

*TOWN OF UNION*

***STORM WATER MANAGEMENT PROGRAM ANNUAL REPORT***

***REPORTING PERIOD***

***MARCH 10, 2007 – MARCH 9, 2008***

***SPDES # - NYR20A050***

*Respond with comments to:*

*Louis V. Caforio*  
*3111 E. Main Street*  
*Endwell NY 13760 or*  
*(607) 786-2952 or*  
**[cpw@townofunion.com](mailto:cpw@townofunion.com)**

Municipality:

Permit Number: NYR40A \_ \_ \_

BWCP - 8 (6/2005) Version 1.0

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Phase II SPDES General Permit for

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



Regulated MS4: TOWN OF UNION SPDES Permit Number: NYR20A\_0\_5\_0

See information packet for information to help complete this form.

MCC Form for year ending: March 9, ____ 2006 (Year 3) ____ 2007 (Year 4) <u>__X__</u> 2008 (Year 5)			
<b>Section A. MS4 Owner/Operator and Contact Person Information</b> (contact persons explained in instructions)			
Owner/Operator Is information below new or changed? <u>__X__</u> Yes <u>__X__</u> No			
Name: Louis V. Caforio		Title: Commissioner of Public Works	
Department: Public Works			
Mailing Address:	Street or P.O. Box: 3111 E. Main Street		City: Endwell
	County: Broome	State: NY	Zip Code: 13760
Phone: ( 607) 786-2952		E-mail Address: cpw@townofunion.com	
<b>Local Storm water Public Contact</b> (Required by Minimum Measure 2)			
Is information below: 1) new or changed? <u>__X__</u> Yes ____ No 2) same as: <u>__X__</u> Owner/Operator			
Name:		Title:	
Department:			
Mailing Address:	Street or P.O. Box:		City:
	County:	State:	Zip Code:
Phone: ( )		E-mail Address:	
<b>Storm water Management Program (SWMP) Coordinator</b> (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? <u>__X__</u> Yes ____ No 2) same as: <u>__X__</u> Owner/Operator <u>__X__</u> Local Storm water Public Contact			
Name:		Title:	
Department:			
Mailing Address:	Street or P.O. Box:		City:

Municipality:

Permit Number: NYR40A \_ \_ \_

		County:	State:	Zip Code:
Phone: ( )		E-mail Address:		
<b>Annual Report Preparer</b>				
Is information below: 1) new or changed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
2) same as: <input checked="" type="checkbox"/> Owner/Operator <input checked="" type="checkbox"/> Local Storm water Public Contact <input checked="" type="checkbox"/> SWMP Coordinator				
Name:		Title:	Department:	
Mailing Address:	Street or P.O. Box:		City:	
	County:		State:	Zip Code:
Phone: ( )		E-mail Address:		

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

**Section B. Local Water Quality Information**

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

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

Yes (complete the table below)     No     Not Yet Determined

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

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL

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

Yes  
 No

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

Yes  
 No (explain below)

Explanation:

Not applicable.

**Section C. Partnership Information**

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

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

**List MS4 Partners with Legally Binding Agreements or Contracts in Place**

Broome – Tioga Storm Water Coalition consisting of 15 municipal entities working in concert.

**List MS4 Partners with Planned Legally Binding Agreements or Contracts**

**List MS4 Partners with Other Agreements in Place**

**Section D. Geographic Areas Addressed by Storm water Management Program (SWMP)**

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

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

Explain:

**Section E. Funding and Resource Allocation**

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

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

Explain:

Current operating budgets include monies but may be inadequate to fully fund implementation.

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

Explain:

Funding sources are the various Public Works Department operating budgets. Total estimated amount is \$30,000 annually.

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

Explain:

County, State and Federal funding sources will continue to be investigated for financial assistance.

**Section F. Compliance Certification**

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

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

**Certification Statement**

*“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”*

Print Name:     Louis V. Caforio     Title:     Commissioner of Public Works    

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

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



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

**Regulated MS4:** \_\_\_\_\_ TOWN OF UNION \_\_\_\_\_ **SPDES Permit Number:** NYR20A \_0\_ \_5\_ \_0\_

Annual Report Table for year ending: March 9, \_\_\_\_\_ 2006 (Year 3) \_\_\_\_\_ 2007 (Year 4)   X   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 - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

**Minimum Control Measure 1. Public Education and Outreach**

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

<p><b>Permit Reference IV.C.1.a, b:</b> Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in storm water discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> <li>• <i>Explain the program, including activities and materials used</i></li> <li>• <i>Identify the personnel or outside organization conducting the activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Broome County Soil and Water Storm Water Activities for April 2007 to March 2008 are as follows:</b>                      Earth Fest (BCC), 4/28/07, display featuring storm water issues, 1,500-2,000 general public attendees;                      Town of Kirkwood, 5/9/07, presentation on flooding and storm water issues, 125 public and elected officials attendees;                      Town of Conklin, 5/3/07, presentation on flooding and storm water issues, 100 public and elected officials attendees;                      Binghamton School District (Gear Up), 7/17/07, storm water/water quality presentations, 20 students/teachers attendees;                      Broome County Flood Presentation, 7/18/07, storm water/water quality presentations, 50 public &amp; elected officials attendees;                      Binghamton High School, 10/1/07, (Sky Lake), storm water and flood presentation, 20 students/teachers attendees;                      Owego High School, 10/4/07, (Sky Lake), storm water and flood presentation, 20 students/teachers attendees;                      Union Endicott High School, 10/15/07, (Sky Lake), storm water and flood presentation, 30 students/teachers attendees;                      Highway Supers. Workshop, 1/22/08, stream and storm water related workshop, 65 highway/elected official attendees;</p>	<p>The measurable goal is to provide public access to storm water activities and information and quantify the results. These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>

<p>Binghamton Flood Summit, 2/28/08, storm water/flood presentations, 140 elected officials attendees;</p>	
<p><b>Broome County Environmental Management Council Storm Water Activities for April 2007 to March 2008 are as follows:</b>                  22nd BC Riverbank Cleanup (22 sites), 10/6/07 300 general public registrants representing 28 organizations, 3.69 tons of debris collected along 12 miles of waterways;                  Earth Fest (BCC), 4/28/07, display featuring storm water issues, 1,500 general public attendees;                  Educational materials distributed:                  BCEMC brochure – Citizens Shaping Environmental Policy;                  EPA Pamphlet – After the Storm: A Citizen’s Guide to Understanding Storm water;                  EPA fact sheet – Protecting water Quality from Urban Runoff: Clean water Is Everyone’s business;                  NYSDEC fact sheet – Storm water Runoff: From My Yard to Our Streams;                  BCEMC fact sheet – Broome County water Resources: Where’s the water? ;                  Upper Susquehanna Coalition (USC) brochure – New York and the Chesapeake Bay: Should I Be Concerned? ;                  USC activity sheet – Communities Connected by Water: Did You Know? Facts;                  NYSDEC fact sheet – Eastern Hellbender Fact Sheet.</p>	<p>The measurable goal is to provide public access to storm water activities and information and quantify the results.                  These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Town of Union maintains public access to storm water informational data on its Web Site, at Local Libraries and at the Town Complex.</p>	<p>The measurable goal is to provide public access to storm water activities and information and quantify the results.                  These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and</b></p>	

**provide a reason(s) for the change:**

Town of Union:

Permit Number: NYR20A 0\_5\_0\_

**Minimum Control Measure 2. Public Involvement/Participation**

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

<p><b>Permit Reference IV.C.2.c.iii.:</b> Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> <li>• Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</li> <li>• Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Broome County Soil and Water Storm Water Activities for April 2007 to March 2008 are as follows:</b>                      Earth Fest (BCC), 4/28/07, display featuring storm water issues, 1,500-2,000 general public attendees;                      Town of Kirkwood, 5/9/07, presentation on flooding and storm water issues, 125 public and elected officials attendees;                      Town of Conklin, 5/3/07, presentation on flooding and storm water issues, 100 public and elected officials attendees;                      Binghamton School District (Gear Up), 7/17/07, storm water/water quality presentations, 20 students/teachers attendees;                      Broome County Flood Presentation, 7/18/07, storm water/water quality presentations, 50 public &amp; elected officials attendees;                      Binghamton High School, 10/1/07, (Sky Lake), storm water and flood presentation, 20 students/teachers attendees;                      Owego High School, 10/4/07, (Sky Lake), storm water and flood presentation, 20 students/teachers attendees;                      Union Endicott High School, 10/15/07, (Sky Lake), storm water and flood presentation, 30 students/teachers attendees;                      Highway Supers. Workshop, 1/22/08, stream and storm water related workshop, 65 highway/elected official attendees;                      Binghamton Flood Summit, 2/28/08, storm water/flood presentations, 140 elected officials attendees;</p>	<p>The measurable goal is to provide public access to storm water activities and information, quantify the results and provide opportunity for questions and answers.                      These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>
<p><b>Broome County Environmental Management Council Storm Water Activities for April 2007 to March 2008 are as follows:</b>                      22nd BC Riverbank Cleanup (22 sites), 10/6/07 300 general public registrants representing 28 organizations, 3.69 tons of debris collected along 12 miles of waterways;                      Earth Fest (BCC), 4/28/07, display featuring storm water issues, 1,500 general</p>	<p>The measurable goal is to provide public access to storm water activities and information and quantify the results.                      These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>

Town of Union:

Permit Number: NYR20A 0\_5\_0

<p>public attendees;                  Educational materials distributed:                  BCEMC brochure – Citizens Shaping Environmental Policy;                  EPA Pamphlet – After the Storm: A Citizen’s Guide to Understanding Storm water;                  EPA fact sheet – Protecting water Quality from Urban Runoff: Clean water Is Everyone’s business;                  NYSDEC fact sheet – Storm water Runoff: From My Yard to Our Streams;                  BCEMC fact sheet – Broome County water Resources: Where’s the water? ;                  Upper Susquehanna Coalition (USC) brochure – New York and the Chesapeake Bay: Should I Be Concerned? ;                  USC activity sheet – Communities Connected by Water: Did You Know? Facts;                  NYSDEC fact sheet – Eastern Hellbender Fact Sheet.</p>			
<p>Stream bank cleanup participation.</p>	<p>This is an ongoing task, which will continue annually.</p>		
<p>Household Hazardous Waste Day participation.</p>	<p>This is an ongoing task, which will continue annually.</p>		
<p>Catch Basin Stenciling</p>	<p>Task completed 2007.</p>		
<p><b>Permit Reference IV.C.2.a, f:</b> Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p>			
<p>The Annual Storm Water Report will be on the Town of Union website.</p>			
<p><b>Permit Reference IV.C.2.e:</b> Public presentation of; <b>f:</b> summary of comments received on; and <b>g:</b> intended response to comments on the SWMPAR.</p>			
<p><b>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:</b></p>			
<p><b>Comments on Annual Report Meeting</b>                  ___ No public comments received on Annual Report.                  ___ Comments received. <b>Attach summary of comments and intended responses.</b></p>	<table border="1"> <tr> <td data-bbox="1087 1019 1541 1157"> <p><b>Date of Annual Report Meeting:</b>                      N/A – report has been published to the Town of Union website.</p> </td> <td data-bbox="1541 1019 1919 1157"> <p><b>Approximate Date of Meeting Next Year:</b>                      N/A</p> </td> </tr> </table>	<p><b>Date of Annual Report Meeting:</b>                      N/A – report has been published to the Town of Union website.</p>	<p><b>Approximate Date of Meeting Next Year:</b>                      N/A</p>
<p><b>Date of Annual Report Meeting:</b>                      N/A – report has been published to the Town of Union website.</p>	<p><b>Approximate Date of Meeting Next Year:</b>                      N/A</p>		
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>		
<p>Town of Union maintains public access to storm water informational data on its Web Site, at Local Libraries and at the Town Complex.</p>	<p>The measurable goal is to provide public access to storm water activities and information, quantify the results and provide opportunity for questions and answers.</p> <p>These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become</p>		

Town of Union:

Permit Number: NYR20A 0\_5\_0

	available

**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:**

Town of Union:

Permit Number: NYR20A 0\_5\_0\_

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

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

<p><b>Permit Reference IV.C.3.a:</b> Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> <li><i>Explain the activities and procedures used to meet this requirement this year <u>and planned for next year.</u></i></li> <li><i><u>Revise as procedures are updated.</u></i></li> <li><i>Identify personnel or outside organization conducting the activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li><i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>
<p>These were prohibited by Town ordinance, prior to the implementation of the NYSDEC General Permit, in various sections of the Town Code.</p>	<p>These are ongoing activities, which will continue annually. Awareness of potential illicit discharges will continue to be emphasized to Town personnel.</p>
<p>The NYSDEC General Permit requirements have been discussed with the Public Works Department personnel. Businesses and the public have been informed through mailings and informational activities of the Town and the Storm water Coalition. The Town's Conservation Advisory Council is comprised of staff and residents. It has set goals for itself to increase the public awareness of proper storm water practices and recommends procedures for the Town to enact.</p>	<p>These are ongoing activities, which will continue annually. Awareness of potential illicit discharges will continue to be emphasized to Town personnel.</p>
<p>The Town outfalls have been consolidated into one map.</p>	<p>A total of 96 outfalls were found and mapped. GPS mapped outfalls totaled 76 and the 20 remaining were calculated as suggested by DEC in its <u>Outfall and System Mapping For Illicit Discharge Detection and Elimination (IDDE) in NY Guidance Document.</u></p>
<p>Illicit discharges were identified during the reporting period.</p>	<p>Silt fences, at 2 construction sites, fell into a state of disrepair as per the approved SWPPP. Both instances were corrected and the potential for discharges eliminated. One stop work order was issued and remained in effect until compliance with SWPPP was completed.</p>
<p>The Town has a catch basin cleaning and inspection program.</p>	<p>This is an ongoing task, which will continue annually. Approximately 25% of the total catch basins, 4,500+, are cleaned, inspected and repaired each year.</p> <p>Goal is to maintain the 25% of total catch basins, 4,500+, which are cleaned, inspected and repaired..</p>
<p>The Town has a program in which the major drainage channels are inspected a minimum of twice annually and after major rainfall or snowmelt events.</p>	<p>This is an ongoing task, which will continue annually. 100% of these are included in this program.</p> <p>Goal is to inspect 100% of major drainage channels a minimum of twice annually and after major rainfall or snowmelt events.</p>

<p><b>Permit Reference IV.C.3.b:</b> Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewer shed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul>
<p>The Town outfalls have been consolidated into one map. Outfalls from one system to another are included, i.e. Town system to County or Village system.</p>	<p>A total of 96 outfalls were found and mapped. GPS mapped outfalls totaled 76 and the 20 remaining were calculated as suggested by DEC in its <u>Outfall and System Mapping For Illicit Discharge Detection and Elimination (IDDE) in NY Guidance Document.</u></p>
<p>The Town Sanitary and Storm sewer systems have been consolidated into one map.</p>	<p>Estimated completion is 100% for Sanitary and 100% for Storm system.                      Goal to finalize map was achieved..</p>
<p>System mapping will be updated as subdivision and construction projects are completed.</p>	<p>No subdivisions were completed and included in the mapping for 2007.                      Goal is to add sanitary and storm sewers from new subdivisions to existing map.</p>

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

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

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

1) When was this assessment completed or planned to be completed?	Date completed: <u>8/8/07</u> <input type="checkbox"/> 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?	<input type="checkbox"/> No (go to question 5) <input checked="" type="checkbox"/> Yes
3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input checked="" type="checkbox"/> Yes
4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input checked="" type="checkbox"/> Yes

**Development of Regulatory Mechanism (Local Codes)**

5) When was this work completed or planned to be completed?	Date completed: <u>8/8/07</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <u>4</u> ; <input checked="" type="checkbox"/> <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?	<input checked="" type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> MS4 will write language equivalent to NYS IDDE Model Law
7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, list the <b>local code(s)</b> that will be changed: Local Law #5 Addition to Chapter 134.
8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	<input checked="" type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> Language equivalent to NYS IDDE Model Law
9) What was the date or is the planned date of local law adoption?	Date: adopted on 8/8/07
10) Provide a web address if adopted local law can be found on a web site.	Web Address: townofunion.com

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

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

<p><b>Permit Reference IV.C.3.e:</b> Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p> <ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement this year <u>and</u> planned for next year</i></li> <li>• <i>Identify personnel or outside organization conducting activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Broome County Soil and Water Storm Water Activities for April 2007 to March 2008 are as follows:</b>                      Earth Fest (BCC), 4/28/07, display featuring storm water issues, 1,500-2,000 general public attendees;                      Town of Kirkwood, 5/9/07, presentation on flooding and storm water issues, 125 public and elected officials attendees;                      Town of Conklin, 5/3/07, presentation on flooding and storm water issues, 100 public and elected officials attendees;                      Binghamton School District (Gear Up), 7/17/07, storm water/water quality presentations, 20 students/teachers attendees;                      Broome County Flood Presentation, 7/18/07, storm water/water quality presentations, 50 public &amp; elected officials attendees;                      Binghamton High School, 10/1/07, (Sky Lake), storm water and flood presentation, 20 students/teachers attendees;                      Owego High School, 10/4/07, (Sky Lake), storm water and flood presentation, 20 students/teachers attendees;                      Union Endicott High School, 10/15/07, (Sky Lake), storm water and flood presentation, 30 students/teachers attendees;                      Highway Supers. Workshop, 1/22/08, stream and storm water related workshop, 65 highway/elected official attendees;                      Binghamton Flood Summit, 2/28/08, storm water/flood presentations, 140 elected officials attendees;</p>	<p>The measurable goal is to provide public access to storm water activities and information and quantify the results.</p> <p>These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>
<p><b>Broome County Environmental Management Council Storm Water Activities for April 2007 to March 2008 are as follows:</b>                      22nd BC Riverbank Cleanup (22 sites), 10/6/07 300 general public registrants representing 28 organizations, 3.69 tons of debris collected along 12 miles of</p>	<p>The measurable goal is to provide public access to storm water activities and information and quantify the results.</p> <p>These are ongoing activities, which will continue annually, and will</p>

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<p>waterways;                  Earth Fest (BCC), 4/28/07, display featuring storm water issues, 1,500 general public attendees;                  Educational materials distributed:                  BCEMC brochure – Citizens Shaping Environmental Policy;                  EPA Pamphlet – After the Storm: A Citizen’s Guide to Understanding Storm water;                  EPA fact sheet – Protecting water Quality from Urban Runoff: Clean water Is Everyone’s business;                  NYSDEC fact sheet – Storm water Runoff: From My Yard to Our Streams;                  BCEMC fact sheet – Broome County water Resources: Where’s the water? ;                  Upper Susquehanna Coalition (USC) brochure – New York and the Chesapeake Bay: Should I Be Concerned? ;                  USC activity sheet – Communities Connected by Water: Did You Know? Facts;                  NYSDEC fact sheet – Eastern Hellbender Fact Sheet.</p>	<p>be expanded when/if the proposed NYSDEC grant funds become available.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Town of Union maintains public access to storm water informational data on its Web Site, at Local Libraries and at the Town Complex.</p>	<p>The measurable goal is to provide public access to storm water activities and information and quantify the results.                   These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>
<p><b>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:</b></p>	

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Storm water 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 (*Storm water Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

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

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: <u>3/7/07</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <u>4</u> ; <u>5</u> . <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Storm water Management and Erosion &amp; Sediment Control</i> (Sample Local Law).
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2. If preliminary assessment was completed, indicate the results.	<input type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input checked="" type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed
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**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>3/7/07</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <u>4</u> ; <u>5</u> .
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4. How was the local code adopted or how will it be adopted*?  <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input checked="" type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> <li>• If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law.</li> <li>• 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.</li> </ul> b. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input type="checkbox"/> Language developed by municipality was demonstrated to be equivalent.
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**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Storm water Runoff Control Regulatory Mechanism**

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

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

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

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

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

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

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses <b>exactly the same</b> as the Sample Local Law language	Existing clauses <b>equivalent</b> 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 <b>adopted</b> , listed as <b>legislative agenda</b> items.
1			
2			
3, 4, 5			
6			
<b>TOTAL</b>			

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

**7.** What was the date or is planned date of local code adoption? Date: 3/7/07

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

**Minimum Control Measure 4. Construction Site Storm water Runoff Control**

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

<p><b>Permit Reference IV.C.4.b. v:</b> Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> <li>• <i>Describe the procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul>
<p>Erosion and sedimentation control is accomplished by enforcing various ordinances within the Town Code.</p>	<p>Continue aggressive enforcement and updating of the Town Code with regards to storm water.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to ensure 100% compliance with the Town’s erosion and sediment control ordinances.</p>
<p>Opportunity for public comment on construction plans is accomplished thru regular meetings of the Zoning and Planning Boards in addition to Public Hearings. These are open to the public and advertised in local newspapers and posted at the Town complex.</p>	<p>Continue the utilization of local newspapers and postings to advertise public meetings.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics’ ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p>Construction site plan review is accomplished by enforcing various ordinances within the Town Code.</p>	<p>Continue to promote compliance with the Town ordinances.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics’ ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p><b>Permit Reference IV.C.4.b. vi:</b> Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> <li>• <i>Explain the procedures below. <u>Revise as procedures are updated.</u></i></li> <li>• <i>Identify the responsible personnel or outside organizations.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>

