

STORMWATER MANAGEMENT PROGRAM



IN CONFORMANCE WITH REQUIREMENTS FOR
MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4)

TOWN BOARD
TOWN OF NEW PALTZ, ULSTER COUNTY, NY
OCTOBER 29, 2013

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TABLE OF CONTENTS

I)	Purpose of the Stormwater Management Program.....	1
II)	Initial Identification of Pollutants of Concern and Potential Sources	2
III)	Initial Identification of Management Practices and Measurable Goals	2
A.	<u>Public Education and Outreach on Stormwater Impacts</u> -	2
	<i>Minimum General Permit Requirements</i>	2
	<i>SWMP Reporting Requirements</i>	3
	<i>Best Management Practices to be Implemented</i>	3
	<i>Measurable Goals</i> :.....	4
B.	<u>Public Involvement / Participation</u> -	4
	<i>Minimum General Permit Requirements</i>	5
	<i>SWMP Reporting Requirements</i>	5
	<i>Best Management Practices to be Implemented</i>	6
	<i>Measurable Goals</i> :.....	6
C.	<u>Illicit Discharge Detection and Elimination</u> -	7
	<i>Minimum General Permit Requirements</i>	7
	<i>SWMP Reporting Requirements</i>	8
	<i>Best Management Practices to be Implemented</i>	8
	<i>Measurable Goals</i>	8
D.	<u>Construction Site Stormwater Runoff Control</u> -	9
	<i>Minimum General Permit Requirements</i>	9
	<i>SWMP Reporting Requirements</i>	11
	<i>Best Management Practices to be Implemented</i>	11
	<i>Measurable Goals</i>	12
E.	<u>Post-Construction Stormwater Management</u> -	12
	<i>Minimum General Permit Requirements</i>	13
	<i>SWMP Reporting Requirements</i>	14
	<i>Best Management Practices to be Implemented</i>	15
	<i>Measurable Goals</i>	15
F.	<u>Pollution Prevention / Good Housekeeping for Municipal Operations</u> -	16
	<i>Minimum General Permit Requirements</i>	16
	<i>SWMP Reporting Requirements</i>	17
	<i>Best Management Practices to be Implemented</i>	17
	<i>Measurable Goals</i>	18
IV)	Program Modifications and Updates.....	19

Appendices:

Appendix A – MS4 Boundary Map

Appendix B – General Definitions and Requirements

Appendix C – List of Commonly Used Abbreviation

The Town of New Paltz will develop, implement, and enforce a Stormwater Management Program (SWMP) to reduce the discharge of pollutants from small Municipal Separate Stormwater Sewer Systems (MS4s) to the maximum extent practicable. The Stormwater Management Program will function to protect surface water and groundwater quality and to satisfy the appropriate water quality requirements of the Environmental Conservation Law and the Clean Water Act. The Stormwater Management Program will include the minimum control measures, as described in the Small MS4 General Permit, and as further detailed herein.

The MS4 designated area in the Town includes the more populated portions of Town that generally surround the Village of New Paltz. An MS4 Boundary map (See Appendix A) is provided that shows the designated area. It should be noted that the vast majority of the requirements associated with the MS4 designation apply to the full geographic area of the Town. As examples, the IDDE law, stormwater local law, construction inspections, etc. will apply to all areas within the Town's boundaries. The outfall mapping, however, will apply only to the geographic area specifically located within the designated MS4 area, as shown on the MS4 Boundary Map. These requirements are further discussed below.

I) Purpose of the Stormwater Management Program

The purpose of this Stormwater Management Program ("SWMP") is to provide methods, measurable goals and means of enforcement that will be utilized to meet the water quality and quantity needs of the community while satisfying the requirements of the MS4 General Permit GP-0-10-002 ("General Permit"). This Program will emphasize the protection of the Town's water resources, improve water quality where State water quality standards are not met, manage stormwater quantity to reduce the risk of property damage by flooding, and minimize groundwater removal through water conservation efforts. There are six program elements designed to reduce the discharge of pollutants to the maximum extent practicable. The program elements, titled Minimum Control Measures ("MCMs") include:

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

This document describes each MCM and the Best Management Practices ("BMPs") that must be implemented to maintain compliance with the current NYSDEC General Permit for Stormwater Discharges from MS4's. This SWMP should be reviewed on an annual basis and updated as necessary in order to take into consideration the latest technologies and information to maintain compliance with the current NYSDEC General Permit.

II) Initial Identification of Pollutants of Concern and Potential Sources

Initial stormwater management practices have been developed based on known, existing sources of pollutants in the Town of New Paltz. Identified principal pollutants of concern that are commonly associated with stormwater are as follows:

- Floatable pollutants, primarily caused by litter;
- Settleable pollutants, primarily caused by soil erosion from construction sites and municipal maintenance activities;
- Suspended solids pollutants, primarily caused by soil erosion from construction sites and municipal maintenance activities;
- Phosphorus laden discharges, primarily from household, business or municipal properties that use fertilizers;
- Coliform and other pathogens, that may be caused from potentially illicit discharges and pet wastes; and
- Oil and Grease, caused by roadway and parking lot runoff and potentially from illicit discharges.

The Town has also identified the following potential sources as contributors that might impair existing and future water quality and quantity needs of the community:

1. Land development associated construction activities.
2. Agricultural practices.
3. Forest land management practices.
3. Road and right-of-way maintenance activities.
4. Disposal of household hazardous wastes.
5. Lawn and garden care.
6. Trash management.

As the SWMP identifies additional existing or future potential pollutants of concern and sources, the Program will be modified to address any additional water quality or quantity associated issues.

III) Initial Identification of Management Practices and Measurable Goals

A. Public Education and Outreach on Stormwater Impacts

The Public Education and Outreach MCM consists of BMP's that focus on the development of educational materials designed to inform the public about the impacts that stormwater discharges have on local water bodies. The educational materials contain specific actions as to how the public, as individuals or collectively as a group, can participate in reducing pollutants and their impact on the environment. The target pollutant sources are construction site runoff, impacts from new and re-development projects, illicit discharges, homeowner activities, and local/regional pollutants of concern.

Minimum General Permit Requirements

- i) Identify Pollutants of Concern (POC's), waterbodies of concern, geographic areas of concern, target audiences;

- ii) Develop and implement an ongoing public education and outreach program designed to describe to the general public and target audiences;
 - (1) The impacts of stormwater discharges on waterbodies;
 - (2) POC's and their sources;
 - (3) Steps that contributors of these pollutants can take to reduce pollutants in stormwater runoff; and
 - (4) Steps that contributors of non-stormwater discharges can take to reduce pollutants (non-stormwater discharges are listed in Part 1.A.2 of the General Permit);
- iii) Develop, record, periodically assess, and modify as needed, measurable goals and;
- iv) Select and implement appropriate education and outreach activities and measurable goals to ensure the reduction of all POC's in stormwater discharges to the maximum extent practicable.

SWMP Reporting Requirements

- i) List (and describe if necessary) POC's;
- ii) List education and outreach programs and activities for the general public and target or priority audiences that address POC's, geographic areas of concern, and / or discharges to 303(d) TMDL waterbodies.
- iii) Report on effectiveness of program and progress towards measurable goals.

Best Management Practices to be Implemented

The outreach practices that will be used by the Town of New Paltz to reach appropriate audiences will include:

- i) Plan and conduct an ongoing public education and outreach Program. The focus of these public meetings will be to solicit input on the Stormwater Management Program and to provide education to local residents, commercial and agricultural business owners, and local building contractors.
- ii) Prepare printed materials to be distributed in the tax bills sent to the owners of the properties located in the MS4 designated area and available to Town residents through distribution at Town Hall and the Town Library. The printed materials will describe trash disposal options and general property maintenance with an emphasis on the impacts that these activities have on wetlands and streams. These printed materials will describe options for these common business and household activities that will reduce these impacts.
- iii) Publicize the details and success of the Stormwater Management Program at various Town-wide community meetings and events throughout the year.
- iv) Create a link on the Town's website dedicated to providing the public with information regarding the MS4 program, water quality impacts of stormwater runoff into local water bodies, steps the public can take to reduce stormwater pollution and public involvement programs.
- v) Offer speakers, such as Town Officials and volunteers, to community groups (e.g., scout troops, garden clubs, business organizations, etc.).
- vi) Participate with the school districts to provide printed materials that give basic information about sources and effects of runoff pollution to school programs.
- vii) Cooperate with the Ulster County Resource Recovery Agency (UCRRA) to schedule household hazardous waste collection days.

Measurable Goals:

By the end of: The following will be complete:

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|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Year 1 | List and describe all pollutants of concern. Assess educational and outreach needs. Develop Public Education and Outreach Program. Begin implementation of education and outreach activities to priority audiences. |
| Year 2 | Implementation of Education and Outreach activities to priority audiences will be underway. Begin implementation of education and outreach activities for the general public. Develop brochures that address: living next to stormwater ponds that includes misconceptions and accurate information on stormwater ponds; requirements to develop a Stormwater Pollution Prevention Plan when moving dirt or building; and general information on stormwater pollution prevention. Organize household hazardous waste collection days in conjunction with the UCRRA's facilities schedule; hold one public meeting for the purpose of the education of local building contractors; provide training to Town employees and Highway Department staff; regularly report on the Stormwater Management Program activities at Town Board meetings. Create link on Town's website dedicated to outreach and education. |
| Year 3 | Hold two public meetings to solicit input on the Stormwater Management Program; hold two public meetings for the purpose of the education of Town residents and commercial business owners (with specific invitations sent to property owners within the MS4 designated area); hold one public meeting for the purpose of the education of and input from Town agricultural business owners; continue organizing household hazardous wastes collection days;
Continue publicizing the success of the Stormwater Management Program at Town Board meetings; cooperate with school districts to provide printed materials and volunteer speakers to classrooms. |

B. Public Involvement / Participation -

The Public Involvement and Participation MCM consists of a set of BMPs that are focused on getting members of the local community involved in the MS4's municipal stormwater management program. Compliance with State and local public notice requirements will be maintained whenever public participation is sought or required. The BMPs include a number of practices designed to seek public input on the SWMP and Annual Report accomplishments in addition to describing specific activities that encourage public participation. The target audiences for the public involvement program are key individuals and groups that

may have an interest in the particular BMPs as well as the general public located within the permitted boundary.

Public involvement and participation activities will concentrate particularly on involving those residents who own property within the MS4 designated areas, in addition to encouraging all residents of the Town to participate in the SWMP development and implementation process. Program participation will also include members of the Town Building Department and the Town Highway Department, who will be trained to assist in the implementation of the SWMP.

Minimum General Permit Requirements

- i) Comply with State Open meetings Law and local public notice requirements, such as Open Meetings Law, when implementing a public involvement / participation program;
- ii) Develop a Public Involvement / Participation Program that;
 - (1) Identifies key individuals and groups, public and private, who are interested in or affected by the SWMP;
 - (2) Identifies types of input the Town will seek from the key individuals and groups, public and private, to support development and implementation of the SWMP and how the input will be used; and
 - (3) Describes the public involvement /Participation activities the Town will undertake to provide program access to those who want it and to gather the needed input. The activities include, but are not limited to a water quality hotline (report spills, dumping, construction sites of concern, etc.), stewardship activities like stream cleanups, storm drain marking, and volunteer water quality monitoring;
 - (4) Provide the opportunity for the public to participate in the development, implementation, review, and revision of the SWMP.
- iii) Identify a local point of contact for public concerns regarding stormwater management and compliance with the general SPDES Permit. The name of title of this contact and the telephone number must be published in the public outreach and public participation materials and kept updated with the Department on the Municipal Compliance Certification form.
- iv) Prior to submitting the final annual report to the Department, by June 1 of each reporting year, present the draft annual report in a format that is open to the public, where the public can ask questions about and make comments on the report.
- v) Develop, record, periodically assess and modify as needed measurable goals; and
- vi) Select appropriate public involvement / participation activities and measurable goals to ensure the reduction of pollutants of concern in stormwater discharges to the maximum extent practicable.

SWMP Reporting Requirements

- i) Annual report presentation information provided (date, time, attendees at the annual meeting will be provided);
- ii) Comments received and intended responses provided (as an attachment).
- iii) After a 3 year period, specific achievements in implementing the Public Involvement and Participation must be provided in sufficient detail in accordance with the requirements of the General Permit.

