

## Phase II SPDES General Permit for

Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02  
MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORMRegulated MS4: City of Cohoes SPDES Permit Number: NYR20A 2 4 3

See information packet for information to help complete this form.

MCC Form for year ending: March 9, ____ 2006 (Year 3) ____ 2007 (Year 4) <u> X </u> 2008 (Year 5)			
<b>Section A. MS4 Owner/Operator and Contact Person Information</b> (contact persons explained in instructions)			
<b>Owner/Operator</b> Is information below new or changed? ____ Yes ____ No			
Name: Kenneth Radliff		Title: Commissioner	Department: Office of General Services
Mailing Address:	Street or P.O. Box: 97 Mohawk Street		City: Cohoes
	County: Albany		State: NY Zip Code: 12047
Phone: (518)-233-2139		E-mail Address: <a href="mailto:kradliff@ci.cohoes.NY.us">kradliff@ci.cohoes.NY.us</a>	
<b>Local Stormwater Public Contact</b> (Required by Minimum Measure 2)			
Is information below: 1) new or changed? <u> X </u> Yes ____ No 2) same as: ____ Owner/Operator			
Name: Melissa Ashline - Heil		Title: Storm Water Management Officer	Department: Planning
Mailing Address:	Street or P.O. Box: 97 Mohawk Street		City: Cohoes
	County: Albany		State: NY Zip Code: 12047
Phone: (518) 233-2130		E-mail Address: <a href="mailto:mashline-heil@ci.cohoes.ny.us">mashline-heil@ci.cohoes.ny.us</a>	
<b>Stormwater Management Program (SWMP) Coordinator</b> (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? <u> X </u> Yes ____ No 2) same as: ____ Owner/Operator <u> X </u> 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? <u> X </u> Yes ____ No 2) same as: <u> X </u> Owner/Operator ____ Local Stormwater Public Contact ____ 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? (See attached map for location of 2006 303d waterbody segments in Albany County MS4 areas)

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
<b>Ann Lee (Shakers) Pond, Stump Pond (1201-0096)</b> Location of segment: Town of Colonie. A portion of the Village of Colonie stormwater drains to Ann Lee Pond and Stump Pond.	Cause/Pollutant: Phosphorus Source: Urban Runoff	X (Part 1)	Scheduled for TMDL Restoration Strategy-2008 Draft 303 (d) List
<b>Hudson River, Class C (1302-0002)</b> Location of segment: City of Cohoes; Village of Green Island; City of Watervliet; City of Albany; Town of Bethlehem. Source of PCB contamination is upstream of these MS4 municipalities.	Cause/Pollutant: PCBs Source: Contaminated Sediment	X (Part 2b)	
<b>Krumkill Creek (1311-0004)</b> Location of segment: Town of Guilderland, City of Albany, Town of Bethlehem.	Cause/Pollutant: Unknown Toxic Source: Urban Runoff/CSOs	X (Part 3a)	
<b>Patroon Creek (1301-0030)</b> Location of segment: City of Albany. A portion of the Village of Colonie and Town of Colonie stormwater drains to Patroon Creek.	Cause/Pollutant: D.O./Oxygen Demand Source: Urban/Storm/CSOs	X (Part 3a)	
<b>Kromma Kill (1301-0027)</b> Location of segment: Town of Colonie and Village of Menands.	Cause/Pollutant: Unknown Toxic Source: Industrial	X (Part 3a)	

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:

**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**

**MS4 Partners:** T/o Bethlehem, T/o Colonie, T/o Guilderland, T/o New Scotland, C/o Albany, C/o Cohoes, C/o Watervliet, V/o Colonie, V/o Green Island, V/o Menands, V/o Voorheesville, Cnty/Albany.

**Contracts:** 1) MS4 Phase II Stormwater Implementation Project Contract #C302499 (\$100,000); and 2) MS4 Phase II Stormwater Implementation Contract #303129 (\$258,000). Each municipality has signed a contract with NYS DEC obligating them to fulfill their grant related responsibilities (in-kind services & indirect costs). The grant work plan is structured such that municipalities to varying degrees work cooperatively on permit requirements, with Albany County as lead agency managing both grant contracts.

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

Schenectady County, Rensselaer County, Saratoga County, Capital District Regional Planning Commission, Albany County Soil and Water Conservation District (Standing Contract to contribute to a public education billboard campaign)

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

- 1) Three of the Albany County MS4s (City of Cohoes, City of Watervliet, and Village of Green Island) are simultaneously developing a CSO Long Term Control Plan, with contracts in place related to that task.

**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?  X  Yes   No (explain below)

Explain: N/A

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

Explain: The Albany County Intermunicipal Stormwater Committee received a \$100,000 NYSDEC EPF/WQIP Grant and participating municipalities provide a 50% match ((In-Kind Services). The grant contract spans August, 2005 to August, 2007. Committee members include Albany County, City of Albany, City of Cohoes, City of Watervliet, Town of Bethlehem, Town of Colonie, Town of Guilderland, Town of New Scotland, Village of Colonie, Village of Green Island, Village of Menands, and the Village of Voorheesville.

In September, 2006, Albany County, acting as lead agency for the same Albany County Intermunicipal Stormwater Committee described above, received a second \$258,000 NYSDEC EPF/WQIP Grant. As of April 10, 2008, a contract was sent to Albany County, for signature to be returned to NYSDEC Central Office. This contract ends April, 2009, with grant support for staffing ending December, 2008.

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

Explain:

Grant support for the cooperative implementation of MS4 Permit requirements ends within the next reporting cycle (Year 6-2008 to 2009). Participants in the Albany County Intermunicipal Stormwater Committee are currently developing an Intermunicipal Agreement to form a fee-based Stormwater Coalition. This is one approach to funding some of the MS4 permit requirements. Some municipalities, depending on development pressure and the complexity of their stormwater infrastructure are considering a variety of other funding mechanisms, including drainage districts and establishing a stormwater utility district. The City is also funding activities out of its General Fund.

