



**Phase II SPDES General Permit for  
Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02  
MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM**

**Regulated MS4: City of Ithaca**

**SPDES Permit Number: NYR20A 283**

See information packet for information to help complete this form.

MCC Form for year ending: March 9, <input checked="" type="checkbox"/> 2006 (Year 3) <input type="checkbox"/> 2007 (Year 4) <input type="checkbox"/> 2008 (Year 5)			
<b>Section A. MS4 Owner/Operator and Contact Person Information</b> (contact persons explained in instructions)			
<b>Owner/Operator</b> Is information below new or changed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Name: Carolyn Peterson		Title: Mayor	Department: Mayor's Office
Mailing Address:	Street or P.O. Box: 108 East Green Street	City: Ithaca	
	County: Tompkins	State: New York	Zip Code: 14850
Phone: (607 ) 274-6501		E-mail Address: <a href="mailto:carolynp@cityofithaca.org">carolynp@cityofithaca.org</a>	
<b>Local Stormwater Public Contact</b> (Required by Minimum Measure 2)			
Is information below: 1) new or changed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 2) same as: <input type="checkbox"/> Owner/Operator			
Name: Scott Gibson		Title: Environmental Engineer	Department: Public Works – Water & Sewer
Mailing Address:	Street or P.O. Box: 510 First Street	City: Ithaca	
	County: Tompkins	State: New York	Zip Code: 14850
Phone: (607) 272-1717		E-mail Address: <a href="mailto:scottg@cityofithaca.org">scottg@cityofithaca.org</a>	
<b>Stormwater Management Program (SWMP) Coordinator</b> (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 2) same as: <input type="checkbox"/> Owner/Operator <input checked="" type="checkbox"/> Local Stormwater Public Contact			
Name:		Title:	Department:
Mailing Address:	Street or P.O. Box:	City:	
	County:	State:	Zip Code:
Phone: (    )		E-mail Address:	
<b>Annual Report Preparer</b>			
Is information below: 1) new or changed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 2) same as: <input type="checkbox"/> Owner/Operator <input type="checkbox"/> Local Stormwater 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 waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL
Cayuga Lake, Southern End	Phosphorus, Silt/Sediment	X	

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

Yes  
 No

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

Yes  
 No (explain below)

Explanation: *Special conditions for the southern end of Cayuga Lake have not been finalized.*

**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**

None

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

None

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

*A formal resolution was passed through the City Board of Public Works on August 13, 2003 to recognize a cooperative regional partnership of the Intermunicipal Organization, the Cayuga Lake Watershed Network, and the 10 MS4s within Tompkins County as a stormwater working group. This resolution had been attached by appendix in the past two annual report submissions. The stormwater working group is currently preparing an MOA to finalize membership agreement to become a stormwater coalition.*

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

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

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

Explain:

**Section E. Funding and Resource Allocation**

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

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

Explain:

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

Explain: *Round 6 of WQIP; total \$175,000 for regional coalition. Round 7 of WQIP; total of \$100,000 for regional coalition. State Water Quality Mini-Grant funding from DEC and State Soil and Water; \$45,000 for regional coalition.*

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

Explain:

**Section F. Compliance Certification**

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

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR <u>ONLY</u>	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer: Efforts to obtain draft local law by the 3 <sup>rd</sup> reporting period were unsuccessful due to inadequate staffing and resource allocation. The City has aspirations of completing this goal by December 2006 however.	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer: Efforts to obtain draft local law by the 3 <sup>rd</sup> reporting period were unsuccessful due to inadequate staffing and resource allocation. The City has aspirations of completing this goal by December 2006 however.	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A

**Certification Statement**

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

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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.**

**The following abbreviations were used throughout this document**

SWG = Tompkins County Stormwater Working Group  
CCE = Cornell Cooperative Extension of Tompkins County  
Network = Cayuga Lake Watershed Network  
SWCD = Tompkins County Soil and Water Conservation District  
IO = Cayuga Lake Watershed Intermunicipal Organization  
WRC = Tompkins County Water Resources Council  
TCP = Tompkins County Planning  
TC = Tompkins County  
W&S = City of Ithaca Water & Sewer Division of Public Works  
S&F = City of Ithaca Streets and Facilities Division of Public Works



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

**Regulated MS4: CITY OF ITHACA SPDES Permit Number: NYR20A 2 8 3**

Annual Report Table for year ending: March 9,  X  2006 (Year 3)   2007 (Year 4)   2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 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 stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> <li>• Explain the program, including activities and materials used</li> <li>• Identify the personnel or outside organization conducting the activity.</li> <li>• <u>Indicate activities planned for next year.</u></li> </ul>	<p><i>Describe Measurable Goals and Results (when applicable)</i>  <i>Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</i></p>
<p>March 15, 2005, the stormwater coalition sponsored an E&amp;SC Workshop to serve public officials, contractors and consultants – 134 attendees. A Construction Workshop hosted by the Stormwater Coalition is being planned for April 13, 2006.</p>	<p>Annual Program</p>
<p>November 1, 2005, local municipal projects with stormwater benefits were heralded at the “6MC Symposium”. Topics included the Town of Caroline Barrile stream restoration project, City Silt Dam Riparian Buffer Restoration, etc. Plans for another symposium may be arranged for the summer of 2006.</p>	<p>A final symposium may be arranged during the Summer of 2006.</p>
<p>The City participated in Water week on May 6 giving lectures to school children on phosphorus pollution and its affects on our watershed. The City GIS group also demonstrated data management interaction. The City Water Plant Lab Director used an “enviroscape” model to show children the workings of a typical watershed. EPA handouts on stormwater management were provided. The City participates annually in Water Week.</p>	<p>Annual Program</p>
<p>SWCD sponsored the annual “Envirothon” – a hands on environmental education contest for high school students.</p>	<p>Annual Program</p>
<p>The City provided a surveying crew to the Town of Caroline Barrile Stream Restoration Project donating over \$50,000 in in-kind services. The City also donated over \$15,000 in grant funding to the Town of Caroline to support materials purchases in the project and to fund expenses toward a full feature</p>	<p>Completed October 2005</p>



video documentary which will be used for training and demonstration purposes.	
The CLWN sponsored an essay contest for area youth entitled: "The Rich History of the Cayuga Lake Watershed. The City Lab Director was one of the judges at the event.	Annual Event
Tompkins County Environmental Appreciation Days, May 2005: 2 City Operators attended and the City coordinated with Bolton Point and Cornell WTPs to do presentations to roughly 20 children on available drinking water, treatment and protection of resources. The CLWN also provided lessons on non-point-source pollution and its relationship to stormwater. SWCD provided lessons on erosion and sediment control. This is an annual event.	Annual Event
May 19, 2005, Tompkins County sponsored a presentation from Malone and McBroom on Flood Hazard Mitigation Plan – 35 attendees The Mitigation Plan is complete.	Complete – Results from the hazard mitigation plan will continue to be utilized in environmentally related projects.
Lakefest August 2005. City staff had a display with photos, water quality issues for children. The City WFP Lab Director was awarded an honor for "above-and-beyond" commitment to watershed efforts.	Annual Event
Various handouts and presentations were available for Earthday, April 2005. Roughly 100 participants. Environmental and stormwater related handouts are a staple of all similarly related events.	Annual Program
City of Ithaca staff met with students to help them organize a 2006 symposium around access to clean water.	Complete
The Ithaca Journal published a series of articles on Phosphorus Use on Home Lawns 5/27 and Silt and Sediment 5/26. Publications will continue to be encouraged.	Annual articles
Cornell Cooperative Extension sponsored Rain Garden Training in July 2005. Various awareness trainings will continue to be scheduled.	Complete
SWCD sponsored Agricultural Day (Agstraviganza) at the mall on March 2005. This is an annual event.	Annual Program
The City is collaborating with TCP and the CLWN to develop a regional monitoring plan for Cayuga Lake with the help of the WRC and FL-LOWPA.	Ongoing
Fall Creek Stream Cleanup, April 30, 2005. Creek cleanups will continue to be held in the future.	Annual Program
The Cayuga Lake Waterfront Plan has been completed and is intended to increase public access to the waterfront and improve waterfront parks, improve boating facilities and operation, and encourage appropriate economic development along the lake front. The plan includes an inventory and analysis of natural resources, cultural and land resources, and key issues and opportunities; waterfront revitalization policies; proposed land and water uses	Ongoing

(land use changes, boating regulation changes, watershed management, and waterfront project and initiatives); and local implementation issues (zoning changes, enforcement of regulations, consistency review, and implementation schedule). The Cayuga Lake Waterfront Plan is a multi-phased project slated for additional opportunities over the next several years.	
The IO produced a Spring 2005 Newsletter, Summer 2005 IO newsletter on various watershed topics. Various newsletters from outreach organizations will continue to be published.	Ongoing, each quarter
City of Ithaca and SWCD continue to use water quality test kits in educational hands on training for schools.	Ongoing
SWCD assists agricultural operations, MS4 and contractor support with emergency spill plans and environmental management. TCSWCD will continue to operate in a guidance capacity for MS4, agricultural and contractor support.	Ongoing
The City continues to update its informational based stormwater web page. The site contains both DEC and EPA information. The CLWN also has a web resource with links to important stormwater material such as pesticide/fertilizer management materials, general housekeeping, events and reports. As regulations and other pertinent information become updated, they will be made available on the web site.	Ongoing
The City of Ithaca brings portable displays to special events. Displays include hands on GIS demonstrations, stormwater posters, and the Enviroscape model. The following organizations also have portable displays: SWCD, CLWN, TCP, WRC, CCE, IO, City of Ithaca, Fall Creek Watershed Committee, Caroline Watershed Committee, Community Science Institute, Trout Unlimited. The City will continue to educate in this manner.	Ongoing
The City funds various volunteer monitoring organizations on 6MC. Funding is also provided to support two USGS gaging stations. The City has and will continue to be committed to funding these important opportunities.	Ongoing
City Water Plant personnel attended a week long training in Stream Bioassessment sponsored by the Hudson Basin River Watch Program. The information was reported out to local volunteer groups.	Complete
CCE composting program (encourages the use of compost in place of fertilizer). Composting will continue on an annual basis.	Ongoing
An article published in the Ithaca Journal was written by City personnel and CCE on leaf pickup.	Complete
City staff attended and participated in the Interlaken Old Home Days Event. Displays on watershed management practices were available.	Annual Event
The April 2005 Tompkins County Soil and Water Conservation District	

