

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

Regulated MS4: VILLAGE OF CROTON-ON-HUDSON SPDES Permit Number: NYR20A 046

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.

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). • <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>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Maintained a storm water information repository and display case at the Village Hall Engineering and Building Departments; it was updated with magazines, brochures, posters, notices and fact sheets by the Village staff	The storm water information repository was updated 12 times for the period between March 2006-2007; the repository update will be continued in year 5
Prepared a storm water article insert for publication in the Village newsletter and the Village webpage by the Village's consultant	The Village newsletter was issued 12 times and mailed to 100% of the Village residents for the period between March 2006-2007; an updated storm water insert was included in the Village newsletter. Program to be continued in year 5.
The Village's consultant prepared a storm water webpage write-up for placement on the Village's webpage; in addition to storm water, the Village website includes articles, newsletters and other mailings, which include announcements on recycling schedules, household chemical cleanup schedules and sanitation schedules.	The storm water webpage was completed in 2003. The storm water webpage was updated 2 times during the period between March 2006 - 2007; the webpage will be updated in year 5, or as needed.
Pet waste management: Maintained and inspected Village pooper scooper signs; Village Code Section 108-6.c required pet owners to pick up pet waste after their pets; dogs are not allowed in parks.	Approximately 15 to 20 existing signs were maintained and inspected for the period between March 2006 - 2007; this program was completed for the period between March 2006 - 2007; program to be continued in year 5

Municipality: VILLAGE OF CROTON ON HUDSON

Permit Number: NYR20A046

Proper disposal of household hazardous waste: The Village advertised/posted 7 Westchester County household chemical drop-off days via tabletop handouts located in the Village Hall, Village Library, storm water webpage and storm water repository	Seven household chemical drop-off days were held in Westchester County for the period between March 2006 – 2007; program to be continued in year 5
Trash Management: Advertised the Village sanitation and recycling schedule, a grass-cycling and home composting information via the Village website and storm water repository.	This program was completed for the period between March 2006 – 2007; program to be continued in year 5.
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The Village passed a resolution to partner with Westchester County (WC) in order for WC to receive grant money from the NYSDEC to assist numerous partnering municipalities, including the Village of Croton-on-Hudson, in developing educational messages that promote behavioral change, increase awareness of storm water issues, the importance of water quality protection and designing storm water educational materials for all residents through a Regional Stormwater Public Education and Outreach Program. WC is in the process of finalizing an Intermunicipal Agreement (IMA) for the participating municipalities in order to send a contract to the NYSDEC and receive \$200,000 in grant money.	The Village is waiting for the County to finalize the IMA in order to initiate the program; ongoing; the Regional Storm Water Public Education and outreach program will be completed by year 5.
Village staff participated in construction site operator training; the Village will continue to host construction site operator training for public employees and supervisors will continue to attend construction site operator training	Fire management staff attended 5 Storm water Phase II training sessions through NYSDEC, NYCOM, WCAMPWA, and APWA; management staff held in-house training sessions in Fall of 2006 to convey information learned to Village employees and approximately 30 employees attended; completed for the period between March 2006- 2007; task to be continued in year 5.
Water Conservation Practices: Advertised recommended water conservation practices via the Village website, repository and required annual water quality report which is mailed to all water bill-receiving households.	The annual water quality report is issued each year by May 31st and mailed to 100% of Village residents; this program was completed for the period between March 2006 – 2007; program to be continued in year 5.
Notified residents of proper lawn care through literature/brochures on the importance of proper lawn care, which were made available at Village facilities, on the Village webpage, in the storm water repository and the sanitation/recycling calendar.	This information was available on a continuous basis for the period between March 2006 – 2007; program to be continued in year 5; the sanitation/recycling calendar was mailed to all residents in December of 2006.
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. <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>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Prepared the 2007 SWMPAR and made it available for public review and comment prior to the annual meeting by advertising it on the Village website and in the Village newsletter	The 2007 SWMPAR was completed in April 2007; task will be continued in year 5
The Village held its annual meeting to discuss and receive comments on the 2007 (fourth year) SWMPAR	The fourth year annual meeting will be held on May 21, 2007; task will be continued in year 5
The Village televised the 2006 SWMPAR annual meeting on the Village's cable channel	The 2006 SWMPAR was televised 10 times for the period between March 2006 – 2007; task will be continued in year 5
The Village designated Kenneth Kraft, Superintendent of Public Works as the storm water contact person at the Village to answer any questions in reference to the SWMPAR or any storm water related issues in the Village Advisory/partner committees: The Village's advisory/partner committee was the Village's Conservation Advisory Council (CAC)	The storm water contact person was established for the period between March 2006 – March 2007; contact person and information to be updated again in year 5 The Village's storm water management team coordinated activities with the CAC throughout the year, including, but not limited to, Earth Day/River Cleanup, public education and other activities; ongoing task
Storm drain marking: The Village has purchased storm markers for Village catch basins, which is completed by volunteers and interns hired by the Village	600 of Village catch basins (75%) have been marked as of March 2007; storm drain stenciling began in year 4 and will continue in year 5
Stream/beach roadway cleanup: A volunteer river/park cleanup day was held at the Hudson River and Brook Street Brook; the Village collected all the waste from the cleanup; the cleanup day was organized by the Village's CAC in conjunction with Earth Day	The cleanup day was held in April 29, 2006; 70 - 80 residents arrived to volunteer for the cleanup day and approximately 50 large plastic bags of trash and 3 trucks full of debris were collected by Village crews; task will be continued in year 5
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>	
The Village posted notice of this meeting on the Village website and in the Village newsletter regarding the storm water program 2007 annual public meeting, the availability of information and how to access the documents and information.	

Municipality: VILLAGE OF CROTON ON HUDSON

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: The annual meeting on the 2007 SWMPAR was held by the Village Board as part of the regularly scheduled Village Board meeting and attended by approximately ___ people including members of the Village's Conservation Advisory Council, the Village Board, departments, members of the public and the Village's storm water consultant.		
Comments on Annual Report Meeting ___ No public comments received on Annual Report. ☒ Comments received. Attach summary of comments and intended responses.	Date of Annual Report Meeting: Monday, May 21, 2007	Approximate Date of Meeting Next Year: January 2008
Additional Techniques		
The Village passed a resolution to partner with Westchester County (WC) in order for WC to receive grant money from the NYSDEC to assist numerous partnering municipalities, including the Village of Croton-on-Hudson in developing educational messages that promote behavioral change, increase awareness of storm water issues, the importance of water quality protection and designing storm water educational materials for all residents through a Regional Stormwater Public Education and Outreach Program. WC is in the process of finalizing an Intermunicipal Agreement (IMA) for the participating municipalities in order to send a contract to the NYSDEC and receive \$200,000 in grant money.		
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		

Municipality: VILLAGE OF CROTON ON HUDSON

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.

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. • <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>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i>
Village employees performed visual screening and follow-up inspections for illicit discharges as part of normal daily roadway inspections and storm water system maintenance activities The Village has a program in place to inspect outfalls for dry weather flows. Village crews also search for improper flows/illicit discharges (sudsy, oily or discolored water) while cleaning and repairing storm drainage systems and during dry weather outfall flow inspections. Code enforcement officers look for illegal dumping on a normal basis and immediately eradicate the problem before it proliferates; the Village collects metals, white goods, electronics household furniture, and large trash items weekly as part of regular sanitation pickup to prevent illegal dumping in the Village	Performed daily for the period between March 2006 – 2007; task will be continued in year 5; no illicit discharges were detected during that time period Performed daily during dry weather periods and during cleaning/repairing of storm drainage systems for the period between March 2006-2007; task will be continued in year 5; no improper flows or illicit discharges were detected Ongoing; Cleanup of illegal dumping is done on an ongoing basis as necessary; regularly scheduled municipal solid waste collection is done throughout the year
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> • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewer shed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • <i>Example measurable goals: percent of outfalls mapped</i>
The Village has been maintaining and updating its existing GIS outfall map, which includes 90% of all existing outfalls in the Village; mapping has been continuously maintained by the Village staff. The Village has completed 100% of GIS base map. The map containing outfalls and storm water infrastructure has been digitized and included as multiple GIS layers; mapping is maintained by the Village and Village's contractor.	10% of Village storm water infrastructure added for the period between March 2006 – 2007. The Village will continue to maintain and update the existing outfall map; task will be continued in year 5 100% of base map completed March 2006; the Village to continue to maintain and update the GIS storm water layers; task will be continued in year 5 and on an ongoing basis

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: December 2005 ☐ Not yet completed (proceed to next table) Plan to complete for reporting in year: <u>4</u> ; <u>5</u> .
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: ☒ Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <u>4</u> ; <u>5</u> .
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: Village Code Chapter 196 Stormwater Management
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
*Village plans to adopt Model IDDE ordinance before January 2008.	
9) What was the date or is the planned date of local law adoption?	Date: TBD; before January 2008
10) Provide a web address if adopted local law can be found on a web site.	Web Address: TBD; before January 2008

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.

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. <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>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Proper disposal of household hazardous waste: The Village advertised/posted 7 Westchester County household chemical drop-off days via tabletop handouts located in the Village Hall, the Village Library, storm water repository and website	Seven household chemical drop-off days were held in Westchester County for the period between March 2006 – 2007; program to be continued in year 5
Employees were informed of hazards associated with illegal discharges and improper disposal of waste through training meetings/sessions; the Village will continue to host IDDE training for public employees and supervisors will continue to attend IDDE training	Five management staff attended 3 Storm water Phase II training sessions through NYSDEC, NYCOM, WCAMPWA, and APWA; management staff held in-house training session in Fall of 2006 to convey information learned to Village employees and approximately 30 employees attended; completed for the period between March 2006 – 2007; task to be continued in year 5
Businesses and residents have been informed of IDDE via the Village newsletter	Completed for the period between March 2006 – 2007; program to be continued in year 5.
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Dye Testing: The Village performed visual screening which did not reveal the need for dye testing or other tracer testing	Completed for the period between March 2006 – 2007; task will continue in year 5
Failing Septic Systems: Approximately 93% of homes within the Village are on sanitary sewers; areas with septic systems (approx. 7% of homes) did not reveal evidence of failure; failing septic systems are addressed immediately upon notification or observation by Village staff.	Completed for the period between March 2006 – 2007; task will continue in year 5; GIS is being updated to include a septic system layer
No leaks on private sewage collection systems were discovered	Leaks are investigated by the Village and corrected by the owner; completed for the period between March 2006-2007; task will continue in year 5
Illegal dumping: Code enforcement officers look for illegal dumping on a normal basis and immediately eradicate the problem before it proliferates; the Village collects metals, white goods, electronics household furniture, and large trash items weekly as part of regular sanitation pickup to prevent illegal dumping in the Village	Cleanup of illegal dumping is done on an ongoing basis as necessary; regularly scheduled municipal solid waste collection is done throughout the year

Wastewater Connections to the Storm Drain System: The Village televised 2,300 lf of storm drains cctv inspected to check drain condition and check for illicit discharges	No illicit discharges were detected; the period between March 2006-2007; task will continue in year 5
New Sanitary Connections: Inspection of all new or repaired sanitary sewer connections is performed by the Village	Completed for the period between March 2006-2007; task will continue in year 5
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 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 (<i>Stormwater Management Gap Analysis Workbook for Local Officials</i> 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)	
1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: <u>December 2005</u> ☐ Not yet completed (proceed to next table) Plan to complete for reporting in year: <u>4</u> ; <u>5</u> . ☐ 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.	☐ 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)	
3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: <u>November 2006</u> ☐ 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*?	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 <i>Gap Analysis</i> 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.

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			8
2			51
3, 4, 5			3
6			9
TOTAL			71
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: Village Code Chapter 196 Stormwater Management			
7. What was the date or is planned date of local code adoption?			
Date: TBD; before January 2008			
8. Provide a web address if the adopted local law can be found on a web site.			
Web Address: TBD; before January 2008			

Municipality: VILLAGE OF CROTON ON HUDSON

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.

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. Describe the procedures below. <i>Revise as procedures are updated.</i>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities) Example measurable goals: <i>number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
Completed the evaluation of existing ordinances and other local requirements related to Village storm water erosion and sedimentation controls; has been continuous by Village staff	The Village will adopt NYSDEC model equivalent ordinance in year 5
The Village Code requires all construction plans to go through planning board site plan review which provide an opportunity for public comment; as of February 2006, Village Code requires minor site plans for residential construction to be submitted for review.	Task will continue in year 5 and on an ongoing basis
The Village adopted an update to their existing environmental compliance law, which allows the Village the authority to mandate that the applicant pay for the Village's environmental consultant who will perform onsite construction inspections	Completed for the period between March 2006-2007; task will continue in year 5 and on an ongoing basis
Construction site plan/building department permit reviews were performed by the Village and included consideration of storm water erosion and sedimentation controls as necessary using the NYS standards and specifications for Erosion and Sediment Control and the NYS Stormwater Management Design Manual	Approximately 20 site plan and 85 building permit 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 storm water requirements
Overall construction site waste management was required as part of the building permit submissions	Task will continue in year 5 and on an ongoing basis
Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public. - Explain the procedures below. <i>Revise as procedures are updated.</i> - Identify the responsible personnel or outside organizations.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The Village policy provided for consideration of comments submitted by the public related to all building permit applications or site plans before the planning board; the Village responded to information received; the public may attend planning board meetings and comments are considered by the planning board	The Village will continue to respond to public comments; task will continue in year 5 and on an ongoing basis

Municipality: VILLAGE OF CROTON ON HUDSON

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.

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. • <i>Describe each procedure below. <u>Revise as procedures are updated.</u></i>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • <i>Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</i>
Site inspection was required and was performed by Village representatives or the Village's environmental consultant; enforcement actions were taken if items were found that need correction; include consideration for storm water as necessary	Approximately 250 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
Village 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	Approximately 165 Certificates of Occupancy were issued for the period between March 2006 – 2007; task to be performed in year 5 and on an ongoing basis
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. • <i>Explain the activities and materials used to meet this requirement.</i> • <i>Identify the personnel or outside organization conducting this activity.</i> • <i>Indicate activities planned for next year.</i>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Education and training for municipal employees was performed as part of ongoing proper operation and maintenance training	Five management staff attended 5 Storm water Phase II training sessions through NYCOM, WCAMPWA, and APWA; management staff held in-house training session in Fall of 2006 to convey information learned to Village employees and approximately 30 employees attended; completed for the period between March 2006 – 2007; task to be continued in year 5
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	

Municipality: VILLAGE OF CROTON ON HUDSON

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)
- A combination of structural and/or non-structural management practices. <i>Identify and describe below procedures to ensure installation of post-construction management practices. Revise as procedures are updated.</i>	DO NOT ENTER INFORMATION IN THIS CELL
The Village's Public Works and Building Department staff and the Village's environmental consultant are required to inspect construction practices during and after construction and prior to operation	The Village will continue inspection practices; task to be continued in year 5 and on an ongoing basis
The Village completed 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	The Village to adopt equivalent model ordinance; task to be completed by year 5
- Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. <i>Describe procedures below. Revise as procedures are updated.</i>	<i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
Completed the assessment/evaluation of conditions and ordinances related to Village post-construction runoff review procedures	The Village to adopt equivalent model ordinance; task to be completed by year 5

Municipality: VILLAGE OF CROTON ON HUDSON

Permit Number: NYR20A046

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)
- Procedures for inspection and maintenance of post-construction management practices. <i>Explain procedures below. <u>Revise as procedures are updated.</u></i>	<i>Example measurable goals are number of: inspections maintenance activities performed.</i>
The Village's staff and its consultant have been developing procedures while the Village adopts the NYSDEC model equivalent ordinance	The Village will continue the development of procedures; task to be completed by year 5
- Procedures for enforcement and penalization of violators. <i>Explain procedures below. <u>Revise as procedures are updated.</u></i>	<i>Example measurable goals: number enforcement activities performed.</i>
The Village law requires that enforcement be taken if property damage occurs	The Village will continue the required enforcement; task to be completed by year 5
Completed the assessment/evaluation of conditions and ordinances related to Village post-construction runoff review procedures	The Village will adopt model equivalent ordinance in year 5

Municipality: VILLAGE OF CROTON ON HUDSON

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)
- 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>	DO NOT ENTER INFORMATION IN THIS CELL
The Village's staff and its consultant have been developing procedures while the Village adopts model equivalent ordinances	The Village will continue the development of procedures; task to be completed by year 5
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. Pollution Prevention/Good Housekeeping for Municipal Operations**OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION**

- 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)
List pollutants that will be addressed by the municipal pollution prevention program.	
Floatables, litter, sediment, nutrients, bacteria and hydrocarbons	
Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.	
Street cleaning, catch basin cleaning, stream cleanup, street and bridge maintenance is focused on the above-listed pollutants in all areas of the Village (4.95 square miles)	Performed for the period between March 2006 – 2007; task to be completed in year 5; the Village 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). - Explain activities and materials used to meet this requirement. - Identify training needs and design training components - Determine the adequacy and appropriate frequency of staff training. - Identify personnel or outside organization conducting activities.	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. The Village will continue to conduct pollution prevention and hazardous materials and spill response training for public employees and supervisors will continue to attend pollution prevention and hazardous materials and spill response training.	Five management staff attended 5 Storm water Phase II training sessions through NYCOM, WCAMPWA, and APWA; management staff held in-house training session in Fall of 2006 to convey information learned to Village employees and approximately 30 employees attended; completed for the period between March 2006 – 2007; task to be continued in year 5
Spill response plan in place and addresses containment and cleanup, as per NYSDEC requirements	No spill occurred during the period between March 2006 - 2007; 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	

Municipality: VILLAGE OF CROTON ON HUDSON

Permit Number: NYR20A046

Minimum Control Measure 6. Municipal Operations: X Street and Bridge Maintenance; X Winter Road Maintenance; XStormwater System Maintenance; X Vehicle and Fleet Maintenance; X Park and Open Space Maintenance; X Municipal Building Maintenance;X Solid Waste Management; Other:

• 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.	
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. • Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Briefly describe or reference any existing policies and procedures • Briefly describe or reference any policies and procedures being developed	DO NOT ENTER INFORMATION IN THIS CELL
Policies are being developed; no policies in place that require a set amount of particular department cleanings per year; the Village has an ongoing recycling program in place.	Operations completed by the Dept. of Public Works on an ongoing basis: • Street sweeping: 600 miles/yr • Catch basin inspection and cleaning: 70/yr (10%) • Catch basin/storm sewer repairs/replacements: 10/yr • Storm sewer blockage removals/cleaning: 200 lf/yr • Park cleanups: 5/wk • Household chemical drop-offs: 7 days/yr • Maintain indoor salt storage piles • Litter baskets picked up: 140 times/yr • All litter baskets cleaned: 140 times/yr
• Briefly describe or reference any existing best management practices • Briefly describe or reference any planned best management practices	DO NOT ENTER INFORMATION IN THIS CELL
The Village utilized the USEPA and State's BMP guidance and fact sheets for municipal operations as appropriate	The Village will continue development of procedures

Municipality: VILLAGE OF CROTON ON HUDSON

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Village BMPs employed include the following: • 100% of batteries kept indoors • 100% of antifreeze recycling • 100% of oil recycling • 100% sweeping of DPW yard	BMPs followed for the period between March 2006 – 2007; task to be continued in year 5 and on an ongoing basis
• No vehicle washing performed on-site • Oil/water separators planned for future • 100% daily visual monitoring at DPW yard	
• <i>Identify and describe the equipment and staff that are in place</i>	
One street sweeper, 1 vacall truck; approximately 25 available DPW staff.	DO NOT ENTER INFORMATION IN THIS CELL

Municipality: VILLAGE OF CROTON ON HUDSON

Minimum Control Measure 6. Municipal Operations: X Street and Bridge Maintenance; X Winter Road Maintenance; XStormwater System Maintenance; X Vehicle and Fleet Maintenance; X Park and Open Space Maintenance; X Municipal Building Maintenance;X Solid Waste Management; Other:

• 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.	
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.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• <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>	DO NOT ENTER INFORMATION IN THIS CELL
The Village assessed the USEPA and State's BMP guidance and fact sheets for municipal operations as appropriate until policies are developed and BMPs are finalized	Task to be performed on an ongoing basis; policies and BMPs specific to the Village of Croton-on-Hudson are being developed
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i>	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The Village requires staff to participate in periodic employee pollution prevention and spill response training. The Village will continue to conduct pollution prevention and hazardous materials and spill response training for public employees and supervisors will continue to attend pollution prevention and hazardous materials and spill response training.	Five management staff attended 5 Storm water Phase II training sessions through NYCOM, WCAMPWA, and APWA; management staff held in-house training session in Fall of 2006 to convey information learned to Village employees and approximately 30 employees attended; completed for the period between March 2006 – 2007; task to be continued in year 5
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The Village maintained an inventory of existing facilities for pollution prevention activities. The Department of Public Works maintains a DPW garage and yard, a salt storage facility, 4 sanitary sewer pump stations, 3 deep wells that supply water to the entire Village. The inventory of the storm water drainage system is approximately 90% complete	100% facilities are inspected, cleaned and maintained on an ongoing regular basis; the storm water system GIS layer is being continuously updated
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	

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 _____

*** A formal presentation was made including review and discussion of the fourth year SWMPAR draft report.**