**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:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ 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.**



**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 Cohoes **SPDES Permit Number:** NYR20A 243

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

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

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

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

<p><b>Permit Reference IV.C.1.a, b:</b> Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> <li><i>Explain the program, including activities and materials used</i></li> <li><i>Identify the personnel or outside organization conducting the activity.</i></li> <li><i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p> <p><b>EXPLANATION:</b></p> <p><b>1) Stormwater Coalition Intermunicipal Agreement</b></p> <p><b>In Year 5 (2007-2008),</b> the Committee focused on developing an Intermunicipal Agreement to form a membership, fee-based Stormwater Coalition. This has been an inclusive effort involving to varying degrees all participants in the two NYSDEC Stormwater Implementation Grants. To effectively plan, coordinate, and fund public education and outreach activities of benefit to multiple MS4 municipalities there needs to be a reliable source of</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p> <p><b>GOAL:</b> Establish a viable administrative, sustainable structure to implement an informed, collaborative MS4 Stormwater Program for Minimum Control Measure best addressed cooperatively.</p> <p><b>1) Stormwater Coalition Intermunicipal Agreement</b></p> <p><b>COMPLETED TASKS:</b></p> <ul style="list-style-type: none"> <li><b>Stormwater Coalition Sub-Committee-</b>Met 5 times (3/13, 4/24, 5/22, 6/7, and 6/28) to review existing stormwater coalition intermunicipal agreements; evaluate host organization options; and develop an informational mailing to elected officials. Participants: Town of Bethlehem (1 or 2 Engineering Staff); Town of Colonie (1 Stormwater Program Officer and 1 Asst to Town Supervisor); Albany County (1 Engineering Tech); Village of Menands (1 Asst to</li> </ul>

revenue and an ability to easily collaborate on all aspects of program implementation (planning, purchasing of materials, allocation of staff, record keeping of completed activities). The purpose of the Intermunicipal Agreement is to create this needed administrative structure and establish a method of funding the Coalition which fair to all members, low risk, and reliable. Careful development of an acceptable intermunicipal agreement and fee structure has been a top priority.

**In Year 6 (2008-2009)**, by June 1, 2008 all 12 municipal MS4s in Albany County will decide if they want to sign the Intermunicipal Agreement. Depending on these individual municipal decisions, the envisioned Coalition may or may not be established.

the Mayor); and Town of Guilderland (1 Stormwater Program Coordinator)

- **Meetings with Albany County (Proposed Coalition Host)**  
Over 9 meetings (12/17, 1/7, 1/11, 2/6, 2/14, 2/20, 3/3, 3/7, 3/10) with various County staff to discuss some aspect of the proposed Stormwater Coalition (ie. Need for Coalition, Purpose of Coalition, Role of the Host, Budget Development). Participants: Albany County (Director of Planning Dept, Commissioner of DPW, Senior Natural Resources Planner, DPW Senior Engineer Tech, Asst to County Exec, Budget Analyst, Policy Director, and SW Committee Stormwater Coordinator)

- **Stormwater Coalition Straw Poll**  
All 12 MS4s responded to a Straw Poll, developed by the SW Committee Coordinator asking for info about genuine interest in stormwater coalition, range of membership fees, other issues. Participants: All reps to the Albany County Intermunicipal Stormwater Committee

- **Stormwater Coalition Intermunicipal Agreement-Text.**

**Attorney hired to develop the SW Coalition Intermunicipal Agreement.** Various meetings related to hiring the attorney (Drafting of Scope of Services, Request for Quotes). Participants: Albany County (Director of Planning, Purchasing Dept staff, Law Dept Contracts Attorney)

**Intermunicipal Agreement Concept Meeting (2/11).** Reps to the Albany County Intermunicipal Stormwater Committee met with the attorney, Robert Feller to discuss conceptual elements of the Intermunicipal Agreement. Participants: Albany County (Senior Natural Resources Planner and SW Committee Program Coordinator); City of Albany (Asst Commissioner-Water Board); Town of Bethlehem (2 staff from Engineering Dept); City of Cohoes

(City Engineer); Town of Colonie (SW Program Coordinator and Highway Supervisor); Village of Colonie (Asst to Commissioner of Highways); Village of Green Island (Asst to the Mayor); Town of Guilderland (Director of Development and Code Enforcement Officer); Village of Menands (Asst to the Mayor); Town of New Scotland (Building Inspector and Town Designated Engineer); Village of Voorheesville (Stormwater Management Officer and Commissioner of Highways); City of Watervliet (MS4 Consultant).

## 2) Understanding MS4 Permit Requirements (Public Education and Other MCMs)

### COMPLETED TASKS:

- Albany County Intermunicipal Stormwater Committee Monthly Meetings.** Village Hall, Menands or Water Plant Meeting Room, Village of Green Island. Agenda items are all encompassing and related to some aspect of MS4 Permit implementation. Information and articles are provided describing trends in SW management, locally and nationally. 13 Committee meetings in Year 5 (2007: 3/22, 4/26, 5/24, 6/28, 7/26, 8/23, 9/27, 10/25, 11/15, 12/20. 2008: 1/24, 2/28, 3/27). Participation: Generally a representative from each MS4 municipality attends, along with representatives from Albany County Soil and Water Conservation District and the Capital District Regional Planning Commission. Attendance is voluntary, with some municipalities providing consistent representation, and others variable representation. Attendance sheets are attached. City of Cohoes had at least 1 representative at all meetings.
- Year 3 and Year 4 Annual Report (AR) Review Meetings with NYSDEC Region IV Stormwater Staff.** Various meetings were organized with DEC staff to discuss the DEC critique of MS4 Annual Reports, issues, and other concerns. Year 3 AR Mtgs w/ DEC as follows: In 2007, 3/9-Town of

## 2) Understanding MS4 Permit Requirements (Public Education and Other MCMs)

### EXPLANATION:

**In Year 5 (2007-2008)**, a variety of venues were used to help staff from individual municipal MS4s better understand permit requirements generally (monthly Stormwater Committee meetings) and more specifically the needs and shortcomings of their own individual MS4 programs (Albany County Intermunicipal Stormwater Committee meetings with Region IV NYSDEC staff to discuss Annual Report Reviews). If well informed, MS4 reps to the Albany County Intermunicipal Stormwater Committee, are better positioned to implement public education and outreach programs within their own municipal MS4s.

**In Year 6 (2008-2009)**, staff support for the coordination of Albany County Intermunicipal Stormwater Committee related meetings will continue until December, 2008.



Colonie; 3/19-City of Albany; 3/23-V of Green Island, City of Watervliet, City of Cohoes; 3/26-Towns of Bethlehem, New Scotland, and Guilderland; 3/29-Villages of Colonie and Menands; 3/30-Albany County. Year 4 Annual Report Meeting: On 12/20/07 DEC staff attended the monthly meeting of the Albany County Intermunicipal Stormwater Committee. Additional private meetings were held with DEC, upon request of individual municipalities. Participation: See attached attendance sheets.

- **Critique of DRAFT Stormwater Permits (Construction and MS4).** Representatives to the Albany County Intermunicipal Stormwater Committee met 11/29/07 to discuss the DRAFT Stormwater Permits presented by NYSDEC to the public. SPDES Permit GP-02-01 for Construction Activity and SPDES Permit GP-02-01 for MS4s are scheduled for renewal in 2008, to last five years. Comments were submitted in writing to DEC. Process of evaluation illuminated key elements of the new permit, and helped clarify for MS4 potential new permit requirements for which they might be responsible. Participants: Albany County (NH SW Coor and Senior Engineer Tech-MDR); City of Albany (WL-Asst Comm Water Board); Town of Bethlehem (PP-Engineer); City of Cohoes (GN-City Engineer); Town of Colonie (JD-SW Coordinator); Village of Green Is (Asst to Mayor-SW and Parks/Rec-MA); Village of Menands (Asst to Mayor-PR); Town of New Scotland (Buildg Insp-PC and TDE-KM); Village of Voorheesville (CEO and High-WS and GG); and City of Watervliet (MS4 Consultant-NO). City of Cohoes sent in a letter of comments on the new permit.

### 3) Long Term Funding of all MS4 Permit Requirements

#### EXPLANATION:

**In Year 5 (2007-2008)**, based on continued interest in stormwater utility districts and an opportunity to potentially fund some aspect of developing a

### 3) Long Term Funding of all MS4 Permit Requirements

#### COMPLETED TASKS:

- **Financing Stormwater-Speakers and Panel Discussion. June 21, 2007.** Public Operations Building, Town of

stormwater utility district, the Albany County Intermunicipal Stormwater Committee organized a Financing Stormwater program, which included three guest speakers. Building on information presented at a similar program the previous June (2006), this program was an attempt to assemble the most recent information related to NYS Funding, and tap into the knowledge of several consultants with national experience developing stormwater utility districts.

The effective implementation of MS4 Permit requirements will require adequate funding, and to date, as MS4s better understand their own stormwater conveyance systems and municipal stormwater issues, few municipalities of a certain population size have solved this funding problem. The purpose of this program was to provide some updated information regarding New York State law, and a national perspective demonstrating that others have solved this financing problem.

**In Year 6 (2008-2009)**, the Albany County Intermunicipal Stormwater Committee will sponsor a field trip to neighboring municipalities from other states with operational stormwater utility districts (So. Burlington, VT and/or Reading, MA). The purpose is to better understand how best to establish a stormwater utility district, with the hope that interested MS4s may pursue this funding approach within the next five years.

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PUBLIC EDUCATION & OUTREACH**

**EXPLANATION:**

**1) Power Point Presentations**

**In Year 5 (2007-2008)** the Stormwater Program Coordinator for the Albany County Intermunicipal Stormwater Committee was a guest speaker at three programs. The target audience for each presentation varied, however the

Colonie. Speakers: Marlou Gregory and Elizabeth Treadway-AMEC; and Robert Feller, Attorney-Bond, Schoeneck, and King. Topics: Summary of Research-NYS Law; Nationwide-Local Case Studies; Your Stormwater Program Concept-Understanding Options; and what you can do NOW. Participants: Representatives from Albany County, City of Albany, Town of Bethlehem, City of Cohoes, Town of Colonie, Village of Colonie, Village of Green Island, Town of Guilderland, Village of Menands, Town of New Scotland, and the City of Watervliet attended this program, along with staff from Rensselaer County, Town of Clifton Park, City of Saratoga Springs, Town of Halfmoon, City of Rensselaer, City of Troy, CDRPC, NYSDEC, and ACSWCD.

**Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PUBLIC EDUCATION & OUTREACH**

**GOAL: Educate all sectors of the Albany County community in SW Permit Requirements, polluted stormwater generally using a variety of strategies, with the intent of generating interest and support for implementing effective MS4 programs to address a recognized water quality problem.**

**COMPLETED TASKS:**

**1) Power Point Presentations**

- March 26, 2007. Presentation to Albany County

message was the same: 1) a general description of stormwater pollution-why it's a problem; 2) an overview of the stormwater permits, their purpose and regulatory context; and 3) an overview of Albany County Intermunicipal Stormwater Committee activities.

**In Year 6 (2008-2009)** at the request of others, the Stormwater Program Coordinator for the Albany County Intermunicipal Stormwater Committee has been asked to speak at the following venues: May 13, 2008 Town of Colonie Planning Board; June 10, 2008 NYCOM Conference

### City of Cohoes Outreach

#### 2) Project Wet

##### Albany County Intermunicipal Stormwater Committee Activities:

**In Year 5 (2007-2008)**, the Albany County Intermunicipal Stormwater Committee sponsored two events related to Project Wet, an activity based approach to teaching others about stormwater pollution of all kinds. The first event was a short overview of some of the Project Wet activities, while the second was a Training Workshop for municipal staff interested in conducting Project Wet activities within their municipality (Parks and Rec staff, SW program coordinators).

**In Year 6 (2008-2009)** five Project Wet kits, with assistance from a Village of Colonie Boy Scout troop will be assembled and distributed to municipalities and agencies interested in conducting Project Wet activities. The goal is to adequately train a core group of interested MS4 staff in some or potentially all of the Project Wet activities associated with stormwater management and pollution. The core group will be available as needed in their own municipalities and depending on interest and type of program potentially

Participation In Government high school class. Cornell Coop Ext on Martin Road. ~25 high school students. Organized by Margaret Della Rocco, Albany County DPW

- May 16, 2007. Presentation to McKownville Neighborhood Association, Western Ave Holiday Inn. ~20 neighbors attended and the Guilderland Town Supervisor. Organized by a member of the Neighborhood Association and League of Women Voters representative to the Albany County Water Quality Coordinating Committee, with support from the Town of Guilderland Stormwater Program Coordinator
- September 13, 2007. Presentation to local legislators and other state leadership. Purpose: Raise awareness among legislators that the municipal "MS4" SW Permit exists, that it costs money and time, and that financial and NYSDEC agency support for permit implementation is critical. ~40 attendees. Sponsored by the Albany County Water Quality Coordinating Committee.
- Discussions with Neighborhood Watch Groups, such as Van Schaick Island Group of April 4, 2007 with 40 people in attendance; Lansing Street Group of April 10, 2007 with 30 people in attendance; Hill Group on April 17, 2007 with 2 people in attendance and City wider budget overview on October 9, 2007 with 25 people attending.

#### 2) Project Wet

##### Albany County Intermunicipal Stormwater Committee Activities:

- **October 10, 2007.** Dee Strisna, NYSDEC Project Wet coordinator, Five Rivers Environmental Education Center, presented Wet activities to staff from the following municipalities: Albany County (Senior Engineering Tech-MDR, Senior Natural Resources Planner-LD); Town of Bethlehem (Town Engineer-PP and Parks and Rec staf-

available for Project Wet presentations outside their municipality. Target audience for Project Wet: Children-Ages of 6 to 14 and for some activities - Adults with limited understanding of water quality issues.

### **Albany County Soil & Water Conservation District-Project Wet Activities:**

**In Year 5 (2007-2008)**, District staff read the story “All the way to the Ocean” by Joel Harper to school children in four elementary schools. Students discussed ways stormwater pollution can be prevented. Ronny Raindrop ® was on hand to greet the students.

120 Pet Waste Magnets were distributed to vet clinics (ten) around the County.

### **3) Stormwater Literature**

**In Year 5 (2007-2008)**, large quantities of two publications were printed for distribution within MS4s. They are the Vermont Erosion and Sediment Control Handbook and the University of Connecticut Cooperative Extension Rain Garden Manual. These publications were selected because they had proven to be high demand publications of long term benefit to municipalities.

**In Year 6 (2008-2009)** a strategy for effectively distributing the above publications, to the appropriate target audience will be developed, either collectively or by individual MS4s. Possible target audiences: Vermont E and SC Handbook-Contractors, Municipal Staff and Land Use officials, SWPPP Design Engineers. Rain Garden Handbook-Homeowners, Small Businesses, Landscapers, Garden Shops.

Most likely the distribution of Rain Garden manuals will be integrated with Rain Garden public participation and publicity activities. The Vermont

Jason); Town of Colonie (SW Program Coor-JD); Village of Menands (Asst to Mayor-PR).

- **March 6, 2008.** Dee Strisna, NYSDEC Project Wet Training Workshop, Five Rivers Environmental Education Center. Staff from the Village of Colonie (2 -Parks and Rec), Town of Colonie (SW Program Coordinator), City of Cohoes (1 staff Parks and Rec), Albany County Soil and Water Conservation District (1-Office and grants manager). City of Cohoes Parks and Recreation Director will train her summer staff.

### **Albany County Soil & Water Conservation District-Project Wet Activities:**

- **November 26, 2007** - Harmony Hills Elementary - 60 2nd grade students (Cohoes School District) - 4 classes
- **November 29, 2007** - Southgate Elementary - 65 3rd grade students (North Colonie School District) - 3 classes
- **January 14, 2008** - Sheridan Preparatory School (Albany City School) - 60 1st through 3rd grade students
- **January 18, 2008** - Arbor Hill Elementary - (Albany City School) 25 students

### **Planned for Year 6**

- **April 8, 2008** - Boght Hills Elementary (North Colonie School District) - 62 1st grade students - 3 classes

### **3) Stormwater Literature**

- Purchased 5,000 Vermont Hand Erosion and Sediment Control Handbooks and 3750 University of Connecticut Cooperative Extension Rain Garden Manuals. City of Cohoes is distributing these items throughout the Building

<p>Handbook with Erosion and Sediment Control Handbook will be integrated into Code Enforcement Officer and/or Stormwater Management Officer construction site inspections activities, public programs, and training events. The City of Cohoes is currently distributing the above. Literature is being handed out to interested parties in the Building Department and the Planning Office.</p> <p><b>4) Regional billboard campaign</b></p> <p><b>In Year 5 (2007-2008)</b> as a continuation of the Year 4 regional billboard campaign, two public service (free) billboard locations were selected in Albany County to be on display February, 2008. Given that grant money has been allocated for other purposes, this ends the billboard effort for Albany County. The target audience was non-selective and limited to individuals driving their cars.</p> <p><b>5) Planning and Zoning Board Members</b></p> <p><b>In Year 5 (2007-2008)</b>, funded with grant money, various municipal officials attended the CDRPC Local Government Planning/Zoning Workshop where they learned about the Stormwater Permits. As individuals directly responsible for making land use decisions and often community leaders representing a cross section of interests within the community, they are a critical audience to educate about stormwater management generally and permit requirements (Construction and MS4) specifically.</p> <p><b>In Year 6 (2008-2009)</b> training of existing and newly appointed planning board members in both stormwater permit basics, and Better Site Design fundamentals will be encouraged. Over 14 staff from MS4s are scheduled to attend a SUNY ESF Better Site Design class in May, 2008.</p>	<p>and Planning Departments on an as-needed basis.</p> <p><b>4) Regional billboard campaign</b></p> <ul style="list-style-type: none"> <li>• During February, 2008 according to LaMar Advertising, two billboards were posted in Albany County along NY 2 at Watervliet and 300' N/O 3<sup>rd</sup> Street on Watervliet Ave. Motorists were the target audience, the message simple and two-fold: 1) untreated stormwater enters lakes and rivers 2) car washing soap, leaf debris, and litter enters storm drains, then enters lakes and rivers.</li> </ul> <p><b>5) Planning and Zoning Board members</b></p> <p>May 7, 2007. CDRPC at HVCC Bulmer Center. Local Government Planning/Zoning Workshop. Participants: City of Watervliet (Planning/Zoning Bd-11); Village of Green Island (Planning/Zoning Bd-11); City of Cohoes (Planning/Zoning-5)</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>

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

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

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

<p><b>Permit Reference IV.C.2.c.iii.:</b> Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> <li>• Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</li> <li>• Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p> <p><b>EXPLANATION:</b></p> <p>See comments above. Developing a sustainable, cooperative program which includes public participation depends on establishing a stormwater coalition intermunicipal agreement; understanding MS4 permit requirements, and establishing a mechanism for long term funding.</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p> <p>See comments above.</p>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PUBLIC INVOLVEMENT/PARTICIPATION</b></p> <p><b>EXPLANATION:</b></p> <p><b>1) Rain Gardens</b></p> <p><b>In Year 5 (2007-2008),</b> the Albany County Intermunicipal Stormwater Committee agreed to partner with Cornell Cooperative Extension Master Gardeners and the Albany County Soil and Water District to establish 3 demonstration Rain Gardens in Albany County on publicly owned land in urbanized areas. Additional gardens may be constructed outside the urbanized areas. The Albany County MS4s were responsible for identifying potential rain garden sites and providing training literature, Master Gardener staff critiqued site locations, and the Soil and Water Conservation District researched plant</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PUBLIC INVOLVEMENT/PARTICIPATION</b></p> <p><b>GOAL: Actively engage diverse sectors of the Albany community to proactively address water quality problems through personal actions.</b></p> <p><b>COMPLETED TASKS:</b></p> <p><b>1) Rain Gardens</b></p> <p>The Albany County Intermunicipal Stormwater Coordinator through phone conversations and various meetings with institutional partners has helped facilitate the involvement of MS4 municipalities. Most of the actual work will be completed by Master Gardeners, municipal staff, and other volunteers. Three preliminary rain garden sites have been selected (City of Cohoes Veterans Park; Shaker Museum Parking Lot-Town of Colonie and Albany County; and Town of Bethlehem Elm Ave Parks and Rec Building). MS4 Participation:</p>

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suppliers and equipment rentals. Funding support has been provided through grants associated with the Albany County Soil and Water Conservation District and the Albany County Intermunicipal Stormwater Committee.

**In Year 6 (2008-2009)**, the 3 rain gardens will be constructed (summer) with design direction from Master Gardeners; digging assistance, as needed from the municipalities; purchasing of vegetation coordinated by Soil and Water Conservation District; publicity arranged; and signage developed with assistance from the Albany County Dept of Planning.

### 2) Volunteer Stream Monitoring and Water Quality Analysis

**In Year 5 (2007-2008)** the Albany County Intermunicipal Stormwater Committee organized an informational program about stream biomonitoring. With funding support from the Hudson River Estuary Program, Kelly Nolan from Watershed Assessment Associates presented a power point and stream side demonstration of bio-monitoring techniques. The purpose of the program was to familiarize interested MS4 staff with stream bio-monitoring techniques and lay the conceptual ground work for developing a volunteer stream monitoring program along select stream corridors in MS4 areas.

