

CITY OF MARTINSVILLE

**STORMWATER and  
EROSION CONTROL  
DESIGN MANUAL**

JUNE 2004

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## **1.0 Introduction**

The City of Martinsville Office of the City Engineer (OCE) is required by the City of Martinsville Stormwater Management and Erosion Control Ordinance (MSWMECO) to provide the Stormwater and Erosion Control Design Manual (SWECDM) guidelines for the engineering and design of stormwater systems and erosion control practices in the City of Martinsville. This manual applies to all areas within the corporate limits of the City of Martinsville.

Fees for SWMPA permits, engineering review, inspections together with penalties for violation of the MSWMECO are given in Appendix I of said ordinance which also provides for a fee to cover the printing cost of this manual.

Definitions used in this manual are given in the MSWMECO.

## **2.0 Required Submittals**

All development projects submitted to the OCE shall include the following:

### **2.1 Plans**

A complete set of plans on 24 by 36 inch sheets signed and stamped by a registered professional. The plan sheets shall be provided at a scale of 10, 20, 30, 40, or 50 feet to 1-inch only and include at a minimum:

- 2.1.1 A title sheet with the project name and address, a county location map and a vicinity map clearly indicating the project location, the name, address and phone number of the developer/ owner and design engineering firm, and phone number of the OCE;
- 2.1.2 A plan sheet with the existing topography at no greater than a 2 foot contour interval, 1 foot being preferred; and providing a USGS/NAVD 29 reference datum benchmark. Single family structures may be exempted from this requirement by the OCE;
- 2.1.3 A plan sheet or sheets with the proposed development layout and grading. The topography should be at no greater than a 2-foot contour interval, 1 foot being preferred. All grade breaks should be defined and labeled with spot elevations. The grading plan shall also include the 100-year base flood elevation (BFE) as required in Section 4.5 with notation as to the source of the BFE (e.g. The Flood Insurance Rate Study, Plate 2c, 2001). All appropriate floodplains shall also be

delineated and the source noted (e.g. FIRM Map 123456, dated May 3, 2001);

- 2.1.4 A plan and profile of the proposed storm sewer system for all projects. Easement lines and right-of-way limits shall be included and clearly labeled on the plan view;
- 2.1.5 A separate erosion and sediment control plan showing the location of all erosion control practices and including details of the installation methods shall be provided;
- 2.1.6 A detail sheet with installation and dimensional details for all proposed storm conveyances. Please refer to the appendix for standard details of conveyances accepted by the OCE;
- 2.1.7 A certified survey showing residential density, roadway and drainage easements, and right-of-way.
- 2.1.8 All the information required by Improvement Location Permit section of the City of Martinsville Zoning Ordinance.

## 2.2 Report

A drainage report than includes:

- 2.2.1 A drainage narrative. This narrative shall include a description of: the existing and proposed runoff patterns; the downstream receiving facilities; summary of all calculations; all assumptions used in the calculations;
- 2.2.2 Basin maps. Basin maps shall be submitted for the pre- and post-developed project and correspond to the calculations/computer models. These basin maps shall include all off-site basins, detention design basins, and pipe inlet / catch basin areas. Basin areas should be clearly labeled on the maps with respect to the basin labels used in the computer modeling; Further, the post-development basins shall show no runoff from parking lots, access drives or buildings directed onto public right-of-way;
- 2.2.3 Computer model input and output reports. The computer reports shall include all input parameters (time-of-concentration, basin areas, curve numbers, rainfall depths, rainfall distributions, etc.) and copies of the corresponding calculations. A node diagram shall be provided that summarizes the computer model routing. Summary reports showing all the inputs. Detailed hydrographs are optional and may be requested as required by the OCE;

- 2.2.4 A title sheet. The drainage report shall be signed, dated and stamped by a registered professional.
- 2.2.5 A written narrative is required with the submittal stating that the drainage plans are in compliance with the provisions of the MSWMECO and this SWECDM.

### **3.0 Hydrology – Runoff Estimation**

The most critical parameter in stormwater engineering is estimating the amount and rate runoff will occur for rainfall events. This estimation first provides the basis for determining if detention is required and then the quantity of storage necessary. Two methods shall be considered acceptable by the OCE; the rational method, for development areas with a total watershed less than or equal to 5 acres, and hydrograph generating / routing techniques for developments with a total watershed greater than 5 acres. The same methodology must be used to determine the pre- and post-developed runoff rates.

#### **3.1 Rational Method**

The rational method is based on the equation,

$$Q = C i A$$

Where Q = is the peak runoff rate, cubic feet per second (cfs)

C = the runoff coefficient (Appendix I, Table 1.1.1)

i = the rainfall intensity (in/hr)

A = area of the drainage basin in acres.

The rainfall intensity is chosen corresponding to the time-of-concentration. The time-of-concentration shall be calculated as described in 3.2 below.

The following steps summarize the procedure:

- Determine the watershed area;
- Estimate from Appendix I, Table 1.1.1 the runoff coefficient C or the composite area runoff coefficient;
- Calculate the time-of-concentration (per Section 3.2);
- Determine the rainfall intensity (per Section 3.4.1).

### 3.2 Time-of-Concentration (Tc)

The time-of-concentration shall be determined using the Time of Concentration or Travel Time Worksheet in Technical Release 55 (TR-55). This method addresses the time-of-concentration in three parts, sheet flow, shallow concentrated flow and channel flow. Appendix I contains a copy of the worksheet (Worksheet 1.2.1), a table of Manning's roughness coefficients for sheet flow (Table 1.2.2), and the graph for determining the average velocity for shallow concentrated flow (Figure 1.2.3). A minimum time-of-concentration of 5 minutes shall be used for all calculations. In addition, only a 5 minute time-of-concentration may be assumed for calculations. All other times-of-concentration must be supported with calculations.

### 3.3 Curve Number

The curve number shall be calculated using the TR-55 methodology. The composite curve number shall be calculated and documented using Worksheet 1.3.1 and Tables 1.3.2 and, 1.3.3 (from TR-55) as appropriate for the project site. The Worksheet and Tables are provided in Appendix I.

### 3.4 Rainfall

#### 3.4.1 Intensities – Rational Method

The rainfall intensities for use in the rational method can be determined using the following equation:

$$i = a / (t + b)^N \text{ where:}$$

i = intensity, in / hr

t = time (min)

a, b, and N are values from Table 1.4.1.1

These variables were determined from the Indianapolis Intensity-Duration-Frequency (IDF) curves. Table 1.4.1.2 provides intensities for specific durations and return periods.

#### 3.4.2 Rainfall Depths – Hydrograph Methods

Rainfall depths for various storm durations and return periods are given in Table 1.4.2.1.

### 3.4.3 Rainfall Distribution – Hydrograph Methods

All hydrographs shall be generated using the appropriate Huff, 50% rainfall distribution. The Huff Distributions were derived from historical rainfall data in the Midwest. The first quartile is applicable to storm durations up to 6 hours, the second quartile applicable for storm duration of 6 up to 12 hours, third quartile for durations between 12 and 24 hours and the fourth quartile for storm durations of 24 hrs and greater.

A table of the Huff quartile ordinates is given in Appendix I (Table 1.4.3.1).

### 3.5 Downstream Analysis

Downstream analysis may be used, upon approval of the OCE, to demonstrate that a proposed development's runoff will not increase the peak runoff in the receiving watercourse if no detention is provided. The proposed development area must be 1% or less of the watershed area at the discharge location.

Downstream analysis shall be performed by creating an existing conditions hydrograph for the watershed without the development area and an existing hydrograph for the proposed development. These two hydrographs are to be added together to determine the peak existing conditions flow. A third hydrograph of the proposed development conditions shall then be generated and added to the existing upstream watershed hydrograph to determine the developed peak flow. If there is no increase, then detention may be waived.

Downstream analysis may be performed for open channel areas only. Areas with significant pipe systems upstream or downstream of the subject site may not use downstream analysis. In addition the OCE reserves the right to require detention in lieu of downstream analysis as appropriate.

Downstream analysis submissions shall include basin maps, curve number documentation, Tc documentation, and all hydrograph inputs and outputs, etc.

## 4.0 Hydraulics

### 4.1 Detention Design

All detention ponds shall meet the minimum requirements of detaining the post-developed 100-year storm and releasing the runoff at the pre-developed 10-year peak storm release rate. Likewise, the post-developed 10-year peak storm shall be detained and released at the pre-developed 2-year peak storm release rate.

#### 4.1.1 Rational Method

The rational method may be used for detention design on developments less than or equal to 5 acres contributing area. The allowable release rate shall be calculated using a runoff coefficient of 0.10.

#### 4.1.2 Hydrograph Methods

Detention ponds collecting watersheds greater than 5 acres and facilities not designed using the rational method shall be designed by hydrograph routing techniques. The 0.5, 1, 2, 3, 6, 12, and 24-hour duration storms shall be routed to determine the peak release rates, maximum pond elevation and required peak volumes. The peak elevation shall be shown on the grading plan.

#### 4.1.3 In-Line Detention

In-line detention should be avoided to the extent practicable. However, when in-line detention is proposed, the pond shall be designed using the characteristics of the site only as required in Section 4.1.2. A weir or other discharge structure shall be installed at the peak elevation as determined in Section 4.1.2 to accommodate the off-site or flow-through runoff.

### 4.2 Pipe Design

The minimum pipe diameter shall be 12 inches and the minimum full flow velocity shall be 2.0 fps for all pipes. Orifice plates shall be used when smaller openings are required to restrict flow. All pipes must have a minimum of 1.5 feet of cover and trash racks shall be provided for pipe inlets and outlets as well to prevent entry by wildlife or children.

Pipes must be designed to accommodate the 10-yr flow with the Hydraulic Grade Line (HGL) below the crown of the pipe. An overflow route to the detention facility shall be provided for flows greater than the 10-yr storm. If an overflow route is unavailable, then the pipes should be designed to

accommodate the 100-yr flow with the HGL below the top of casting elevations or within an easement.

Pipes may be designed using the Manning's equation. When the total design flow reaches 90% of the Manning's pipe capacity, hydraulic gradeline calculations shall be submitted to document the 10-year flow is below the crown of the pipe.

#### 4.2.1 Manning's Equation

Manning's equation should be used for the design of all stormwater pipes. Manning's equation is given as the following:

$$Q = (1.49 / n)(A)(R^{2/3})(S^{1/2})$$

Where Q = is the peak runoff rate, cubic feet per second (cfs)

n = the Manning's "n" value for pipes (Table 1.5.1.1)

A = the area of the pipe (ft<sup>2</sup>)

P<sub>w</sub> = the wetted perimeter of the pipe

R = the hydraulic radius of the pipe (A / P<sub>w</sub>)

A storm sewer tabulation table and headloss computation table (Tables 1.5.1.2 and 1.5.1.3) are provided in Appendix I.

