



Industrial Stormwater Sampling

Frequently-Asked-Questions guidance document

Administrative/forms

1. Where do I find monitoring report forms on the industrial stormwater website?
2. How do I fill out the forms?
3. How do I submit the forms?
4. When do I submit the monitoring forms/results?
5. How many forms do I submit for each monitoring interval?
6. What do I submit with Stormwater Monitoring Report (SWMR) form?
7. What happens with incomplete SWMRs?
8. How do I find a lab?

Q1: Where do I find monitoring report forms?

Go to the **Industrial Stormwater Permit Information Access** page:

<http://cf.pca.state.mn.us/water/stormwater/isw/search.cfm>.

- Type in the facility's Permit ID number or facility name. Click on the "search" button.
- Once the results have loaded, click on that ID number in the lower left to view the "Facility Information Menu."
- Click on the "Monitoring Calendar /SWMR" link.
- For the monitoring interval you're sampling for, click on the appropriate "View SWMR" link to view/download the monitoring report form.

Q2: How do I fill out the monitoring report forms?

If you have sampling results, provide the values within the "value" column. Write in the date you collected the sample in the upper right, owner/operator signs and date the form. If no sample was collected for the entire interval (must wait for interval to be over to make this determination), provide a brief explanation within the "If no flow occurred during monitoring period, explain why" section, sign and date the form and mail it to the MPCA.

Q3: How do I submit the monitoring report forms?

Mail the form to the address in the lower left of the form.

Q4: When do I submit the monitoring forms/results?

The forms must be postmarked no later than the twenty-first day following the month that the interval ends in. For example, if a facility has a sampling interval of June 6-September 5, the form would be due to the MPCA no later than October 21.

Q5: How many forms do I submit for each monitoring interval?

Any time you collect a sample, a form is required. Two SMWRs are required to be submitted during the “substitute sample interval” even if you are unable to collect two samples during that interval.

Q6: What do I submit with the (Stormwater Monitoring Report Form) SWMR?

Nothing, just submit the SWMR form.

Q7: What happens with incomplete SWMRs?

It will be mailed back. If you have any questions, call the Stormwater Hotline: 651-757-2119.

Q8: How do I find a Minnesota Department of Health-certified lab?

Visit: www.health.state.mn.us/divs/phl/accreditation/index.html and click on “accredited labs” link on the left or call: 651-201-5200.

Before and after sampling: sampling requirements and waivers

1. How do I know when to sample (when my monitoring intervals are)?
2. How do I know what to sample (parameters)?
3. What are the effluent monitoring requirements and how do I know whether they apply to my facility?
4. How do I determine whether I’ve exceeded my Benchmark Monitoring values?
5. How do I determine whether I’ve exceeded my Effluent Monitoring limits?
6. How do I determine whether I should seek a Benchmark Monitoring Waiver?

Q1: How do I know when to sample (when my monitoring intervals are)?

Benchmark monitoring requirements begin one year after receiving permit coverage. The Industrial Stormwater Program has created a customized monitoring calendar for each permittee:

Go to the Industrial Stormwater Permit Information Access page:

<http://cf.pca.state.mn.us/water/stormwater/isw/search.cfm>.

- Type in the facility’s permit ID number or facility name. Click on the “search” button.
- Once the results have loaded, click on that ID number in the lower left to view the “facility Information Menu”.
- Click on the “monitoring calendar/SWMR” link.

Q2: How do I know what to sample (parameters)?

They are listed in the permit, within Part VII, Sector-Specific Requirements (pages 38-173) and are also printed on your facility's Stormwater Monitoring Report form.

Q3: What are the effluent monitoring requirements and how do I know whether they apply to my facility?

An estimated four percent of permittees have effluent limit monitoring requirements. When in the "Monitoring Calendar/Stormwater Monitoring Report" link, you would have two separate calendars to reflect the two sets of requirements. It is a once-per-year, every-year-of-the-permit-cycle requirement, for the following industrial activities:

- Discharges from wet decking storage areas
- Runoff from phosphate fertilizer manufacturing facilities that comes into contact with any raw materials, finished product, by-products or waste products (SIC 2874)
- Runoff from asphalt emulsion facilities
- Runoff from material storage piles at cement manufacturing facilities
- Mine dewatering discharges at construction sand and gravel, or industrial sand mining facilities
- Runoff from hazardous waste landfills
- Runoff from non-hazardous waste landfills
- Runoff from coal storage piles at steam electric generating facilities

Q4: How do I know whether I have exceeded my benchmark monitoring values?

After "year two" samples have been averaged, if you exceed for one or more monitoring parameters, update SWPPP, modify (Best Management Practices) BMPs in year three and sample again in year four. If you discharge to impaired water, update SWPPP within 30 days, implement non-structural BMPs within 60 days and structural BMPs within 180 days.

