

TOWN OF GLENVILLE
SCHENECTADY COUNTY, NEW YORK

Stormwater Management Program Plan

For coverage under the New York State Pollutant Discharge Elimination System (SPDES)

General Permit for Stormwater Discharges from Municipal Separate Storm Sewers (MS4s)

General Permit No. GP-0-15-003

November 4, 2019

Updated:

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Section 1: Introduction

The Town of Glenville's Stormwater Management Program Plan has been developed in compliance with New York State Department of Environmental Conservation's General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-15-003). This plan provides policy and management guidance to the various departments within the Town of Glenville for the purposes of compliance with the General Permit (GP).

The Stormwater Management Plan is based on the Federal Stormwater Phase II Rule, issued in 1999, which requires municipal separate storm sewer system (MS4) owners and operators in U.S. Census defined urbanized areas to develop a Stormwater Management Program.

There are six program elements designed to reduce the discharge of pollutants to the maximum extent practicable. The program elements, titled Minimum Control Measures (MCMs), include:

1. Public Education and Outreach
2. Public Involvement/Participation
3. Illicit Discharge Detection and Elimination (IDDE)
4. Construction Site Runoff Control
5. Post-construction Stormwater Management
6. Pollution Prevention/Good Housekeeping for Municipal Operations

Each MCM and the Best Management Practices (BMPs) that have been implemented to maintain compliance with the NYSDEC Stormwater GP are described in this plan. For each BMP, responsibilities to achieve and sustain compliance are clearly defined. Portions of the work necessary are provided through the collective efforts of several Town of Glenville Departments, especially the Department of Public Works/Highway, Building Department and Planning Department, along with cooperation in the Schenectady County Water Quality Coordinating Committee members. Stormwater management work is overall the responsibility of Town of Glenville's designated Stormwater Management Officer. Certain components of this program have been codified into local law. Refer to the Town of Glenville's Local Law Chapter 235, Storm Sewers for prohibition of illicit discharges, activities and connections to separate storm sewer systems. Refer to the Town of Glenville's Local Law Chapter 270, Zoning, Article XI, Stormwater Management and Erosion Control.

This Stormwater Management Program Plan should be reviewed on an annual basis and updated continuously to take into consideration the latest technologies and information to maintain compliance with the NYSDEC Stormwater General Permit.

Section 2: Regulatory Background

Stormwater is water flow caused by precipitation (rain and/or snow melt) that flows across the land surface and runs into waterways, instead of being absorbed into the soil. In developed areas, roads, parking lots and buildings create impervious surfaces through which water cannot enter the soil, but instead runs off in greater volumes and speeds than it would otherwise. Stormwater runoff is often transported across cities and towns and discharged into local rivers and streams without treatment. The United States Environmental Protection Agency (USEPA) established a stormwater management program that is intended to improve the Nation's waterways by reducing the quantity of pollutants that stormwater picks up and carries into storm sewer systems during storm events. Common pollutants include oil and grease from roadways, pesticides from lawns, nutrients, sediment from construction sites, and carelessly discarded trash, such as cigarette butts, paper wrappers, and plastic bottles. When deposited in nearby waterways these pollutants can impair the waterways, discouraging recreational use of the resource, contaminating drinking water supplies and interfering with the habitat for fish, other aquatic organisms, and wildlife.

In 1990, as required by the provisions of the Clean Water Act (CWA), USEPA promulgated rules establishing Phase I of the National Pollutant Discharge Elimination System (NPDES) stormwater program. The Phase I program for Municipal Separate Storm Sewer Systems (MS4s) required operators of "medium" and "large" MS4s, those that generally serve populations of 100,000 or greater, to implement a stormwater management program as a means to control discharges of polluted stormwater from these MS4s. NPDES permitting authorities in each state could also designate additional regulated MS4s due to interconnections with neighboring medium and large MS4s.

Phase II of the NPDES stormwater program was finalized in 1999. This second phase required permitting of point source discharges of stormwater from regulated small MS4s. A small MS4 was regulated if located wholly or partially in urbanized areas (UAs), with a residential population of at least 50,000 and an overall population density of at least 1,000 people per square mile, or as designated by the NPDES permitting authority in each state.

2.1 Designation

In New York State, the Department of Environmental Conservation (NYSDEC) is the delegated NPDES permitting authority and implements a State Pollutant Discharge Elimination Permit (SPDES) Program. Pursuant to the Environmental Conservation Law (ECL) Article 17, Titles 7, 8 and Article 70, the NYSDEC issued a SPDES General Permit for Stormwater Discharges from MS4s, effective January 8, 2003. General Permit GP-02-02, authorized operators of small MS4s to discharge to Waters of the United States in accordance with the conditions and requirements of the permit. Regulated small MS4s were required to submit a Notice of Intent (NOI) to obtain general permit coverage. The general permit required operators of small MS4s to develop, implement, and enforce a stormwater management program (SWMP) designed to reduce the discharge of pollutants from small MS4s to the maximum extent practicable (MEP) in order to

protect water quality and to satisfy the appropriate water quality requirements of the ECL and CWA. The NYSDEC has subsequently periodically renewed the General Permit for Stormwater Discharges from MS4s. Updates to the 2015 GP were expected in 2017, but have not yet been officially adopted by New York State as of September 2019.

The Town of Glenville was designated as an Urbanized Area in 2000. The Town submitted the required Notice of Intent and was authorized as an MS4 under the General Permit in 2003. Appendix 4.

This SWMP Plan will be reviewed on an annual basis and updated continuously to take into consideration the latest regulatory updates, technologies and information to maintain compliance with the NYSDEC General Permit for Stormwater Discharges from MS4s and updates.

Exempt non-stormwater discharges are listed in the MS4 General Permit Part I.A.2 and do not need coverage under the SPDES general permit unless they are found to be substantial contributors of pollutants. The list includes: Landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration, uncontaminated groundwater, discharges from potable water sources, foundation drains, air conditioning condensate, irrigation water, springs, water from crawl space and basement sump pumps, footer drains, lawn and landscape watering runoff provided that all pesticides and fertilizers have been applied in accordance with the manufacturer's product label, water from individual residential car washing, flows from riparian habitats and wetlands, de-chlorinated swimming pool discharges, residual street wash water, discharges or flows from firefighting activities, de-chlorinated water reservoir discharges, any SPDES permitted discharge.

The SWMP Plan contains measurable goals for the six Minimum Control Measures (MCMs);

1. Public Education and Outreach
2. Public Participation and Involvement
3. Illicit Discharge Detection and Elimination
4. Construction Site Runoff Control
5. Post-Construction Storm Water Management
6. Pollution Prevention and Good Housekeeping

Annual reporting on the accomplishments under the MCMs is required by the General Permit.

2.2 Receiving Waterbodies

Waterbodies which receive stormwater discharges from the Town of Glenville MS4 include:

1. Mohawk River (H-240 portion 4 and 5).
2. Minor Tributaries to the Mohawk River – including several un-named streams (listed by Water Index No. H-240-21 thru 28), between the Alplaus Kill and the Plotter Kill.
3. Indian Kill and tributaries (H-240-20-2). The waters of the stream are mainly Class C(T) and Class A, A(T) in the upper reaches.

4. Alplaus Kill and minor tributaries (H-240-20). The waters of this stream are Class B, B(T) and several tributaries are Class C, C(T).
5. Collins Lake (H-240-22-P519) – A Class B, impaired water, phosphorus. Collins Lake is located in Scotia, Collins Creek runs from Collins Lake through Glenville to the Mohawk River.

Water supply use, aquatic life support and recreational use in these portions of the Mohawk River are thought to experience minor impacts and threats due to nutrient and sediment loads from various urban and agricultural nonpoint sources. Pathogen contamination from agricultural and municipal wastewater sources is also a concern.

The minor tributaries to the Mohawk River and Collins Lake are considered by NYSDEC to be Impaired and are listed in the 2016 303(d) List of Impaired Waters. The impairment is the result of various pollutants from industrial activities, previously contaminated sediments, urban/stormwater runoff, and stream habitat modification.

The Indian Kill and Alplaus Kill are considered stressed (minor impacts) by urban/storm runoff and hydrological modification as described in the DEC Waterbody Inventory/Priority Waterbodies Listing.

2.3 Pollutants of Concern

Data from the 2010 updates to the NYSDEC Waterbody Inventory/Priority Waterbodies List assessment for the Mohawk River indicate that nutrients and silt/sediments are pollutants of concern. Available data indicate that the aquatic life, recreational use and natural resources (fishery) habitat in these urban tributaries to the Mohawk River are impaired. The impairment is the result of various pollutants from industrial activities, previously contaminated sediments and urban/stormwater runoff as well as extensive stream habitat modification. Types of pollutants include dissolved oxygen demand, nutrients (phosphorus), priority organics, pathogens and salts.

The NYS DEC carried out biological (macroinvertebrate) surveys of the Alplaus Kill in 2005, with results indicating slight impact at all sites. Nutrient enrichment was the primary factor. Biological surveys of the Indian Kill were completed in 2000, with results indicating slight to moderate impacts. Runoff and septic inputs were thought to be likely stressors.

Collins Lake, located within the Village of Scotia, is considered impaired due to algal/weed growth, bacteria and excess nutrients (phosphorus). Bacteria levels (fecal coliform) have historically interrupted recreation at the lake. Collins Creek runs from Collins Lake through the Town of Glenville to the Mohawk River, but is itself not listed as impaired. The 2009 report indicated that there had been much improvement in the conditions of Collins Lake due to Town- and Village-initiated actions.

2.4 Maps

See the Figures on the following pages for maps of the Schenectady County MS4s, Town of Glenville, Town of Glenville Zoning, and Town of Glenville Areas with Sewer Service.

Schenectady County Municipal Separate Storm Sewer System (MS4) Minimal Regulated Boundaries

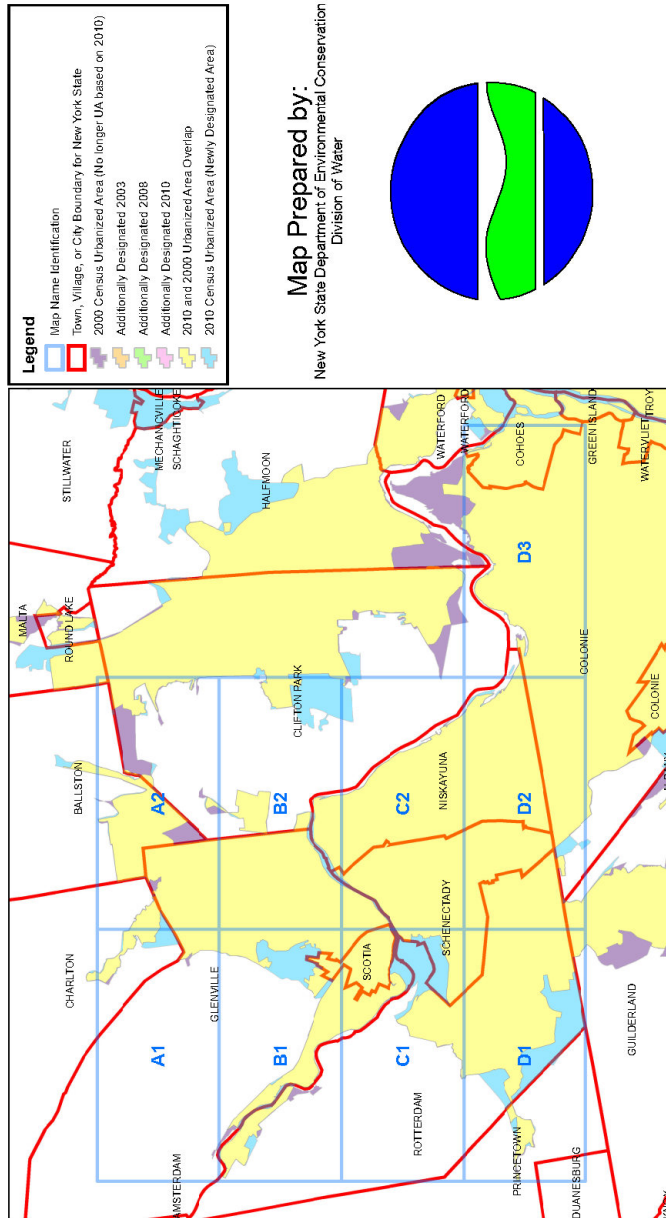


FIGURE1: MAP OF MS4s of SCHENECTADY COUNTY

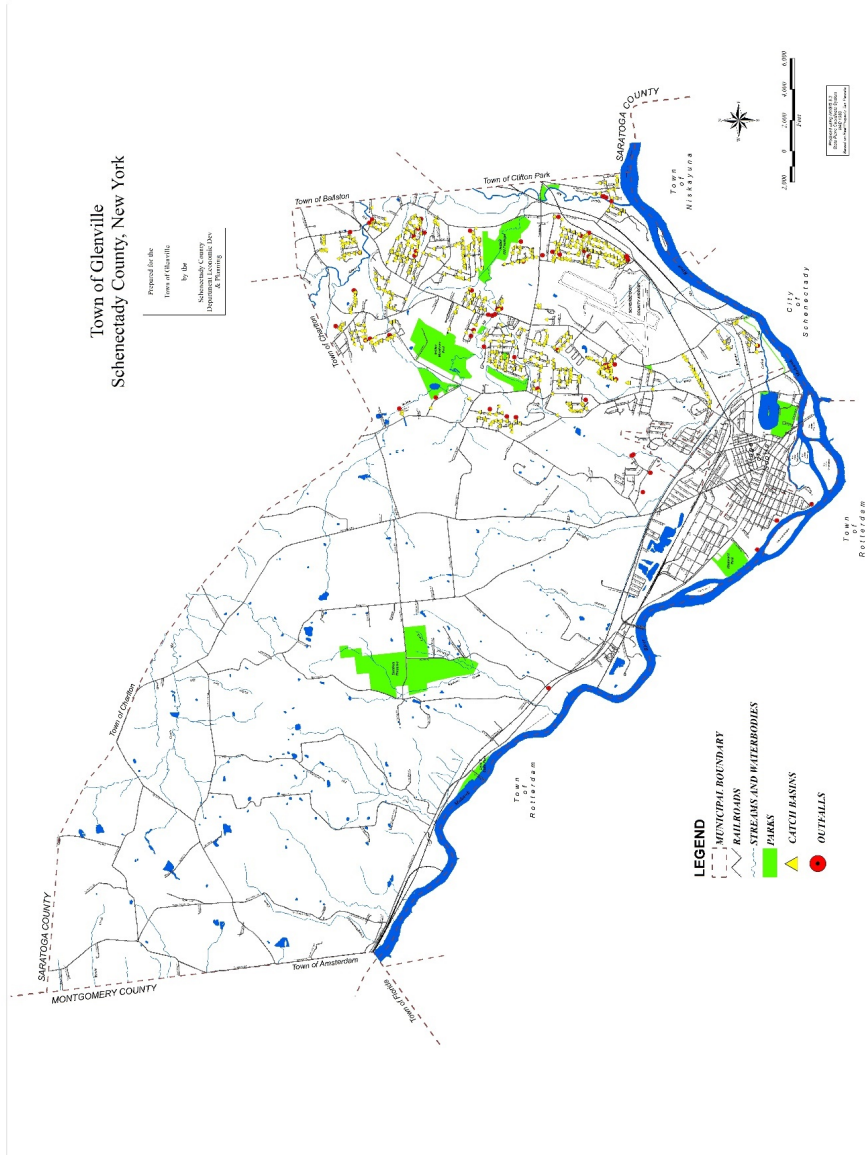


FIGURE 2: MAP OF THE TOWN OF GLENVILLE



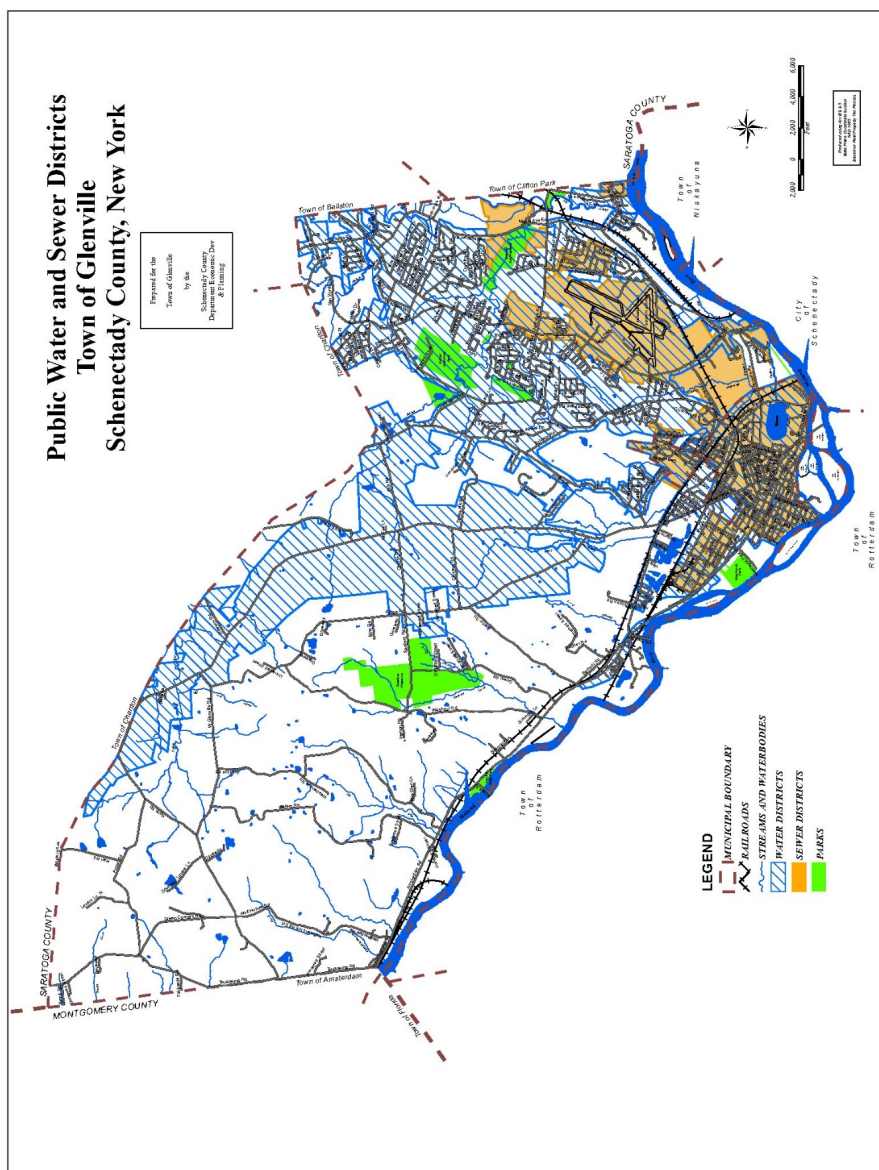


FIGURE 4: TOWN OF GLENVILLE AREAS WITH MUNICIPAL SEWER SERVICE

Section 3: Legal Authority and Enforcement

In accordance with Section 10 of the Municipal Home Rule Law of the State of New York, the Town Board of the Town of Glenville has the authority to enact local laws and amend local laws for the purpose of promoting the health, safety or general welfare of the Town of Glenville and for the protection and enhancement of its physical environment. The Town Board may include in any such local law provisions for the appointment of any municipal officer, employees, or independent contractor to effectuate, administer and enforce such local law.

In order to provide for the health, safety, and general welfare of its citizens through the regulation of non-stormwater discharges to the municipal separate storm sewer system according to the requirements of the SPDES General Permit for Stormwater Discharges from MS4s (GP-02-02), the Town adopted Chapter 235, Article I, Illicit Discharges, Activities and Connections into the Town Code (10-17-2007).

In order to safeguard persons, protect property, and prevent damage to the environment in the Town of Glenville the Town adopted Article XI Stormwater Management and Erosion Control into the Zoning Code (6-20-2007). This article promotes public welfare by guiding, regulating, and controlling the design, construction, use, and maintenance of any land development activity as it relates to erosion and sedimentation control and stormwater management in accordance with the SPDES General Permit (GP-02-02).

Section 4: Program Implementation

Stormwater management is the overall responsibility of the Town of Glenville's designated Stormwater Management Officer. However, stormwater management activities occur within the responsibilities of several Town Departments, including the Department of Public Works/Highway, Building Department and Planning Department. Partnerships within Schenectady County and the Capital Region also provide assistance to the Town of Glenville Stormwater Program

4.1 Town Staff

The staff listed in the following table are instrumental to stormwater management in the Town, however, others will also participate depending on the specific activity or project.

TABLE 4.1: Town Staff and Stormwater Activity

Department	Person	Title	Phone No.
Dept of Public Works	Thomas Coppola Commissioner of Public Works	Municipal Stormwater Officer	518-688-1200 Ext. 5
SWMP Related Activity	This department oversees the Program and will coordinate with the Building and Planning Department to meet requirements of the General Permit		
Dept of Public Works	Dana Gilgore	Deputy Commissioner of Public Works	518-688-1200 Ext. 5
SWMP Related Activity	Follows up on stormwater issues, oversees contractors		
Planning Department	Michael Burns Melissa Cherubino	Planner Community Development	518-688-1200 Ext. 7
SWMP Related Activity	This department creates and files reports as required by the GP, based on information provided from other departments. Maintains SWPPP files and information. Oversees Construction sites. Member Schenectady County Water Quality Coordinating Committee.		
Building Department	Arnold Briscoe James Pangburn	Code Enforcement officer	518-688-1200 Ext. 8
SWMP Related Activity	On-site wastewater disposal system inspection, illegal dumping, illicit discharge, construction sites.		

Other dept	Administration	Principal Account Clerk	518-688-1200
SWMP Related Activity	Receives complaints from hotline and website form, forwards as appropriate by type.		

4.2 Inter-municipal Partnerships

The Town of Glenville participates in the Schenectady County Water Quality Coordinating Committee. Water Quality Coordinating Committees were formed across New York State, within Soil and Water Conservation Districts, to develop and implement strategies to address non-point source (NPS) water pollution issues. Since NPS pollution is a result of rain water (ie, stormwater) running over land, it is a land use issue that local governments can address. Local governments cooperate within each County Water Quality Coordinating Committee to share information, activities to address NPS in their communities and equipment needed to implement programs. The Town of Glenville shares a vacuum truck and leaf machines, and an outfall test kit, and participates in community activities such as stream clean ups, Earth Day celebrations, MiSci Science Events, and others, all of which is part of the Stormwater Management Program.

The Town partners with the Scotia-Glenville Central School district in public environmental education events, such as storm drain stenciling.

The Town also partners with the Saratoga County Inter-municipal Stormwater Management Program and the Albany County Stormwater Coalition in trainings for staff.

The Mohawk River Watershed Coalition, Mohawk River Watershed Management Plan (2015), recommends actions to protect and restore the watershed including implementing Best Management Practices to restore hydrology and habitat, and prevent erosion and sedimentation.

Section 5: Controls to Reduce Pollutants to the Maximum Extent Practicable

The primary focus of the Stormwater Management Program (SWMP) is to properly address and manage the pollutants contained in stormwater runoff that are transported through the MS4 and discharged to waters of the State. The SWMP Plan is required to document the practices, procedures and policies that are in place and are being implemented to protect water quality within the six required program components known as Minimum Control Measures (MCMs) in the MS4 General Permit. The following sections describe the Town's program to reduce pollutants from the discharge from the MS4 to the maximum extent practicable.

MCM 1 – Public Education and Outreach

The leading cause of pollution to waterways across the United States is no longer industrial discharges but land use and non-point source pollution, also known as stormwater runoff. The actions of people on the land, as communities and as individuals, therefore have a large impact

on water resources. It is therefore important to the success of an MS4 program that the community be informed about the SWMP, and understand their role in protecting water quality. The MS4 General Permit requires the regulated MS4 to develop and implement a formal program to educate the public concerning the issues, causes and prevention of stormwater pollution.

BMPs can include – employee training, educational material distribution, educate residents about IDDE.

Town of Glenville Management Goals and Objectives

The goal of the public education and outreach MCM is to develop and deliver programs and informationals that promote a greater awareness of the impacts of improperly managed stormwater runoff to the water bodies within the Town. The Town has identified target audiences. Target audiences are individuals or groups (also known as stakeholders) which have a direct interest in either permit compliance or local water quality relative to stormwater management. A public that is aware of and understands stormwater issues is more likely to be able to positively contribute to avoiding stormwater runoff pollution.

Geographic areas of concern include;

Great Flats Aquifer Protection Zones – The Great Flats Aquifer is a large deposit of saturated coarse sand and gravel that provides drinking water to the residents of Schenectady County, including the Town of Glenville. Aquifer Protection Zones 1 and 2 are depicted on the Town Zoning Map. Zone 1, also referred to as the Wellhead Protection Area, immediately surrounds a wellfield and is the most restrictive, in terms of land use, in order to prevent infiltration of contaminants into the drinking water source. Zone 2, also referred to as the Primary Recharge Area, immediately surrounds and includes Zone 1. Zone 3 is the General Aquifer Recharge Area and generally corresponds to the boundaries of the Great Flats Aquifer. Zone 4 is the Tributary Watershed and is the land outside of the aquifer area itself that contributes runoff overland and/or through surface streams for groundwater recharge. Protection for these areas is included in the Town of Glenville Zoning Code, Chapter 270, Article VII Intermunicipal Watershed Rules and Regulations.

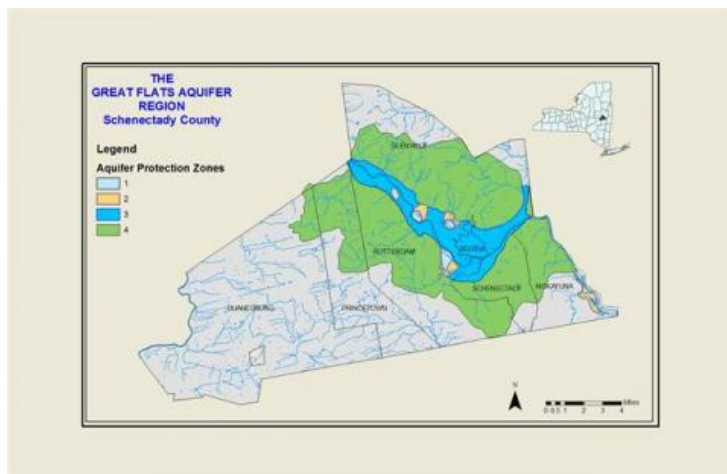


FIGURE 5: Map of the Great Flats Aquifer Region

Areas around Collins Lake and Collins Creek– Collins Lake is considered impaired. The Town and the Village of Scotia work cooperatively to improve the water quality in Collins Lake. Several grant funded projects have been completed.

Areas on Individual Wastewater Treatment Systems (Septic) – Improperly functioning septic systems can contribute to dry-weather flows discharging from storm drainage systems. Failing septic systems are a common residential discharge reported by IDDE programs (CWP, 2002). These discharges can add significantly to the pollutant loadings to receiving waters. Education about septic systems and their maintenance for homeowners is an important effort related to water quality.

The Glenville Business and Technology Park – The industrial park is a priority area for potential illicit discharge detection and elimination (IDDE) requirements. The park has one landlord and multiple tenants.

The target audiences in the Great Flat Aquifer Protection Zones are developers, residents and commercial/industrial operations but also the Town Building Department and Zoning Board. Since these aquifer protection zones were created in 1990, continual education is necessary to remind residents and regulators alike of the existing Zoning districts for protection of this important resource. The Aquifer has been designated a Sole Source Aquifer by the US Environmental Protection Agency.

The target audiences in the area of Collins Lake and Collins Creek are similar to those in other areas of the Town in which residents live in close proximity to streams and their tributaries. These areas are covered by educational outreach to residents about preventing stormwater runoff impacts to water quality, as well as to training for Town staff on enforcement of those regulations already in place that relate to stormwater.

The target audience for areas on individual wastewater treatment systems are residential landowners in those areas. Cooperation to distribute educational materials through multiple departments and local agencies is on-going.

The target audience at the Business and Technology Park is the land owner and tenants. Educational materials about stormwater and illicit discharges will be made available (see MCM 3).

The following BMPs are actions the Town will take to meet the Goals and Objectives, and permit requirements on an annual basis. The Planning Department, Highway/DPW, and Building Department all have responsibilities as noted in the BMPs below. A Two-Year Plan is included at the end of Section 5.

BMP 1.1	
Control measure	Distribution of printed stormwater literature at Municipal Center, Schenectady County Library, Let's Talk Business
Definition	Passive education – information always available, includes contact for further information
Measurable Goal	Printed materials are available at public locations–Number of printed informationals distributed during year is recorded
Person/Department responsible	The Executive Secretary and Planner I of the Planning Department make sure printed literature is available to these access points

BMP 1.2	
Control measure	Provide stormwater information at public events; Table display or kiosk and manned table display (Events include Planning and Zoning public hearings, Greenhouse for Earth Day, MiSCI events, etc)
Definition	Passive or active education – information always available, includes contact for further information; conversations with event participants at table displays
Measurable Goal	Stormwater information is available at public events – Estimated number of people receiving direct contact/attending event is recorded
Person/Department responsible	

	Planning Department, and Union College Environmental Studies Major – SW MGMT Intern
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BMP 1.3	
Control measure	Stormwater information on Town of Glenville website
Definition	Passive education – user-based and user-defined access, background information always available, includes contact for further information
Measurable Goal	Stormwater information is accessible on Town website; number of site visits are recorded
Person/Department responsible	Planning, intern and DPW/Highway. Currently, Comptroller and Supervisor can record the count of webpage visits.

BMP 1.4	
Control measure	Direct contact, outreach and education based on need
Definition	Targeted outreach to parties involved in specific stormwater issues, for example, may be individuals in the case of an illicit discharge, or involved parties in post-construction site
Measurable Goal	Education materials and/or stormwater information is given to involved individuals; record number of incidences
Person/Department responsible	Have information on hand when responding to an incident of IDDE, including door hanger informationals; Building Department for failed Septic Systems; Department of Public Works for erosion, Planning (with Stormwater Mgmt Intern)

BMP 1.5	
Control measure	Provide stormwater BMP training for Planning and Zoning Commission, staff members and other volunteer board members.
Definition	All Town officials and staff should have awareness of stormwater issues and their responsibility. Trainings include those made available by the State, Schenectady County Soil and Water Conservation District, etc., and on-line webinars. Includes Good Housekeeping Training for new staff,

	opportunities to discuss issues at specific staff meetings, and prepared informationals for staff and contractors.
Measurable Goal	All relevant staff have received training in stormwater issues and those directly involved in stormwater management receive specific training
Person/Department responsible	Each Department Head

BMP 1.6	
Control measure	Provide construction site SWPPP review process information to Town officials and staff and owners, operators and contractors of construction sites.
Definition	All Town officials and staff and owners, operators and contractors of construction sites should have awareness of stormwater issues and their responsibility during Construction projects. An informational has been developed and will be distributed.
Measurable Goal	All relevant officials and staff understand the SWPPP review process. Owners and operators are informed of their responsibilities. Stormwater requirements are discussed at pre-construction meetings.
Person/Department responsible	Planning, Building, DPW/Highway

Reporting requirements

According to Stormwater GP-0-15-003 (Part VII A.1.e), continuing covered entities shall report on the items below:

- i. List education/outreach activities performed for the general public and target audiences and provide any results.
- ii. Covered entities performing the education and outreach activities required by other MCMs may report on those activities in MCM1 and provide the following information applicable to their program:
 - IDDE education activities planned or completed for public employees, businesses, and the general public as required by Part VII.A.3;
 - Construction site stormwater control training planned or completed, as required by Part VII.A.4; and
 - Employee pollution prevention/good housekeeping training planned or completed as required by Part VII.A.6; and

To facilitate shared annual reporting, if the education and outreach activities above are implemented by a third party, and the third party is completing the associated portions of the annual report, that third party may report on the education and outreach activities within MCM1 of the annual report and not within the MCMs that the education and outreach activities are required by,

- iii. Report on the effectiveness of program, BMP and measurable goal assessment; and
- iv. Maintain records of all training activities.

MCM 2 – Public Involvement

It is important for citizens to understand and have input to regulations that affect them. Also, as more people in the community understand the issues of stormwater runoff and the regulations to prevent stormwater pollution, there are more people who can inform the Town of stormwater concerns they may notice. Therefore, the MS4 General Permit requires the regulated MS4 to develop and implement a formal program to involve the public in activities and decisions that relate to the issues of stormwater pollution.

Town of Glenville Management Goals and Objectives

In order to keep the community informed and encourage involvement, the public is given opportunities to play an active role in both the development and implementation of the stormwater program. The Town Administration, DPW/Highway Department, and Planning Department all have responsibilities as noted in the BMP descriptions below. The Town also participates in the Schenectady County Water Quality Coordinating Committee, which enables the Town to more fully build public involvement.

The Stormwater webpage includes a form for reporting concerns related to stormwater issues (<https://www.townofglenville.org/stormwater-management/webforms/report-stormwater-concerns>). Anyone can use this form or call the Stormwater Officer or the Community Hotline to report a problem, observation or concern. The Stormwater Forms and Community Hotline calls are compiled by the Principal Account Clerk, Administration Department, and forwarded to the appropriate personnel according to the type of concern.

Town staff responding to these reports use the Incident Report Form (Appendix 7) to record on-site information, follow-up steps taken and resolution. These Forms are kept by the Principal Account Clerk who also creates a spreadsheet. Follow-up and work orders resulting from the complaint are utilized in the MS4 reporting and evaluation.

The following BMPs are actions the Town will take to meet the Goals and Objectives, and permit requirements on an Annual basis. A Two-Year Plan is included at the end of Section 5.

BMP 2.1	
Control measure	Maintain and respond to reports on the Stormwater webpage and Community Hotline (518-688-1240)

Definition	Available contact methods for reporting concerns relating to Stormwater
Measurable Goal	Maintain a functioning tool for citizen reports – record the Number of stormwater related reports per year and what follow-up occurred
Person/Department responsible	Town Administration – Principal Account Clerk, receives all reported concerns and complaints and forwards to appropriate department.

BMP 2.2	
Control measure	Cleanup Events
Definition	Public, individuals and groups, participate in clean-up work – accomplish needed work, learn about environment and stormwater issues
Measurable Goal	Town participates when a community clean-up is planned by County Water Quality Coordinating Committee – record the Number of participants, Locations cleaned, linear footage of shoreline, #bags collected at each location, and/or pounds collected depending on the cooperating agency's data
Person/Department responsible	Partnership with Schenectady County Water Quality Coordinating Committee, Planning Department

BMP 2.3	
Control measure	Stakeholder meetings – SWPPPs, SWMP Plan and Annual report presented to public
Definition	Public gatherings at which the plans and reports are explained and viewed, public opportunity to engage directly and share local knowledge and make comments and suggestions on plans affecting them; PZC and GECC meetings
Measurable Goal	SWMP Plan and Annual report are presented at least once annually; SWPPPs are presented as per construction site review process
Person/Department responsible	Planning Department

BMP 2.4	
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Control measure	Storm drain markings
Definition	Storm drains are marked with “Do not Dump” and “Connects to Waterway”, public assists work, understands watershed concept as relates to stormwater
Measurable Goal	All storm drains are marked
Person/Department responsible	Highway Department, summer interns

BMP 2.5	
Control measure	Stormwater documents made available on Town website and at Planning offices
Definition	Keep Plan and Annual reports available for public viewing
Measurable Goal	Documents are posted for the required number of days on-line
Person/Department responsible	Planning Department, Department of Public Works

Reporting Requirements

According to Stormwater GP-0-15-003 (Part VII A.2.g), continuing covered entities shall report on the items below:

- i. Annual report presentation information (date, time, attendees) or information about how the annual report was made available for comment;
- ii. Comments received and intended responses (as an attachment);
- iii. Public involvement/participation activities (for example stream cleanups including the number of people participating, the number of calls to a water quality hotline, the number and extent of storm drain stenciling); and
- iv. Report on effectiveness of program, BMP and measurable goal assessment.

MCM 3 – Illicit Discharge Detection and Elimination (IDDE)

A significant portion of the flows from MS4s are not directly attributable to precipitation runoff. Rather they are due to illicit and/or inappropriate discharges and connections to the MS4. Illicit discharges enter the system through direct (e.g. wastewater piping either mistakenly or deliberately connected to the storm drain) or indirect connections (e.g. infiltration into the MS4 from cracked sanitary systems, spills collected by storm drains, or the direct discharge of anything other than stormwater into a storm drain). These untreated discharges contribute high

levels of pollutants, including heavy metals, toxics, oil and grease, nutrients, viruses, and bacteria to receiving waterbodies. Therefore, the MS4 General Permit requires the regulated MS4 to develop and implement a program to detect and eliminate these types of discharges.

BMPs can include: outfall inventory, outfall screening and sampling procedures, storm sewer map development or revision, response procedures; Employee training, IDDE program indicators (IDDE located and eliminated).

Town of Glenville Management Goals and Objectives

The Town has implemented a program to detect and address non-stormwater discharges, including illegal dumping, to the MS4. The Town has adopted Town Code Chapter 235, Article I, Illicit Discharges, Activities and Connections (2007).

The majority of the MS4 area is along the highway urbanized areas which consist of commercial areas and residences. In some areas residences are not connected to the sewer system and must maintain septic systems, a potential source for contamination to stormwater. A priority area for IDDE monitoring is the Glenville Business and Technology Park, at 2165 Amsterdam Road. The industrial park has one site owner/landlord and multiple tenants. Tenant industries include; pallets, recycling, used machinery supply, beverage bottling and insulation products among other industries. The stormwater outfall for the industrial park is permitted by a DEC SPDES discharge permit (Adirondack Beverage) and is located on the Mohawk River, at Maalwyck Park. Past instances of IDDE include beverage dyes and starch, some of which result from erroneous, or willful, waste dumping to the stormwater system when it should have gone to sanitary. Storm drains in the Park were labelled in 2019. The responses to these incidents are coordinated with DEC to follow-up and eliminate the source.

The following BMPs are actions the Town will take to meet the Goals and Objectives, and permit requirements on an Annual basis. A Two-Year Plan is included at the end of Section 5.

BMP 3.1	
Control measure	Inspection/mapping of 20% of stormwater outfalls per year
Definition	Inspect outfalls for potential for IDDE and need of repairs
Measurable Goal	Inspections completed for 20% of outfalls per year
Person/Department responsible	DPW/Highway – oversee contractor or intern

BMP 3.2	
Control measure	Mapping of new outfalls
Definition	Take GPS data and location information for new outfalls
Measurable Goal	All new outfalls mapped on an annual basis

Person/Department responsible	DPW/Highway – oversee contractor or intern
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BMP 3.3	
Control measure	Outfall Reconnaissance Inventory
Definition	Identify those outfalls that are subject to IDDE
Measurable Goal	All potential IDDE sites detected during inspection are reported to Stormwater Officer
Person/Department responsible	DPW or Code Enforcement oversees contractor or intern

BMP 3.4	
Control measure	IDDE potential sites confirmed and eliminated
Definition	Potential IDDE sites are confirmed by sampling or other means, and IDDE is eliminated
Measurable Goal	All potential IDDE sites detected or reported receive follow-up for confirmation (or dismissal) and elimination
Person/Department responsible	DPW or Code Enforcement; oversees contractor

BMP 3.5	
Control measure	Stormwater mapping
Definition	Mapping of water flow through stormwater system to facilitate back tracking to sources of pollutants when necessary
Measurable Goal	Completion of storm-shed mapping, sub-watershed mapping is complete
Person/Department responsible	Cooperation with Schenectady County GIS department through grants when available

BMP 3.6	
Control measure	Provide IDDE awareness training to relevant staff and departments
Definition	Provide education on what types of discharges are allowable, what is an illicit discharge, associated environmental hazards, proper handling and disposal practices for common behaviors (septic care, car washing, household hazards, pools), how to report an illicit discharge
Measurable Goal	All relevant staff have received IDDE training

Person/Department responsible	Department heads ensure staff attend training provided by Soil and Water Conservation, DEC and/or Town departmental meetings
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BMP 3.7	
Control measure	Document reports to hotline
Definition	Documentation includes name, date, location of illicit discharge, nature of discharge, follow-up actions taken
Measurable Goal	All calls are documented and receive appropriate follow-up
Person/Department responsible	DPW or Building Dept depending on issue reported

Outfall inspections will be carried out by Town staff, contractor and/or interns. The inspector will make locational data and field notes available to the Stormwater Officer and/or the County GIS system for entrance into SIMS. Photos should be linked to outfall by number.

Inspectors will notify the Stormwater Officer of any problems encountered, including instances of IDDE and/or need for repairs, at specific outfalls as soon as possible, through e-mail or phone contacts. Town staff use system maps, visual observations of flows in catch basins and dye testing to locate the source¹ of an illicit discharge. Each case and its resolution are recorded on an Incident Form (included in Appendix 7).

Illicit discharges found during inspection or based on an incident report/complaint will be followed-up at the direction of the Stormwater Officer depending on the type or origin of the discharge. Persons found to be contributing to an illicit discharge will be notified of the violation as per Chapter 235 Storm Sewers of the Town of Glenville Code, and required to take all reasonable action to correct such activity. A Notice of Alleged Violation is sent to the property owner citing Chapter 235 and requiring the elimination of the violation. The Notice also lists penalties should there be a failure to remedy the violation. Enforcement and penalties will apply as per Chapter 235, Storm Sewers, with fines that increase for repeated offenses. It is the intent of the Town staff to encourage the remedy without fines, when the violator cooperates with the remedy in good faith. Town staff will then reinspect the specific location to ensure that the discharge has been discontinued. Illicit discharges identified at the Industrial Park are tracked and eliminated in coordination with the NYS DEC.

Spills of fuels or other contaminants from roadways or roadwork are reported to the NYS DEC Spill Center. Town staff have spill kits in their work vehicles and can respond to smaller spills, however a larger spill requires cooperation with the Spill Center or Emergency Services. The

¹ Available Guidance: Illicit Discharge Detection and Elimination, Center for Watershed Protection, October 2004.

goal is to prevent the spill from reaching local waterways directly or through the stormwater system.

The Department of Public Work staff and firefighting crews protect stormwater inlets from erosion and sedimentation during pipe breaks or fire suppression activities. Though excess water flow produced during these activities may not itself be an illicit discharge, large quantities of water running over the ground can carry sediment into nearby waterways directly or through the stormwater system.

Town staff in the DPW, Planning and Building Departments also respond to citizen reports received through the Community Hotline or Stormwater webpage. The report may require track down of an IDDE source as well. Additionally, all DPW/Highway Department staff carry Incident Report Forms in the case that they find or are notified of a stormwater (or other) concern during their duties in the community. These forms are then passed to the Clerk for filing and forwarding to the appropriate entity to follow-up on the reported incident, if the incident cannot be dealt with immediately.

Priorities for the year (beginning 2019 field season);

1. Each year reinspect at least 20 percent of outfalls, continue thereafter inspecting 20 percent of outfalls each year so that all are inspected within a 5-year rotation.
2. Include in this year's inspection rotation the outfalls that were not inspected in 2018 due to leaf coverage or other reasons. These outfalls need to be cleared of leaves or debris prior to inspection.
3. Map new or missing outfalls and catch basins
4. Prioritize outfalls for repair based on the prior Outfall Inspection.
5. Business and Technology Park – In order to facilitate IDDE trackdown and elimination at the Park, the Town will undertake the following efforts
 - a. Map (GPS) the catch basins in the Park
 - b. The Park was originally a Navy property. Review existing historical information from the Navy for the existence of piping and floor drains within existing buildings. Review available more recent construction plans. Utilize information to map the stormwater system in this area.
 - c. Gather information from the Park landowners as to industrial activities taking place in the Park.
 - d. Work with landowners to distribute information on stormwater, stormwater pollution prevention and local laws related to stormwater,

Reporting Requirements

According to Stormwater GP-0-15-003 (Part VII A.3.I), continuing covered entities shall report on the items below:

- i. Number and percent of outfalls mapped;
- ii. Number of illicit discharges detected and eliminated;

- iii. Percent of outfalls for which an outfall reconnaissance inventory has been performed;
- iv. Status of system mapping;
- v. Activities in and results from informing public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of wastes;
- vi. Regulatory mechanism status – certification that law is equivalent to the State’s model IDDE law (if not already completed and submitted with an earlier annual report); and
- vii. Report on effectiveness of program, BMP and measurable goal assessment.

MCM 4 – Construction Site Stormwater Runoff Control

Though most communities welcome a certain level of development, construction sites can present a risk to water quality. Stormwater runoff from construction sites contain pollutants that if not properly controlled can become mobilized and eventually discharged into local waterways causing physical, chemical and biological harm. For example, excess sediment can disrupt aquatic habitats or require dredging to maintain navigation channels. Therefore, the MS4 General Permit requires the regulated MS4 develop and implement a program to oversee construction activities to ensure they are properly controlled to prevent runoff.

The General Permits requires MS4s to develop, implement, and enforce a program that provides equivalent protection to the NYS SPDES General permit for Stormwater Discharges from Construction Activities, unless more stringent requirements are contained in the MS4 General Permit.

BMPs include Erosion and Sediment Control Standards, Pollution prevention BMP standards, Plan review procedures, pre-construction review procedures, inspection and enforcement procedures (adopted code), receipt of info from public, employee training and Construction site inventory

Town of Glenville Management Goals and Objectives

The goal of the Town is to ensure construction sites are effectively controlled to reduce pollutants from construction related activities that have the potential to discharge to the MS4. The Town program provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities as per local law Chapter 270, Article XI, Stormwater Management and Erosion Control. In the development of local plans or regulations, the MS4 will consider Smart Growth principles for natural resources protection including Low Impact Development, Better Site Design and Green Infrastructure Practices.

A Storm Water Pollution Prevention Plan (SWPPP) is required for applicable land disturbing activities that includes temporary erosion and sediment controls and permanent stormwater management practices (SMPs). The Town distributes information about the SWPPP process and owner/operator responsibilities to manage stormwater to owners, operators and contractors (Appendix 7).

The Town receives construction applications from developers, and the Planning Department makes a determination of the amount of land disturbance planned. If the land disturbance will be greater than one acre, the application materials are transferred to a contracted engineer for review. The contractor provides a written estimate of the cost to review the SWPPP materials. The Town uses that estimate to collect funds from the applicant. Upon receipt of funds from the applicant, the Town authorizes the contractor to commence review according to the GP and Chapter 270, Article XI.

The contractor, the Town and the applicant agree upon revisions to the SWPPP. The applicant's Plan is only approved upon approval of the SWPPP by the Stormwater Management Officer. All SWPPPs are filed in the Planning Department and kept for future use in inspections or future site work. The applicant then files a Notice of Intent with the NYS DEC under the Construction General Permit.

The Stormwater Management Officer or designated agent may inspect the construction site to ensure compliance with the SWPPP in accordance with Chapter 270, Article XI, Stormwater Management and Erosion Control. The construction site operator will have a licensed/certified professional conduct an assessment prior to construction to ensure that the appropriate erosion and sediment controls are in place as required by the SWPPP. After construction has begun, site inspections will be conducted to ensure the overall effectiveness of the SWPPP, as per Chapter 270, Article XI and the GP. At completion of construction, the applicant files a Notice of Termination. The Stormwater Management Officer is responsible for ensuring inspection of permanent stormwater management practices for compliance with the SWPPP.

The following BMPs are actions the Town will take to meet the Goals and Objectives, and permit requirements on an Annual basis. A Two-Year Plan is included at the end of Section 5.

BMP 4.1	
Control measure	Review Construction Stormwater Pollution Prevention Plans
Definition	SWPPPs for development projects disturbing more than one acre (or "hot spots" on case-by-case basis)
Measurable Goal	SWPPPs for all proposed projects are reviewed
Person/Department responsible	Planning and Building Departments, contracted engineering firm

BMP 4.2	
Control measure	Conduct periodic construction Site Inspections
Definition	Including those sites with SWPPPs and those requiring basic sedimentation and erosion control BMPs for new development projects disturbing less than one acre.
Measurable Goal	Annually inspect 100% of all construction projects disturbing more than one acre

Person/Department responsible	Public Works and Building Department
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BMP 4.3	
Control measure	Construction sites enforcement actions
Definitions	Procedures carried out for enforcement of control measures as required by SWPPP
Measurable Goal	All sites that are non-compliant receive notice of violation, those failing to come into compliance receive follow-up as per local law; Chapter 270, Article XI, Stormwater Management and Erosion Control and other
Person/Department responsible	Department of Public Works, Stormwater Management Officer

Reporting Requirements

According to Stormwater GP-0-15-003 (Part VII A.4.b), continuing covered entities shall report on the items below:

- i. Number of SWPPPs reviewed
- ii. Number and type of enforcement actions
- iii. Percent of active construction sites inspected once;
- iv. Percent of active construction sites inspected more than once;
- v. Report on effectiveness of program, BMP and measurable goal assessment.

MCM 5 – Post-construction Stormwater Management

Increases in impervious cover such as parking lots and buildings reduces the ability for water to infiltrate into the ground, resulting in an increase in surface runoff, flooding and changes to stream morphology. Additionally, as runoff flows over areas altered by development, it picks up pollutants that have accumulated on the surface of the impervious cover such as oil and grease, pesticides, and heavy metals. To reduce the impact that new, as well as existing development, has on the amount and the quantity of pollutants contained in the runoff, strategies and management practices should be implemented to mimic the predevelopment conditions to the maximum extent practicable. Therefore, the MS4 General Permit requires the regulated MS4 develop and implement a program to oversee the design, construction and maintenance of post-construction stormwater practices to eliminate the potential impacts the development has on receiving waterbodies.

General Permit specifies that to meet the Maximum Extent Practicable a post-construction practice must be designed and installed according to NYS Stormwater Management Design Manual or equivalent.

BMPs include – stormwater control standards, long-term maintenance of post-construction controls, post-construction inspections, enforcement and tracking.

Town of Glenville Management Goals and Objectives

The goal of the Town is to control the discharge of pollutants to the MS4 through proper operation and maintenance of stormwater management practices (SMPs) constructed on new or redeveloped sites. The Highway Department performs maintenance such as mowing at publicly owned management practices. The Town Planner has attended webinar training and Capital District Regional Planning Commission Green Infrastructure trainings. The Town has an engineer contract in place for inspection of post-construction stormwater management practices, beginning in 2019.

Inspections of stormwater management facilities on completed projects will be carried out on a reasonable basis, including but not limited to routine inspections, random inspections, inspections based on complaints or other notice of possible violations and joint inspection with other agencies under environmental or safety laws. The objective of inspection is to ensure the stormwater management and erosion control facilities continue to be maintained² according to the SWPPP, in accordance with Chapter 270, Article XI, Stormwater Management and Erosion Control. Enforcement and penalties for violations apply. Priority areas will be the Aquifer Protection areas and areas close to waterways.

The following BMPs are actions the Town will take to meet the Goals and Objectives, and permit requirements on an Annual basis. A Two-Year Plan is included at the end of Section 5.

BMP 5.1	
Control measure	Inventory, inspection and maintenance of publicly owned post-construction stormwater management practices
Measurable Goal	One-hundred percent have been inventoried, 20% percent inspected annually, regular maintenance completed at all
Person/Department responsible	DPW/Highway Department

BMP 5.2	
Control measure	Maintain library of all approved SWPPP's for future reference
Measurable Goal	All existing SWPPP's held in library

² Available Guidance: Maintenance Guidance, Stormwater Management Practices, NYS DEC, March 2017.

Person/Department responsible	Planning Department
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BMP 5.3	
Control measure	Monitor private stormwater management facilities for appropriate maintenance practices and procedures per approved SWPPP(s).
Measurable Goal	Annually 20% monitored, follow-up on all necessary
Person/Department responsible	Highway/Public Works Department oversight of contractor for these inspections

BMP 5.4	
Control measure	Ensure municipal officials/MS4 staff responsible for program implementation receive orientation/training on Low Impact Development (LID), Better Site Design (BSD) and other Green Infrastructure principles.
Measurable Goal	50% of officials and staff have attended one such training
Person/Department responsible	DPW, Planning and Building Departments

BMP 5.5	
Control measure	Review local regulations to ensure compliance when MS4 general permits and/or technical standards are updated. Produce information to clearly explain any changes to Town staff and regulated entities.
Measurable Goal	Local regulations are reviewed when there are changes to the MS4 General Permit to ensure compliance
Person/Department responsible	Planning Department and Town Attorney

Reporting Requirements

According to Stormwater GP-0-15-003 (Part VII A.5.e), continuing covered entities shall report on the items below:

- i. Number of SWPPPS reviewed;
- ii. Number and type of enforcement actions;
- iii. Number and type of post-construction stormwater management practices inventoried;
- iv. Number and type of post-construction stormwater management practices maintained;

- v. Regulatory mechanism status – certification that regulatory mechanism is equivalent to one of the “NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control” (if not already done); and
- vi. Report on effectiveness of program, BMP and measurable goal assessment, and implementation of banking and credit system, if applicable.

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MCM 6 – Pollution Prevention and Good Housekeeping for Municipal Operations

Municipal operation and maintenance activities can become sources of pollutants that need to be minimized through the SWMP. Good housekeeping measures for municipal operations will reduce or prevent this pollution from entering nearby waterbodies with stormwater runoff. This measure applies to pollution that: (a) collects on streets, parking lots, open spaces; (b) results from municipal vehicle storage and maintenance; (c) results from actions such as poor maintenance of storm sewer systems or environmental damaging land development and flood management practices; or (d) originates from or is controlled at municipal facilities and properties or municipal operations in the community. Therefore, the MS4 General Permit requires the regulated MS4 to inventory and maintain all of its department operations and identify sources of pollutants of concern created by the operation.

BMPs can include – facility inventory, parks and open space operations and maintenance (O&M), buildings and facilities O&M, vehicle O&M, infrastructure O&M; SWPPP plans, employee training

Town of Glenville Management Goals and Objectives

It is the goal of the Town to ensure that activities at municipal facilities and during municipal operations do not contribute pollutants to surface waters of the State. Staff daily worksheets are used to calculate maintenance totals such as street sweeping, and catch basin inspections. Facilities were listed and mapped as part of the WQIP Round 13 grant cycle for the Comprehensive Mapping Program within Schenectady County. Town staff follow the Municipal Facility Procedures (see Appendix 6) to maintain Good Housekeeping practices at these facilities on an on-going basis. Priority is given to those facilities at which activities occur that may affect stormwater quality.

Where possible runoff reduction measures will be considered, such as directing stormwater to natural grassed or forested areas while preventing erosion. During project review Green infrastructure practices are considered for new facilities and upgrades, such as reduction of impervious area, rain gardens, and vegetated swales. In the development of local plans or regulations, the MS4 will consider Smart Growth principles for natural resources protection including Low Impact Development, Better Site Design and Green Infrastructure Practices.

All contracted entities are notified of stormwater responsibilities. The Town staff mow lawns at Town parks. Other lawn maintenance, such as fertilizer and pesticide application, is contracted. The Town will consider available information in making plan to reduce overall application of fertilizer and herbicides through limitations of use to fit need.

Information from websites; DEC Nutrient Runoff Law:

<https://www.dec.ny.gov/chemical/74885.html>

<https://www.dec.ny.gov/chemical/74956.html>

and pesticide reduction: <https://ecommons.cornell.edu/handle/1813/3574>

public ed: <https://www.dec.ny.gov/public/52570.html>

The Town operates the following facilities, of these the Town Hall and the Department of Public Works Garage are priorities;

TABLE 5.6: Town Facilities

Facility	Specific stormwater issues
Town Hall*	A two-story facility on Glenridge Road. Includes offices, meeting rooms and police station. Police Dept. vehicle washing when the vehicle cannot be taken to a commercial facility. The storm drain at that washing bay is being disconnected from the storm system, will be connected to an oil/water/grit washer, and will be connected to sanitary sewer (pending plan approval)
Senior Center	A two-story facility with parking lot.
History Center	A two-story former residential structure, east of Library, shares entrance drive, minimal parking area, surrounded by grass and trees.
Library	One-story library east of Town Hall on same parking area.
Department of Public Works*	One-story facility on Vley Road. Only facility at which vehicle maintenance takes place. Floor drains are being disconnected from the stormwater system and will be pumped for disposal at WWTP. A six-bay and a four-bay garage are located across the road, and road salt is stored in a salt shed.
Amsterdam Road Vehicle and Equipment Storage	Cold storage structure, no floor drains
Water Treatment Plant	One-story building and garage with driveway and parking area. Fuel is kept in a fuel safe cabinet; floor drain in pole barn is not connected.
East Glenville Fire Station	One-story structure and four-bay garage with entrance drive and parking area. Floor drains with approved on-site discharge.
Parks	Indian Meadows, Maalwyck, Cozydale, Sanders Preserve, Anderson Dog Park, Yates Mansion; DPW mows; fertilizer and pesticide application contracted out.
Parking lots at municipal buildings	Swept regularly
Roads	Town roads are swept at least annually

*= Priority facility

The following BMPs are actions the Town will take to meet the Goals and Objectives, and permit requirements on an Annual basis. A Two-Year Plan is included at the end of Section 5.

BMP 6.1	
Control measure	Provide Good Housekeeping BMP training to Town DPW, Roads, Parks, maintenance and other appropriate staff
Measurable Goal	All DPW and Roads staff have received Good Housekeeping training; Facility Procedures are available at each facility
Person/Department responsible	Department of Public Works/Highway Department Superintendent

BMP 6.2	
Control measure	Label facility floor drains to indicate where they flow (stormwater, sewer, catch basin or oil/water separator)
Measurable Goal	All floor drains in municipal facilities are labeled to indicate location to which they flow
Person/Department responsible	Department of Public Works/Highway Department Superintendent

BMP 6.3	
Control measure	Self-assessment reports/follow-through
Measurable Goal	Assess each facility at least once every three years; Follow-up on and correct deficiencies
Person/Department responsible	Building Department

BMP 6.4	
Control measure	Municipal operations Good Housekeeping actions taken annually– street sweeping, parking lots sweeping, catch basins inspected and cleaned, municipal post-construction BMPs inspected and cleaned, leaf collection
Measurable Goal	Streets and parking lots are swept twice a year, 20% of catch basins inspected and cleaned per year (additional cleaning as needed), all municipal BMPs will be mowed or otherwise maintained, leaf collection complete prior to snowfall
Person/Department responsible	Department of Public Works/ Highway Department, Superintendent

BMP 6.5	
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Control measure	Open space planning and maintenance- open space (forested areas, riparian zones) is maintained protect streams, wetlands and erodible soils and to receive/control/manage stormwater
Measurable Goal	All existing Town-owned Open space is preserved; when possible Open Space is acquired within riparian zones to preserve and protect water resources.
Person/Department responsible	Planning Department

BMP 6.6	
Control measure	Overall application of herbicides and pesticides is reduced.
Measurable Goal	Third party contractors for grounds maintenance, and/or application of fertilizers and herbicides or pesticides are made aware of their stormwater responsibilities, and Towns intent to reduce application of potential contaminants.
Person/Department responsible	Planning or Parks Department or DPW depending on property where work occurs.

Regular municipal operations that relate to stormwater Good Housekeeping including, but not limited to, street and parking lot sweeping, leaf collection, catch basin inspection and cleaning and municipal stormwater management practice maintenance, are logged in work records and reported on an annual basis.

Reporting Requirements

According to Stormwater GP-0-15-003 (Part VII A.6.f), continuing covered entities shall report on the items below:

- i. Indicate the municipal operations and facilities that the pollution prevention and good housekeeping program assessed;
- ii. Describe, if not done so already, the management practices, policies and procedures that have been developed, modified, and/or implemented and report, at a minimum, on the items below that the covered entity's pollution prevention and good housekeeping program addressed during the reporting year:
 - Acres of parking lot swept
 - Miles of street swept
 - Number of catch basins inspected and, where necessary, cleaned
 - Post-construction control stormwater management practices inspected and, where necessary, cleaned
 - Pounds of phosphorus applied in chemical fertilizer (by staff or contractor)

- Pounds of nitrogen applied in chemical fertilizer (by staff or contractor)
- Acres of pesticides/herbicides applied (by staff or contractor)
- iii. Staff training events and number of staff trained; and
- iv. Report on effectiveness of program, BMP and measurable goal assessment. If the pollution prevention and good housekeeping program addresses other operations than what is listed in Part VII.A.6.a(i), the covered entity shall report on items that will demonstrate program effectiveness.

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TWO YEAR PLAN

Section 5.0 includes BMPs for each MCM as carried out on an annual basis. The two-year plan table here includes more detail on several BMPs that will be carried out on a more step-wise basis. This table will be up-dated annually.

Years: 2019-2020

BMP	Description	By Date
1.1	Distribution of printed stormwater literature at public locations	Annually
1.2	Provide stormwater information at public events	Annually
1.3	Maintain stormwater information on Town website	Annually
1.4	Provide direct contact, outreach and education	Annually
1.5	Stormwater BMP awareness training	Annually
1.6	Provide SWPPP review procedure information	All sites
2.1	Maintain/respond to reports on Stormwater webpage and hotline	Annually
2.2	Clean up events in partnership with SCWQCC	Annually
2.3	SWPPPs, SWMP Plan and Annual report presented to public	Annually
2.4	Storm Drain labelling	As needed
2.5	Stormwater documents made available on Town website and at Planning Offices	Annually
3.1	Inspection/mapping of 20% of stormwater outfalls	Annually
	a. Determine outfall repair needs and schedule repairs	03/01/2020
3.2	Map new outfalls	Annually
3.3	Outfall Reconnaissance follow-up on IDDE indications	Annually
3.4	IDDE sites confirmed and eliminated	Annually
3.5	Sub-watershed, storm-shed mapping (partnership SCWQCC)	Annually
	For Priority Area Business and Tech Park –a. GPS catch basins	11/01/2019
	b. Review Navy as-builts for floor drains and pipes	03/01/2020
	c. With info and DEC permit info – determine IDDE track points	06/01/2020
3.6	Provide IDDE awareness training to relevant staff	Annually
3.7	Document and follow-up on stormwater reports and complaints	As received
4.1	Review SWPPPs for all sites disturbing an acre or more	As needed
4.2	Conduct periodic construction site inspections	Each active site
4.3	Construction site enforcement actions taken	As needed
5.1	Inventory, inspect and maintain public SMPs	Annually
5.2	Maintain library of all approved SWPPPs	On-going
5.3	Inventory and monitor 20% of private SMPs	Annually
5.4	Awareness training on LID, BSD and Green Infrastructure	Annually
5.5	Review local regs/plans when GP or technical standards change	As needed
6.1	Good Housekeeping BMP training to appropriate staff	Annually
6.2	Label facility floor drains	03/2020
6.3	Self-assessment reports and follow through (can rotate annually)	03/2022
6.4	Municipal Good Housekeeping operations	Annually

6.5	Open space planning and maintenance	On-going
6.6	Reduction in use of herbicides/pesticides	Annually
	a. Review Parks Dept. contract for fertilizer/herbicide use	12/01/2019
	b. Determine appropriate application rates on soil data and need	02/01/2020
	c. Renew contract to specify rate of acceptable applications	03/01/2020

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Section 6: Program Evaluation

6.1 Annual Compliance Evaluation

The Town will carry out an Annual Compliance Evaluation upon completion of the draft annual report. The annual report will be reviewed by all involved Department staff to ensure that each Department is meeting its requirements as listed in the SWMP Plan. The objective of the review will be to ensure that the Town is meeting its obligations under the MS4 General Permit in an efficient fashion. This review may take place individually through electronic communication or jointly at a staff meeting. If a particular BMP has not proven successful, modifications to the activity itself, the target audience, and/or the department responsible may be made collectively among the Town staff and consultants. Changes will be added to the SWMP Plan along with the date the change was made.

The Two-Year Plan will also be reviewed and updated at this time. Changes or necessary updates to related procedures addressing stormwater may also be made at this time.

6.2 BMP Modification

A BMP or MCM (as listed above in the Plan) can be modified as to activity, and/or who is responsible if the BMP as written is not as successful as the Town intended for whatever reason (e.g., wrong target audience, measured goal not related to success). Involved staff in the Highway and Public Works, Planning and Building Departments will discuss and agree to necessary changes to the BMPs at annual review of SWMP Plan. Proposed changes will be discussed with Town elected officials and, if approved, will be written into the SWMP Plan for the next cycle. The written statement will include the reasoning behind the change and the change made.

APPENDIX 1 ACRONYMS

Acronyms

BMP – Best Management Practice
C&D – Construction and Demolition
CADD – Computer Aided Drafting and Design
CFR – Code of Federal Regulations
CSO – Combined Sewer Overflow
CWA – Clean Water Act
ECL – NYS Environmental Conservation Law
DPW – Department of Public Works
ECL – Environmental Conservation Law
E&SC – Erosion and Sediment Control
EPA – Environmental Protection Agency
EPF – Environmental Protection Fund
GIS – Geographic Information System
GPS – Geographic Positioning System
IDDE – Illicit Discharge Detection and Elimination
LID – Low Impact Development
MCC – Municipal Compliance Certification
MCM – Minimum Control Measure
MEP – Maximum Extent Practicable
MS4 – Municipal Separate Storm Sewer System
MSGP – Multi-Sector General Permit
NOV – Notice of Violation
NPDES – National Pollutant Discharge Elimination System
NYSDEC – New York State Department of Environmental Conservation
NOI – Notice of Intent
NOT – Notice of Termination
O&M – Operation and Maintenance
ORI – Outfall Reconnaissance Inventory
POC – Pollutant of Concern
ROW – Right of Way
SMO – Stormwater Management Officer
SOP – Standard Operating Procedure
SPDES – State Pollutant Discharge Elimination System
SWMP – Stormwater Management Program
SWPPP – Stormwater Pollution Prevention Plan
TMDL – Total Maximum Daily Load
UA – Urbanized Area
USEPA – United States Environmental Protection Agency

APPENDIX 2 Definitions

Definitions

Activities – See Best Management Practices

Best Management Practice – means schedules activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the state. BMPs also include treatment requirements (if determined necessary by the covered entity), operating procedures, and practices to control runoff, spillage and leaks, sludge or waste disposal, or drainage from areas that could contribute pollutants to stormwater discharges. BMPs are also referred to as “activities” or “management practices” throughout the SPDES general permit.

Construction Activity(ies) – means any clearing, grading, excavation, demolition or stockpiling activities that result in soil disturbance. Clearing activities can include but are not limited to logging equipment operation, the cutting and skidding of trees, stump removal and/or brush root removal. Construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of a facility.

Covered entity – means the holder of a SPDES General Permit for Stormwater Discharges from MS4s, or an entity required to gain coverage under the same. The owner/operator of a small MS4.

Discharge(s) – any addition of any pollutant to waters of the State through an outlet or point source.

Erosion – the overall process of the transport of material on the earth’s surface including the movement of soil and rock by agents such as water, wind or gravity.

Green Infrastructure – Green infrastructure are stormwater management and treatment practices that essentially infiltrate, evapotranspire or reuse stormwater, with significant utilization of soils and vegetation rather than traditional hardscape collection, conveyance and storage structures. Common green infrastructure approaches include green roofs, trees and tree boxes, rain gardens, vegetated swales, pocket wetlands, infiltration planters, vegetated median strips, reforestation, and protection and enhancement of riparian buffers and floodplains.

Illicit Discharge – Any discharge not entirely composed of stormwater into the small MS4, except those identified in the General Permit. Examples of illicit discharges are non-permitted sanitary sewage, garage drain effluent, and waste motor oil. However, an illicit discharge could be any other non-permitted discharge which the MS4 or NYS DEC has determined to be a substantial contributor of pollutants to the small MS4.

Impaired Water – a water is impaired if it does not fully support its designated use(s) and/or meet applicable water quality standards. Refers to waters for which TMDLs have been established, for which existing controls such as permits are expected to resolve the impairment, and those needing a TMDL.

Management Practices – See Best Management Practices

Maximum Extent Practicable – is a technology-based standard established by Congress in the Clean Water Act 402(p)(3)(B)(iii) where the cost is wholly disproportionate to the benefit.

Municipal Separate Storm Sewer System – a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):

1. Owned or operated by a State, city, town, village, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under Section 2018 of the CWA, that discharges to surface waters of the State;
2. Designed or used for collecting or conveying stormwater;
3. Which is not a combined sewer; and
4. Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFE 122.2.

Outfall – any point where an MS4 discharges to either surface waters of the State or to another MS4. Outfalls include discharges from pipes, ditches, swales, and other points of concentrated flow. Areas of non-concentrated (sheet) flow which drain to surface waters of the State or to another MS4's system are not considered outfalls.

Pollutant of Concern (POC) – a pollutant that might reasonably be expected to be present in stormwater in quantities that may cause or contribute to a water quality violation in waters of the State. These pollutants include but are not limited to nitrogen, phosphorus, silt and sediment, pathogens, floatables, petroleum hydrocarbons, heavy metals, and polycyclic aromatic hydrocarbons (PAHs).

Qualified Professional – a person that is knowledgeable in the principles and practices of stormwater management and treatment, such as a licensed Professional Engineer, Registered Landscape Architect or other NYS DEC endorsed individual(s). Individuals preparing SWPPPs that require the post-construction stormwater management practice component must have an understanding of the principles of hydrology, water quality management practice design, water quantity control design, and, in many cases, the principles of hydraulics in order to prepare a SWPPP that conforms to the NYS DEC technical standard. All components of the SWPPP that involve the practice of engineering, as defined by the NYS Education Law (see Article 145), shall be prepared by, or under the direct supervision of, a professional engineer licensed to practice in the State of New York.

Qualifying Storm Event – a storm event of at least 0.1-inch precipitation providing the interval from the preceding measurable storm is at least 72 hours.

Retrofit – to modify or add to existing stormwater infrastructure for the purpose of reducing pollutant loadings.

Runoff (surface runoff) – the flow of water across the land surface that occurs when the rainfall rate exceeds the ability of the soil to absorb the water. Also occurs on impervious surfaces, such as parking lots, where water cannot infiltrate at all.

Sediment – material derived from the weathering of rock such as sand and soil. This material can be detrimental to aquatic life and habitats if an excessive amount flows into rivers and ponds.

Sizing Criteria – the criteria included in Part 1.C.2 of the SPDES General Permit for Stormwater Discharges from Construction Activity (GP-0-15-002) that are used to size post-construction stormwater management control practices. The criteria include; Water Quality Volume (WQv), Runoff Reduction Volume (RRv), Channel Protection Volume (Cpv), Overbank Flood (Qp), and Extreme Flood (Qf).

Stormwater – the portion of precipitation and snow melt that flows off the land surface to waters of the state.

Stormwater Management Program (SWMP) – means the program developed and implemented by the MS4 Operator which provides a comprehensive integrated planning approach involving public participation and, where necessary, intergovernmental coordination, to reduce the discharge of POCs and specified pollutants to the MEP, using management practices, control techniques and systems, design and engineering methods, and other appropriate provisions. MS4 Operators are required at a minimum to develop, implement and enforce a SWMP designed to address POCs and reduce discharge of pollutants from the MS4 to the MEP, to protect water quality, and to satisfy the appropriate water quality requirements of the ECL and the Clean Water Act. The SWMP must address all MS4 requirements in the SPDES Permit.

Stormwater Management Program Plan – used by the MS4 Operator to document developed, planned and implemented SWMP elements. The SWMP plan must describe how pollutants in stormwater runoff will be controlled.

Storm sewershed (sewershed) – the land area that drains into the storm sewer system based on the surface topography in the area served by the storm sewer. Adjacent catchment areas that drain to adjacent outfalls are not separate storm sewersheds.

Stormwater Pollution Prevention Plan (SWPPP) – as defined per the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity or NYSDEC SPDES Multi-Sector General Permit for Stormwater Associated with Industrial Activity.

Total Maximum Daily Load (TMDL) – A TMDL is the sum of allowable loads of a single pollutant from all contributing point and nonpoint sources. It is a calculation of the maximum amount of a pollutant that a waterbody can receive and still meet water quality standards, and an allocation of that amount to the pollutant's sources. A TMDL stipulates Waste Load Allocations (WLA) for point source discharges, Load Allocations (LA) for nonpoint sources, and a margin of safety (MOS).

Traditional Land Use Control MS4s – means a city, town or village with land use control authority.

Traditional Non-land Use Control MS4s – means any county agency without land use control.

Water Quality Standard – means such measures of purity or quality for any waters in relation to their reasonable and necessary use as promulgated in 6 NYCRR Part 700 et seq.

Watershed – a geographic area in which water drains into a certain stream or river and flows out of the area via that stream or river. All of the land that drains to a particular body of water. Also known as a drainage basin.

DRAFT

Appendix 3 Copy of Current MS4 General Permit

DRAFT



Department of
Environmental
Conservation

NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
SPDES GENERAL PERMIT
FOR STORMWATER DISCHARGES

From

MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)

Permit No. GP-0-15-003

Issued Pursuant to Article 17, Titles 7, 8 and Article 70
of the Environmental Conservation Law

Effective Date: May 1, 2015


Expiration Date: April 30, 2017

Modification Dates

July 15, 2015 - Correction of Table IX.C and Appendix 2 to reflect GP-0-10-002 October
2011 Modification

January 13, 2016 - Additional reporting for covered entities in the watersheds listed in
Part IX

Stu Fox
Deputy Chief Permit Administrator


Authorized Signature

1 / 12 / 16
Date

Address: NYS DEC
Division of Environmental Permits
625 Broadway, 4th Floor
Albany, N.Y. 12233-17

PREFACE

Pursuant to Section 402 of the Clean Water Act (“CWA”), operators of *small municipal separate storm sewer systems* (“small MS4s”), located in *urbanized areas* (“UA”) and those *additionally designated* by New York State are unlawful unless they are authorized by a *National Pollutant Discharge Elimination System* (“NPDES”) permit or by a state permit program. New York’s *State Pollutant Discharge Elimination System* (“SPDES”) is an NPDES-approved program with permits issued in accordance with the *Environmental Conservation Law* (“ECL”).

Only those *small MS4 operators* who *develop and implement a stormwater management program* (SWMP) and obtain permit coverage in accordance with Part II of this *SPDES general permit* are authorized to *discharge stormwater* from their *small MS4* under this *SPDES general permit*.

A *covered entity* authorized under GP-0-10-002 as of the effective date of GP-0-15-003, shall be permitted to discharge in accordance with the renewed permit, GP-0-15-003, upon the submission of their Annual Report, unless otherwise notified by the *Department*.

An *operator* not authorized under GP-0-15-003 may¹ obtain coverage under this *SPDES general permit* by submitting a Notice of Intent (NOI) to the address provided on the NOI form. For newly regulated MS4s, authorization under this *SPDES general permit* is effective upon written notification from the *Department* of the receipt of a complete NOI. Copies of this *SPDES general permit* and the NOI for New York are available by calling (518) 402 - 8109 or at any Department of Environmental Conservation (*Department*) regional office (Appendix A). They are also available on the *Department’s* website:

<http://www.dec.ny.gov/permits/6045.html>

Submitting an NOI is an affirmation that an initial *SWMP* has been *developed* and will be *implemented* in accordance with the terms of this *SPDES general permit*.

*** Note: all italicized words within this *SPDES general permit* are defined in Part X. Acronyms and Definitions.**

¹ The term “may” is used to recognize that there are circumstances under which the *operator* is ineligible for coverage under this *SPDES general permit* because of exclusionary provisions of this permit. *Operators* that are excluded from coverage under this *SPDES general permit* as provided for in Part I, for example, are not authorized to *discharge* under this permit. This clarification also applies to situations in which an NOI has been submitted; submission of an NOI by an entity excluded from *SPDES general permit* coverage does not authorize the *small MS4* to *discharge stormwater* runoff under the authority of this *SPDES general permit*.

**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
SPDES GENERAL PERMIT FOR DISCHARGES FROM
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)**

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Part I. PERMIT COVERAGE AND LIMITATIONS

A. Permit Application

1. This *SPDES general permit* authorizes *discharges* of stormwater from *small municipal separate storm sewer systems* ("MS4"s) as defined in 40 CFR 122.26(b)(16), provided all of the eligibility provisions of this *SPDES general permit* are met.
2. Exempt Non-Stormwater Discharges. The following non-stormwater *discharges* are exempt from the need for *SPDES general permit* coverage unless the *Department* has determined them to be substantial contributors of pollutants to a particular *small MS4* applying for coverage under this *SPDES general permit*. If the *Department* determines that one or more of the *discharges* listed below is a substantial contributor of pollutants to a *small MS4*, the identified *discharges* will be considered *illicit*. In that event, the *covered entity* must eliminate such discharges by following the *illicit discharge* minimum control measure ("MCM") requirements (See Part VII.A.3 or VIII.A.3, and Part IX.A.3, B.3, C.3, and D.3 where applicable).
 - a. water line flushing
 - b. landscape irrigation
 - c. diverted stream flows
 - d. rising ground waters
 - e. uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20))
 - f. uncontaminated ground water
 - g. discharges from potable water sources
 - h. foundation drains
 - i. air conditioning condensate
 - j. irrigation water
 - k. springs
 - l. water from crawl space and basement sump pumps
 - m. footing drains
 - n. lawn and landscape watering runoff provided that all pesticides and fertilizers have been applied in accordance with the manufacturer's product label;
 - o. water from individual residential car washing
 - p. flows from riparian habitats and wetlands
 - q. dechlorinated swimming pool discharges
 - r. residual street wash water
 - s. discharges or flows from firefighting activities

(Part I.A.2.)

- t. dechlorinated water reservoir discharges
- u. any SPDES permitted discharge.

Even if the non-stormwater discharges are determined not to be substantial contributors of pollutants, the *Department* recommends that the *covered entity's stormwater management program* ("SWMP") include public education and outreach activities directed at reducing pollution from these discharges.

B. Limitations on Coverage

The following are not authorized by this *SPDES general permit*:

1. *Stormwater discharges* whose unmitigated, direct, indirect, interrelated, interconnected, or interdependent impacts would jeopardize a listed endangered or threatened species or adversely modify designated critical habitat;
2. *Stormwater discharges* or *implementation* of a *covered entity's SWMP*, which adversely affect properties listed or eligible for listing in the National Register of Historic Places, unless the covered entity is in compliance with requirements of the National Historic Preservation Act and has coordinated with the appropriate State Historic Preservation Office any activities necessary to avoid or minimize impacts;
3. *Stormwater discharges* to territorial seas not of the State of New York, the contiguous zone, and the oceans unless such *discharges* are in compliance with the ocean *discharge* criteria of 40 CFR 125 subpart M;
4. *Stormwater discharges*, the permitting of which is prohibited under 40 CFR 122.4 and/ or the *ECL*;

C. Exemption Criteria

For *stormwater discharges* from a designated *small MS4* that are mixed with non-stormwater or *stormwater* associated with *industrial activity*, the *Department* may determine them to be exempt from the requirements of this *SPDES general permit* if the *discharges* are:

1. Effectively addressed by and in compliance with a different *SPDES general permit* or an *individual SPDES permit*; or
2. Identified by and in compliance with Part I.A.2 of this *SPDES general permit*.

Part II. OBTAINING PERMIT COVERAGE

A. Permit coverage is obtained by submission of a complete and accurate Notice of Intent.

B. Permit coverage is public noticed by the Department.

NOIs will be public noticed and an opportunity for public comment provided on the contents of submitted NOIs.

- a. NOIs and the location of the SWMPs and Annual Reports for existing MS4s will be posted in the Environmental Notice Bulletin (ENB).
- b. A deadline of 28 calendar days from the posting in the ENB will be provided for receiving comments.
- c. After the public comment period has expired, the *Department* may extend the public comment period, require submission of an application for an individual SPDES permit or alternative *SPDES general permit*, or accept the NOI or SWMP as complete.

C. Continuance of Permit Coverage for Covered Entities Authorized by GP-0-10-002 (Continuing Covered Entities)

As of May 1, 2015, entities with coverage under GP-0-10-002 will continue to have authorization to discharge on an interim basis for up to 180 days from the effective date of this *SPDES general permit*. Covered entities may gain coverage under this *SPDES general permit* by submission of their 2014 Annual Report due in June 2015. For public participation purposes, the updated Annual Report will be considered equivalent to submission of an NOI.

When the operator changes, a new operator is added, or the individual responsible for the SWMP changes, these changes must be indicated on the MCC form submitted in accordance with Part V.D. It is not necessary to submit a revised Notice of Intent (NOI).

D. Permit Coverage for Covered Entities Newly Designated Under GP-0-15-003 (Small MS4s not Previously Authorized by GP-0-10-002)

Certain *small MS4s* designated by 40CFR Section 122.32(a)(1) were not authorized by GP-0-10-002, but are now required to gain coverage under this *SPDES general permit*. The *small MS4s* were not previously authorized because they were either:

- required to gain coverage under GP-0-10-002, but were granted a waiver from that requirement;
- were not required to gain coverage under GP-0-10-002 based on the designation criteria, but they are now within an *Additionally Designated Area*; or

(Part II.D.)

- were otherwise not permitted under GP-0-10-002.
- 1. In order for *stormwater discharges* from *small MS4s* to be newly authorized under this *SPDES general permit*, an operator must:
 - a. within 180 days of receiving written notification from the *Department* that a permit for discharges from MS4s is required, prepare an NOI using the form provided by the *Department* (or a photocopy thereof); and
 - b. submit the NOI, signed in accordance with Part VI.J of this *SPDES general permit*, to:

NOTICE OF INTENT
NYS DEC, Bureau of Water Permits
625 Broadway, 4th Floor
Albany, NY 12233-3505

- 2. *Operators* who submit a complete NOI in accordance with the requirements of this *SPDES general permit* are authorized to *discharge stormwater* from *small MS4s*, under the terms and conditions of this *SPDES general permit*, upon written notification from the Department that a complete NOI has been received.

E Small MS4s Not Required to Gain Coverage

Operators of unregulated *small MS4s* may apply for coverage under this *SPDES general permit* at any time, per Part II.B.

F. Extension of Permit Coverage to Covered Entity's Full Jurisdiction

Operators of traditional land use control MS4s must extend the implementation of minimum control measures (MCMs) 4 and 5 in accordance with *Criterion 3* of the Designation Criteria or apply for a waiver, if eligible.

Operators of all regulated *small MS4s* may also extend the implementation of any of the six MCMs to areas under their control, but outside of the existing area covered by this *SPDES general permit*. This may be done by describing the program components (MCMs) being extended and the geographic extent to which they are being extended in the annual report (Part V.C.) and indicating in the Municipal Compliance Certification (MCC) form (Part V.D.) that the program was extended to the *covered entity's* full jurisdiction.

(Part II.)

G. Single Entity to Cover the MS4

A single entity may gain coverage for, and on behalf of, one or more regulated MS4s to implement a part of an MCM, one, or all the MCMs. A single entity shall be defined by watershed, municipal boundaries, special district boundaries, or other specifically defined boundaries. The single entity must demonstrate to the *Department* that it was formed in accordance with applicable state and/or local legislation, and that it has the legal authority and capacity (financial, resources, etc.) to meet the requirements of this *SPDES general permit*. Depending on the MCM(s) implemented, the single entity shall demonstrate that it has the following capacities, as applicable for each MCM that the single entity is seeking coverage under this SPDES general permit:

1. Initiate and administer appropriate enforcement procedures,
2. Collect, finance, bond or otherwise borrow money for capital projects,
3. Control the management and operation of the storm sewer system,
4. Implement best management practices at all municipal facilities discharging to the MS4, and
5. Obtain access to property that may be necessary for siting stormwater management facilities and/or practices.

The single entity must submit a complete NOI form to the *Department*, detailing which of the regulated MS4s it will gain coverage for and which of the MCMs, or parts of MCMs, it will implement for each particular regulated MS4. A copy of the document forming the single entity, and detailing the legal authority and capacity of the single entity, must be attached to the NOI. Prior to the single entity gaining coverage under this SPDES general permit, each regulated MS4, for which the single entity will implement one or more MCM must submit a complete notice of termination (NOT). This notice shall specify which of the minimum control measures the single entity will implement for the MS4 and which of the minimum control measures the MS4 will implement.

Part III. SPECIAL CONDITIONS

A. Discharge Compliance with Water Quality Standards

Where a *discharge* is already authorized under this *SPDES general permit* and is later determined to directly or indirectly cause or have the reasonable potential to cause or contribute to the violation of an applicable *water quality standard*, the *Department* will notify the *covered entity* of such violation(s) and may take enforcement actions for such violations. The *covered entity* must take all necessary actions to ensure future *discharges* do not directly or indirectly cause or contribute to the violation of a *water quality standard*, and the *covered entity* must document these actions in the *SWMP*.

(Part III.A.)

Compliance with this requirement does not preclude, limit, or eliminate any enforcement activity as provided by the Federal and / or State law for the underlying violation. Additionally, if violations of applicable water quality standards occur, then coverage under this *SPDES general permit* may be terminated by the *Department* in accordance with 750-1.21(e), and the *Department* may require an application for an alternative *SPDES general permit* or *individual SPDES permit* may be issued.

B. Impaired Waters

1. Impaired Waters Without Watershed Improvement Strategies or Future TMDLs

If a *small MS4 discharges* a stormwater pollutant of concern (POC) to an *impaired* water listed in Appendix 2, the covered entity must ensure no net increase in its *discharge* of the listed *POC* to that water.

By January 8, 2013, *covered entities* must assess potential sources of discharge of stormwater *POC(s)*, identify potential stormwater pollutant reduction measures, and evaluate their progress in addressing the *POC(S)*. Newly authorized covered entities must perform the above tasks within 5 years after gaining coverage under this *SPDES general permit*. Covered entities must evaluate their *SWMP* with respect to the *MS4's* effectiveness in ensuring there is no net increase discharge of stormwater *POC(s)* to the impaired waters for *storm sewersheds* that have undergone non-negligible changes such as changes to land use and impervious cover greater than one acre, or stormwater management practices during the time the *MS4* has been covered by this *SPDES general permit*. This assessment shall be conducted for the portions of the *small MS4 storm sewershed* that *discharge* to the listed waters (see Appendix 2). The assessment shall be done using *Department* supported modeling of pollutant loading.

If the modeling shows increases in loading of the *POC*, the *SWMP* must be modified to reduce the loading to meet the no net increase requirement. The subsequent annual reports must contain an assessment of priority stormwater problems, potential management practices that are effective for reduction of stormwater *POC(s)*, and document a gross estimate of the extent and cost of the potential improvements.

2. Watershed Improvement Strategies

The *SWMPs* for *covered entities* in the watersheds listed below must be modified to comply with the following requirements and the watershed improvement strategies. *Covered entities* implementing the pollutant-specific *BMPs* in addition to the *BMPs* required of all *covered entities* will be taking satisfactory steps towards achieving compliance with *TMDL* requirements. *Covered entities* under the *MS4 SPDES general*

(Part III.B.2.)

permit are required to make best efforts to participate in locally based watershed planning efforts that involve the NYSDEC, other covered entities, stakeholders and other interested parties for implementation of load reduction BMPs. Covered entities may form a Regional Stormwater Entity (RSE) to implement stormwater retrofits collectively. The *covered entities* must ensure that discharges of the *POC* to the *TMDL* waterbody are reduced through these or additional changes to the *SWMP* so that the waste load allocation is met.

MS4s are required to meet the reduction of the POC defined by the TMDL program defined in Part IX of this *SPDES general permit*. By the deadlines defined in Part IX of the general permit, *covered entities* must assess their progress and evaluate their *SWMP* to determine the *MS4's* effectiveness in reducing their discharges of *TMDL POC(s)* to *TMDL* water bodies. Newly designated watershed improvement strategy areas must perform the assessment within 5 years from authorization under this *SPDES* general permit. This assessment shall be conducted for the portions of the *small MS4 storm sewershed* that are within the *TMDL* watershed. The assessment shall be done using *Department* supported modeling of pollutant loading from the *storm sewershed*. The *covered entities* or an RSE must prepare and implement, participate in or utilize the results of existing or ongoing ambient water quality monitoring programs to validate the accuracy of models and evaluate the effectiveness of the additional BMPs for watershed improvement strategies.

If the modeling shows that loading of the POC is not being reduced to meet the waste load allocation, the *SWMP* must be modified to reduce the pollutant loading to meet the waste load allocation.

Each regulated MS4 is responsible for an individual load reduction, which is a fraction of the total required load reduction in the TMDL. If MS4s form an RSE and stormwater retrofits are approached collectively, the *Department* would allow compliance with this condition of the *SPDES* general permit to be achieved on a regional basis.

In this case the load reduction requirement for each participating MS4 will be aggregated, to create an RSE load reduction, to allow design and installation of retrofits where they are most feasible, without restricting MS4s to site retrofit projects within their municipal boundaries.

Each member of an RSE is in compliance if the aggregate reduction number associated with the retrofit plans is met. If the aggregate number is not met, each of the participating MS4s would be deemed non-compliant until such time as they had met their individual load reduction requirements.

(Part III.B.2.)

a. New York City Watershed East of the Hudson River

Covered entities shall modify their *SWMP* to meet the additional requirements as set forth in Part IX.A to address phosphorus as the *POC* for the portion of their *storm sewershed* in the watershed. A map of the watershed is shown in Appendix 3.

b. Other Phosphorus Watersheds

Covered entities shall modify their *SWMP* to meet the additional requirements as set forth in Part IX.B to address phosphorus as the *POC* for the portion of their *storm sewershed* in the watershed. Maps of the watersheds are shown in Appendices 4, 5, and 10.

c. Pathogen Watersheds

Covered entities shall modify their *SWMP* to meet the additional requirements as set forth in Part IX.C to address pathogens as the *POC* for the portion of their *storm sewershed* in any of the watersheds. Maps of the watersheds are shown in Appendices 6, 7, and 9.

d. Nitrogen Watersheds

Covered entities shall modify their *SWMP* to meet the additional requirements as set forth in Part IX.D to address nitrogen as the *POC* for the portion of their *storm sewershed* in the watershed. Maps of the watersheds are shown in Appendix 8.

3. Future TMDL Areas

If a *TMDL* is approved in the future by EPA for any waterbody or watershed into which a *small MS4 discharges*, the *covered entity* must review the applicable *TMDL* to see if it includes requirements for control of *stormwater discharges*. If a *covered entity* is not meeting the *TMDL* wasteload allocations, it must, within 180 days of written notification from the *Department*, modify its *SWMP* to ensure that the reduction of the *POC* specified in the *TMDL* is achieved. It will be the *MS4's* obligation to meet the waste load allocations specified in the *TMDL* through modification of its *SWMP plan* according to the schedule of Part IX of this *SPDES general permit*.

Modifications must be considered for each of the six MCMs. Refer to assistance documents or enhanced requirements for specific pollutants in documents on the *Department's* website for modifications specific to the *TMDL*. Revised *SWMPs* must include updated schedules for implementation.

(Part III.B.3.)

Within three years of having modified its SWMP to ensure that reduction of the POC specified in the TMDL is achieved, covered entities in future TMDL areas must assess their progress and evaluate their *SWMP* to determine the *MS4's* effectiveness in reducing their discharges of *TMDL POC(s)* to *TMDL* water bodies. This assessment shall be conducted for the portions of the *small MS4 storm sewershed* that are within the *TMDL* watershed. The assessment shall be done using *Department* supported modeling of pollutant loading from the *storm sewershed*.

Part IV. Stormwater Management Program (SWMP) Requirements

A. SWMP Background

Covered entities must develop (for newly authorized *MS4s*, implement), and enforce a *SWMP* designed to reduce the discharge of pollutants from *small MS4s* to the *maximum extent practicable* ("MEP") in order to protect water quality and to satisfy the appropriate water quality requirements of the *ECL* and the CWA. The objective of the permit is for *MS4s* to assure achievement of the applicable water quality standards. *Covered entities* under GP-0-10-002 must have prepared a *SWMP plan* documenting modifications to their *SWMP*. See Part X.B. (Definitions) for more information about the *SWMP* and *SWMP plan*.

The *SWMP* and *SWMP plan* may be created by an individual *covered entity*, by a shared effort through a group or coalition of individual *covered entities*, or by a third party entity. The *SWMP plan* shall be made readily available to covered entity's staff, to the public and to *Department* and EPA staff.

B. Cooperation Between Covered Entities Encouraged

The *Department* encourages *covered entities* to cooperate when *developing* and *implementing* their *SWMP*². However, each *covered entity* is responsible for obtaining its own permit coverage and for filing its own NOI. Irrespective of any agreements between *covered entities*, each individual *covered entity* remains legally responsible for satisfying all GP-0-15-003 requirements and for its own *discharges*. If one *covered entity* is relying on another *covered entity* to satisfy one or more of its permit obligations, that fact must be noted on the *covered entity's* MCC form. The other entity must, in fact,

² For example, villages are encouraged to cooperate with towns, towns with counties, and adjacent counties with each other. In addition, municipal governments are encouraged to coordinate and cooperate with non-traditional *MS4s* such as DOT, school and fire districts, Federal and State facilities located within and adjacent to their jurisdictions. Sewer boards, water boards, or other non-traditional entities are encouraged to partner with the municipality (municipalities) that they serve.

(Part IV.B.)

implement the MCM(s) and must agree to *implement* the MCM(s) on the first *covered entity's* behalf. This agreement between the two or more parties must be documented in writing and signed by both (all) parties. Part IV.G. below may apply if such an agreement is not already in place. The agreement must be included in the *SWMP plan*, and be retained by the *covered entity* for the duration of this *SPDES general permit*, including any administrative extensions of the permit term.

Covered entities that are working together to *develop (for newly authorized MS4s)* or *implement* their *SWMPs* are encouraged to complete shared annual reports. *Covered entities* may also hold a group meeting to present their annual reports to the public and to receive comments on their annual reports. These options are discussed in more detail in Part V.C.2.

C. SWMP Coverage Area

At a minimum, *covered entities* are required to *develop (for newly authorized MS4s)* and *implement SWMPs* in the automatically designated *urbanized areas* ("UA") and *additionally designated areas* (40CFR Section 122.32(a)(1) or 122.32(a)(2)) under their jurisdiction³.

SWMP coverage shall include all UA or additionally designated areas within the *covered entity's* jurisdiction that drain into their *small MS4* and subsequently *discharge* to *surface waters of the State* directly or through other *small MS4s*.

Operators of *small MS4s* whose jurisdiction includes regulated and unregulated areas are encouraged to include their entire jurisdiction in their *SWMP* (refer to Part II.D).

D. SWMP Development and Implementation for Covered entities Authorized by GP-0-10-002(Continuing Covered entities)

Covered entities authorized under GP-0-10-002 shall continue to fully *implement* their *SWMP*, unless otherwise stated in this *SPDES general permit*. A *covered entity* may modify its *SWMP* if it determines changes are needed to improve *implementation* of its *SWMP*. Any changes to a *SWMP* shall be reported to the *Department* in the *MS4's*

³ The purpose of this section is to minimize conflicts between adjacent *small MS4s*. For the purposes of this *SPDES general permit*, areas under the *covered entity's* jurisdiction shall mean areas where the legal authority exists for the subject *covered entity* to *develop* and *implement* an *SWMP* including the six MCMs. It is not a permit requirement for *covered entities* to *implement* and enforce any portion of their *SWMP* in any area that is under the jurisdiction of another *covered entity*. For example, if a portion of a town drains directly into a stormwater system owned and operated by the State DOT, and this area of the town is regulated, the DOT will not be required to implement and enforce any portion of a *SWMP* in the area lying outside of its right of way. In this case, the town would be required to implement the program in the subject area in accordance with this *SPDES general permit*, this despite the fact that the subject drainage does not directly enter the town's system.

