

Phase II SPDES General Permit for

Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02
MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM

Regulated MS4: TOWN OF GREENBURGH SPDES Permit Number: NYR20A 060

See information packet for information to help complete this form.

MCC Form for year ending: March 9, __ 2006 (Year 3) <u>X</u> 2007 (Year 4) ____ 2008 (Year 5)			
Section A. MS4 Owner/Operator and Contact Person Information (contact persons explained in instructions)			
Owner/Operator Is information below new or changed? ____ Yes <u>X</u> No			
Name: MARK T. STELLATO, AICP		Title: COMMISSIONER	Department: PLANNING
Mailing Address:	Street or P.O. Box: 177 HILLSIDE AVENUE	Town: GREENBURGH	
	County: WESTCHESTER	State: NY	County: WESTCHESTER
Phone: (914) 993-1505		E-mail Address: MSTELLATO@GREENBURGHNY.COM	
Local Stormwater Public Contact (Required by Minimum Measure 2)			
Is information below: 1) new or changed? ____ Yes <u>X</u> No 2) same as: <u>X</u> Owner/Operator			
Name: MARK T. STELLATO, AICP		Title: COMMISSIONER	Zip Code: 10607
Mailing Address:	Street or P.O. Box: 177 HILLSIDE AVENUE	Town: GREENBURGH	
	County: WESTCHESTER	State: NY	County: WESTCHESTER
Phone: (914) 993-1505		E-mail Address: MSTELLATO@GREENBURGHNY.COM	
Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? ____ Yes <u>X</u> No 2) same as: <u>X</u> Owner/Operator <u>X</u> Local Stormwater Public Contact			
Name: MARK T. STELLATO, AICP		Title: COMMISSIONER	Zip Code: 10607
Mailing Address:	Street or P.O. Box: 177 HILLSIDE AVENUE	Town: GREENBURGH	
	County: WESTCHESTER	State: NY	Zip Code: 10607
Phone: (914) 993-1505		E-mail Address: MSTELLATO@GREENBURGHNY.COM	
Annual Report Preparer			
Is information below: 1) new or changed? <u>X</u> Yes ____ No 2) same as: <u>X</u> Owner/Operator <u>X</u> Local Stormwater Public Contact <u>X</u> SWMP Coordinator			
Name: MARK T. STELLATO, AICP		Title: COMMISSIONER	Department: PLANNING
Mailing Address:	Street or P.O. Box: 177 HILLSIDE AVENUE	Town: GREENBURGH	
	County: WESTCHESTER	State: N.Y.	County: WESTCHESTER
Phone: (914) 993-1505		E-mail Address: MSTELLATO@GREENBURGHNY.COM	

IMPORTANT NOTE: Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

Section B. Local Water Quality Information

Information to help complete this section can be found in the instructions.

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

Yes (complete the table below) No Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a water body on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL
HUDSON RIVER	CADMIUM, PCB's	X	
SAW MILL RIVER	FLOATABLES	X	
BRONX RIVER	INCLUDED IN NYSDEC's 2000 "Atlantic Ocean/Long Island Sound Basin Waterbody Inventory and Priority Waterbodies List"		

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?

Yes
 No

3. Have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the MS4 permit for discharges to 303(d) or TMDL waters?

Yes
 No (explain below)

Explanation:

The existing stormwater management plan already addresses floatables. Since cadmium and PCB's have not been identified in typical urban stormwater runoff, changes to the stormwater management program are not necessary.

Section C. Partnership Information

Information to help complete this section can be found in the instructions.

1. Does your MS4 work with partners? ___ Yes (complete table below) **X** No (Proceed to Section D)

List MS4 Partners with Legally Binding Agreements or Contracts in Place

List MS4 Partners with Planned Legally Binding Agreements or Contracts

List MS4 Partners with Other Agreements in Place

Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP)

Information to help complete this section can be found in the instructions.

1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)? **X** Yes ___ No (Explain below)

Explain:

Section E. Funding and Resource Allocation

Information to help complete this section can be found in the instructions.

1. Are adequate resources (funding mechanism, equipment, staff, etc.) planned or in place to fully implement your SWMP no later than January 8, 2008? Yes ___ No (explain below)

Explain:

2. If the MS4 is receiving funding through the municipal budget, a grant, or other source, briefly explain below: what are the sources, estimated amounts, and frequency of funding for the MS4?

Explain: **The program utilizes tax dollars from the general town budget**

3. If the MS4 is not receiving funding, briefly explain below: plans the MS4 has for obtaining future funding?

Explain:

Section F. Compliance Certification

Compliance Assessment - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A

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, 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: **MARK T. STELLATO, AICP**

Title: **COMMISSIONER OF PLANNING**

Signature: _____ Date: _____

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 Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**



**Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02
STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE**

Regulated MS4: TOWN OF GREENBURGH SPDES Permit Number: NYR20A 0 6 0

Annual Report Table for year ending: March 9, ___2006 (Year 3) X 2007 (Year 4) ___ 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

Minimum Control Measure 1. Public Education and Outreach

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> • <i>Explain the program, including activities and materials used</i> • <i>Identify the personnel or outside organization conducting the activity.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Created tabletop displays that maybe used for public education purposes and exhibit them at the public library, Town Hall and the Greenburgh Nature Center</p>	<p>Setup completed for the period between March 2003-2004; update completed for the period between March 2005-2006; update completed for the period between March 2006-2007; the displays will continue to be updated in year 5</p>
<p>Created an information repository (clearinghouse) of educational materials</p>	<p>Setup completed for the period between March 2003-2004; update completed for the period between March 2005-2006; update completed for the period between March 2006-2007; the displays will continue to be updated in year 5</p>
<p>Maintained a stormwater information repository located in the Town Hall and it was updated with magazines, brochures, posters, notices and fact sheets by the Town staff</p>	<p>The stormwater information repository was updated twelve times for the period between March 2005-2006; was updated twelve times for the period between March 2006-2007; the repository update will be continued in year 5</p>
<p>Initiated the investigation for the feasibility of utilizing the services provided by adopt-a-storm drain organization</p>	<p>Initiated during the period between March 2005-2006; continued the investigation March 2006-2007; the investigation will be continued in year 5</p>
<p>Prepared a stormwater article insert for publication in the Town Newsletter by the Town’s consultant</p>	<p>The Town Newsletter was issued two times and mailed to 10,000 households for the period between March 2006-2007; an updated stormwater insert will be included in the Town Newsletter in year 5</p>
<p>Prepared a stormwater web page write-up for placement on Town web</p>	<p>The stormwater web page was completed in 2003; the web page</p>

<p>page; in addition to stormwater, the Town web site includes articles, newsletters and other mailings which include announcements on recycling schedules, household chemical clean-up schedules and sanitation schedules</p>	<p>will be updated in year 5 or as needed</p>
<p>Proper disposal of household hazardous waste: The Town advertised/posted seven Westchester County household chemical pickup days via the Town Newsletter, Town website and repository</p>	<p>Seven household chemical pickup days were held in Westchester County for the period between March 2005-2006; seven household chemical clean-up days held in Westchester County for the period between March 2006-2007; program to be continued in year 5</p>
<p>Water Conservation Practices: The Town advertised recommended water conservation practices via the Town Newsletter, Town website, repository and required annual water quality report</p>	<p>The annual water quality report is issued each year by May 31st; this program was completed for the period between March 2005-2006; continued for the period between March 2006-2007; program to be continued in year 5</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Town staff participated in Stormwater Management Plan Illicit Discharge Detection and Elimination Training. The Sleepy Hollow consortium of municipalities, along with support through a grant from the NYSDEC, provided this training program for municipal Engineering, Building, Code Enforcement and DPW officials on what they need to know to implement NYSDEC required monitoring of outfalls and investigation of illicit discharges of pollutants from the stormwater collection system to waters of the U.S.</p>	<p>The Town of Greenburgh provided the Town’s facility for the Training Session. This training of municipal employees is required under the NOI filed with NYSDEC that must be implemented by December 31, 2007. One session was held for Town and employees from other municipalities, for the period between March 2006-2007; approximately 8 Town employees attended; there were approximately 75 total attendees; task to be continued on an ongoing basis</p>
<p>The Town maintained illegal dumping signs</p>	<p>The Town maintained and inspected 50 existing “NO DUMPING” signs for the period between March 2006-2007; signs to be maintained and inspected in year 5 and on an ongoing basis</p>
<p>The Town maintained pooper scooper signs for pet waste management:</p>	<p>The Town maintained and inspected 50 existing pooper scooper signs for the period between March 2006-2007; signs to be maintained and inspected in year 5 and on an ongoing basis</p>
<p>The Town maintained no littering signs</p>	<p>The Town maintained and inspected 100+/- existing “NO LITTERING” signs for the period between March 2006-2007; signs to be maintained and inspected in year 5 and on an ongoing basis</p>
<p>Notified residents of proper lawn care through literature/brochures on the importance of proper lawn care, which were made available at Town facilities and mailed to all households</p>	<p>Literature was mailed to 10,000 households; this was performed for the period between March 2005-2006; program to be continued in year 5 and on an ongoing basis</p>

