

Stormwater Utility Credits Program – Advanced Salt Management Plan

Section 1: Credit applicant information

Note: If submitting an Advanced Salt Management Plan, you do not need to submit the Basic Salt Management Plan.

Property owner name: _____

Property address: _____

Utility account number: _____

Contact person: _____

Phone number: _____

Email address: _____

Section 2: Required Criteria

- I. **Minneapolis Salt Mini-Course completed** – Complete the [City of Minneapolis Salt Mini-Course](#) and Salt Stewardship Pledge, which can be found by going to minneapolismn.gov and searching “salt mini-course”. Please provide the name of the person that completed the pledge, and the reference number they received via email after signing the pledge.

Name: _____

Reference #: _____

- II. **Minnesota Pollution Control Agency (MPCA) [Smart Salting Certification](#)** - A property manager or property representative must complete either the MPCA Smart Salting for Property Managers **or** the MPCA Smart Salting for Sidewalks and Parking Lots class. The credit applicant must upload the MPCA Smart Salting certificate with the stormwater credit application and a copy of certificate must be kept on-site.

To get certified, go to pca.state.mn.us and search "Smart Salting Training."

I certify that I have uploaded a copy of the MPCA Smart Salting Certificate with my credit application

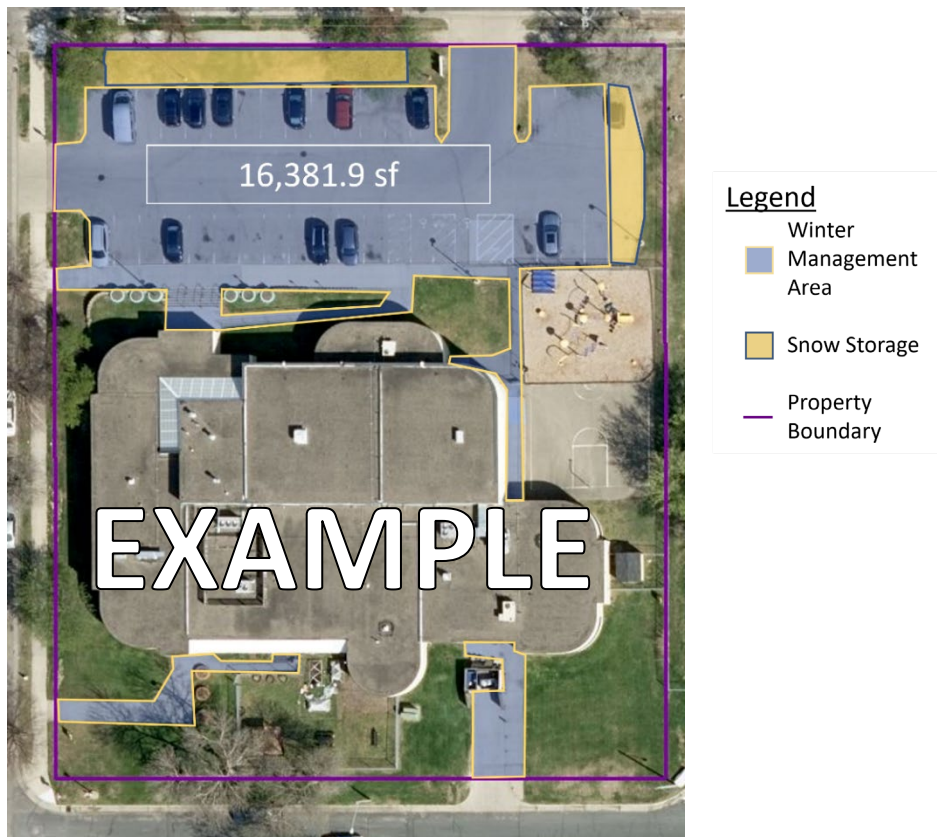
III. **Map showing winter maintenance areas on a site.** Winter maintenance areas include hard surfaces that could be salted such as parking lots, steps, driveway, sidewalk, etc. Areas that do not qualify as winter maintenance areas include snow storage areas, city sidewalks*, buildings, vegetated areas, water bodies, etc.

*Note: City sidewalks are not included in stormwater credit calculations because they are not included in your stormwater utility fee. However, we highly encourage the use of lower salt strategies on city sidewalks that you are responsible for maintaining.

_____ Total square footage of entire winter maintenance area

I certify that I have uploaded a map of the property which identifies winter maintenance areas with my credit application

Below is an example of what a map showing winter maintenance areas on a property looks like. The map submitted with the application needs to match the property address applying for the credit.



- IV. **Advanced Salt Management Plan Self-Inspection Form** - Complete self-inspection annually during the winter. Inspections must be conducted at least annually and completed inspection forms must be available to City staff upon request. All completed annual inspections will be required for credit recertification every 5 years.

A template self-inspection form is available at the end of this document

I certify that I understand that I need to perform annual inspections and maintain inspection documents for 5 years

V. **Winter maintenance management**

- a. Snow must **NOT** be pushed into: waters of the state (lakes, rivers, streams, wetlands), public streets or sidewalks, and adjacent properties
- b. After the weather event, once surfaces are free of snow and ice, excess salt **MUST** be swept up. It is recommended to reuse recovered excess salt for future use. If strategies from MPCA Smart Salting training are followed, it is unlikely there will be excess salt that must be cleaned up

I certify that that snow will be properly stored on site, and that excess salt will be swept up

VI. **Salt/de-icers storage** - If salt is stored on site:

- a. Granular salt must be covered and protected from wind, rain, snow, and meltwater. Examples: sealed container, inside building
- b. Granular salt must be stored on a waterproof surface. Examples: Asphalt, concrete, plastic barrel, or bucket
- c. Liquid deicer 500-gallon capacity or larger require double wall tanks or secondary containment and require labelled container and contact information. For further information on liquid storage requirements contact **SmartSalting.PCA@state.mn.us**

I certify that granular salt and liquid deicer (if applicable) stored on site will be stored according to the above requirements

Section 3: Recommended criteria

Compliance with the criteria in this section is strongly encouraged

I. **Education**

- a. If your property has in-house winter maintenance staff, pledge to educate them on lower salt strategies. For in-house maintenance staff it is recommended that they obtain the Smart Salting

for Parking Lots and Sidewalks certificate. For in-house property management staff it is recommended that they obtain the MPCA Smart Salting for Property Management certificate.

- b. If your property has contracted winter maintenance staff, encourage MPCA Smart Salting for Parking Lots and Sidewalks Certification of the staff. If your property uses contracted winter maintenance staff please provide their information below.

Company: _____

Contact person: _____

Phone number: _____

Email address: _____

II. Additional salt/de-icers storage considerations

- a. If the property has salt on-site it is only available to MPCA Smart Salting certified staff or staff that have been trained on low salt strategies
- b. If salt is available to non-trained users, educational material is posted near salt storage locations encouraging low salt use and identifying low salt practices
- c. If the property has salt storage near building entrances provide alternate snow/ice removal tools, such as a shovel, broom, blower, or ice chisel. Also provide excess salt recovery tools such as a broom with a dustpan, and a container to place recovered salt in.

Section 4: Certification and signature

- I certify that all information provided in this application is complete and accurate to the best of my knowledge.
- I understand that this Advanced Salt Management Plan is subject to review by City of Minneapolis Stormwater Utility Staff
- I understand that myself, or a property representative, is responsible for maintaining compliance with all the requirements outlined in this Advanced Salt Management Plan for the duration of the credit. I understand that failure to do so can result in the credit being cancelled.
- I commit to reducing salt use at this location to protect our local waters.

Signature: _____

Date: _____

Printed name: _____

Title: _____

Stormwater Utility Credits Program – Advanced Salt Management Plan	
Self-Inspection Form	
Property name and address:	
Full name of inspector:	Date:
Complete self-inspection annually during the winter. Inspections must be conducted at least annually and completed inspection forms must be available to City staff upon request. All completed annual inspections will be required for credit recertification every 5 years.	
Inspection criteria	Notes
Proper storage of salt (check all that apply) <ul style="list-style-type: none"> <input type="checkbox"/> Granular salt <ul style="list-style-type: none"> <input type="checkbox"/> Covered and protected from wind, rain, snow, and meltwater. <ul style="list-style-type: none"> ▪ Examples: sealed container, inside building 	
<ul style="list-style-type: none"> <input type="checkbox"/> Granular salt must be on a waterproof surface <ul style="list-style-type: none"> ▪ Examples: asphalt, concrete, plastic barrel, or bucket 	
<ul style="list-style-type: none"> <input type="checkbox"/> Liquid de-icer 500-gallon capacity or larger <ul style="list-style-type: none"> <input type="checkbox"/> Require double wall tanks or secondary containment <input type="checkbox"/> Require labelled container and contact information 	
<input type="checkbox"/> No salt is stored on site	
Form continues next page	

<p>Visual inspection of salted areas</p> <p><input type="checkbox"/> No salt on bare pavement*</p> <p>*Bare pavements are areas that do not have snow/ice on them. Bare pavements are not required.</p>	
<p>Visual inspection of snow storage</p> <p><input type="checkbox"/> Snow is not pushed into waters of the state, public streets or sidewalks, and adjacent properties</p>	
<p>MPCA Smart Salting Certification</p> <p><input type="checkbox"/> Copy of representative's Smart Salting certificate on-site</p> <p><input type="checkbox"/> Ensure City has proof of certification</p>	
<p>Use this field for any site-specific criteria</p>	
<p>Inspector signature:</p>	

Additional notes: