PURPOSE: The storm sewer system is designed to convey rainwater and snowmelt runoff. Any material entering the storm sewer other than storm water (or flows authorized in Part I.A.2 of the permit) is considered an illicit discharge and is prohibited from entering the system. To educate the general public that roadside catch basins are not treated before discharging to the environment, installation of new (or the repair of existing) catch basins shall include stamping of the adjacent concrete gutter.

RESPONSIBLE PARTY: The position title responsible to see that gutter stamps are installed as of the effective date of this procedure is Campus Planning, Engineering, and Safety Professional with UMD Facilities Management, otherwise known as the UMD Storm Water Contact (UMDSWC).

PROCEDURE: This procedure sets guidelines for when and how a gutter stamp shall be installed as part of new construction and/or repairs.

a. Gutter stamps shall be installed up slope of all new catch basins or storm sewer manholes installed in concrete curb.

b. Gutter stamps should be installed adjacent to all new storm sewer manholes or catch basins installed in concrete surfaces. The UMDSWC shall determine if the gutter stamp may be excluded due to decorative stamping or other aesthetic concerns.

c. The UMDSWC shall determine if other storm drain markings (pre-cast cover markings / stencils / markers) have equivalent educational value / duration of life if requested as an approved equal.

d. Gutter stamps shall be installed in the concrete curb adjacent to any repaired catch basin or manhole if enough concrete is already being removed to properly install the stamp. Additional concrete does not have to be removed specifically to install the gutter stamp.

e. Gutter stamps should be installed on both sides of the catch basin if gutter slopes to catch basin from both directions and/or if the catch basin is adjacent to a sidewalk.

f. Facilities Management has a gutter stamp that can be borrowed and returned. Contact Facilities Management at 218-726-8262. UMD uses the same stamp as the City of Duluth, so if the contractor has a stamp from the City of Duluth, that stamp can be used.

g. The stamp shall be imprinted into the wet concrete:
   • Centered on the gutter line
   • With the leading edge of the stamp within 18” of the edge of the catch basin / manhole
   • Parallel with the edge of the road (or perpendicular to normal walking route if in a plaza area)
   • With the imprint approximately ¼” in depth, but not so deep so as to make frame marks in the concrete and when the stamp is removed the text is easily readable
   • A single stamp should be placed so that it is readable from the street. The second stamp, when used, should be placed so that it is readable from the curb.
Projects that require a MPCA Construction Permit shall show the location of storm drain markings as part of the project SWPPP.

Documentation: Projects that require a MPCA Construction Permit shall document the installation of stamps as part of the final storm water inspection, as noted on the Final Inspection Worksheet, and file with the project storm water files. Small projects and/or repairs shall be documented by photograph filed in the 3c-1 IDDE Plan folder by manhole (catch basin) identifier. File names shall start with YYMMDD-MH ID (Example: 160705-ST2340).

Installation Detail:

Related Guidance

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