<p>newsletter included an article entitled "FYI: Phase 2 Construction Activity Permit".</p>	
<p>SWCD and City of Ithaca used "Enviroscape" models to reach over 500 young people in school classes throughout the county. Models and other hand-on training will continue annually during awareness events.</p>	<p>Ongoing</p>
<p>The City sponsored 4 riparian buffer restoration tree planting events, two in May 2005 and two in November 2005. A brief lecture on the benefits of trees to control surface runoff was provided. Planting events have concluded for the project.</p>	<p>Watershed Riparian Buffer Restoration Project to be completed by September 2006.</p>
<p>The "Floating Classroom" is an educational classroom for school kids on Cayuga Lake conducted on a chartered boat. The program is supported by local municipal support, IO, funding through Cayuga Nature Center, Coop Extension, Community Science Institute, Wells College, and BOCES. The classroom will continue next year.</p>	<p>Ongoing</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 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.  <i>Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</i>  <i>Indicate activities planned for next year.</i></p>	<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>Volunteer monitoring programs are ongoing for Fall Creek, Cayuga Lake, Salmon Creek, Taughannock Creek, Six Mile Creek. The groups are supported with funds from the WRC, FL-LOWPA grants through TCSWCD, the City of Ithaca and other MS4s. Funding will continue to be provided by the City of Ithaca for these groups.</p>	<p>Ongoing</p>
<p>Cayuga Inlet stream cleanup was held on September 29, 2005. Another will be scheduled for the same time next year. The City provided support and equipment for this event.</p>	<p>Ongoing</p>
<p>The City of Ithaca sponsored four volunteer riparian buffer planting projects at the, City Silt Dam who planted over 800 native seedlings. The volunteer organizations included the Boy Scouts of America. Planting dates were on May 1 and 21, 2005, November 18 and 19, 2005. This project is now complete.</p>	<p>Completed November 2005</p>
<p>TC hosts a monthly household hazardous waste collection program.</p>	<p>Monthly</p>
<p>The City of Ithaca is a member of the regional MS4 stormwater coalition which includes membership from all 10 Tompkins County MS4s, schools and non-traditional MS4s.</p>	<p>Ongoing</p>
<p>Watershed Protection - The Natural Areas Commission (NAC) is a delegation of dedicated volunteers interested in maintaining a healthy watershed. The NAC is recognized in the City of Ithaca ordinance.</p>	<p>Ongoing</p>
<p>The City site plan review process incorporates a system of public notices and public review periods on all site plan review projects. The City site plan review process will be modified to incorporate a formal stormwater review process during the 2006 reporting period.</p>	<p>Ongoing</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><i>The report was presented to the Board of Public works for review on May 3, 2006. An public notice advertisement was placed in the Ithaca Journal on May 5, 2006 (Appendix A). At the May 10, 2006 Board of Public Works meeting, the public was allowed a comment period. If any comments were received, they would have been addressed in this report. Given the fact that no statements were made, the Board passed a resolution approving the document.</i></p>	
<p> </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>  Board members and staff were in attendance at the public presentation of the Annual Report. This included; Mayor Carolyn Peterson, Larry Roberts, DAC Chair, Ron Chapman, Commissioner; Ray Schlather, Commissioner; Vicki Romanoff, Commissioner; Claudia Jenkins, Commissioner; Wade Wykstra, Commissioner; Bill Gray, Super of Public Works; Rick Ferrell, Assist. Super DPW S&amp;F, Scott Gibson, Environmental Engineer, DPW W&amp;S.</p>		
<p>There were no public comments received by mail, e-mail, phone or at either BPW meeting.</p>		
<p><b>Comments on Annual Report Meeting</b>  <input checked="" type="checkbox"/> No public comments received on Annual Report.  <input type="checkbox"/> Comments received. <b>Attach summary of comments and intended responses.</b></p>	<p><b>Date of Annual Report Meeting:</b>  May 3, 2006 and May 10, 2006</p>	<p><b>Approximate Date of Meeting Next Year:</b>  May 2006</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>The City has representation in various watershed based groups and is involved in stakeholder meeting including the SWG, IO, Fall Creek Watershed Committee, the Regional Non-Point Source group, the WRC, the Town of Caroline Watershed Committee, the Natural Areas Commission, the Grants and Lake Source Cooling Committees, etc. Also, the City meets with its environmental consultant, EcoLogic, the Network, TOC, monthly to discuss the management of its two riparian buffer restoration grants</p>	<p>Membership is ongoing</p>	
<p>A mailing list is maintained through TCP to notify regional interested parties about stormwater happenings and events. The list includes municipal officials, key contractors, engineering groups, planners, etc. The list will continue to be provided throughout 2006.</p>	<p>Ongoing</p>	
<p>Adopt a Stream - Fall Creek Watershed Committee is a group of people interested in volunteer monitoring efforts and maintaining a healthy watershed. Currently the group monitors Upper and Lower Fall Creek. FCWC held a participatory stream cleanup and creek walk on April 30, 2005. During the 2006 reporting period, it is hoped that the FCWC will intensify its monitoring efforts to include more sediment and possibly phosphorus sampling. This data can be used for illicit discharge detection, tracking and to determine water quality for local watershed projects. Other cleanup events will be scheduled as time permits.</p>	<p>Ongoing</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 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>The City expects to adopt local laws which will help to address stormwater discharge prohibitions and enforcement. The WQIP funding obtained by the stormwater coalition will help to fund legal review and data compilation for this task.</p>	<p>A draft ready for adoption should be available by December 2006</p>
<p>The City continues to enforce the requirement that all pump testing contractors dechlorinate potable water prior to discharge. This will be incorporated in the prohibited discharge section of the new local law.</p>	<p>Ongoing</p>
<p>The City of Ithaca highway dept. continues to provide catch basin inspections and system cleaning as part of their utility maintenance program. Over 1000 catch basins are normally evaluated during a reporting year.</p>	<p>Ongoing as part of the utility maintenance program</p>
<p>The City of Ithaca funded approximately \$20,000 for the rehabilitation of a sampling boat used to monitor pollutant levels in Cayuga Lake. The data will be invaluable in understanding non-point source pollution.</p>	<p>Ongoing</p>
<p>The City Streets and Facilities group (S&amp;F) cleaned various catch basin grates, creek debris and sediment traps after rainfall events at Heinsy Dam, Williams Creek, Kline Creek, and Midas Muffler.</p>	<p>Ongoing as part of the utility maintenance program</p>
<p>City Water and Sewer maintains an ongoing effort to address inflow and infiltration and surcharging issues for the wastewater treatment plant. By replacing aged sanitary sewer pipe, this reduces potential for cross contamination to the storm sewer. City W&amp;S crews also investigate cross connection complaints to determine if broken sewer lines are intermixing with stormwater discharges.</p>	<p>Ongoing as part of the sewer utility improvement capital program.</p>
<p>On June 6, 2005, the City of Ithaca W&amp;S Division responded to a reported oil &amp; grease discharge from the Hi Hong Restaurant at 602 W. State Street in Ithaca. On June 7, the DEC CEO arrived on site to accompany the City in interviewing the restaurant owner. Apparently, the separator surcharged through its manhole cover due to lack of maintenance and the owner hosed the material off of the parking lot which ran into the local catch basin. As a result, the owner was billed for cleaning and inspection efforts by the City and the</p>	<p>Ongoing on a case by case basis.</p>

<p>restaurant was required to provide adequate proof of successive separator maintenance.</p>	
<p>The stormwater coalition will continue to identify other detection methods and support municipal efforts. Currently under discussion is the potential to hire Deb Caraco to evaluate IDDE.</p>	<p>Under discussion</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 sewershed; 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 City continues development of its GIS system map to identify all portions of its subsurface stormwater sewershed. During the reporting period, over 1800 structures (catch basins and manholes) have been identified and located with GPS. Only 300 structures remained at the end of March 2006. At present, approximately 99% of the map has been completed with which represents a gain of approximately 55% as compared to the last reporting period. During the upcoming year, crews will be focusing on quality control by validating data and resolving issues with map discrepancies. Also during the next reporting period, outfall mapping and development will be obtained.</p>	<p>Ongoing – Outfall mapping and field verification will begin in June 2006. It is anticipated that between 200 and 250 outfalls will be inventoried, evaluated and mapped.</p> <p>Add an inspection tracking and reporting system for illicit discharge – end of 2006.</p> <p>Prepare a GIS application that will allow the user to update fixtures and track system maintenance – End of 2006</p>
<p>The City of Ithaca hired a GIS technician to help in the compilation of the stormwater geodatabase and surveying.</p>	<p>Ongoing</p>
<p>Funding received by the stormwater coalition last reporting period (approximately \$173,000) will continue to be used to extend outfall and system mapping efforts across all MS4s. Currently, the City of Ithaca is considering using a portion of this money to fund an intern for data management.</p>	<p>Ongoing</p>

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

<b>Permit Reference IV.C.3.c:</b> 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. <b>See the instructions for information about completing this section.</b>	
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)
<b>Assessment of Regulatory Mechanism (Local Code)</b>	
1) When was this assessment completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: ___4; <input checked="" type="checkbox"/> 5.
2) Is there an existing ordinance, local law or other regulatory mechanism? <i>See TC Annual Report</i>	<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 checked="" type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input checked="" type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
<b>Development of Regulatory Mechanism (Local Codes)</b>	
5) When was this work completed or planned to be completed? <i>An evaluation of City ordinances is currently being conducted. It is anticipated that the City will prepare a draft local law which will include prohibited discharges, detection, elimination, and enforcement by December 2006. It is hoped that this will be adopted by early 2007.</i>	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___4; <input checked="" type="checkbox"/> 5.
6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input checked="" 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? <i>The City has limited language for regulatory control. It is anticipated that the adoption of a new local law will be needed to fulfill this requirement.</i>	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, list the <b>local code(s)</b> that will be changed:
8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism? <i>N/A</i>	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> Language equivalent to NYS IDDE Model Law
9) What was the date or is the planned date of local law adoption?	Date: May 2007
10) Provide a web address if adopted local law can be found on a web site.	Web Address:



**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>The City of Ithaca Planning Dept. reviews erosion and sediment control and stormwater utility information in its site plan review process. In addition, although not yet legally adopted, both the State Design Manual and Erosion and Sediment Control document are used as technical guidance.</p>	<p>Ongoing</p>
<p>Informative EPA literature is distributed by the City at various events such as WaterWeek and other environmental awareness activities. Topics include fertilizer management, automotive fluids disposal, recycling, debris management, etc.</p>	<p>Ongoing at annual events.</p>
<p>City employees receive training on hazardous waste and chemical handling, construction practices and safety.</p>	<p>Training is offered annually</p>
<p>TC holds a monthly haz waste collection program and promotes service through outreach education.</p>	<p>Ongoing</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 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

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

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

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: <u>Feb. 7, 2006</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5. <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion &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>March 10, 2006</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5.
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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 Stormwater Runoff Control Regulatory Mechanism**

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

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

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

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

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

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

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses <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	0	0	7
2	0	0	51
3, 4, 5	0	0	2
6	0	0	9
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>71</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  
X Yes, list the **local codes** that will be changed: See attached gap analysis Appendix B, pages 1 – 21.

**7.** What was the date or is planned date of local code adoption? Date: May 2007

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

**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

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

<p><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>• Describe the procedures 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: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</li> </ul>
<p>The City of Ithaca Planning Dept. reviews erosion and sediment control and stormwater utility information in its site plan review process. In addition, although not yet legally adopted, both the State Design Manual and Erosion and Sediment Control document are used as technical guidance. EIS are also included if required.</p>	<p>Adoption of local laws should take place by May 2007. 100% of plans received are reviewed.</p>
<p>State Building Codes and County Health may have some language on this. But more work is needed, especially for education and enforcement.</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>• Explain the procedures below. <u>Revise as procedures are updated.</u></li> <li>• Identify the responsible personnel or outside organizations.</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>If calls are received by the Code Enforcement Officer, CEO calls DOT, DOH and engages the responsible party to regulate and monitor. CEO works with offender to remedy the situation.</p>	<p>Ongoing</p>
<p>As part of the site plan review process, the City affords the public a comment period on construction plans through board and council meetings.</p>	<p>Local laws and SOPs will be developed to address this requirement – May 2007</p>

**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

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

<p><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. <i>Revise as procedures are updated.</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>Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</li> </ul>
<p>Though not yet a formal process, City W&amp;S evaluates site conditions with regard to E&amp;SC on all utility jobs. It is also a first responder on all stormwater complaints from private contractors.</p>	<p>Local laws will be developed by May 2007</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>March 15, 2005, the stormwater coalition sponsored an E&amp;SC Workshop to serve public officials, contractors and consultants – 134 attendees. A Construction Workshop hosted by the Stormwater Coalition is being planned for April 13, 2006.</p>	<p>Annual Program</p>
<p>Code Enforcement Officers provide training in their daily work.</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 5. Post-Construction Stormwater Management**

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

<p><b>Permit Reference IV.C.5.a, c.</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><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>The City of Ithaca currently has an informal requirement to ensure the installation of structural and non-structural stormwater management practices by referencing the State Design Book and the “Blue Book.” The development of local laws during Year 4 will formalize this process.</p>	<p>Ongoing, Year 4.</p>
<p>The City of Ithaca Planning Dept. reviews erosion and sediment control in its site plan review process.</p>	<p>Ongoing, Year 4</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>The City needs to develop procedure for SWPPP review. This will be formalized in local law development during Year 4.</p>	<p>Ongoing Year 4</p>
<p>Site Plan Review Process - 1) Applicant submits application with details, plans, stormwater management, E&amp;SC, demolition, etc. 2) Staff reviews the plans, conducts environmental review and forwards to other pertinent City departments for comment. 3) Applicant presents the proposal to Planning Board subcommittee which includes Codes who alerts applicant if there are any pending issues with project. 4) Applicant then presents proposal to Planning Board for approval. Planning Board normally considers itself Lead Agency in Environmental review, conducts a public hearing on the project and makes environmental declaration. 5) Staff comments, codes committee reports and other comments received are now considered and the Planning Board presents preliminary or final site plan approval.</p>	<p>Ongoing</p>

**Minimum Control Measure 5. Post-Construction Stormwater Management**

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

<p><b>Permit Reference IV.C.5.a, c. (continued):</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><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. <u>Revise as procedures are updated.</u></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>Procedures for the inspection and maintenance of post construction management practices will need to be developed by the City through local law implementation. It is expected that this will occur during Year 4. Currently, the City Streets and Facilities group is responsible for ditch and infrastructure cleaning. In the future, is it anticipated that inspections will be handled through the City Codes Enforcement Office.</p>	<p>Ongoing Year 4</p>
<ul style="list-style-type: none"> <li>• Procedures for enforcement and penalization of violators.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals: number enforcement activities performed.</i></li> </ul>
<p>Procedures for enforcement of post construction management practices will need to be developed by the City through local law implementation. It is expected that this will occur during Year 4. In the future, is it anticipated that enforcement will be handled through the City Codes Enforcement Office through escrow accounts, withholding of building permits, certificate of occupancy, or stop work order.</p>	<p>Ongoing Year 4</p>