Advertised the Town sanitation and recycling schedule, a grass-cycling and home composting information via the Town newsletter, website, stormwater repository, and mailed to all households

Literature was mailed to 10,000 households; this was performed for the period between March 2006-2007; program to be continued in year 5 and on an ongoing basis

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: N/A

Minimum Control Measure 2. Public Involvement/Participation

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program. <ul style="list-style-type: none"> • Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input. • Indicate activities planned for next year. 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The 2006 SWMPAR was prepared and made available for public review and comment prior to the annual meeting	The 2005 SWMPAR was completed in April 2005; the 2006 SWMPAR was completed in April 2006; the fourth year SWMPAR will be prepared in April 2007; task will be continued in year 5
The Town held its annual meeting to discuss and receive comments on the 2006 (second year) SWMPAR	The second year annual meeting was held in mid May 2005; the third year annual meeting was held in mid May 2006; the fourth year annual meeting will be held in early to mid May 2007; task will be continued in year 5
A hotline was established to report illegal dumping and illicit discharges via new Chapter 280 of the Greenburgh Town Code	Completed in June 2003
The Town’s advisory/partner committee was the Town Board which conducted the stormwater program annual public meeting	Ongoing
The Town designated Mark T. Stellato, AICP, Commissioner of Planning as the stormwater contact person at the Town to answer any questions in reference to the SWMPAR or any stormwater related issues in the Town	The stormwater contact person was established for the period between March 2005-March 2006; contact person remained the same for the period between March 2006-March 2007; contact person and information to be updated again in year 5
The Town initiated a storm drain marker program; Town volunteers (i.e. Saw Mill River Coalition) initiated a storm drain stenciling program	Storm markers/ storm drain stenciling will be completed by year 5
Initiated an adopt-a-stream program	Ongoing
Held a contest to create a logo for the Town of Greenburgh Phase II Program	Ongoing
Implemented new ways to advertise public meeting and forums via flyers, newsletters and Town website	Ongoing
Prepared an in-house draft mail home assessment/attitude survey to a targeted community regarding home pollutants and their general knowledge of the watershed in which they live	Ongoing
Volunteer stream/park cleanup days were held and the Town collected all the waste from the cleanup	Stream/Park cleanup days were held as needed during the period between March 2006-2007; task will be continued in year 5 and on an ongoing basis
Permit Reference IV.C.2.a, f: Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i>	

<p>The Town posted notice of the meeting in the Town Hall and on the Town website regarding the 2006 stormwater program annual public meeting, the availability of information and how to access the documents and information</p>		
<p>Permit Reference IV.C.2.e: Public presentation of; f: summary of comments received on; and g: intended response to comments on the SWMPAR.</p>		
<p>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented: The annual meeting on the 2006 SWMPAR was held by the Town Board and attended by approximately 75 people including members of the Town Board, departments and members of the public</p>		
<p>Comments on Annual Report Meeting ___ No public comments received on Annual Report. ___ Comments received. Attach summary of comments and intended responses.</p>	<p>Date of Annual Report Meeting: May 24, 2006</p>	<p>Approximate Date of Meeting Next Year: Wednesday, May 23, 2007</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>	
<p>The Comprehensive Plan and all drafts of the local laws were available on the Town's website, notices of public hearings and agendas were provided to neighborhood associations and local civic groups on a regular basis</p>	<p>Completed for the period between March 2003-2004; any updates or additions to the legislation will go through the same public review as the initial adoption</p>	
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: N/A</p>		

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> • <i>Explain the activities and procedures used to meet this requirement this year and planned for next year.</i> • <i>Revise as procedures are updated.</i> • <i>Identify personnel or outside organization conducting the activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i>
<p>A hotline was established to report illegal dumping and illicit discharges via new Chapter 280 of the Greenburgh Town Code</p>	<p>Setup completed in June 2003 and will continue in year 5 and on an ongoing basis</p>
<p>Town crews performed visual screening and follow-up inspections for illicit discharges as part of normal daily roadway inspections Monday through Friday</p>	<p>Performed daily for the period between March 2006-2007; zero potential illicit discharges were detected during that time period; task will be continued in year 5</p>
<p>Town crews performed catch basin visual screening as part of routine daily catch basin cleaning and maintenance</p>	<p>800 catch basins (16% of Town’s 5,000 catch basins) were cleaned and repaired for the period between March 2006-2007 and will continue in year 5 and on an ongoing basis</p>
<p>The Town maintained illegal dumping signs</p>	<p>The Town maintained and inspected 50 existing “NO DUMPING” signs for the period between March 2006-2007; signs to be maintained and inspected in year 5 and on an ongoing basis</p>
<p>Evaluate current regulations with respect to illicit discharges; begin legal/legislative process for drainage use ordinance</p>	<p>Initiated for the period between March 2003-2004; ongoing for period between March 2006-2007; will be completed by Jan. ‘08</p>
<p>Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: percent of outfalls mapped</i>
<p>The Town has completed 100% of GIS mapping for storm drain base map and all outfall locations; map available in the Dept. of Public Works and on the Town website; mapping to be maintained by Town GIS contractor</p>	<p>100% Completed March 2004; the Town to continue to maintain and update GIS outfall map; task will be continued in year 5 and on an ongoing basis</p>

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 1) <input checked="" type="checkbox"/> Yes (complete questions below)
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Assessment of Regulatory Mechanism (Local Code)

1) When was this assessment completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <input checked="" type="checkbox"/> 4; ___ 5.
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2) Is there an existing ordinance, local law or other regulatory mechanism?	<input type="checkbox"/> No (go to question 5) <input type="checkbox"/> Yes
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3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
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4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
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Development of Regulatory Mechanism (Local Codes)

5) When was this work completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___ 4; <input checked="" type="checkbox"/> 5.
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6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> MS4 will write language equivalent to NYS IDDE Model Law
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7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, list the local code(s) that will be changed:
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8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> Language equivalent to NYS IDDE Model Law
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9) What was the date or is the planned date of local law adoption?	Date: TBD; before January 2008
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10) Provide a web address if adopted local law can be found on a web site.	Web Address: TBD; before January 2008
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Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p> <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement this year <u>and</u> planned for next year</i> • <i>Identify personnel or outside organization conducting activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Training of municipal officials on illicit discharges: employees were informed of hazards associated with illegal discharges and improper disposal of waste through one training meeting/session; summaries of new legislation and site plan requirements provided to all applicants and employees; new application forms posted on Town website</p>	<p>Eight employees were informed through the training meeting/session which took place during the period between March 2006-2007; proper informing to be continuous by Town staff; task to be continued in year 5 and on an ongoing basis</p>
<p>Proper disposal of household hazardous waste: The Town advertised/posted seven Westchester County household chemical pickup days via the Town Newsletter, Town website and repository</p>	<p>Seven household chemical pickup days were held in Westchester County for the period between March 2006-2007; program to be continued in year 5</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Worked with the Saw Mill River Coalition to establish the Saw Mill River as a possible tributary impacted by prior illicit discharges</p>	<p>Ongoing</p>
<p>Wastewater Connections to the Storm Drain System: The Town relined approximately 7,000 lf of sanitary sewers on Central Avenue which decreases the possibility of leaks resulting in illicit discharges/connections</p>	<p>Completed for the period between March 2003-2004</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: N/A</p>	

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 2) <input checked="" type="checkbox"/> Yes (complete questions below)
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Preliminary Assessment of Regulatory Mechanism (Local Code)

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: <u>February 22, 2007</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <u>4</u> ; <u>5</u> . <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion & Sediment Control</i> (Sample Local Law).
2. If preliminary assessment was completed, indicate the results.	<input checked="" type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed

Assessment and Development of Regulatory Mechanism (Local Code) (continued on next page)

3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: <u>N/A</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <u>4</u> ; <u>5</u> .
4. How was the local code adopted or how will it be adopted*? <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> • If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. • If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed. b. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input checked="" type="checkbox"/> Language developed by municipality was demonstrated to be equivalent.

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i (continued)

Assessment and Development of Regulatory Mechanism (Local Code) (continued)

5. Answer the following questions about the Gap Analysis or equivalent processes.

Clauses are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the “Equivalence” column, meaning that there is an associated “Equivalence” sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of clauses in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 clauses; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 clauses; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 clauses; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 clauses.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses exactly the same as the Sample Local Law language	Existing clauses equivalent to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be adopted , listed as legislative agenda items.
1			
2			
3, 4, 5			
6			
TOTAL			

6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?
___ No
___ Yes, list the **local codes** that will be changed:

7. What was the date or is planned date of local code adoption? Date:

8. Provide a web address if the adopted local law can be found on a web site. Web Address:

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.4.b. v: Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> Describe the procedures below. <i>Revise as procedures are updated.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.
<p>Used Local Laws 6, 8 and 9 to implement procedures related to site plan review for the protection of Steep Slopes, Wetlands and Watercourses</p>	<p>Completed for the period between March 2003-2004; continued for the period between March 2005-2006; continued for the period between March 2006-2007; task will continue in year 5 and on an ongoing basis</p>
<p>The Town’s site plan review requires that a storm water management plan which addresses storm water quality and quantity must be prepared and submitted for the project prior to the commencement of any site work</p>	<p>Completed for the period between March 2003-2004; continued for the period between March 2005-2006; continued for the period between March 2006-2007; task will continue in year 5 and on an ongoing basis</p>
<p>The Town initiated the evaluation of existing ordinances and other local requirements related to stormwater erosion and sedimentation controls; has been continuous by the Town staff; Local Laws 6, 8 and 9 require for the protection of Steep Slopes, Wetlands and Watercourses</p>	<p>The Town will continue to evaluate model ordinances and evaluate the need to adopt/revise ordinances; task will continue and be completed by year 5</p>
<p>Construction site plan/building department permit reviews were performed by the Town and included consideration of stormwater erosion and sedimentation controls as necessary using the NYS standards and specifications for Erosion and Sediment Control and the NYS Stormwater Management Design Manual</p>	<p>586 building permit, 353 steep slope clearance forms, 17 subdivisions and 16 site plan reviews received and performed for the period between March 2006-2007; task will continue in year 5 and on an ongoing basis with all site plans reviewed for stormwater requirements</p>
<p>Town Certificate of Occupancy procedures required that when construction or work is completed and the structure is ready to be occupied the building inspectors must verify that the work complies with all applicable codes</p>	<p>618 Certificate of Occupancies issued for the period between March 2006-2007; task to be performed in year 5 and on an ongoing basis</p>
<p>Overall construction site waste management was required as part of building permit submissions</p>	<p>Task will continue in year 5 and on an ongoing basis</p>
<p>Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> Explain the procedures below. <i>Revise as procedures are updated.</i> Identify the responsible personnel or outside organizations. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The Town policy provided that all site plans, subdivisions, steep slope permits and wetland and watercourse permits require a public hearing before the Planning Board which provide an opportunity for public comment; the Town responded to information received; the public may</p>	<p>The Town will continue to respond to public comments; task will continue in year 5 and on an ongoing basis</p>

attend planning board meetings and comments are considered by the planning board	
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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> Describe each procedure below. <i>Revise as procedures are updated.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.
<p>Site inspection and enforcement is required and was performed by Town representatives; included consideration for stormwater as necessary</p>	<p>Approximately 3,033 construction inspections were performed for the period between March 2006-2007; inspection and enforcement to be performed in year 5 and on an ongoing basis</p>
<p>Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet within the MS4s jurisdiction.</p> <ul style="list-style-type: none"> Explain the activities and materials used to meet this requirement. Identify the personnel or outside organization conducting this activity. Indicate activities planned for next year. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Developed initial training program for contractors, construction site managers, inspectors and plan reviewers</p>	<p>Ongoing</p>
<p>Organized two seminars on sediment and erosion control and construction waste management practices at construction sites</p>	<p>Ongoing</p>
<p>Education and training for municipal employees was performed as part of ongoing proper operation and maintenance training which is achieved through information repositories and the Town website</p>	<p>Approximately 4 sessions were completed for municipal employees and approximately 3 employees attended for the period between March 2006-2007; task to be continued in year 5</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Local Laws 6, 8 and 9 and a Town wide Comprehensive Plan were adopted for the protection of Steep Slopes and Wetlands and Watercourses by the Greenburgh Town Board</p>	<p>Completed in June 2003; administrative aspects of the laws and plan to be updated as needed on an ongoing basis</p>
<p>Initiated the assessment/evaluation of conditions and ordinances related to Town construction site stormwater runoff control</p>	<p>Task completed in year 4</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: N/A</p>	

