliance with the permit.

Section E. Certification Information

The Annual Report must be signed by a person described below, or by a duly authorized representative of that person.

For a corporation: By a responsible corporate officer. For the purpose of this Section, a responsible corporate officer means:

(i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

For a partnership or sole proprietorship: By a general partner or the proprietor, respectively; or

For a municipality, state, federal, or other public agency: By either a principal executive officer or ranking elected official. For purposes of this Part, a principal executive officer of a federal agency includes (i) the chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator of EPA). Include the name and title of the person signing the form and the date of signing.

A person is a duly authorized representative only if:

1. The authorization is made in writing by a person described above;
2. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company, (A duly authorized representative may thus be either a named individual or any individual occupying a named position.) and
3. The written authorization is submitted to the Director.

An unsigned or undated Annual Report form will be considered incomplete.

Paperwork Reduction Act Notice

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2040-0300). Responses to this collection of information are mandatory (40 CFR 122.26). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 1 hour per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Instructions for Completing EPA Form 6100-28
Annual Report for Stormwater Discharges
Associated with Industrial Activity Under the NPDES Multi-Sector General Permit

This Form Replaces Form 6100-28 (06/15) OMB No. 2040-0300

Submitting Your Form	**For Overnight/Express Mail Delivery:**
If you have been granted a waiver from your Regional Office to submit a paper Annual Report form, you must send your Annual Report form by mail to one of the following addresses: **For Regular U.S. Mail Delivery:** Stormwater Notice Processing Center Mail Code 4203M, ATTN: 2020 MSGP Reports U.S. EPA 1200 Pennsylvania Avenue, NW Washington, DC 20460	Stormwater Notice Processing Center William Jefferson Clinton East Building - Room 7420 ATTN: 2020 MSGP Reports U.S. EPA 1201 Constitution Avenue, NW Washington, DC 20004 Visit this website for instructions on how to submit electronically: https://www.epa.gov/npdes/stormwater-discharges-industrial-activities

APPENDIX D

40 CFR REGULATIONS

40 CFR Part 110

https://files.myprimitive.cloud/uploads/abb456191cbce1a59a0e7f81081afad8dce0e13d.pdf

40CFR Part 117

https://files.myprimitive.cloud/uploads/48fe1854348d087606aee441d86fbba94096c297.pdf

40 CFR Part 302

https://files.myprimitive.cloud/uploads/fca94cdf7359ce60f91a83437c161a82741dbb41.pdf

APPENDIX E

Additional Documentation