#### 4.2.2 Tailwater

The Manning's equation addresses only the flow conditions of the pipes and assumes a free outfall. When proposed pipe outfalls are submerged or may be subject to submergence, the starting depth of water (tailwater) shall be included in the analysis and sizing of the pipes. Pipes subject to submergence shall use, as a minimum, a starting tailwater condition equivalent to the 10-year elevation of the receiving facility. All tailwater analysis methods must be approved by the OCE.

### 4.3 Inlet Capacity and Gutter Spread

#### 4.3.1 Inlet Capacity

Inlets shall be designed to properly convey the 10-yr storm event. Grate castings shall provide a sufficient grate opening to collect the 10-yr storm event with a maximum depth above the casting of 9-inches and shall not affect the surrounding structures. Emergency overflow routing should be provided for storm events greater than the 10-yr storm.

### 4.3.2 Gutter Spread

Inlets within all roadway gutterlines shall be spaced to provide a minimum open lane width of 12-feet. Inlets within multi-lane roadways (3 or more lanes) shall keep a minimum of one (1) 12-foot wide lane open in each direction. The gutter spread should be determined using the 10-yr storm event. The gutter spread shall be computed using the following equation:

$$Q = (0.56 / n)(S_x^{1.67})(S_L^{0.5})(T^{2.67})$$

Where Q = is the peak flow through the gutter on each side of the inlet

n = the Manning's roughness coefficient (Appendix I, Table 1.5.2.2)

$S_x$  = the cross slope of the pavement from the crown to the gutter (ft/ft)

$S_L$  = the longitudinal grade/slope of the street (ft/ft)

T = the width of water extending into the roadway from the vertical gutter face (ft)

Once the peak gutter flow is determined, the maximum drainage area can be calculated using the rational method and the basin characteristics. For a basin consisting only of the roadway itself, the maximum area can be calculated by using a fixed width of the roadway from the crown to the curb and determining the total length required to achieve the maximum flow.

## 4.4 Open Channel/ Ditch / Swale Design

### 4.4.1 Capacity

Open channels (swales and ditches) shall be designed using the Manning's equation as outlined above in Section 4.2.1 and using Appendix I, Table 1.5.3.1. The channels should be designed to convey the 10-yr storm event within the banks. The 100-yr storm event should remain within the easement of the ditch. The side slopes on all drainage ditches shall be no steeper than 2 (horizontal) to 1 (vertical). The minimum slope for all grass-lined swales shall be 1.0%. Slopes less than 1.0% will be accepted with appropriate invert treatment. Invert treatment may consist of concrete paved channel, or a sub-surface underdrain. In no case shall a slope less than 0.30% be accepted for swales.

#### 4.4.2 Lining

All channels shall be lined with material capable of withstanding the shear stress from the proposed design velocity. Channels that convey runoff with velocity greater than 5 fps will be required to have invert treatment. A table of channel linings and maximum velocities is provided in Appendix I (Table 1.5.3.2).

#### 4.5 Flood Modeling

On lands that adjoin a ditch, stream, or river that has a watershed of 25-acres or greater, upstream from the subject parcel, the base flood elevation (BFE) shall be provided for the entire stream reach through the affected property. If available the BFE shall be determined from a Flood Insurance Rate Study (FIS) or DNR approved study. If no published BFE is available for the watershed the submitting engineer must determine the BFE. The US Army Corps of Engineers HEC-2 or HEC-RAS programs shall be acceptable methods. Any other methods must be approved by the OCE.

### 5.0 Detention Design Requirements

#### 5.1 Bypass Flow

Detention facilities bypassing off-site flow shall provide adequate capacity for the design flow. The proposed bypass shall provide erosion protection, such as riprap over the entire bank for pond overflow weirs designed to bypass off-site runoff.

#### 5.2 Emergency Spillway

An emergency spillway and/or emergency overflow route will be required on all detention facilities. The emergency spillway shall be designed to accommodate the 100-year peak storm inflow to the structure with 1 foot of freeboard above the maximum anticipated flow through the spillway. Where off-site flow is bypassed over the same structure, the spillway shall accommodate both the peak combined on-site 100-year flow and the off-site 100-year flow and maintain the 1 foot of freeboard above the maximum anticipated flow through the spillway.

#### 5.3 Dry Pond Requirements

Dry detention ponds shall have:

- A minimum 1% bottom slope within the pond must be maintained to the outlet, or;

- Acceptable invert treatment (paved invert, underdrains, etc.) must be installed when a minimum 1% slope is unable to be maintained;
- In no case shall the bottom slope of the dry detention be less than 0.3%;
- A bank slope of 3:1 or shallower for grass side slopes;

#### 5.4 Wet Pond Requirements

Wet ponds shall include:

- A minimum depth of 10 feet from the normal pool elevation to the bottom of the pond;
- A maximum vegetative bank slope of 3:1 above the normal pool level and continuing at the same slope for 15 feet into the pond from normal pools waters edge to create a safety ledge;
- A maximum slope beyond the 15 foot safety ledge is 1 ½:1 (See Appendix III).

#### 5.5 Dams and Embankment Requirements

Dams and Embankments shall be constructed in accordance with the DNR Manual on Dams:

- Demonstrate suitable foundation materials and or contain a suitable cutoff to prevent excessive seepage;
- Be designed with an appropriate core fill and an antiseep collar;
- Have a suitable top width and finished side slopes;
- Have a minimum acceptable freeboard and appropriately sized emergency spillway.

#### 5.6 Parking Lot Detention Requirements

Parking Lot Detention Facilities:

- May not accept runoff from off-site drainage basins;
- May not pond to a depth greater than 9-inches;
- Have an appropriate emergency overflow route;

#### 5.7 Underground Detention Requirements

#### Underground Detention Facilities:

- May not accept runoff from off-site drainage basins;
- Must include emergency overflow facilities including a flow path.

Appropriate details of each pond design must be included on the plans. The appropriate normal pool elevation, 2-yr, 10-yr, and 100-yr water surface elevations must also be indicated on the grading plan.

### **6.0 Emergency Access and Drainage Easements**

Emergency access easements (easement) shall be provided for all stormwater conveyances and facilities to be maintained by City of Martinsville. In addition, easements shall be provided for all conveyances, including ponds, carrying runoff from off-site drainage basins and for any pond serving greater than 5 acres. Regulated Drains (proposed and existing) may have additional easement requirements to ensure the provisions of this Manual and the MSWMECO are met. The OCE shall be contacted to determine any special requirements prior to design. All stormwater conveyances must be centered within the required drainage easement. Easements for all drainage conveyances, retention/detention facilities, floodways and floodway fringes, and BMP's must be exclusively Drainage Easements and can not be shared with utilities or used as vehicular access easements.

Stormwater BMP's used for the water quality requirements must maintain easements as well. Stormwater ponds shall maintain the same easement as required for a detention facility. Off-line manufactured BMP's structures should maintain an easement that includes the connecting manholes and the weir structure. All easements should be clearly included on the plans. Water quality easements should be included in the O&M manual as outlined in Section 9.3. On a case-by-case basis the OCE may determine additional easement requirements. The OCE may require such additional easement requirements as are necessary to ensure the provisions of this Manual and the MSWMECO are met. The following table summarizes the easement widths required

**Table 6.0**

<b>Stormwater Facility Description</b>	<b>Minimum Easement (ft)</b>
Detention Pond/Facility (Serving > 5.0 ac) (including all stormwater pond BMP's)	20 horizontally from the 100-year elevation of the pond – Detention facilities shall not be constructed within the public right-of-way.
Storm Sewer Pipe and structures (< 3 feet diameter)	20 (10' from center of pipe/structure)
Storm Sewer Pipe and structures (> or = 3 feet diameter)	25 (12.5' from center of pipe/structure)
Drainage Ditch	30
Drainage Swale	20
Structural and Manufactured BMP's	20 from the outside of BMP – Manufactured BMP units must maintain 20 feet from the center of the unit or 10 feet from the outside of the unit (whichever is greater) and include the connecting manholes when in an off-line configuration

## **7.0 Materials**

### **7.1 Storm Sewer Pipe Materials**

Storm sewers shall be defined as a network of pipe conduits and concrete manholes and/or inlet structures, which collect and convey stormwater (surface or subsurface water) from one facility to another facility.

Subsurface drainage tiles, underdrains, roof downspouts and drains, building drains, and foundation drains are not considered as part of the requirements for storm sewers.

The following is a table that outlines pipe materials and the appropriate type of facility that each material may be used. Public facilities are classified as any stormwater facility located outside the public right-of-way but which will be maintained by the City of Martinsville or any state, town or city departments. Right-of-way (R.O.W.) facilities are within the public right of way for streets and roads and Private facilities include all privately owned and maintained stormwater facilities outside of the public right-of-way or drainage easements.

**Table 7.1**

<b>MATERIALS</b>	<b>R.O.W. FACILITIES</b>	<b>PUBLIC FACILITIES</b>	<b>PRIVATE FACILITIES</b>
Reinforced Concrete Pipe (RCP) – All pipe sizes (ASTM C 76)	YES	YES	YES
Elliptical RCP – All pipe sizes (ASTM C 507)	YES	YES	YES
Pre-cast RCP Box Culverts Sections– All sizes (ASTM C 789)	YES	YES	YES
Fully Bituminous Coated Corrugated Metal Pipe (CMP) – All sizes	YES	YES	YES
Arch Galvanized CMP – All pipe sizes	NO	YES	YES
Galvanized CMP – All pipe sizes (ASTM A 444, A 760)	NO	YES	YES
High Density Polyethylene Pipe (HDPE) 12” to 24”	NO	YES	YES
High Density Polyethylene Pipe (HDPE) 27” to 48”	NO	PER OCE APPROVAL	YES
Polyvinyl Chloride (PVC) 12” to 24” (A-2000 or equivalent)	YES	YES	YES
Polyvinyl Chloride (PVC) 27” to 36” (A-2000 or equivalent)	PER OCE APPROVAL	PER OCE APPROVAL	YES
Other	PER OCE APPROVAL	PER OCE APPROVAL	PER OCE APPROVAL

## 7.2 Subsurface Drainage Tiles

Subsurface tiles (all underdrains, roof downspouts and drains, building drains, and foundation drains) shall not accept any surface water flows. Any system designed to collect surface runoff shall be designed to the minimum pipe standards in Section 7.1 above. Subsurface systems shall provide a cleanout at a minimum interval of 500’. Connections to the

main storm sewer system must be at an approved structure. Subsurface drain connections to other subsurface drains may utilize approved wye and/or tee connections.

Accepted pipe materials to be used for subsurface tiles are outlined in the table below:

<b>MATERIALS</b>	<b>ASTM</b>
Corrugated Polyethylene tubing and fittings – up to 10”	F 405 & F 667
Corrugated Polyvinyl Chloride (PVC) tubing and fittings – up to 10”	F 800
PVC corrugated pipe with smooth interior walls and fittings – up to 10”	F 949

The minimum cover above subsurface tiles shall be 18” and must be properly bedded with #8 stone. See standard detail in Appendix III for additional bedding requirements.

### 7.3 Manhole and Box Inlet Materials

A storm sewer manhole or concrete box inlet structure must be installed at the end of each conduit segment; at all changes in material, grade, size, and alignment of the storm sewer pipe; at all pipe connections; and at a maximum interval of 400’.

Wyes, tees, and elbows may be used for underground detention facilities as allowed by the OCE. Underground detention facilities must include appropriate risers to provide for maintenance access to the detention facility. In addition, manufactured yard inlets may be used for private stormwater facilities per the discretion of the OCE.

Outlet structures must consist of a concrete box inlet or manhole with appropriate weir or orifice cut-outs. In no case shall a vertical standpipe be used in place of a manhole or inlet.

Benchwalls shall be shaped and formed within each manhole and inlet to provide a smooth conveyance of flows through the structure. The benchwalls shall form a clearly defined channel, to a minimum height of 50% of the diameter of the pipe, and constructed at a minimum ½” per foot slope to the manhole wall. A standard benchwall detail is provided in Appendix III.

All manhole and box inlets must be placed on a minimum 6” stone bedding to provide a stable base. Standard details for manholes, inlets and other stormwater conveyances are provided in Appendix III.

## **8.0 Standard Details**

Standard details for manholes, inlets, pipe bedding swales and other common stormwater conveyances are provided in Appendix III at the end of the manual.

## **9.0 Water Quality**

Unless judged by the OCE for a project to be exempt, the following criteria shall be addressed for stormwater management at all sites:

The plan sheets shall specify stormwater best management practices (BMPs) (stormwater quality treatment systems) to be implemented, operated and maintained to meet water quality requirements. Because water quality requirements vary depending on the uses of the water bodies in the watershed, a framework methodology is provided here.

### **9.1 Treatment Objective**

City of Martinsville has adopted a policy that the control of stormwater runoff quality will be based on the management of total suspended solids (TSS). Control of sediment is required for construction site runoff within the City.

For new and existing development areas that disturb one (1) or more acre of land, or disturbances of less than one (1) acre of land that are part of a larger common plan of development, whether for sale or lease, (if the larger common plan will ultimately disturb one (1) or more acres of land), or for new and existing development that disturb more than 0.5 acres, structural BMPs shall be designed to comply with this manual. It is presumed that a BMP complies with this standard if it is:

- sized to capture the prescribed water quality volume (WQ<sub>v</sub>) or water quality treatment rate,
- constructed properly, and
- maintained regularly.

The following requirements shall be fulfilled:

- (1) All stormwater runoff generated from land development and land use conversion activities shall not discharge untreated stormwater runoff directly into a jurisdictional wetland or local water body without adequate treatment. Where such discharges are proposed,

the impact of the proposal on the wetland shall be assessed using a method acceptable to the OCE. In no case shall the impact be any less than allowed by the Army Corp of Engineers (ACOE) or IDEM.

- (2) Infiltration practices shall not be allowed where stormwater is generated from highly contaminated source areas as recognized by the EPA, IDEM or the OCE; where stormwater is carried in a conveyance system that also carries contaminated, non-stormwater discharges; where stormwater is being managed in a designated groundwater recharge area; and under certain geologic conditions (e.g., karst) that prohibit the proper pretreatment of stormwater.
- (3) Land development projects shall comply with the water quality performance-based criteria in accordance with the following:

A BMP shall be located, designed, and maintained to achieve the target pollutant removal efficiencies to effectively reduce the pollutant load to the required level.
- (4) Stormwater discharges to critical areas with sensitive resources (i.e., cold water fisheries, shellfish beds, swimming beaches, recharge areas, water supply reservoirs) may be subject to additional criteria, or may need to utilize or restrict certain stormwater management practices at the discretion of the OCE.
- (5) Industrial sites which are listed under the Standard Industrial Code are required to prepare and implement a stormwater pollution prevention plan, and shall file a notice of intent (NOI) under the provisions of the National Pollutant Discharge Elimination System (NPDES) general permit. The stormwater pollution prevention plan requirement applies to both existing and new industrial sites.
- (6) Stormwater discharges from land uses or activities with higher potential pollutant loadings may require the use of specific structural BMPs and pollution prevention practices at the discretion of the OCE.
- (7) Prior to design, applicants are required to consult with the OCE to determine if they are subject to additional stormwater design requirements.
- (8) Discharges will not be allowed directly into sinkholes or fractured bedrock, without treatment that results in discharge meeting Indiana ground water quality standards as referenced in 327 IAC 2-11.

- (9) Any stormwater practice that is a Class V injection well must ensure that the discharge from such practices meets Indiana ground water quality standards as referenced in 327 IAC 2-11.

## 9.2 Plan Requirements

Pursuant to the Ordinance all Stormwater Management Plans must include the following:

- (1) Location, dimensions, detailed specification, and construction details of all post construction stormwater quality treatment BMPs.
- (2) A description of those measures (BMPs) that that will be installed to treat stormwater discharges that will occur after construction activities completed.
- (3) A sequence describing when each post construction stormwater quality treatment BMP will be installed.
- (4) Stormwater quality treatment BMPs that will remove or minimize pollutants from stormwater run-off.
- (5) Stormwater quality treatment BMPs that will be implemented to prevent or minimize adverse impacts to stream and riparian habitat.
- (6) An Operation and Maintenance manual.

## 9.3 Operations and Maintenance Manual

Each BMP on a site must have an operations and maintenance (O&M) manual. The O&M manual must be submitted with the Stormwater Management Plan. The approved O&M manual must be signed by and provided to the BMP owner and the OCE. The O&M manual will include the following:

- (1) BMP owner name and contact person, address, and contact information, i.e. business phone, fax, email, pager, cell phone, etc. as appropriate;
- (2) Site drawings clearly indicating the location of the BMP and including plan and cross-sectional details, showing the BMP and applicable features. Dimensions, easements (as previously defined in this manual), outlet works, forebays, signage, connecting structures, weirs, invert elevations, etc. should be clearly indicated on the plans and details;

- (3) Guidance on both owner-required periodic inspections and inspections to be performed by the OCE;
- (4) Guidance on routine maintenance, including mowing, litter removal, woody growth removal, etc.;
- (5) Guidance on remedial maintenance, such as inlet replacement, outlet work, etc.;
- (6) Guidance on sediment removal, both narrative and graphical, describing when sediment removal shall occur in order to insure that the BMP remains effective as a water quality and/or quantity control device;
- (7) A statement that the OCE has the right to enter the property to inspect the BMP;
- (8) A tabular schedule showing inspections and maintenance requirements; and
- (9) Identification of the property/BMP owner as the party responsible for maintenance, including cost.
- (10) A text or graphic narrative of the easement around the BMP.

Completed inspection forms must be maintained by the BMP owner and produced upon request by the OCE. The OCE must be notified of any changes in BMP ownership, major repairs, or BMP failure in writing within 30 days of the change. The letter should be addressed to:

City of Martinsville  
Office of City Engineer  
P.O. Box 1415  
Martinsville, IN 46151

In the event that the OCE finds a BMP in need of maintenance or repair, the OCE will notify the BMP owner of the necessary maintenance or repairs and give the landowner 60-calendar days for completing the maintenance or repairs. If the maintenance or repairs are not completed within the 60-calendar days, the OCE shall perform the repairs or maintenance and bill the landowner for the actual costs for the work and if not paid shall become a lien on the property.

#### 9.4 Water Quality Volume / Rate Calculations

In order to protect and maintain water quality, a portion of the stormwater runoff created by the development project must be treated. BMPs may be

designed to treat on a volumetric basis or flow rate basis. The runoff volume to be treated or the peak flow rate to be treated by a BMP shall be determined by the following methods.

#### 9.4.1 Water Quality Volume

The volume of stormwater runoff to be captured, stored and treated is called the Water Quality Volume (“WQv”).

- a. The formula for determining WQv is:

$$WQv = \frac{(P)(Rv)(A)}{12}$$

where:

WQv = water quality volume (acre-feet)

P = rainfall depth (inches); the volume of rainfall for 90% of the storm events which produce runoff in the watershed annually (e.g., 1.0 inches)

A = project area (acres)

Rv = volumetric runoff coefficient;  $[0.05 + 0.009(I)]$ , where I is the percent impervious cover on the site as defined by the area that does not have permanent vegetative or permeable cover.

#### 9.4.2 Water Quality Treatment Rates

The peak water quality treatment rate shall be determined using hydrograph generation methods. The hydrograph shall use the Huff 1<sup>st</sup> Quartile, 50% distribution with a 0.5 inch rainfall and a one hour storm duration. The peak rate of this hydrograph shall be used as the minimum water quality treatment rate.

Documentation for all proposed manufactured BMPs shall be provided clearly demonstrating the BMP will remove 80% of the particles listed below at this peak flow rate.

##### Runoff Particle Distribution

Particle Size (µm)	% of TSS
250	20
125	40
75	40

## 9.5 Pretreatment

Several practices that are not capable of providing water quality treatment can nonetheless function in a pretreatment role or as a supplemental practice. These practices can often be incorporated into the Stormwater Management Plan design as pretreatment devices, to treat a small portion of a site, or in retrofit or redevelopment applications. Some of these practices, including dry ponds and underground storage vaults, can be used to meet water quantity goals such as channel protection and flood control requirements. In addition, some of these practices may be helpful to reduce the total volume of runoff from a site or to disconnect impervious surfaces. Some practices not currently deemed effective for stand-alone water quality treatment include:

- Catch basin inserts
- Dry ponds
- Underground vaults (designed for flood control)
- Oil/grit separators
- Filter strips
- Grass channels (includes ditches designed primarily for conveyance as well as modified practices that can achieve some pollutant removal)
- Deep sump catch basins
- On-line storage in the storm drain network
- Porous pavement

## 9.6 Primary Treatment

Effective storm water management is often achieved from a management systems approach. A combination of BMPs can be used to meet the water quality treatment requirements.