Q5: How do I determine whether I've exceeded my effluent monitoring limits?

Any value reported that is over the permit limit is a violation. See Part VII, Sector-Specific Requirements (pages 38-173) for benchmark values and effluent limits.

Q6: How do I determine whether I should seek a benchmark monitoring waiver?

General benchmark monitoring waiver: If you have implemented an engineered pond/infiltration system designed to the standards of Appendix C of the permit (pages 179-182), then you may be able to qualify for this waiver. See page 32 of the permit for details on how to qualify this waiver.

Run-on demonstration waiver: If you believe that drainage onto the site from up-gradient sources (run-on) may have significantly contributed to or caused the benchmark value exceedance, and can demonstrate this, you may be able to qualify for this waiver. See pages 32-33 of the permit for details on how to qualify this waiver.

Natural background pollutant waiver: If you have a benchmark parameter exceeds a benchmark value, and you can demonstrate that the exceedance of the benchmark value is attributable to the presence of that pollutant in the natural background (pollutants from former site operations or run-on are not natural background), you may be able to qualify for this waiver. See pages 33-34 of the permit for details on how to qualify this waiver.

Unique situations: no flow, changing locations, winter sampling

1. I was unable to collect a sample during my monitoring interval (there was no flow to sample). Do I still have to send in the monitoring report form? Are there additional steps to follow?
2. I don't have an offsite discharge. Do I still have to send in the form?
3. How do I change monitoring locations?
4. How do I collect a sample during the winter months?

Q1: I was unable to collect a sample during my monitoring interval (there was no flow to sample). Do I still have to send in the monitoring report form? Are there additional steps to follow?

Yes. For benchmark monitoring, provide an explanation in the "If no flow occurred during monitoring period, explain why" box, send in the form.

Next, collect two samples during the next sampling interval. Samples may be taken at any time during an interval except that sampling events need to be at least 72 hours apart.

Two SMWRs are required to be submitted during the "substitute sample interval" even if you are unable to collect two samples during that interval.

If you are unable to collect any samples, or are able to collect only one sample when two are required, the "substitute sample" carries forward to the next interval.

Here is an example of a facility's permit application (note that the permit issue date is also the start of Year one), "Year two benchmark monitoring intervals" and possible "no flow" scenarios:

Example 1: Facility A received permit coverage on August 5, 2010 and has no effluent monitoring requirements. The first benchmark sampling interval begins on August 5, 2011. Facility A's monitoring intervals are:

- **Monitoring Interval 1:** August 5-November 4, 2011 (SWMR due no later than December 21, 2011)
- **Monitoring Interval 2:** November 5, 2011-February 4, 2012 (SWMR due no later than March 21, 2012)
- **Monitoring Interval 3:** February 5, 2012- May 4, 2012 (SWMR due no later than June 21, 2012)
- **Monitoring Interval 4:** May 5, 2012-August 4, 2012 (SWMR due no later than September 21, 2012)

Carrying the example forward, if Facility A had a monitoring interval with no flow and was unable to collect a sample, here are some possible scenarios of how the facility could manage their monitoring report submission for that interval:

Scenario 1: No flow for monitoring interval 1, submitted one SWMR with “no flow” explanation. Collected two samples during monitoring interval two, submitted two SWMRs. Will collect a sample for monitoring interval 3 and 4 and submit results with 1 SWMR each.

Scenario 2: No flow for monitoring intervals 1 and 2. Submitted SWMR with “no flow” explanation in monitoring interval one and submitted two SWMRs with “no flow” explanations in monitoring interval 2, once the monitoring interval ended. Will attempt to collect two samples monitoring interval three (submitting two SWMRs) and will collect one sample during monitoring interval four, submitting one SWMR.

Scenario 3: No flow for monitoring intervals one-three. Submitted SWMR with “no flow” explanation in monitoring interval one and two SWMRs with “no flow” explanations in monitoring intervals 2 and 3. Will collect two samples in monitoring interval 4 and will submit 2 SWMRs.

Q2: I do not have an off-site discharge. Do I still have to send in the form?

Yes. For benchmark monitoring, provide an explanation in the “If NO flow occurred during the monitoring period, explain why” box, send in the form, and attempt to collect two samples, at least 72 hours apart, within the next monitoring interval.

Q3: How do I change monitoring locations?

Update your facility map and Stormwater Pollution Prevention Plan and fill out and mail in the Administrative Change Form.

Q4: How do I collect a sample in the winter months?

A snow melt or winter/spring thaw event can count as a “measurable runoff event.” Also, rain events occur in the winter throughout the state. When the ground is frozen, rain, snow melt, or thaw conditions can allow a stormwater discharge even at facilities that have a high rate of natural infiltration.