**Minimum Control Measure 5. Post-Construction Stormwater Management**

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

<p><b>Permit Reference IV.C.5.a, c.</b> (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><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>A program will need to be developed for enforcement and penalization of violators. It is anticipated that this will occur during local law development in Year 4.</p>	<p>Ongoing, Year 4</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>The City continues to partner with IPM, Ithaca Science Center and the CLWN to evaluate the use of structural soils for development.</p>	<p>Ongoing</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>	
<p>Trash and debris, sediment, phosphorus, nitrogen, oils, grease, heavy metals from automotive wastes, misc. chemicals, petroleum hydrocarbons, chlorides, pesticides</p>	
<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>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Cayuga lake, Fall Creek, 6MC, Cascadilla Creek, Cayuga Inlet – Sediment and phosphorus and nitrogen pollution prevention program through wastewater treatment, W&amp;S management operations, proper watershed management, volunteer sampling programs funded by the MS4, etc.</p>	<p>Ongoing</p>
<p>Water and Wastewater Treatment Plants – Chemical bulk storage, haz waste management and handling ops, spill prevention programs, dechlorination programs for large volume discharges.</p>	<p>Ongoing</p>
<p>Parks and Forestry – IPM, pervious surface development interests, pro-active environmental policies, leaf and debris pickup programs, tree maintenance and plantings, outreach programs, works closely with environmental advocates and granting agencies.</p>	<p>Ongoing</p>
<p>Streets and Facilities – Street sweeping programs, catch basin and infrastructure maintenance programs, storm sewer pump station maintenance programs, covered salt storage areas, storm sewer construction management.</p>	<p>Ongoing</p>
<p>Water &amp; Sewer Division – Ensure that large volume potable water discharges from fire pump tests, hydrant flushes, reservoir tank discharges, etc. are dechlorinated. Ensure that construction jobs follow Phase II requirements (silt fencing, hydroseeding, good management practices for stockpiling, catch basin protection)</p>	<p>Ongoing</p>
<p>Vehicle Maintenance Operations – Proper haz and non-haz waste management and disposal programs. Spill prevention practices at the fueling station.</p>	<p>Ongoing</p>
<p> </p>	

<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>
<p>The City conducts annual PESH (OSHA) confined space entry training, chemical management and spill training and working with hazardous materials.</p>	<p>Annual program every Fall</p>
<p>Every three years, County and emergency responders have trainings on hazardous spills, disaster management, etc.</p>	<p>Every three years.</p>
<p>Streets and Facilities, Engineers, Municipal Officials, Code Enforcement, Water &amp; Sewer, and Planners attend periodic stormwater training events when offered. The March 15, 2005 event offered by the stormwater coalition on E&amp;SC saw attendance from each one of these groups. On March 31, 2006, members of Streets and Facilities and W&amp;S personnel will attend a stormwater conference in Rochester and in April 2006, CEOs and road crews will attend the Construction Workshop offered by the Coalition in Lansing.</p>	<p>Training for this reporting period was completed on March 15, 2005 and during the Fall of 2005.</p> <p>Scheduled dates for next year include March 31, 2006 conference and a Construction Workshop in April 2006. Other PESH training sessions are planned for Fall 2006.</p>
<p>It is believed that the frequency of training offered by entities like the NYSDEC, the regional stormwater coalition and in-house education satisfy the needs of this MS4. At least 4 opportunities are normally offered during the reporting period and attendance has been positive.</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>	

Municipality: City of Ithaca

Permit Number: NYR20A 283

**Minimum Control Measure 6. Municipal Operations:**  X  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>• 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>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Street sweeping is performed on an as needed basis. Streets conditions are assessed at least annually and maintenance is performed on areas most in need of attention. The equipment is also shared in an informal inter-municipal equipment lending program for other MS4s including the TOI and TC.</p>	<p>Ongoing</p>
<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>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The City highway maintenance program street swept roughly 140 lane miles during the reporting period. The City downtown area is swept nightly and all other areas are swept annually in the Spring. Ultimately, this helps to reduce sediment load and contaminants from vehicular traffic from the watershed.</p>	<p>Ongoing</p>
<p>The City has a Spring and Fall leaf pickup and yard waste program. This reduces the phosphorus, nitrogen and sediment load to the storm infrastructure and receiving water bodies.</p>	<p>Ongoing</p>
<ul style="list-style-type: none"> <li>• Identify and describe the equipment and staff that are in place</li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>2 street sweepers w/one operator. Forestry crew with leaf vac truck.</p>	<p>Ongoing</p>

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

- 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> (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>The street sweeping program adequately reduces excess buildup of solids and other contaminants from vehicular traffic on City streets.</p>	<p>Ongoing</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>Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.</p>	<p>Ongoing</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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**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:**

**Minimum Control Measure 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: \_\_\_\_\_

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**Permit Reference IV.C.6.a, c:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the **municipal operation(s) indicated above** to the MEP.

- Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.

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

- Briefly describe or reference any existing policies and procedures
- Briefly describe or reference any policies and procedures being developed

DO NOT ENTER INFORMATION IN THIS CELL

Winter road salt has been kept under cover to protect the material and to reduce runoff.

Ongoing

- Briefly describe or reference any existing best management practices
- Briefly describe or reference any planned best management practices

DO NOT ENTER INFORMATION IN THIS CELL

City street sweepers, trucks, equipment and other vehicles are washed in two designated areas. A covered cold storage bay is serviced by a trench drain which is connected to an oil water separator. Grit is removed in several 1' sumps which are maintained several times a year as needed. In addition, larger vehicles are high pressure washed in a bermed area of the facility parking lot. Wash water solids settle out in the berm and are removed periodically with heavy equipment. Traditionally, soaps are not used in either operation

Ongoing

- Identify and describe the equipment and staff that are in place

DO NOT ENTER INFORMATION IN THIS CELL

6 salt spreading trucks and several pickup mounted spreaders are used from City Streets & Facilities and Water & Sewer.