Best Management Practices to be Implemented

The following public involvement techniques will be utilized:

- i) Identify key stakeholders;
- ii) Development of public involvement / participation plan based on the Town's needs, Pollutants of Concern, target audiences, geographic areas of concern, discharges to 303(d) / TMDL waterbodies;
- iii) Ensure adequate public notice and access to documents and information;
- iv) Perform public presentation and record comments received on SWMP and on annual reports;
- v) Public involvement and participation program development;
- vi) Contact person identified (The Town Supervisor is the initially designated contact person for the Program, and will remain so until replaced by another qualified individual.);
- vii) Develop a mailing list to be used to keep people who are interested in water quality activities informed of participation opportunities and upcoming decisions; and
- viii) Organize stream cleanups in the MS4 designated areas, and in other areas of the Town where public interest is generated to do so.

Measurable Goals:

By the end of:

The following will be complete:

Year 1

Identify property owners within the designated MS4 areas; identify and publish the SWMP contact; plan / outline Public Involvement / Participation Program; develop a mailing list of the affected property owners and other residents interested in the Program; develop an advisory committee to formulate a public involvement program; advisory committee to also review comments received on the SWMP.

Year 2

Complete the Public Involvement / Participation Program; assess public involvement and participation needs; identify key stakeholders; develop public involvement / participation activities (stream cleanup, etc.); meeting on 1st annual report held and responsiveness summary prepared; organize and conduct a stream cleanup in the MS4 designated areas; speakers trained and presentations are made at 2 community meetings in addition to the annual report meeting.

Year 3

Meeting on 2nd annual report held and responsiveness summary prepared; implementation of initial involvement activities with key stakeholders; second annual stream cleanup held; additional programs and activities planned based on the participation information gathered, full and ongoing implementation of Public Involvement / Participation Program by year's end.

C. Illicit Discharge Detection and Elimination -

The Illicit Discharge and Elimination (IDDE) MCM consists of BMPs that focus on the detection and elimination of illicit discharges located within the Town. The BMP's describe outfall mapping and update procedures, the legal authority mechanism that will be used to effectively prohibit illicit discharges, enforcement procedures and actions to ensure that the regulatory mechanism is implemented, the dry weather screening program, procedures for tracking down and locating the source of any illicit discharges, procedures for locating priority areas, and procedures for removing the sources of the illicit discharges.

The primary method used to detect and eliminate Illicit discharges into the Town's water resources will be through monitoring activities of the Town employees (i.e., Town Highway Department, Town Water and Sewer Department and Town Building Department) and enforcement of new ordinances that will be adopted which prohibit these illegal discharges and assess penalties for violations.

Minimum General Permit Requirements

- i) Develop, implement and enforce a program to detect and eliminate illicit discharges into the Town;
- ii) Develop and maintain a map, at a minimum within the Town's jurisdiction in the urbanized area and additionally designated area, showing;
 - (1) The location of all outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls;
 - (2) The preliminary boundaries of the Town's storm sewersheds have been determined using GIS or other tools, even if they extend outside of the urbanized area (to facilitate trackdown), and additionally designated area within the Town's jurisdiction; and
 - (3) When grant funds are made available or for sewer lines surveyed during an illicit discharge trackdown, the Town's storm sewer system will be restored as appropriate in accordance with available State and EPA guidance.
- iii) Field verify outfall locations;
- iv) Conduct an outfall reconnaissance inventory, as described in the EPA publication entitled *Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessment*, addressing every outfall within the urbanized area and additionally designated area within the Town's jurisdiction at least once every five years, with reasonable progress each year;
- v) Map new outfalls as they are constructed or newly discovered within the urbanized area and additionally designated area;
- vi) Prohibit, through a law, ordinance, or other regulatory mechanism, illicit discharges into the Town and implement appropriate enforcement procedures and actions. This mechanism must be equivalent to the State's model IDDE local law "NYSDEC Model Local Law to Prohibit Illicit Discharges, Activities and Connections to Separate Storm Sewer Systems". The mechanism must be certified by the attorney representing the Town as being equivalent to the State's model illicit discharge local law.
- vii) Develop and implement a program to detect and address non-stormwater discharges, including illegal dumping, to the Town in accordance with current assistance and guidance document from the State and EPA. The program must include: procedures for identifying priority areas of concern (geographic, audiences, or otherwise) for the IDDE program; description of priority areas of concern, available equipment, staff, funding, etc.; procedures

for identifying and locating illicit discharges (trackdown); and procedures for documenting actions;

- viii) Inform public employees, businesses, and the general public of the hazards associated with illegal discharges and improper disposal of waste, and maintain records of notifications;
- ix) Address the categories of non-stormwater discharges or flows listed in Par 1.A.2. of the General Permit as necessary;
- x) Develop, record, periodically assess, and modify as needed, measurable goals; and
- xi) Select and implement appropriate IDDE BMPs and measurable goals to ensure the reduction of all POCs in stormwater discharges to the MEP.

SWMP Reporting Requirements

- i) Describe procedures for identifying priority areas of concern (geographic, audiences, or otherwise) for IDDE program;
- ii) Describe priority areas of concern, available equipment, staff, funding, etc.;
- iii) Describe procedures for identifying and locating illicit discharges (trackdown);
- iv) Describe procedures for eliminating illicit discharges;
- v) Describe procedures for documenting actions;
- vi) Describe the program being developed for informing public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste;
- vii) Number and percent of outfalls mapped;
- viii) Certification that the IDDE Law is equivalent to the State's model IDDE law.

Best Management Practices to be Implemented

The following detection and elimination activities will be undertaken:

- i) Develop and maintain a map, at a minimum in the Town's jurisdiction in the urbanized area and additionally designated area, showing the location of all outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls;
- ii) In situ outfall location verification of each outfall, and recording of associated GPS coordinates.
- iii) An outfall reconnaissance inventory of each outfall, at least once every five years, through a visual dry weather inspection. This inspection identifies evidence of any non-stormwater discharges and includes a photographic record of the outfall condition and findings.
- iv) Information collected during the outfall verification and inventory is added to the outfall database developed in the mapping process;
- v) Adopt a stormwater management ordinance to prohibit illicit discharges and implement enforcement procedures and actions as needed. The law shall be equivalent to the State's model IDDE local law "NYSDEC Model Local Law to Prohibit Illicit Discharges, Activities and Connections to the Separate Storm Sewer Systems" and must be attorney certified as effectively assuring implementation of the State's model IDDE law;
- vi) An IDDE program will be developed and implemented to locate, eliminate, enforce against and document illicit discharges;
- vii) Develop program that informs employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.

Measurable Goals

<u>By the end of:</u>	<u>The following will be complete:</u>
Year 1	Develop procedures for identifying areas of concern (geographic, audiences, or otherwise) for IDDE program; describe priority areas of concern, available equipment, staff, funding, etc.; begin preparation of IDDE law;
Year 2	Fully develop IDDE program to locate, eliminate, enforce against and document illicit discharges; program will inform employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste; begin mapping of outfalls;
Year 3	Adopt IDDE law, complete outfall mapping.

D. Construction Site Stormwater Runoff Control -

The Construction Site Runoff MCM consists of BMPs that focus on the reduction of pollutants to the Town from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of stormwater discharges from construction activities disturbing less than one acre will be considered if it is part of a larger common plan of development or sale that would disturb one acre or more. The BMPs describe the legal authority mechanism that will be used to require erosion and sediment controls, enforcement procedures and actions to ensure compliance, requirements for construction site operators to implement appropriate erosion and sediment control BMPs, requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste at the construction site, procedures for site plan review which incorporate the consideration of potential water quality impacts, procedures for receipt and consideration of information submitted by the public, and procedures for site inspection and enforcement of control measures.

A proposed development's construction stormwater control management practices will be specified as a part of the project design and as a condition of site plan and subdivision approval by the Planning Board. The Planning Board will require that the minimum practices stipulated by the required SPDES Stormwater General Permit (GP-0-10-001) will be strictly adhered to, including site-specific soil erosion practices conforming to the *NYS Standards and Specifications for Erosion and Sediment Control*.

The Town Building Department will require appropriate soil erosion and sediment control measures installed at construction sites requiring a building permit but not under the jurisdiction of a Planning Board approval (i.e., home construction) in compliance with the above referenced NYS Standards. Noncompliance with these Town standards will result in penalties assessed to the construction site contractor and/or property owner.

Minimum General Permit Requirements

At a minimum, the Town must Develop, implement and enforce a program that:

- i) Provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities per the requirements of general SPDES permit (GP-0-10-002);
- ii) Addresses stormwater runoff to the Town from construction activities that result in a land disturbance of greater than or equal to one acre. Control of stormwater discharges from construction activity disturbing less than one acre must be included in the program if:
 - (1) That construction activity is part of a larger common plan of development or sale that would disturb one acre or more; or
 - (2) If controlling such activities in a particular watershed is required by the NYSDEC.
- iii) Includes a law, ordinance or other regulatory mechanism to require a SWPPP for each applicable land disturbing activity that includes erosion and sediment controls that meet the State's most up-to-date technical standards:
 - (1) This mechanism must be equivalent to one of the versions of the "NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control"; and
 - (2) Equivalence must be documented using the NYSDEC *Gap Analysis Workbook* or be certified by the attorney representing the Town as being equivalent to one of the versions of the sample laws if one of the sample laws is not adopted or if a modified version of the sample law is adopted.
- iv) Contains requirements for construction site operators to implement erosion and sediment control management practices;
- v) Allows for sanctions to ensure compliance to the extent allowable by State or local law;
- vi) Contains requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
- vii) Describes procedures for SWPPP review that incorporate consideration of potential water quality impacts and review of individual pre-construction SWPPPs to ensure consistency with State and local sediment and erosion control requirements;
 - (1) Ensure that the individuals performing the reviews are adequately trained and understand the State and local sediment and erosion control requirements;
 - (2) All SWPPPs must be reviewed for sites where the disturbance is one acre or greater; and
 - (3) After review of SWPPPs, the Town must utilize the "SWPPP Acceptance Form" created by the NYSDEC and required by the *SPDES General Permit for Stormwater Discharges from Construction Activity* (GP-0-10-002) when notifying construction site owner / operators that their plans have been accepted and approved by the Town.
- viii) Describes procedures for receipt and follow up on complaints or other information submitted by the public regarding construction site storm water runoff;
- ix) Describes procedures for site inspections and enforcement of erosion and sediment control measures including steps to identify priority sites for inspection and enforcement based on the nature of the construction activity, topography, and the characteristics of soils and receiving water;
- x) Educates construction site owner / operators, design engineers, municipal staff and other individuals to whom these regulations apply about the municipality's construction stormwater requirements, when construction stormwater requirements apply, to whom they apply, the procedures for submission of SWPPPs, construction site inspections, and other procedures associated with control of construction stormwater;
- xi) Ensures that construction site operators have received erosion and sediment control training before they do work within the Town's jurisdiction. Small home site construction

(construction where the Erosion and Sediment Control Plan is developed in accordance with Appendix E of the “New York Standards and Specifications for Erosion and Sediment Control”) is exempt from the requirements below:

- (1) Training may be provided by the NYSDEC or other qualified entities (such as Soil and Water Conservation Districts, County Department of the Environment, etc.);
 - (2) The Town is not expected to perform such training, but they may cosponsor training for construction site operators in their area;
 - (3) The Town may ask for a certificate of completion or other such proof of training; and
 - (4) The Town may provide notice of upcoming sediment and erosion control training by posting in the building department or distribute with building permit application.
- xii) Establishes and maintains an inventory of active construction sites, including the location of the site, owner / operator contact information;
- xiii) Develop, record, periodically assess and modify as needed measurable goals; and
- xiv) Select appropriate construction stormwater BMPs and measurable goals to ensure the reduction of all POCs in stormwater discharges to the MEP.

SWMP Reporting Requirements

- i) Define procedures, activities and identify personnel to educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements that must be met within the Town’s jurisdiction;
- ii) Describe procedures for the receipt and consideration of information submitted by the public. Identify the responsible personnel;
- iii) Provide certification that Local Law meets the minimum requirements of the NYSDEC Sample Law;
- iv) Describe procedures for SWPPP review that incorporate consideration of potential water quality impacts and ensure consistency with local sediment and erosion control requirements;
- v) Describe procedures for construction site inspections;
- vi) Describe procedures for enforcement of control measures and sanctions to ensure compliance.

Best Management Practices to be Implemented

- i) Adopt a stormwater ordinance meeting the minimum requirements of the NYSDEC Model Ordinance that addresses:
 - (1) Erosion and Sediment Control
 - (2) Stormwater Management Design Requirement;
 - (3) Construction Requirements; and
 - (4) Enforcement and penalties.
- ii) Develop criteria that the Town can use to verify construction plan compliance with local, state, and/or federal construction stormwater regulations.
- iii) Provide the public with an opportunity to review and comment on the proposed design plans and construction sites;
- iv) Develop procedures for the public to request information, and to relay concerns to the representative of the municipality.
- v) Prepare a checklist of items for the review to utilize during construction plan review. Make checklist available to the public, developers and design professionals.
- vi) Provide training for reviewing staff.

- vii) Conduct SWPPP review for all sites within the Town where the disturbance is one acre or greater.
- viii) Sign all SWPPP acceptance forms prior to the permittee obtaining permit coverage.
- ix) Develop inspection forms and procedures based on the adopted local laws regulating construction sites within the Town that disturb one acre or more of land.
- x) Develop internal procedures for tracking new and don-going construction activities.
- xi) Take action against owners and / or operators of local construction sites that are in violation of local construction stormwater regulations using the enforcement regulation provided in the adopted local law.
- xii) Maintain records of construction site inspections, enforcement actions, and corrective actions performed by local construction site owners and operators.

Measurable Goals

<u>By the end of:</u>	<u>The following will be complete:</u>
Year 1	Initiate development of procedures for education and training on developing and implementing SWPPPs, complete procedures for the receipt and consideration of information submitted by the public; identify responsible personnel; initiate preparation of stormwater local law.
Year 2	Continued development of stormwater local law to conform with State's model law; initiate development of procedures for SWPPP review that consider potential water quality impacts and ensure proper erosion and sediment control practices; develop procedures for construction site inspections; develop procedures for enforcement of control measures and sanctions to ensure compliance.
Year 3	Complete and adopt stormwater local law that conforms with State's model law and meets additional requirements of the Town with regard to specific pollutants of concern; complete procedures for SWPPP review, construction site inspections and enforcement of control measures.

E. Post-Construction Stormwater Management -

The Post-Construction MCM consists of BMPs that focus on the prevention or minimization of water quality impacts from both new and re-development projects that disturb one acre or more. This includes projects less than one acre that are part of a larger plan of development or sale that discharge into the Town. The BMPs describe structural and / or non-structural practices, the legal authority mechanism that will be used to address post-construction runoff from new development and redevelopment projects, and procedures to ensure long term operation and maintenance of BMPs.

In addition to project designs that must accommodate construction site runoff, management practices selected for each project shall be developed by evaluating existing conditions in the MS4 designated areas and identify appropriate practices that will reduce pollutant discharges to the maximum extent practicable. These practices will be structural and non-structural management practices that address the pollutants of concern and shall be incorporated in the Planning Board approved project plans and/or Building Department approved building permit application.

Ongoing monitoring of these management practices will be provided as an additional responsibility of Town employees (i.e., Highway Department personnel and Building Department personnel) as they perform their customary duties (i.e., roadway maintenance and roadway inspection, building Department inspections, etc.).

Minimum General Permit Requirements

At a minimum, the Town must Develop, implement and enforce a program that:

- i) Provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities per the requirements of general SPDES permit (GP-0-10-002);
- ii) Addresses stormwater runoff from new development and redevelopment projects to the small MS4 from projects that result in a land disturbance of greater than or equal to one acre. Control of stormwater discharges from projects of less than one acre must be included in the program if:
 - (1) That project is part of a larger common plan of development or sale; or
 - (2) If controlling such activities in a particular watershed is required by the NYS DEC.
- iii) Includes a law, ordinance or other regulatory mechanism to require post-construction runoff controls from new development and re-development projects to the extent allowable under State or Local law that meet the State's most up-to-date technical standards:
 - (1) The mechanism must be equivalent to one of the versions of the "NYSDEC Sample Local Laws for Stormwater Management and Erosion and Sediment Control"; and
 - (2) Equivalence must be documented using the NYSDEC *Gap Analysis Workbook* or certified by the attorney representing the Town as being equivalent to one of the sample laws if one of those sample laws is not adopted or if a modified version of one of the sample laws is adopted.
- iv) Includes a combination of structural management practices (including, but not limited to practices from the *NYS Stormwater Management Design Manual* or equivalent) and / or non-structural management practices (including, but not limited to comprehensive plans, open space preservation programs, Low Impact Development (LID), Better Site Design (BSD) and other Green Infrastructure practices, land use regulations) appropriate for the Town that will reduce the discharge of pollutants to the MEP. Towns are encouraged to implement Green Infrastructure practices at a site level and to review, and revise where appropriate, local codes and laws that include provisions that preclude construction that minimizes or reduces pollutant loadings;
 - (1) If a stormwater management practice is designed and installed in accordance with the *NYS Stormwater Management Design Manual* or has been demonstrated to be equivalent and is properly operated and maintained, then MEP will be assumed to be met for post-construction stormwater discharged by the practice.

- v) Describes procedures for SWPPP review that incorporate consideration of potential water quality impacts and review of individual pre-construction SWPPPs to ensure consistency with local post-construction stormwater requirements;
 - (1) Ensure that the individuals performing SWPPP reviews are adequately trained, or under the supervision of a qualified professional who understand the State and Local post construction stormwater requirements;
 - (2) All SWPPPs must be reviewed for sites where the disturbance is one acre or greater; and
 - (3) After review of SWPPPs, the Town must utilize the “SWPPP Acceptance Form” created by the Department and required by the *SPDES General Permit for Stormwater Discharges from Construction Activity* (GP-0-10-002) when notifying construction site owner / operators that their plans have been accepted and approved by the Town.
 - (4) Utilize available training resources such as Soil and water Conservation Districts, the County Department of the Environment, Planning Councils, The New York State Department of State, USEPA, and/or the NYSDEC to educate municipal boards and Planning and Zoning Boards on low impact development principles, better site design approach, and green infrastructure applications.
- vi) Establish and maintain an inventory of post-construction stormwater management practices within the Town’s jurisdiction. At a minimum, include practices discharging to the Town that have been installed since March 10, 2003, all practices owned by the Town, and those practices found to cause or contribute to water quality standard violations;
 - (1) The inventory shall include at a minimum: location of practice (street address or coordinates); type of practice; maintenance needed per the *NYS Stormwater Management Design Manual*, SWPPP, or other provided documentation; and dates and type of maintenance performed; and
- vii) Ensures adequate long-term operation and maintenance of management practices identified in Part VII.5.a.vi of the General Permit by trained staff, including inspection to ensure that practices are performing properly.
 - (1) The inspection shall include inspection items identified in the maintenance requirements (*NYS Stormwater Management Design Manual*, SWPPP, or other maintenance information) for the practice. Permittees are not required to collect stormwater samples and perform specific chemical analysis.

The Town must also develop, implement, and provide adequate resources for a program to inspect development and re-development sites by trained staff and to enforce and penalize violators. The Town must develop, record, annually assess and modify as needed the Measurable Goals and select and implement appropriate post-construction stormwater BMPs and Measurable Goals to ensure the reduction of all POCs in stormwater discharges to the MEP.

SWMP Reporting Requirements

- i) Report on status of development and adoption of local stormwater law;
- ii) Report status of development of procedures for SWPPP review to ensure post-construction management practices meet the most current version of the state technical standards;
- iii) Describe procedures to ensure the inspection and maintenance of post-construction management practices;
- iv) Describe procedures for enforcement and penalization of violators;
- v) Number and type of enforcement actions.

Best Management Practices to be Implemented

- i) Adopt a stormwater ordinance meeting the minimum requirements of the NYSDEC Model Ordinance that addresses:
 - (1) Erosion and Sediment Control
 - (2) Stormwater Management Design Requirements;
 - (3) Construction Requirements; and
 - (4) Enforcement and Penalties;
- ii) Assess existing conditions throughout the MS4 designated areas and, over time, in other parts of the Town, and identify appropriate management practices to reduce pollutant discharges to the maximum extent practicable. These practices shall include, but not be limited to:
 - (1) Buffer zones;
 - (2) Conservation easements;
 - (3) Grassed swales;
 - (4) Grassed filter strips
 - (5) Bioretention;
 - (6) Open space design;
- iii) Regulate post-construction runoff from new development through both an ordinance and through the Planning Board approval process; and
- iv) Develop stormwater management practice review program that insures that all practices meet the state technical standards;
- v) Develop an inspection and maintenance program to ensure practices are constructed properly and function as designed through their lifespan.
- vi) Develop procedures for enforcement and penalization of violators.
- vii) Develop internal tracking procedures to keep tabs on development projects that are under construction, those that have been completed and any corrective / enforcement measure that was taken.
- viii) Utilizes available trained resources to develop Town policies on the use of Green Infrastructure practices, better sight design approach and low impact development principles.
- ix) Develop educational materials outlining acceptable maintenance practices for areas adjacent to stormwater management facilities to ensure their proper function. Materials to focus on landscaping and property maintenance companies, as well as homeowners living adjacent to stormwater management facilities.

Measurable Goals

<u>By the end of:</u>	<u>The following will be complete:</u>
Year 1	Initiate development of stormwater local law that is equivalent to the NYSDEC Sample Local Law; develop strategies that include structural and/or non-structural management practices to address water quality problems and pollutants of concern from existing, new development and redevelopment; develop required zoning amendments and new ordinances that mandate the installation and maintenance of stormwater management practices.
Year 2	Initiate procedures for SWPPP review to ensure post-construction practices meet the most current version of state technical practices;

continued development of ordinances and/or zoning amendments; monitor the conditions of existing stormwater management practices;

Year 3

Adopt local stormwater law; finalize procedures to ensure practices meet state standards; finalize procedure for SWPPP review; finalize procedure for inspection and maintenance of post-construction management practices; finalize procedure for enforcement and penalization of violators; provide resources for the program to inspect new and re-development sites and for the enforcement and penalization of violators; develop brochures for proper maintenance around or near stormwater management facilities.

F. Pollution Prevention / Good Housekeeping for Municipal Operations -

The Pollution Prevention/Good Housekeeping for municipal operations minimum control measure is a key element of the Town stormwater management program. This measure requires the Town to examine and subsequently alter their own actions to help ensure a reduction in the amount and type of pollution that: (1) collects on streets, parking lots, open spaces, and storage and vehicle maintenance areas and is discharged into local waterways; and (2) results from actions such as environmentally damaging land development and flood management practices or poor maintenance of storm sewer systems.

The Town of New Paltz will lead by example by instituting management practices that reduce pollution from nonpoint sources from necessary municipal activities. The Town shall provide staff training and utilize information such as that contained in the *NYS Management Practices Catalog for Nonpoint Source Pollution Prevention* to design effective management practices.

Minimum General Permit Requirements

At a minimum, the Town must develop and implement a program that:

- i) Addresses municipal operations and facilities that contribute or potentially contribute POCs to the Town. The operations and facilities may include, but are not limited to: street and bridge maintenance; winter road maintenance; stormwater system maintenance; vehicle and fleet maintenance; park and open space maintenance; municipal building maintenance; solid waste management; new construction and land disturbances; right-of-way maintenance; marine operations; hydrologic habitat modification; or other;
- ii) At a minimum frequency of once every three years, perform a self-assessment of all municipal operations addressed by the SWMP to:
 - (1) Determine the sources of pollutants potentially generated by the Town's operations and facilities; and
 - (2) Identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it is not done already.

- iii) Determines management practices, policies, procedures, etc. that will be developed and implemented to reduce or prevent the discharge of (potential) pollutants. Refer to management practices identified in the “NYS Pollution Prevention and Good Housekeeping Assistance Document” and other guidance materials available from the EPA, State, or other organizations;
- iv) Prioritizes pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations most in need of modification or improvement, and Town’s capabilities;
- v) Addresses pollution prevention and good housekeeping priorities;
- vi) Includes an employee pollution prevention and good housekeeping training program and ensures that staff receive and utilize training;
- vii) Requires third party entities performing contracted services, including but not limited to street sweeping, snow removal, lawn / grounds care, etc., to meet permit requirements as the requirements apply to the activity performed ; and
- viii) Requires municipal operations and facilities that would otherwise be subject to the *NYS Multisector General Permit* (MSGP, GP-0-06-002) for industrial stormwater discharges to prepare and implement provisions in the SWMP that comply with Parts III. A, C, D, J, K and L of the MSGP. The permittee must also perform monitoring and record keeping in accordance with Part IV. of the MSGP. Discharge monitoring reports must be attached to an MS4s annual report. For those operations or facilities that are not required to gain coverage under the MSGP, implementation of the above noted provisions of the SWMP will ensure that MEP is met for discharges.

The Town must also:

Develop, record, periodically assess and modify as needed Measurable Goals.

Select and implement appropriate pollution prevention and good housekeeping BMPs and Measurable Goals to ensure the reduction of all POCs in stormwater discharges to the MEP.

Adopt techniques to reduce the use of fertilizers, pesticides, and herbicides, as well as potential impact to surface water.

SWMP Reporting Requirements

- i) Describe the pollution prevention and good housekeeping program priorities (geographic area, potential to improve water quality; facilities or operations most in need of modification or improvement);
- ii) Describe management practices, policies, procedures, etc. that will be developed or modified;
- iii) Describe employee pollution prevention and good housekeeping program training program;
- iv) Report on number of staff trained;
- v) Describe development management practices.

Best Management Practices to be Implemented

- i) Institute a program that provides training to each member of the municipality whose work may potentially impact stormwater. This includes highway, water, buildings and grounds, sewer, parks and recreation departments;

- ii) Develop and maintain an inventory of municipally owned vehicles and maintenance records. Maintenance procedures for these vehicles to include but not be limited to:
 - (1) Maintain and/or wash all vehicles indoors whenever possible.
 - (2) Identify and eliminate vehicle fluid leaks.
 - (3) Perform cleaning with pressurized water without the use of soaps if possible;
 - (4) Seal floor drains that directly discharge to the environment or install oil/water separators to remove oil and other contaminants; and
 - (5) Identify appropriate recycling/disposal options for wastes.
- iii) Prevent the discharge of hazardous waste and materials from impacting municipal stormwater systems and local waterbodies by doing the following:
 - (1) Post “no dumping” signs and/or prevent access to stormdrain areas if possible;
 - (2) Identify byproducts and or wastes that should be recycled such as paper and / or cardboard and where they can be legally disposed of on municipal lands by referencing NYSDEC regulations (NYCRR Part 360);
 - (3) Ensuring that all municipal hazardous waste and materials are stored in closed, labeled containers;
 - (4) Eliminate floor drain systems that discharge to storm drains or use a pretreatment system (oil/water separator) to remove contaminants prior to discharge; and
 - (5) Use the least toxic material available to perform the work.
- iv) Develop, assess, and implement roadway and bridge maintenance activities and modify procedures to reduce stormwater quality impacts using, but not limited to:
 - (1) Be alert to new or alternative practices that would reduce the discharge of salt, construction and other debris during construction or maintenance activities;
 - (2) Calibrate salt spreaders to provide the proper application of road salt to reduce the impact of salt on local water bodies;
 - (3) Pave in dry weather only;
 - (4) Consider alternative deicing materials (i.e. calcium chloride, magnesium chloride);
 - (5) Sweep and vacuum paved roads and bridges regularly to remove debris and particulate matter; and
 - (6) Schedule and implement street sweeping of identified roadways.
- v) Develop a catch basin and storm drain cleaning program that includes the following:
 - (1) Identify locations of catch basins and storm drains that require regular cleaning to reduce pollutant discharge to water bodies;
 - (2) Develop a schedule for cleaning inlet structures, catch basins and manholes;
 - (3) Implement a catch basin cleaning program; and
 - (4) Evaluate the catch basin cleaning schedule on an annual basis.
- vi) Follow NYSDEC's NPS Management Practices Catalog or equivalent;

Measurable Goals

By the end of:

The following will be complete:

Year 1

Identify the municipal operations and facilities that will be considered for the inclusion in the pollution prevention and good housekeeping program; Identify staff and available equipment; determine which employees will receive training; inventory municipal vehicles; initiate development of hazardous waste and materials management program; identify catch basin locations and set up inventory.

Year 2	Begin staff training; develop vehicle and equipment maintenance program; develop hazardous waste and materials management program; develop roadway and bridge maintenance program; develop catch basin and storm drain cleaning program.
Year 3	Fully develop vehicle and equipment maintenance program; Finalize hazardous waste and materials management program; finalize roadway and bridge maintenance program; finalize catch basin and storm drain cleaning program.

IV)Program Modifications and Updates

The Town of New Paltz may modify and update this Initial Stormwater Management Program as conditions change to continue to meet water quality and quantity needs of the community.

These modifications and updates will be described in the program's annual report.

Appendix A: MS4 BOUNDARY MAP

Appendix B: General Definitions and Requirements

Best Management Practices (BMPs) – Activities or structural improvements that help reduce the quantity and improve the quality of stormwater runoff. BMPs include public education and outreach, treatment requirements, operating procedures, and practices to control runoff, spillage, leakage, sludge and waste disposal, and drainage from raw material storage.

Clean Water Act – Amendments made to the Federal Water Pollution Control Act in 1972 to establish water quality standards and to create the National Pollutant Discharge Elimination System to protect the waters and waterways of the U. S. by regulating the discharge of pollutants from point source discharges and municipal separate storm sewer systems.

Detention Pond – Pond that stores a volume of water for a given period of time and then discharges the water downstream.

Discharge – An outflow of water from a stream, pipe, ground water system or watershed.

Ecosystem – All of the plants and animals in an area that interact to make up the local environment.

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

Groundwater – All of the water contained in void space beneath the earth's surface.

Heavy Metals – Metals such as zinc, copper, lead, mercury, chromium, cadmium, iron, manganese, nickel, molybdenum and silver that, even in low concentrations can be toxic or lethal to humans, animals and aquatic life.

Illicit Discharge – The term refers to any discharge to an MS4 that is not composed entirely of stormwater unless authorized via an NPDES permit or otherwise excluded from regulation. Thus, not all illicit discharges are illegal or prohibited.

Industrial Waste – Unwanted materials from an industrial operation, this may include liquids, sludge, solids, or hazardous waste.

Maintain or Improve Water Quality – This statement is to mean that no MS4 shall allow for an increase in turbidity to local waters that will cause a substantial visible contrast to natural conditions; the MS4s shall not allow suspended, colloidal and settleable solids from sewage, industrial wastes or other

wastes that will cause deposition or impair local waters for their best usages; and no MS4 shall allow residue from oil and floating substances attributable to sewage, industrial wastes or other wastes, nor visible oil film nor globules or grease.

Maximum Extent Practicable (MEP) – A water quality standard that applies to all MS4 operators under NPDES permits. The standard has no exact definition, as it was intended to be flexible to allow operators to tailor their stormwater programs to their particular site.

Municipal Separate Storm Sewer Systems (MS4) – Areas with a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, and storm drains) that are not a combined sewer or part of a publicly owned treatment system and are owned or operated and regulated by a municipality or authorized agency. MS4s may be small, medium or large with the medium or large MS4s being principally determined by population size.

Non-Point Source Pollutants (NPS) – Pollution coming from many diffuse sources whose origin is often difficult to identify. This pollution occurs as rain or snowmelt travels over the land surface and picks up pollutants such as fertilizer, pesticides, and chemicals from cars. This pollution is difficult to regulate due to its origin from many different sources. These pollutants enter waterways untreated and are a major threat to aquatic organisms and people who fish, use waters and waterways for recreational purposes or as an untreated drinking water source.

National Pollutant Discharge Elimination System (NPDES) – This is the EPA's regulatory program to control the discharge of pollutants to waters and waterways of the United States.

Notice of Intent (NOI) – An application to notify the permitting authority of a facility's intention to be covered by a general permit. This exempts a facility from having to submit an individual or group application.

Nutrients – The term typically refers to nitrogen and phosphorus or compounds containing free amounts of the two elements. These elements are essential for the growth of plant life, but can create problems in the form of algal blooms, depletion of dissolved oxygen and pH changes in streams and other water bodies when higher concentrations are allowed to enter drainage systems and lakes.

Ordinance – A law based on state statutory authority developed and approved by a governmental agency to allow them to regulate the enforcement of criteria contained within the specific law and to invoke sanctions and other enforcement measures to ensure facilities comply with the criteria.

Outfall – the point where a sewer or drainage discharges into a receiving waterway.

Point Source Pollution – This is pollution coming from a single, definable source, such as a factory.

Retention Pond – Pond that stores a volume of water without allowing it to discharge downstream.

Runoff – Any drainage that leaves an area as surface flow.

Sanitary Sewer – Is an underground pipe system that carries sanitary waste and other wastewater to a treatment plant.

Sediment – Material derived from the weathering of rock such as sand and soil. This material can be detrimental to aquatic life and habitats if too much is allowed to wash into rivers and ponds.

Small Municipal Separate Storm Sewer Systems (SMS4s) – Are MS4s that are not merely determined by population, but are much broader in scope, they are land areas with conveyances that are designated because of one or more of the following criteria: 1) they discharge to sensitive waters; 2) they are experiencing high growth or have a high growth potential; 3) they are contiguous to urbanized areas and other MS4s; 4) they are a significant contributor of pollutants to the waters of the U. S.; or 5) they have ineffective protection of water quality through other programs.

State Pollutant Discharge Elimination System (SPDES) – The state's regulatory program to control the discharge of pollutants to waters of the United States.

Storm Drain – Any drain which drains directly into the storm sewer system, usually found along roadways or in parking lots.

Storm Sewer – Is an underground pipe system that carries runoff from streets and other surfaces.

Stormwater – Stormwater or snow melt runoff, and surface runoff and drainage.

Stormwater Management – Any measure associated with the planning, maintenance, and regulation of facilities which collect, store, or convey stormwater.

Stormwater Pollution Prevention Plan (SWPPP) – A plan developed by a facility or entity that thoroughly evaluates potential pollutant sources at a site and selects and implements appropriate best management practice measures designed to prevent or control the discharge of pollutants in stormwater runoff.

Surface Runoff – Is the flow of water across the land surface that occurs when the rainfall rate exceeds the ability of the soil to absorb the water. This is of primary concern when dealing with impervious surfaces, such as parking lots, roofs, roads, or driveways where water cannot infiltrate at all.

Surface Water – Is any water that remains on the earth's surface, such as ponds, rivers, streams, impoundments, wetlands, oceans, etc.

Total Maximum Daily Load (TMDL) – Is a regulatory limit of the maximum amount of a pollutant type that can be released into a body of water in a twenty-four hour period without adversely affecting water quality.

Tributary – A stream which drains into another larger stream or body of water.

Urbanized Area (UA) – Is a land area consisting of one or more central places and the adjacent densely settled surrounding area (urban fringe) that together have a residential population of at least 50,000 and a minimum average population density of at least 1,000 people per square mile.

Watershed – A geographic area in which water flowing across the surface will drain into a certain stream or river and flow out of the area via that stream or river, or all of the land that drains to a particular body of water, also known as a catchment or drainage basin.

Appendix C: List of Commonly Used Abbreviations

BMPs – Best Management Practices

CWA – Clean Water Act

EPA – U.S. Environmental Protection Agency

MCC – Municipal Compliance Certification form

MCM – Minimum Control Measure

MEP – Maximum Extent Practicable

MS4 - Municipal Separate Storm Sewer System

NOI – Notice of Intent

NPS – Non-Point Source Pollutants

NPDES – National Pollution Discharge Elimination System

NYSDEC – New York State Department of Environmental Conservation

POC – Pollutants of Concern

SMO – Stormwater Management Officer

SOP – Standard Operating Procedures

SPCC – Spill Prevention and Control Countermeasures

SPDES – State Pollution Discharge Elimination System

SWMP – Stormwater Management Program

SWPP – Stormwater Pollution Prevention

SWPPP – Stormwater Pollution Prevention Plan

TMDL – Total Maximum Daily Load

USEPA – United States Environmental Protection Agency