## 9.7 Specific Practices

The principles and practices provided by the State in Rule 13 (327 IAC 15-13) and in Rule 5 (327 IAC 15-5) are to be followed in the development of all water quality treatment options. Rule 13 (327 IAC 15-13) and Rule 5 (327 IAC 15-5) do not give specific requirements for use of various practices leaving that to the localities. The designer and operator shall rely on the EPA's Stormwater Phase II Menu of Best Management Practices (BMPs) as well as the Indiana BMP manual (as it is developed and updated), currently under development by the State of Indiana, for detailed design, construction and maintenance criteria for water quality treatment. Stormwater quality treatment systems will be approved on a case-by-case basis by the OCE. As the OCE develops a

more specific and comprehensive menu of stormwater treatment BMPs that information will be included in updated versions of this Manual

## 9.8 Regional Stormwater Management Plans

Applicants are directed to communicate with OCE prior to submitting an application for stormwater management plan approval to determine if a Regional Stormwater Management Plan has been developed for the applicable watershed. If such a plan is in existence, the applicant must provide stormwater management water quality treatment on-site in accordance with the provisions of the regional plan, and other management provisions as specified by the OCE.

## 10.0 Soil Erosion and Sedimentation Control

The purpose of this section is to control soil erosion, sediment damages, and related environmental damage by requiring adequate provisions for surface water retention and drainage and for the protection of exposed soil surfaces in order to promote the safety, public health, convenience, and general welfare of the citizens of City of Martinsville.

The volume and rate of any stormwater discharges allowed under this Manual must be managed to prevent the physical degradation of receiving waters, such as by streambank scour and erosion. The following requirements are necessary for soil erosion and sedimentation control:

- (1) All persons who cause, in whole or in part, any earth change to occur shall provide soil erosion and sedimentation control so as to adequately prevent soils from being eroded and discharged or deposited onto adjacent properties or into a stormwater drainage system, a public street or right of way, wetland, creek, stream, water body, or floodplain.
- (2) All development shall be in accordance with all applicable federal, state and local ordinances, rules and regulations.
- (3) During any earth change, which exposes soil to an increased risk of erosion or sediment track-out, the property owner and other persons causing or participating in the earth change shall do the following:
  - (a) Comply with the stormwater management standards of this Manual.
  - (b) Obtain and comply with the terms of a soil erosion and sedimentation control permit if required by law.

- (c) Prevent damage to any public utilities or services within the limits of grading and within any routes of travel or areas of work of construction equipment.
- (d) Prevent damage to or impairment of any water body on or near the location of the earth change or affected thereby.
- (e) Prevent damage to adjacent or nearby land.
- (f) Apply for all required approvals or permits prior to the commencement of work.
- (g) Proceed with the proposed work only in accordance with the approved plans and in compliance with this manual.
- (h) Maintain all required soil erosion and sedimentation control measures, including but not limited to, measures required for compliance with the terms of this manual.
- (i) Promptly remove all soil, sediment, debris, or other materials applied, dumped, tracked, or otherwise deposited on any lands, public streets, sidewalks, or other public ways or facilities, including catch basins, storm sewers, ditches, drainage swales, or water bodies. Removal of all such soil, sediment, debris or other materials within twenty-four (24) hours shall be considered prima facie compliance with this requirement, unless such materials present an immediate hazard to public health and safety.
- (j) Refrain from grading lands at locations near or adjoining lands, public streets, sidewalks, alleys, or other public or private property without providing adequate support or other measures so as to protect such other lands, streets, sidewalks or other property from settling, cracking or sustaining other damage.
- (k) Request and obtain inspection of soil erosion and sedimentation control facilities, by the OCE or their designee. Qualified personnel provided by the owner or operator shall inspect construction sites for which the OCE or their designee will not perform inspections. The qualified person shall inspect all disturbed areas which are not finally stabilized, storage areas of possible polluting agents such as paints, solvents, fuels, fertilizers and pesticides that are exposed to precipitation, structural control measures and locations of vehicle entrance and exit at least once every seven (7) calendar days and, for sites which disturb greater than five (5) acres, within 24 hours of the end of a storm that is 0.5 inches or greater. Inspections will continue until all disturbed areas are stabilized, structural controls are removed or converted to

stormwater management facilities, and stored materials are removed from exposure. Corrective action will be taken for all noted deficiencies. Such actions will be initiated within 24 hours of inspection notification.

- (1) Follow the minimum design standards of this manual to protect properties and receiving waterways downstream of any land development project from erosion and damage due to increases in volume, velocity and frequency of peak flow rate of stormwater runoff.
- (4) Land alterations, including regrading, which strip the land of vegetations, shall be accomplished in a manner, which minimizes erosion or the addition of sediments to natural and manmade drainageways. This will reduce the impact on adjacent properties and water quality of receiving waters. Whenever feasible, natural vegetation shall be retained, protected and supplemented.
- (5) Cut and fill operations shall be kept to a minimum to ensure conformity with existing topography to reduce the potential erosion. Applicants shall follow the procedures and comply with the requirements of Rule 5 (327 IAC 15-5), regarding sediment and erosion control during construction.
- (6) Sediment controls shall be installed whenever runoff from disturbed portions of the parcel will leave the parcel. Sediment controls may include vegetative buffer strips, filter barriers, sediment basins, debris basins or silt traps. Vegetative buffer strips shall only be used where runoff is dispersed and exits the parcel as sheet flow. Filter barriers shall not be used in areas of concentrated flow. Synthetic filter fences are more effective than straw bales and shall be used in series. Straw bales shall also be anchored with stakes and grounded to reduce unfiltered underflow by burying the lower 3 inches of each bale.
- (7) Any flow from a disturbed parcel shall pass through a vegetative filter barrier or sediment basin before entering a storm drain inlet. Existing inlets or those being constructed in a disturbed area shall have all flow diverted away from them, be plugged or protected by a filter. Downstream development parcels shall be protected from increases in volume, velocity, and sediment load or peak flow rates.
- (8) The duration of time, which an area remains exposed, shall be kept to a practical minimum and the area stabilized as quickly as possible. Temporary vegetation or mulch shall be used to protect exposed areas during development. For areas subject to daily disturbance, a weighted cover of impermeable material may be used, if approved by the OCE.

- (9) Stockpiles shall be located outside of drainageways and the 100-year floodplain if possible. It may be necessary to divert drainage around a stockpile that must be located in a drainageway.
- (10) Soil stabilization shall be maintained in an effective condition throughout construction until permanent vegetation stabilization is achieved.
- (11) Permanent vegetation or structural erosion control devices shall be installed as soon as practical after as-built topographic conditions are finalized.
- (12) Permanent stabilization requires permanent structures, pavement or vegetation sufficiently mature to withstand annual climate cycle or permanent mulch.

#### 10.1 Plan Requirements

If the owner or operator is required to prepare an erosion and sedimentation control plan (ESCP) under Rule 5 (327 IAC 15-5) and/or Rule 6 (327 IAC 15-6) and/or Rule 13 (327 IAC 15-13), all applicable state and federal permits or notices for land disturbing activities shall be obtained or filed prior to commencement of land disturbing activities. All applicable state or federal standards shall be adhered to when conducting land-disturbing activities. For land disturbances within the MS4 area that are greater than or equal to one (1) acre, or disturbances of less than one (1) acre of land that are part of a larger common plan of development or sale if the larger common plan will ultimately disturb one (1) or more acres of land, copies of all applications, letters of intent submittals, plans and other erosion and sediment control related information shall be submitted to the OCE. The construction project site owner shall also submit a copy of the application directly to the IDEM.

If an ESCP is prepared, it shall be prepared under the supervision of, and certified by a registered professional and shall include at a minimum the requirements as specified in Rule 5 (327 15-5).

#### 10.2 General Criteria for Erosion and Sediment Control Practices

- (1) Perimeter Control and Sediment Trapping – Perimeter control and other sediment trapping measures shall be installed as specified on the approved plan, including: construction access drives, straw bale dams and fabric fencing, temporary sediment traps, sediment basins, and diversions. Also storm drain system inlet shall be protected from sedimentation.
- (2) Vegetative Control – Disturbed areas, which are at finish grade, shall be permanently seeded within seven (7) days. At the

discretion of the OCE, barren areas to be rough graded and left undisturbed for more than thirty (30) days shall be established with temporary vegetation; and dormant seeding will be required during seasonal periods (October through February) for those barren areas to be left undisturbed for one-hundred and twenty (120) days or longer.

- (3) Slope Protection – Slope protection shall be provided by use of temporary and permanent diversion dikes, vegetative cover, and slope drains. Concentrated stormwater flows shall not be allowed to flow down cut or fill slopes without proper slope stabilization.
- (4) Protection of Outlet Channel – Concentrated stormwater runoff leaving a development site shall be outlet to an open channel, storm sewer pipe inlet or culvert, which is capable of receiving this discharge. Runoff velocities shall be controlled during all storm events, up to the 100-year return interval storm, so that the peak runoff velocity during and after the completion of the land alteration approximates existing conditions.
- (5) Waste, Debris, and Pollution Elimination – Appropriate measures shall be taken to minimize or eliminate wastes and unused building materials and all pollutants from being carried from the site by runoff. Proper storage, handling and use of all potentially polluting substances shall be employed.
- (6) Roadways – Public and private roadways shall be kept clear of accumulated sediment. Bulk clearing of accumulated sediment shall not include flushing the area with water.

### 10.3 Specific Practices

The principles and practices provided by the State in Rule 5 (327 15-5) are to be followed in the development of all ESCPs. Rule 5 (327 15-5) does not give specific requirements for use of various practices leaving that to the localities. The designer and operation shall rely on the Indiana Handbook for Erosion Control in Developing Areas (HECDA) or an approved equivalent for detailed design, construction and maintenance criteria for all erosion control practices. The manual can be obtained from:

Urban Conservation Program  
Division of Soil Conservation  
Indiana Department of Natural Resources  
402 West Washington Street, Rm W-265  
Indianapolis, Indiana 46204-2748  
317-232-4180

## **11.0 Deviation from Approved Plans**

Any significant deviation or change in the detailed plans and specifications after granting of the Stormwater Management Plan Approval (SWMPA) shall be filed in duplicate with and approved by the OCE prior to the time land alteration involving the change occurs. Copies thereof, if approved, shall be attached to the original plans and specifications.

## **12.0 Enforcement**

See Section 12 (Enforcement) of the City of Martinsville Stormwater Management and Erosion Control Ordinance for actions that the City of Martinsville may apply in the case of non-compliance or violation of the requirements of the Stormwater Management and Erosion Control Ordinance and this design manual, including additional fees, revocation of permits, monetary penalties, stop work orders, abatement orders and judicial injunction.