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<p>Public comments may be submitted by letter, phone call, email or at a public meeting.</p>	<p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics' ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p>Public comments may be addressed to Paul Nelson, Planning Director.</p>	<p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics' ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p>Public comments may be addressed to Steven Rafferty, Building Official.</p>	<p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics' ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p>Public comments may be addressed to Don Battaglini, Highway Superintendent.</p>	<p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics' ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p>Public comments may be addressed to Jay Harris, Deputy Commissioner of Public Works for Engineering.</p>	<p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics' ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p>Public comments may be addressed to Louis V. Caforio, Commissioner of Public Works.</p>	<p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics' ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>

**Minimum Control Measure 4. Construction Site Storm water Runoff Control**

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

<p><b>Permit Reference IV.C.4.b. iii, vii:</b> Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> <li>• Describe each procedure below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</li> </ul>
<p>Construction site waste management is accomplished by enforcing various ordinances within the Town Code.</p>	<p>Continue to promote compliance with the Town ordinances.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics' ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p>Construction site inspection and enforcement is accomplished by enforcing various ordinances within the Town Code.</p>	<p>Continue to promote compliance with the Town ordinances.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to maintain the publics' ability to comment on 100% of proposed projects before the Zoning and Planning Boards.</p>
<p><b>Permit Reference IV.C.4.b. viii:</b> Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet <b>within the MS4s jurisdiction.</b></p> <ul style="list-style-type: none"> <li>• Explain the activities and materials used to meet this requirement.</li> <li>• Identify the personnel or outside organization conducting this activity.</li> <li>• Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Broome County Soil and Water Storm Water Activities for April 2007 to March 2008 are as follows:</b> Earth Fest (BCC), 4/28/07, display featuring storm water issues, 1,500-2,000 general public attendees; Town of Kirkwood, 5/9/07, presentation on flooding and storm water issues, 125 public and elected officials attendees; Town of Conklin, 5/3/07, presentation on flooding and storm water issues, 100 public and elected officials attendees; Binghamton School District (Gear Up), 7/17/07, storm water/water quality presentations, 20 students/teachers attendees;</p>	<p>These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>

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<p>Broome County Flood Presentation, 7/18/07, storm water/water quality presentations, 50 public &amp; elected officials attendees;                  Binghamton High School, 10/1/07, (Sky Lake), storm water and flood presentation, 20 students/teachers attendees;                  Owego High School, 10/4/07, (Sky Lake), storm water and flood presentation, 20 students/teachers attendees;                  Union Endicott High School, 10/15/07, (Sky Lake), storm water and flood presentation, 30 students/teachers attendees;                  Highway Supers. Workshop, 1/22/08, stream and storm water related workshop, 65 highway/elected official attendees;                  Binghamton Flood Summit, 2/28/08, storm water/flood presentations, 140 elected officials attendees;</p>	
<p><b>Broome County Environmental Management Council Storm Water Activities for April 2007 to March 2008 are as follows:</b>                  Educational materials distributed:                  BCEMC brochure – Citizens Shaping Environmental Policy;                  EPA Pamphlet – After the Storm: A Citizen’s Guide to Understanding Storm water;                  EPA fact sheet – Protecting water Quality from Urban Runoff: Clean water Is Everyone’s business;                  NYSDEC fact sheet – Storm water Runoff: From My Yard to Our Streams;                  BCEMC fact sheet – Broome County water Resources: Where’s the water? ;                  Upper Susquehanna Coalition (USC) brochure – New York and the Chesapeake Bay: Should I Be Concerned? ;                  USC activity sheet – Communities Connected by Water: Did You Know? Facts;                  NYSDEC fact sheet – Eastern Hellbender Fact Sheet.</p>	<p>These are ongoing activities, which will continue annually, and will be expanded when/if the proposed NYSDEC grant funds become available.</p>
<p>Education and training of construction site operators is accomplished by enforcing various ordinances within the Town Code.</p>	<p>Continue to promote compliance with the Town ordinances.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to ensure compliance of Town ordinances on 100% of the proposed projects.</p>

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

**Minimum Control Measure 5. Post-Construction Storm water Management**

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

<p><b>Permit Reference IV.C.5.a, c.</b> Develop and implement a post-construction storm water management program that addresses storm water runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• A combination of structural and/or non-structural management practices.</li> <li>• <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Enforcing various ordinances within the Town Code and enforcing compliance with the approved SWPPP ensures implementation of post construction storm water management program.</p>	<p>Continue to promote compliance with the Town ordinances.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to ensure compliance of Town ordinances on 100% of the proposed projects.</p>
<p>An inventory of storm water controls requiring periodic inspection will be accomplished thru database and/or addition to complete sewer system map and updated as new controls are installed.</p>	<p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to ensure compliance of Town ordinances on 100% of the proposed projects.</p>
<ul style="list-style-type: none"> <li>• Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</li> <li>• <i>Describe procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul>
<p>Site plan and SWPPP review for compliance with SWMP state standards is accomplished by enforcing various ordinances within the Town Code.</p>	<p>Continue to promote compliance with the Town ordinances.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to ensure compliance of Town ordinances on 100% of the proposed projects.</p>

**Minimum Control Measure 5. Post-Construction Storm water Management**

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

<p><b>Permit Reference IV.C.5.a, c.</b> (continued): Develop and implement a post-construction storm water management program that addresses storm water runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>Procedures for inspection and maintenance of post-construction management practices.</li> <li><i>Explain procedures below. Revise as procedures are updated.</i></li> </ul>	<ul style="list-style-type: none"> <li><i>Example measurable goals are number of: inspections maintenance activities performed.</i></li> </ul>
<p>Enforcing various ordinances within the Town Code and enforcing compliance with the approved SWPPP ensures implementation of post construction storm water management program.</p>	<p>Continue to promote compliance with the Town ordinances.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to ensure compliance of Town ordinances on 100% of the proposed projects.</p>
<p>An inventory of storm water controls requiring periodic inspection will be accomplished thru database and/or addition to complete sewer system map and updated as new controls are installed.</p>	<p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to ensure compliance of Town ordinances on 100% of the proposed projects.</p>
<ul style="list-style-type: none"> <li>Procedures for enforcement and penalization of violators.</li> <li><i>Explain procedures below. Revise as procedures are updated.</i></li> </ul>	<ul style="list-style-type: none"> <li><i>Example measurable goals: number enforcement activities performed.</i></li> </ul>
<p>Enforcing various ordinances within the Town Code and enforcing compliance with the approved SWPPP ensures implementation of post construction storm water management program.</p>	<p>Continue to promote compliance with the Town ordinances.</p> <p>This is an ongoing task pertaining to 100% of proposed projects, which will continue annually.</p> <p>Goal is to ensure compliance of Town ordinances on 100% of the proposed projects.</p>

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**Minimum Control Measure 5. Post-Construction Storm water Management**

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

<p><b>Permit Reference IV.C.5.a, c.</b> (continued): Develop and implement a post-construction storm water management program that addresses storm water runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators.</li> <li>• <i>Describe resources below. Update annually.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Current operating budgets include monies but may be inadequate to fully fund implementation.</p>	<p>This is an ongoing task, which will continue annually.                   Goal is to continue to implement within the bounds of the current budget.</p>
<p>County, State and Federal as well as other potential funding sources will continue to be investigated for financial assistance.</p>	<p>This is an ongoing task, which will continue annually.                   Goal is to continue to attempt New York State to fund their own mandate.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>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:</b></p>	

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

**OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION**

<ul style="list-style-type: none"> <li>• This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.</li> <li>• A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>List pollutants that will be addressed by the municipal pollution prevention program.</i></li> </ul>	
Sediment, nutrients, concrete wash, gas, oil, etc.	
<ul style="list-style-type: none"> <li>• <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Regular inspection of waterways throughout the entire Town.	<p>This is an ongoing task, which will continue annually.</p> <p>Goal is to inspect 100% of major drainage channels a minimum of twice annually and after major rainfall or snowmelt events.</p>
Catch basin inspection, cleaning and repair program throughout the entire Town.	<p>This is an ongoing task, which will continue annually.</p> <p>Goal is to maintain the 25% of total catch basins, 4,500+, which are cleaned, inspected and repaired.</p>
Utilization of the NYS Storm Water Management Design Manual and NYS Guidelines for Urban Erosion & Sediment Control as standards for storm water control for all plan reviews.	This is an ongoing task, which will continue annually.
Employee training program emphasizing the importance of the storm water management program throughout the entire Town in the Town’s employee awareness program.	This is an ongoing task, which will continue annually.
Employee attendance of various County, State or private storm water seminars.	This is an ongoing task, which will continue annually.
<p><b>Permit Reference IV.C.6.a:</b> Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement.</i></li> <li>• <i>Identify training needs and design training components</i></li> <li>• <i>Determine the adequacy and appropriate frequency of staff training.</i></li> <li>• <i>Identify personnel or outside organization conducting activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
NYSDEC, Broome County and Strom Water Coalition training seminars.	This is an ongoing task, which will continue annually.

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In house employee training program conducted by various Public Works Department managers.	This is an ongoing task, which will continue annually.
Periodic updates on Storm water Management Plan for members of Town, Planning and Zoning Boards by various Public Works Department managers.	This is an ongoing task, which will continue annually.
<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>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:</b>	

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

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing policies and procedures</i></li> <li>• <i>Briefly describe or reference any policies and procedures being developed</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Catch basin inspection, cleaning and repair program in practice.	
Vehicle washout programs in practice.	
Vehicle maintenance areas protected by separators.	
Vehicle fueling areas protected against spills.	
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing best management practices</i></li> <li>• <i>Briefly describe or reference any planned best management practices</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Catch basins cleaned and repaired as inspection indicates.	
Wash bay used for cleaning vehicles.	
Oil and water separators utilized in vehicle maintenance areas.	
Containment vessel utilized for fuel tanks.	
<ul style="list-style-type: none"> <li>• <i>Identify and describe the equipment and staff that are in place</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Catch basin cleaners, backhoes and the necessary number of employees.	
Washout areas.	
Oil and water separators.	
Containment vessel.	

**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; X Winter Road Maintenance;  
 \_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance;  
 \_\_\_Solid Waste Management; \_\_\_Other: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing policies and procedures</i></li> <li>• <i>Briefly describe or reference any policies and procedures being developed</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Vehicle washout programs in practice.	
Vehicle maintenance areas protected by separators.	
Vehicle fueling areas protected against spills.	
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing best management practices</i></li> <li>• <i>Briefly describe or reference any planned best management practices</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Wash bay used for cleaning vehicles.	
Oil and water separators utilized in vehicle maintenance areas.	
Containment vessel utilized for fuel tanks.	
<ul style="list-style-type: none"> <li>• <i>Identify and describe the equipment and staff that are in place</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Washout areas.	
Oil and water separators.	
Containment vessel.	

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**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance;  
 \_\_\_X\_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance;  
 \_\_\_Solid Waste Management; \_\_\_Other: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing policies and procedures</li> <li>• Briefly describe or reference any policies and procedures being developed</li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Catch basin inspection, cleaning and repair program in practice.	
Vehicle washout programs in practice.	
Vehicle maintenance areas protected by separators.	
Vehicle fueling areas protected against spills.	
Drainage channel and detention facility inspection.	
Storm drainage system map.	
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing best management practices</li> <li>• Briefly describe or reference any planned best management practices</li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Catch basins cleaned and repaired as inspection indicates.	
Wash bay used for cleaning vehicles.	
Oil and water separators utilized in vehicle maintenance areas.	
Containment vessel utilized for fuel tanks.	
Semi- annual and post sizeable event inspections.	
Maintain updated storm system map.	
<ul style="list-style-type: none"> <li>• Identify and describe the equipment and staff that are in place</li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Catch basin cleaners, backhoes and the necessary number of employees.	
Washout areas.	
Oil and water separators.	
Containment vessel.	

Town of Union:

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Necessary number of employees.	
Necessary number of employees.	

Town of Union:

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**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance; \_\_\_Stormwater System Maintenance; XVehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance; \_\_\_Solid Waste Management; \_\_\_ Other: \_\_\_\_\_

- Copy this page and give it to each municipal office or department responsible for reporting.
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<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing policies and procedures</i></li> <li>• <i>Briefly describe or reference any policies and procedures being developed</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Vehicle washout programs in practice.</p>	
<p>Vehicle maintenance areas protected by separators.</p>	
<p>Vehicle fueling areas protected against spills.</p>	
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing best management practices</i></li> <li>• <i>Briefly describe or reference any planned best management practices</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Wash bay used for cleaning vehicles.</p>	
<p>Oil and water separators utilized in vehicle maintenance areas.</p>	
<p>Containment vessel utilized for fuel tanks.</p>	
<ul style="list-style-type: none"> <li>• <i>Identify and describe the equipment and staff that are in place</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Washout areas.</p>	
<p>Oil and water separators.</p>	
<p>Containment vessel.</p>	

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**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance; \_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_X\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance; \_\_\_Solid Waste Management; \_\_\_ Other: \_\_\_\_\_

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<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing policies and procedures</i></li> <li>• <i>Briefly describe or reference any policies and procedures being developed</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
<p>Vehicle washout programs in practice.</p>	
<p>Vehicle maintenance areas protected by separators.</p>	
<p>Vehicle fueling areas protected against spills.</p>	
<p>Drainage channel and detention facility inspection.</p>	
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing best management practices</i></li> <li>• <i>Briefly describe or reference any planned best management practices</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
<p>Wash bay used for cleaning vehicles.</p>	
<p>Oil and water separators utilized in vehicle maintenance areas.</p>	
<p>Containment vessel utilized for fuel tanks.</p>	
<p>Semi- annual and post sizeable event inspections.</p>	
<ul style="list-style-type: none"> <li>• <i>Identify and describe the equipment and staff that are in place</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
<p>Washout areas.</p>	
<p>Oil and water separators.</p>	
<p>Containment vessel.</p>	
<p>Necessary number of employees.</p>	

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**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance; \_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; X Municipal Building Maintenance; \_\_\_Solid Waste Management; \_\_\_ Other: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
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<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing policies and procedures</i></li> <li>• <i>Briefly describe or reference any policies and procedures being developed</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Vehicle washout programs in practice.	
Vehicle maintenance areas protected by separators.	
Vehicle fueling areas protected against spills.	
Drainage channel and detention facility inspection.	
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing best management practices</i></li> <li>• <i>Briefly describe or reference any planned best management practices</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Wash bay used for cleaning vehicles.	
Oil and water separators utilized in vehicle maintenance areas.	
Containment vessel utilized for fuel tanks.	
Semi- annual and post sizeable event inspections.	
<ul style="list-style-type: none"> <li>• <i>Identify and describe the equipment and staff that are in place</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Washout areas.	
Oil and water separators.	
Containment vessel.	
Necessary number of employees.	

Town of Union:

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

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
Existing programs address discharges to the extent that current funding allows.	
Modifications and updates will be improved as increased funding becomes available.	
<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
Storm water discharge information is stressed in the department's standard operating procedures.	This is an ongoing task, which will continue annually.
Department's management staff conducts informational activities.	This is an ongoing task, which will continue annually
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>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:</b></p>	

**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_X\_Winter Road Maintenance;  
 \_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance;  
 \_\_\_Solid Waste Management; \_\_\_Other:\_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
Existing programs address discharges to the extent that current funding allows.	
Modifications and updates will be improved as increased funding becomes available.	
<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
Storm water discharge information is stressed in the department's standard operating procedures.	This is an ongoing task, which will continue annually.
Department's management staff conducts informational activities.	This is an ongoing task, which will continue annually
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>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:</b></p>	

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**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance;  
 \_\_\_X\_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance;  
 \_\_\_Solid Waste Management; \_\_\_Other: \_\_\_\_\_

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

<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
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<ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
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<p>Existing programs address discharges to the extent that current funding allows.</p>	
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<p>Modifications and updates will be improved as increased funding becomes available.</p>	
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<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
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<p>Storm water discharge information is stressed in the department's standard operating procedures.</p>	<p>This is an ongoing task, which will continue annually.</p>
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<p>Department's management staff conducts informational activities.</p>	<p>This is an ongoing task, which will continue annually</p>
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<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
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<p><b>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:</b></p>
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Town of Union:

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**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance; \_\_\_Stormwater System Maintenance; XVehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance; \_\_\_Solid Waste Management; \_\_\_ Other: \_\_\_\_\_

- Copy this page and give it to each municipal office or department responsible for reporting.
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<b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
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- *Assess if existing programs adequately reduce and/or prevent pollutant discharges*
- *Determine and list any operation type, location or facility that is in need of modification or updates.*

DO NOT ENTER INFORMATION IN THIS CELL

Existing programs address discharges to the extent that current funding allows.

Modifications and updates will be improved as increased funding becomes available.

**Permit Reference IV.C.6.a:** If there is a training component for staff specific to these municipal operations:

- *explain the activities and materials;*
- *identify the personnel or outside organization conducting the activities.*

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

Storm water discharge information is stressed in the department’s standard operating procedures.

This is an ongoing task, which will continue annually.

Department’s management staff conducts informational activities.

This is an ongoing task, which will continue annually

**Additional Techniques**

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

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

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**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance; \_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; XPark and Open Space Maintenance; \_\_\_Municipal Building Maintenance; \_\_\_Solid Waste Management; \_\_\_ Other: \_\_\_\_\_

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<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
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| <ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul> | <p>DO NOT ENTER INFORMATION IN THIS CELL</p> |
|--|--|

<p>Existing programs address discharges to the extent that current funding allows.</p>	
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<p>Modifications and updates will be improved as increased funding becomes available.</p>	
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<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
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<p>Storm water discharge information is stressed in the department's standard operating procedures.</p>	<p>This is an ongoing task, which will continue annually.</p>
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<p>Department's management staff conducts informational activities.</p>	<p>This is an ongoing task, which will continue annually</p>
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<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
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<p><b>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:</b></p>
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Town of Union:

Permit Number: NYR20A 0\_5\_0\_

**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance; \_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_X\_Municipal Building Maintenance; \_\_\_Solid Waste Management; \_\_\_ Other: \_\_\_\_\_

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Existing programs address discharges to the extent that current funding allows.</p>	
<p>Modifications and updates will be improved as increased funding becomes available.</p>	
<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Storm water discharge information is stressed in the department's standard operating procedures.</p>	<p>This is an ongoing task, which will continue annually.</p>
<p>Department's management staff conducts informational activities.</p>	<p>This is an ongoing task, which will continue annually</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>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:</b></p>	

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

**Summary of public comments received on annual report at the public presentation**

**No public meeting required for the 2007-2008 Storm water Report. Report will be available on the Town of Union website.**  
[www.townofunion.com](http://www.townofunion.com)

**Intended response to comments on the annual report.**

**Not applicable.**

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

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



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

<p><b>Permit Reference IV.C.4.b.i, 5.a.i:</b> Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. The MS4s have until year 5 to complete this work.</p>	
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ Not yet completed                  Plan to complete for reporting in year: ___4; ___5.</p>
<p>2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the <u>erosion, sedimentation and storm water management requirements</u> for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).</p>	
<p>___ Access Permits                  ___ Tenant Leases                  ___ Requests for Proposals (RFPs)                  ___ Scope of Services</p>	<p>___ Consultant Agreements                  ___ Construction / Bid Documents                  ___ Other Policies / Procedures _____</p>
<p>3) All of the <u>erosion, sedimentation and storm water management requirements</u> below must be addressed by the MS4's control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.</p>	
<b>Control Mechanism</b>	<b><u>Erosion, Sedimentation and Storm water Management Requirements</u></b>
	Require all projects to have SWPPPs, as in GP-02-01
	Require all 16 components of a basic SWPPP (erosion and sediment control)
	Require all additional 7 components for a full SWPPP when post-construction control is required
	Meet the standards in the <i>Erosion and Sediment Control</i> and <i>Storm water Management Design Manuals</i> (or otherwise meet the requirements of GP-02-01)
	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
	Require proper operation and maintenance of storm water facilities during construction
	Require proper operation and maintenance of storm water facilities after construction
	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
	Have a process for review of SWPPPs
	Require site self inspections as in GP-02-01
	Have enforcement procedures during and after construction
	Require construction site operators to control waste
	Procedures for receipt and consideration of information submitted by the public
<p>4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?</p>	<p>Explanation:</p>
<p>5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?</p>	<p>Explanation:</p>