**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: \_\_\_\_\_

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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>Covered salt storage significantly reduces localized chlorides, total dissolved solids and suspended solids contamination.</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>Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.</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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**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;  
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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>	<b>DO NOT ENTER INFORMATION IN THIS CELL</b>
<p>The City of Ithaca Streets &amp; Facilities Division requires that a 1' sump be provided in any catch basin installed. This helps to promote better solids retention and removal.</p>	Ongoing
<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>	<b>DO NOT ENTER INFORMATION IN THIS CELL</b>
<p>The City of Ithaca offers its jet-vac truck to local municipalities for use within their storm systems. This is an informal intermunicipal cooperative agreement on catch basin maintenance via vacuuming etc. providing a means for solids removal in systems contiguous to City infrastructure.</p>	Ongoing
<p>Streets and Facilities have a catch basin and infrastructure cleaning program to remove accumulated solids, sediment, sand, etc. from the system. The group maintains an average of 1,000 catch basins each year. Maintenance records are now being kept in a GIS geodatabase.</p>	Ongoing
<ul style="list-style-type: none"> <li>• <i>Identify and describe the equipment and staff that are in place</i></li> </ul>	<b>DO NOT ENTER INFORMATION IN THIS CELL</b>
<p>The infrastructure maintenance team is a crew of two. They use a Jet/Vac truck which includes a "Jet Rodder" attachment for all system applications.</p>	Ongoing

**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance;  
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 \_\_\_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>Catch basin and system maintenance adequately reduce and/or prevent pollutant discharges by preventing excessive migration of contaminants through the system which ultimately discharge to local creeks and streams. The requirement for a 1' sump within each structure helps promote this program.</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>Staff attend annual training sessions, usually through the DEC or stormwater coalition. Staff attended the March 15, 2005 Erosion and Sediment Control Workshop.</p>	<p>Staff are expected to attend the March 31, 2006 Stormwater Conference in Rochester and the April 13, 2006 Construction Workshop offered by the stormwater coalition in Lansing.</p>
<p>Staff are trained in the field on a job specific basis.</p>	<p>Ongoing</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>
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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
The City Streets and Facilities group follows all bulk storage regulations.	Ongoing
Hazardous materials management and disposal regulations are ensured.	Ongoing
<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
City street sweepers, trucks, equipment and other vehicles are washed in two designated areas. A covered cold storage bay is serviced by a trench drain which is connected to an oil water separator. Grit is removed in several 1’ sumps which are maintained several times a year as needed. In addition, larger vehicles are high pressure washed in a bermed area of the facility parking lot. Wash water solids settle out in the berm and are removed periodically with heavy equipment. Traditionally, soaps are not used in either operation.	Ongoing
Sorbent material (kitty litter) is kept at the vehicle fuel island for potential spills. Material is added and then swept to insure adequate removal.	Ongoing
Ditches and swales are cleaned as needed. The TCSWCD hydroseeder is available to ensure adequate growth in these areas after work is complete.	Ongoing
Hazardous materials and other wastes are stored in contained areas where they await pickup for disposal. There are no floor drains in the maintenance area.	Ongoing
Paint operations for sign and vehicle work are indoors in designated air filtered rooms.	
<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
4 Mechanics and an administrative staff. A full facility maintenance shop is used with provisions for waste storage, hydraulic lifting, cold storage, and fluids containment areas.	Ongoing

Municipality: City of Ithaca

Permit Number: NYR20A 283

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

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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

Current programs adequately reduce the potential for chemical and hazardous waste and materials spills.

**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)

Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.

Ongoing

**Additional Techniques**

**Describe Measurable Goals and Results** (when applicable)  
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**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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<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>The City Forestry Group has an extensive public outreach program by giving informal guidance to residents and contractors on vegetation planting and maintenance. The Group is very ambitious in working toward maintaining open spaces and ensuring a healthy watershed.</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>The City provides compost to its residents to encourage recycling.</p>	Ongoing
<p>A unique porous paving road lot improvement project was implemented at the City of Ithaca Park on Park Road during the summer of 2005. The project included medium duty pervious paving surfaces and the planting of 12 trees that will have an estimated 80% canopy cover in 7 years. The pervious surface is designed to handle a 100 yr rainfall event. There will be a related workshop May 25, 2006 put on by NY ReLeaf and DEC Region 7 to promote this type of BMP. See Appendix C for a cut sheet detail on the project.</p>	Completed Fall of 2005. Ongoing project to hopefully implement BMP as standard for parking lot development.
<p>Two riparian buffer restoration grants are being managed by City W&amp;S. They focus on land management practice improvements and E&amp;SC control to mitigate sediment and runoff problems at the CitySilt Dam.</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>A full staff with tree trimming equipment including a 40' cherry picker are used to maintain City vegetation.</p>	

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<p>SWCD, Town of Ithaca, and Village of Cayuga Heights have hydroseeders which they have been sharing with other MS4s. Hydroseeding is supported by funding from the WRC and FL-LOWPA. The City used hydroseeding in its Riparian Buffer Restoration Silt Dam project for new grassed swales and to stabilize various embankments and swales on other related projects.</p>	<p>Ongoing</p>
<p>The pervious surface demonstration projects that are promoted through City Forestry will help to reduce runoff, surface contaminants, and sediment.</p>	
<p>The City Forestry Group ensures that trees are maintained or replanted on all City streets and that planting projects are in place to enhance vegetative growth. This program helps to stabilize embankments, reduce runoff, and beautify the area.</p>	<p>Ongoing</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>There will be a pervious surface workshop May 25, 2006 put on by NY ReLeaf and DEC Region 7 to promote surface BMPs.</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>

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<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>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>City W&amp;S maintains the properties at all of its utilities including the Water Plant, Wastewater Plant, Water Tanks and Pump Stations. Parks maintains all public park properties including the municipal golf course. City Forestry is working with IPM to reduce the use of pesticides and fertilizers.</p>	<p>Ongoing</p>
<p>Hazardous materials are handled and disposed of in accordance with regulation.</p>	<p>Ongoing</p>
<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>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Hydroseeding and/or seed and mulch are used to restablize as needed.</p>	<p>Ongoing</p>
<p>Typically fertilizers and pesticides are not used on most City property.</p>	<p>Ongoing</p>
<ul style="list-style-type: none"> <li>• Identify and describe the equipment and staff that are in place</li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Staff and lawn equipment from W&amp;S, S&amp;F, IAWTF, the golf course and the water filter plant maintain City owned properties.</p>	<p>Ongoing</p>

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- 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> (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>Hazardous materials and wastes are managed appropriately in accordance with regulations.</p>	<p>Ongoing</p>
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<p>No fertilizers and pesticides are used on general City property. The exception is the golf course, who are working with IPM to reduce their use of these products.</p>	<p>Ongoing</p>
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<p>Hydroseeding is used when required to reduce potential sediment and surface contaminant laden runoff .</p>	<p>Ongoing</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>Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.</p>	<p>Ongoing</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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**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; X Other: Water and Wastewater Treatment

<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>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p>The wastewater treatment facility pretreatment program inspects industrial users to identify chemical usage habits and proper waste disposal practices. This audit includes both internal and external hazardous and chemical usage storage and handling practices.</p>	<p>Ongoing</p>
<p>The City manages a 6 NYCRR Part 595-599 Chemical Bulk Storage Program for both its water filtration and wastewater treatment facilities. The plan insures proper operation, inspection and emergency response procedures to prevent environmental spills and/or releases. Both plants have conducted required internal inspection audits.</p>	<p>Ongoing</p>
<p>The City, joint owner of the wastewater treatment facility with TOI and TOD, is currently constructing a tertiary phosphorus facility. Although this is for sanitary sewage, the plant receives a significant amount of inflow and infiltration due to aging infrastructure. The new plant will significantly reduce the point source loading of phosphorus and sediment to Cayuga Lake.</p>	<p>July 2006</p>
<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>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p>CBS and PBS programs, the Water Plant ensures that potable water from large volume discharges is dechlorinated. This could include, prolonged hydrant flushing, tank emptying, etc.</p>	<p>Ongoing</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
A full complement of staff from both the water and wastewater utility including support from W&S operations are available.	Ongoing

**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; X Other: Water and Wastewater Treatment

- 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> (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>CBS and PBS adequately prevent the potential for environmental spills, chlorine is reduced from large volume potable water discharges, etc.</p>	<p>Ongoing</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>Water Plant personnel attended a week long training in Stream Bioassessment sponsored by the Hudson Basin River Watch Program. The information was reported out to local volunteer groups.</p>	
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<p>Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.</p>	<p>Ongoing</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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**Did you include any of the following documents as appendices? Put a mark each appended document.**

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

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

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

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

<p><b>Permit Reference IV.C.3.c:</b> Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete this work.</p>		
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ Not yet completed                  Plan to complete for reporting in year: ___4; ___5.</p>	
<p>2) Indicate which of the control mechanisms or procedures to the right used by the MS4 notify staff and others doing work on behalf of the MS4 about prohibition of and enforcement against illicit discharges:</p>	<p>___ Interconnection agreements                  ___ Maintenance directives / BMPS                  ___ Access Permits                  ___ Tenant Leases</p>	<p>___ Consultant Agreements                  ___ Construction/Bid Documents                  ___ Other _____                  _____</p>
<p>3) Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:</p>	<p>___ Interconnection agreements                  ___ Maintenance directives / BMPS                  ___ Access Permits                  ___ Tenant Leases</p>	<p>___ Consultant Agreements                  ___ Construction/Bid Documents                  ___ Other _____                  _____</p>
<p>4) Explain how the MS4 intends to prohibit illicit discharges if:</p> <ul style="list-style-type: none"> <li>• none of the mechanisms in number 2 contain language prohibiting illicit discharges; or</li> <li>• the MS4 intends to add language to prohibit illicit discharges in other control mechanisms.</li> </ul>	<p>Explanation:</p>	
<p>5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?</p>	<p>Explanation:</p>	

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

<p><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 stormwater management requirements</u> for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).</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 stormwater management requirements</u> below must be addressed by the MS4’s control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.</p>	
<p><b>Control Mechanism</b></p>	<p><b>Erosion, Sedimentation and Stormwater Management Requirements</b></p>
	Require all projects to have SWPPPs, as in GP-02-01
	Require all 16 components of a basic SWPPP (erosion and sediment control)
	Require all additional 7 components for a full SWPPP when post-construction control is required
	Meet the standards in the <i>Erosion and Sediment Control</i> and <i>Stormwater Management Design Manuals</i> (or otherwise meet the requirements of GP-02-01)
	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
	Require proper operation and maintenance of stormwater facilities during construction
	Require proper operation and maintenance of stormwater facilities after construction
	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
	Have a process for review of SWPPPs
	Require site self inspections as in GP-02-01
	Have enforcement procedures during and after construction
	Require construction site operators to control waste
	Procedures for receipt and consideration of information submitted by the public
<p>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>