(Part IV.D)

annual report and Municipal Compliance Certification (MCC) form (See Part V.C and V.D).

E. SWMP Development and Implementation for Newly Regulated Covered entities (Small MS4s not Previously Authorized by GP-0-10-002)

Certain *small MS4s* designated by 40CFR Section 122.32(a)(1) were not authorized by GP-0-10-002, but are now required to gain coverage under this *SPDES general permit*. The *small MS4s* were not previously authorized because they were either:

- required to gain coverage under GP-0-10-002, but were granted a waiver from that requirement;
- were not required to gain coverage under GP-0-10-002 based on the designation criteria, but they now meet the additional designation criteria in NYS DEC “Designation Criteria for Identifying Regulated Municipal Separate Storm Sewer Systems” ; or
- were otherwise not permitted under GP-0-10-002.

Operators of *small MS4s* newly regulated under this *SPDES general permit* must *develop* an initial *SWMP* and provide adequate resources to fully *implement* the *SWMP* no later than three years from the date of the individual MS4's authorization.

A newly regulated *covered entity* may modify its *SWMP* to comply with the terms and conditions of this *SPDES general permit* if it determines changes are needed to improve *implementation* of its *SWMP*. Any changes to a *SWMP* shall be documented in the *SWMP plan* and reported to the *Department* in the annual report (See Part V.C).

Covered entities are required to make steady progress toward full *implementation* in the first three years after the date of authorization. Full *implementation* of *SWMPs* for newly regulated *small MS4s* is expected no later than three years from the date of coverage under this *SPDES general permit*.

F. Minimum Control Measures

Each *covered entity* is required to develop (*for newly authorized MS4s*) and implement a *SWMP* that satisfies the requirements for each of six required program components, known as minimum control measures (MCMs).

The MCMs for *traditional land use control MS4s* are listed in Part VII. The MCMs for *traditional non-land use control MS4s* and *non-traditional MS4s* are listed in Part VIII. Additional MCMs that *covered entities* in watersheds with improvement strategies must address, referred to in Part III.B.2, are described in Part IX.

(Part IV.)

G. Reliance Upon Third Parties

This section applies when a *covered entity* relies upon any third party entity to *develop* or *implement* any portion of its *SWMP*. Examples of such entities include, but are not

limited to a non-government, commercial entity that receives payment from the *covered entity* for services provided (for example businesses that create policies or procedures for *covered entities*, perform illicit discharge identification and track down, maintain roads, remove snow, clean storm sewer system, sweep streets, etc. as contracted by the covered entity).

The covered entity must, through a signed certification statement, contract or agreement provide adequate assurance that the third parties will comply with permit requirements applicable to the work performed by the third party. The certification statement, contract or other agreement must:

- provide adequate assurance that the third party will comply with permit requirements;
- identify the activities that the third party entity will be responsible for and include the name and title of the person providing the signature;
- the name, address and telephone number of the third party entity;
- an identifying description of the location of the work performed; and
- the date the certification statement, contract or other agreement is signed.

Example certification language is provided below:

Contracted Entity Certification Statement:

"I certify under penalty of law that I understand and agree to comply with the terms and conditions of the (covered entity's name) stormwater management program and agree to implement any corrective actions identified by the (covered entity's name) or a representative. I also understand that the (covered entity's name) must comply with the terms and conditions of the New York State Pollutant Discharge Elimination System ("SPDES") general permit for stormwater discharges from the Municipal Separate Storm Sewer Systems ("MS4s") and that it is unlawful for any person to directly or indirectly cause or contribute to a violation of water quality standards. Further, I understand that any non-compliance by (covered entity's name) will not diminish, eliminate, or lessen my own liability."

Part V. PROGRAM ASSESSMENT, RECORD KEEPING, REPORTING AND CERTIFICATION REQUIREMENTS

A. Assessment

Covered entities are required to collect and report information about the *development* and *implementation* of their SWMPs. Specific information the *small MS4s* are required to collect is identified in Parts VII or VIII, depending on the type of *small MS4*. The *small MS4s* are encouraged to collect additional information that will help them evaluate their SWMP. Collection of information over time will facilitate the evaluation of the *covered entity's SWMP* by allowing the examination of trends in the information collected.

The *covered entity* must conduct an annual evaluation of its program compliance, the appropriateness of its identified *BMPs*, meeting new permit requirements, and progress towards achieving its identified *measurable goals*, which must include reducing the *discharge* of pollutants to the *MEP*.

Where the evaluation shows that the SWMP is not reducing discharges to the *MEP*, the SWMP shall be revised to reduce discharges to the *MEP*. Update to the SWMP and the SWMP plan must be completed within a year from the annual evaluation of their SWMP with an implementation schedule no later than 3 years from the annual evaluation.

B. Recordkeeping

The *covered entity* must keep records required by this *SPDES general permit* (records that document *SWMP*, records included in *SWMP plan*, other records that verify reporting required by the permit, NOI, past annual reports, and comments from the public and the *Department*, etc.) for at least five (5) years after they are generated. Records must be submitted to the *Department* within 5 business days of receipt of a *Department* request for such information. The *covered entity* shall keep duplicate records (either hard copy or electronic), to have one copy for public observation and a separate working copy where the *covered entity's* staff, other individuals responsible for the *SWMP* and regulators, such as *Department* and EPA staff can access them. Records, including the NOI and the *SWMP plan*, must be available to the public at reasonable times during regular business hours.

C. Annual Reporting

1. Annual Report Submittal

The annual reporting period ends March 9 of each year. The annual report must be received in the *Department's* Central Office, electronic or hard copy, no later than June 1 of each reporting year. If electronic, submit in accordance with procedures set forth by the *Department*. If mailed, send to the address below:

(Part V.C.1.)

**NYS DEC “MS4 Coordinator”
Bureau of Water Permits
625 Broadway, 4th Floor
Albany, NY 12233-3505**

Failure to submit a complete annual report and a complete MCC form (Part V.D) shall constitute a permit violation.

a. Annual Report Submittal for Newly Regulated Covered entities (Small MS4s not Previously Authorized by GP-0-10-002)

Newly regulated covered entities *developing* their *SWMP* are to submit their Annual Report in a format provided by the *Department*. They will provide, at a minimum, the information on the annual report form and the information required by Parts VII or VIII.

Newly regulated *covered entities* are required to submit their first annual report the year that authorization is granted if authorization is granted on or before December 31 of that reporting year.

b. Annual Report Submittal for Covered entities Authorized by GP-0-10-002 (Continuing Covered entities)

Beginning with annual reports due in 2010 *covered entities* implementing their *SWMP* shall submit, at a minimum, information specified by the *Department* in Part VII or VIII in a format provided by the *Department*.

2. Shared Annual Reporting and Submittal

Covered entities working together to *develop* (for newly authorized MS4s) and /or *implement* their *SWMPs* may complete a shared annual report. The shared annual report is an annual report that outlines and explains group activities, but also includes the tasks performed by individual *covered entities* (*BMPs*, *measurable goals*, schedules of planned activities, etc.). To facilitate the submission of one annual report for the entire group of *covered entities*, individual *covered entity's* activities may be incorporated into the report by either:

- providing the details specific to their *small MS4(s)* to a person(s) who incorporates that information into the group report. That one group report is submitted to the *Department* for all participating *small MS4s*; or
- providing the details specific to their *small MS4(s)* on a separate sheet(s) that will be attached with the one group report.

(Part V.C.2.)

Regardless of the method chosen, each *covered entity* must, by June 1 of the annual reporting year:

- a. Provide their individual MCC form (see Part V.D) to be submitted with the shared annual report. Each *covered entity* must sign and submit an MCC form to take responsibility for all of the information in the annual report, which includes specific endorsement or acceptance of the shared annual report on behalf of the individual *covered entity*;
- b. Present their draft annual report at a meeting (see Part VII.A.2.d or Part VIII.A.2.d for more information). For completed shared annual reports, the report may be presented by each participating individual *covered entity* at an existing *municipal* meeting or may be made available for comments on the internet. Additionally, *covered entities* participating in shared annual reporting may combine meetings to have a group or regional meeting. While the group meeting is allowable, each *covered entity* shall ensure that local public officials and members of the public are informed about the program, activities and progress made; and
- c. Submit a summary of any comments received and (intended) responses on the individual *covered entity's* information or the shared annual report information, as applicable. This information should be included with the annual report submission. Changes made to the *SWMP* in response to comments should be described in the annual report.

3. Annual Report Content

The annual report shall summarize the activities performed throughout the reporting period (March 10 to March 9) and must include at a minimum:

- a. The status of compliance with permit conditions, including Watershed Improvement Strategy conditions;
- b. An assessment/evaluation of:
 - i. the appropriateness of the identified *BMPs*;
 - ii. progress towards achieving the statutory goal of reducing the *discharge* of pollutants to the *MEP*; and
 - iii. the identified *measurable goals* for each of the *MCMs*.
- c. Results of information collected and analyzed, monitoring data, and an assessment of the *small MS4's SWMP* progress toward the statutory goal of reducing the *discharge of pollutants* to the *MEP* during the reporting period. This could include results from required *SWMP* reporting, estimates of pollutant loading (from parameters such as identified illicit discharges, physically interconnected *small MS4s* that may contribute substantially to pollutant

loadings from the *small MS4*) and pollutant load reductions (such as illicit discharges removed). This assessment may be submitted as an attachment;

- d. When required to be completed, results of assessments of effectiveness in meeting no net increase requirements or TMDL loadings as required by III. B.1 and 2. These results must be submitted in evaluation forms and as an attachment;
- e. A summary of the stormwater activities planned to be undertaken during the next reporting cycle (including an implementation schedule);
- f. Any change in identified *BMPs* or *measurable goals* and justification for those changes;
- g. Notice that a *small MS4* is relying on another entity to satisfy some or all of its permit obligations (if applicable);
- h. A summary of the public comments received on this annual report at the public presentation required in Part VII.A.2. or VIII.A.2. And, as appropriate, how the *small MS4* will respond to comments and modify the program in response to the comments;
- i. A statement that the final report and, beginning in 2009, the SWMP plan are available for public review and the location where they are available; and
- j. The information specified under the reporting requirements for each MCM (Part VII or VIII).

D. Interim Progress Reporting

In accordance with 6 NYCRR Part 750-1.14, *covered entities* that own or operate MS4s within the watersheds listed in Part IX must submit to the Department interim progress reports no later than December 1 of each year. These interim progress reports will identify the activities that have been performed during the period of March 10 through September 9 of each year, which demonstrates that there is progress being made by the *covered entity* towards completion of the reduction requirements, prescribed in Part IX. Progress made during the period of September 10 through March 9 shall be reported with the annual report that is due no later than June 1 of each year.

E. Annual Report Certification

A signed original hard copy and a photocopy of the MCC form must be submitted to the *Department* no later than June 1 of each reporting year. If the annual report is mailed (Part V.C. above), the MCC form must be submitted with the annual report.

The MCC form, provided by the *Department*, certifies that all applicable conditions of Parts IV, VII, VIII and IX of this *SPDES general permit* are being *developed, implemented* and complied with. It must be signed by an individual as described in Part VI.J.2. The certification provided by the MCC form does not affect, replace or negate the certification required under Part VI.J.2 (d). If compliance with any requirement cannot be certified to on the MCC form, a complete explanation with a description of corrective measures must be included as requested on the MCC form.

Failure to submit a complete annual report (Part V.C.) and a complete MCC form shall constitute a permit violation.

Part VI. STANDARD PERMIT CONDITIONS

A. General Authority to Enforce

Three of the MCMs (illicit discharge detection and elimination, construction site *stormwater* runoff control and post-construction *stormwater* management) require local laws, ordinances or other regulatory mechanisms to ensure successful implementation of the MCMs. Some *covered entities*, however, are not enabled by state law to adopt local laws or ordinances. Those *covered entities* (typically non-traditional MS4s and traditional, non-land use control MS4s) are expected to utilize the authority they do possess to create or modify existing regulatory mechanisms, including but not limited to contracts, bid specifications, requests for proposals, etc. to ensure successful implementation.

B. Duty To Comply

A *covered entity* must comply with all conditions of this permit. Any permit noncompliance constitutes a violation of the CWA and the *ECL* and is grounds for enforcement action.

C. Enforcement

Failure of the *covered entity*, its contractors, subcontractors, agents and/or assigns to strictly adhere to any of the *SPDES general permit* requirements contained herein shall constitute a permit violation. There are substantial criminal, civil, and administrative penalties associated with violating the provisions of this permit. Fines of up to \$37,500 per day for each violation and imprisonment for up to fifteen (15) years may be assessed depending upon the nature and degree of the offense.

D. Continuation of the Expired SPDES General Permit

This *SPDES general permit* expires five years from the effective date of this permit. However, an administratively extended *SPDES general permit* continues in force and effect until the *Department* issues a new permit, unless a *covered entity* receives written notice from the *Department* to the contrary. *Operators* of the *MS4s* authorized under the administratively extended expiring *SPDES general permit* seeking coverage under the new *SPDES general permit* must refer to the terms within the new *SPDES general permit* to continue coverage.

E. Technology Standards

Covered entities, in accordance with written notification by the *Department*, must comply with all applicable technology-based effluent standards or limitations promulgated by EPA pursuant to Sections 301 and 304 of the CWA. If an effluent standard or limitation more stringent than any effluent limitation in the *SPDES general permit* or controlling a pollutant not limited in the permit is promulgated or approved

(Part VI.E.)

after the permit is issued, the *SWMP plan* shall be promptly modified to include that effluent standard or limitation.

F. Need To Halt or Reduce Activity Not a Defense

It shall not be a defense for a *covered entity* in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this *SPDES general permit*.

G. Duty to Mitigate

The *covered entity* shall take all reasonable steps to minimize or prevent any *discharge* in violation of this *SPDES general permit* which has a reasonable likelihood of adversely affecting human health or the environment.

H. Duty to Provide Information

The *covered entity* shall, within five (5) business days, make available for inspection and copying or furnish to the *Department* or an authorized representative of the *Department* any information that is requested to determine compliance with this *SPDES general permit*. Failure to provide information requested shall be a violation of the terms of this *SPDES general permit* and applicable regulation.

I. Other Information

Covered entities who become aware of a failure to submit any relevant facts or have submitted incorrect information in the NOI or in any other report to the *Department* must promptly submit such facts or information.

J. Signatory Requirements

All NOIs, reports, certifications or information submitted to the *Department*, or that this *SPDES general permit* requires be maintained by the *covered entity*, shall be signed as follows:

1. Notices of Intent

All NOIs shall be signed by either a principal executive officer or ranking elected official. Principal executive officer includes (1) the chief executive officer of the municipal entity agency, or (2) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

2. Reports Required and Other Information Requested

All reports required by this *SPDES general permit* and other information requested by the *Department*, including MCC forms (part V.D.), shall be signed by a person

(Part VI.J.2.)

described above or by a duly authorized representative of that person⁴. A person is a duly authorized representative only if:

- a. The authorization is made in writing by a person described in VI.J.1 above and submitted to the *Department*; and
- b. 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 well field, superintendent, or position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the *covered entity* (a duly authorized representative may thus be either a named individual or any individual occupying a named position); and
- c. The written authorization shall include the name, title and signature of the authorized representative and be attached to the MCC form; and
- d. **Changes to authorization.** If an authorization to discharge is no longer accurate because a different *covered entity* has responsibility for the overall operation of another *covered entity's* program, these changes must be indicated on the MCC form submitted to the *Department* per Part V.D.
- e. **Initial signatory authorization or changes to signatory authorization.** The initial signatory authorization must be submitted to the *Department* with any reports to be signed by a signatory representative. If a signatory authorization under VI.J.2 is no longer accurate because a different individual, or position, has responsibility for the overall operation of the facility, a new signatory authorization satisfying the requirements of VI.J.2 must be submitted to the *Department* with any reports to be signed by an authorized representative.
- f. **Certification.** Any person signing documents under paragraph VI.H shall make the following 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

⁴Positions that must be duly authorized include, but are not limited to, Environmental Directors, Deputy Supervisors, Safety and Environmental Managers, Assistant Directors, and Chief Health and Safety Officers.

(Part VI.J.2.f.)

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. ”

Under Part VI.J. (Signatory Requirements), it shall constitute a permit violation if an incorrect and/or improper signatory authorizes any required forms, and/or reports.

K. Penalties for Falsification of Reports

Article 17 of the *ECL* provides a civil penalty of \$37,500 per day per violation of this permit. Articles 175 and 210 of the New York State Penal Law provide for a criminal penalty of a fine and / or imprisonment for falsifying reports required under this permit..

L. Oil and Hazardous Substance Liability

Nothing in this *SPDES general permit* shall be construed to preclude the institution of any legal action or relieve the *covered entity* from any responsibilities, liabilities, or penalties to which it is or may be subject under section 311 of the CWA or section 106 of the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA).

M. Property Rights

The issuance of this *SPDES general permit* does not convey any property rights of any sort, nor any exclusive privileges, nor does it authorize any injury to private property nor any invasion of personal rights, nor any infringement of Federal, State or local laws or regulations, nor does it limit, diminish and / or stay compliance with any terms of this permit.

N. Severability

The provisions of this *SPDES general permit* are severable, and if any provision of this *SPDES general permit*, or the application of any provision of this *SPDES general permit* to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this permit shall not be affected thereby.

O. Requiring an Individual Permit or an Alternative General Permit

1. In its sole discretion, the *Department* may require any person authorized by this *SPDES general permit* to apply for and/or obtain either an *individual SPDES permit* or an alternative *SPDES general permit*. Where the *Department* requires a *covered entity* to apply for an *individual SPDES permit*, the *Department* will notify such

(Part VI.O.1.)

person in writing that a permit application is required. This notification shall include a brief statement of the reasons for this decision, an application form, a statement setting a deadline for filing the application, and a deadline not sooner than 180 days from covered entity's receipt of the notification letter, whereby the authorization to discharge under this general permit shall be terminated. Applications must be submitted to the appropriate Regional Office. The *Department* may grant additional time to submit the application upon request of the applicant.

2. Any *covered entity* authorized by this *SPDES general permit* may request to be excluded from the coverage of this *SPDES general permit* by applying for an *individual SPDES permit* or an *alternative SPDES general permit*. In such cases, a *covered entity* must submit an individual application or an application for an alternative *SPDES general permit* in accordance with the requirements of 40 CFR 122.26(c)(1)(ii), with reasons supporting the request, to the *Department* at the address for the appropriate Regional Office. The request may be granted by issuance of any *individual SPDES permit* or an *alternative SPDES general permit* if the reasons cited by the *covered entity* are adequate to support the request.
3. When an individual SPDES permit is issued to a discharger authorized to discharge under a *SPDES general permit* for the same discharge(s), the general permit authorization for outfalls authorized under the individual permit is automatically terminated on the effective date of the individual permit unless termination is earlier in accordance with 6 NYCRR Part 750.

P. Other State Environmental Laws

1. Nothing in this *SPDES general permit* shall be construed to preclude the institution of any legal action or relieve a *covered entity* from any responsibilities, liabilities, or penalties established pursuant to any applicable *State* law or regulation under authority preserved by section 510 of the CWA.
2. No condition of this *SPDES general permit* releases the *covered entity* from any responsibility or requirements under other environmental statutes or regulations.

Q. Proper Operation and Maintenance

A *covered entity* must at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the *covered entity* to achieve compliance with the conditions of this *SPDES general permit*. Proper operation and maintenance also includes adequate laboratory controls and appropriate quality assurance procedures. Proper operation and maintenance requires the operation of backup or auxiliary facilities or similar systems,

(Part VI.Q.)

installed by a *covered entity* only when necessary to achieve compliance with the conditions of the *SPDES general permit*.

R. Inspection and Entry

The *covered entity* shall allow the Commissioner of NYSDEC, the Regional Administrator of the USEPA, the applicable county health department, or their authorized representatives, upon the presentation of credentials and other documents as may be required by law, to:

1. Enter upon the *covered entity's* premises where a regulated facility or activity is located or conducted or where records must be kept under the conditions of this *SPDES general permit*;
2. Have access to and copy, at reasonable times, any records that must be kept under the conditions of this permit, including records required to be maintained for purposes of operation and maintenance; and
3. Inspect at reasonable times any facilities or equipment (including monitoring and control equipment), practices, or operations regulated or required under the permit.

S. Permit Actions

At the *Department's* sole discretion, this *SPDES general permit* may be modified, revoked, suspended, or renewed for cause at any time.

T. Anticipated noncompliance

The *covered entity* shall give advance notice to the *Department* of any planned changes in the permitted facility or activity which may result in noncompliance with permit requirements. Notification of planned changes or anticipated noncompliance does not limit, diminish and / or stay compliance with any terms of this permit.

U. Permit Transfers.

Coverage under this *SPDES general permit* is not transferable to any person except after notice to the *Department*. The *Department* may require modification or revocation and reissuance of this *SPDES general permit* to change the responsible party and incorporate such other requirements as may be necessary.

Part VII. MINIMUM CONTROL MEASURES - TRADITIONAL LAND USE CONTROL

A. Traditional Land-Use Control MS4 Minimum Control Measures (MCMs)

These MCMs apply to *traditional land use control MS4s* (cities, towns, villages). The SWMP for these *small MS4s* must be comprised of the 6 MCMs below. It is recommended that covered entities refer to assistance and guidance documents available from the *State* and EPA.

Continuing covered entities were required to develop a SWMP with the MCM requirements below by January 8, 2008 (if authorized by GP-02-02) and within three years of gaining coverage (if authorized by GP-0-10-002). Under this *SPDES general permit*, the continuing *covered entities* are required to implement their SWMP, including the MCM requirements below. Notwithstanding any sooner deadlines contained elsewhere within this permit, newly regulated *covered entities* are required to develop their SWMP, containing the MCM requirements below, within the first 3 years of coverage and then commence implementation.

For each of the elements of the SWMP plan, the *covered entity* must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP plan element and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element.

The *covered entity* may *develop* (for newly authorized MS4s) and /or *implement* their SWMP within their jurisdiction on their own. The *covered entity* may also *develop* (for newly authorized MS4s) and / or *implement* part or all of their SWMP through an intermunicipal program with another *covered entity(s)* or through other cooperative or contractual agreements with third parties that provide services to the *covered entities*.

1. Public Education and Outreach - SWMP Development / Implementation

At a minimum, all *covered entities* must:

- a. Identify *POCs*, waterbodies of concern, geographic areas of concern, target audiences;
- b. *Develop* (for newly authorized MS4s) and *implement* an ongoing public education and outreach program designed to describe to the general public and target audiences:
 - i. the impacts of *stormwater discharges* on waterbodies;
 - ii. *POCs* and their sources;
 - iii. steps that contributors of these pollutants can take to reduce pollutants in *stormwater* runoff; and

(Part VII.A.1.b.)

- iv. steps that contributors of non-*stormwater discharges* can take to reduce pollutants (non-*stormwater discharges* are listed in Part I.A.2);
- c. *Develop (for newly authorized MS4s), record, periodically assess, and modify as needed, measurable goals; and*
- d. Select and implement appropriate education and outreach *activities* and *measurable goals* to ensure the reduction of all *POCs* in *stormwater discharges* to the *MEP*.

Required SWMP Reporting

- e. **Program *implementation* reporting for continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. list education / outreach *activities* performed for the general public and target audiences and provide any results (for example, number of people attended, amount of materials distributed, etc.);
 - ii. *covered entities* performing the education and outreach activities required by other MCMs (listed below), may report on those activities in MCM 1 and provide the following information applicable to their program:
 - IDDE education *activities* planned or completed for public employees, businesses, and the general public, as required by Part VII.A.3;
 - construction site *stormwater* control training planned or completed, as required by Part VII.A.4; and
 - employee pollution prevention / good housekeeping training planned or completed, as required by Part VII.A.6; andTo facilitate shared annual reporting, if the education and outreach activities above are implemented by a third party, and the third party is completing the associated portions of the annual report, that third party may report on the education and outreach activities within MCM 1 of the annual report and not within the MCMs that the education and outreach activities are required by,
 - iii. report on effectiveness of program, *BMP* and *measurable goal* assessment; and
 - iv. maintain records of all training activities.
- f. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. **program *development* deadlines and reporting:**

(Part VII.A.1.f.i.)

Complete in Year 1 (report changes in Year 2 and 3 as needed):

- list (and describe if necessary) *POCs*;
- *development* of education and outreach program and *activities* for the general public and target or priority audiences that address *POCs*, geographic areas of concern, and / or *discharges* to 303(d) / TMDL waterbodies;
- *covered entities* developing education and outreach programs required by other MCMs (listed below), may report on development (and implementation of those activities, if occurring during the three year development period) in MCM 1 and provide the following information applicable to their program:
 - IDDE education *activities* planned or completed for public employees, businesses, and the general public for IDDE, as required by Part VII.A.3;
 - Construction site stormwater control training planned or completed, as required by Part VII.A.4; and
 - employee pollution prevention / good housekeeping training planned or completed, as required by Part VII.A.6;

To facilitate shared annual reporting, if the education and outreach activities above are developed by a third party, and the third party is completing the associated portions of the annual report, that third party may report on the education and outreach activities within MCM 1 of the annual report and not within the MCMs that the education and outreach activities are required by.

ii. **program implementation reporting** as set forth in Part VII.A.1(e) above. Commence *implementation* reporting after three year *development* period. *Implementation* reporting may begin earlier if *implementation* begins during *development* period.

2. Public Involvement / Participation - SWMP Development / Implementation

At a minimum, all *covered entities* must:

- a. Comply with the *State Open Meetings Law* and local public notice requirements, such as *Open Meetings Law*, when implementing a public involvement / participation program;
- b. *Develop (for newly authorized MS4s)* and *implement* a public involvement/participation program that:
 - i. identifies key individuals and groups, public and private, who are interested in or affected by the *SWMP* ;

(Part VII.A.2.b.)

- ii. identifies types of input the *covered entity* will seek from the key individuals and groups, public and private, to support *development* and *implementation* of the SWMP program and how the input will be used; and
 - iii. describes the public involvement / participation activities the *covered entity* will undertake to provide program access to those who want it and to gather the needed input. The activities included, but are not limited to a water quality hotline (report spills, dumping, construction sites of concern, etc.), stewardship activities like stream cleanups, storm drain marking, and volunteer water quality monitoring;
 - iv. provide the opportunity for the public to participate in the *development*, *implementation*, review, and revision of the SWMP.
- c. **Local stormwater public contact.**
Identify a local point of contact for public concerns regarding *stormwater* management and compliance with this *SPDES general permit*. The name or title of this contact and the telephone number must be published in public outreach and public participation materials and kept updated with the *Department* on the MCC form;
- d. **Annual report presentation.**
Below are the requirements for the annual report presentation:
- i. prior to submitting the final annual report to the *Department*, by June 1 of each reporting year (see Part V.C.), present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report. This can be done:
 - at a meeting that is open to the public, where the public attendees are able to ask questions about and make comments on the report. This may be a regular meeting of an existing board, such as planning, zoning or the town board. It may also be a separate meeting, specifically for *stormwater*. If multiple *covered entities* are working together, they may have a group meeting (refer to Part V.C.2); or
 - on the internet by:
 - making the annual report available to the public on a website;
 - providing the public the opportunity to provide comments on the internet or otherwise; and

(Part VII.A.2.d.i.)

- making available the opportunity for the public to request an open meeting to ask questions about and make comments on the report. If a public meeting is requested by 2 or more persons, the covered entity must hold such a meeting. However, the covered entity need only hold a public meeting once to satisfy this requirement.
- ii. provide public notice about the presentation, making public the following information when noticing the presentation in accordance with the local public notice requirements:
 - the placement of the annual report on the agenda of this meeting or location on the internet;
 - the opportunity for public comment. This *SPDES general permit* does not require a specified time frame for public comments, although it is recommended that *covered entities* do provide the public an opportunity to comment for a period after the meeting. Comments received after the final annual report is submitted shall be reported with the following year's annual report. *Covered entities* must take into account those comments in the following year;
 - the date and time of the meeting or the date the annual report becomes available on the internet; and
 - the availability of the draft report for prior review prior to the public meeting or duration of availability of annual report on the internet;
- iii. the *Department* recommends that announcements be sent directly to individuals (public and private) known to have a specific interest in the *covered entity's SWMP*;
- iv. include a summary of comments and (intended) responses with the final annual report. Changes made to the *SWMP* in response to comments should be described in the annual report; and
- v. ensure that a copy of the final report and, beginning in 2009, the *SWMP* plan are available for public inspection;
- e. *Develop (for newly authorized MS4s), record, periodically assess and modify as needed measurable goals; and*

(Part VII.A.2.)

- f. Select and implement appropriate public involvement / participation *activities* and *measurable goals* to ensure the reduction of *POCs* in *stormwater discharges* to the *MEP*.

Required SWMP Reporting

- g. **Program *implementation* reporting for continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. annual report presentation information (date, time, attendees) or information about how the annual report was made available for comment;
 - ii. comments received and intended responses (as an attachment);
 - iii. public involvement / participation *activities* (for example stream cleanups including the number of people participating, the number of calls to a water quality hotline, the number and extent of storm drain stenciling); and
 - iv. report on effectiveness of program, *BMP* and *measurable goal* assessment.
- h. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. **program *development* deadlines and reporting:**
 - Complete for Year 1, 2 and 3:
 - annual report presentation information (date, time, attendees);
 - comments received and intended responses (as an attachment);
 - Complete by end of Year 2 (report changes by end of Year 3 as needed):
 - key stake holders identified;
 - *development* of public involvement / participation plan based on the *covered entity's* needs, *POCs*, target audiences, geographic areas of concern, *discharges* to 303(d) / TMDL waterbodies; and
 - *development* of public involvement / participation *activities* (for example stream cleanups including the number of people participating, the number of calls to a dumping / water quality hotline, the number or percent of storm drains stenciled);
 - ii. **program *implementation* reporting**, as set forth in Part VII.A.2(g) above. Commence *implementation* reporting after three year *development* period. *Implementation* reporting may begin earlier if *implementation* begins during development period.

(Part VII.A.)

3. **Illicit Discharge Detection and Elimination (IDDE) - SWMP Development / Implementation**

At a minimum, all *covered entities* must:

- a. *Develop (for newly authorized MS4s), implement and enforce a program to detect and eliminate illicit discharges (as defined at 40CFR 122.26(b)(2)) into the small MS4;*
- b. *Develop (for newly authorized MS4s) and maintain a map, at a minimum within the covered entity's jurisdiction in the urbanized area and additionally designated area, showing:*
 - i. *the location of all outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls;*
 - ii. *by March 9, 2010, the preliminary boundaries of the covered entity's storm sewersheds have been determined using GIS or other tools, even if they extend outside of the urbanized area (to facilitate track down), and additionally designated area within the covered entity's jurisdiction; and*
 - iii. *when grant funds are made available or for sewer lines surveyed during an illicit discharge track down, the covered entity's storm sewer system in accordance with available State and EPA guidance;*
- c. *Field verify outfall locations;*
- d. *Conduct an outfall reconnaissance inventory, as described in the EPA publication entitled Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessment, addressing every outfall within the urbanized area and additionally designated area within the covered entity's jurisdiction at least once every five years, with reasonable progress each year;*
- e. *Map new outfalls as they are constructed or newly discovered within the urbanized area and additionally designated area;*
- f. *Prohibit, through a law, ordinance, or other regulatory mechanism, illicit discharges into the small MS4 and implement appropriate enforcement procedures and actions. This mechanism must be equivalent to the State's model IDDE local law "NYSDEC Model Local Law to Prohibit Illicit Discharges, Activities and Connections to Separate Storm Sewer Systems". The mechanism must be certified by the attorney representing the small MS4 as being equivalent to the State's model illicit discharge local law. Laws adopted during the GP-02-02 permit cycle must also be attorney-certified as effectively assuring implementation of the State's model IDDE law;*

(Part VII.A.3.)

- g. *Develop (for newly authorized MS4s) and implement* a program to detect and address non-stormwater *discharges*, including illegal dumping, to the *small MS4* in accordance with current assistance and guidance documents from the State and EPA. The program must include: procedures for identifying priority areas of concern (geographic, audiences, or otherwise) for the IDDE program; description of priority areas of concern, available equipment, staff, funding, etc.; procedures for identifying and locating *illicit discharges* (trackdown); procedures for eliminating *illicit discharges*; and procedures for documenting actions;
- h. Inform public employees, businesses, and the general public of the hazards associated with illegal *discharges* and improper disposal of waste, and maintain records of notifications;
- i. Address the categories of non-stormwater *discharges* or flows listed in Part I.A.2 as necessary;
- j. *Develop (for newly authorized MS4s)*, record, periodically assess, and modify as needed, *measurable goals*; and
- k. Select and implement appropriate IDDE *BMPs* and *measurable goals* to ensure the reduction of all *POCs* in *stormwater discharges* to the *MEP*.

Required SWMP Reporting

- I. **Program *implementation* reporting for continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. number and percent of *outfalls* mapped;
 - ii. number of *illicit discharges* detected and eliminated;
 - iii. percent of outfalls for which an outfall reconnaissance inventory has been performed. ;
 - iv. status of system mapping;
 - v. activities in and results from informing public employees, businesses, and the general public of hazards associated with illegal *discharges* and improper disposal of waste;
 - vi. regulatory mechanism status - certification that law is equivalent to the *State's* model IDDE law (if not already completed and submitted with an earlier annual report); and
 - vii. report on effectiveness of program, *BMP* and *measurable goal* assessment.

(Part VII.A.3.)

- m. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:

i. **program development deadlines and reporting:**

Complete in Year 1 (revise in Year 2 and 3 if changes are made):

- describe procedures for identifying priority areas of concern (geographic, audiences, or otherwise) for IDDE program;
- describe priority areas of concern, available equipment, staff, funding, etc.;

Initiate by end of Year 1; complete by end of Year 2 (revise in Year 3 if changes are made):

- describe procedures for identifying and locating *illicit discharges* (trackdown);
- describe procedures for eliminating *illicit discharges*;
- describe procedures for enforcing against illicit dischargers;
- describe procedures for documenting actions;
- describe the program being developed for informing public employees, businesses, and the general public of hazards associated with illegal *discharges* and improper disposal of waste;

Initiate by end of Year 1; complete by end of Year 3:

- regulatory mechanism status development and adoption - by end of Year 3 certify that regulatory mechanism is equivalent to the *State's* model IDDE law (if not already completed and submitted with an earlier report);

Initiate by end of Year 2; complete by end of Year 3:

- number and percent of *outfalls* mapped; and

Complete by Year 3:

- *outfall* map.

ii. **program implementation reporting** as set forth in Part VIII.A.3(I) above.

Commence *implementation* reporting after three year *development* period.

Implementation reporting may begin earlier if *implementation* begins during development period.

4. Construction Site Stormwater Runoff Control - SWMP Development / Implementation

At a minimum, all *covered entities* must:

- a. *Develop* (for newly authorized MS4s), *implement*, and enforce a program that:

(Part VII.A.4.a.)

- i. provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities (either GP-02-01, GP-0-08-001 or GP-0-15-002), unless more stringent requirements are contained within this *SPDES general permit*;
- ii. addresses *stormwater* runoff to the *small MS4* from *construction activities* that result in a land disturbance of greater than or equal to one acre. Control of *stormwater discharges* from *construction activity* disturbing less than one acre must be included in the program if:
 - that *construction activity* is part of a *larger common plan of development or sale* that would disturb one acre or more; or
 - if controlling such activities in a particular watershed is required by the *Department*;
- iii. includes a law, ordinance or other regulatory mechanism to require a *SWPPP* for each applicable land disturbing activity that includes erosion and sediment controls that meet the *State* 's most current technical standards:
 - this mechanism must be equivalent to one of the versions of the "NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control"; and
 - equivalence must be documented
 - by adoption of one of the sample local laws without changes;
 - by using the NYSDEC Gap Analysis Workbook; or
 - by adoption of a modified version of the sample law, or an alternative law, and, in either scenario, certification by the attorney representing the small MS4 that the adopted law is equivalent to one of the sample local laws.
- iv. contains requirements for construction site operators to implement erosion and sediment control management practices;
- v. allows for sanctions to ensure compliance to the extent allowable by State law;
- vi. contains requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality, pursuant to the requirement of construction permit;
- vii. describes procedures for *SWPPP* review with consideration of potential water quality impacts and review of individual *SWPPPs* to ensure consistency with *State* and local sediment and erosion control requirements;

(Part VII.A.4.a.vii.)

- ensure that the individuals performing the reviews are adequately trained and understand the *State* and local sediment and erosion control requirements;
 - all *SWPPPs* must be reviewed for sites where the disturbance is one acre or greater; and
 - after review of *SWPPPs*, the *covered entity* must utilize the "MS4 *SWPPP* Acceptance Form" created by the *Department* and required by the SPDES General Permit for Stormwater Discharges from Construction Activity when notifying construction site owner / operators that their plans have been accepted by the *covered entity*;
- viii. describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff;
- ix. describes procedures for site inspections and enforcement of erosion and sediment control measures including steps to identify priority sites for inspection and enforcement based on the nature of the construction activity, topography, and the characteristics of soils and receiving water;
- the *covered entity* must ensure that the individual(s) performing the inspections are adequately trained and understand the *State* and local sediment and erosion control requirements. Adequately trained means receiving inspector training by a *Department* sponsored or approved training;
 - all sites must be inspected where the disturbance is one acre or greater;
 - *covered entities* must determine that it is acceptable for the owner or operator of a construction project to submit the Notice of Termination (NOT) to the *Department* by performing a final site inspection themselves or by accepting the Qualified Inspector's final inspection certification(s) required by the SPDES General Permit for Stormwater Discharges from Construction Activity. The principal executive officer, ranking elected official, or duly authorized representative (see Part VI.J.) shall document their determination by signing the "MS4 Acceptance" statement on the NOT.
- x. educates construction site owner / operators, design engineers, *municipal* staff and other individuals to whom these regulations apply about the *municipality's* construction *stormwater* requirements, when construction *stormwater* requirements apply, to whom they apply, the procedures for submission of *SWPPPs*, construction site inspections, and other procedures associated with control of construction stormwater;

(Part VII.A.4.a.)

- xi. ensures that construction site operators have received erosion and sediment control training before they do work within the *covered entity's* jurisdiction and maintain records of that training. Small home site construction (construction where the Erosion and Sediment Control Plan is developed in accordance with Appendix E of the "New York Standards and Specifications for Erosion and Sediment Control") is exempt from the requirements below:
 - training may be provided by the *Department* or other qualified entities (such as Soil and Water Conservation Districts);
 - the *covered entity* is not expected to perform such training, but they may co-sponsor training for construction site operators in their area;
 - the *covered entity* may ask for a certificate of completion or other such proof of training; and
 - the *covered entity* may provide notice of upcoming sediment and erosion control training by posting in the building department or distribute with building permit application;
- xii. establishes and maintains an inventory of active construction sites, including the location of the site, owner / operator contact information;
- xiii. *develop (for newly authorized MS4s), record, periodically assess and modify as needed measurable goals; and*
- xiv. select and appropriate construction *stormwater BMPs* and *measurable goals* to ensure the reduction of all *POCs* in *stormwater discharges* to the *MEP*.

Required SWMP Reporting

- b. **Program implementation reporting for continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. number of *SWPPPs* reviewed;
 - ii. number and type of enforcement actions;
 - iii. percent of active construction sites inspected once;
 - iv. percent of active construction sites inspected more than once;
 - v. number of construction sites authorized for disturbances of one acre or more; and
 - vi. report on effectiveness of program, *BMP* and *measurable goal* assessment.
- c. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:

(Part VII.A.4.c.)

i. program *development* deadlines and reporting:

Initiate by end of Year 1:

- procedures, activities and identify personnel to educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements that must be met within the MS4's jurisdiction;

Complete in Year 1 (revise in Year 2 and 3 if changes are made):

- describe procedures for the receipt and consideration of information submitted by the public. Identify the responsible personnel;

Initiate by end of Year 1; complete by end of Year 3:

- regulatory mechanism development and adoption status - by end of Year 3 certify that regulatory mechanism is equivalent to one of the NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control (if not already completed and submitted with an earlier report);

Initiate by end of Year 2; complete by end of Year 3:

- describe procedures for SWPPP review that incorporate consideration of potential water quality impacts and ensure consistency with local sediment and erosion control requirements;
- describe procedures for construction site inspections; and
- describe procedures for enforcement of control measures and sanctions to ensure compliance.

ii. program *implementation* reporting as set forth in Part VII.A.4(b) above.

Commence *implementation* reporting after three year *development* period. *Implementation* reporting may begin earlier if *implementation* begins during development period.

5. Post-Construction Stormwater Management - SWMP Development/Implementation

At a minimum, all *covered entities* must:

a. *Develop (for newly authorized MS4s), implement, and enforce* a program that:

- provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities (either GP-02-01, GP-0-08-001, or GP-0-15-002), unless more stringent requirements are contained within this *SPDES general permit*;
- addresses *stormwater* runoff from new development and redevelopment projects to the *small MS4* from projects that result in a land disturbance of greater than or

(Part VII.A.5.a.ii.)

equal to one acre. Control of *stormwater discharges* from projects of less than one acre must be included in the program if:

- that project is part of a *larger common plan of development or sale*; or
- if controlling such activities in a particular watershed is required by the *Department*;

iii. includes a law, ordinance or other regulatory mechanism to require post construction runoff controls from new development and re-development projects to the extent allowable under *State* law that meet the *State's* most current technical standards:

- the mechanism must be equivalent to one of the versions of the "NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control"; and
- equivalence must be documented
 - by adoption of one of the sample local laws without changes;
 - by using the NYSDEC Gap Analysis Workbook; or
 - by adoption of a modified version of the sample law, or an alternative law, and, in either scenario and certification by the attorney representing the small MS4 that the adopted law is equivalent to one of the sample local laws;

iv. includes a combination of structural or non-structural management practices (according to standards defined in the most current version of the NYS Stormwater management Design Manual) that will reduce the *discharge* of pollutants to the MEP. In the development of the watershed plans, municipal comprehensive plans, open space preservation programs, local law, ordinances and land use regulations, covered entities must consider principles of *Low Impact Development* (LID), *Better Site Design* (BSD), and other *Green Infrastructure* practices to the MEP. In the development of the watershed plans, municipal comprehensive plans, open space preservation programs, local law, ordinances and land use regulations, covered entities must consider smart growth principles, natural resource protection, impervious area reduction, maintaining natural hydrologic conditions in developments, riparian buffers or set back distances for protection of environmentally sensitive areas such as streams, wetlands, and erodible soils.

- *covered entities* are required to review according to the *Green Infrastructure* practices defined in the Design Manual at a site level, and are encouraged to review, and revise where appropriate, local codes and laws that include provisions that preclude green infrastructure or construction techniques that minimize or reduce pollutant loadings.

(Part VII.A.5.a.iv.)

- if a *stormwater* management practice is designed and installed in accordance with the New York State Stormwater Management Design Manual or has been demonstrated to be equivalent and is properly operated and maintained, then *MEP* will be assumed to be met for post-construction *stormwater* discharged by the practice;
- v. describes procedures for *SWPPP* review with consideration of potential water quality impacts and review of individual *SWPPPs* to ensure consistency with state and local post-construction *stormwater* requirements;
 - ensure that the individuals performing the reviews are adequately trained and understand the *State* and local post construction *stormwater* requirements;
 - ensure that the individuals performing the reviews for *SWPPPs* that include post-construction stormwater management practices are *qualified professionals* or under the supervision of a *qualified professional*;
 - all *SWPPPs* must be reviewed for sites where the disturbance is one acre or greater;
 - after review of *SWPPPs*, the *covered entity* must utilize the “MS4 *SWPPP* Acceptance Form” created by the *Department* and required by the SPDES General Permit for Stormwater Discharges from Construction Activity (GP-0-15-002) when notifying construction site owner / operators that their plans have been accepted by the *covered entity*;
 - utilize available training from sources such as Soil and Water Conservation Districts, Planning Councils, The New York State Department of State, USEPA, and/or the *Department* to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.
- vi. maintain an inventory of post-construction stormwater management practices within the *covered entities* jurisdiction. At a minimum, include practices discharging to the *small MS4* that have been installed since March 10, 2003, all practices owned by the *small MS4*, and those practices found to cause or contribute to water quality standard violations.
 - the inventory shall include at a minimum: location of practice (street address or coordinates); type of practice; maintenance needed per the NYS Stormwater Management Design Manual, *SWPPP*, or other provided documentation; and dates and type of maintenance performed; and

(Part VII.A.5.a.)

- vii. ensures adequate long-term operation and maintenance of management practices identified in Part VII.5.a.vi by trained staff, including inspection to ensure that practices are performing properly.
 - The inspection shall include inspection items identified in the maintenance requirements (NYS Stormwater Management Design Manual, *SWPPP*, or other maintenance information) for the practice. *Covered entities* are not required to collect *stormwater* samples and perform specific chemical analysis;
- viii. Covered entities may include in the SWMP Plan provisions for development of a banking and credit system. MS4s must have an existing watershed plan based on which offsite alternative stormwater management in lieu of or in addition to on-site stormwater management practices are evaluated. Redevelopment projects must be evaluated for pollutant reduction greater than required treatment by the state standards. The individual project must be reviewed and approved by the *Department*. Use of a banking and credit system for new development is only acceptable in the impaired watersheds to achieve the no net increase requirement and watershed improvement strategy areas to achieve pollutant reductions in accordance with watershed plan load reduction goals. A banking and credit system must at minimum include:
 - Ensure that offset exceeds a standard reduction by factor of at least 2
 - Offset is implemented within the same watershed
 - Proposed offset addresses the POC of the watershed
 - Tracking system is established for the watershed
 - Mitigation is applied for retrofit or redevelopment
 - Offset project is completed prior to beginning of the proposed construction
 - A legal mechanism is established to implement the banking and credit system
- b. *Develop (for newly authorized MS4s), implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators;*
- c. *Develop (for newly authorized MS4s), record, annually assess and modify as needed measurable goals; and*
- d. Select and implement appropriate post-construction *stormwater BMPs* and *measurable goals* to ensure the reduction of all *POCs* in *stormwater discharges* to the *MEP*.

(Part VII.A.5.)

Required SWMP Reporting

- e. **Program *implementation* reporting for continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. number of *SWPPPs* reviewed;
 - ii. number and type of enforcement actions;
 - iii. number and type of post-construction stormwater management practices inventoried;
 - iv. number and type of post-construction stormwater management practices inspected;
 - v. number and type of post-construction stormwater management practices maintained;
 - vi. regulatory mechanism status - certification that regulatory mechanism is equivalent to one of the “NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control” (if not already done); and
 - vii. report on effectiveness of program, BMP and measurable goal assessment, and implementation of a banking and credit system, if applicable;
- f. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. **program *development* deadlines and reporting:**
 - Initiate by end of Year 1; complete by end of Year 3:
 - regulatory mechanism development and adoption status - by end of Year 3 certify that regulatory mechanism is equivalent to one of the NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control (if not already completed and submitted with an earlier report);
 - Initiate by end of Year 2; complete by end of Year 3:
 - procedures for *SWPPP* review to ensure that post-construction stormwater management practices meet the most current version of the state technical standards;
 - procedures for inspection and maintenance of post-construction management practices;
 - procedures for enforcement and penalization of violators; and
 - Complete by the end of year 3:

(Part VII.A.5.f.i.)

- provide resources for the program to inspect new and re-development sites and for the enforcement and penalization of violators.
- ii. **program *implementation* reporting** as set forth in Part VII.A.5(e) above. Commence *implementation* reporting after three year *development* period. *Implementation* reporting may begin earlier if *implementation* begins during *development* period.

6. Pollution Prevention/Good Housekeeping For Municipal Operations - SWMP Development / Implementation

At a minimum, all *covered entities* must:

- a. *Develop (for newly authorized MS4s) and implement* a pollution prevention / good housekeeping program for *municipal* operations and facilities that:
 - i. addresses *municipal* operations and facilities that contribute or potentially contribute *POCs* to the *small MS4* system. The operations and facilities may include, but are not limited to: street and bridge maintenance; winter road maintenance; stormwater system maintenance; vehicle and fleet maintenance; park and open space maintenance; municipal building maintenance; solid waste management; new construction and land disturbances; right-of-way maintenance; marine operations; hydrologic habitat modification; or other;
 - ii. at a minimum frequency of once every three years, perform and document a self assessment of all municipal operations addressed by the SWMP to:
 - determine the sources of pollutants potentially generated by the *covered entity's* operations and facilities; and
 - identify the *municipal* operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it is not done already;
 - iii. determines *management practices*, policies, procedures, etc. that will be *developed* and *implemented* to reduce or prevent the discharge of (potential) pollutants. Refer to management practices identified in the “NYS Pollution Prevention and Good Housekeeping Assistance Document” and other guidance materials available from the EPA, *State*, or other organizations;
 - iv. prioritizes pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and *covered entity's* capabilities;

(Part VII.A.6.a.)

- v. addresses pollution prevention and good housekeeping priorities;
 - vi. includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training;
 - vii. requires third party entities performing contracted services, including but not limited to street sweeping, snow removal, lawn / grounds care, etc., to meet permit requirements as the requirements apply to the activity performed ; and
 - viii. requires *municipal* operations and facilities that would otherwise be subject to the NYS Multi-sector General Permit (MSGP, GP-0-12-001) for industrial stormwater discharges to prepare and *implement* provisions in the SWMP that comply with Parts III. A, C, D, J, K and L of the MSGP. The covered entity must also perform monitoring and record keeping in accordance with Part IV. of the MSGP. Discharge monitoring reports must be attached to the MS4 annual report. Those operations or facilities are not required to gain coverage under the MSGP. *Implementation* of the above noted provisions of the SWMP will ensure that MEP is met for discharges from those facilities;
- b. Consider and incorporate cost effective runoff reduction techniques and green infrastructure in the routine upgrade of the existing stormwater conveyance systems and municipal properties to the MEP. Some examples include replacement of closed drainage with grass swales, replacement of existing islands in parking lots with rain gardens, or curb cuts to route the flow through below grade infiltration areas or other low cost improvements that provide runoff treatment or reduction.
 - c. *Develop (for newly authorized MS4s), record, periodically assess and modify as needed measurable goals; and*
 - d. Select and implement appropriate pollution prevention and good housekeeping *BMPs and measurable goals* to ensure the reduction of all *POCs in stormwater discharges* to the *MEP*.
 - e. Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides, as well as potential impact to surface water.

Required SWMP Reporting

- f. **Program *implementation* reporting for continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). *Covered entities* are required to report on

(Part VII.A.6.f.)

all *municipal* operations and facilities within their jurisdiction (*urbanized area* and *additionally designated area*) that their program is addressing. The *covered entity* shall report at a minimum on the items below:

- i. indicate the *municipal* operations and facilities that the pollution prevention and good housekeeping program assessed;
 - ii. describe, if not done so already, the management practices, policies and procedures that have been developed, modified, and / or implemented and report, at a minimum, on the items below that the *covered entity's* pollution prevention and good housekeeping program addressed during the reporting year:
 - acres of parking lot swept;
 - miles of street swept;
 - number of catch basins inspected and, where necessary, cleaned;
 - post-construction control stormwater management practices inspected and, where necessary, cleaned;
 - pounds of phosphorus applied in chemical fertilizer
 - pounds of nitrogen applied in chemical fertilizer; and
 - acres of pesticides / herbicides applied.
 - iii. staff training events and number of staff trained; and
 - iv. report on effectiveness of program, *BMP* and *measurable goal* assessment. If the pollution prevention and good housekeeping program addresses other operations than what is listed above in Part VII.A.6.a(ii), the *covered entity* shall report on items that will demonstrate program effectiveness.
- g. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). *Covered entities* are required to report on all *municipal* operations and facilities within their jurisdiction (*urbanized area* and *additionally designated area*) that their program is addressing. The *covered entity* shall report at a minimum on the items below:
- i. **program development deadlines and reporting** (first three years after authorization is granted):
Complete by end of Year 1:
 - identify the municipal operations and facilities that will be considered for inclusion in the pollution prevention and good housekeeping program;
 - describe the pollution prevention and good housekeeping program priorities (geographic area, potential to improve water quality; facilities or operations most in need of modification or improvement);

(Part VII.A.6.g.i.)

- describe management practices, policies, procedures, etc. that will be developed or modified;
- identify the staff and equipment available;

Initiate by end of Year 2; complete by end of Year 3:

- describe employee pollution prevention and good housekeeping program training program and begin training, report on number of staff trained; and

Complete by end of Year 3:

- description of developed management practices.

- ii. **program *implementation* reporting** as set forth in Part VII.A.6.(d) above. Commence reporting after three year *development* permit. *Implementation* reporting may begin earlier if *implementation* begins during development period.

PART VIII. MINIMUM CONTROL MEASURES - TRADITIONAL NON-LAND USE CONTROL AND NON-TRADITIONAL MS4s

A. Traditional Non-Land Use Control and Non-traditional MS4 Minimum Control Measures (MCMs)

These MCMs apply to *traditional non-land use control MS4s* and *non-traditional MS4s*. The SWMP for these *small MS4s* must be comprised of the 6 MCMs below. It is recommended that covered entities refer to assistance and guidance documents available from the *State* and EPA.

Under this *SPDES general permit*, the continuing *covered entities* are required to implement their SWMP, including the MCM requirements below. Newly regulated covered entities are required to develop their SWMP, containing the MCM requirements below, within the first 3 years of coverage and then commence implementation.

The *covered entity* may *develop* (for newly authorized MS4s) and / or *implement* their SWMP within their jurisdiction on their own. The *covered entity* may also *develop* (for newly authorized MS4s) and / or *implement* part or all of their SWMP through an intermunicipal program with another *covered entity(s)* or through other cooperative or contractual agreements with third parties that provide services to the *covered entity(s)*.

For each of the elements of the SWMP plan, the *covered entity* must identify (i) the agencies and/or offices that would be responsible for implementing the SWMP plan element and (ii) any protocols for coordination among such agencies and/or offices necessary for the implementation of the plan element.

To comply with the requirements of this *SPDES general permit*, the *traditional non-land use control MS4s* and *non-traditional MS4s* should consider their public to be the employee / user population, visitors, or contractors / developers. Examples of the public include, but are not limited to:

- transportation *covered entities* - general public using or living along transportation systems, staff, contractors;
- educational *covered entities* - faculty, other staff, students, visitors;
- other government *covered entities* - staff, contractors, visitors.

1. Public Education and Outreach on Stormwater Impacts SWMP Development / Implementation

At a minimum, all *covered entities* must:

- a. Identify *POCs*, waterbodies of concern, geographic areas of concern, target audiences;

(Part VIII.A.1.)

- b. *Develop (for newly authorized MS4s) and implement* an ongoing public education and outreach program designed to describe:
 - i. the impacts of *stormwater discharges* on waterbodies;
 - ii. *POCs* and their sources;
 - iii. steps that contributors of these pollutants can take to reduce pollutants in *stormwater* runoff; and
 - iv. steps that contributors of non-*stormwater discharges* can take to reduce pollutants (non-*stormwater discharges* are listed in Part I.A.2);
- c. Educational materials may be made available at, locations including, but not limited to:
 - i. at service areas, lobbies, or other locations where information is made available;
 - ii. at staff training;
 - iii. on *covered entity's* website;
 - iv. with pay checks; and
 - v. in employee break rooms;
- d. *Develop (for newly authorized MS4s), record, periodically assess and modify as needed measurable goals; and*
- e. Select and implement appropriate education and outreach *activities* and *measurable goals* to ensure the reduction of all *POCs* in *stormwater discharges* to the *MEP*.

Required SWMP Reporting

- f. At a minimum, the *covered entity* shall report on the items below:
 - i. list education / outreach *activities* performed and provide any results (number of people attended, amount of materials distributed, etc.);
 - ii. education of the public about the hazards associated with illegal *discharges* and improper disposal of waste as required by Part VIII.A.3, may be reported in this section;
 - iii. *covered entity's* performing the education and outreach activities required by other MCMs (listed below), may report on those activities in MCM 1 and provide the following information applicable to their program:
 - IDDE education *activities* planned or completed for the public, as required by Part VIII.A.3;
 - construction site *stormwater* control training planned or completed, as required by Part VIII.A.4; and
 - employee pollution prevention / good housekeeping training planned or completed, as required by Part VIII.A.6;

To facilitate shared annual reporting, if the education and outreach activities

(Part VIII.A.1.f.iii.)

- above are implemented by a third party, and the third party is completing the associated portions of the annual report, that third party may report on the education and outreach activities within MCM 1 of the annual report and not within the MCMs that the education and outreach activities are required by;
- iv. report on effectiveness of program, *BMP* and *measurable goal* assessment; and
 - v. maintain records of all training activities

- g. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:

- i. **program development deadlines and reporting:**

- Complete in Year 1 (report changes in Year 2 and 3 as needed):

- list (and describe if necessary) POCs;
 - *development* of education and outreach program and activities for the public that address *POCs*, geographic areas of concern, and / or *discharges* to 303(d) / *TMDL* waterbodies;
 - *covered entities* developing education and outreach programs required by other MCMs (listed below), may report on development (and implementation of those activities, if occurring during the three year development period) in MCM 1 and provide the following information applicable to their program:
 - IDDE education *activities* planned or completed for the public, as required by Part VIII.A.3;
 - construction site *stormwater* control training planned or completed, as required by Part VIII.A.4; and
 - employee pollution prevention / good housekeeping training planned or completed, as required by Part VIII.A.6.

To facilitate shared annual reporting, if the education and outreach activities above are implemented by a third party, and the third party is completing the associated portions of the annual report, that third party may report on the education and outreach activities within MCM 1 of the annual report and not within the MCMs that the education and outreach activities are required by.

- ii. **Program implementation reporting** as set forth in Part VIII.A.1(f) above. Commence *implementation* reporting after three year *development* period. *Implementation* reporting may begin earlier if *implementation* begins during *development* period.

2. Public Involvement/Participation - SWMP Development / Implementation

At a minimum, all *covered entities* must:

(Part VIII.A.2.)

- a. Comply with *State* and local public notice requirements identified below when implementing a public involvement / participation program:
 - i. *traditional non-land use control MS4s* shall comply with the *State Open Meetings Law* and local public notice requirements, such as *Open Meetings Law*; and
 - ii. *traditional non-land use control MS4s* and *non-traditional MS4s* may comply with this requirement by determining who their public is (staff, visitors, contractors, etc.) and posting notifications (as needed) in areas viewable by the public. Such areas include common areas, bulletin boards, agency/office web pages, etc. For *small MS4s* whose public are in multiple locations, notifications shall be made available to the public in all locations within the urbanized or additionally designated areas;
- b. Provide the opportunity for the public to participate in the *development, implementation, review, and revision of the SWMP*;
- c. **Local stormwater public contact.**
Identify a local point of contact for public concerns regarding *stormwater* management and compliance with this *SPDES general permit*. The name or title of this contact and the telephone number must be published in public outreach and public participation materials and kept updated with the *Department* on the MCC form;
- d. **Annual report presentation.**
Below are the requirements for the annual report presentation:
 - i. prior to submitting the final annual report to the *Department*, by June 1 of each reporting year (see Part V.C.), present the draft annual report in a format that is open to the public, where the public can ask questions and make comments on the report. This can be done:
 - at a meeting that is open to the public, where the public attendees are able to ask questions about and make comments on the report. This may be a regular meeting of an existing board. It may also be a separate meeting, specifically for *stormwater*. If multiple *covered entities* are working together, they may have a group meeting (refer to Part V.C.2); or
 - on the internet by:
 - making the annual report available to the public on a website:
 - providing the public the opportunity to provide comments on the internet or otherwise; and

(Part VIII.A.2.d.i.)

- making available the opportunity for the public to request an open public meeting to ask questions about and make comments on the report;
- ii. *traditional non-land use control MS4s* must comply with Part VIII.A.2.(d)(i) above. If they choose to present the draft annual report at a meeting, it may be presented at an existing meeting (e.g. a meeting of the Environmental Management Council , Water Quality Coordinating Committee, other agencies, or a meeting specifically for stormwater), or made available for review on the internet. The *covered entity* must make public the following information when noticing the presentation in accordance with *Open Meetings Law* or other local public notice requirements:
- the placement of the annual report on the agenda of this meeting or location on the internet;
 - the opportunity for public comment. This *SPDES general permit* does not require a specified time frame for public comments, although it is recommended that *covered entities* provide the public an opportunity to comment for a period after the meeting. Comments received after the final annual report is submitted shall be reported with the following year's annual report. *Covered entities* must take into account those comments in the following year;
 - the date and time of the meeting or date annual report becomes available on the internet; and
 - the availability of the draft report for review prior to the public meeting or duration of availability of the annual report on the internet;
- iii. *non-traditional MS4s* typically do not have regular meetings during which a presentation on the annual report can be made. Those *covered entities* may comply with this requirement by either:
- noticing the availability of the report for public comment by posting a sign, posting on web site, or other methods with information about the availability and location where the public can view it and contact information for those that read the report to submit comments; or
 - following the internet presentation as explained in Part VIII.A.2(d)(i) above;
- iv. the *Department* recommends that announcements be sent directly to individuals (public and private interested parties) known to have a specific interest in the covered entity's *SWMP*;

(Part VIII.A.2.d.)

- v. include a summary of comments and intended responses with the final annual report. Changes made to the *SWMP* in response to comments should be described in the annual report; and
- vi. ensure that a copy of the final report and, beginning in 2009, the *SWMP* plan are available for public inspection;
- e. *Develop (for newly authorized MS4s), record, periodically assess and modify as needed measurable goals; and*
- f. Select and implement appropriate public involvement / participation *activities* and *measurable goals* to ensure the reduction of all of the *POCs* in *stormwater discharges* to the *MEP*.

Required SWMP Reporting

- g. **Program *implementation* reporting for continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. annual report presentation information (date, time, attendees) or information about how the annual report was made available for comment;
 - ii. comments received and intended responses (as an attachment); and
 - iii. report on effectiveness of program, *BMP* and *measurable goal* assessment;
- h. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. **program *development* deadlines and reporting:**
Complete for Year 1, 2, and 3:
 - annual report presentation information (date, time, attendees) or information about how the annual report was made available for comment; and
 - comments received and intended responses (as an attachment).
 - ii. **program *implementation* reporting** as set forth in Part VIII.A.2.g above.
Commence *implementation* reporting after three year *development* period.
Implementation reporting may begin earlier if *implementation* begins during development period.

3. Illicit Discharge Detection and Elimination (IDDE) - SWMP Development / Implementation

At a minimum, all *covered entities* must:

(Part VIII.A.3.)

- a. *Develop (for newly authorized MS4s), implement and enforce a program to detect and eliminate illicit discharges (as defined at 40CFR 122.26(b)(2)) into the small MS4;*
- b. *Develop (for newly authorized MS4s) and maintain a map, at a minimum within the covered entity's jurisdiction in the urbanized area and additionally designated area, showing:*
 - i. *the location of all outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls;*
 - ii. *by March 9, 2010, the preliminary boundaries of the covered entity's storm sewersheds determined using GIS or other tools, even if they extend outside of the urbanized area (to facilitate trackdown), and additionally designated area within the covered entity's jurisdiction; and*
 - iii. *when grant funds are made available or for sewer lines surveyed during an illicit discharge trackdown, the covered entity's storm sewer system in accordance with available State and EPA guidance;*
- c. *Field verify outfall locations;*
- d. *Conduct an outfall reconnaissance inventory, as described in the EPA publication entitled Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessment, addressing every outfall within the urbanized area and additionally designated area within the covered entity's jurisdiction at least once every five years, with reasonable progress each year;*
- e. *Map new outfalls as they are constructed or discovered within the urbanized area or additionally designated area;*
- f. *Prohibit illicit discharges into the small MS4 and implement appropriate enforcement procedures and actions below, as applicable:*
 - i. *for traditional non-land use control MS4s:*
 - *effectively prohibit, through a law, ordinance, or other regulatory mechanism, illicit discharges into the small MS4 and implement appropriate enforcement procedures and actions; and*
 - *the law, ordinance, or other regulatory mechanism must be equivalent to the State's model IDDE local law "NYSDEC Model Local Law to Prohibit Illicit Discharges, Activities and Connections to Separate Storm Sewer Systems" developed by the State, as determined and certified to be equivalent by the attorney representing the small MS4 ; and*

(Part VIII.A.3.f.)

- ii. for *non-traditional MS4s*:
 - prohibit and enforce against *illicit discharges* through available mechanisms (i.e. tenant lease agreements, bid specifications, requests for proposals, standard contract provisions, connection permits, maintenance directives / BMPS, access permits, consultant agreements, internal policies);
 - procedures or policies must be developed for implementation and enforcement of the mechanisms;
 - a written directive from the person authorized to sign the NOI stating that updated mechanisms must be used and who (position(s)) is responsible for ensuring compliance with and enforcing the mechanisms for the *covered entity's IDDE* program; and
 - the mechanisms and directive must be equivalent to the *State's* model illicit discharge local law;
- g. *Develop (for newly authorized MS4s) and implement* a program to detect and address non-stormwater *discharges*, including illegal dumping, to the *small MS4*. The program must include: procedures for identifying priority areas of concern (geographic, audiences, or otherwise) for IDDE program; description of priority areas of concern, available equipment, staff, funding, etc.; procedures for identifying and locating *illicit discharges* (trackdown); procedures for eliminating *illicit discharges*; and procedures for documenting actions;
- h. Inform the public of the hazards associated with illegal *discharges* and the improper disposal of waste;
- i. Address the categories of non-stormwater *discharges* or flows listed in Part I.A.2 as necessary and maintain records of notification;
- j. *Develop (for newly authorized MS4s)*, record, periodically assess, and modify as needed, *measurable goals*; and
- k. Select and implement appropriate IDDE *BMPs* and *measurable goals* to ensure the reduction of all *POCs* in *stormwater discharges* to the *MEP*

Required SWMP Reporting

- i. **Program implementation reporting** for **continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. number and percent of *outfalls* mapped;

(Part VIII.A.3.I.)

- ii. number of *illicit discharges* detected and eliminated;
 - iii. percent of outfalls for which an outfall reconnaissance inventory has been performed. ;
 - iv. status of system mapping;
 - v. activities to and results from informing the public of hazards associated with illegal *discharges* and improper disposal of waste;
 - vi. for traditional non-land use control MS4s, regulatory mechanism status - certification that law is equivalent to the *State's* model *IDDE* local law (if not already completed and submitted with a prior annual report); and
 - vii. report on effectiveness of program, *BMP* and *measurable goal* assessment.
- m. Required reporting for **newly authorized covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
- i. **program development deadlines and reporting:**
 - Initiate by end of Year 1; complete by end of Year 3:
 - regulatory mechanism development and adoption - by end of Year 3 certify that regulatory mechanism is equivalent to the *State's* model *IDDE* local law (traditional non-land use control MS4s) or certification of equivalence may be accomplished as set forth in Part VIII.A.3(f)(ii).
 - Complete in Year 1 (revise in Year 2 and 3 if changes are made):
 - describe procedures for identifying priority areas of concern (geographic, audiences, or otherwise) for *IDDE* program;
 - describe priority areas of concern, available equipment, staff, funding, etc.;
 - Initiate by end of Year 1; complete by end of Year 2 (revise in Year 3 if changes are made):
 - describe procedures for identifying and locating *illicit discharges* (trackdown);
 - describe procedures for eliminating *illicit discharges*;
 - describe procedures for enforcing against illicit dischargers;
 - describe procedures for documenting actions;
 - describe the program being developed for informing the public of hazards associated with illegal *discharges* and improper disposal of waste;
 - Initiate by end of Year 2; complete by end of Year 3:
 - number and percent of *outfalls* mapped;

(Part VIII.A.3.m.i.)

Complete by Year 3:

- *outfall* map; and

- ii. **program *implementation* reporting** as set forth in Part VIII.A.3(l) above. Commence *implementation* reporting after three year *development* period. *Implementation* reporting may begin earlier if *implementation* begins during development period.

4. Construction Site Stormwater Runoff Control - SWMP Development / Implementation

At a minimum, all *covered entities* must:

- a. *Develop (for newly authorized MS4s), implement, and enforce* a program that:
 - i. provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities, unless more stringent requirements are contained within this *SPDES general permit*;
 - ii. addresses *stormwater* runoff to the *small MS4* from *construction activities* that result in a land disturbance of greater than or equal to one acre. Control of *stormwater discharges* from *construction activity* disturbing less than one acre must be included in the program if:
 - that *construction activity* is part of a *larger common plan of development or sale* that would disturb one acre or more; or
 - if controlling such activities in a particular watershed is required by the *Department*;
 - iii. incorporates mechanisms for construction runoff requirements from new development and redevelopment projects to the extent allowable under *State* and local law that meet the *State's* most current technical standards:
 - through available mechanisms (i.e. tenant lease agreements, bid specifications, requests for proposals, standard contract provisions, connection permits, maintenance directives / BMPs, access permits, consultant agreements, internal policies);
 - procedures or policies must be developed for implementation and enforcement of the mechanisms;
 - a written directive from the person authorized to sign the NOI stating that updated mechanisms must be used and who (position(s)) is responsible for ensuring compliance with and enforcing the mechanisms for construction projects that occur on property owned, under easement to, within the

(Part VIII.A.4.a.iii.)

- right-of-way of, or under the maintenance jurisdiction by the *covered entity* or within the maintenance jurisdiction of the MS4; and
 - the mechanisms and directive must be equivalent to the requirements of the NYS SPDES General Permit for Stormwater Discharges from Construction Activities.
- iv. allows for sanctions to ensure compliance to the extent allowable by *State* law;
- v. describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site stormwater runoff;
- vi. educates construction site operators, design engineers, *municipal* staff and other individuals to whom these regulations apply about the construction requirements in the *covered entity's* jurisdiction, including the procedures for submission of *SWPPPs*, construction site inspections, and other procedures associated with control of construction stormwater;
- vii. Ensures that construction site contractors have received erosion and sediment control training, including the *trained contractors* as defined in the SPDES general permit for construction, before they do work within the *covered entity's* jurisdiction:
 - training may be provided by the *Department* or other qualified entities (such as Soil and Water Conservation Districts);
 - the *covered entity* is not expected to perform such training, but they may co-sponsor training for construction site operators in their area;
 - the *covered entity* may ask for a certificate of completion or other such proof of training; and
 - the *covered entity* may provide notice of upcoming sediment and erosion control training by posting in the building department or distribute with building permit application.
- viii. establishes and maintains an inventory of active construction sites, including the location of the site, owner / operator contact information;
- ix. develop (*for newly authorized MS4s*), record, periodically assess and modify as needed *measurable goals*; and

(Part VIII.A.4.a.)

- x. select and implement appropriate construction stormwater *BMPs* and *measurable goals* to ensure the reduction of all *POCs* in *stormwater discharges* to the *MEP*.

Required SWMP Reporting

- b. **Program *implementation* reporting for continuing *covered entities*** (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. number and type of sanctions employed;
 - ii. status of regulatory mechanism - certify that mechanisms will assure compliance with the NYS SPDES General Permit for Stormwater Discharges from Construction Activities;
 - iii. number of construction sites authorized for disturbances of one acre or more; and
 - iv. report on effectiveness of program, *BMP* and *measurable goal* assessment.
- c. Reporting for **newly regulated *covered entities*** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
 - i. **Program *development* deadlines and reporting:**
 - Initiate by end of Year 1:
 - procedures, activities and identify personnel to educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements that must be met within the MS4's jurisdiction;
 - Initiate by the end of Year 1; complete by the end of Year 3:
 - status of mechanism for construction runoff requirements - by end of Year 3 certify that mechanisms will assure compliance with the NYS SPDES General Permit for Stormwater Discharges from Construction Activities; and
 - Complete in Year 1 (revise in Year 2 and 3 if changes are made):
 - describe procedures for the receipt and consideration of information submitted by the public. Identify the responsible personnel.
 - ii. Program implementation reporting as set forth in Part VIII.A.4(b) above. Commence *implementation* reporting after three year development period. *Implementation* reporting may begin earlier if *implementation* begins during development period.

(Part VIII.A.)

5. Post-Construction Stormwater Management SWMP Development / Implementation

At a minimum, all *covered entities* must:

- a. *Develop (for newly authorized MS4s), implement, and enforce* a program that:
 - i. provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities, unless more stringent requirements are contained within this *SPDES general permit*;
 - ii. addresses *stormwater* runoff from new development and redevelopment projects to the *small MS4* from projects that result in a land disturbance of greater than or equal to one acre. Control of *stormwater discharges* from projects of less than one acre must be included in the program if:
 - that project is part of a *larger common plan of development or sale*;
 - if controlling such activities in a particular watershed is required by the *Department*;
 - iii. incorporates enforceable mechanisms for post-construction runoff control from new development and re-development projects to the extent allowable under *State* or local law that meet the *State's* most current technical standards:
 - through available mechanisms (i.e. tenant lease agreements, bid specifications, requests for proposals, standard contract provisions, connection permits, maintenance directives / BMPs, access permits, consultant agreements, internal policies);
 - procedures or policies must be developed for implementation and enforcement of the mechanisms;
 - a written directive from the person authorized to sign the NOI stating that updated mechanisms must be used and who (position(s)) is responsible for ensuring compliance with and enforcing the mechanisms for construction projects that occur on property owned by the *covered entity* or within the maintenance jurisdiction of the MS4; and
 - the mechanisms and directive must assure compliance with the requirements of the NYS SPDES General Permit for Stormwater Discharges from Construction Activities;
 - iv. includes a combination of structural or non-structural management practices (according to standards defined in the most current version of the NYS Stormwater management Design Manual) that will reduce the *discharge* of pollutants to the MEP. In the development of environmental plans such as watershed plans, open space preservation programs, local laws, and ordinances covered entities must incorporate principles of *Low Impact Development (LID)*, *Better Site Design (BSD)* and other *Green Infrastructure* practices to the MEP.

(Part VIII.A.5.a.iv.)

Covered entities must consider natural resource protection, impervious area reduction, maintaining natural hydrologic condition in developments, buffers or set back distances for protection of environmentally sensitive areas such as streams, wetlands, and erodible soils in the development of environmental plans.

- if a *stormwater* management practice is designed and installed in accordance with the New York State Stormwater Management Design Manual or has been demonstrated to be equivalent and is properly operated and maintained, then *MEP* will be assumed to be met for the post construction *stormwater* discharged by the practice;
- v. establish and maintain an inventory of post-construction stormwater management practices to include at a minimum practices discharging to the *small MS4* that have been installed since March 10, 2003, those owned by the small MS4, and those found to cause water quality standard violations.
 - the inventory shall include, at a minimum: location of practice (street address or coordinates); type of practice; maintenance needed per the NYS Stormwater Management Design Manual, *SWPPP*, or other provided documentation; and dates and type of maintenance performed; and
- vi. ensures adequate long-term operation and maintenance of management practices by trained staff, including assessment to ensure that the practices are performing properly.
 - The assessment shall include the inspection items identified in the maintenance requirements (NYS Stormwater Management Design Manual, *SWPPP*, or other maintenance information) for the practice. *Covered entities* are not required to collect *stormwater* samples and perform specific chemical analysis;
- vii. Covered entities may include in the SWMP Plan provisions for development of a banking and credit system. MS4s must have an existing watershed plan based on which offsite alternative stormwater management in lieu of or in addition to on-site stormwater management practices are evaluated. Redevelopment projects must be evaluated for pollutant reduction greater than required treatment by the state standards. The individual project must be reviewed and approved by the *Department*. Use of a banking and credit system for new development is only acceptable in the impaired watersheds to achieve the no net increase requirement and watershed improvement strategy areas to achieve pollutant reductions in accordance with watershed plan load reduction goals. A banking and credit system must at minimum include:

(Part VIII.A.5.a.vii.)

- Ensures offset exceeds standard reduction by factor of at least 2
 - Offset is implemented within the same watershed
 - Proposed offset addresses the POC of the watershed
 - Tracking system is established for the watershed
 - Mitigation is applied for retrofit or redevelopment
 - Offset project is completed prior to beginning the proposed construction
 - A legal mechanism is established to implement the banking and credit system
- b. *Develop (for newly authorized MS4s), implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and employ sanctions;*
- c. *Develop (for newly authorized MS4s), record, annually assess and modify as needed measurable goals; and*
- d. *Select and implement appropriate post-construction stormwater BMPs and measurable goals to ensure the reduction of all POCs in stormwater discharges to the MEP.*

Required SWMP Reporting

- e. Program *implementation* reporting for continuing *covered entities* (MS4s covered for 3 or more years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:
- i. number and type of sanctions;
 - ii. number and type of post-construction stormwater management practices;
 - iii. number and type of post-construction stormwater management practices inspected;
 - iv. number and type of post-construction stormwater management practices maintained;
 - v. status of regulatory mechanism, equivalent mechanism, that regulatory mechanism is equivalent; and
 - vi. report on effectiveness of program, *BMP* and *measurable goal* assessment, and implementation of a banking and credit system, if applicable.
- f. Program reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). At a minimum, the *covered entity* shall report on the items below:

(Part VIII.A.5.f.)

i. program *development* deadlines and reporting:

Initiate by end of Year 1; complete by end of Year 3:

- mechanism of post-construction stormwater management - by end of Year 3 certify that mechanisms will assure compliance with the NYS Construction General Permit (GP-0-15-002);

Initiate by end of Year 2; complete by end of Year 3:

- procedures for inspection and maintenance of post-construction management practices; and
- procedures for enforcement and penalization of violators;

ii. program *implementation* reporting as set forth in Part VIII.A.5(e). Commence *implementation* reporting after three year development period. *Implementation* reporting may begin earlier if *implementation* begins during *development* period.

**6. Pollution Prevention/Good Housekeeping For Municipal Operations
SWMP Development / Implementation**

At a minimum, all *covered entities* must:

- Develop (for newly authorized MS4s) and implement* a pollution prevention / good housekeeping program for *municipal* operations and facilities that:
 - addresses *municipal* operations and facilities that contribute or potentially contribute *POCs* to the *small MS4* system. The operations and facilities may include, but are not limited to: street and bridge maintenance; winter road maintenance; stormwater system maintenance; vehicle and fleet maintenance; park and open space maintenance; municipal building maintenance; solid waste management; new construction and land disturbances; right-of-way maintenance; marine operations; hydrologic habitat modification, or other;
 - includes the performance and documentation of a self assessment of all municipal operations to:
 - determine the sources of pollutants potentially generated by the *covered entity's* operations and facilities; and
 - identify the *municipal* operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it is not done already;
 - determines *management practices*, policies, procedures, etc. that will be *developed* and *implemented* to reduce or prevent the discharge of (potential)

(Part VIII.A.6.a.iii.)

pollutants. Refer to *management practices* identified in the “NYS Pollution Prevention and Good Housekeeping Assistance Document” or other guidance materials available from the EPA, the *State*, or other organizations;

- iv. prioritizes pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and *covered entity's* capabilities;
 - v. addresses pollution prevention and good housekeeping priorities;
 - vi. includes an employee pollution prevention and good housekeeping training program and ensure that staff receive and utilize training;
 - vii. requires third party entities performing contracted services, including but not limited to, street sweeping, snow removal, lawn / grounds care, etc., to make the necessary certification in Part IV.G; and
 - viii. requires *municipal* operations and facilities that would otherwise be subject to the NYS Multisector General Permit (MSGP, GP-0-12-001) for industrial stormwater discharges to prepare and *implement* provisions in the SWMP that comply with Parts III. A, C, D, J, K and L of the MSGP. The covered entity must also perform monitoring and record keeping in accordance with Part IV. of the MSGP. Discharge monitoring reports must be attached to MS4 annual report. Those operations or facilities are not required to gain coverage under the MSGP. *Implementation* the above noted provisions of the SWMP will ensure that MEP is met for discharges from those facilities;
- b. Consider and incorporate cost effective runoff reduction techniques and green infrastructure in the routine upgrade of the existing stormwater conveyance systems and municipal properties to the MEP. Some examples include replacement of closed drainage with grass swales, replacement of the existing islands in parking lots with rain garden, or curb cuts to route the flow through below grade infiltration areas or other low cost improvements that provide runoff treatment or reduction.
 - c. *Develop (for newly authorized MS4s), record, periodically assess and modify as needed measurable goals; and*

(Part VIII.A.6.)

- d. Select and implement appropriate pollution prevention and good housekeeping *BMPs* and *measurable goals* to ensure the reduction of all *POCs* in *stormwater discharges* to the *MEP*.
- e. Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides, as well as potential impact to surface water.

Required SWMP Reporting

- f. **Program *implementation* reporting for continuing covered entities** (MS4s covered for 3 or more years on the *reporting date*). *Covered entities* are required to report on all *municipal* operations and facilities within their jurisdiction (*urbanized area* and *additionally designated area*) that their program is addressing. The *covered entity* shall report at a minimum on the items below:
 - i. indicate the *municipal* operations and facilities that the pollution prevention and good housekeeping program assessed;
 - ii. describe, if not done so already, the management practices, policies and procedures that have been developed, modified, and / or implemented and report, at a minimum, on the items below that the *covered entity's* pollution prevention and good housekeeping program addresses during the reporting year:
 - acres of parking lot swept;
 - miles of street swept;
 - number of catch basins inspected and, where necessary, cleaned;
 - post-construction control stormwater management practices inspected and, where necessary, cleaned;
 - pounds of phosphorus applied in chemical fertilizer
 - pounds of nitrogen applied in chemical fertilizer; and
 - acres of pesticides / herbicides applied.
 - iii. staff training events and number of staff trained; and
 - iv. report on effectiveness of program, *BMP* and *measurable goal* assessment. If the pollution prevention and good housekeeping program addresses other operations than what is listed above in Part VIII.A.6.a(ii), the *covered entity* shall report on items that will demonstrate program effectiveness.
- g. Reporting for **newly regulated covered entities** (MS4s covered for less than 3 years on the *reporting date*). *Covered entities* are required to report on all *municipal* operations and facilities within their jurisdiction (*urbanized area* and *additionally*

(Part VIII.A.6.g.)

designated area) that their program is addressing. The *covered entity* shall report at a minimum on the items below:

i. program *development* deadlines and reporting:

Complete by end of Year 1:

- identify the municipal operations and facilities that will be considered for inclusion in the pollution prevention and good housekeeping program;
- describe the pollution prevention and good housekeeping program priorities (geographic area, potential to improve water quality; facilities or operations most in need of modification or improvement);
- describe management practices, policies, procedures, etc. that will be developed or modified;
- identify the staff and equipment available;

Initiate by Year 2; complete Year 3:

- describe employee pollution prevention and good housekeeping program training program and begin training, report on number of staff trained;

Complete by end of Year 3:

- description of developed management practices.

ii. program *implementation* reporting as set forth in Part VIII.A.6(d) above.

Commence *implementation* reporting after three year *development* permit.

Implementation reporting may begin earlier if *implementation* begins during *development* period.

Part IX. WATERSHED IMPROVEMENT STRATEGY REQUIREMENTS

The covered entities in the watershed improvement strategy areas must develop or modify their SWMP to address the additional watershed specific requirements to achieve the pollutant load reduction by the deadlines specified in Tables IX.A through D. The requirements contained in this Part are in addition to the applicable requirements in Part VII or VIII, depending on the type of MS4. The Pollutant Load Reductions are the reductions necessary from the discharge loads associated with MS4s that, when combined with reductions in the discharge loads from non-MS4s to the waterbody, will meet water quality standards. The calculated reductions are based on TMDL models and may be recalculated according to 40CFR Part 130.

The MS4 portion of the pollutant load reduction shall be achieved by implementation of BMPs required of all MS4s, reductions from implementation of additional BMPs for watershed improvement strategy areas including any retrofits required by this permit. These reductions are intended to be targeted and credited using models, loading factors and load reductions predicted based on the best scientific information available. In accordance with NYCRR Part 750-1.14, all covered entities that own or operate MS4s in the watershed improvement strategy areas shall submit to the Department progress reports, described in Part V.D, identifying the activities that have been performed during the period of March 10 through September 9 of each year, and demonstrating that progress is being made towards completion of the reduction requirements, as required by this Part.

The Pollutant Load Reduction Deadlines are deadlines by which the MS4 portion of the pollutant load reduction must be met. Watershed Improvement Strategy Deadlines are the deadlines by which the watershed improvement strategy requirements for addressing the POC are to be completed and implemented. Retrofit Plan Submission Deadlines are the deadlines by which the retrofit plan component of the watershed improvement strategies are submitted to the *Department* for review and approval.

Ultimately, the effectiveness of the load reductions in meeting water quality standards will be verified by ambient monitoring of the affected waterbody. Where ambient monitoring demonstrates consistent compliance with water quality standards, the covered entity may request that the *Department* suspend the additional BMP requirements to install stormwater retrofits.

(Part IX.)

A. New York City East of Hudson Watershed MS4s - (Mapped in Appendix 3)

Table IX.A - Pollutant Load Reduction and Timetable for New York City East of Hudson Phosphorus Watershed Improvement Strategy Area

Watershed	Watershed Improvement Strategy Deadline	Retrofit Plan Submission Deadline	Pollutant Load Reduction (Load Allocation)	Pollutant Load Reduction Deadline
New York City East of Hudson Watershed	05/01/2011	03/09/ 2009 (single) and 12/ 31/2009 (RSE)	In accordance with the TMDL Implementation Plan	03/09/2019 (single) 12/31/2019 (RSE)

By the deadlines specified in Table IX.A, covered entities that own or operate MS4s within the listed watershed shall develop and implement the following pollutant specific BMPs. Covered entities that own or operate MS4s in these watersheds shall also submit to the Department, progress reports as specified in Part V.D.

1. Public Education and Outreach on Stormwater Impacts- applicable to *traditional land use control, traditional non-land use control* and *non-traditional MS4s*.

- a. Plan and conduct an ongoing public education and outreach program designed to describe the impacts of phosphorus (the *POC*) on waterbodies. The program must identify potential sources of phosphorus in *stormwater* runoff and describe steps that contributors can take to reduce the concentration of this *POC* in *stormwater* runoff. The program must also describe steps that contributors of non-*stormwater* discharges (Part I.A.2) can take to reduce phosphorus.
- b. Develop, or acquire if currently available, specific educational material dealing with sources of phosphorus in *stormwater* and pollutant reduction practices. At a minimum, the educational material should address the following topics:
 - i. understanding the phosphorus issue;
 - ii. septic systems as a source of phosphorus;
 - iii. phosphorus concerns with fertilizer use;
 - iv. phosphorus concerns with grass clippings and leaves entering streets and storm sewers;
 - v. construction sites as a source of phosphorus; and

- vi. phosphorus concerns with detergent use.

2. Public Involvement/ Participation

No additional requirements proposed for this permit term.

3. Illicit Discharge Detection and Elimination

- a. Mapping - applicable to *traditional land use control*, *traditional non-land use control* and *non-traditional MS4s*.

Develop and maintain a map showing the entire *small MS4* conveyance system. The *covered entity* shall complete the mapping of approximately 20% of the system every year, with the entire system being mapped by January 8, 2013.

At a minimum, the map and/or supportive documentation for the conveyance system should include the following information:

- i. type of conveyance system - closed pipe or open drainage;
- ii. for closed pipe systems - pipe material, shape, and size;
- iii. for open drainage systems - channel/ditch lining material, shape, and dimensions; location and dimensions of any culvert crossings;
- iv. drop inlet, catch basin, and manhole locations; and
- v. number and size of connections (inlets/outlets) to catch basins and manholes, direction of flow.

All information shall be prepared in digital format suitable for use in GIS software and in accordance with the *Department's* guidance on Illicit Discharge Detection and Elimination. The scale shall be 1:24,000 or better.

- b. On-site wastewater systems - applicable to *traditional land use control* and *traditional non-land use control MS4s*.

- *Develop, implement* and enforce a program that ensures that on-site sanitary systems designed for less than 1000 gallons per day (septic systems, cesspools, including any installed absorption fields) are inspected at a minimum frequency of once every five years and, where necessary, maintained or rehabilitated. Regular field investigations/inspections should be done in accordance with the most current

version of the EPA publication entitled Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessment, to detect the presence of ongoing and/or intermittent on-site sanitary discharges to the storm sewer system. An advanced system inspection requiring completion by a certified professional is not required by this permit, but may be used where site specific conditions warrant. Program development shall include the establishment of the necessary legal authority to implement the program.

4. Construction Site Stormwater Runoff Control- applicable to *traditional land use control MS4s*.

- a. *Develop, implement* and enforce a program to reduce pollutants in *stormwater* runoff to the *small MS4* from construction activities that result in a land disturbance of greater than or equal to five thousand (5000) square feet. At a minimum, the program must provide equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activity and must include the development and implementation of:
 - i. by December 31, 2009, an ordinance or other regulatory mechanism that requires erosion and sediment controls designed in accordance with the most current version of the technical standard New York State Standards and Specifications for Erosion and Sediment Control for all construction activities that disturb between five thousand (5000) square feet and one acre of land. For construction activities that disturb between five thousand (5000) square feet and one (1) acre of land, one of the standard erosion and sediment control plans included in Appendix E (Erosion & Sediment Control Plan For Small Homesite Construction) of the New York Standards and Specifications for Erosion and Sediment Control may be used as the Stormwater Pollution Prevention Plan (SWPPP);
 - ii. policy and procedures for the *covered entity* to perform, or cause to be performed, compliance inspections at all sites with a disturbance of one (1) or more acres. By December 31, 2009, the *covered entity* shall have started performing, or cause to be performed, compliance inspections at all sites with a disturbance between five thousand (5000) square feet and one (1) acre of land;

5. Post-Construction Stormwater Management

- a. Construction stormwater program - applicable to *traditional land use control, traditional non-land use control* and *non-traditional MS4s*.

(Part IX.A.5.a.)

Develop, *implement* and enforce a program to address post-construction *stormwater* runoff from new development and redevelopment projects that disturb greater than or equal to one (1) acre. This includes projects of less than one acre that are part of a larger common plan of development or sale. At a minimum, the program must provide equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activity and must include the *development* and *implementation* of:

- i. a law or other mechanism that requires post-construction stormwater management controls designed in accordance with the most current version of the technical standards the New York State Stormwater Management Design Manual including the Enhanced Phosphorus Removal Design Standards. An MS4 must ensure that their ordinance or other mechanism requires post-construction stormwater management controls to be designed in accordance with the final version of the Enhanced Phosphorus Removal Design Standards by September 30, 2008.
- b. Retrofit program - applicable to *traditional land use control, traditional non-land use control* and *non-traditional MS4s*.

Develop and commence implementation of a Retrofit Program that addresses runoff from sites to correct or reduce existing erosion and/or pollutant loading problems, with a particular emphasis placed on the pollutant phosphorus. At a minimum, the MS4 shall:

- i. establish procedures to identify sites with erosion and/or pollutant loading problems;
- ii. establish policy and procedures for project selection. Project selection should be based on the phosphorus reduction potential of the specific retrofit being constructed/installed; the ability to use standard, proven technologies; and the economic feasibility of constructing/installing the retrofit. As part of the project selection process, the *covered entity* should participate in locally based watershed planning efforts which involve the *Department*, other *covered entities*, stakeholders and other interested parties;
- iii. establish policy and procedures for project permitting, design, funding, construction and maintenance.

(Part IX.A.5.b.)

- iv. for covered entities that develop their own retrofit program, by March 9, 2009 develop and submit approvable plans with schedules for completing retrofit projects, including identification of funding sources. Upon DEC approval of those schedules, the plans and schedules shall become enforceable requirements of this permit.
- v. pursuant to Part IV. B (Cooperation Between Covered entities Encouraged), retrofit projects can be completed in cooperation with other covered entities in the East of Hudson Watershed through the formation of a cooperative entity with other MS4s. Participating MS4s shall work with the Department and other members of the cooperative entity in implementing the requirements of i, ii and iii above. In addition, each covered entity that becomes a member of the cooperative entity shall work closely with the Department and other members of the cooperative entity to, by December 31, 2009, develop and submit approvable plans and schedules for completing retrofit projects, including identification of funding sources. Upon DEC approval of those plans and schedules, the plans and schedules shall become enforceable requirements of this permit.

6. Pollution Prevention/Good Housekeeping For Municipal Operations- applicable to *traditional land use control, traditional non-land use control and non-traditional MS4s.*

- a. By December 31, 2009, develop and implement a Stormwater Conveyance System inspection and maintenance program. At a minimum, the program shall include the following:
 - i. policy and procedures for the inspection and maintenance of catch basin and manhole sumps. Catch basin and manhole sumps should be inspected in the early spring and late fall for sediment and debris build-up. If sediment and debris fills greater than 50% of the sump volume, the sump should be cleaned. All sediment and debris removed from the catch basins and manholes shall be properly disposed of;
 - ii. policy and procedures for the inspection, maintenance and repair of conveyance system *outfalls*. Beginning June 30, 2008, the MS4 must inspect 20% of their *outfalls* each year and make repairs as necessary. All outfall protection and/or bank stability problems identified during the inspection shall be corrected in accordance with the New York Standards and Specifications for Erosion and Sediment Control;

(Part IX.A.6.a.)

- iii. policy and procedures for the inspection, maintenance and repair of a *covered entity's* stormwater management practices. The inspection and maintenance schedule for all stormwater management practices shall assure continued operation of stormwater management practices; and
 - iv. develop a Corrective Action Plan for each Stormwater Conveyance System component that has been identified as needing repair. A file of all corrective actions implemented and *illicit discharges* detected and repaired should be maintained for a period of not less than five years.
- b. By December 31, 2010, develop and implement a turf management practices and procedures policy. The policy shall address the following:
- i. procedures for proper fertilizer application on municipally-owned lands. The application of any phosphorus-containing fertilizer (as labeled) shall only be allowed following a proper soil test and analysis documenting that soil phosphorus concentrations are inadequate;
 - ii. procedures for the proper disposal of grass clippings from municipally-owned lawns where grass clipping collection equipment is used. Grass clippings shall be disposed of in a compost pile or a proper containment device so that they cannot enter the *small MS4* or surface waters;
 - iii. procedures for the proper disposal of leaves from municipally-owned lands where leaves are collected. Leaves shall be disposed of in a compost pile or a proper containment device so that they cannot enter *small MS4s* or surface waters;
 - iv. for municipalities with lawn waste collection programs, the development of a curbside lawn waste management policy which ensures that lawn waste does not decay and release phosphorus to the storm sewer system; and
 - v. the planting of wildflowers and other native plant material to lessen the frequency of mowing and the use of chemicals to control vegetation.

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B. Other Phosphorus Watershed MS4s (Mapped in Appendices 4, 5, and 10)

Table IX.B - Pollutant Load Reduction and Timetable for Other Phosphorus Watershed Improvement Strategy Areas

Watershed	Watershed Improvement Strategy Deadline	Retrofit Plan Submission Deadline	Pollutant Load Reduction (Waste Load Allocation %*)	Pollutant Load Reduction Deadline
Greenwood Lake	05/01/2011	03/09/2011	43* (load allocation)	03/09/2011
Onondaga Lake	TMDL approval + 3 years	TMDL approval + 3 years	TBD	TMDL approval + 13 years
Oscawana Lake	05/01/2013	Not Applicable	18	2020

By the deadlines specified in Table IX.B, covered entities that own or operate MS4s within the listed watersheds shall develop and implement the following pollutant specific BMPs for MS4 sewersheds discharging to the listed waterbody. Covered entities that own or operate MS4s in these watersheds shall also submit to the Department, progress reports as specified in Part V.D.

1. Public Education and Outreach on Stormwater Impacts- applicable to *traditional land use control*, *traditional non-land use control* and *non-traditional MS4s*.

- a. Plan and conduct an ongoing public education and outreach program designed to describe the impacts of phosphorus (the POC) on waterbodies. The program must identify potential sources of Phosphorus in stormwater runoff and describe steps that contributors can take to reduce Phosphorus in stormwater runoff.
- b. develop, or acquire if currently available, specific educational material dealing with sources of Phosphorus in stormwater and pollutant reduction practices. At a minimum, the educational material should address the following topics:
 - i. understanding the phosphorus issue;
 - ii. septic systems as a source of phosphorus; and
 - iii. phosphorus concerns with fertilizer use.

2. Public Involvement/ Participation

No additional requirements proposed for at this time.

3. Illicit Discharge Detection and Elimination applicable to *traditional land use control* and *traditional non-land use control* MS4s, except within the Onondaga Lake Watershed.

- a. *Develop, implement* and enforce a program that ensures that on-site sanitary systems designed for less than 1000 gallons per day (septic systems, cesspools, including any installed absorption fields) are inspected at a minimum frequency of once every five

years and, where necessary, maintained or rehabilitated. Conduct of regular field investigations/inspections should be done in accordance with the most current version of the EPA publication entitled Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessment, to detect the presence of ongoing and/or intermittent on-site sanitary discharges to the storm sewer system. An advanced system inspection requiring completion by a certified professional is not required by this permit, but may be used where site specific conditions warrant. Program development shall include the establishment of the necessary legal authority to implement the program.

4. Construction Site Stormwater Runoff Control

No additional requirements at this time.

5. Post-Construction Stormwater Management, - applicable to *traditional land use*, *traditional non-land use control* and *non-traditional MS4s*.

- a. The *covered entity* must require the use of the “Enhanced Phosphorus Removal Design Standards” in accordance with NYS Stormwater Design Manual;
- b. *Develop* and commence implementation of a Retrofit Program that addresses runoff from sites to correct or reduce existing erosion and/or pollutant loading problems, with a particular emphasis placed on the pollutant Phosphorus. At a minimum, the MS4 shall:
 - i. establish procedures to identify sites with erosion and/or pollutant loading problems;
 - ii. establish policy and procedures for project selection. Project selection should be based on the Phosphorus reduction potential of the specific retrofit being constructed/installed; the ability to use standard, proven technologies; and the economic feasibility of constructing/installing the retrofit. As part of the project selection process, the *covered entity* should participate in locally based watershed planning efforts which involve the *Department*, other *covered entities*, stakeholders and other interested parties;
 - iii. establish policy and procedures for project permitting, design, funding, construction and maintenance
 - iv. by the date specified for each watershed in the appropriate Watershed Improvement Strategy Requirement Table develop and submit approvable plans and schedules for completing retrofit projects, including identification of funding

sources. Upon DEC approval of those plans and schedules, the plans and schedules shall become enforceable requirements of this permit.

6. Pollution Prevention/Good Housekeeping For Municipal Operations applicable to *traditional land use control, traditional non-land use control and non-traditional MS4s*.

- a. Develop a turf management practices and procedures policy. The policy should address the following:
 - i. procedures for proper fertilizer application on municipally-owned lands. The application of any phosphorus-containing fertilizer (as labeled) shall only be allowed following a proper soil test and analysis documenting that soil phosphorus concentrations are inadequate; and
 - ii. the planting of native plant material to lessen the frequency of mowing and the use of chemicals to control vegetation.

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C. Pathogen Impaired Watershed MS4s (Mapped in Appendix 6, 7 and 9)

Table IX.C - Pollutant Load Reduction and Timetable for Pathogen Impaired Watershed Improvement Strategy Areas

Watershed	Watershed Improvement Strategy Deadline	Retrofit Plan Submission Deadline	Pollutant Load Reduction (Waste Load Allocation %)	Pollutant Load Reduction Deadline
Budds Pond*	05/01/2013	09/30/2012	61	09/30/2022
Stirling Creek*	05/01/2013	09/30/2012	28	09/30/2022
Town & Jockey Creeks*	05/01/2013	09/30/2012	76	09/30/2022
Goose Creek*	05/01/2013	09/30/2012	70	09/30/2022
Hashamomuck Pond, Zone HP-1*	05/01/2013	09/30/2012	77	09/30/2022
Hashamomuck Pond , Zone HP-2*	05/01/2013	09/30/2012	43	09/30/2022
Richmond Creek*	05/01/2013	09/30/2012	71	09/30/2022
Deep Hole Creek*	05/01/2013	09/30/2012	29	09/30/2022
James Creek*	05/01/2013	09/30/2012	51	09/30/2022
Flanders Bay	05/01/2012	03/09/2012	98	03/09/2021
Reeves Bay	05/01/2012	03/09/2012	97	03/09/2021
Sebonac Creek	05/01/2012	03/09/2012	58	03/09/2021
North Sea Harbor, Zone NSH-1	05/01/2012	03/09/2012	97	03/09/2021
North Sea Harbor, Zone NSH-2	05/01/2012	03/09/2012	62	03/09/2021
North Sea Harbor, Zone NSH-3	05/01/2012	03/09/2012	99	03/09/2021
North Sea Harbor, Zone NSH-5	05/01/2012	03/09/2012	74	03/09/2021
Wooley Pond	05/01/2012	03/09/2012	97	03/09/2021
Noyac Creek, Zone NC-1	05/01/2012	03/09/2012	64	03/09/2021
Sag Harbor, Zone SH-2*	05/01/2013	09/30/2012	50	09/30/2022
Northwest Creek*	05/01/2013	09/30/2012	76	09/30/2022
Acabonac Harbor, Zone AH-2*	05/01/2013	09/30/2012	42	09/30/2022
Acabonac Harbor, Zone AH-3*	05/01/2013	09/30/2012	85	09/30/2022
Acabonac Harbor, Zone AH-4*	05/01/2013	09/30/2012	81	09/30/2022
Acabonac Harbor, Zone AH-5*	05/01/2013	09/30/2012	87	09/30/2022
Montauk Lake, Zone LM-1*	05/01/2013	09/30/2012	52	09/30/2022
Montauk Lake, Zone LM-2*	05/01/2013	09/30/2012	52	09/30/2022
Montauk Lake, Zone LM-3*	05/01/2013	09/30/2012	48	09/30/2022
Little Sebonac Creek	05/01/2012	03/09/2012	70	03/09/2021
Oyster Bay (Harbor 2)	05/01/2012	03/09/2012	20	03/09/2021
Oyster Bay (Harbor 3)	05/01/2012	03/09/2012	90	03/09/2021

*Additionally Designated Area

Watershed	Watershed Improvement Strategy Deadline	First Retrofit Plan Submission Deadline	Pollutant Reduction (Waste Load Allocation %)	Pollutant Load Reduction Deadline
Hempstead Harbor, north, and tidal tributaries	05/01/2013	09/30/2012	95	09/30/2022
Cold Spring Harbor, and tidal tributaries, Inner	05/01/2013	09/30/2012	95	09/30/2022
Cold Spring Harbor, Eel Creek	05/01/2013	09/30/2012	90	09/30/2022
Huntington Harbor	05/01/2013	09/30/2012	89	09/30/2022
Centerport Harbor	05/01/2013	09/30/2012	91	09/30/2022
Northport Harbor	05/01/2013	09/30/2012	92	09/30/2022
Stony Brook Harbor and West Meadow Creek	05/01/2013	09/30/2012	99	09/30/2022
Stony Brook Creek	05/01/2013	09/30/2012	99	09/30/2022
Stony Brook Yacht Club	05/01/2013	09/30/2012	48	09/30/2022
Port Jefferson Harbor, North and tribs	05/01/2013	09/30/2012	94	09/30/2022
Conscience Bay and tidal tribs	05/01/2013	09/30/2012	99	09/30/2022
Setauket Harbor, Little Bay	05/01/2013	09/30/2012	84	09/30/2022
Setauket Harbor, East Setauket	05/01/2013	09/30/2012	79	09/30/2022
Setauket Harbor, Poquot	05/01/2013	09/30/2012	100	09/30/2022
Mt. Sinai Harbor, Crystal Brook	05/01/2013	09/30/2012	88	09/30/2022
Mt. Sinai Harbor, Inner Harbor	05/01/2013	09/30/2012	96	09/30/2022
Mt. Sinai Harbor, Pipe Stave Hollow	05/01/2013	09/30/2012	93	09/30/2022
Mattituck Inlet/Creek, Low, and tidal tributaries	05/01/2013	09/30/2012	64	09/30/2022
Goldsmith Inlet	05/01/2013	09/30/2012	91	09/30/2022
West Harbor - Darby Cove	05/01/2013	09/30/2012	41	09/30/2022
Georgica Pond, Upper	05/01/2013	09/30/2012	93	09/30/2022

Georgica Pond, Lower	05/01/2013	09/30/2012	93	09/30/2022
Georgica Pond Cove	05/01/2013	09/30/2012	92	09/30/2022
Sagaponack Pond	05/01/2013	09/30/2012	88	09/30/2022
Mecox Bay and tributaries	05/01/2013	09/30/2012	89	09/30/2022
Heady Creek and tributaries	05/01/2013	09/30/2012	88	09/30/2022
Taylor Creek and tributaries	05/01/2013	09/30/2012	52	09/30/2022
Penny Pond	05/01/2013	09/30/2012	31	09/30/2022
Weesuck Creek and tidal tributaries	05/01/2013	09/30/2012	37	09/30/2022
Penniman Creek and tidal tributaries	05/01/2013	09/30/2012	32	09/30/2022
Ogden Pond	05/01/2013	09/30/2012	28	09/30/2022
Quantuck Bay-Quantuck Creek	05/01/2013	09/30/2012	91	09/30/2022
Quantuck Canal/Moneybogue Bay	05/01/2013	09/30/2012	62	09/30/2022
Seatuck Cove	05/01/2013	09/30/2012	94	09/30/2022
Harts Cove	05/01/2013	09/30/2012	12	09/30/2022
Narrow Bay	05/01/2013	09/30/2012	16	09/30/2022
Bellport Bay, Beaver Dam Creek	05/01/2013	09/30/2012	94	09/30/2022
Bellport Bay, West Cove	05/01/2013	09/30/2012	94	09/30/2022
Patchogue Bay, Swan River	05/01/2013	09/30/2012	90	09/30/2022
Patchogue Bay, Mud Creek	05/01/2013	09/30/2012	71	09/30/2022

By the deadlines specified in Table IX.C, covered entities that own or operate MS4s within the listed watersheds shall develop and implement the following pollutant specific BMPs in MS4 sewersheds discharging to the listed waters. Covered entities who own or operate MS4s within these watersheds shall also submit to the Department, progress reports as specified in Part V.D.

(Part IX.C)

1. Public Education and Outreach on Stormwater Impacts- applicable to *traditional land use control, traditional non-land use control* and *non-traditional MS4s*

a. Plan and conduct an ongoing public education and outreach program designed to describe the impacts of Pathogens (the *POC*) on waterbodies. The program must identify potential sources of Pathogens in *stormwater* runoff and describe steps that contributors can take to reduce the Pathogens in *stormwater* runoff. The program must also describe steps that contributors of non-*stormwater discharges* can take to reduce Pathogens.

b. *Develop*, or acquire if currently available, specific educational material dealing with sources of Pathogens in *stormwater* and pollutant reduction practices. At a minimum, the educational material should address the following topics:

i. where, why, and how Pathogens pose threats to the environment and to the community;

ii. septic systems, geese and pets as a source of pathogens;

iii. dissemination of educational materials / surveys to households/businesses in proximity to Pathogen *TMDL* waterbodies; and

iv. education for livestock / horse boarders regarding manure *BMPs*.

2. Public Involvement / Participation

No additional requirements proposed at this time.

3. Illicit Discharge Detection and Elimination, SWMP Development / Implementation- Mapping applicable to *traditional land use control* and *traditional non-land use control MS4s*.

a. Develop, implement, and enforce a program to detect and eliminate discharges to the municipal separate storm sewer system from on-site sanitary systems in areas where factors such as shallow groundwater, low infiltrative soils, historical on-site sanitary system failures, or proximity to pathogen-impaired waterbodies, indicate a reasonable likelihood of system discharge.

In such areas, ensure that on-site sanitary systems designed for less than 1000 gallons per day (septic systems, cesspools, including any installed absorption fields) are inspected at a minimum frequency of once every five years and, where necessary, maintained or rehabilitated. Conduct regular field investigations/inspections in accordance with the most current version of the EPA publication entitled Illicit Discharge

(Part IX.C.3.a)

Detection and Elimination: A Guidance Manual for Program Development and Technical Assessment, to detect the presence of ongoing and/or intermittent on-site sanitary discharges to the storm sewer system. An advanced system inspection requiring completion by a certified professional is not required by this permit, but may be used where site specific conditions warrant.

On-site sanitary system IDDE program development shall include the establishment of the necessary legal authority (such as new or revised local laws) for implementation and enforcement.

b. Develop and maintain a map showing the entire *small MS4* conveyance system. The *covered entity* shall complete the mapping of approximately 20% of the system every year, with the entire system being mapped by May 1, 2015. At a minimum, the map and/or supportive documentation for the conveyance system shall include the following information:

- i. type of conveyance system - closed pipe or open drainage;
- ii. for closed pipe systems - pipe material, shape, and size;
- iii. for open drainage systems - channel/ditch lining material, shape, and dimensions; location and dimensions of any culvert crossings;
- iv. drop inlet, catch basin, and manhole locations; and
- v. number and size of connections (inlets/outlets) to catch basins and manholes, direction of flow.

All information shall be prepared in digital format suitable for use in GIS software and in accordance with the *Department's* guidance on Illicit Discharge Detection and Elimination. The scale shall be 1:24000 or better.

4. Construction Site Stormwater Runoff Control

No additional requirements at this time.

5. Post-Construction Stormwater Management- applicable to *traditional land use control*, *traditional non-land use control* and *non-traditional MS4s*.

Develop and commence implementation of a Retrofit Program that addresses runoff from sites to correct or reduce pollutant loading problems, with a particular emphasis placed on the pollutant Pathogens. At a minimum, the MS4 shall:

- a. establish procedures to identify sites with erosion and/or pollutant loading problems;

(Part IX.C.5.)

- b. establish policy and procedures for project selection. Project selection should be based on the Pathogen reduction potential of the specific retrofit being constructed/installed; the ability to use standard, proven technologies; and the economic feasibility of constructing/installing the retrofit. As part of the project selection process, the *covered entity* should participate in locally based watershed planning efforts which involve the *Department*, other *covered entities*, stakeholders and other interested parties;
- c. establish policy and procedures for project permitting, design, funding, construction and maintenance
- d. by March 9, 2011, develop and submit approvable plans and schedules for completing retrofit projects. Upon DEC approval of those plans and schedules and identification of funding sources, the plans and schedules shall become enforceable requirements of this permit.

6. Pollution Prevention/Good Housekeeping For Municipal Operations, - applicable to *traditional land use control* and traditional non-land use control MS4s.

- a. *Develop*, enact and enforce a local law prohibiting pet waste on municipal properties and prohibiting goose feeding.
- b. *Develop* and *implement* a pet waste bag program for collection and proper disposal of pet waste.
- c. *Develop* a program to manage goose populations.

(Part IX.)

D. Nitrogen Watershed MS4s (Mapped in Appendix 8)

Table IX.D - Pollutant Load Reduction and Timetable for Nitrogen Watershed Improvement Strategy Area

Watershed	Watershed Improvement Strategy Deadline	Retrofit Plan Submission Deadline	Pollutant Reduction (Load Allocation %)	Pollutant Load Reduction Deadline
Lower Peconic River & Tidal Tributaries	05/01/2011	03/09/2011	15	03/09/2021
Western Flanders Bay & Lower Sawmill Creek				
Meetinghouse Creek				
Terrys Creek & Tributaries				

By the deadlines specified in Table IX.D, covered entities that own or operate MS4s within the listed watersheds shall develop and implement the following pollutant specific BMPs for MS4 sewersheds discharging to the listed waterbodies. Covered entities that own or operate MS4s within these watersheds shall also submit to the Department, progress reports as specified in Part V.D.

1. Public Education and Outreach on Stormwater Impacts - applicable to *traditional land use control, traditional non-land use control and non-traditional MS4s*.

- a. Plan and conduct an ongoing public education and outreach program designed to describe the impacts of Nitrogen (the POC) on waterbodies. The program must identify potential sources of Nitrogen in stormwater runoff and describe steps that contributors can take to reduce the Nitrogen in stormwater runoff.
- b. develop, or acquire if currently available, specific educational material dealing with sources of Nitrogen in stormwater and pollutant reduction practices. At a minimum, the educational material should address the following topics:
 - i. understanding the Nitrogen issue;
 - ii. septic systems as a source of Nitrogen; and

(Part IX.D.1.b)

- iii. Nitrogen concerns with fertilizer use.

2. Public Involvement/ Participation

No additional requirements proposed for at this time.

3. Illicit Discharge Detection and Elimination - applicable to *traditional land use control* and *traditional non-land use control MS4s*

- a. Develop and maintain a map showing the entire small MS4 conveyance system. The covered entity shall complete the mapping of approximately 20% of the system every year, with the entire system being mapped by May 1, 2015. At a minimum, the map and/or supportive documentation for the conveyance system shall include the following information:
 - i. type of conveyance system - closed pipe or open drainage;
 - ii. for closed pipe systems - pipe material, shape, and size;
 - iii. for open drainage systems - channel/ditch lining material, shape, and dimensions; location and dimensions of any culvert crossings;
 - iv. drop inlet, catch basin, and manhole locations; and
 - v. number and size of connections (inlets/outlets) to catch basins and manholes, direction of flow.

All information shall be prepared in digital format suitable for use in GIS software and in accordance with the *Department's* guidance on Illicit Discharge Detection and Elimination. The scale shall be 1:24000 or better.

4. Construction Site Stormwater Runoff Control

No additional requirements at this time.

5. Post-Construction Stormwater Management - applicable to *traditional land use control*, *traditional non-land use control* and *non-traditional MS4s*.

Develop and commence implementation of a Retrofit Program that addresses runoff from sites to correct or reduce existing erosion and/or pollutant loading problems, with a particular emphasis placed on the pollutant Nitrogen. At a minimum, the MS4 shall:

- a. establish procedures to identify sites with erosion and/or pollutant loading problems;

(Part IX.D.5)

- b. establish policy and procedures for project selection. Project selection should be based on the Nitrogen reduction potential of the specific retrofit being constructed/installed; the ability to use standard, proven technologies; and the economic feasibility of constructing/installing the retrofit. As part of the project selection process, the *covered entity* should participate in locally based watershed planning efforts which involve the *Department*, other *covered entities*, stakeholders and other interested parties;
- c. establish policy and procedures for project permitting, design, funding, construction and maintenance; and
- d. by March 9, 2011, develop and submit approvable plans and schedules for completing retrofit projects, including identification of funding sources. Upon DEC approval of those plans and schedules, the plans and schedules shall become enforceable requirements of this permit.

6. Pollution Prevention/Good Housekeeping For Municipal Operations - applicable to *traditional land use control, traditional non-land use control and non-traditional MS4s*.

- a. Develop a turf management practices and procedures policy. The policy should address the following:
 - i. procedures for proper fertilizer application on municipally-owned lands. The application of any Nitrogen-containing fertilizer shall only be allowed under the supervision of a Certified Crop Advisor or Certified Landscape Architect; and
 - ii. the planting of native plant material to lessen the frequency of mowing and reduce the use of chemicals to control vegetation.

Part X. ACRONYMS AND DEFINITIONS

A. Acronym List

BMP - Best Management Practice
CFR - Code of Federal Regulations
CWA - Clean Water Act
ECL - Environmental Conservation Law
MCC - Municipal Compliance Certification
MCM - Minimum Control Measure
MEP - Maximum Extent Practicable
MS4 - Municipal Separate Storm Sewer System
NPDES - National Pollutant Discharge Elimination System
POC - Pollutant of Concern
SPDES - State Pollutant Discharge Elimination System
SWMP - Stormwater Management Program
SWMP Plan - Stormwater Management Program Plan
SWPPP - Stormwater Pollution Prevention Plan
TMDL - Total Maximum Daily Load
UA - Urbanized Area

B. Definitions

Activities - See best management practice

Additionally Designated Areas - EPA required the Department to develop a set of criteria for designating additional MS4 areas as subject to these regulations. The following criteria have been adopted to designate additional MS4s in New York State:

Criteria 1: MS4s discharging to waters for which and EPA-approved TMDL required reduction of a pollutant associated with stormwater beyond what can be achieved with existing programs (and the area is not already covered under automatic designation as UA).

Criteria 2: MS4s contiguous to automatically designated urbanized areas (town lines) that discharge to sensitive waters classified as AA Special (fresh surface waters), AA (fresh surface waters) with filtration avoidance determination or SA (saline surface waters).

Criterion 3: Automatically designated MS4 areas are extended to Town, Village or City boundaries, but only for Town, Village or City implementation of Minimum Control Measures (4) Construction Site Stormwater Runoff Control and (5) Post Construction Stormwater Management in Development and Redevelopment. This additional designation may be waived, by written request to the Department, where the automatically designated area is a small portion of the total area of the Town, Village or City (less than 15 %) and where there is

little or no construction activity in the area outside of the automatically designated area (less than 5 disturbed acres per year).

Best Management Practice - means schedules activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the state. BMPs also include treatment requirements (if determined necessary by the covered entity), operating procedures, and practices to control runoff, spillage and leaks, sludge or waste disposal, or drainage from areas that could contribute pollutants to stormwater discharges. BMP is referred to in EPA's fact sheets and other materials. BMPs are also referred to as "activities" or "management practices" throughout this *SPDES general permit*.

Better Site Design (BSD) - Better Site Design incorporates non-structural and natural approaches to new and redevelopment projects to reduce impacts on watersheds by conserving natural areas, reducing impervious cover and better integrating stormwater treatment. Better site design is a form of Green Infrastructure and is similar to Low Impact Development (LID). See also Green Infrastructure and Low Impact Development.

Construction Activity(ies) - means any clearing, grading, excavation, demolition or stockpiling activities that result in soil disturbance. Clearing activities can include but are not limited to logging equipment operation, the cutting and skidding of trees, stump removal and/or brush root removal. Construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of a facility.

Covered entity - means the holder of this *SPDES general permit* or an entity required to gain coverage under this *SPDES general permit*. The owner / operator of the small MS4.

Department - means the New York State Department of Environmental Conservation as well as meaning the Department's designated agent.

Development - period after initial authorization under this *SPDES general permit* when the covered entity creates, designs or develops activities, BMPs, tasks or other measures to include in their SWMP

Discharge(s) - any addition of any pollutant to waters of the State through an outlet or point source.

Discharge Authorized by a SPDES Permit - means discharges of wastewater or stormwater from sources listed in the permit, that do not violate ECL Section 17-0501, that are through outfalls listed in the permit, and that are:

1. discharges within permit limitations of pollutants limited in the SPDES permit;

2. discharges within permit limitations of pollutants limited by an indicator limit in the SPDES permit;
3. discharges of pollutants subject to action level requirements in the SPDES permit;
4. discharges of pollutants not explicitly listed in the SPDES permit, but reported in the SPDES permit application record as detected in the discharge or as something the covered entity knows or has reason to believe to be present in the discharge, provided the special conditions section of the applicable SPDES permit does not otherwise forbid such a discharge and provided that such discharge does not exceed, by an amount in excess of normal effluent variability, the level of discharge that may reasonably be expected for that pollutant from information provided in the SPDES permit application record;
5. discharges of pollutants not required to be reported on the appropriate and current New York State SPDES permit application; provided the special conditions section of the permit does not otherwise forbid such a discharge. The Department may, in accordance with law and regulation, modify the permit to include limits for any pollutant even if that pollutant is not required to be reported on the SPDES permit application; or
6. discharges from fire fighting activities; fire hydrant flushings; testing of fire fighting equipment, provided that such equipment is for water only fire suppression; potable water sources including waterline flushings; irrigation drainage; lawn watering; uncontaminated infiltration and inflow; leakage from raw water conveyance systems; routine external building washdown and vehicle washing which does not use detergents or other compounds; pavement washwaters where spills or leaks of toxic or hazardous materials, other than minor and routine releases from motor vehicles, have not occurred (unless such material has been removed) and where detergents are not used; air conditioning and steam condensate; springs; uncontaminated groundwater; and foundation or footing drains where flows are not contaminated with process materials such as solvents provided that the covered entity has implemented an effective plan for minimizing the discharge of pollutants from all of the sources listed in this subparagraph.

Environmental Conservation Law - means chapter 43-B of the Consolidated Laws of the State of New York, entitled the Environmental Conservation Law.

Green Infrastructure - Green infrastructure approaches essentially infiltrate, evapotranspire or reuse stormwater, with significant utilization of soils and vegetation rather than traditional hardscape collection, conveyance and storage structures. Common green infrastructure approaches include green roofs, trees and tree boxes, rain gardens, vegetated swales, pocket wetlands, infiltration planters, vegetated median strips, reforestation, and protection and enhancement of riparian buffers and floodplains. See also Low Impact Development and Better Site Design.

Groundwater - means waters in the saturated zone. The saturated zone is a subsurface zone in which all the interstices are filled with water under pressure greater than that of the

atmosphere. Although the zone may contain gas-filled interstices or interstices filled with fluids other than water, it is still considered saturated.

Illicit Discharges - discharges not entirely composed of stormwater into the small MS4, except those identified in Part I.A.2. Examples of illicit discharges are non-permitted sanitary sewage, garage drain effluent, and waste motor oil. However, an illicit discharge could be any other non-permitted discharge which the covered entity or Department has determined to be a substantial contributor of pollutants to the small MS4.

Impaired Water - a water is impaired if it does not meet its designated use(s). For purposes of this permit 'impaired' refers to impaired waters for which TMDLs have been established, for which existing controls such as permits are expected to resolve the impairment, and those needing a TMDL. Impaired waters compilations are also sometimes referred to as 303(d) lists; 303(d) lists generally include only waters for which TMDLs have not yet been developed. States will generally have associated, but separate lists of impaired waters for which TMDLs have already been established.

Implementation - period after development of SWMP, where the covered entity puts into effect the practices, tasks and other activities in their SWMP.

Individual SPDES Permit - means a SPDES permit issued to a single facility in one location in accordance with this Part (as distinguished from a *SPDES general permit*).

Industrial Activity - as defined by the SPDES Multi-Sector General Permit (GP-0-12-001).

Larger Common Plan of Development or Sale - means a contiguous area where multiple separate and distinct construction activities are occurring, or will occur, under one plan. The term "plan" in "larger common plan of development or sale" is broadly defined as any announcement or piece of documentation (including a sign, public notice or hearing, sales pitch, advertisement, drawing, permit application, State Environmental Quality Review Act Application, zoning request, computer design, etc.) or physical demarcation (including boundary signs, lot stakes, surveyor markings, etc.) indicating that construction activities may occur on a specific plot.

For discrete construction projects that are located within a larger common plan of development or sale that are at least 1/4 mile apart, each project can be treated as a separate plan of development or sale provided any interconnecting road, pipeline or utility project that is part of the same "common plan" is not concurrently being disturbed.

Low Impact Development - is a site design strategy with a goal of maintaining or replicating the predevelopment hydrologic regime through the use of design techniques to create a functionally equivalent hydrologic landscape. Hydrologic functions of storage, infiltration,

and ground water recharge, as well as the volume and frequency of discharges are maintained through the use of integrated and distributed micro scale stormwater retention and detention areas, reduction of impervious surfaces, and the lengthening of flow paths and runoff time. Other strategies include the preservation/protection of environmentally sensitive site features such as riparian buffers, wetlands, steep slopes, valuable (mature) trees, flood plains, woodlands and highly permeable soils. LID principles are based on controlling stormwater at the source by the use of micro scale controls that are distributed throughout the site. This is unlike conventional approaches that typically convey and manage runoff in large facilities located at the base of drainage areas. See also Green Infrastructure and Better Site Design.

Management Practices - See best management practices

Maximum Extent Practicable - is a technology-based standard established by Congress in the Clean Water Act '402(p)(3)(B)(iii). Since no precise definition of MEP exists, it allows for maximum flexibility on the part of MS4 operators as they develop their programs. (40CFR 122.2 See also: Stormwater Phase II Compliance Assistance Guide EPA 833-R-00-002, March 2000). When trying to reduce pollutants to the MEP, there must be a serious attempt to comply, and practical solutions may not be lightly rejected. If a covered entity chooses only a few of the least expensive methods, it is likely that MEP has not been met. On the other hand, if a covered entity employs all applicable BMPs except those where it can be shown that they are not technically feasible in the locality, or whose cost would exceed any benefit to be derived, it would have met the standard. MEP required covered entities to choose effective BMPs, and to reject applicable BMPs only where other effective BMPs will serve the same purpose, the BMPs would not be technically feasible, or the cost would be prohibitive.

Measurable Goals - are the goals of the SWMP that should reflect the needs and characteristics of the covered entity and the areas served by its small MS4. Furthermore, the goals should be chosen using an integrated approach that fully addresses the requirements and intent of the MCM. The assumption is that the program schedules would be created over a 5 year period and goals would be integrated into that time frame. For example, a larger MS4 could do an outfall reconnaissance inventory for 20% of the collection system every year so that every outfall is inspected once within the permit cycle

Municipal / Municipalities - referred to in the federal rule that describes the Phase II stormwater program includes not only the State's municipal governments (cities, towns, villages and counties), but any publicly funded entity that owns or operates a separate storm sewer system. Examples of other public entities that are included in this program include the State Department of Transportation, State University Campuses, federal and State prisons, State and federal hospitals, Thruway and Dormitory Authorities, public housing authorities, school and other special districts.

Municipal Separate Storm Sewer System - a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):

1. owned or operated by a State, city, town, village, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA, that discharges to surface waters of the State;
2. designed or used for collecting or conveying stormwater;
3. which is not a combined sewer; and
4. which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.

National Pollutant Discharge Elimination System - means the national system for the issuance of wastewater and stormwater permits under the Federal Water Pollution Control Act (Clean Water Act).

Non-traditional MS4s - state and federal prisons, office complexes, hospitals; state: transportation agencies; university campuses, public housing authorities, schools, other special districts.

Open Meetings Law - per Public Officers Law, Article 7, Open Meetings Law, Section 104, Public notice:

1. Public notice of the time and place of a meeting scheduled at least one week prior thereto shall be given to the news media and shall be conspicuously posted in one or more designated public locations at least seventy two hours before such meeting.
2. Public notice of the time and place of every other meeting shall be given, to the extent practicable, to the news media and shall be conspicuously posted in one or more designated public locations at a reasonable time prior thereto.
3. The public notice provided for by this section shall not be construed to require publication as a legal notice.
4. If videoconferencing is used to conduct a meeting, the public notice for the meeting shall inform the public that videoconferencing will be used, identify the locations for the meeting, and state that the public has the right to attend the meeting at any of the locations.

Operator - the person, persons or legal entity that is responsible for the small MS4, as indicated by signing the NOI to gain coverage for the MS4 under this *SPDES general permit*.

Outfall - is defined as any point where a municipally owned and operated separate storm sewer system discharges to either surface waters of the State or to another MS4. Outfalls

include discharges from pipes, ditches, swales, and other points of concentrated flow. However, areas of non-concentrated (sheet) flow which drain to surface waters of the State or to another MS4's system are not considered outfalls and should not be identified as such on the system map.

Pollutants of Concern - there are POCs that are primary (comprise the majority) sources of stormwater pollutants and others that are secondary (less likely).

- The POCs that are primarily of concern are: nitrogen, phosphorus, silt and sediment, pathogens, flow, and floatables impacting impaired waterbodies listed on the Priority Waterbody List known to come in contact with stormwater that could be discharged to that water body.
- The POCs that are secondarily of concern include but are not limited to petroleum hydrocarbons, heavy metals, and polycyclic aromatic hydrocarbons (PAHs), where stormwater or runoff is listed as the source of this impairment.
- The primary and secondary POCs can also impair waters not on the 303(d) list. Thus, it is important for the covered entity to assess known and potential POCs within the area served by their small MS4. This will allow the covered entity to address POCs appropriate to their MS4.

Qualified Professional - means a person that is knowledgeable in the principles and practices of stormwater management and treatment, such as a licensed Professional Engineer, Registered Landscape Architect or other Department endorsed individual(s). Individuals preparing SWPPPs that require the post-construction stormwater management practice component must have an understanding of the principles of hydrology, water quality management practice design, water quantity control design, and, in many cases, the principles of hydraulics in order to prepare a SWPPP that conforms to the Department's technical standard. All components of the SWPPP that involve the practice of engineering, as defined by the NYS Education Law (see Article 145), shall be prepared by, or under the direct supervision of, a professional engineer licensed to practice in the State of New York.

Reporting Date – means the end of the annual reporting period, March 9, as indicated in Part V.C.1.

Retrofit - means modifying or adding to existing infrastructure for the purpose of reducing pollutant loadings. Examples, some of which may not be effective for all pollutants, include:

Better site design approaches such as roof top disconnection, diversion of runoff to infiltration areas, soil de-compaction, riparian buffers, rain gardens, cisterns

Rehabilitation of existing storm sewer system by installation of standard stormwater treatment systems (ponds, wetlands, filtering, infiltration) or proprietary practices

Stabilize dirt roads (gravel, stone, water bar, check dam, diversion)

Conversion of dirt parking lots to pervious pavement, grassed or stone cover

Conversion of dry detention ponds to extended detention or wetland treatment systems

Retrofit by converting abandoned buildings to stormwater treatment systems

Retrofit of abandoned building to open space

Retrofit road ditches to enhance open channel design

Control the downstream effects of runoff from existing paved surfaces resulting in flooding and erosion in receiving waters

Control stream erosion by plunge pool, velocity dissipaters, and flow control devices for discharges from conveyance systems

Upgrade of an existing conveyance system to provide water quality and /or quantity control within the drainage structure

Section 303(d) Listed Waters - Section 303(d) is part of the federal CWA that requires the Department to periodically to prepare a list of all surface waters in the State for which beneficial uses of the water – such as for drinking, recreation, aquatic habitat, and industrial use – are impaired by pollutants. These are water quality-limited estuaries, lakes, and streams that fall short of state surface water quality standards, and are not expected to improve within the next two years. Refer to impaired waters for more information.

Single entity - An entity, formed in accordance with the applicable state and/or local legislation, with a legal authority and capacity (financial, resources, etc...) that gains coverage under the MS4 general permit to implement all or parts of the MS4 program within a jurisdiction on behalf of multiple MS4s in that geographic area.

Small MS4 - MS4 system within an urbanized area or other areas designated by the State.

SPDES general permit - means a SPDES permit issued pursuant to 6 NYCRR Part 750-1.21 authorizing a category of discharges.

Staff - actual employees of the covered entity or contracted entity.

State - means the State of New York.

State Pollutant Discharge Elimination System - means the system established pursuant to Article 17 of the ECL and 6 NYCRR Part 750 for issuance of permits authorizing discharges to the waters of the state.

Stormwater - means that portion of precipitation that, once having fallen to the ground, is in excess of the evaporative or infiltrative capacity of soils, or the retentive capacity of surface features, which flows or will flow off the land by surface runoff to waters of the state.

Stormwater Management Program - the program implemented by the covered entity. Covered entities are required at a minimum to develop, implement and enforce a SWMP designed to address POCs and reduce the discharge of pollutants from the small MS4 to the MEP, to protect water quality, and to satisfy the appropriate water quality requirements of the *ECL* and Clean Water Act. The SWMP must address the MCM described in Part VIII.

The *SWMP* needs to include *measurable goals* for each of the *BMPs*. The measurable goals will help the covered entities assess the status and progress of their program. The SWMP should:

1. describe the BMP / measureable goal;
2. identify time lines / schedules and milestones for development and implementation;
3. include quantifiable goals to assess progress over time; and
4. describe how the covered entity will address POCs.

Guidance on developing SWMPs is available from the Department on its website. Examples of successful SWMPs and suggested measurable goals are also provided in EPA's Menu of BMPs available from its website. Note that this information is for guidance purposes only. An MS4 may choose to develop or implement equivalent methods equivalent to those made available by the Department and EPA to demonstrate compliance with the MCMs.

When creating the *SWMP*, the *covered entities* should assess activities already being performed that could help meet, or be modified to meet, permit requirements and be included in the *SWMP*. *Covered entities* can create their *SWMP* individually, with a group of other individual *covered entities* or a coalition of *covered entities*, or through the work of a third party entity.

Stormwater Management Program Plan- used by the covered entity to document developed, planned and implemented SWMP elements. The *SWMP plan* must describe how pollutants in stormwater runoff will be controlled. For previously unauthorized *small MS4s* seeking coverage, information included in the NOI should be obtained from the *SWMP plan*.

The *SWMP plan* is a separate document from the NOI and should not be submitted with the NOI or any annual reports unless requested.

The *SWMP plan* should include a detailed written explanation of all management practices, activities and other techniques the covered entity has developed, planned and implemented for their SWMP to address POCs and reduce pollutant discharges from their small MS4 to the MEP. The *SWMP plan* shall be revised to incorporate any new or modified *BMPs* or *measurable goals*.

Covered entities can create their *SWMP plan* individually, with a group of other individual *covered entities* or a coalition of *covered entities*, or through the work of a third party entity.

Documents to include are: applicable local laws, inter-municipal agreements and other legal authorities; staffing and staff development programs and organization charts; program budget; policy, procedures, and materials for each minimum measure; outfall and small MS4 system maps; stormwater management practice selection and measurable goals; operation and maintenance schedules; documentation of public outreach efforts and public comments; submitted construction site SWPPPs and review letters and construction site inspection reports.

The *SWMP plan* shall be made readily available to the covered entity's staff and to the public and regulators, such as *Department* and EPA staff. Portions of the *SWMP plan*, primarily policies and procedures, must be available to the management and staff of a *covered entity* that will be called upon to use them. For example, the technical standards and associated technical assistance documents and manuals for stormwater controls should be available to code enforcement officers, review engineers and planning boards. The local laws should be readily available to the town board and planning board. An integrated pest management program would have to be available to the parks department and the stormwater outfall and available sewer system mapping and catch basin cleaning schedule would have to be available to the department of public works.

Storm sewershed - the catchment area that drains into the storm sewer system based on the surface topography in the area served by the stormsewer. Adjacent catchment areas that drain to adjacent outfalls are not separate storm sewersheds.

Surface Waters of the State - shall be construed to include lakes, bays, sounds, ponds, impounding reservoirs, springs, rivers, streams, creeks, estuaries, marshes, inlets, canals, the Atlantic ocean within the territorial seas of the state of New York and all other bodies of surface water, natural or artificial, inland or coastal, fresh or salt, public or private (except those private waters that do not combine or effect a junction with natural surface or underground waters), which are wholly or partially within or bordering the state or within its jurisdiction. Waters of the state are further defined in 6 NYCRR Parts 800 to 941.

Storm sewers are not waters of the state unless they are classified in 6 NYCRR Parts 800 to 941. Nonetheless, a discharge to a storm sewer shall be regulated as a discharge at the point where the storm sewer discharges to waters of the state. Waste treatment systems, including treatment ponds or lagoons designed to meet the requirements of the Act and Environmental Conservation Law (other than cooling ponds as defined in 40 CFR 423.11(m)(see section 750 - 1.24) which also meet the criteria of this definition are not waters of the state. This exclusion applies only to manmade bodies of water which neither were originally created in waters of the State (such as a disposal area in wetlands) nor resulted from impoundment of waters of the state.

SWPPP - as defined per the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activity or NYS DEC SPDES Multi-Sector General Permit for Stormwater Associated with Industrial Activity .

Total Maximum Daily Load - A TMDL is the sum of the allowable loads of a single pollutant from all contributing point and nonpoint sources. It is a calculation of the maximum amount of a pollutant that a waterbody can receive and still meet water quality standards, and an allocation of that amount to the pollutant's sources. A TMDL stipulates wasteload allocations for point source discharges, load allocations for nonpoint sources, and a margin of safety.

Traditional Land Use Control MS4s - means a city, town or village with land use control authority.

Traditional Non-land Use Control MS4s - means any county agency without land use control.

Urbanized Area - is a land area comprising one or more places (central place(s)) and the adjacent densely settled surrounding area (urban fringe) that together have a residential population of at least 50,000 and an overall population density of at least 1,000 people per square mile, as defined by the US Bureau of Census. Outlines the extent of automatically regulated areas, often do not extend to the political boundaries of a city, town, or village. SWMPs are only required within the UA. However, the Department encourages covered entities to voluntarily extend their SWMP programs at least to the extent of the storm sewershed that flows into the UA or extend further to their entire jurisdiction. For ease of creation and administration of local laws, ordinances or other regulatory mechanisms, these should be created to apply to the full jurisdictional boundary of municipalities.

Water Quality Standard - means such measures of purity or quality for any waters in relation to their reasonable and necessary use as promulgated in 6 NYCRR Part 700 et seq.

Part XI. RE-OPENER CLAUSE

If there is evidence indicating that the stormwater discharges authorized by this permit cause or have the reasonable potential to cause or contribute to a violation of a water quality standard, the covered entity may be required at the Department's sole discretion to obtain an individual SPDES permit or an alternative *SPDES general permit* or the permit may be modified. In addition, coverage under this permit could terminate, meaning the discharge must cease.

APPENDICES

APPENDIX 1. LIST OF NYS DEC REGIONAL OFFICES

<u>Region</u>	<u>COVERING THE FOLLOWING COUNTRIES:</u>	DIVISION OF ENVIRONMENTAL PERMITS (DEP) <u>PERMIT ADMINISTRATORS</u>	DIVISION OF WATER (DOW) <u>WATER (SPDES) PROGRAM</u>
1	NASSAU AND SUFFOLK	50 CIRCLE ROAD STONY BROOK, NY 11790 TEL. (631) 444-0365	50 CIRCLE ROAD STONY BROOK, NY 11790-3409 TEL. (631) 444-0405
2	BRONX, KINGS, NEW YORK, QUEENS AND RICHMOND	1 HUNTERS POINT PLAZA, 47-40 21ST ST. LONG ISLAND CITY, NY 11101-5407 TEL. (718) 482-4997	1 HUNTERS POINT PLAZA, 47-40 21ST ST. LONG ISLAND CITY, NY 11101-5407 TEL. (718) 482-4933
3	DUTCHESS, ORANGE, PUTNAM, ROCKLAND, SULLIVAN, ULSTER AND WESTCHESTER	21 SOUTH PUTT CORNERS ROAD NEW PALTZ, NY 12561-1696 TEL. (845) 256-3059	100 HILLSIDE AVENUE, SUITE 1W WHITE PLAINS, NY 10603 TEL. (914) 428 - 2505
4	ALBANY, COLUMBIA, DELAWARE, GREENE, MONTGOMERY, OTSEGO, RENSSELAER, SCHENECTADY AND SCHOHARIE	1150 NORTH WESTCOTT ROAD SCHENECTADY, NY 12306-2014 TEL. (518) 357-2069	1130 NORTH WESTCOTT ROAD SCHENECTADY, NY 12306-2014 TEL. (518) 357-2045
5	CLINTON, ESSEX, FRANKLIN, FULTON, HAMILTON, SARATOGA, WARREN AND WASHINGTON	1115 STATE ROUTE 86, Po Box 296 RAY BROOK, NY 12977-0296 TEL. (518) 897-1234	232 GOLF COURSE ROAD, Po Box 220 WARRENSBURG, NY 12885-0220 TEL. (518) 623-1200
6	HERKIMER, JEFFERSON, LEWIS, ONEIDA AND ST. LAWRENCE	STATE OFFICE BUILDING 317 WASHINGTON STREET WATERTOWN, NY 13601-3787 TEL. (315) 785-2245	STATE OFFICE BUILDING 207 GENESEE STREET UTICA, NY 13501-2885 TEL. (315) 793-2554
7	BROOME, CAYUGA, CHENANGO, CORTLAND, MADISON, ONONDAGA, OSWEGO, TIOGA AND TOMPKINS	615 ERIE BLVD. WEST SYRACUSE, NY 13204-2400 TEL. (315) 426-7438	615 ERIE BLVD. WEST SYRACUSE, NY 13204-2400 TEL. (315) 426-7500
8	CHEMUNG, GENESEE, LIVINGSTON, MONROE, ONTARIO, ORLEANS, SCHUYLER, SENECA, STEUBEN, WAYNE AND YATES	6274 EAST AVON-LIMA ROAD AVON, NY 14414-9519 TEL. (585) 226-2466	6274 EAST AVON-LIMA RD. AVON, NY 14414-9519 TEL. (585) 226-2466
9	ALLEGANY, CATTARAUGUS, CHAUTAUQUA, ERIE, NIAGARA AND WYOMING	270 MICHIGAN AVENUE BUFFALO, NY 14203-2999 TEL. (716) 851-7165	270 MICHIGAN AVE. BUFFALO, NY 14203-2999 TEL. (716) 851-7070

APPENDIX 2. IMPAIRED SEGMENTS AND PRIMARY POLLUTANTS OF CONCERN

APPENDIX 2 (CONTINUED)

IMPAIRED SEGMENTS AND SECONDARY POLLUTANTS OF CONCERN

COUNTY	WATERBODY NAME	POLLUTANT
Albany	Ann Lee (Shakers) Pond, Stump Pond	phosphorus
Albany	Basic Creek Reservoir	phosphorus
Bronx	Van Cortlandt Lake	phosphorus
Bronx	Bronx River, Lower	pathogens
Bronx	Bronx River, Lower	floatables
Bronx	Bronx River, Middle, and tribs	pathogens
Bronx	Bronx River, Middle, and tribs	floatables
Bronx	Westchester Creek	floatables
Bronx	Hutchinson River, Lower, and tribs	Floatables
Broome	Susquehanna River, Lower, Main Stem	Pathogens
Broome	Whitney Point Lake/Reservoir	phosphorus
Broome	Park Creek and tribs	pathogens
Broome	Beaver Lake	phosphorus
Broome	White Birch Lake	phosphorus
Cayuga	Little Sodus Bay	phosphorus
Cayuga	Owasco Lake	pathogens
Cayuga, Tompkins	Owasco Inlet, Upper, and tribs	phosphorus
Chautauqua	Lake Erie (Dunkirk Harbor)	pathogens
Chautauqua	Chadakoin River and tribs	phosphorus
Chautauqua	Chautauqua Lake, South	phosphorus
Chautauqua	Chautauqua Lake, North	phosphorus
Chautauqua	Bear Lake	phosphorus
Chautauqua	Lower Cassadaga Lake	phosphorus
Chautauqua	Middle Cassadaga Lake	phosphorus
Chautauqua	Findley Lake	phosphorus
Chenango	Unadilla River, Lower, Main Stem	pathogens
Clinton	Lake Champlain, Main Lake, North	phosphorus
Clinton	Lake Champlain, Main Lake, Middle	phosphorus
Clinton	Great Chazy River, Lower, Main Stem	silt/sediment
Columbia	Robinson Pond	phosphorus
Columbia	Kinderhook Lake	phosphorus
Delaware	Cannonsville Reservoir	phosphorus
Dutchess	Hillside Lake	phosphorus
Dutchess	Wappinger Lakes	phosphorus
Dutchess	Wappinger Lakes	silt/sediment
Dutchess	Fall Kill and tribs	phosphorus
Dutchess	Rudd Pond	phosphorus

COUNTY	WATERBODY NAME	POLLUTANT
Erie	Ellicott Creek, Lower, and tribs	phosphorus
Erie	Ellicott Creek, Lower, and tribs	silt/sediment
Erie	Ransom Creek, Lower, and tribs	pathogens
Erie	Ransom Creek, Upper, and tribs	pathogens
Erie	Beeman Creek and tribs	phosphorus
Erie	Beeman Creek and tribs	pathogens
Erie	Murder Creek, Lower, and tribs	phosphorus
Erie	Murder Creek, Lower, and tribs	pathogens
Erie	Two Mile Creek and tribs	pathogens
Erie	Two Mile Creek and tribs	floatables
Erie	Scajaquada Creek, Lower, and tribs	floatables
Erie	Scajaquada Creek, Lower, and tribs	pathogens
Erie	South Branch Smoke Cr, Lower, and tribs	phosphorus
Erie	South Branch Smoke Cr, Lower, and tribs	silt/sediment
Erie	Rush Creek and tribs	pathogens
Erie	Rush Creek and tribs	phosphorus
Erie	Little Sister Creek, Lower, and tribs	phosphorus
Erie	Little Sister Creek, Lower, and tribs	pathogens
Essex	Lake Champlain, Main Lake, South	phosphorus
Essex	Lake Champlain, South Lake	phosphorus
Genesee	Tonawanda Creek, Middle, Main Stem	phosphorus
Genesee	Tonawanda Creek, Middle, Main Stem	silt/sediment
Genesee	Tonawanda Creek, Upper, and minor tribs	silt/sediment
Genesee	Bowen Brook and tribs	phosphorus
Genesee	Little Tonawanda Creek, Lower, and tribs	silt/sediment
Genesee	Oak Orchard Cr, Upper, and tribs	phosphorus
Genesee	Black Creek, Upper, and minor tribs	phosphorus
Genesee	Bigelow Creek and tribs	phosphorus
Greene	Schoharie Reservoir	silt/sediment
Greene	Shingle Kill and tribs	pathogens
Greene	Sleepy Hollow Lake	silt/sediment
Herkimer	Unadilla River, Middle, and minor tribs	pathogens
Herkimer	Mohawk River, Main Stem	pathogens
Herkimer	Mohawk River, Main Stem	floatables
Herkimer	Steele Creek tribs	phosphorus
Herkimer	Steele Creek tribs	silt/sediment
Jefferson	Moon Lake	phosphorus
Kings	Coney Island Creek	pathogens
Kings	Coney Island Creek	floatables
Kings	Gowanus Canal	floatables
Kings	Hendrix Creek	nitrogen
Kings	Hendrix Creek	pathogens

COUNTY	WATERBODY NAME	POLLUTANT
Kings	Hendrix Creek	floatables
Kings	Paerdegat Basin	floatables
Kings	Mill Basin and tidal tribs	floatables
Lewis	Beaver River, Lower, and tribs	pathogens
Lewis	Beaver River, Lower, and tribs	floatables
Lewis	Mill Creek/South Branch, and tribs	phosphorus
Lewis	Mill Creek/South Branch, and tribs	pathogens
Livingston	Conesus Lake	phosphorus
Livingston	Jaycox Creek and tribs	phosphorus
Livingston	Jaycox Creek and tribs	silt/sediment
Livingston	Mill Creek and minor tribs	silt/sediment
Madison	Canastota Creek, Lower, and tribs	pathogens
Monroe	Rochester Embayment - West	pathogens
Monroe	Mill Creek and tribs	phosphorus
Monroe	Mill Creek and tribs	pathogens
Monroe	Shipbuilders Creek and tribs	phosphorus
Monroe	Shipbuilders Creek and tribs	pathogens
Monroe	Minor Tribs to Irondequoit Bay	phosphorus
Monroe	Minor Tribs to Irondequoit Bay	pathogens
Monroe	Thomas Creek/White Brook and tribs	phosphorus
Monroe	Buck Pond	phosphorus
Monroe	Long Pond	phosphorus
Monroe	Cranberry Pond	phosphorus
Monroe	Genesee River, Lower, Main Stem	phosphorus
Monroe	Genesee River, Lower, Main Stem	pathogens
Monroe	Genesee River, Lower, Main Stem	silt/sediment
Monroe	Genesee River, Middle, Main Stem	phosphorus
Monroe	Black Creek, Lower, and minor tribs	phosphorus
Nassau	Long Island Sound, Nassau County	pathogens
Nassau	Long Island Sound, Nassau County	nitrogen
Nassau	Manhasset Bay, and tidal tribs	pathogens
Nassau	Manhasset Bay, and tidal tribs	pathogens
Nassau	Hempstead Harbor, south, and tidal tribs	pathogens
Nassau	Glen Cove Creek, Lower, and tribs	pathogens
Nassau	Glen Cove Creek, Lower, and tribs	silt/sediment
Nassau	Dosoris Pond	pathogens
Nassau	Mill Neck Creek and tidal tribs	pathogens
Nassau	South Oyster Bay	pathogens
Nassau	East Bay	pathogens
Nassau	LI Tribs (fresh) to East Bay	phosphorus
Nassau	LI Tribs (fresh) to East Bay	silt/sediment
Nassau	Middle Bay	pathogens

COUNTY	WATERBODY NAME	POLLUTANT
Nassau	East Rockaway Inlet	pathogens
Nassau	Reynolds Channel, east	pathogens
Nassau	East Meadow Brook, Upper, and tribs	silt/sediment
Nassau	Hempstead Bay	Nitrogen
Nassau	Hempstead Bay	Pathogens
Nassau	Hempstead Lake	Phosphorus
Nassau	Grant Park Pond	Phosphorus
Nassau	Woodmere Channel	Pathogens
New York	East River, Lower	Floatables
New York	Harlem River	Floatables
Niagara	Bergholtz Creek and tribs	Phosphorus
Niagara	Bergholtz Creek and tribs	Pathogens
Oneida	Utica Harbor	Pathogens
Oneida	Utica Harbor	Floatables
Oneida	Mohawk River, Main Stem	Pathogens
Oneida	Mohawk River, Main Stem	Floatables
Oneida	Mohawk River, Main Stem	Pathogens
Oneida	Mohawk River, Main Stem	Floatables
Oneida	Ballou, Nail Creeks and tribs	Phosphorus
Oneida	Ninemile Creek, Lower, and tribs	Pathogens
Onondaga	Limestone Creek, Lower, and minor tribs	Pathogens
Onondaga	Seneca River, Lower, Main Stem	Pathogens
Onondaga	Onondaga Lake, northern end	Phosphorus
Onondaga	Onondaga Lake, southern end	pathogens
Onondaga	Onondaga Lake, southern end	phosphorus
Onondaga	Minor Tribs to Onondaga Lake	phosphorus
Onondaga	Minor Tribs to Onondaga Lake	pathogens
Onondaga	Bloody Brook and tribs	pathogens
Onondaga	Ley Creek and tribs	pathogens
Onondaga	Ley Creek and tribs	phosphorus
Onondaga	Onondaga Creek, Lower, and tribs	phosphorus
Onondaga	Onondaga Creek, Lower, and tribs	pathogens
Onondaga	Onondaga Creek, Middle, and tribs	silt/sediment
Onondaga	Onondaga Creek, Middle, and tribs	phosphorus
Onondaga	Onondaga Creek, Middle, and tribs	pathogens
Onondaga	Onondaga Creek, Upper, and minor tribs	silt/sediment
Onondaga	Harbor Brook, Lower, and tribs	phosphorus
Onondaga	Harbor Brook, Lower, and tribs	pathogens
Onondaga	Ninemile Creek, Lower, and tribs	phosphorus
Onondaga	Ninemile Creek, Lower, and tribs	pathogens
Ontario	Hemlock Lake Outlet and minor tribs	phosphorus
Ontario	Hemlock Lake Outlet and minor tribs	pathogens

COUNTY	WATERBODY NAME	POLLUTANT
Ontario	Honeoye Lake	phosphorus
Ontario	Great Brook and minor tribs	phosphorus
Ontario	Great Brook and minor tribs	silt/sediment
Orange	Greenwood Lake	phosphorus
Oswego	Lake Neatahwanta	phosphorus
Otsego	Susquehanna River, Main Stem	pathogens
Putnam	Croton Falls Reservoir	phosphorus
Putnam	West Branch Reservoir	phosphorus
Putnam	Boyd Corners Reservoir	phosphorus
Putnam	Middle Branch Reservoir	phosphorus
Putnam	Lake Carmel	phosphorus
Putnam	Diverting Reservoir	phosphorus
Putnam	East Branch Reservoir	phosphorus
Putnam	Bog Brook Reservoir	phosphorus
Putnam	Oscawana Lake	phosphorus
Queens	Newtown Creek and tidal tribs	floatables
Queens	East River, Upper	floatables
Queens	East River, Upper	floatables
Queens	Flushing Creek/Bay	nitrogen
Queens	Flushing Creek/Bay	floatables
Queens	Little Neck Bay	pathogens
Queens	Alley Creek/Little Neck Bay Trib	floatables
Queens	Jamaica Bay, Eastern, and tribs	nitrogen
Queens	Jamaica Bay, Eastern, and tribs	pathogens
Queens	Jamaica Bay, Eastern, and tribs	floatables
Queens	Thurston Basin	floatables
Queens	Bergen Basin	Nitrogen
Queens	Bergen Basin	pathogens
Queens	Bergen Basin	floatables
Queens	Shellbank Basin	nitrogen
Queens	Spring Creek and tribs	pathogens
Queens	Spring Creek and tribs	floatables
Rensselaer	Snyders Lake	phosphorus
Richmond	Raritan Bay (Class SA)	pathogens
Richmond	Arthur Kill (Class I) and minor tribs	floatables
Richmond	Newark Bay	floatables
Richmond	Kill Van Kull	floatables
Richmond	Grasmere, Arbutus and Wolfes Lakes	phosphorus
Saratoga	Dwaas Kill and tribs	Phosphorus
Saratoga	Dwaas Kill and tribs	silt/sediment
Saratoga	Schuyler Creek and tribs	phosphorus
Saratoga	Schuyler Creek and tribs	pathogens

COUNTY	WATERBODY NAME	POLLUTANT
Saratoga	Lake Lonely	phosphorus
Saratoga	Tribs to Lake Lonely	Phosphorus
Saratoga	Tribs to Lake Lonely	pathogens
Schenectady	Collins Lake	phosphorus
Schoharie	Cobleskill Creek, Lower, and tribs	pathogens
Schoharie	Engleville Pond	phosphorus
Schoharie	Summit Lake	phosphorus
St.Lawrence	Black Lake Outlet/Black Lake	phosphorus
Steuben	Lake Salubria	phosphorus
Steuben	Smith Pond	phosphorus
Suffolk	Millers Pond	phosphorus
Suffolk	Beach/Island Ponds, Fishers Island	pathogens
Suffolk	Dering Harbor	pathogens
Suffolk	Tidal Tribs to Gr Peconic Bay, Northshr	pathogens
Suffolk	Mattituck (Marratooka) Pond	phosphorus
Suffolk	Mattituck (Marratooka) Pond	pathogens
Suffolk	Flanders Bay, West/Lower Sawmill	nitrogen
Suffolk	Meetinghouse/Terrys Creeks and tribs	nitrogen
Suffolk	Meetinghouse/Terrys Creeks and tribs	pathogens
Suffolk	Peconic River, Lower, and tidal tribs	nitrogen
Suffolk	Peconic River, Lower, and tidal tribs	pathogens
Suffolk	Scallop Pond	pathogens
Suffolk	Oyster Pond/Lake Munchogue	pathogens
Suffolk	Phillips Creek, Lower, and tidal tribs	pathogens
Suffolk	Quogue Canal	pathogens
Suffolk	Forge River, Lower and Cove	pathogens
Suffolk	Tidal tribs to West Moriches Bay	Nitrogen
Suffolk	Tidal tribs to West Moriches Bay	pathogens
Suffolk	Canaan Lake	silt/sediment
Suffolk	Canaan Lake	phosphorus
Suffolk	Nicoll Bay	pathogens
Suffolk	Lake Ronkonkoma	phosphorus
Suffolk	Lake Ronkonkoma	pathogens
Suffolk	Great Cove	pathogens
Tompkins	Cayuga Lake, Southern End	phosphorus
Tompkins	Cayuga Lake, Southern End	silt/sediment
Tompkins	Cayuga Lake, Southern End	pathogens
Ulster	Ashokan Reservoir	silt/sediment
Ulster	Esopus Creek, Upper, and minor tribs	silt/sediment
Warren	Lake George	silt/sediment
Warren	Tribs to L.George, Village of L George	silt/sediment
Warren	Huddle/Finkle Brooks and tribs	silt/sediment

COUNTY	WATERBODY NAME	POLLUTANT
Warren	Indian Brook and tribs	silt/sediment
Warren	Hague Brook and tribs	silt/sediment
Washington	Lake Champlain, South Bay	phosphorus
Washington	Tribs to L.George, East Shore	silt/sediment
Washington	Cossayuna Lake	phosphorus
Wayne	Blind Sodus Bay	phosphorus
Wayne	Port Bay	phosphorus
Westchester	Saw Mill River, Lower, and tribs	floatables
Westchester	New Croton Reservoir	phosphorus
Westchester	Upper New Croton/Muscoot Reservoir	phosphorus
Westchester	Amawalk Reservoir	phosphorus
Westchester	Lake Lincolndale	phosphorus
Westchester	Peach Lake	pathogens
Westchester	Peach Lake	phosphorus
Westchester	Titicus Reservoir	phosphorus
Westchester	Cross River Reservoir	phosphorus
Westchester	Lake Meahaugh	phosphorus
Westchester	Bronx River, Upper, and tribs	pathogens
Westchester	New Rochelle Harbor	pathogens
Westchester	New Rochelle Harbor	floatables
Westchester	Long Island Sound, Westchester Co	pathogens
Westchester	Long Island Sound, Westchester Co	nitrogen
Westchester	Larchmont Harbor	pathogens
Westchester	Larchmont Harbor	floatables
Westchester	Hutchinson River, Middle, and tribs	pathogens
Westchester	Mamaroneck Harbor	pathogens
Westchester	Mamaroneck Harbor	floatables
Westchester	Mamaroneck River, Lower	silt/sediment
Westchester	Mamaroneck River, Upper, and minor	silt/sediment
Westchester	Sheldrake River and tribs	phosphorus
Westchester	Sheldrake River and tribs	silt/sediment
Westchester	Milton Harbor	pathogens
Westchester	Milton Harbor	floatables
Westchester	Blind Brook, Lower	silt/sediment
Westchester	Blind Brook, Upper, and tribs	silt/sediment
Westchester	Port Chester Harbor	pathogens
Westchester	Port Chester Harbor	floatables
Westchester	Byram River, Lower	pathogens
Wyoming	Java Lake	phosphorus
Wyoming	Silver Lake	phosphorus
Oneida	Mohawk River, Main Stem	Copper
Westchester	Hutchinson River, Middle and tribs	Oil and Grease

APPENDIX 3. NEW YORK CITY WATERSHED EAST OF THE HUDSON RIVER WATERSHED MAP

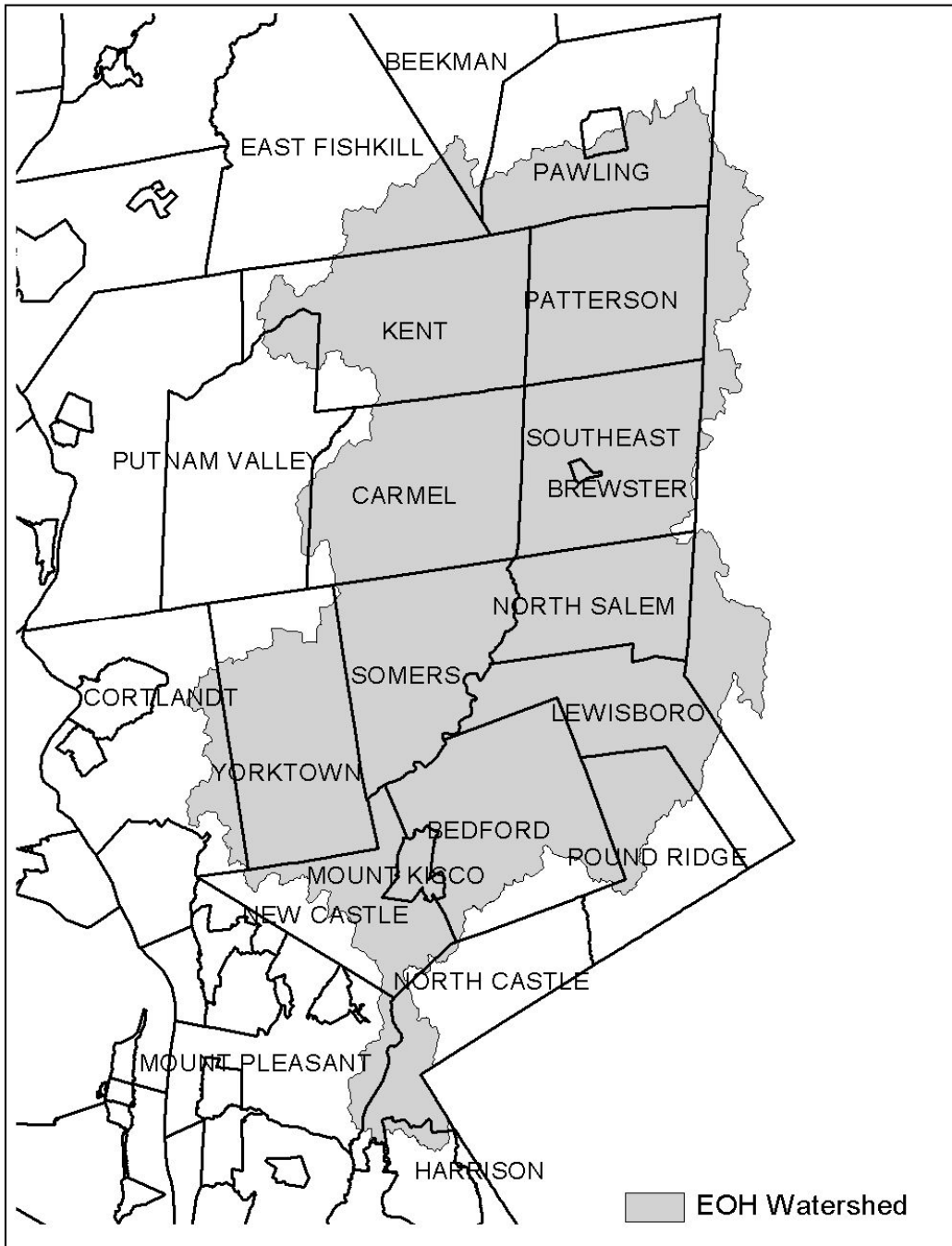


Figure 1. The requirements of watershed improvement strategies apply to the sewersheds within the shaded areas.

APPENDIX 4. ONONDAGA LAKE WATERSHED MAP



Figure 2. The requirements of watershed improvement strategies apply to the sewersheds within the shaded areas.

APPENDIX 5. GREENWOOD LAKE WATERSHED MAP

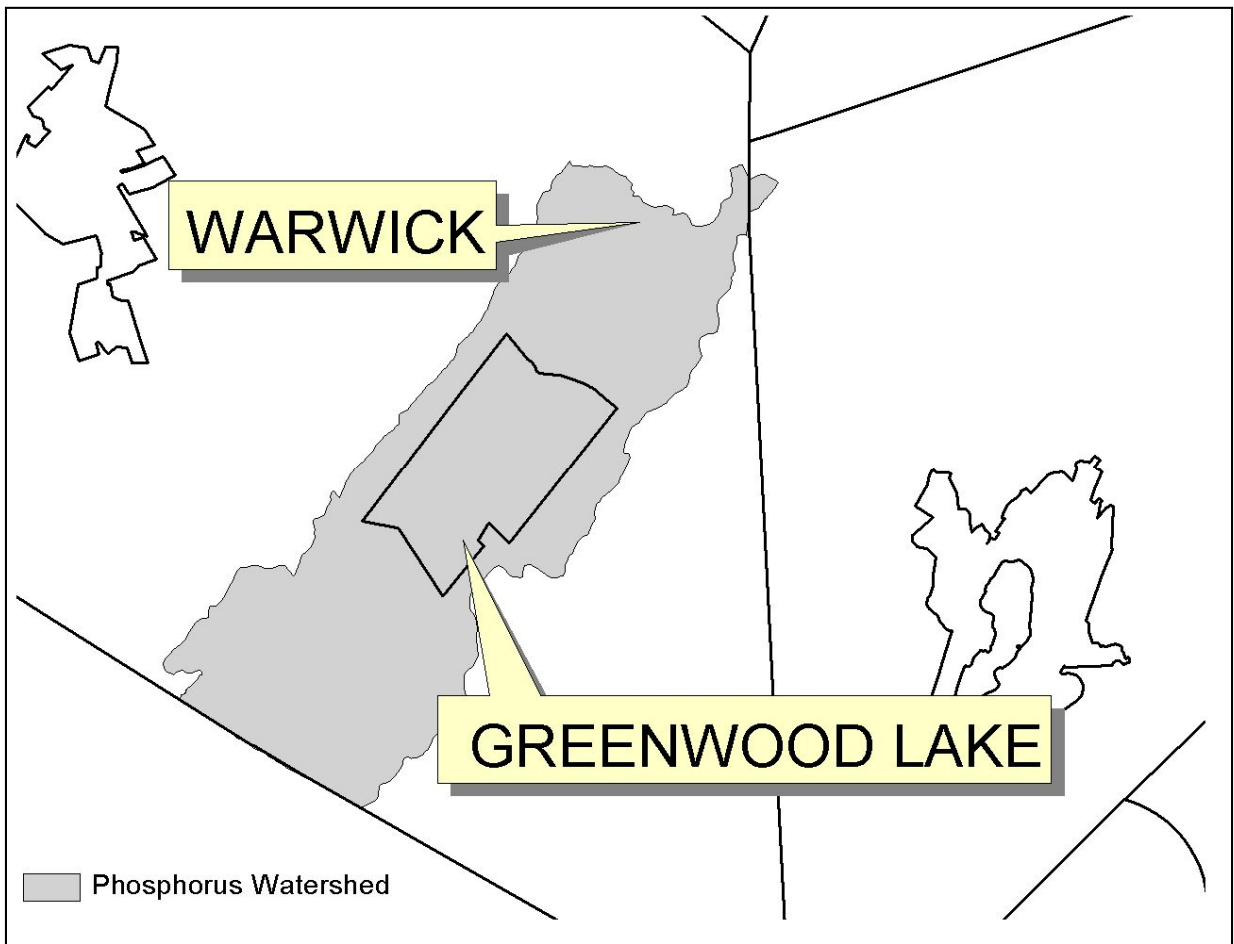


Figure 3. The requirements of watershed improvement strategies apply to the sewersheds within the shaded areas.

APPENDIX 6. OYSTER BAY WATERSHED MAP

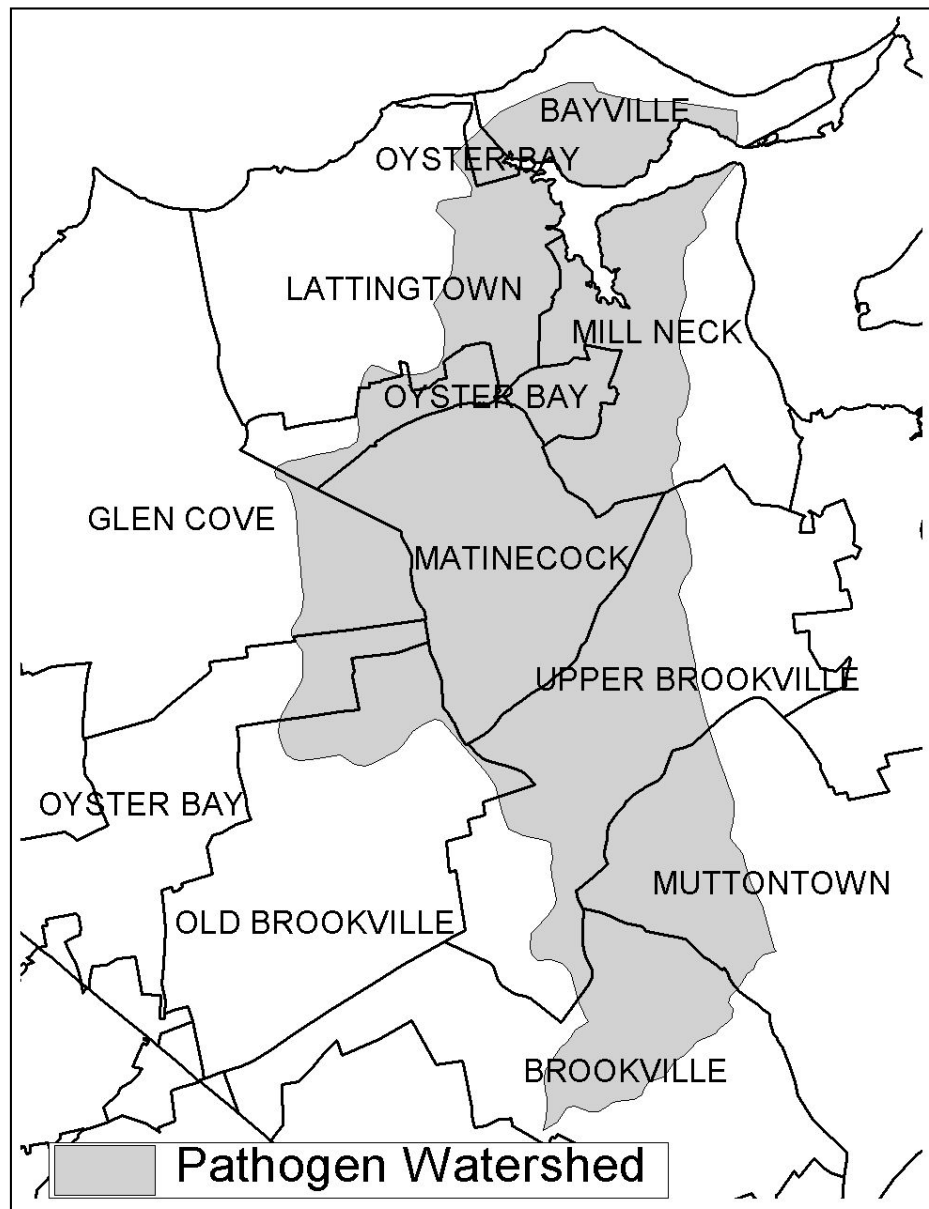


Figure 4. The requirements of watershed improvement strategies apply to the sewersheds within the shaded areas.

APPENDIX 7. PECONIC ESTUARY PATHOGEN WATERSHED MAP

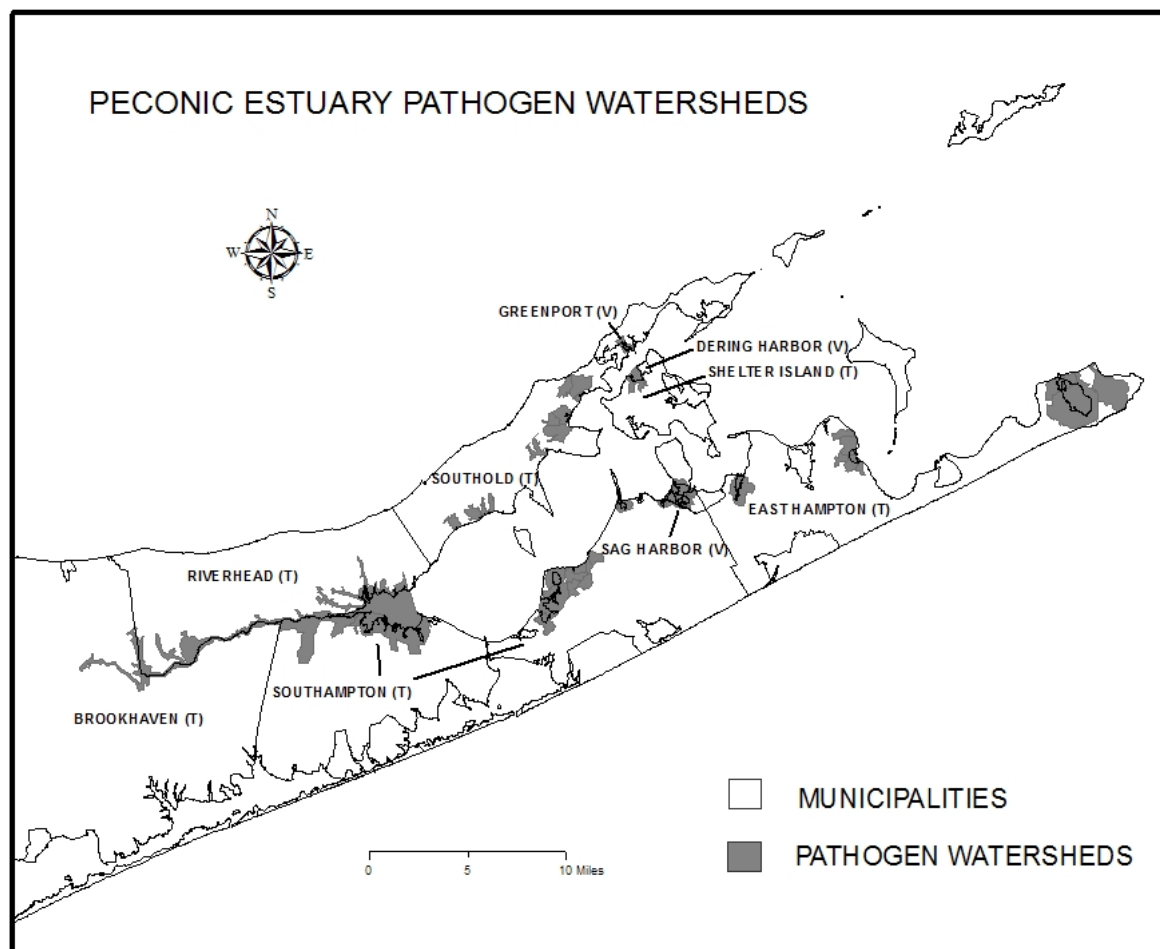


Figure 5. The requirements of watershed improvement strategies apply to the sewersheds within the shaded areas.

APPENDIX 8. PECONIC ESTUARY NITROGEN WATERSHED MAP

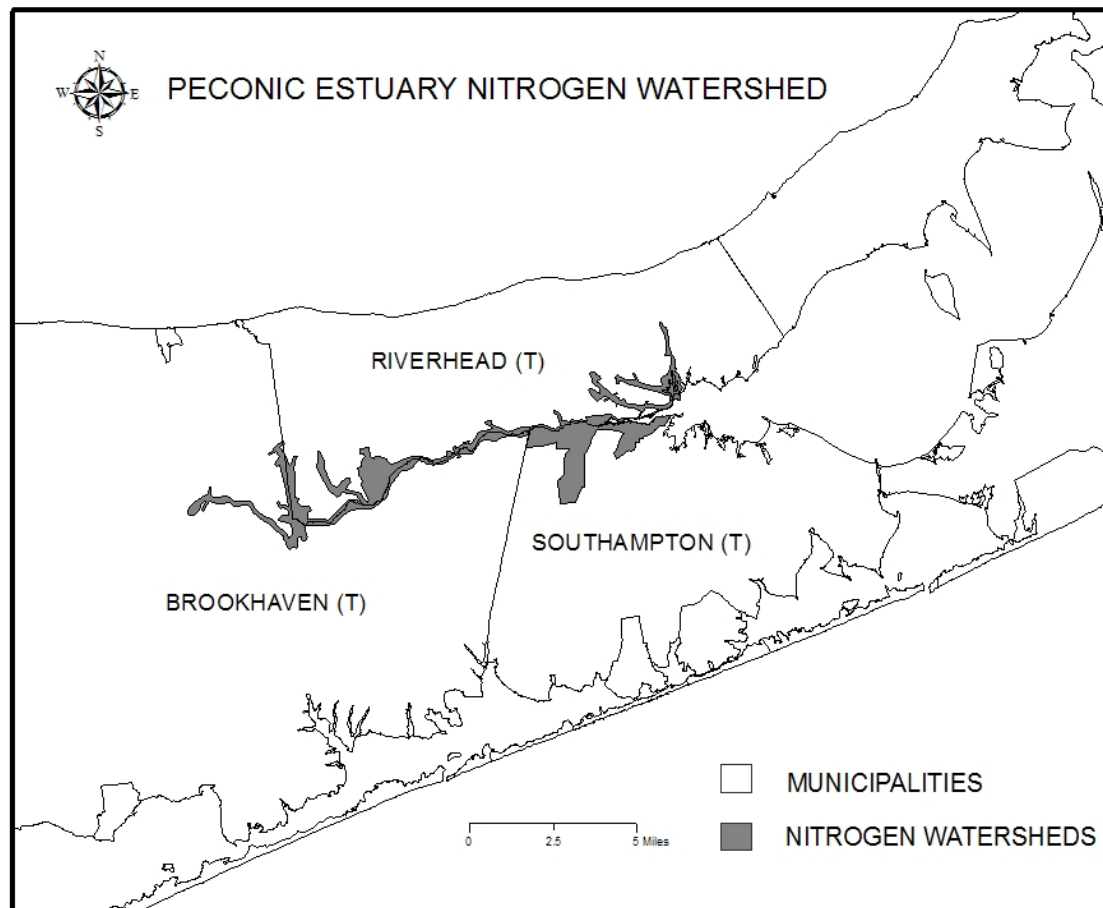


Figure 6. The requirements of watershed improvement strategies apply to the sewersheds within the shaded areas.

APPENDIX 9. THE 27 LONG ISLAND SHELLFISHING IMAPAIRED EMBAYMENT MAP

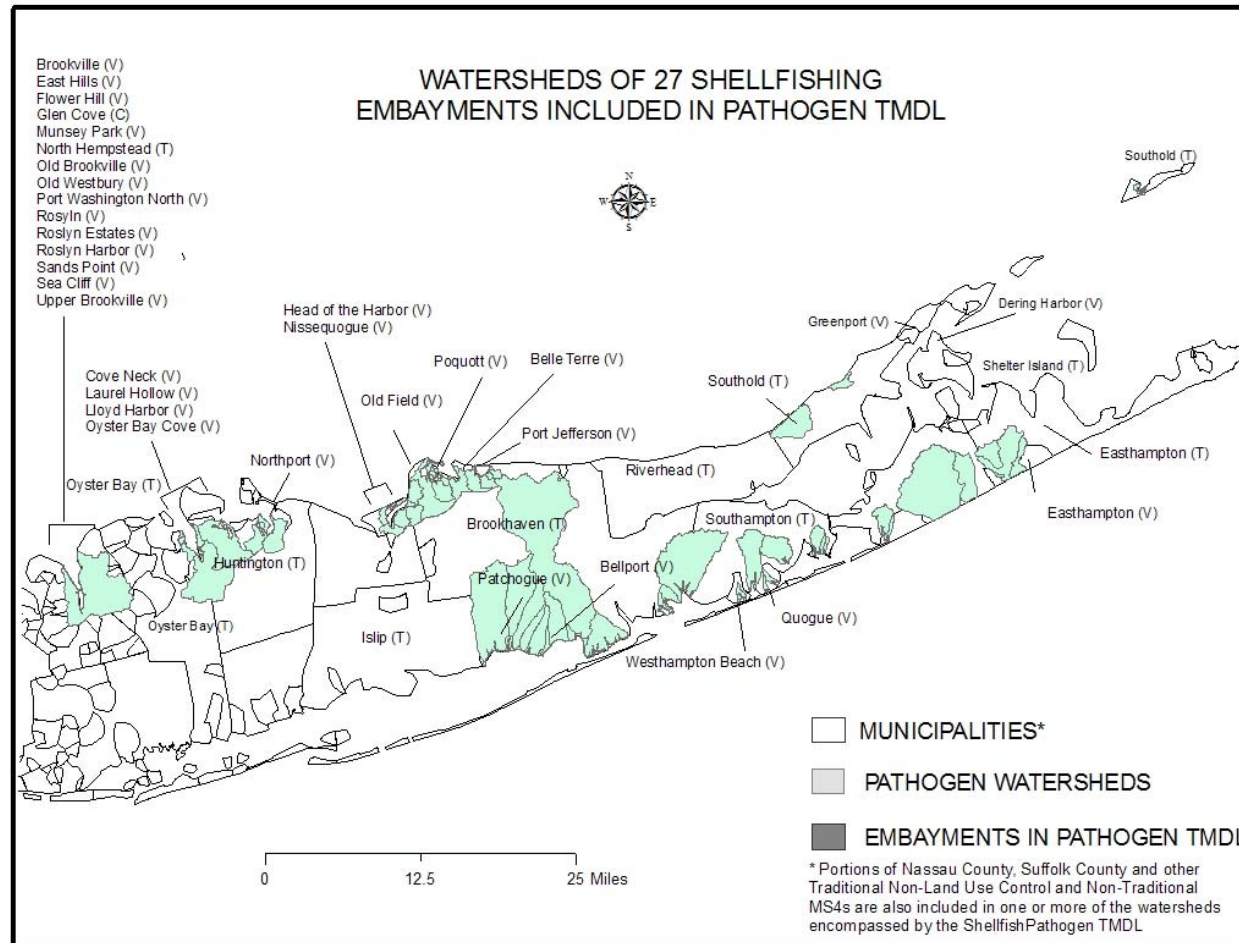


Figure 7. The requirements of watershed improvement strategies apply to the sewersheds within the shaded areas.

APPENDIX 10. LAKE OSCAWANA WATERSHED MAP

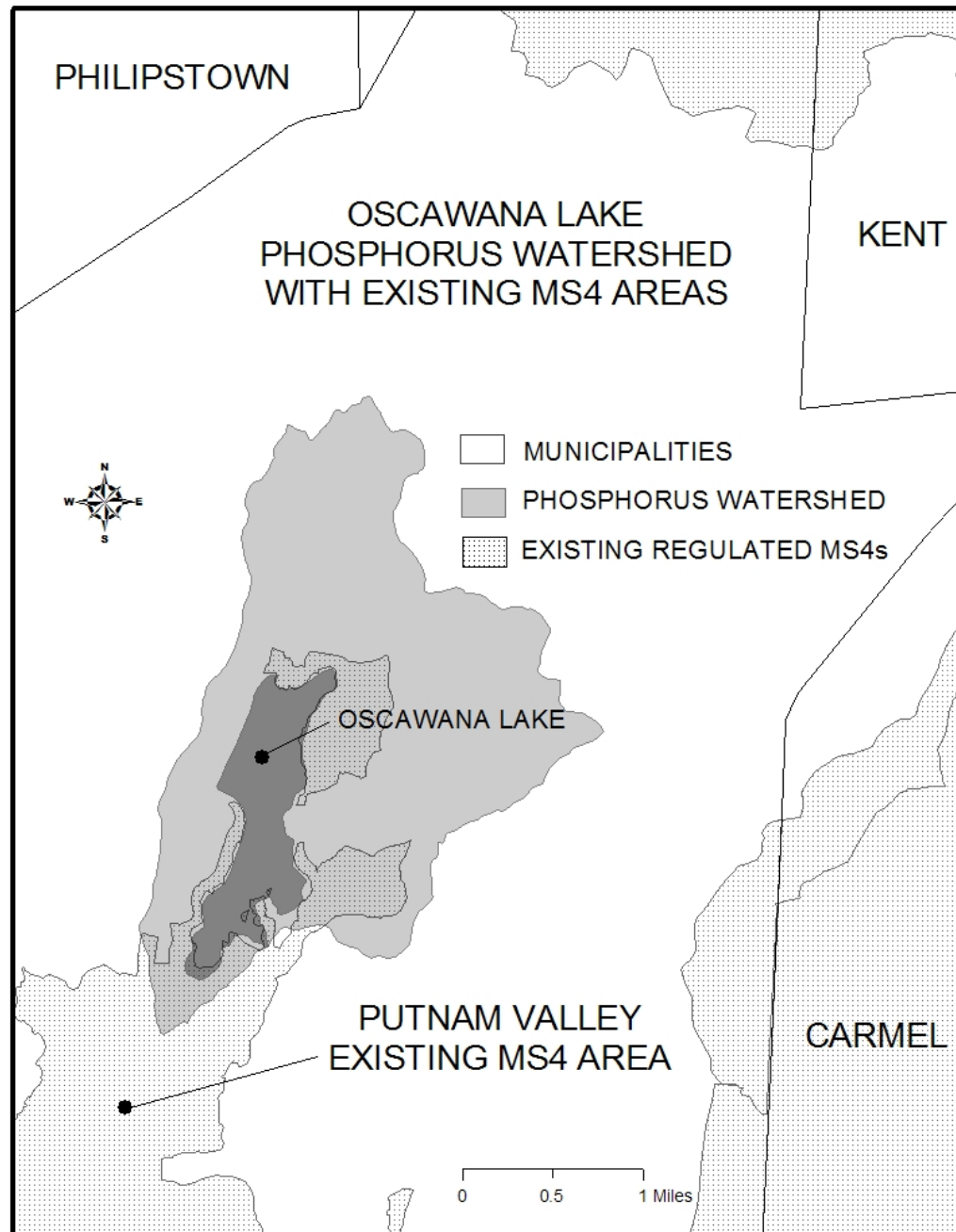


Figure 8. The requirements of watershed improvement strategies apply to the sewersheds within the shaded areas.

Appendix 4 Submitted NOI and Acknowledgement Letter

DRAFT

**New York State Department of Environmental Conservation
Division of Water**

Bureau of Water Permits, 4th Floor
625 Broadway, Albany, New York 12233-3505
Phone: (518) 402-8111 • FAX: (518) 402-9029
Website: www.dec.state.ny.us



4/11/2003

TOWN OF GLENVILLE
18 GLENRIDGE ROAD
GLENVILLE NY 12302

**Re: ACKNOWLEDGEMENT of NOTICE of INTENT for
Coverage Under General SPDES Permit No. GP-02-02**

Dear Municipal Official:

This letter is to acknowledge receipt of the completed Notice of Intent (NOI) application for the Municipal Separate Stormwater Sewer System (MS4) located at:

MS4 NAME: TOWN OF GLENVILLE
MS4 COUNTY: SCHENECTADY
NYSDEC REGION: 4
MS4 SPDES No: NYR20A373

Pursuant to Environmental Conservation Law (ECL) Article 17, Titles 7 and 8 and ECL Article 70, the MS4 NOI identified above is now authorized and covered under State Pollutant Discharge Elimination Systems General Permit GP-02-02.

As an authorized MS4, you are obligated to comply with limits, conditions, and all requirements contained in GP-02-02. In accordance with GP-02-02, please note the following for your records and all future correspondence:

- * **MS4 SPDES Registration Number:** NYR20A373
- * Your Storm Water Management Program (SWMP) must be fully implemented by: **January 8, 2008.**
- * First Municipal Compliance Certificate (MCC) and SWMP Annual Report (SWMPAR) must be submitted by: **June 1, 2004.**
- * Thereafter, subsequent MCCs and SWMPARs must be submitted by: **June 1st of each year.**

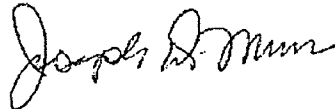
Failure to comply with these submittal dates are violations of GP-02-02 which may result in enforcement or penalties.

For all future correspondence and/or communications with the Department, be sure to include or reference the MS4 SPDES Registration Number, as this number is unique to the MS4 identified above.

Your NOI also serves as the documentation of your initial SWMP. You may be contacted by the Department's Regional Water Engineer regarding the content of the SWMP.

Should you have any questions regarding any aspect of the requirements specified in General Permit GP-02-02, please contact the undersigned at (518) 402-8117 or Kevin Malone at (518) 402-8235.

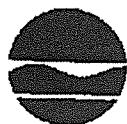
Sincerely,

A handwritten signature in black ink, appearing to read "Joseph DiMura". The signature is fluid and cursive, with the first name "Joseph" and last name "DiMura" clearly distinguishable.

Joseph DiMura, P.E.
Acting Director
Bureau of Water Permits

cc: RWE - w/copy NOI
File - w/original NOI

A573



New York State Department of Environmental Conservation
625 Broadway
Albany NY 12233-8605

**Notice of Intent for Coverage Under an SPDES General Permit for
Storm Water Discharges From SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS**

Submission of this Notice of Intent (NOI) constitutes notice that the entity identified in Section A of this form intends to be authorized by DEC's Small MS4 SPDES General Permit issued for storm water discharges from the small municipal separate storm sewer system (MS4) in New York State. Submission of the NOI also constitutes notice that the party identified in Section A of this form has read, understands, and meets the eligibility conditions of Part I.B. of the Small MS4 General Permit; agrees to comply with all applicable terms and conditions of the Small MS4 General Permit; understands that continued authorization under the Small MS4 General Permit is contingent on maintaining eligibility for coverage, and that implementation of the permittee's storm water management program is required to begin within five(5) calendar days after a completed NOI is received by DEC. In order to be granted coverage, all information required on this form must be completed. Please read and make sure you comply with all permit requirements, including the requirement to prepare and implement a storm water management program.