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • A combination of structural and/or non-structural management practices. • <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i> 	DO NOT ENTER INFORMATION IN THIS CELL
Initiated the assessment/evaluation of conditions and ordinances related to Town post-construction stormwater management	Task completed in year 4
The Town’s Public Works and Building Department staff are required to inspect construction practices during, after construction and prior to operation	The Town will continue inspection practices; task to be continued in year 5 and on an ongoing basis
The Town initiated the evaluation of existing ordinances and other local requirements related to post-construction runoff for proposed developments and the need for inspection and maintenance using the NYS Stormwater Management Design Manual	Task completed in year 4
Annual reporting and maintenance must be filed with the Town for all site plans which include on-site stormwater management systems; HOA and deed restrictions for maintenance of stormwater management systems incorporated as part of Planning Board Approval with annual maintenance reporting to the Town	Ongoing
<ul style="list-style-type: none"> • Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • <i>Describe procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
Modify site plan and subdivision review procedure to include erosion and sediment control and construction waste management practices	Performed for the period between March 2003-2004; continued compliance with modifications to subdivision review procedure for the period between March 2006-2007
The Town has initiated the assessment/evaluation of conditions and ordinances related to post-construction runoff review procedures	Task completed in year 4

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • Procedures for inspection and maintenance of post-construction management practices. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals are number of: inspections maintenance activities performed.</i>
Town staff has evaluated its existing ordinances, local requirements and model ordinances	Task completed in year 4
Annual reporting and maintenance must be filed with the Town for all site plans which include on-site stormwater management systems; HOA and deed restrictions for maintenance of stormwater management systems incorporated as part of Planning Board Approval with annual maintenance reporting to the Town	Ongoing
<ul style="list-style-type: none"> • Procedures for enforcement and penalization of violators. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals: number enforcement activities performed.</i>
The Town law requires that enforcement be taken if property damage occurs	The Town will continue the required enforcement; task will be completed by year 5
Initiated the assessment/evaluation of conditions and ordinances related to Town post-construction runoff review procedures	Task completed in year 4

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • <i>Describe resources below. Update annually.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The Town’s staff initiated the development of procedures while the Town continues to evaluate existing ordinances, local requirements and model ordinances</p>	<p>The Town will continue the development of procedures; task will be completed by year 5</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Local Laws 6, 8 and 9 and a Town wide Comprehensive Plan were adopted for the protection of Steep Slopes and Wetlands and Watercourses by the Greenburgh Town Board</p>	<p>Completed in June 2003; administrative aspects of the laws and plan to be updated as needed on an ongoing basis</p>
<p>Receipt of public inquiries-conduct public hearings on draft local laws for steep slope, wetland protection and storm water management legislation, modify legislation if necessary based upon public comments; modify procedures is necessary</p>	<p>Completed for the period between March 2003-2004; continued for the period between Mach 2004-2005; continued for the period between March 2006-2007; to be continued in year 5</p>
<p>Annual reporting and maintenance must be filed with the Town for all site plans which include on-site stormwater management systems; HOA and deed restrictions for maintenance of stormwater management systems incorporated as part of Planning Board Approval with annual maintenance reporting to the Town</p>	<p>Ongoing</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: N/A</p>	

Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

<ul style="list-style-type: none"> • This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program. • A separate table follows that is for MS4s to report on management practices performed in identified municipal operations. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • <i>List pollutants that will be addressed by the municipal pollution prevention program.</i> 	
Floatables, litter, sediment, nutrients, bacteria and hydrocarbons	
<ul style="list-style-type: none"> • <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Street cleaning, catch basin cleaning, stream cleanup, street and bridge maintenance is focused on the above listed pollutants in all areas of the Town (Approximately 18 square miles)	Performed for the period between March 2005-2006; continued for the period between March 2006-2007; task will be completed by year 5; the Town will continue the development of procedures on an ongoing basis
Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained). <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement.</i> • <i>Identify training needs and design training components</i> • <i>Determine the adequacy and appropriate frequency of staff training.</i> • <i>Identify personnel or outside organization conducting activities.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Employee pollution prevention and hazardous materials and spill response training is required annually	Approximately 4 employees attended; completed three times for the period between March 2006-2007; task to be continued in year 5 and on an ongoing basis
Spill response plan in place and addresses containment and cleanup; any disposal of waste is done in accordance with NYSDEC recommendations	No spills occurred within the Town for the period between March 2006-2007; task to be continued in year 5 and on an ongoing basis
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
N/A	
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: N/A	

Minimum Control Measure 6. Municipal Operations: 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; Other: _____

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the municipal operation(s) indicated above to the MEP.</p> <ul style="list-style-type: none"> • Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Briefly describe or reference any existing policies and procedures • Briefly describe or reference any policies and procedures being developed 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Policies are being developed; no policies in place that require a set amount of particular department cleanings per year; the Town has an ongoing recycling program in place</p>	<p>Operations completed by the Dept. of Public Works on an ongoing basis:</p> <ul style="list-style-type: none"> • Catch basin cleaning—800/yr (16% of 5,000 catch basins total) • Catch basin/storm sewer repairs—100/yr (2% of total or 12.5% of total being cleaned that year) • Storm sewer blockage removals-100/yr • Street sweeping—250-300 miles/yr (30 mi/month, 6 mi/week+130 mi/yr) • Park cleanups—approx. 125-150/yr; done as needed • Bus stop litter basket pickups—800/yr • Park litter basket pickups—5-6/week when in use • Maintain indoor salt storage piles-5,000 tons • Household chemical pickups-7 days
<ul style="list-style-type: none"> • Briefly describe or reference any existing best management practices • Briefly describe or reference any planned best management practices 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The Town utilized the USEPA and State’s BMP guidance and fact sheets for municipal operations as appropriate</p>	<p>The Town will continue the development of procedures</p>

<p>Town BMP's employed include the following:</p> <ul style="list-style-type: none"> • 100% of batteries kept indoors/recycled – 150+ • 100% of antifreeze recycling-150 gallons • 100% cleaning solvents recycling – 16 gallons/interval • 100% of oil recycling-2,000 gallons 	<p>BMP's followed for the period between March 2005-2006; continued for the period between March 2006-2007; task to be continued in year 5 and on an ongoing basis</p> <ul style="list-style-type: none"> • 100% of vehicle washing performed indoors • Tires recycled – 450+/- • Ongoing testing/monitoring of outfall from vehicle maintenance facility as a spill response measure
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> 	<p align="center">DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Street sweeper; approximately 150 available DPW staff</p>	

Minimum Control Measure 6. Municipal Operations: 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; Other: _____

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i> • <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i> 	<p align="center">DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The Town assessed the USEPA and State's BMP guidance and fact sheets for municipal operations as appropriate until policies are developed and BMP's are finalized</p>	<p>Task to be performed on an ongoing basis</p>
<p>Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The Town requires staff to participate in periodic employee pollution prevention and spill response training; summaries of new legislation and site plan requirements provided to all applicants and employees; new</p>	<p>Four employees were informed through training meeting/sessions which took place three times during the period between March 2006-2007; proper informing to be continuous</p>

application forms posted on Town website	by Town staff; task to be continued in year 5 and on an ongoing basis
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Working to form a committee to develop Municipal Pollution Prevention Plan and evaluate existing municipal sand/salt operations	Ongoing
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: N/A	

<p>Did you include any of the following documents as appendices? Put a mark for each appended document.</p>
<p><input type="checkbox"/> * Summary of public comments received on the annual report at the public presentation (Required)</p> <p><input type="checkbox"/> ** Intended response to comments on the annual report (Required)</p> <p><input type="checkbox"/> Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.</p> <p><input type="checkbox"/> Other _____</p>

* A formal presentation was made including review and discussion of the third year SWMPAR draft report. No comments were received.

** Attached please find a response letter dated February 22, 2007, to the NYSDEC regarding their comments on our MS4 year 3, Annual Report dated June 2006.

**ADDENDUM REPORTING FOR
MS4S THAT LACK LEGAL AUTHORITY TO ADOPT
REGULATORY MECHANISMS FOR IDDE AND
CONSTRUCTION / POST-CONSTRUCTION STORMWATER RUNOFF CONTROL**

BE SURE TO INDICATE THE MS4 NAME AND PERMIT NUMBER IN THE HEADER

ADDENDUM 1. Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Local Law

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete this work.		
1) When was this work completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed Plan to complete for reporting in year: ___4; <input checked="" type="checkbox"/> 5.	
2) Indicate which of the control mechanisms or procedures to the right used by the MS4 notify staff and others doing work on behalf of the MS4 about prohibition of and enforcement against illicit discharges:	<input type="checkbox"/> Interconnection agreements <input type="checkbox"/> Maintenance directives / BMPS <input type="checkbox"/> Access Permits <input type="checkbox"/> Tenant Leases	<input type="checkbox"/> Consultant Agreements <input type="checkbox"/> Construction/Bid Documents <input type="checkbox"/> Other _____ _____
3) Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:	<input type="checkbox"/> Interconnection agreements <input type="checkbox"/> Maintenance directives / BMPS <input type="checkbox"/> Access Permits <input type="checkbox"/> Tenant Leases	<input type="checkbox"/> Consultant Agreements <input type="checkbox"/> Construction/Bid Documents <input type="checkbox"/> Other _____ _____
4) Explain how the MS4 intends to prohibit illicit discharges if: <ul style="list-style-type: none"> • none of the mechanisms in number 2 contain language prohibiting illicit discharges; or • the MS4 intends to add language to prohibit illicit discharges in other control mechanisms. 	Explanation: * The Town plans to adopt Model IDDE ordinance before January 2008	
5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?	Explanation: * The Town plans to adopt Model IDDE ordinance before January 2008	

ADDENDUM 2. Minimum Control Measure 4 & 5. Construction Site & Post-Construction Stormwater Runoff Control Local Law

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. The MS4s have until year 5 to complete this work.		
1) When was this work completed or planned to be completed?	Date completed: ___June 2003___ ___Not yet completed Plan to complete for reporting in year: ___4; ___5.	
2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the <u>erosion, sedimentation and stormwater management requirements</u> for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).		
<input type="checkbox"/> Access Permits <input type="checkbox"/> Tenant Leases <input type="checkbox"/> Requests for Proposals (RFPs) <input type="checkbox"/> Scope of Services	<input type="checkbox"/> Consultant Agreements <input type="checkbox"/> Construction / Bid Documents <input type="checkbox"/> Other Policies / Procedures _____ _____	

<p>3) All of the <u>erosion, sedimentation and stormwater management requirements</u> below must be addressed by the MS4's control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.</p>	
Control Mechanism	Erosion, Sedimentation and Stormwater Management Requirements
2,3,4,5	Require all projects to have SWPPPs, as in GP-02-01
2,3,4,5	Require all 16 components of a basic SWPPP (erosion and sediment control)
2,3,4,5	Require all additional 7 components for a full SWPPP when post-construction control is required
1,2,3,4,5	Meet the standards in the <i>Erosion and Sediment Control</i> and <i>Stormwater Management Design Manuals</i> (or otherwise meet the requirements of GP-02-01)
2,3,4,5	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
1,2,3,4,5	Require proper operation and maintenance of stormwater facilities during construction
1,2,3,4,5	Require proper operation and maintenance of stormwater facilities after construction
2,3,4,5	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
2,3,4,5	Have a process for review of SWPPPs
1,2,3,4,5	Require site self inspections as in GP-02-01
6	Have enforcement procedures during and after construction
1,2,3,4,5	Require construction site operators to control waste
6	Procedures for receipt and consideration of information submitted by the public
4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?	<p>Explanation: *The Town plans to adopt Model Construction Site & Post-Construction Stormwater Runoff Control ordinance before January 2008</p>
5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?	<p>Explanation: *The Town plans to adopt Model Construction Site & Post-Construction Stormwater Runoff Control ordinance before January 2008</p>