**In Year 6 (2008-2009)**, should the Albany County MS4s form a Stormwater Coalition, volunteer stream monitoring may be a public participation activity of interest to Coalition members.

### 3) Storm Drain Markers

#### **Hudson River Sub-Watershed (Hudson Watershed-North-on 303 (d) List)**

**In Year 5 (2007-2008)** the Environmental Facilities Corporation based in the NYSDEC building on Broadway in downtown Albany decided to organize a storm drain marker volunteer activity on Earth Day April 22, 2008 along So. Pearl Street where stormwater is collected then conveyed directly to the Hudson River. With support from the City of Albany (catch basin clean out, traffic cones, instructions re: marker application), Downtown Business Improvement District (street sweeping and publicity), and the Albany County Intermunicipal Stormwater Committee staff (markers, adhesive, informational literature), volunteers are scheduled to attach ~ 30 storm drain markers in the downtown area.

City of Cohoes-Mayor and City Engineer; Town of Bethlehem-2 Staff Engineers; and Albany County-DPW Senior Engineer Tech and Senior Natural Resources Planner.

### 2) Volunteer Stream Monitoring and Water Quality Analysis

**October 10, 2007.** Stream Monitoring Demonstration-Five Rivers Environmental Education Center. Presenter: Kelly Nolan, Watershed Assessment Associates. Participants: Albany County (Senior Engineering Tech-MDR, Senior Natural Resources Planner-LD); Town of Colonie (SW Program Coor-JD); Village of Green Island (Parks/Rec staff-MA).

### 3) Storm Drain Markers

**February/March 2008.** Phone conversations, literature distribution, and site visits with Albany County Intermunicipal Stormwater Committee staff and Environmental Facilities Corporation coordinator. Date of volunteer activity: April 22, 2008



<p><b>Normanskill Sub-Watershed (Krumkill on 303 (d) Waterbody List)</b></p> <p><b>In Year 6 (2008-2009)</b>, based on queries to the Albany County Intermunicipal Stormwater Committee Coordinator from Scout Troops, potentially more storm drain marker volunteer activities, with the Krumkill sub-watershed of particular interest (markers available for that area).</p> <p><b>4) Vegetative Planting in Stream Corridors (Normanskill Creek)</b></p> <p><b>In Year 5 (2007-2008)</b> Albany County staff responded to a request from the Hudson River Estuary Program (HREP) to participate in a Trees for Tribes stream corridor project. Staff located a site and arranged for the participation of Normanskill Farm staff in organizing the event. Posters were distributed among a variety of organizations (Community Gardens, Hudson Mohawk Land Conservancy) and over 40 volunteers participated. HREP provided the trees and staff coordination of the event.</p> <p><b>In Year 6 (2008-2009)</b> currently no plans to repeat this event in another location.</p>		<p><b>4) Vegetative Planting in Stream Corridors</b></p> <p><b>October 13, 2007. Trees for Tribes Planting. Normanskill Farm and Mohawk-Hudson Land Conservancy Property.</b> Albany County staff and the manager of the Normanskill Farm in the City of Albany sponsored a Trees for Tribes planning on the Normanskill. Organized by the Hudson River Estuary Program, over 40 volunteers from Community Gardens, Hudson-Mohawk Land Conservancy, College of St. Rose Environmental Club participated in this day-long event. ~200 trees were planted</p>	
<p><b>Permit Reference IV.C.2.a, f:</b> Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p>			
<p>The annual MS4 reports (2006, 2007) are posted on the City's website. Go to Department, then Public Works. The 2008 report will be posted by the time the report is submitted. Hardcopies available in lobby of City Hall and sent to all Common Council Members.</p>			
<p><b>Permit Reference IV.C.2.e:</b> Public presentation of <b>f</b>; <b>f</b>: summary of comments received on; and <b>g</b>: intended response to comments on the SWMPAR.</p>			
<p><b>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:</b></p>			
<p><b>Comments on Annual Report Meeting</b>          ___ No public comments received on Annual Report.          ___ Comments received. <b>Attach summary of comments and intended responses.</b></p>		<p><b>Date of Annual Report Meeting:</b> 5/13/08</p>	<p><b>Approximate Date of Meeting Next Year:</b> 5/12/09</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</b></p>			

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

NYR 5

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**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>Revise as procedures are updated.</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><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p> <p><b>EXPLANATION:</b></p> <p>See comments above. Developing a sustainable, IDDE program depends on establishing a stormwater coalition intermunicipal agreement; understanding MS4 permit requirements; and establishing a mechanism for long term funding.</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-PROGRAM MANAGEMENT</b></p> <p>See comments above.</p>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-DEVELOPMENT of an IDDE PROGRAM</b></p> <p><b>EXPLANATION:</b></p> <p><b>1) Required Tasks (Adoption of IDDE Local Law and Outfall Mapping)</b></p> <p><b>In Year 5 (2007-2008),</b> MS4 municipalities focused on completing required elements of the MS4 Permit (adopting the IDDE Local Law and</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-DEVELOPMENT of an IDDE PROGRAM</b></p> <p><b>GOAL: To adopt compliant Local Laws, map outfalls, and develop a GIS functionality available to all MS4s which integrates stormwater related GIS layers into the overall management and implementation MS4 stormwater programs.</b></p> <p><b>COMPLETED TASKS:</b></p> <p><b>1) Required Tasks (Adoption of Local Law and Outfall Mapping)</b></p>

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mapping outfalls). The Albany County Intermunicipal Stormwater Committee generally and the stormwater coordinator specifically assisted as follows:

- a) **IDDE Local Law Monitoring and Troubleshooting.** During monthly Committee meetings and conversations elsewhere the coordinator monitored the local law adoption effort and members shared information related to the DEC Model IDDE Law and discussed various versions adopted in their own municipality.
- b) **Trimble GPS Training.** Evolving outfall mapping training needs were identified and funded with grant money
- c) **Shared services-Outfall Mapping and Trimble Unit.** MS4 staff shared expertise across municipalities to help interested municipalities complete outfall mapping task. To help develop an MS4-wide outfall wide, shapefiles have been shared across municipalities.

## 2) Internet Mapping System

**In Year 5 (2007-2008)**, an informational program (6/15/07) was organized to explore the benefits of using grant money to purchase an internet mapping system, similar to one used by MS4 municipalities in Schenectady County. Existing mapping requirements related to outfall mapping and likely additional requirements as described in the DRAFT permit (dry weather screening, the delineation of sewershed boundaries, identification of pollutants of concern, waterbodies of concern, and geographic areas of concern) suggest a strong need for embracing GIS as a valuable tool for

a) **IDDE Local Law Monitoring and Troubleshooting.** Monthly meetings of the Albany County Intermunicipal Stormwater Committee were conducted in Year 5 where progress regarding adopting local laws was discussed. As of March, 20087, all municipal MS4s adopted their IDDE Local Laws.

b) **Trimble GPS Training.** June 29, 2007. GPS Training in City of Cohoes with Malcolm Pirnie. Participants: 5 Cohoes staff (City Engineer, Info Services, Others)

### c) Shared services-Outfall Mapping and Trimble Unit

- **May 25, 2007 and June 1, 2007.** Village of Menands. Assistance with outfall mapping and use of Trimble GPS Unit (Village of Menands staff and Albany County Stormwater and Planning staff)
- Village of Green Island. Assistance with outfall mapping and use of Trimble GPS Unit (Village of Green Island staff and Albany County Stormwater and Planning staff)

## 2) Internet Mapping System

- **June 15, 2007 Informational Meeting-Schenectady Internet Mapping System and LiDAR technology.** Participants: Albany County (Planning Dept staff-3, Info Services staff-3, DPW staff-1); City of Albany (Law-1, Engineering-2 staff); City of Cohoes (Engineering-1 and Info Services-1 staff); Town of Colonie (Stormwater Coordinator-1); Village of Colonie (DPW Staff-2; Info Services?-2); Village of Green Island (Mayor, Asst to Mayor, Parks/Rec staff-1, Info Services?); Town of Guilderland

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implementing MS4 permit requirements.

A variety of individuals attended the 6/15/07 program such that a critical mass of interested MS4 reps and County staff agreed to include, within the \$258,000 grant work plan and budget, sufficient funds to develop an internet mapping system. The process of generating support and interest in the internet mapping system involved several meetings with a variety of individuals, as indicated.

Simultaneously there was a concurrent interest in supporting efforts to fund the acquisition of a County-wide LiDAR set. This data set happened to be a high priority of the NYSDEC FEMA flood plain mapping program and if acquired would enhance the overall functionality of the internet mapping system, providing to users current Albany County elevation data at a high level of accuracy.

Such elevation data is also helpful to engineers, watershed planners, and others interested in how water moves across the land surface. Consequently, the 6/15/07 program included a presentation about LiDAR, as the timing of the LiDAR fly-over and funding needs happened to coincide with interest in the Internet Mapping System.

A separate effort, sponsored by the Albany County Water Quality Coordinating Committee, with support from various Hudson River front MS4 municipalities led to a letter writing campaign directed at elected officials urging them to support the acquisition of LiDAR technology throughout Albany County.

**In Year 6 (2008-2009)**, all steps related to purchasing, designing, developing, and implementing the Internet Mapping System need to be completed by December, 2008. As part of the design the integration of tracking forms related to MS4 Permit requirements (outfall inspections, priority pollutants, hotline data, inspection forms, outreach and education activities, etc) will be considered.

**3. Dry Weather Screening of Outfalls**

**In Year 5 (2007-2008)** grant funding was allocated for the acquisition of equipment needed to test outfalls using the protocol developed by the

(Stormwater Coordinator-1); Village of Menands (Asst to Mayor-1); ACSWCD (Staff-2).

- **Miscellaneous Meetings with Albany County Staff** (In 2007: 8/2 Conference Call w/ Schenectady County-Details; 9/24 Info Services and Others; 10/3 County Exec Staff)
- The 3 CSO (Cohoes, Green Island, Watervliet) L.T.C.P. communities are currently investigating the use of the Google Earth Platform for the internet mapping system.

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<p>Center for Watershed Protection.</p> <p><b>In Year 6 (2008-2009)</b> these items will be made available to interested MS4s. Some level of training will be included with the distribution of these materials.</p>	<p><b>3. Dry Weather Screening of Outfalls</b></p> <ul style="list-style-type: none"> <li>• Three kits containing outfall screening supplies will be assembled for use by MS4s.</li> </ul>
<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>All known storm sewer outfalls mapped. Approximately 85% of</p>
	<p>manholes and catch basins have also been mapped (these were shape</p>
	<p>files submitted to the County in November 2007).</p>

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Permit Number: NYR40A 243**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism**

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

Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?

No (go to ADDENDUM 1)  
 Yes (complete questions below)

**Assessment of Regulatory Mechanism (Local Code)**

1) When was this assessment completed or planned to be completed?

Date completed: 4/26/07  
 Not yet completed (proceed to next table)  
 Plan to complete for reporting in year: 4; 5.

2) Is there an existing ordinance, local law or other regulatory mechanism?

No (go to question 5)  
 Yes

3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?

No (amendments needed)  
 Yes

4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?

No (amendments needed)  
 Yes

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

5) When was this work completed or planned to be completed?

Date completed: Mid-July 2007  
 Not yet completed (proceed to next table)  
 Plan to complete work below for reporting in year: 4; 5.

6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?

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

7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?

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

8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?

NYS IDDE Model Law in its entirety  
 Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law  
 Language equivalent to NYS IDDE Model Law

9) What was the date or is the planned date of local law adoption?

Date: November 11, 2007

10) Provide a web address if adopted local law can be found on a web site.

Web Address: N/A

**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 planned for next year</u></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>Public informed with Tax and Water Bills</p>	<p>Literature mailed quarterly with the Tax and Water Bills</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>Utilization of Neighbor Watch Groups Compliant Form on Website Groups</p>	<p>Presentations at the 3 Neighbor Watch Groups.</p>
<p>Compliant Form on website. Inspections for Illicit discharge.</p>	<p>Code Enforcement offices and DPW General Foreman are looking for illicit discharges. If discovered SMO, City Engineer or Commissioner of Public Works are notified.</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	



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**Minimum Control Measure 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>4/26/07</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 checked="" type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input 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>4/26/07</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 checked="" 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			
2			
3, 4, 5			
6			
<b>TOTAL</b>			

**6.** Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?

No  
 Yes, list the **local codes** that will be changed:

**7.** What was the date or is planned date of local code adoption? Date: 11/27/07

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

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**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>Review all proposed development plans by the City or City Designated Engineer, using NYSDEC Design Guidelines and Urban Erosion &amp; Sediment Control Manual (Blue Book)</p>	<p>Currently in progress. 4 large developments were approved with 2 major ones under review. Approximately 3-4 new houses/ additions that need soil and erosion control.</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>All information submitted by the public shall be received by the Storm Water Management Office (SMO), who is the City Zoning Officer. The SMO will</p>	<p>The SMO is point of contact</p>
<p>review all the material received and send it to the appropriate Department/Party. Information on the products and MS4 related information is kept in a separate filing cabinet available to all City Officials</p>	

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**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. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</li> </ul>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-INSPECTION/ENFORCEMENT of CONTROL MEASURES</b></p> <p><b>EXPLANATION:</b></p> <p><b>1. Code Enforcement/Stormwater Management Officer Training</b></p> <p><b>In Year 5 (2007-2008)</b> various staff and appointed officials from MS4 municipalities attended training programs related to reviewing site plans, inspecting construction sites, and/or taking SWPPP related enforcement action. . These programs were sponsored by SUNY ESF; NYSDEC/NYSDOS; CDRPC; ACSWCD, or the Albany County Intermunicipal Stormwater Committee, as a private tutorial with a CPESC certified Site Inspector. The purpose of the training was to provide field staff with a basic understanding of erosion and sediment control issues at all stages of the construction process, such that MS4 municipalities can develop and implement procedures for site inspections and enforcement actions.</p> <p><b>In Year 6 (2008-2009),</b> building on a core understanding of basic permit requirements and typical erosion and sediment control issues, NYSDEC Region 4 staff, for the benefit of Albany County MS4 municipalities, will be conducting inspection related in-house training sessions on minimally three construction sites within the Albany County. (tentative dates: 5/16, 6/6, 6/20). The purpose of these training sessions is to provide newly appointed Stormwater Management Officers with the necessary background material to conduct</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-INSPECTION/ENFORCEMENT of CONTROL MEASURES</b></p> <p><b>GOAL: Adequately train front-line municipal staff in all aspects of construction site oversight as it relates to their adopted Local Laws.</b></p> <p><b>COMPLETED TASKS:</b></p> <p><b>1. Code Enforcement/Stormwater Management Officer Training</b></p> <ul style="list-style-type: none"> <li><b>May 7, 2007. CDRPC-HVCC Bulmer Code Enforcement Training-Certification Credits.</b> Part of Local Government Planning/Zoning Workshop. Participants: Town of Colonie (Building Dept and Engineering Staff-3); Village of Colonie (Building Dept staff-2); Albany County (Planner); Town of New Scotland (Planning Bd members-11), City of Cohoes (Planning/Zoning-5)</li> <li><b>June 4/5, 2007. SUNY ESF-Erosion and Sediment Control,</b> Fishkill, NY. Participants: Town of Guilderland (Stormwater Coordinator and Code Enforcement Officer)</li> <li><b>Sept 21, 2007. Green Tech High School.</b> Inspection with Ken Barber, CPESC certified. SWPPP Basics. Participants: City of Albany (Building Inspector-1)</li> <li><b>Sept. 28, 2007. CEO/SMO Training.</b> DEC and DOS</li> </ul>

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<p>inspections as described in the DEC Inspection manual.</p> <p>Standard inspection equipment will be purchased with grant money to be used during these training sessions, and then distributed to the appropriate MS4 municipal staff.</p>	<p>Sponsored. <b>Glenville, NY.</b> Schenectady County.                  Participants: City of Albany (Engineer Tech and Inspector); City of Cohoes (Planner, City Engineer, Code Inspector); Village of Green Is (Code Inspector); Town of New Scotland (Building Inspector); Village of Voorheesville (Building Inspectors-2 staff)</p> <ul style="list-style-type: none"> <li>• <b>Oct. 25, 2007. CEO/SMO Training.</b> DEC and DOS Sponsored. <b>Town of Colonie,</b> Albany County. Participants: Town of Colonie (Building Dept, Stormwater, Engineering staff-6); Town of Bethlehem (Engineering staff-2).</li> <li>• <b>Dec. 12, 2007. CPESC Review Course.</b> ACSWCD. Cornell Coop Ext. 24 Martin Rd. Participants: ?</li> <li>• <b>Dec. 13, 2007. Geosynthetics Seminar.</b> ACF Environmental. Sponsored by ACSWCD. Cornell Coop Building, 24 Martin Rd. Participants: Albany County (Sr. Engineer); Town of Bethlehem (Engineering staff-3).</li> </ul>
<p>City of Cohoes Local Law requires site inspections by City</p>	<p>On going inspection (outside firms submitting electronic and/or</p>
<p>Engineer/Designated Engineer or Building Inspector.</p>	<p>hand copies of inspection reports).</p>
<p>Preconstruction meeting are held.</p>	<p>One Stop Work Order issued July 26 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>• <i>Explain the activities and materials used to meet this requirement.</i></li> <li>• <i>Identify the personnel or outside organization conducting this activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p> </p>	<p> </p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)</p>

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	<b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Section 285-143 indicates that a preconstruction meeting will take place with city representatives	Preconstruction meetings will establish schedules and milestones
<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>	

NYR 5

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**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><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-POST CONSTRUCTION SW MANAGEMENT PRACTICES</b></p> <p><b>EXPLANATION:</b></p> <p><b>1. Stormwater Management-Post Construction-Design Training</b></p> <p><b>In Year 5 (2007-2008),</b> various MS4 staff and Planning Board members attended SUNY ESF Courses which focused on designing structural stormwater practices.</p> <p><b>In Year 6 (2008-2009),</b> special attention will be given to porous asphalt and paver technology, with plans to organize an informational program towards the end of 2008.</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-POST CONSTRUCTION SW MANAGEMENT PRACTICES</b></p> <p><b>GOAL: Adequately train municipal staff and municipal officials with land use authority in the basics of structural and non-structural approaches to managing stormwater.</b></p> <p><b>COMPLETED TASKS</b></p> <ul style="list-style-type: none"> <li>• <b>April 30-May 1, 2007. SUNY ESF-SWPPP Design.</b> Albany Participants: Albany County (Dept of Health staff-2, DPW Senior Engineer Tech-1); City of Albany (Engineering staff-2; Water Board Special Projects-1); Town of Bethlehem (Engineers-2); Town of Colonie (Building Dept-1); Town of New Scotland (Building Inspector-1 and Planning Bd Chair-1)</li> <li>• <b>January 24/25, 2008. SUNY ESF-SW Ponds and Wetlands.</b> Albany. Participants: Albany County (Sr. Engineering Tech); City of Albany (Engineer Tech-1); Town of Bethlehem (Engineer-1); City of Cohoes (Chair Planning Bd-1); Town of Colonie (SW staff-2); Town of Guilderland (Code Inspector-1)</li> <li>• <b>February 7/8, 2008. SUNY ESF Filtering and Infiltration.</b> Albany. Participants: Albany County (Sr</li> </ul>

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<p><b>2. Non-Structural Stormwater Management Practices</b></p> <p><b>In Year 5 (2007-2008)</b> the Albany County planner, with help from individual municipalities completed a comparison study of MS4 water quality laws, organizing the information based on shared watersheds. The purpose of the study was to highlight land use law variations within watersheds, to be used as a starting point should municipalities decide to consider non-structural approaches to stormwater management and actively develop and implement watershed management plans. This comparison study was shared with Town of New Scotland Comprehensive Plan Committee members (Feb, 2008)</p>	<p>Engineer Tech-1); City of Albany (Sr Engineering Tech-1); City of Cohoes (City Engineer, Chair Planning Board); Town of Colonie (SW staff)</p> <p><b>2. Non-Structural Stormwater Management Practices</b></p> <p>Completion of a Water Quality Laws Comparison Table Albany County MS4s as of June, 2007</p>
<ul style="list-style-type: none"> <li>Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</li> <li>Describe procedures below. <u>Revise as procedures are updated.</u></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>Local MS4 Law requires plan development in accordance with NYSDEC design standard and guidelines. Periodic site visits by City forces and City</p>	<p>The City and its designated engineers have reviewed and adopted four SWPPP's with two SWPPP's currently under review.</p>
<p>designated professionals</p>	<p>The Building Permit Application refers to the new MS4 Law indicating that applicant must comply with all permitted sections.</p>



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**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. Revise as procedures are updated.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals are number of: inspections maintenance activities performed.</i></li> </ul>
<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-POST CONSTRUCTION SW PRACTICES-MAINTENANCE</b></p> <p><b>EXPLANATION:</b></p> <p><b>In Year 5 (2007-2008)</b> grant money was allocated to develop General Maintenance cards for twelve of the NYSDEC Stormwater Management Practices listed in the August, 2005 Design Manual. These cards will be modeled after similar cards developed for the Staten Island Blue Belt. .</p> <p><b>In Year 6 (2008-2009)</b> a consulting firm will be hired to complete these General Maintenance Cards to be available to Albany County MS4s at the end of the year (2008). Once available, time permitting, should there be sufficient interest, the consulting firm and Staten Island Blue Belt staff will be invited to discuss strategies to maintain stormwater facilities.</p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-POST CONSTRUCTION SW PRACTICES-MAINTENANCE</b></p> <p><b>GOAL:</b> To provide realistic, experience driven information related to maintaining stormwater practices, such that municipal staff have a solid understanding of the time and costs involved with maintenance, as well as an understanding of plausible management structures to ensure compliance.</p> <p><b>COMPLETED TASKS:</b></p>

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<ul style="list-style-type: none"> <li>• Procedures for enforcement and penalization of violators.</li> <li>• <i>Explain procedures below. Revise as procedures are updated.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals: number enforcement activities performed.</i></li> </ul>
Weekly site visits and visits following rainfall events.	Ongoing for all development projects



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**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>Stop Issuance of Certificate of Occupancy</p>	
<p>If not issued – send letter of violation to Developer based on Building Code violation</p>	
<p>Impose Penalty per local law</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>City of Cohoes is committed to providing necessary resources to inspect site.</p>	<p>Stop Order was issued 7/27/07</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

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**Minimum Control Measure 6. 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>Oil, Grease, fertilizer, chemicals, degreasing agents, pet wastes.</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>No fertilizer in City Parks; existing local law for pet waste management; oil/water separator in Garage; city wide annual Clean-Up Day; catch basin vacuuming program; street sweeping with vacuum style sweeper; City supplied closed containers for household trash</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><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-MUNICIPAL POLLUTION PREVENTION TRAINING</b></p>	<p><b>Albany County Intermunicipal Stormwater Committee-Collaborative Activities-MUNICIPAL POLLUTION PREVENTION TRAINING</b></p> <p><b>GOAL: Adequate train municipal staff in the purpose of pollution prevention and need for complaint actions in the workplace</b></p>

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<p><b>EXPLANATION:</b></p> <p><b>1. Stormwatch! Video</b></p> <p><b>In Year 5 (2007-2008)</b> Albany County Intermunicipal Stormwater Committee members circulated the Excal Visual Stormwatch! video (similar to the Olympic Torch...minus the demonstrators). This is a training video targeting municipal operations. Municipalities organized the workshop/viewing sessions and independently documented participation. This same video was circulated in January, February, March 2006.</p> <p><b>In Year 6 (2008-2009)</b> the video will continue to be circulated until all municipalities have organized their training sessions.</p>	<p><b>COMPLETED TASKS:</b></p> <p><b>1. Stormwatch! Video</b></p> <p>Circulated to Albany County facilities, Village of Colonie, and Town of Colonie, City of Cohoes is on the list to get the video in late may.</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>	

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

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the <b>municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing policies and procedures</li> <li>• Briefly describe or reference any policies and procedures being developed</li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
In house education regarding pollution prevention; increased frequency of education/training being considered	
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing best management practices</li> <li>• Briefly describe or reference any planned best management practices</li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Street sweeping entire City twice per year; heavily traveled/major roadways swept daily to weekly; catch basin cleaning – 20% of City yearly; trash rack cleaning routinely before and following storms; salt storage contaminant. Facilities having waste oil contaminants with outside contact coming periodically for pickup. Parks and building grounds has scheduled grounds cleanup. Building staffs trained not to dispose of materials into storm drains, etc. Garbage is cleaned collected weekly by city crew's in city closed containers with owner informed when containers are left out or out days early. Annual Hazardous Waste day where city forces also get to dispose chemical/hazardous waste	
<ul style="list-style-type: none"> <li>• Identify and describe the equipment and staff that are in place</li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
Street sweeps, vacuum truck, backhoes with operating personnel and labor assistance, city garbage collection by City personnel and equipment, conduct	
An annual Hazardous Waste day so people have legal means of disposing of their hazardous waste, operating CDS units on CSO # 007 which collects floatables and solids greater than 1.2 millimeters.	

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**Minimum Control Measure 6. Municipal Operations:** X Street and Bridge Maintenance; X Winter Road Maintenance; X Stormwater System Maintenance; X Vehicle and Fleet Maintenance; X Park and Open Space Maintenance; X Municipal Building Maintenance; X Solid Waste Management; X 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>Monitor known discharge outfalls noting pre/post storm conditions; monitor during rain events; City supplied refuse containers have reduced litter and floatables by 70 % ±</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>Periodic review of educational materials; constant reminders by supervisory personnel regarding housekeeping; continue participating in County Coalition regarding training/education, see main report for specifications.</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>	

**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.
- CITY IS PART OF THE L.T.C.P GROUP** – documents will be provided when they are available
- Other \_\_\_\_\_



**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**

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**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>	

Municipality:

Permit Number: NYR40A 243

**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: _____ <input type="checkbox"/> Not yet completed                  Plan to complete for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 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><input type="checkbox"/> Access Permits  <input type="checkbox"/> Tenant Leases  <input type="checkbox"/> Requests for Proposals (RFPs)  <input type="checkbox"/> Scope of Services</p>	<p><input type="checkbox"/> Consultant Agreements  <input type="checkbox"/> Construction / Bid Documents  <input type="checkbox"/> 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>	
<b>Control Mechanism</b>	<b>Erosion, Sedimentation and Stormwater Management Requirements</b>
	Require all projects to have SWPPPs, as in GP-02-01
	Require all 16 components of a basic SWPPP (erosion and sediment control)
	Require all additional 7 components for a full SWPPP when post-construction control is required
	Meet the standards in the <i>Erosion and Sediment Control</i> and <i>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>