Section A. Small MS4 Owner/Operator Information

1. Name: Town of Glenville 2. Phone: (518) 384-0018/301
3. a. Mailing Address: a. Street or P.O. Box: 18 Glenridge Road
b. City: Glenville c. State: NY d. Zip Code: 12302 -

Section B. Small MS4 Location Information

1. MS4 Name: Town of Glenville
2. a. City/Town/Village: Glenville
b. County(ies): Schenectady
3. a. Permit Applicant: ☐ Federal ☐ State ☐ County ☐ City ☒ Town ☐ Village
☐ School District ☐ Fire District ☐ Other public entity
4. Does the MS4 discharge to receiving waters or a watershed which is/are impaired (appears on DEC's 303(d) list or for which a Total Maximum Daily Load (TMDL) has been determined)? ☐ Yes ☒ No

Section C. Initial Identification of Management Practices (attach additional sheets as necessary)

Public Education and Outreach Activities	Storm Water Management Practices and Enforcement
<input checked="" type="checkbox"/> Plan and conduct an ongoing public education and outreach program (required) <input type="checkbox"/> Classroom education/school programs <input type="checkbox"/> Outreach to commercial entities <input checked="" type="checkbox"/> Webpage <input checked="" type="checkbox"/> Printed material <input type="checkbox"/> Media campaign <input type="checkbox"/> Library of educational materials <input type="checkbox"/> Events and Programs <input type="checkbox"/> Displays <input checked="" type="checkbox"/> Posters and signs of varying sizes (magnet to billboards) <input type="checkbox"/> Speakers to community groups <input type="checkbox"/> Economic incentives <input type="checkbox"/> Promotional giveaways <input type="checkbox"/> Other	<input type="checkbox"/> Proper lawn and garden care (fertilizer and pesticide use, sweeping, etc.) <input type="checkbox"/> Low impact development <input type="checkbox"/> Pet waste management <input type="checkbox"/> Pollution prevention for businesses <input checked="" type="checkbox"/> Proper disposal of household hazardous wastes <input type="checkbox"/> Trash management <input checked="" type="checkbox"/> Water conservation practices <input type="checkbox"/> Others:
<input checked="" type="checkbox"/> Public involvement/participation (required) <input checked="" type="checkbox"/> Public notice and access to documents and information (required) <input checked="" type="checkbox"/> Public presentation and comments received SWMP and on annual reports (required) <input checked="" type="checkbox"/> Public involvement/participation program (required) <input checked="" type="checkbox"/> Contact person identified (required) <input type="checkbox"/> Advisory/partner committees <input type="checkbox"/> Watershed organizations <input type="checkbox"/> Attitude surveys <input type="checkbox"/> Community hot lines <input type="checkbox"/> Stakeholder meetings <input type="checkbox"/> Mailing list development and use <input type="checkbox"/> Other	<input type="checkbox"/> Adopt-a-stream <input type="checkbox"/> Reforestation program <input checked="" type="checkbox"/> Storm drain stenciling <input checked="" type="checkbox"/> Stream, beach, roadway cleanup <input type="checkbox"/> Volunteer monitoring <input type="checkbox"/> Wetland plantings <input type="checkbox"/> Others
<input checked="" type="checkbox"/> Illicit Discharge Detection and Enforcement (required) <input checked="" type="checkbox"/> Outfall mapping (required) <input checked="" type="checkbox"/> Illicit discharges prohibited (required) <input checked="" type="checkbox"/> Public, employees, businesses informed of hazards from illicit discharges (required) <input checked="" type="checkbox"/> Illicit discharges identified (required) <input type="checkbox"/> System mapping <input checked="" type="checkbox"/> Dye testing <input type="checkbox"/> Shoreline surveys <input checked="" type="checkbox"/> System inspections <input type="checkbox"/> Other	<input checked="" type="checkbox"/> Failing septic systems <input checked="" type="checkbox"/> Illegal dumping <input type="checkbox"/> Industrial/business connections <input type="checkbox"/> Recreational sewage <input type="checkbox"/> Sanitary sewer overflows <input type="checkbox"/> Wastewater connections to the storm drain system <input type="checkbox"/> Others
<input checked="" type="checkbox"/> Construction Site Storm Water Management (required) <input checked="" type="checkbox"/> Require erosion and sedimentation controls through an ordinance or other regulatory mechanism (required) <input checked="" type="checkbox"/> Provide opportunity for public comment on construction plans (required) <input checked="" type="checkbox"/> Require construction site plan review (required) <input checked="" type="checkbox"/> Require overall construction site waste management (required) <input checked="" type="checkbox"/> Site inspections and enforcement (required) <input checked="" type="checkbox"/> Education and training of construction site operators (required) <input type="checkbox"/> Other	<input checked="" type="checkbox"/> New York State Standards and Specifications for Erosion and Sediment Control <input checked="" type="checkbox"/> New York State Stormwater Management Design Manual

Section C. Initial Identification of Management Practices (continued)

MS4 Management Practice	Program Details
<input checked="" type="checkbox"/> Assess existing conditions throughout the MS4 and identify appropriate management practices to reduce pollutant discharge to the maximum extent practicable. (required) <input checked="" type="checkbox"/> Regulate post-construction runoff from development through an ordinance or other regulatory mechanism (required) <input checked="" type="checkbox"/> Develop management practice inspection and maintenance program. (required) <input type="checkbox"/> Other	<input checked="" type="checkbox"/> New York State Stormwater Management Design Manual
MS4 Management Practice	Program Details
<input checked="" type="checkbox"/> Prevent discharge of pollutants from municipal operations (required) <input checked="" type="checkbox"/> Follow DEC NPS Management Practices Catalog, or equivalent (required) <input checked="" type="checkbox"/> Conduct employee pollution prevention training (required)	<input checked="" type="checkbox"/> Street cleaning <input checked="" type="checkbox"/> Catch basin and storm drain system cleaning <input type="checkbox"/> Alternative discharge options for chlorinated water <input type="checkbox"/> Vehicle maintenance and washing <input checked="" type="checkbox"/> Hazardous and waste materials management <input type="checkbox"/> Landscaping and lawn care <input type="checkbox"/> Integrated Pest Management (IPM) <input type="checkbox"/> Marina Management <input checked="" type="checkbox"/> Road salt storage <input checked="" type="checkbox"/> Roadway and bridge maintenance <input type="checkbox"/> Municipally-owned septic system management <input type="checkbox"/> Spill response and prevention <input type="checkbox"/> Others:

Section D. Initial Identification of Measurable Goals (attach additional sheets as necessary)

Person(s) responsible for implementing or coordinating the storm water management program:

Andy Coppola, Jeffrey Gemmette Phone: 382-1406 (DPW)
Dana Gilgore

1. Public Education and Outreach on Storm Water Impacts Measurable goals (with start and end dates): <u>See Attached</u>	4. Construction Site Storm Water Runoff Control Measurable goals (with start and end dates): <u>See Attached</u>
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2. Public Involvement/Participation Measurable goals (with start and end dates): See Attached	5. Post-Construction Storm Water Management in New Development and Redevelopment Measurable goals (with start and end dates): See Attached
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Section D. (continued)	
3. Illicit Discharge Detection and Elimination Measurable goals (with start and end dates): See Attached	6. Pollution Prevention/Good Housekeeping for Municipal Operations Measurable goals (with start and end dates): See Attached

Section E. Cooperating MS4s				
Identify any MS4 partners that will be assisting you in carrying out your Stormwater Management Program: (Attach a description of what portions of which management practices that the other MS4s will be doing for you, and similarly what practices that you are assisting them with.)				
Name of Cooperating MS4	Address	Contact Person	Telephone number	Email
<u>Schenectady Co.</u>	<u>107 Nott Terrace</u> <u>Schenectady, NY 12303</u>	<u>Jim Kalohn</u>	<u>386-2225</u>	<u>kalohnj@nycap.rr.com</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Section F. 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 gather and evaluate 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, I certify that 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: Supervisor Clarence W. Mosher

Signature: Clarence W. Mosher Date: 03 / 05 / 03

Town of Glenville
Notice of Intent for Coverage Under an SPDES General Permit for
Storm Water Discharges from SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
March 4, 2003

Section D: Initial Identification of Measurable Goals

1) Public Education and Outreach on Storm Water Impacts

Year 1

- Meet with NYSDEC, CDRPC, County Planning, SCSW to discuss programs, content and identify target groups

Year 2

- Develop plan for presentations, distribution of educational information

Year 3

- Implement Education Plans, distribute information

Year 4

- Review plan/response from year 3 and revise as necessary
- Continue Education Plan with any revisions

Year 5

- Review Plan/response from year 4 and revise...
- Continue Education Plan....

Town of Glenville
Notice of Intent for Coverage Under an SPDES General Permit for
Storm Water Discharges from SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
March 4, 2003

2) Public Involvement/Participation:

Year 1

- Make available Phase II Stormwater Regulations/Requirements at Town Hall, Public Libraries, etc.
- Water Quality Coordinating Committee (already established), open enrollment exists and is encouraged/monthly meetings held

Year 2

- Water Quality Coordinating Committee/open enrollment exists and is encouraged/monthly meetings held
- Hold 1st Annual meeting for annual report/include response summary in report

Year 3

- Water Quality Coordinating Committee/monthly meetings held
- Hold 2nd Annual meeting for annual report/include response summary in report

Year 4

- Continue from year 3

Year 5

- Continue from year 4

Town of Glenville
Notice of Intent for Coverage Under an SPDES General Permit for
Storm Water Discharges from SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
March 4, 2003

3) Illicit Discharge Detection and Elimination

Year 1

- Create preliminary outfall map

- Locate and prioritize problem areas

Year 2

- Create final map utilizing GPS & GIS

- Update and adopt illicit discharge ordinance

- Develop employee training program

- Target a percentage of identified problem areas

Year 3

- Implement employee training

- Increase percentage of targeted areas to be addressed

Year 4

- continue above

Year 5

- continue above

Town of Glenville
Notice of Intent for Coverage Under an SPDES General Permit for
Storm Water Discharges from SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
March 4, 2003

4) Construction Site Storm Water Runoff Control

Year 1

- – Review existing controls

- Site Plan Review, subdivision regulations, street and roadway ordinance (existing)

- Review and become familiar with NYSDEC permit requirements/design manuals

Year 2

- Adopt construction permit at least as stringent as NYSDEC Permit dated January 2, 2003
- Adopt NYSDEC Manual for Stormwater design and NYSDEC erosion and sediment control plans. Make revisions as deemed appropriate

- Supply State Education program to contractors
- Send employees to State sponsored training

Year 3

- Require construction of facilities to be under supervision of design professional.

Year 4

- continue

Year 5

- continue

Town of Glenville
Notice of Intent for Coverage Under an SPDES General Permit for
Storm Water Discharges from SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
March 4, 2003

5) Post-Construction Storm Water Management in New Development and Redevelopment

Year 1

- Assess and prioritize existing subdivision Stormwater outfalls
- Continue existing street sweeping and catch basin cleaning program in existing subdivisions
- Review existing ordinance with respect to post construction run off from new construction
- Review PWL information with respect to existing outfalls

Year 2

- Develop and implement Operations & Maintenance training
- Revise and adopt ordinance for post construction run off from new construction

Year 3

- Implement Operations & Maintenance procedures in targeted areas
- Require monitoring of facility for a period of one (1) year following completion. Implement any necessary changes

Year 4

- Review effectiveness of practices of targeted areas (improved clarity, etc.) from year 3
- Continue operation and maintenance procedures

Year 5

- continue year 4 program

Town of Glenville
Notice of Intent for Coverage Under an SPDES General Permit for
Storm Water Discharges from SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
March 4, 2003

6) Pollution Prevention/Good Housekeeping for Municipal Operations

Year 1

- Assess municipal operations to include Highway Department, Parks and Municipal Center operations
- Continue street sweeping operations (ongoing)
- Continue catch basin cleaning programs
 - Develop tracking system for identifying progress (areas completed by year)

Year 2

- Continue maintenance operations
- Develop plan for BMP's with respect to Municipal operations, Parks
- Initiate employee training/BMP's

Year 3

- Phase in BMP's with respect to municipal projects/work
- Continue employee training

Year 4

- Assess effectiveness/problems encountered with BMP's as implemented in year 3/revise as necessary

Year 5

- Continue implementation of BMP's in municipal operations

Section E: Cooperating Ms4's

Schenectady County will coordinate and assist the Town in the development of educational materials and programs as well as assist in the development of model ordinances. (Sections C.1 and D.1 Public Education and Outreach on Stormwater Impacts)

Appendix 5 Annual Reports

DRAFT

MS4 Annual Report Cover PageMCC form for period ending March 9,

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Provide SPDES ID of each permitted MS4 included in this report.

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MCC form for period ending March 9,	2	0	1	6
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Town of Glenville

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MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 1 6

Name of MS4 Town of Glenville

SPDES ID

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Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for each of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☒ Principal Executive Officer/Chief Elected Official
- ☐ Duly Authorized Representative
- ☐ Local Stormwater Public Contact
- ☐ Stormwater Management Program (SWMP) Coordinator
- ☐ Report Preparer

First Name

C h r i s t o p e r

MI

A

Last Name

K o e t z l e

Title

T o w n S u p e r v i s o r

Address

M u n i c i p a l C e n t e r 1 8 G l e n r i d g e R d

City

G l e n v i l l e

State

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Zip

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County

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MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

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Name of MS4

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Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for each of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
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If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☐ Principal Executive Officer/Chief Elected Official
- ☒ Duly Authorized Representative
- ☒ Local Stormwater Public Contact
- ☒ Stormwater Management Program (SWMP) Coordinator
- ☒ Report Preparer

First Name

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Last Name

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Title

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City

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County

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MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2016

Name of MS4 Town of Glenville

SPDES ID

N Y R 2 0 A 3 7 3

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

S c h e n e c t a d y C o u n t y W a t e r Q u a l i t y

Partner/Coalition Name (con't.)

C o o r d i n a t i n g C o m m i t t e e

SPDES Partner ID - If applicable

N Y R 2 0

Address

2 4 H e t c h e l t o w n R d

City

G l e n v i l l e

State

N Y

Zip

1 2 3 0 2 -

eMail

s s w c d @ n y c a p . r r . c o m

Phone

(5 1 8) 3 9 9 - 6 9 8 0

Legally Binding Agreement in accordance
with GP-0-08-002 Part IV.G.?

☐ Yes ☒ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

☒ MM1 S t o r m w a t e r e d u c a t i o n a l d i s p l a y

☒ MM2 A n n u a l b e a c h c l e a n - u p & W Q C C

☐ MM3

☒ MM4 C o n t r a c t o r e d u c a t i o n

☐ MM5

☒ MM6 M u n i c i p a l e m p l o y e e t r a i n i n g

Additional tasks/responsibilities

- ☐ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2016

Name of MS4 Town of Glenville

SPDES ID

N Y R 2 0 A 3 7 3

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

S c o t t i a - G l e n v i l l e C e n t r a l S c h o o l

Partner/Coalition Name (con't.)

D i s t r i c t

SPDES Partner ID - If applicable

N Y R 2 0 A 5 2 2

Address

1 T a r t a n W a y

City

S c o t t i a

State

N Y

Zip

1 2 3 0 2 -

eMail

n e e d h a m g r o u p @ t a c o n i c . n e t

Phone

(5 1 8) 7 9 4 - 6 4 8 9

Legally Binding Agreement in accordance with GP-0-08-002 Part IV.G.?

☐ Yes ☒ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

☒ MM1 S t o r m w a t e r i n f o t o s t u d e n t s☒ MM2 I d e n t i f y i n g & M a r k i n g D r a i n s☐ MM3☐ MM4☐ MM5☐ MM6

Additional tasks/responsibilities

- ☐ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

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Name of MS4

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Section 4 - 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, 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."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name

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MI

R


Last Name

C	o	p	p	o	l	a													
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Title (Clearly print title of individual signing report)

C	o	m	m	i	s	s	i	o	n	e	r		o	f		P	u	b	l	i	c		W	o	r	k	s											
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Signature



Date

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Send completed form and any attachments to the DEC Central Office at:

MS4 Permit Coordinator
Division of Water
4th Floor
625 Broadway
Albany, New York 12233-3505

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2016

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Water Quality Trends

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s are contributed to this report?

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1. Has this MS4/Coalition produced any reports documenting water quality trends related to stormwater? If not, answer No and proceed to Minimum Control Measure One. ☐ Yes

☐ Yes ☒ No

If Yes, choose one of the following

- ☐ Report(s) attached to the annual report
- ☐ Web Page(s) where report(s) is/are provided below

Please provide specific address of page where report(s) can be accessed - not home page.

URL

[illegible]

URL

[illegible]

URL

[illegible]

URL

[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2016

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 1. Public Education and Outreach

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

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1. Targeted Public Education and Outreach Best Management Practices

Check all topics that were included in Education and Outreach during this reporting period:

- Construction Sites
- General Stormwater Management Information
- Household Hazardous Waste Disposal
- Illicit Discharge Detection and Elimination
- Infrastructure Maintenance
- Smart Growth
- Storm Drain Marking
- Green Infrastructure/Better Site Design/Low Impact Development
- Pesticide and Fertilizer Application
- Pet Waste Management
- Recycling
- Riparian Corridor Protection/Restoration
- Trash Management
- Vehicle Washing
- Water Conservation
- Wetland Protection

○ Other:

[illegible]

Other

☐ None

2. Specific audiences targeted during this reporting period:

- ☒ Public Employees
- ☒ Residential
- ☒ Businesses
- ☒ Restaurants
- ☐ Other:
- ☒ Contractors
- ☒ Developers
- ☒ General Public
- ☒ Industries
- ☒ Agricultural

○ Other:

[illegible]

Other

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:

☒ Construction Site Operators Trained

Trained

		1	7	3
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☐ Direct Mailings

Mailings

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☐ Kiosks or Other Displays

Locations

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☐ List-Serves

In List

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☐ Mailing List

In List

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☐ Newspaper Ads or Articles

Days Run

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☒ Public Events/Presentations

Attendees

		3	7	4
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☐ School Program

Attendees

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☐ TV Spot/Program

Days Run

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☒ Printed Materials:

Total # Distributed

			1	1
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Locations (e.g. libraries, town offices, kiosks)

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☐ Other:

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☒ Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

URL

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Display stormwater information kiosk at municipal center, public events and meetings. Distribute stormwater information materials (After the Storm brochure, bookmarks, etc.) to the public at public events (Earth Day, ECOS events, etc.), face-to-face meetings w/ residents, Municipal Center info. display, and staff meetings with developers. Discuss stormwater issues & BMP's at Planning and Zoning (PZC) and Environmental Conservation Commission (ECC) meetings. Train staff.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Residents, municipal officials, and local business owners regularly engage in discussions about topics relating to MS4 program elements. Resident knowledge of MS4 program continues to grow, based upon number of residents with stormwater related queries. PZC members routinely query project engineers and applicants, as-well-as staff about stormwater Best Management Practices (BMP's).

C. How many times was this observation measured or evaluated in this reporting period?

			3
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue distribution of stormwater bookmarks in Planning and Zoning Commission public hearing notice direct mailings. Continue distribution of printed literature (After the Storm brochure and bookmarks, etc.) at Municipal Center and public events. Provide/attend additional training for PZC, GECC, staff members & elected officials. Update/add content to website. Review SWPP and update as necessary. Continue to provide staff training and refresher courses (IDDE, Good Housekeeping).

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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2. URL(s) con't.:

Please provide specific address(es) where notice(s) can be accessed - not home page.

URL

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2016

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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Please provide specific address(es) where notices can be accessed - not home page.

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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3. Where can the public access copies of this annual report, Stormwater Management Program SWMP) Plan and submit comments on those documents?

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

☒ MS4/Coalition Office

☒ Annual Report

☒ SWMP Plan

☒ Comments

Department

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City

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Zip

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Phone

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☐ Library

☐ Annual Report

☐ SWMP Plan

☐ Comments

Address

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Zip

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Phone

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☐ Other

☐ Annual Report

☐ SWMP Plan

☐ Comments

Address

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☒ Web Page URL:

☒ Annual Report

☐ SWMP Plan

☐ Comments

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Please provide specific address of page where report can be accessed - not home page.

☒ eMail

☒ Comments

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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4.a. If this report was made available on the internet, what date was it posted?

Leave blank if this report was not posted on the internet.

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4.b. For how many days was/will this report be posted?

3	6	5
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If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

5.a. Was an Annual Report public meeting held in this reporting period?

☒ Yes ☐ No

If Yes, what was the date of the meeting?

0	5	/	0	4	/	2	0	1	6
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If No, is one planned?

☐ Yes ☐ No

5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?

☐ Yes ☒ No

If No, is one planned for each?

☐ Yes ☒ No

6. Were comments received during this reporting period?

☐ Yes ☒ No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

This annual report was available for public review and comment beginning May 4, 2016 at the Glenville Municipal Center. This report was also made available on the town's website beginning May 27, 2016. Glenville's Stormwater Management Officer discussed this report and the town's stormwater management program at the regular meeting of the Town Board held May 4, 2016. Continue to actively participate in Schenectady Co. Water Quality Coordinating Committee.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Stormwater management is always an issue at public hearings conducted by the town's Planning and Zoning Commission (PZC) when the PZC considers proposals for new development. Residents routinely appear before the PZC with questions, concerns and comments about a project's proposed stormwater Best Management Practices. Annual shoreline/stream clean-up continues each year. Water Quality Coordinating Committee participation continues to be strong.

C. How many times was this observation measured or evaluated in this reporting period?

		1	0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Conduct and participate in annual beach/stream shoreline clean-up.
Attend and participate in monthly (10) Water Quality Coordinating Committee (WQCC) meetings with other Schenectady County MS4 jurisdictions and participating organizations.
Conduct on-going training for PZC, GECC and staff members.
Continue evaluating stormwater BMP's associated with development proposals.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2016

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 3. Illicit Discharge Detection and Elimination

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

1. Enter the number and approx. percent of outfalls mapped:

			6	7	#
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1	0	0	%
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2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)?

3.a. What types of generating sites/sewersheds were targeted for inspection during this reporting period?

- | | |
|---|---|
| <input type="radio"/> Auto Recyclers | <input type="radio"/> Landscaping (Irrigation) |
| <input type="radio"/> Building Maintenance | <input type="radio"/> Marinas |
| <input type="radio"/> Churches | <input type="radio"/> Metal Plateing Operations |
| <input type="radio"/> Commercial Carwashes | <input type="radio"/> Outdoor Fluid Storage |
| <input type="radio"/> Commercial Laundry/Dry Cleaners | <input type="radio"/> Parking Lot Maintenance |
| <input type="radio"/> Construction Vehicle Washouts | <input type="radio"/> Printing |
| <input checked="" type="radio"/> Cross-Connections | <input type="radio"/> Residential Carwashing |
| <input type="radio"/> Distribution Centers | <input type="radio"/> Restaurants |
| <input type="radio"/> Food Processing Facilities | <input type="radio"/> Schools and Universities |
| <input type="radio"/> Garbage Truck Washouts | <input checked="" type="radio"/> Septic Maintenance |
| <input type="radio"/> Hospitals | <input type="radio"/> Swimming Pools |
| <input type="radio"/> Improper RV Waste Disposal | <input type="radio"/> Vehicle Fueling |
| <input type="radio"/> Industrial Process Water | <input type="radio"/> Vehicle Maint./Repair Shops |
| <input type="radio"/> Other: | <input type="radio"/> None |

- Sewersheds:

Complete Round 11 WQIP Mapping

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 6

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Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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3.b. What types of illicit discharges have been found during this reporting period?

- ☐ Broken Lines From Sanitary Sewer ☐ Industrial Connections
☐ Cross Connections ☐ Inflow/Infiltration
☒ Failing Septic Systems ☐ Pump Station Failure
☐ Floor Drains Connected To Storm Sewers ☐ Sanitary Sewer Overflows
☒ Illegal Dumping ☐ Straight Pipe Sewer Discharges
☐ Other: _____ ☐ None

[illegible]

4. How many illicit discharges/potential illegal connections have been detected during this reporting period?

		0
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5. How many illicit discharges have been confirmed during this reporting period?

		0
--	--	---

6. How many illicit discharges/illegal connections have been eliminated during this reporting period?

		0
--	--	---

7. Has the storm sewershed mapping been completed in this reporting period?

☒ Yes ☐ No

If No, approximately what percent was completed in this reporting period?

1	0	0	%
---	---	---	---

8. Is the above information available in GIS?

☒ Yes ☐ No

Is this information available on the web?

☒ Yes ☐ No

If Yes, provide URL(s):

Please provide specific address of page where map(s) can be accessed - not home page.

URL

[illegible]

URL

[illegible]

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

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URL

[illegible][illegible][illegible][illegible][illegible]

- | | | | |
|---|---|---|---|
| 1 | 0 | 0 | % |
|---|---|---|---|

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Provide IDDE training for applicable town staff members (DPW, planning, engineering, etc.) to reinforce proper Best Management Practices (BMP's) and reporting techniques. Explore extension of municipal sanitary sewer system in existing developed areas of the town.
Provide homeowner information/education about proper septic system maintenance.
Map storm sewershed catch basins using Trimble GPS unit.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

IDDE complains/tips were investigated within 7 - 10 days of receipt.
The overall number of IDDE complaints seems to remain constant or are decreasing slightly.
Staff IDDE/Good Housekeeping training was conducted.
100 % of town storm sewershed mapped using GPS unit.

C. How many times was this observation measured or evaluated in this reporting period?

			2
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?
☒ Yes ☐ No
E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?
☒ Yes ☐ No
F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Undertake feasibility study to explore expansion of municipal sanitary sewer system into other developed areas of town, specifically NYS Route 50, north to Town line with Ballston.
Review storm sewershed mapping, update as necessary and repair CB's where needed.
Provide additional IDDE training opportunities.
Continue dry weather outfall inspections as resources and staff time permits.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measures 4 and 5.
Construction Site and Post-Construction Control

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

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1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities? ☒ Yes ☐ No

1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook? ☒ Yes ☐ No ☐ NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.

☐ 09/2004 ☒ 03/2006 ☐ NT

2. Does your MS4/Coalition have a SWPPP review procedure in place? ☒ Yes ☐ No

3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period?

		1
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4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs? ☒ Yes ☐ No ☐ NT

If Yes, how many public comments were received during this reporting period?

		0
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5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process? ☒ Yes ☐ No

6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

<input checked="" type="radio"/> Notices of Violation	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>2</td></tr></table>					2	<input type="radio"/> No Authority
				2				
<input type="radio"/> Stop Work Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Criminal Actions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Termination of Contracts	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Fines	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Civil Penalties	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Enforcement Actions or Sanctions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Other	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

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1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period?

		1
--	--	---

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period?

		8
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3. What percent of active construction sites were inspected during this reporting period? ☐ NT

1	0	0
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 %

4. What percent of active construction sites were inspected more than once? ☐ NT

1	0	0
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 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual? ☒ Yes ☐ No ☐ NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval? ☒ Yes ☐ No ☐ NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review? ☐ Yes ☐ No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

MS4 Annual Report Form**This report is being submitted for the reporting period ending March 9,**

2	0	1	6
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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6. con't.:

Submit additional pages as needed.

● MS4/Coalition Office

Department

E	c	o		D	e	v	/	P	l	a	n	n	i	n	g		&		E	n	g	i	n	e	e	r	i	n	g	
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City

G	l	e	n	v	i	l	l	e						
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Phone

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○ Library

Address

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City

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Zip

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○ Other

Address

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City

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Zip

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Phone

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○ Web Page URL(s): Please provide specific address where SWPPPs can be accessed - not home page.

URL

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MS4 Annual Report Form

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Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Conduct SWPPP review of each new development project with one (1) acre or greater disturbance. Consider SWPPP for those projects of less than one (1) acre disturbance or "hot spots" on case-by-case basis. Require basic sedimentation and erosion control BMP's for new development projects disturbing less than 1 acre. Conduct periodic construction site inspections. Provide SWPPP review training for applicable staff.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

One (1) new development project (Oakfield Hospitality Extended Stay Hotel) and eight (8) existing development projects (Capitaland Subaru, Alpalus Fire Station, Glen Oaks - Amedore Sub., Beukendaal Fire Station, Baptist Health Phase II, Park Ridge Estates/Maddalone Sub., Hampton Run - Phase II, Mohawk Collision Center) exceeded one (1) acre disturbed area threshold during this reporting period and required SWPPP preparation, review and approval by the town.

C. How many times was this observation measured or evaluated in this reporting period?

			9
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Provide additional staff training for SWPPP review and construction site inspections.
Ensure contractors have received required certification training.
Continue to require SWPPP's from development exceeding 1 acre disturbance threshold.
Continue to require basic sedimentation and erosion control for development projects with less than one acre disturbance. Continue construction inspections.

MS4 Annual Report Form

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Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 5. Post-Construction Stormwater Management

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

# Inventoried	# Inspections	# Times Maintained
<input type="text"/> <input type="text"/> 1	<input type="text"/> <input type="text"/> 0	<input type="text"/> <input type="text"/> 0
<input type="text"/> <input type="text"/> 5	<input type="text"/> <input type="text"/> 0	<input type="text"/> <input type="text"/> 0
<input type="text"/> 1 <input type="text"/> 0	<input type="text"/> <input type="text"/> 0	<input type="text"/> <input type="text"/> 0
<input type="text"/> <input type="text"/> 5	<input type="text"/> <input type="text"/> 0	<input type="text"/> <input type="text"/> 0
<input type="text"/> 1 <input type="text"/> 9	<input type="text"/> 1 <input type="text"/> 4	<input type="text"/> 1 <input type="text"/> 4
<input type="text"/> <input type="text"/> 3	<input type="text"/> <input type="text"/> 0	<input type="text"/> <input type="text"/> 0
<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>

● Alternative Practices

● Filter Systems

● Infiltration Basins

● Open Channels

● Ponds

● Wetlands

☐ Other

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? ☒ Yes ☐ No

☒ Yes ☐ No

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- ☐ Building Codes ☒ Municipal Comprehensive Plans
☐ Overlay Districts ☒ Open Space Preservation Program
☐ Zoning ☐ Local Law or Ordinance
☐ None ☐ Land Use Regulation/Zoning
☐ Watershed Plans ☐ Other Comprehensive Plan

○ Other:

[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	6
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Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?

☒ Yes ☐ No

4b. Does the MS4 have a banking and credit system for stormwater management practices?

☐ Yes ☒ No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?

☐ Yes ☒ No

4d. How many stormwater management practices have been implemented as part of this system in this reporting period?

		0
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5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impact Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?

	1	0
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 %

MS4 Annual Report Form

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Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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6. Evaluating Progress Toward Measurable Goals MCM 5

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Maintain library of all approved SWPPP's for future reference.
 Maintain electronic list of all stormwater practices (public & private).
 Inspect and maintain, as necessary, all publicly owned stormwater management facilities pursuant to SWPPP maintenance guide(s).
 Prepare electronic (GIS) data base of stormwater BMP's.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Maintain publicly owned stormwater practices according to SWPPP maintenance procedures.
 The town's SWPPP library now contains approximately 42 documents. Resident review of SWPPP's for large development projects continues.

C. How many times was this observation measured or evaluated in this reporting period?

		1	4
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Maintain public stormwater management facilities per SWPPP maintenance instructions.
 Monitor private stormwater management facilities for appropriate maintenance practices and procedures per approved SWPPP(s). Complete electronic (GIS) database of BMP's.
 Encourage Better Site Design/Low Impact Development techniques to mitigate adverse stormwater impacts associated with new and re-development projects.

MS4 Annual Report Form

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Name of MS4/Coalition

Town of Glenville																			
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SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

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1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program (SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

Self-Assessment
Operation/Activity/Facility
performed within the past 3

<u>Operation/Activity/Facility</u>	<u>Addressed in SWMP?</u>		<u>years?</u>	
Street Maintenance.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Bridge Maintenance.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Winter Road Maintenance.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Salt Storage.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Solid Waste Management.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
New Municipal Construction and Land Disturbance..	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Right of Way Maintenance.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Marine Operations.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Hydrologic Habitat Modification.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Parks and Open Space.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Municipal Building.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Stormwater System Maintenance.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Other.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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2. Provide the following information about municipal operations good housekeeping programs:

- ☒ Parking Lots Swept (Number of acres X Number of times swept) # Acres

				3
--	--	--	--	---
- ☒ Streets Swept (Number of miles X Number of times swept) # Miles

		1	8	3
--	--	---	---	---
- ☒ Catch Basins Inspected and Cleaned Where Necessary #

			3	0
--	--	--	---	---
- ☒ Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary #

			1	4
--	--	--	---	---
- ☐ Phosphorus Applied In Chemical Fertilizer # Lbs.

--	--	--	--	--
- ☐ Nitrogen Applied In Chemical Fertilizer # Lbs.

--	--	--	--	--
- ☐ Pesticide/Herbicide Applied (Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.) # Acres

					.	
--	--	--	--	--	---	--

3. How many stormwater management trainings have been provided to municipal employees during this reporting period?

				1
--	--	--	--	---

4. What was the date of the last training?

0	2	/	2	5	/	2	0	1	6
---	---	---	---	---	---	---	---	---	---

5. How many municipal employees have been trained in this reporting period?

	1	3
--	---	---

6. What percent of municipal employees in relevant positions and departments receive stormwater management training?

1	0	0
---	---	---

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	6
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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7. Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Continued implementation of Good Housekeeping Best Management Practices.
Completed "self-assessment" reports @ municipal facilities.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Employees use proper BMP's when cleaning up spills.

C. How many times was this observation measured or evaluated in this reporting period?

			1
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Provide additional Good Housekeeping BMP training to town DPW and other appropriate staff.
Continue use of self-assessment reports to improve municipal operations.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	6
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Additional Watershed Improvement Strategy Best Management Practices

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
NYC EOH Watershed	-	-	-
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
Onondaga Lake Watershed	-	-	-
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Greenwood Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Oyster Bay	-	-	-
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
Peconic Estuary	-	-	-
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
Oscawana Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
LI 27 Embayments	-	-	-
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies?

☐ Yes ☐ No ☒ N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS?

☐ Yes ☐ No ☒ N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far.

--	--	--

 %

Estimate what percentage was mapped in this reporting period.

--	--	--

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	6
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? ☐ Yes ☐ No ☒ N/A
4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period?

--	--	--

 %
5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? ☐ Yes ☐ No ☒ N/A
6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? ☐ Yes ☐ No ☒ N/A
- 7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? ☐ Yes ☐ No ☒ N/A
- 7b. How many projects have been sited in this reporting period?

--	--	--
- 7c. What percent of the projects included in 7b have been completed in this reporting period?

--	--	--

 %
- 7d. What percent of projects planned in previous years have been completed?

--	--	--

 %
- ☐ No Projects Planned
- 8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? ☐ Yes ☐ No ☒ N/A
- 8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? ☐ Yes ☐ No ☒ N/A

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	6
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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9. Has your MS4/Coalition developed and implemented a program of native planting?

☐ Yes ☐ No ☒ N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?

☐ Yes ☐ No ☒ N/A

11. Does your MS4/Coalition have a pet waste bag program?

☐ Yes ☐ No ☒ N/A

12. Does your MS4/Coalition have a program to manage goose populations?

☐ Yes ☐ No ☒ N/A

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	6
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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9. Has your MS4/Coalition developed and implemented a program of native planting?

☐ Yes ☐ No ☒ N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?

☐ Yes ☐ No ☒ N/A

11. Does your MS4/Coalition have a pet waste bag program?

☐ Yes ☐ No ☒ N/A

12. Does your MS4/Coalition have a program to manage goose populations?

☐ Yes ☐ No ☒ N/A

Kevin Corcoran
Town Planner

Michael S. Burns
Planner I

Tel. (518) 688-1200 x407
Fax (518) 384-0140
www.townofglenville.org

Town of Glenville
Economic Development & Planning Department
18 Glenridge Road
Glenville, NY 12302



Christopher A. Koetzle
Town Supervisor
James MacFarland
Deputy Supervisor
Council Members
David Hennel
James Martin
John C. Pytlovany
Gina M. Wierzbowski

May 26, 2017

NYS Department of Environmental Conservation
MS4 Permit Coordinator – Division of Water
4th Floor
625 Broadway
Albany, New York 12233-3505

RE: **Town of Glenville, Schenectady County, NY**
2017 Municipal Separate Storm Sewer System (MS4) Annual Report
SPDES ID #: NYR20A373

Attention MS4 Permit Coordinator;

Enclosed please find the Town of Glenville's 2017 MS4 Annual Report.
Please contact me if you require additional information or have questions.

Sincerely,

A handwritten signature in cursive script that reads "Michael S. Burns".

Michael S. Burns
Planner I

Encl.

Cc: Mary Barrie, DEC Region 4 Stormwater Control Specialist

Kevin Corcoran
Town Planner

Michael S. Burns
Planner I

Tel. (518) 688-1200 x407
Fax (518) 384-0140
www.townofglenville.org

Town of Glenville
Economic Development & Planning Department
18 Glenridge Road
Glenville, NY 12302



Christopher A. Koetzle
Town Supervisor
James MacFarland
Deputy Supervisor

Council Members
David Hennel
James Martin
John C. Pytlovany
Gina M. Wierzbowski

May 26, 2017

Mary Barrie, Regional Stormwater Control Specialist
NYS Department of Environmental Conservation, Region IV
1130 N. Westcott Road
Schenectady, New York 12306-2014

**RE: Town of Glenville, Schenectady County, NY
2017 Municipal Separate Storm Sewer System (MS4) Annual Report
SPDES ID #: NYR20A373**

Dear Mary;

Enclosed please find the Town of Glenville's 2017 MS4 Annual Report.
Please contact me if you require additional information or have questions.

Sincerely,

A handwritten signature in cursive script that reads "Michael S. Burns".

Michael S. Burns
Planner I

Encl.

Cc: DEC MS4 Permit Coordinator – DEC Central Office - Division of Water

7

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SPDES ID

N	Y	R	2	0	A	3	7	3
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☐ This report is being submitted on behalf of an individual MS4.

Name of MS4

[illegible]

☐ This report is being submitted on behalf of a Single Entity

Name of Single Entity

[illegible]

☐ **This is a joint report being submitted on behalf of a coalition.**

Name of Coalition

[illegible]

SPDES ID						
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SPDES ID						
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SPDES ID							
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SPDES ID									
N	Y	R	2	0	A				

SPDES ID									
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MS4 Annual Report Cover Page

MCC form for period ending March 9, 2017

Provide SPDES ID of each permitted MS4 included in this report.

SPDES ID

N Y R 2 0 A

SPDES ID

N Y R 2 0 A

SPDES ID

N Y R 2 0 A

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MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2017

Name of MS4	Town of Glenville
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SPDES ID

N	Y	R	2	0	A	3	7	3
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Each MS4 must submit an MCC form.

Section 1 - MCC Identification Page

Indicate whether this MCC form is being submitted to certify endorsement or acceptance of:

- An Annual Report for a single MS4
- A Single Entity (Per Part II.E of GP-0-10-002)
- A Joint Report

Joint reports may be submitted by permittees with legally binding agreements.

If Joint Report, enter coalition name:

[illegible]

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 1 7

Name of MS4 Town of Glenville

SPDES ID

N Y R 2 0 A 3 7 3

Section 2 - Contact Information**Important Instructions - Please Read**Contact information must be provided for *each* of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☒ Principal Executive Officer/Chief Elected Official
- ☐ Duly Authorized Representative
- ☐ Local Stormwater Public Contact
- ☐ Stormwater Management Program (SWMP) Coordinator
- ☐ Report Preparer

First Name

C h r i s t o p h e r

MI

A

Last Name

K o e t z l e

Title

T o w n S u p e r v i s o r

Address

M u n i c i p a l C e n t e r 1 8 G l e n r i d g e R d

City

G l e n v i l l e

State

N Y

Zip

1 2 3 0 2 -

eMail

c k o e t z l e @ t o w n o f g l e n v i l l e . o r g

Phone

(5 1 8) 6 8 8 - 1 2 0 0

County

S c h e n e c t a d y

MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

2	0	1	7
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Name of MS4

T	o	w	n	o	f	G	l	e	n	v	i	l	l	e
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SPDES ID

N	Y	R	2	0	A	3	7	3
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Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for each of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☐ Principal Executive Officer/Chief Elected Official
- ☒ Duly Authorized Representative
- ☒ Local Stormwater Public Contact
- ☒ Stormwater Management Program (SWMP) Coordinator
- ☒ Report Preparer

First Name

T	h	o	m	a	s									
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MI

R

Last Name

C	o	p	p	o	l	a								
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Title

C	o	m	m	i	s	s	i	o	n	e	r		o	f		P	u	b	l	i	c		W	o	r	k	s				
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Address

M	u	n	i	c	i	p	a	l		C	e	n	t	e	r		1	8		G	l	e	n	r	i	d	g	e		R	d	
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City

G	l	e	n	v	i	l	l	e												
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State

N	Y
---	---

Zip

1	2	3	0	2	-				
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eMail

t	c	o	p	p	o	l	a	@	t	o	w	n	o	f	g	l	e	n	v	i	l	l	e	.	o	r	g				
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Phone

(5	1	8)	6	8	8	-	1	2	0	0
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County

S	c	h	e	n	e	c	t	a	d	y					
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MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2017

Name of MS4 Town of Glenville

SPDES ID

N Y R 2 0 A 3 7 3

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

S c h e n e c t a d y C o u n t y W a t e r Q u a l i t y

Partner/Coalition Name (con't.)

C o o r d i n a t i n g C o m m i t t e e

SPDES Partner ID - If applicable

N Y R 2 0

Address

2 4 H e t c h e l t o w n R o a d

City

G l e n v i l l e

State

N Y

Zip

1 2 3 0 2 -

eMail

s s w c d @ n y c a p . r r . c o m

Phone

(5 1 8) 3 9 9 - 6 9 8 0

Legally Binding Agreement in accordance

with GP-0-08-002 Part IV.G.? ☐ Yes ☒ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

☒ MM1 S t o r m w a t e r e d u c a t i o n a l d i s p l a y

☒ MM2 A n n u a l b e a c h c l e a n - u p & W Q C C

☐ MM3

☒ MM4 C o n t r a c t o r e d u c a t i o n

☐ MM5

☒ MM6 M u n i c i p a l e m p l o y e e t r a i n i n g

Additional tasks/responsibilities

☐ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2017

Name of MS4 Town of Glenville

SPDES ID

N Y R 2 0 A 3 7 3

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

S c o t i a - G l e n v i l l e C e n t r a l S c h o o l

Partner/Coalition Name (con't.)

D i s t r i c t

SPDES Partner ID - If applicable

N Y R 2 0 A 5 2 2

Address

1 T a r t a n W a y

City

S c o t i a

State

N Y

Zip

1 2 3 0 2 -

eMail

n e e d h a m g r o u p @ t a c o n i c . n e t

Phone

(5 1 8) 7 9 4 - 6 4 8 9

Legally Binding Agreement in accordance
with GP-0-08-002 Part IV.G.?

☐ Yes ☒ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

☒ MM1 S t o r m w a t e r E d u c a t i o n I n f o

☒ MM2 I d e n t i f y & M a r k B a s i n s / D r a i n s

☐ MM3

☐ MM4

☐ MM5

☐ MM6

Additional tasks/responsibilities

- ☐ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification(MCC) FormMCC form for period ending March 9,

2	0	1	7
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Name of MS4

T	o	w	n	o	f	G	l	e	n	v	i	l	l	e
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SPDES ID

N	Y	R	2	0	A	3	7	3
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Section 4 - 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, 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."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name

T	h	o	m	a	s									
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MI

R

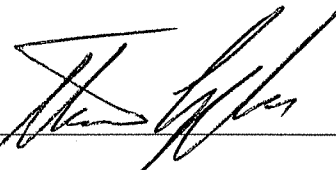
Last Name

C	o	p	p	o	l	a								
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Title (Clearly print title of individual signing report)

C	o	m	m	i	s	s	i	o	n	e	r		o	f		P	u	b	l	i	c		W	o	r	k	s					
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Signature



Date

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 /

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 /

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Send completed form and any attachments to the DEC Central Office at:

MS4 Permit Coordinator
 Division of Water
 4th Floor
 625 Broadway
 Albany, New York 12233-3505

7

2	0	1	7
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Town of Glenville

N	Y	R	2	0	A	3	7	3
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1

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

--	--	--

☐ Yes ☒ No

If Yes, choose one of the following

- ☐ Report(s) attached to the annual report
- ☐ Web Page(s) where report(s) is/are provided below

Please provide specific address of page where report(s) can be accessed - not home page.

[illegible][illegible][illegible][illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2017

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	Town of Glenville
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SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 1. Public Education and Outreach

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

1. Targeted Public Education and Outreach Best Management Practices

Check all topics that were included in Education and Outreach during this reporting period:

- ☒ Construction Sites
 - ☒ General Stormwater Management Information
 - ☒ Household Hazardous Waste Disposal
 - ☒ Illicit Discharge Detection and Elimination
 - ☒ Infrastructure Maintenance
 - ☒ Smart Growth
 - ☒ Storm Drain Marking
 - ☒ Green Infrastructure/Better Site Design/Low Impact Development
 - ☐ Other:
 - ☒ Pesticide and Fertilizer Application
 - ☒ Pet Waste Management
 - ☒ Recycling
 - ☒ Riparian Corridor Protection/Restoration
 - ☒ Trash Management
 - ☒ Vehicle Washing
 - ☒ Water Conservation
 - ☒ Wetland Protection
 - ☐ None

[illegible]

Other

2. Specific audiences targeted during this reporting period:

- ☒ Public Employees
- ☒ Residential
- ☒ Businesses
- ☒ Restaurants
- ☐ Other:
- ☒ Contractors
- ☒ Developers
- ☒ General Public
- ☒ Industries
- ☒ Agricultural

[illegible]

Other

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	7
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:

☐ Construction Site Operators Trained

Trained

--	--	--	--	--

☐ Direct Mailings

Mailings

--	--	--	--	--

☒ Kiosks or Other Displays

Locations

				1
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☐ List-Serves

In List

--	--	--	--	--

☐ Mailing List

In List

--	--	--	--	--

☐ Newspaper Ads or Articles

Days Run

--	--	--	--	--

☒ Public Events/Presentations

Attendees

		2	6	9
--	--	---	---	---

☐ School Program

Attendees

--	--	--	--	--

☐ TV Spot/Program

Days Run

--	--	--	--	--

☒ Printed Materials:

Total # Distributed

			1	5
--	--	--	---	---

Locations (e.g. libraries, town offices, kiosks)

M	u	n	i	c	i	p	a	l		C	e	n	t	e	r				
S	c	h		C	o		L	i	b	r	a	r	y						
L	e	t	s		T	a	l	k		B	u	s	i	n	e	s	s		

☐ Other:

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☒ Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

URL

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URL

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	Town of Glenville
-----------------------	-------------------

SPDES ID

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3. Web Page con't.: Provide specific web addresses - not home page.

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Display stormwater information kiosk at municipal center, public events and meetings. Distribute stormwater information materials (After the Storm brochure, bookmarks, etc.) to the public at public events (Earth Day, ECOS events, etc.), face-to-face meetings w/ residents, Municipal Center info. display, and staff meetings with developers. Discuss stormwater issues & BMP's at Planning and Zoning (PZC) and Environmental Conservation Commission (ECC) meetings. Train staff.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Residents, municipal officials, and local business owners regularly engage in discussions about topics relating to MS4 program elements. Resident knowledge of MS4 program continues to grow, based upon number of residents with stormwater related queries. PZC members routinely query project engineers and applicants, as-well-as staff about stormwater Best Management Practices (BMP's).

C. How many times was this observation measured or evaluated in this reporting period?

			1
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?
☒ Yes ☐ No
E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?
☒ Yes ☐ No
F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Distribution of stormwater bookmarks in Planning and Zoning Commission public hearing notice direct mailings. Continue distribution of printed literature (After the Storm brochure and bookmarks, etc.) at Municipal Center and public events. Provide/attend additional training for PZC, GECC, staff members & elected officials. Update/add content to website. Review SWPP and update as necessary. Continue to provide staff training and refresher courses (IDDE, Good Housekeeping).

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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2. URL(s) con't.:

Please provide specific address(es) where notice(s) can be accessed - not home page.

URL

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u	b	l	i	c			D	o	c	u	m	e	n	t	s	/	G	l	e	n	v	i	l	l	e	N	Y		B	o	a	r
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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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2. URL(s) con't.:

Please provide specific address(es) where notices can be accessed - not home page.

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 7

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	Town of Glenville
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SPDES ID

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3. Where can the public access copies of this annual report, Stormwater Management Program (SWMP) Plan and submit comments on those documents?

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

● MS4/Coalition Office

● Annual Report ● SWMP Plan ● Comments

Department

E	c	o		D	e	v		P	l	a	n	n	i	n	g		o	r		E	n	g	i	n	e	e	r	i	n	g
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Address

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City

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Phone

$$(\begin{array}{|c|c|c|} \hline 5 & 1 & 8 \\ \hline \end{array}) \begin{array}{|c|c|c|} \hline 6 & 8 & 8 \\ \hline \end{array} - \begin{array}{|c|c|c|c|} \hline 1 & 2 & 0 & 0 \\ \hline \end{array}$$

○ Library

☐ Annual Report ☐ SWMP Plan ☐ Comments

Address

[illegible]

City

[illegible]**Phone**
$$\left(\begin{array}{|c|c|c|} \hline & & \\ \hline \end{array} \right) \begin{array}{|c|c|c|} \hline & & \\ \hline \end{array} - \begin{array}{|c|c|c|c|} \hline & & & \\ \hline \end{array}$$

☐ Other

☐ Annual Report ☐ SWMP Plan ☐ Comments

Address

[illegible]

City

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Phone

$$(\begin{array}{|c|c|c|} \hline & & \\ \hline \end{array}) \begin{array}{|c|c|c|} \hline & & \\ \hline \end{array} - \begin{array}{|c|c|c|c|} \hline & & & \\ \hline \end{array}$$

● Web Page URL:

☒ Annual Report ☐ SWMP Plan ☐ Comments

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[illegible]

Please provide specific address of page where report can be accessed - not home page.

● eMail

● Comments

t	c	o	p	p	o	l	a	@	t	o	w	n	o	f	g	l	e	n	v	i	l	l	e	.	o	r	g			
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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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4.a. If this report was made available on the internet, what date was it posted?

Leave blank if this report was not posted on the internet.

0	5	/	0	5	/	2	0	1	7
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4.b. For how many days was/will this report be posted?

3	6	5
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If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

5.a. Was an Annual Report public meeting held in this reporting period?

☒ Yes ☐ No

If Yes, what was the date of the meeting?

0	5	/	0	3	/	2	0	1	7
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If No, is one planned?

☐ Yes ☐ No

5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?

☐ Yes ☒ No

If No, is one planned for each?

