



**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: Village of Brewster SPDES Permit Number: NYR20A256

See information packet for information to help complete this form.

MCC Form for year ending: March 9, __ 2006 (Year 3) ___ 2007 (Year 4) <u> X </u> 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: Village of Brewster		Title:	Department:
Mailing Address:	Street or P.O. Box: 208 Main Street	City: Brewster	
	County: Putnam	State: New York	Zip Code: 10509
Phone: (845) 279-3760		E-mail Address: www.brewstervillage-ny.gov	
Local Stormwater Public Contact (Required by Minimum Measure 2)			
Is information below: 1) new or changed? <u> X </u> Yes ___ No 2) same as: ___ Owner/Operator			
Name: James Schoenig		Title: Mayor	Department:
Mailing Address:	Street or P.O. Box: 208 Main Street	City: Brewster	
	County: Putnam	State: New York	Zip Code: 10509
Phone: (845) 279-3760		E-mail Address: jschoenig@brewstervillage-ny.gov	
Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? <u> X </u> Yes ___ No 2) same as: ___ Owner/Operator <u> X </u> Local Stormwater Public Contact			
Name: James Schoenig		Title: Mayor	Department: Village of Brewster
Mailing Address:	Street or P.O. Box: 208 Main Street	City: Brewster	
	County: Putnam	State: New York	Zip Code: 10509
Phone: (845) 279-3760		E-mail Address: jschoenig@brewstervillage-ny.gov	
Annual Report Preparer			
Is information below: 1) new or changed? ___ Yes <u> X </u> No 2) same as: ___ Owner/Operator ___ Local Stormwater Public Contact <u> X </u> SWMP Coordinator			
Name: J. Robert Folchetti & Associates, LLC		Title: Civil and Environmental Engineers	Department:
Mailing Address:	Street or P.O. Box: 247 Route 100 – Suite 1003	City: Somers	
	County: Westchester	State: New York	Zip Code: 10589
Phone: (914) 232-2500		E-mail Address: John.Folchetti@jrfa.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 waterbody 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
Diverting Reservoir	PHOSPHORUS	X	

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 Village has taken measures to reduce the discharge of phosphorous into their water bodies. Most importantly, the newly constructed wastewater treatment plant discharges sixty-five percent (65%) less phosphorous on a daily basis than the old wastewater treatment plant. In addition, The Village no longer fertilizes any of the Village-owned properties and literature on low phosphorous and phosphorous free products are disseminated throughout the Village as well as posted on the Village website. The Village of Brewster will begin phosphorus reduction in compliance with the special conditions in Part III.B of the MS4 permit when the Draft Proposed Heightened Permit Requirements For MS4's In the East of Hudson Watershed is issued as Final. Additionally, the Village will comply with any phosphorous reduction regulations that are part of the new MS4 Regulations when they are finalized by the NYSDEC.

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) 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)? 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 budget for stormwater work during this reporting period was \$8,000. The actual expenditure incurred by the Village in the Year 5 reporting period was \$12,800.00. The Village continues to actively seek grant monies for water quality improvements.

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 <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer: Y	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> 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: James Schoenig

Title: Mayor

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: Village of Brewster **SPDES Permit Number:** NYR20A 256

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>Despite a late start and a lack of funding, the Village now has a fully functioning website (brewstervillage-ny.gov) that includes a section entitled “Municipal Separate Storm Sewer System”. This piece of the site contains information on the MS4 program, the MS4 Annual Reports, Educational Outreach Materials, and the dates and times of Stormwater Presentations and Village Board meetings.</p> <p>Posters, fliers and bookmarks are disseminated monthly throughout the Village. To date, approximately 40 pieces of literature on topics such as household solutions, car washing, car maintenance, construction practices, septic systems, stormwater management and phosphorous free products have been distributed by hand at Village events, used in the school district, hung in Village businesses, placed in the Village Hall, the Village Library and the Chamber of Commerce. Literature, when possible, is also inserted in Village mailings such as water bills or official announcements. A dozen of these pieces have been prepared in Spanish in an effort to educate the entire Village population.</p> <p>The Village has enlisted trained police officers to meet with residents and the population of the Brewster School District to reinforce the material prepared for the outreach program. Public presentations were held on the MS4 program, to better explain what stormwater and illicit discharges are and some easy</p>	<p>The Village intends to continue to fund the MS4 program on an annual basis. For the 08-09 fiscal year, the Village has raised the stormwater budget from \$8,000 to \$14,000. The Village will continue to seek additional monies from grants that are available for water quality improvements and educational outreach programs.</p> <p>The Village will continue to disperse educational literature and hold public discussions on its stormwater management program during its monthly public meetings.</p>
<p></p>	<p></p>

<p>remedial household practices that would help reduce pollutants. Approximately twenty-five people attended these presentations.</p> <p>The Village Library and the Village Hall maintain a complete file on the stormwater management efforts of the Village to date. In addition, at the monthly Village Board meetings, a Stormwater Report is given by the Village Engineer. Copies of the report are made available to the public and any comments from the public are addressed and made a part of the meeting minutes. Meetings are open to the public and publicly posted in the Village's official newspaper The Putnam Press. The MS4 Annual Reports are presented publicly at Village Meetings. The Year 5 Report was presented on May XX, 2008. Comments are attached.</p>	<p>Records will be updated when needed.</p>
<p>While meeting attendance at formal public presentations was low, meeting attendance at the Village Board meetings has increased. Residents of the Village appear to be more concerned about their community and more willing to offer comments, suggestions and assistance. The Village businesses are more than accommodating and the School District is considering a more formalized water education program as a result of their partnership with the Village.</p>	<p>The Village Board of Trustees and Village Engineer will continue to address the public's concerns and interests. In addition, they will continue to monitor the support of the program through resident participation, meeting attendance and public comment. Grants for the development of a formal stormwater program to be introduced in the Brewster Middle School have been applied for.</p>

Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
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:	

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.

<p>Permit Reference IV.C.2.c.iii: Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> <i>Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</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>James Schoenig, the newly elected Mayor of the Village of Brewster, is currently the contact person for the Stormwater Management Program.</p>	<p>Should an election change the incumbent; the new Mayor will select a contact for the stormwater management program.</p>
<p>The Village holds a Bulk Pick Up Day once a year. Residents are notified via mail of the date, pick up schedule and allowed items. One hundred twenty tons of debris was collected, sorted and recycled or disposed of properly.</p>	<p>Yearly Village event.</p>
<p>The Village celebrates Earth Day every April. This year approximately 50 people and one Boy Scout Troop gathered to pick up litter from the Village streets. Four hundred pounds of litter was recorded to have been removed from the streets.</p>	<p>Yearly Village activity.</p>
<p>Notification of Village meetings, public hearings and general Village business is posted on the Village website, the Brewster 10509 chat room and the official paper of the Village, The Putnam Press.</p>	<p>Ongoing Task</p>
<p>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>	
<p>The Village Engineer will continue to present a stormwater report to the Village Board and Village Public at the monthly Village meeting. Any comments or concerns will be addressed and rectified, when possible, by the Village and recorded in the meeting minutes as well as the noted in the next month's report by the Village Engineer. All documents are available to the public for review and comment at the Village Hall.</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. Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:</p>		
<p>Comments on Annual Report Meeting ___ No public comments received on Annual Report. <u> X </u> Comments received. Attach summary of comments and intended responses.</p>	<p>Date of Annual Report Meeting: May 21, 2008</p>	<p>Approximate Date of Meeting Next Year: May 2009</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>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:</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>In June 2007, the Village of Brewster adopted Local Law No. 1 prohibiting Illicit Discharge and Elimination within Village limits. The Law prohibits discharges to the maximum extent possible under State Law and includes enforcement procedures and fines.</p>	<p>Revisions to the Law will be made as needed.</p>
<p>The Village has completed the construction of a wastewater collection system that encompasses the entire Village. The system is made up of over 45,000 linear feet of piping. This project effectively eliminated illicit sanitary wastewater discharges in the Village.</p>	
<p>The Village has nearly completed a \$4M contract that connects Village residents who have on site sewage systems to the new municipal sewer system. To date 382 out of 400 house sewer connections have been made. Four gas stations and the remainder of the house connections are scheduled to be connected by July 2008.</p>	
<p>The Village has completed GIS mapping of the stormwater sewer system and all Village outfalls and catch basins. The GIS mapping has as an additional component, a “data dictionary”, which allows for pictures and inspection reports of the structures to be maintained within the GIS map thereby creating a historical record of each structure.</p>	<p>The Village plans on continuing to expand the GIS database to include new projects in an effort to have an accurate record of the Village infrastructure.</p>

<p>The Village Code Enforcement Officer routinely attends stormwater programs offered by the Putnam County Soil and Water Conservation Committee and the Putnam County Department of Health.</p>	<p>Ongoing Responsibility</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 Village has completed GIS mapping of the stormwater sewer system and all Village outfalls and catch basins. The GIS mapping has as an additional component, a “data dictionary”, which allows for pictures and inspection reports of the structures to be maintained within the GIS map thereby creating a historical record.</p>	<p>The Village plans on continuing to expand the GIS database to include new projects in an effort to have an accurate record of the Village infrastructure.</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?
 No (go to ADDENDUM 1)
 Yes (complete questions below)

Assessment of Regulatory Mechanism (Local Code)

1) When was this assessment completed or planned to be completed?
 Date completed: June 2007
 Not yet completed (proceed to next table)
 Plan to complete for reporting in year: 4; 5.

2) Is there an existing ordinance, local law or other regulatory mechanism?
 No (go to question 5)
 Yes

3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?
 No (amendments needed)
 Yes

4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?
 No (amendments needed)
 Yes

Development of Regulatory Mechanism (Local Codes)

5) When was this work completed or planned to be completed?
 Date completed: June 2007
 Not yet completed (proceed to next table)
 Plan to complete work below for reporting in year: 4; 5.

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?
 NYS IDDE Model Law in its entirety
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law
 MS4 will write language equivalent to NYS IDDE Model Law

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?
 No
 Yes, list the **local code(s)** that will be changed:

8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?
 NYS IDDE Model Law in its entirety
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law
 Language equivalent to NYS IDDE Model Law

9) What was the date or is the planned date of local law adoption?
 Date: August 15, 2007

10) Provide a web address if adopted local law can be found on a web site.
 Web Address: brewstervillage-gov.ny

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 and 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>The Village has a fully functioning website (brewstervillage-ny.gov) that includes a section entitled “Municipal Separate Storm Sewer System”. This piece of the site contains information on the MS4 program, the MS4 Annual Reports, Educational Outreach Materials, and the dates and times of Stormwater Presentations and Village Board meetings.</p> <p>Trained police officers, Code Enforcement and DPW personnel routinely inspect the Village for illicit discharges. Any such find is reported to the Village Board and Village Engineer for action and remediation.</p>	<p>The Village will continue to update the website with pertinent information regarding stormwater and the Village obligations.</p>
<p>Additional Techniques</p> <p>Education literature that is distributed throughout the Village is also left with the Code Enforcement Office and the Department of Public Works as a resource for them as well as residents who may have questions.</p>	<p>The Code Enforcement Officer issued one illicit discharge violation in this reporting period. A \$250 fine was imposed.</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:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</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?

No (go to ADDENDUM 2)
 Yes (complete questions below)

Preliminary Assessment of Regulatory Mechanism (Local Code)

Date completed: August 2004 ___ Not yet completed (proceed to next table)
Plan to complete for reporting in year: ___4; ___5.

Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted *Sample Local Law for Stormwater Management and Erosion & Sediment Control* (Sample Local Law).

If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent

If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent

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)

Date completed: December 2005 ___ Not yet completed (proceed to next table)
Plan to complete work below for reporting in year: ___4; ___5.

3. When was the Gap Analysis or equivalent process completed or when will it be completed?

4. How was the local code adopted or how will it be adopted*?

a. ___ The entire Sample Local Law adopted as amendments to existing code or as stand-alone law.
• 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 *Gap Analysis* or equivalent process) to ensure the intent of the law has not been changed.

b. Parts of NYS Sample Local Law adopted as amendments to existing code.

c. Language developed by municipality was demonstrated to be equivalent.

**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.*

**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)
1	4	4
2	33	16
3, 4, 5	2	0
6	3	6
TOTAL	42	26

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:
 Zoning and Stormwater Codes

7. What was the date or is planned date of local code adoption?
 Date: Stormwater Law adopted August 15, 2007
 Local Zoning Code approximate adoption June 2008 (concluding public hearings)

8. Provide a web address if the adopted local law can be found on a web site.
 Web Address: www.brewstervillage-gov.ny

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. <u>Revise as procedures are updated.</u> <p>The Village adopted a Stormwater and Erosion Control Ordinance as part of its new Local Law No. 1. In addition, the Village has revised their zoning and land use laws to better conform to the NYSDEC Technical Standards detailed in the NYS Stormwater Management Design Manual.</p> <p>All submittals for construction work must be prepared by a licensed NYS Professional Engineer and include stormwater and erosion control measures according to NYSDEC Standards and Village regulations.</p> <p>One hundred percent of the applications submitted to the Village Planning Board are reviewed for compliance with the Stormwater and Erosion Control requirements. Approximately twenty-five applications are reviewed a year.</p> <p>Minimum requirements for all applications requesting approval by the Village Planning Board must include details such as site map, minimized clearing and exposed soil, silt fencing, stabilization of disturbed area, project phasing and protection of storm inlets.</p> <p>The Code Enforcement Office and the Department of Public Works continue to attend training sessions offered by the NYSDEC and the Putnam County in the areas of construction inspections. In addition, the Village continues to maintain through the Village office and the Village Engineer's office a library of construction inspection resource materials.</p> <p>The Village will continue to evaluate construction compliance strategies during site inspections and if required, will revise their standards and procedures of construction practices.</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"> Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed. <p>Laws of the Village will be updated when necessary</p>
<p>During the Year 5 reporting period, two applications were returned to applicants. The submission will be reviewed again when the proper controls are detailed in the design drawings.</p>	<p>Ongoing Practice</p>
<p>Ongoing Practice</p>	<p>Ongoing Practice</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"> • <i>Explain the procedures below. <u>Revise as procedures are updated.</u></i> • <i>Identify the responsible personnel or outside organizations.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>All site applications are subject to public review and comment. The procedure for site applications is described at the Village Hall and in the revised zoning and land use code.</p>	
<p>Planning Board Meeting agendas are posted in the official Village paper and on the Village website. The public is encouraged to attend these meetings so that any comments or concerns on planning board applications may be brought to the attention of the Village Board.</p>	
<p>The Village Board of Trustees reserves the right to reject a Planning Board application if they feel the project is not in the best interests of the Village.</p>	

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. <u>Revise as procedures are updated.</u> 	<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>The Village has adopted Local Law No. 1 which contains a list of minimum information identified by the Village that must be included on all SWP³ submitted to the Planning Board for site plan or subdivision approval</p> <p>Inspectors from the Village Code Enforcement office, the Department of Public Works and Village Engineer's office routinely inspect construction sites for exposed soil, silt fencing, proper covers on storm inlets and waste disposal</p> <p>Construction sites are inspected during and immediately after rainfall events.</p> <p>Village personnel use an erosion and control logbook on site visits. In an effort to maintain a record of the work on site and any violations of stormwater or erosion and control regulations.</p>	<p>One violation for ineffective silt fence was given during the Year 5 reporting period. Fencing was replaced and properly stabilized</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>The Village uses a construction site checklist for site inspections that has a minimum the requirements outlined in the new zoning and land use regulations and Local Law No. 1.</p> <p>Inspectors are familiar with the practices identified in the NYS Stormwater Management Design Manual. Copies of this document and other relevant material are readily available in the Village offices and the Village Engineer's office.</p>	<p>Training and procurement are ongoing requirements of Village personnel.</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>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:</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.

<p>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:</p> <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> <p>The Village will include permanent stormwater practices that are constructed in new site development and dedicated to the Village into the new database (GIS mapping system) to insure maintenance of facilities.</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"> • 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> <p>The Village adopted a Stormwater Ordinance in June 2007 that at a minimum requires detailed specifications and plans on the stormwater management of the construction activity for grading, protection, fencing, and waste disposal. Stop Work Orders and fines will be levied by the Village on construction operators that are not in conformance with approved plans and specifications for construction.</p> <p>All SWPPP will be subject to reviews by the Village Planning Board. All SWPPP that do not meet the minimum requirements of the Village and NYS will be rejected.</p> <p>As-Built Plans, including stormwater practices, certified by a licensed NYS Professional Engineer, are required upon completion of construction.</p> <p>Approved landscaping design must be in place ten days prior to completion of the project.</p>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<ul style="list-style-type: none"> • <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans reviewed that are reviewed.</i> 	
	<p>No SWP's were submitted to the Planning Board in this reporting period.</p>
	<p>Retainage will not be returned to applicants or contractors until As-Built drawings are submitted and meet the Village Engineer's approval.</p>
	<p>Retainage will not be returned to applicants or contractors until landscaping meets with the Village Engineer's approval</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.

<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> <ul style="list-style-type: none"> • Procedures for inspection and maintenance of post-construction management practices. • <i>Explain procedures below. Revise as procedures are updated.</i> <p>The Village has developed checklists that are used by site inspectors. These checklists contain items from the NYSDEC checklist for construction site operators as well as minimum requirements for post construction activity as defined by the Village of Brewster regulations.</p> <ul style="list-style-type: none"> • Procedures for enforcement and penalization of violators. • <i>Explain procedures below. Revise as procedures are updated.</i> <p>Enforcement actions shall be taken by the local code enforcement officer from the Village Building Department. Under existing Village law the Code Enforcement Officer has the authority to issue notices of violation and fines. The same authority extends to violations related to construction site activities.</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>Example measurable goals are number of: inspections maintenance activities performed.</i> <p>The Village will continue to evaluate changes that may be required to the checklist based on site inspections and future development.</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number enforcement activities performed.</i> <p>Two violations were issued during this reporting period; one for illicit discharges and one for inadequate silt fencing. A fine was imposed for the illicit discharge occurrence. Both violations were corrected to the satisfaction of Village officials.</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.

<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> <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>The Village prepares an assessment of its resources for conducting post construction site inspections on an annual basis. Additional resources will be added as necessary. Funding for those resources will be provided in part by permit and application fees levied by the Village for new building permits and applications submitted for site plan and subdivision approval.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
	<p>DO NOT ENTER INFORMATION IN THIS CELL</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>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:</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. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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.</p>	<p><i>List pollutants that will be addressed by the municipal pollution prevention program.</i></p>
<p>Phosphorus, Oil, Wastewater</p>	<p><i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i></p>
<p>The Village has completed the construction of a wastewater collection system that encompasses the entire Village. The system is made up of over 45,000 linear feet of piping. This project effectively eliminated illicit sanitary wastewater discharges in the Village.</p>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The Village has nearly completed a \$4M contract that connects Village residents who have on site sewage systems to the new municipal sewer system. To date 382 out of 400 house sewer connections have been made. Four gas stations and the remainder of the house connections are scheduled to be connected by July 2008</p>	
<p>The newly constructed wastewater treatment plant discharges sixty-five percent (65%) less phosphorous on a daily basis than the old wastewater treatment plant.</p>	
<p>The Village is contemplating the construction of a robotic garage. In an effort to be proactive, the Village is securing a permit from the NYCDEP for the parcel adjacent to the proposed garage purely for the purposes of creating a stormwater detention facility.</p>	
<p>The Village streets are cleaned three times a year by one DPW staff and a Vac-Truck borrowed from Putnam County.</p>	<p>49.5 cubic yards of sand were removed in Year 5. The amount of sand collected will continue to be tracked.</p>
<p>Catch basins in the Village are cleaned twice a year; October and May.</p>	<p>There are 125 catch basins within the Village limits. All 125 catch basins were cleaned in the Year 5 reporting period. Catch basin cleaning will continue to be recorded.</p>

<p>The Village DPW reports collecting 11,315 pounds of garbage during the Year 5 reporting period.</p>	<p>The amount of litter collected will continue to be tracked monthly and reported annually.</p>
<p>Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <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> <p>Village Code Enforcement and DPW officials attend training classes offered by the Soil and Water Conservation office, Putnam County and the NYSDEC. Training materials from various regulatory agencies and available to employees at the Village Hall and the Village Engineer's office.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <p>Training is an ongoing requirement for staff members</p> <p>Funding of this item will be provided annually as part of the MS4 budget. Additional funds will be sought through grants.</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>Village police are allowed to issue fines for littering, for waste and improper disposal of garbage. All citations are brought to the attention of the Village Board.</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:</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: 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"> • <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</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>Briefly describe or reference any existing policies and procedures</i> • <i>Briefly describe or reference any policies and procedures being developed</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>DPW vehicles are washed in the DPW garage. Water drains into a dry well inside the garage eliminating any runoff from this activity.</p> <p>Maintenance of official Village vehicles takes place off site at a Village gas station and the official vehicles are washed at a car wash facility on Route 22 in the Village. At both sites, best management practices have been confirmed to be in place.</p>	
<p>The Village does not fertilize Village-owned property.</p>	
<p>Salt and sand used for winter roads are stored, covered, inside the DPW garage.</p>	
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing best management practices</i> • <i>Briefly describe or reference any planned best management practices</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The Village has successfully eliminated illicit sanitary wastewater discharges through the new construction of a Village wide collection system.</p>	
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> <p>There are five members of the DPW and Code Enforcement staff.</p>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>

<p>The Village owns two dump trucks, one backhoe, one utility body truck, and one lawn tractor.</p>	
<p>The Village owns three official vehicles: a 2001 Crown Victoria, a 2001 Tahoe and a 2007 Impala.</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>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:</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>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<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> <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>The Village catch basins are cleaned twice a year and on an as needed basis. Village streets are swept regularly and on an as needed basis. The Village DPW picks up clippings and brush on a weekly basis.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</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>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>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:</p>	

ADDENDUM REPORTING FOR

Did you include any of the following documents as appendices? Put a mark each appended document.

- Summary of public comments received on the annual report at the public presentation (**Required**)
- Intended response to comments on the annual report (**Required**)
- Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.
- Other

**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

<p>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.</p>	
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ Not yet completed Plan to complete for reporting in year: 4; 5.</p>
<p>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:</p>	<p> <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 _____ </p>
<p>3) Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:</p>	<p> <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 _____ </p>
<p>4) Explain how the MS4 intends to prohibit illicit discharges if:</p> <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. 	<p>Explanation:</p>
<p>5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?</p>	<p>Explanation:</p>

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

<p>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.</p>	
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ Not yet completed Plan to complete for reporting in year: 4; 5.</p>
<p>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 erosion, sedimentation and stormwater management requirements for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).</p>	<p>___ Access Permits ___ Tenant Leases ___ Requests for Proposals (RFPs) ___ Scope of Services ___ Consultant Agreements ___ Construction / Bid Documents ___ Other Policies / Procedures _____</p>
<p>3) All of the erosion, sedimentation and stormwater management requirements 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>	<p>Control Mechanism Erosion, Sedimentation and Stormwater Management Requirements Require all projects to have SWPPPs, as in GP-02-01 Require all 16 components of a basic SWPPP (erosion and sediment control) Require all additional 7 components for a full SWPPP when post-construction control is required 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) Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP Require proper operation and maintenance of stormwater facilities during construction Require proper operation and maintenance of stormwater facilities after construction 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 Have a process for review of SWPPPs Require site self inspections as in GP-02-01 Have enforcement procedures during and after construction Require construction site operators to control waste Procedures for receipt and consideration of information submitted by the public</p>
<p>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>	<p>Explanation:</p>
<p>5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?</p>	<p>Explanation:</p>