☐ Yes ☒ No

6. Were comments received during this reporting period?

☐ Yes ☒ No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

This DRAFT annual report was available for public review and comment beginning May 5, 2017 at the Glenville Municipal Center. This report was also made available on the town's website beginning May 5, 2017. Glenville's Stormwater Management Officer discussed this report and the town's stormwater management program at the regular meeting of the Town Board held May 3, 2017. Continue to actively participate in Schenectady Co. Water Quality Coordinating Committee.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Stormwater management is always an issue at public hearings conducted by the town's Planning and Zoning Commission (PZC) when the PZC considers proposals for new development. Residents routinely appear before the PZC with questions, concerns and comments about a project's proposed stormwater Best Management Practices. Annual shoreline/stream clean-up continues each year. Water Quality Coordinating Committee participation continues to be strong.

C. How many times was this observation measured or evaluated in this reporting period?

		1	0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Conduct and participate in annual beach/stream shoreline clean-up.
Attend and participate in (10) monthly Water Quality Coordinating Committee (WQCC) meetings with other Schenectady County MS4 jurisdictions and participating organizations.
Conduct on-going training for PZC, staff members and other volunteer board members as necessary.
Continue evaluating stormwater BMP's associated with development proposals.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 3. Illicit Discharge Detection and Elimination

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

1. Enter the number and approx. percent of outfalls mapped:

			6	7	#
--	--	--	---	---	---

1	0	0	%
---	---	---	---

2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)?

		0
--	--	---

3.a. What types of generating sites/sewersheds were targeted for inspection during this reporting period?

- ☐ Auto Recyclers
- ☐ Building Maintenance
- ☒ Churches
- ☐ Commercial Carwashes
- ☐ Commercial Laundry/Dry Cleaners
- ☐ Construction Vehicle Washouts
- ☒ Cross-Connections
- ☐ Distribution Centers
- ☐ Food Processing Facilities
- ☐ Garbage Truck Washouts
- ☐ Hospitals
- ☐ Improper RV Waste Disposal
- ☐ Industrial Process Water
- ☐ Other:
- ☐ Landscaping (Irrigation)
- ☐ Marinas
- ☐ Metal Plateing Operations
- ☐ Outdoor Fluid Storage
- ☐ Parking Lot Maintenance
- ☐ Printing
- ☐ Residential Carwashing
- ☐ Restaurants
- ☐ Schools and Universities
- ☒ Septic Maintenance
- ☒ Swimming Pools
- ☐ Vehicle Fueling
- ☐ Vehicle Maint./Repair Shops
- ☐ None

● **Sewersheds:**

Completed WQIP Rd11 Mapping

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2017

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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3.b. What types of illicit discharges have been found during this reporting period?

- ☐ Broken Lines From Sanitary Sewer
- ☐ Cross Connections
- ☒ Failing Septic Systems
- ☐ Floor Drains Connected To Storm Sewers
- ☒ Illegal Dumping
- ☐ Other:
- ☐ Industrial Connections
- ☐ Inflow/Infiltration
- ☐ Pump Station Failure
- ☐ Sanitary Sewer Overflows
- ☐ Straight Pipe Sewer Discharges
- ☐ None

[illegible]

4. How many illicit discharges/potential illegal connections have been detected during this reporting period?

		1
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5. How many illicit discharges have been confirmed during this reporting period?

		1
--	--	---

6. How many illicit discharges/illegal connections have been eliminated during this reporting period?

		1
--	--	---

7. Has the storm sewershed mapping been completed in this reporting period?

☒ Yes ☐ No

If No, approximately what percent was completed in this reporting period?

1	0	0	%
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8. Is the above information available in GIS?

☒ Yes ☐ No

Is this information available on the web?

☒ Yes ☐ No

If Yes, provide URL(s):

Please provide specific address of page where map(s) can be accessed - not home page.

URL

[illegible][illegible][illegible]

URL

[illegible][illegible][illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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8. URL(s) con't.:

Please provide specific address of page where map(s) can be accessed - not home page

URL

[illegible]

URL

[illegible]

URL

[illegible]

URL

[illegible]

URL

[illegible]

9. Has an IDDE law been adopted for each traditional MS4 and/or have IDDE procedures been approved for all non-traditional MS4s contributing to this report? ☒ Yes ☐ No

10. If Yes, has every traditional MS4 contributing to this report certified that this law is equivalent to the NYS Model IDDE Law? ☒ Yes ☐ No ☐ NT

11. What percent of staff in relevant positions and departments has received IDDE training?
- | | | | |
|---|---|---|---|
| 1 | 0 | 0 | % |
|---|---|---|---|

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Provide IDDE training for applicable town staff members (DPW, planning, engineering, etc.) to reinforce proper Best Management Practices (BMP's) and reporting techniques. Consider implementation of recommendations contained within Route 50 Sanitary Sewer Extension Feasibility Analysis. Provide homeowner information/education about proper septic system maintenance. Map storm sewershed catch basins using Trimble GPS unit.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

IDDE complains/tips were investigated within 7 - 10 days of receipt.
The overall number of IDDE complaints seems to remain constant or are decreasing slightly.
Staff IDDE/Good Housekeeping training was conducted.
100 % of town storm sewershed mapped using GPS unit.

C. How many times was this observation measured or evaluated in this reporting period?

			1
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Feasibility study to explore expansion of municipal sanitary sewer system into developed areas of Glenville, specifically NYS Route 50, north to Town line with Ballston, completed.
Review storm sewershed mapping, update as necessary and repair CB's where needed.
Provide additional IDDE/Good Housekeeping training opportunities.
Continue dry weather outfall inspections as resources and staff time permits.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measures 4 and 5.
Construction Site and Post-Construction Control

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

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- 1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities? ☒ Yes ☐ No
- 1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook? ☒ Yes ☐ No ☐ NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.

☐ 09/2004 ☒ 03/2006 ☐ NT

2. Does your MS4/Coalition have a SWPPP review procedure in place? ☒ Yes ☐ No
3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period?

		1
--	--	---
4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs? ☒ Yes ☐ No ☐ NT
- If Yes, how many public comments were received during this reporting period?

		0
--	--	---
5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process? ☐ Yes ☒ No

6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

<input checked="" type="radio"/> Notices of Violation	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>2</td></tr></table>					2	<input type="radio"/> No Authority
				2				
<input type="radio"/> Stop Work Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Criminal Actions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Termination of Contracts	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Fines	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Civil Penalties	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Administrative Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority
<input type="radio"/> Enforcement Actions or Sanctions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Other	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

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1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period?

		1
--	--	---

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period?

		3
--	--	---

3. What percent of active construction sites were inspected during this reporting period? ☐ NT

1	0	0
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 %

4. What percent of active construction sites were inspected more than once? ☐ NT

1	0	0
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 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual? ☒ Yes ☐ No ☐ NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval? ☒ Yes ☐ No ☐ NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review? ☐ Yes ☐ No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	7
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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6. con't.:

Submit additional pages as needed.

● MS4/Coalition Office

Department

E	c	o		D	e	v	/	P	l	a	n	n	i	n	g		&		E	n	g	i	n	e	e	r	i	n	g	
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○ Library

Address

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○ Other

Address

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City

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Zip

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○ Web Page URL(s): Please provide specific address where SWPPPs can be accessed - not home page.

URL

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Conduct SWPPP review of each new development project with one (1) acre or greater disturbance. Consider SWPPP for those projects of less than one (1) acre disturbance or "hot spots" on case-by-case basis. Require basic sedimentation and erosion control BMP's for new development projects disturbing less than 1 acre. Conduct periodic construction site inspections. Provide SWPPP review training for applicable staff.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

One (1) new development project (Verizon Retail - 122 Freemans Bridge Road) and two (2) existing development projects (Yates Farm townhomes and Maple Avenue realignment) exceeded the one (1) acre disturbed area threshold during this reporting period and required SWPPP preparation, review and approval by the town.

C. How many times was this observation measured or evaluated in this reporting period?

			3
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Provide additional staff training for SWPPP review and construction site inspections.
Ensure contractors have received required certification training.
Continue to require SWPPP's from development exceeding 1 acre disturbance threshold.
Continue to require basic sedimentation and erosion control for development projects with less than one acre disturbance. Continue construction inspections.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2017

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 5. Post-Construction Stormwater Management

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

	# Inventoried	# Inspections	# Times Maintained									
● Alternative Practices	<table border="1"><tr><td></td><td></td><td>1</td></tr></table>			1	<table border="1"><tr><td></td><td></td><td>0</td></tr></table>			0	<table border="1"><tr><td></td><td></td><td>0</td></tr></table>			0
		1										
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● Filter Systems	<table border="1"><tr><td></td><td></td><td>8</td></tr></table>			8	<table border="1"><tr><td></td><td></td><td>0</td></tr></table>			0	<table border="1"><tr><td></td><td></td><td>0</td></tr></table>			0
		8										
		0										
		0										
● Infiltration Basins	<table border="1"><tr><td></td><td>1</td><td>8</td></tr></table>		1	8	<table border="1"><tr><td></td><td></td><td>0</td></tr></table>			0	<table border="1"><tr><td></td><td></td><td>0</td></tr></table>			0
	1	8										
		0										
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● Open Channels	<table border="1"><tr><td></td><td></td><td>6</td></tr></table>			6	<table border="1"><tr><td></td><td></td><td>0</td></tr></table>			0	<table border="1"><tr><td></td><td></td><td>6</td></tr></table>			6
		6										
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● Ponds	<table border="1"><tr><td></td><td>2</td><td>9</td></tr></table>		2	9	<table border="1"><tr><td></td><td>1</td><td>4</td></tr></table>		1	4	<table border="1"><tr><td></td><td>1</td><td>4</td></tr></table>		1	4
	2	9										
	1	4										
	1	4										
● Wetlands	<table border="1"><tr><td></td><td></td><td>3</td></tr></table>			3	<table border="1"><tr><td></td><td></td><td>0</td></tr></table>			0	<table border="1"><tr><td></td><td></td><td>1</td></tr></table>			1
		3										
		0										
		1										
○ Other	<table border="1"><tr><td></td><td></td><td></td></tr></table>				<table border="1"><tr><td></td><td></td><td></td></tr></table>				<table border="1"><tr><td></td><td></td><td></td></tr></table>			

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? ☒ Yes ☐ No

● Yes ○ No

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- ☐ Building Codes ☒ Municipal Comprehensive Plans
☐ Overlay Districts ☒ Open Space Preservation Program
☐ Zoning ☐ Local Law or Ordinance
☐ None ☐ Land Use Regulation/Zoning
☐ Watershed Plans ☐ Other Comprehensive Plan

○ Other:

[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?

☒ Yes ☐ No

4b. Does the MS4 have a banking and credit system for stormwater management practices?

☐ Yes ☒ No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?

☐ Yes ☒ No

4d. How many stormwater management practices have been implemented as part of this system in this reporting period?

		0
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5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impace Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?

		1
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 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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6. Evaluating Progress Toward Measurable Goals MCM 5

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Maintain library of all approved SWPPP's for future reference.
 Maintain electronic list of all stormwater practices (public & private).
 Inspect and maintain, as necessary, all publicly owned stormwater management facilities pursuant to SWPPP maintenance guide(s).
 Prepare electronic (GIS) data base of stormwater BMP's.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Maintain publicly owned stormwater practices according to SWPPP maintenance procedures.
 The town's SWPPP library now contains approximately 44 documents. Resident review of SWPPP's for large development projects continues.

C. How many times was this observation measured or evaluated in this reporting period?

			1
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Maintain public stormwater management facilities per SWPPP maintenance instructions.
 Monitor private stormwater management facilities for appropriate maintenance practices and procedures per approved SWPPP(s). Complete electronic (GIS) database of BMP's.
 Encourage Better Site Design/Low Impact Development techniques to mitigate adverse stormwater impacts associated with new and re-development projects.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

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1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

Self-Assessment
Operation/Activity/Facility
performed within the past 3

<u>Operation/Activity/Facility</u>	<u>Addressed in SWMP?</u>		<u>years?</u>	
Street Maintenance.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Bridge Maintenance.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Winter Road Maintenance.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Salt Storage.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Solid Waste Management.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
New Municipal Construction and Land Disturbance..	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Right of Way Maintenance.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Marine Operations.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Hydrologic Habitat Modification.....	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Parks and Open Space.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Municipal Building.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Stormwater System Maintenance.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Other.....	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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2. Provide the following information about municipal operations good housekeeping programs:

- Parking Lots Swept (Number of acres X Number of times swept) # Acres

				8
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- Streets Swept (Number of miles X Number of times swept) # Miles

		3	7	3
--	--	---	---	---
- Catch Basins Inspected and Cleaned Where Necessary #

			2	8
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- Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary #

				8
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- Phosphorus Applied In Chemical Fertilizer # Lbs.

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- Nitrogen Applied In Chemical Fertilizer # Lbs.

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- Pesticide/Herbicide Applied # Acres

					.	
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(Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.)

3. How many stormwater management trainings have been provided to municipal employees during this reporting period?

				1
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4. What was the date of the last training?

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5. How many municipal employees have been trained in this reporting period?

		1
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6. What percent of municipal employees in relevant positions and departments receive stormwater management training?

1	0	0	%
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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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7. Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Continued implementation of Good Housekeeping Best Management Practices.
Completed "self-assessment" reports @ municipal facilities.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Employees use proper BMP's when cleaning up spills.

C. How many times was this observation measured or evaluated in this reporting period?

			1
--	--	--	---

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Provide additional Good Housekeeping BMP training to town DPW and other appropriate staff.
Continue use of self-assessment reports to improve municipal operations.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	7
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
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Additional Watershed Improvement Strategy Best Management Practices

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
NYC EOH Watershed	-	-	-
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
Onondaga Lake Watershed	-	-	-
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Greenwood Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Oyster Bay	-	-	-
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
Peconic Estuary	-	-	-
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
Oscawana Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
LI 27 Embayments	-	-	-
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies? ☐ Yes ☐ No ☒ N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS? ☐ Yes ☐ No ☒ N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far.

--	--	--

 %

Estimate what percentage was mapped in this reporting period.

--	--	--

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	7
---	---	---	---

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
---	---	---	---	---	---	---	---	---

3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? ☐ Yes ☐ No ☒ N/A
4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period?

--	--	--

 %
5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? ☐ Yes ☐ No ☒ N/A
6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? ☐ Yes ☐ No ☒ N/A
- 7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? ☐ Yes ☐ No ☒ N/A
- 7b. How many projects have been sited in this reporting period?

--	--	--
- 7c. What percent of the projects included in 7b have been completed in this reporting period?

--	--	--

 %
- 7d. What percent of projects planned in previous years have been completed?

--	--	--

 %
- ☐ No Projects Planned
- 8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? ☐ Yes ☐ No ☒ N/A
- 8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? ☐ Yes ☐ No ☒ N/A

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	7
---	---	---	---

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of Glenville

SPDES ID

N	Y	R	2	0	A	3	7	3
---	---	---	---	---	---	---	---	---

9. Has your MS4/Coalition developed and implemented a program of native planting?

☐ Yes ☐ No ☒ N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?

☐ Yes ☐ No ☒ N/A

11. Does your MS4/Coalition have a pet waste bag program?

☐ Yes ☐ No ☒ N/A

12. Does your MS4/Coalition have a program to manage goose populations?

☐ Yes ☐ No ☒ N/A

Appendix 6 Facility Procedures

DRAFT

TOWN OF GLENVILLE MS4

MUNICIPAL FACILITY/OPERATION PROCEDURES 2019

Post emergency phone numbers in conspicuous areas in each facility;
Stormwater Officer, Thomas Coppola, 518-857-9937
Emergency Services: 911 (or 518-384-3444 for non-Emergency)
NYSDEC Spill Response, 1-800-457-7362
National Response Center, 1-800-424-8802

General goal of Stormwater Pollution Prevention at each Facility

The objective of Stormwater Pollution Prevention Good Housekeeping is to prevent discharge of pollutants (fuels, oil and grease, wash soap, sediment, trash) to surface waters from municipal facilities.

Stormwater discharge from the facility property should be free of visible signs of pollution such as floating materials, visible oil sheen, discoloration, turbidity, odor, foam or any other signs of contamination.

Prevent process water (water that comes in contact with any raw material, product, by-product or waste from activities at the facility) from co-mingling with stormwater or entering storm drains. Maintain material and container storage areas under cover and/or direct stormwater around facility.

Prevent illicit discharges to the stormwater system. Illicit discharges include wastewater, detergents, paint, de-icing materials (in excess of what is applied to control ice), oil, grease, antifreeze, garbage, chemicals, pesticides, and fertilizers.

If illicit discharge(s) are discovered, report to facility management and Stormwater Officer, and initiate procedures to eliminate the illicit discharge.

All departments are required to meet Good Housekeeping intent and MS4 general permit requirements during work done by that department that may affect the quality of stormwater runoff (fixing pipe breaks, for example, keep repair work materials and sediment out of the stormwater system).

Third party entities doing work on behalf of the Town are required to meet Good Housekeeping and MS4 general permit requirements. It is each department's responsibility to notify third party entities of any special stormwater considerations involved in the work for which they are hired.

General Good Housekeeping for all facilities

Keep paved surfaces free of sediment and debris. Sweep or vacuum paved surfaces, dispose of sweepings to trash.

Ensure rooftop drains are directed to areas away from pavement, allowing rain water to infiltrate into the ground.

Maintain covers on outdoor waste receptacles to prevent entrance of rain which would then drain out of receptor carrying residue with it.

Empty outdoor waste receptacles on a regular basis. Town facilities are on a weekly collection schedule.

Maintain the following facility areas free of accumulated sediment, debris, contaminants and spills;

- *Salt storage areas
- *Container storage areas
- *Maintenance areas
- *Staging areas
- *Material Stockpile areas

Maintain all stored fuel (or other fluid) containers such that they are free of leaks or deposits and store all fluids in appropriate containers and/or storage cabinets.

Anywhere there are fuels or other fluids stored, maintain a Spill cleanup kit with instructions for its use. Train staff in proper use of the Spill Kit.

Vehicle and Equipment Washing Areas

Where possible keep vehicles/equipment parked indoors or under a roof.

Wash vehicles regularly to remove contamination and prevent them from polluting stormwater.

Wash vehicles/equipment only in designated areas.

Design wash areas to properly collect and dispose of wash water when cleaning an engine and/or when chemical additives, solvents or degreasers are used. Use biodegradable, phosphate-free detergent as appropriate.

If washing must occur outside, use designated paved wash area which should be bermed to collect wash water for disposal at a sanitary facility.

If a paved area is not available for outdoor washing, wash vehicles/equipment over a gravel or grassed area with cold water and no soaps.

All interior wash water should be captured in a catch basin that is vacuumed when 90 %full so that wash water and any spills are disposed of properly to the City of Schenectady WWTP

Vehicle/Equipment Maintenance and Fueling

Label indoor drains to indicate whether they flow to an oil/water separator, directly to sewer, to a storm drain or to a catch basin.

Post signs to remind employees not to “top off” the fuel tank when filling vehicle fuel tanks to avoid spills.

Spot clean leaks and drips routinely. Pick up absorbents promptly. Dispose of absorbent when spent (mushy and moist, will no longer dry out).

Any equipment stored outside should be under shelter, or elevated off the ground and covered to prevent ground contamination and preserve equipment integrity.

Place drip pans under any leaking vehicle to capture drips. Inspect vehicles daily for leaks. Report leaking vehicles to the mechanic for repair.

Drain fluids over a drip pan or pad. Dispose of used oils in the recycled oil container (for use in the waste oil furnace).

Locate materials, equipment, and activities so that leaks are contained in existing containment and diversion systems (confine the storage of leaky or leak-prone vehicles and equipment awaiting maintenance to protected areas)

Maintain breakaway valves used on fueling hoses to prevent spills due to hose breaks.

Town staff monitor fuel deliver by outside vendors to stop leakage or spills quickly, and fuel tanks are checked daily.

Utilize recycling programs whenever possible for used oil, antifreeze, and other fluids that are not used in the waste oil furnace.

Keep all fluids in original containers or labeled in a manner that describes the contents adequately.

Keep Material Safety Data Sheets (MSDS/SDS) readily available in a binder in the facility in which they are used.

Store used oil and antifreeze and other fluids indoors and on spill containment pallets.

Salt Storage

Salt is stored in a salt storage building at the DPW.

Salt is delivered to the front of the storage building and pushed under cover with a front-end loader. Clean up salt spills promptly and return to salt shed.

Remove overflow and tracked salt promptly from the loading area, push to interior of storage building.

Ensure stormwater draining away from the salt pile is directed to a vegetated filter area.

Lead-Acid Batteries

DPW does not normally store lead-acid batteries; a core charger is used when necessary, spent batteries are replaced with new and old the battery is recycled.

For any batteries that may be stored - Store lead-acid batteries indoors on spill containment pallets or bins at room temperature, charge every 6 months or according to manufacturer to prevent damage from self-discharge or decomposition and water permeation. Batteries should not be stored in a discharged state or at high temps, to prolong life store at 15°C or less.

General Material Storage Areas

Store leaking or damaged materials inside a building or another type of storm-resistant shelter over proper containment.

Maintain all material stockpiles within containment structures (e.g. concrete barriers, earthen berms) or stored in a manner that does not allow discharge of impacted stormwater.

Drain used fuel barrels, and other scrap metal and parts, of all fluids and store them under cover, unless they will be picked up by recycling promptly. Dispose of drained fluids properly.

Protect materials from rainfall, runoff and runoff, and wind dispersal by covering storage area with a roof. Cover outdoor containers with a lid or tarp at least.

Store piles of spoils, asphalt, debris, etc., under a roof or other cover.

Clean up spills of material or debris promptly.

Keep used tire storage piles away from storm drains or conveyances.

Recycle tires frequently to keep the number of stored tires manageable.

Stormwater Management - Operations

Train employees annually on the proper procedures, specific control measures and documentation requirements of stormwater management at the facility/operation. Go over procedures for the facility at which they work as well as general MS4 information.

Trucks carry spill kits and oil booms for use in containing and cleaning spills that may happen on the road. Train employees on use and disposal.

Maintain stormwater BMPs and treatment structures to ensure they are working as designed. Keep BMPs and treatment structures free from debris buildup or overgrown vegetation that may impair

function. Report any issues noted (such as broken piping or evidence of erosion) during other regular duties, such as while sweeping or mowing, so that they may be repaired promptly.

Catch basins should be cleaned when the depth of sediment or debris reaches 50% of the sump depth.

Maintain berms, curbing or other methods used to divert and direct discharges in good condition.

During pipe break repairs, hay bales or rolls and other control devices are used to prevent sediment laden water from entering the storm water system. Train staff on proper placement of control material.

During leaf removal, leaves previously stored at old landfill area are to be removed prior to the start of the next leaf season to local composter (Town then can use finished compost in exchange for supplying leaves). Prior to disposal at the old landfill, leaf collection must be cleared of trash such as plastics. Public notices on leaf collection include the requirement that leaf piles do NOT contain trash. Any incidental trash found among leaves is removed by Town staff as leaves are deposited at old landfill. The majority of collected leaves are taken directly to the Schenectady County Compost Facility.

Erosion and Sediment Control

Maintain soil stabilization measures (e.g., seed and mulch, rolled erosion control products) in areas that have the potential for significant soil erosion. Priority areas to maintain include the Town garage salt storage shed and yard where a concrete wall is maintained to prevent runoff and the vegetated slope down to the rail road tracks is maintained to prevent erosion.

Maintain natural vegetated buffers around surface waters at Parks and along roads.

Maintain flow velocity dissipation devices in place at stormwater outfalls and channel outlets (rock riprap, stone check dams, concrete baffles).

**APPENDIX 7 CONSTRUCTION SITE (SWPPP) PROCESS and CONSTRUCTION SITE STORMWATER
RESPONSIBILITY INFORMATION**

DRAFT

Active Construction Site
SWPPP Review and Erosion & Sediment Control Inspection Processes

SWPPP REVIEW

A Storm Water Pollution Prevention Plan (SWPPP) is required for any construction site that disturbs one acre of land or more. The SWPPP is prepared by the construction site applicant or their contract engineer. During project planning approvals the Planning Zoning Commission (PZC) requires an engineer's review of the SWPP. The planning department submits your schematic drawings, draft SWPPP and narrative to a town designated engineer (TDE) who provides an estimate for review services. The applicant submits funds placed in escrow for the review.

The SWPPP review includes completion of a checklist. See Appendix A for a copy of the SWPPP review checklist. Town officials rely on the checklist for recordkeeping.

Should any amendments be required during the review process, the SWPPP must be resubmitted as a whole document. Each version should be dated and sealed by the engineer preparing the document. Two copies of the final SWPPP should be submitted to the Town Planning and Building Departments. The final copy should include the completed SWPPP acceptance form issued by the applicant and signed by the municipal Stormwater Management Officer.

PAPERWORK TO FILE PRIOR TO CONSTRUCTION

SWPPP Acceptance Form

The Stormwater Management Officer (SMO) or his/her designee signs **the SWPPP acceptance form**. Site Operators and Owners must schedule a MANDATORY SITE INSPECTION meeting through Town Hall prior to signing the SWPPP Acceptance form. Immediately upon the SMO affixing the signature, the general contractor, site operator or property owner must submit the SWPPP acceptance form to:

NYS Department of Environmental Conservation Division of Water 625 Broadway, 4th Floor Albany, New York 12233-3505

Notice of Intent

Before commencing construction activity, the owner or operator of a construction project that will involve soil disturbance of one or more acres must obtain coverage under the State Pollutant Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Construction Activity. A blank copy of the **Notice of Intent (NOI) form** is attached. Applicants can also file electronically at the NYSDEC website: <https://www.dec.ny.gov/chemical/43133.html>. The site operator is responsible for submitting the form immediately to NYSDEC. The NOI can be mailed along with the SWPPP acceptance form to:

New York State Department of Environmental Conservation Division of Water 625 Broadway, 4th Floor Albany, New York 12233-3505

*PLEASE note that sites located on archeologically sensitive land must also consider the historic impacts prior to completing the NOI. An attached letter of resolution between the Department of Conservation (NYSDEC) and NYS Office of Parks, Recreation and Historic Preservation (OPRHP) describes the screening and consultation process that must be completed along with the required documentation demonstrating that potential impacts have been avoided or mitigated. The project applicant can research historical/cultural site information near the project and request a project review through the

Active Construction Site
SWPPP Review and Erosion & Sediment Control Inspection Processes

Cultural Resource Information System (CRIS) at <https://cris.parks.ny.gov/Login.aspx?ReturnUrl=%2f>. Attached are a Cultural Resource Screening Process Flow Chart and Resolution of Potential Cultural Impacts Flow Chart to help determine answers to questions in the NOI. Depending on the site, NYS OPRHP may require Archeological studies if it cannot determine that the project will not have an impact to historical/cultural resources. Please plan for the possibility that NYSOPRHP review can take 30 days. Further work might include a Phase IA Study to determine likelihood of historic/cultural resources on the project site. Further phases include actual site work such as test pits for archaeological artifacts. The requirement for further work is determined at the completion of each phase. Communication occurs and survey results are uploaded to the Cultural Resource Information System (CRIS) system at <https://cris.parks.ny.gov/Login.aspx?ReturnUrl=%2f>.

Prior to construction start the applicant must submit confirmation the NOI was submitted. Acceptable proof for electronic submission (eNOI) includes either 1) the Form Submission Confirmation; 2) NYSDEC's email response confirming submission or 3) a screenshot showing the submission history with the project listed. For paper submission the NYSDEC letter, which arrives 30 days after mailing the NOI, must be filed with the Building Department.

BUILDING DRAWINGS & PERMIT

Submit to the Glenville town building department a copy of **NYSDEC's authorization**, which you should receive shortly after the 5-day NYSDEC review of your NOI and SWPPP acceptance form, along with **building design drawings**. A code enforcement officer reviews the drawings for compliance with the NYS Uniform Code. Address any inspector comments on two clean new documents sealed by the design professional.

Once the final plans are approved, a **building permit** can be issued. The code enforcement officer assigned to your construction will need to be notified of all meetings and progress. Contact the Building Department with any questions or concerns.

PRE-CONSTRUCTION MEETINGS AND CHECKLISTS

The design professional should submit a proposed **construction schedule** to the assigned code enforcement officer. The schedule should indicate start dates and timeframes for each of the following steps, as well as locations, dates and times for regular construction meetings. Any changes should result in the applicant submitting an updated construction schedule to the code enforcement officer.

1. Site work: tree removal, grading, underground utility installation, temporary stormwater control practices and paving
2. Foundations: digging, footings, foundation forms and concrete pours
3. Framing
4. Roofing
5. Rough-ins: mechanicals, electrical, plumbing, sprinklers and HVAC (MEPs)
6. Insulation
7. Finishing work: sheetrock, siding, firestopping

Active Construction Site
SWPPP Review and Erosion & Sediment Control Inspection Processes

8. Permanent stormwater practices
9. Septic (building department) or sewer connections (DPW)

At the **pre-construction meeting*** the General contractor (GC) should provide:

1. Contact information for the third-party Certified Erosion and Sediment Control (CPESC) inspector.
2. A copy of the Erosion and Sediment Control certification card of the site operator who will be on-site at all times.
3. Contact information for the site supervisor and subcontractors.
4. Location of the on-site SWPPP which must be stored in a water resistant mail box at the entrance at all times during construction.

SWPPP erosion & sediment control measures must be installed prior to start of construction. Active construction must not discharge sediment, pollutants of concern or illicit discharges to the municipal storm sewers, paved areas or water bodies.

The town will commence weekly active-site construction inspections. During those inspections the code enforcement officer will issue notice regarding MS4 issues. Failure to comply within a week will result in a violation notice. After a week, code enforcement will issue a court summons.

In addition, on a weekly basis, the third-party CPESC will submit reports to the town building inspector.

***Please note that preconstruction meetings are mandatory prior to any construction activity. Ongoing construction meetings should include the Town Building Inspector assigned to the project.**

CONSTRUCTION COMPLETION

A **Notice of Termination (NOT)** will also need to be completed, signed by the municipal stormwater management officer or coordinator and sent to NYSDEC immediately upon completion of construction. The SMO can only sign once the site is in compliance with the permanent stormwater practice and site stabilization. The site must pass final inspections of the Building and DPW.

Upon completion two copies of the NOT should be submitted to the Town of Glenville Building Department and Highway Department. Provide the Building Department with a copy of proof the NOT was submitted. Acceptable proof for electronic submission (through the eNOI site) includes either 1) the Form Submission Confirmation; 2) NYSDEC's email response confirming submission or 3) a screenshot showing the submission history with the project listed. For paper submission of the NOT, submit a copy of the NYSDEC letter which arrives 30 days after mailing the NOT, with the Building Department.

A **certificate of completion or certificate of occupancy** cannot be issued without the NOT filing and proof of submittal.

NOTs can be submitted electronically or a blank NOT can be printed from the NYSDEC website at: <https://www.dec.ny.gov/chemical/43133.html>. A blank NOT is attached. Completed paper NOTs must be mailed to:

Active Construction Site
SWPPP Review and Erosion & Sediment Control Inspection Processes

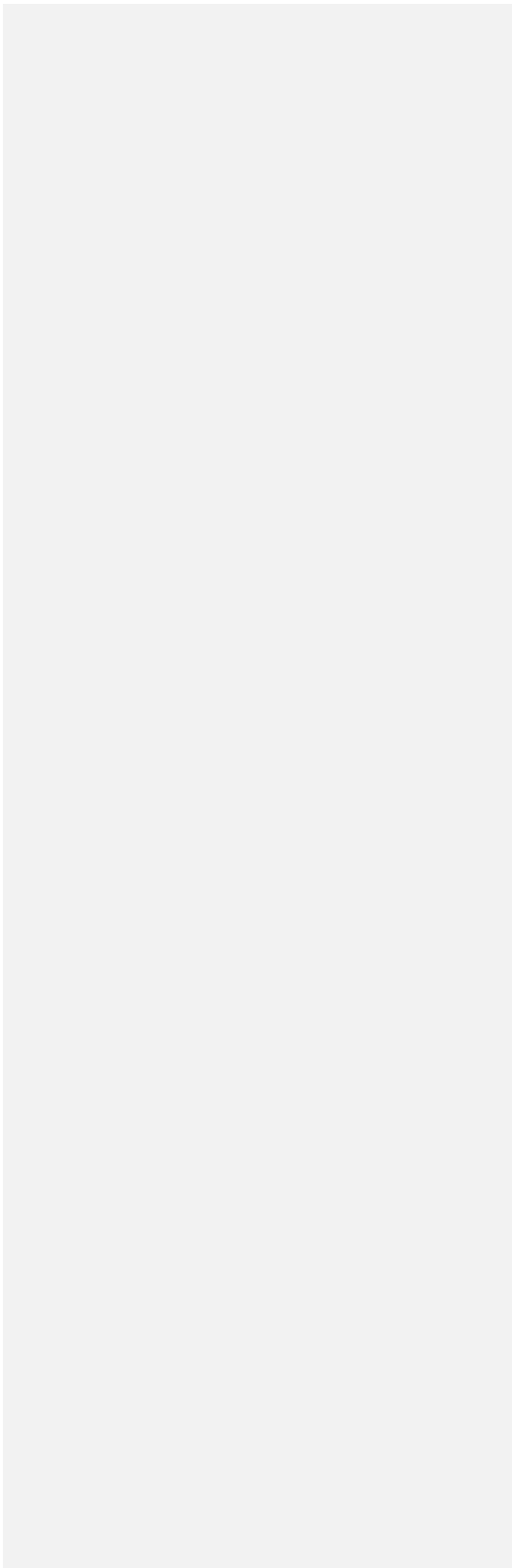
New York State Department of Environmental Conservation Division of Water 625 Broadway, 4th Floor
Albany, New York 12233-3505

POST CONSTRUCTION

Residential stormwater facilities will be dedicated to the town after passing final inspection. The town building department will conduct regular inspections and town DPW staff will conduct maintenance in accordance with the **operations and maintenance manual (O&M)** and annual **inspection checklist** provided in the SWPPP.

Commercial stormwater facilities remain under private ownership. The property owner and site operator are responsible for conducting annual inspections and submitting copies of the findings to the Town of Glenville Planning Department on an annual basis. The owner and operator are also responsible for the regular maintenance of the facility in compliance with the SWPPP. Therefore, it is recommended that a copy of the full SWPPP be kept on the premises to ensure compliance. The town is required to inspect the facilities for compliance of both annual inspections and maintenance practices. Failure to comply will result in a **notice of violation (NOV)** and potential fines of up to \$350 per day per violation.

Appendix 8 Forms



OUTFALL RECONNAISSANCE INVENTORY/SAMPLE COLLECTION FIELD FORM 9/18

Section 1: Background Data

Subwatershed: _____ Outfall ID: _____
Date: _____ Time: _____
Investigators: _____
Air Temp: _____ Rainfall (in.) Last 24 hours _____ Last 48 hrs _____
Latitude: _____ Longitude: _____
Photo #s: _____

Land Use in Drainage Area: Industrial _____ Ultra-urban Residential _____
Commercial _____ Suburban Residential _____
Institutional _____ Open Space _____
Other: _____

Notes (e.g. origin of outfall, if known) _____

Section 2: Outfall Description

Closed Pipe: RCP _____ CMP _____ PVC _____ HDPE _____ Steel _____ Other: _____
Circular _____ Elliptical _____ Box _____ Other: _____
Single _____ Double _____ Triple _____ Other: _____
Diameter: _____
In Water _____ No _____ Partly _____ Fully _____
Sediment _____ No _____ Partly _____ Fully _____

Open Drainage: Concrete _____ Earthen _____ rip-rap _____ Other: _____
Trapezoid _____ Parabolic _____ Other: _____
Depth: _____
Top Width: _____ Bottom width: _____

Flow Present: Yes _____ No _____
Flow Description: Trickle _____ Moderate _____ Substantial _____

Section 3: Quantitative Characterization

Flow Method #1 Volume (L): _____ Time to fill (s): _____

Flow Method #2 Flow Depth (inch): _____ Flow Width (inch): _____
Length (in): _____ Travel time (sec): _____

Temperature (°F): _____ pH: _____ Ammonia: _____

Section 4: Physical Indicators for Flowing Outfalls Only

Odor	None Faint	Sewage Detectable	Rancid	Petroleum Noticeable at distance	Sulfide	Other: _____
Color	Clear Orange Faint in bottle	Green Red	Brown Other: Visible in bottle	Grey	Yellow Visible in outfall flow	
Turbidity	Clear	Sl. Cloudy	Cloudy	Opaque		
Floatables (not trash)	Sewage Few/Slight	Suds	Oil Sheen Some		Other: _____ Origin Clear	

Section 5: Physical Indicators for Both Flowing and Non-Flowing Outfalls

Outfall damage	Spalling/Cracking/Chipping Corrosion	Peeling Paint Other: _____			
Stains/deposits	Oily	Paint	Flow Line		Other: _____
Abnormal Veg.	Excessive	Inhibited			
Pool Quality	Odors Excessive Algae	Suds Brown	Colors Other: _____	Oil Sheen	Floatables
Pipe benthic growth		Orange	Green		Other: _____

Section 6: Overall Outfall Characterization

(how severe are physical indicators)

IDDE:	Unlikely	Potential	Suspect	Obvious
-------	----------	-----------	---------	---------

Section 7: Data Collection

Sample for Lab	Yes	No
Collected from	Flow	Pool
Intermittent trap set	Yes	No
	OBM	Caulkdam

Section 8: Any Non-Illicit Discharge Concerns (e.g. trash or needed repairs, etc)

Incident Report

Reported By: _____

Date of Report: _____

Title/Role: _____

Incident No: _____

Incident Information

Incident Type: _____ Incident Date: _____

Location/Address: _____

Location Description: _____

Incident Description:

Name/Role/Contact Info for Parties Involved: _____

Photo Taken: YES NO

Reported To: _____

Follow-up Action: _____

Date Completed: _____

Thomas Coppola
Commissioner

Town of Glenville

*Department of Public Works
18 Glenridge Road
Glenville, NY 12302
(518) 688-1200, Ext. 5*

Dana Gilgore
Deputy Commissioner

Notice of Alleged Violation

9/19/2019

<<first name>> <<last name>>
<<address 1>>
<<address 2>>
<<city>>, <<state>> <<zip code>>

PLEASE TAKE NOTICE there exists an alleged violation of New York State Law and the Code of the Town of Glenville at <<number>> <<address>>, <<city>>, NY <<zip>>. Owned By <<first name>> <<last name>>. Tax Map ID: <<identifier>>

On 9/19/2019, the following violations were observed:

<<notes>>

In Violation Of:

<<article>>

IT IS HEREBY REQUESTED that you either eliminate the violation or contact this office to discuss corrective action by: 09/19/2019

FAILURE TO REMEDY

If, after due notice as set forth above, said person shall refuse, neglect or fail to comply with the order to cut and remove such growth, the Commissioner shall cause said grass, weeds or brush to be cut and removed, and the cost thereof, plus an administrative fee equal to the greater of 15% of the cost of such work or \$200, shall be assessed against the property by the Town Board, which shall constitute a lien and charge on such land and may be assessed upon said land in the manner provided in § 64, Subdivision 5-a, of the Town Law.

IF YOU BELIEVE YOU ARE NOT IN VIOLATION of the above please contact this office at 518-688-1200, Ext. 5.

Sincerely,

Department of Public Works

MUNICIPAL FACILITY/OPERATION ASSESSMENT FORM (09/2019)

Permit # _____ MS4 Name: _____

Facility ID _____ Type _____ Date _____

Weather Conditions _____

Is stormwater runoff present during this assessment? YES NO

Is this a High priority Facility? YES NO

SWPPP

Is there a completed SWPPP available for this facility? YES NO

Does the facility have MS4 discharge to any surface waters? YES NO

Comments:

Good Housekeeping

Are paved surfaces free of sediment and debris? YES NO

Date the paved area was last swept or vacuumed:

Do outdoor waste receptacles have covers? YES NO

Are the waste receptacles emptied on a regular basis? YES NO

Are the following facility areas free of accumulated sediment, debris, contaminants and spills?

Salt storage areas YES NO

Container storage areas YES NO

Maintenance areas YES NO

Staging areas YES NO

Material Stockpile areas YES NO

Comments:

Vehicle and Equipment Areas

Are vehicles/equipment parked indoors or under a roof? YES NO

Are vehicles/equipment washed only in designated areas? YES NO

Are vehicles washed regularly to remove contamination and prevent them from polluting stormwater? YES NO

Is all wash water treated in an oil water separator prior to discharge? YES NO

Is all wash water captured and treated in a sanitary system? YES NO

Comments:

Vehicle/Equipment Maintenance

Is equipment stored under shelter or elevated and covered? YES NO

Are fluids drained over a drip pan or pad? YES NO

Are funnels or pumps used when transferring fluids? YES NO

Are waste rags and used absorbent disposed of properly? YES NO

Are any vehicles and/or equipment leaking fluids? YES NO

Are drip pans immediately placed under leaks? YES NO

Are materials, equipment, and activities located so that leaks are contained in existing containment and diversion systems (confine the storage of leaky or leak-prone vehicles and equipment awaiting maintenance to protected areas)? YES NO

Fueling Area

Is fueling performed under a canopy or roof? YES NO

Are spill cleanup materials available at the fueling area? YES NO

Are breakaway valves used on fueling hoses? YES NO

Is the fueling handle lock disconnected so the operator must attend the fueling? YES NO

Is stormwater runoff from fueling area treated in an oil/water separator? YES NO

Is the fueling automatic stop inspected regularly to ensure it is working properly? YES NO

Are all fuel deliveries monitored? YES NO

Salt Storage

Is salt stored in a salt storage building or under a roof? YES NO

Are controls in place to minimize spills while adding or removing material from pile? YES NO

Are salt spills cleaned up promptly? YES NO

Is overflow and tracked salt removed promptly from loading areas? YES NO

Is stormwater draining away from the salt pile directed to a vegetated filter area? YES NO

Comments:

Fluids Management

Are all drums and containers of fluids stored with proper cover and containment? YES NO

Are fluids stored in appropriate containers and/or storage cabinets? YES NO

Are all fluids kept in original containers or labeled in a manner that describes the contents adequately? YES NO

Are Material Safety Data Sheets (MSDS/SDS) readily available? YES NO

Are all containers that are stored free of leaks or deposits? YES NO

Are containers of product inspected regularly? YES NO

Is used oil and antifreeze stored indoors and/or on spill containment pallets? YES NO

Is used oil and antifreeze properly disposed of or recycled? YES NO

Lead-Acid Batteries

Are lead-acid batteries stored indoors on spill containment pallets or bins? YES NO

Are intact batteries stored on an acid-resistant rack or tub? YES NO

Are cracked or leaking batteries stored in labeled, closed leak-proof containers? YES NO

Is the date each battery was placed in storage recorded? YES NO

Are batteries stacked more than 5 high? YES NO

Are batteries inspected regularly for leaks? YES NO

Are acid neutralizing agents, such as baking soda, available in case of leaks? YES NO

Are batteries stored longer than 6 months before recycling? YES NO

Are lead cable ends left on the batteries to be recycled? YES NO

Spill Prevention and Control

Stormwater Management

Are employees trained annually on the proper procedures, specific control measures and documentation requirements of stormwater management at the facility/operation? YES NO

Is uncontaminated stormwater prevented from mixing with process areas? YES NO

Are BMPs and treatment structures working as designed? YES NO

Are BMPs and treatment structures free from debris buildup or overgrown vegetation that may impair function? YES NO

Catch basins should be cleaned when the depth of sediment or debris reaches 50% of the sump depth. Based on this, do any catch basins need to be cleaned? YES NO

Are berms, curbing or other methods used to divert and direct discharges adequate and in good condition? YES NO

Are rooftop drains directed to areas away from pavement? YES NO

Erosion and Sediment Control

Are soil stabilization measures (e.g., seed and mulch, rolled erosion control products) considered in areas that have the potential for significant soil erosion? YES NO

Are natural buffers maintained around surface waters? YES NO

Are flow velocity dissipation devices in place at stormwater outfalls and channel outlets (rock riprap, stone check dams, concrete baffles)? YES NO

Do controls conform to the NYS Standards and Specifications for Erosion and Sediment control (2016), or equivalent? YES NO

Comments:

Observation of Stormwater Discharges from the Site

Is the discharge free of floating materials, visible oil sheen, discoloration, turbidity, odor, foam or any other signs of contamination? YES NO

Is process water co-mingling with stormwater or entering storm drains? YES NO

Were any illicit discharges observed during the inspection? Illicit discharges include wastewater, detergents, paint, de-icing materials (in excess of what is applied to control ice), oil, grease, antifreeze, garbage, chemicals, pesticides, and fertilizers? YES NO

If illicit discharge(s) are discovered, describe below, and initiate procedures to eliminate the illicit discharge.

Comments:

Corrective Actions and Comment

Describe the inspection findings and, if necessary, the corrective actions taken.

Inspector Signature: _____ Date: _____

Construction Site Inspection Report for SPDES MS4 (09/2019)

Project Name and Location: _____

MS4 Operator: _____ MS4 Permit ID: NYR20A_____

Name of SPDES permittee: _____

Contacted? YES NO Inspection Type: NOT/Compliant/Compliance/Referral

Entry Time: Exit Time: Date:

Weather:

General Permit Requirements

Yes	No	N/A	Does the project have permit coverage (if required)?
Yes	No	N/A	Is a copy of the General Permit available on site?
Yes	No	N/A	Is a copy of the MS4 SWPPP Acceptance Form available on site?
Yes	No	N/A	Is a current copy of the signed SWPPP retained on construction site?
Yes	No	N/A	Is a copy of the NOI and Acknowledgement Letter available?
Yes	No	N/A	Was written authorization issued for any disturbance greater than 5 acres?

SWPPP General Requirements

Yes	No	N/A	Is the SWPPP current (accurate info, reflect current project)?
Yes	No	N/A	SWPPP identifies potential sources of pollutants in runoff?
Yes	No	N/A	SWPPP identifies Trained Contractor?
Yes	No	N/A	Contractors/subcontractor certification statements have been signed?
Yes	No	N/A	SWPPP is signed by responsible corporate office, general partner, proprietor, principal executive officer, ranking elected official or duly authorized representative?

Recordkeeping

Yes	No	N/A	Does Trained Contractor have current certification card?
Yes	No	N/A	Are self-inspections performed at permit-required frequency?
Yes	No	N/A	Daily during periods of soil disturbance by Trained Contractor?
Yes	No	N/A	Weekly during soil disturbances by Owner/Operator for excepted projects?
Yes	No	N/A	Weekly for soil disturbances ≤ 5 acres by Qualified Inspector?
Yes	No	N/A	Twice weekly for soil disturbances > 5 acres?
Yes	No	N/A	Monthly during periods of temporary stabilization by Qualified Inspector?
Yes	No	N/A	Do the qualified inspector's reports include the minimum requirements?
Yes	No	N/A	Are the qualified inspector's reports signed and retained onsite?
Yes	No	N/A	Do the inspection reports identify deficiencies that are recurring &/or corrective measures that have not been implemented, and include date-stamped color photos?

Visual Observations

Yes	No	N/A	Are all erosion and sediment control measures installed properly?
Yes	No	N/A	Are all erosion and sediment control measures being maintained properly?
Yes	No	N/A	Have stabilization measures been implemented in inactive areas per Permit?
Yes	No	N/A	Are post-construction SMPs constructed/installed correctly?
Yes	No	N/A	Has final site stabilization been achieved and temporary E&SC measures removed prior to NOT submittal?
Yes	No	N/A	Was there a discharge from the site on the day of inspection?
Yes	No	N/A	Is there evidence that a discharge caused or contributed to a violation of water quality standards?

Water Quality Observations

Describe the discharge(s): (location, source, impact on receiving water, etc.)

Describe the quality of the receiving water(s) both upstream and downstream of the discharge:

Describe any other water quality standards for permit violations:

Additional Comments:

Photos attached YES NO

Overall Inspection Rating: Satisfactory Marginal Unsatisfactory

Name/Agency of Inspector: **Signature Inspector:**

Names/Agencies of Other Inspectors: