



**New York State Department of Environmental Conservation
Phase II SPDES General Permit for Storm Water Discharges from
Municipal Separate Storm Sewer Systems (MS4s)
Notice of Intent (NOI)**



Submission of this Notice of Intent (NOI) constitutes notice that the entity identified in Section A of this form intends to be authorized by the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s). Submission of the NOI also constitutes notice that the party identified in Section A of this form has read, understands, and meets the eligibility conditions; agrees to comply with all applicable terms and conditions; and understands that continued authorization under the SPDES MS4 General Permit is contingent on maintaining eligibility for coverage. In order to be granted coverage, all information required on this form must be completed. Please read the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s) and make sure you comply with all permit requirements including the requirement to develop, document, and implement a Storm Water Management Program Plan.

SECTION A. MS4 INFORMATION

1. Municipality (MS4)

T o w n o f S t i l l w a t e r Phone
 5 1 8 - 6 6 4 - 6 1 4 8

Mailing Address

P . O . B o x 7 0 0

City

S t i l l w a t e r State Zip
 N Y 1 2 1 7 0 -

2. MS4 Type

- | | | | |
|-------------------------------------|---|---|---------------------------------------|
| | <u>Traditional Land Use
Control</u> | <u>Traditional Non-Land Use
Control</u> | <u>Non-Traditional</u> |
| <input type="radio"/> Single Entity | <input checked="" type="radio"/> Town | <input type="radio"/> County | <input type="radio"/> Federal |
| | <input type="radio"/> Village | | <input type="radio"/> State |
| | <input type="radio"/> City | | <input type="radio"/> School District |
| | | | <input type="radio"/> Fire District |
| | | | <input type="radio"/> Other |

3. Principal Executive Officer or Ranking Elected Official:

First Name E d w a r d **Last Name** K i n o w s k i

Title T o w n S u p e r v i s o r **Phone** 5 1 8 - 6 6 4 - 6 1 4 8

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4. Stormwater Program Coordinator:

First Name L i n d s a y **Last Name** Z e p k o

Title T o w n P l a n n e r **Phone** 5 1 8 - 6 6 4 - 6 1 4 8

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5. NOI Preparer:

First Name

Lindsay

Last Name

Zepko

Title

Town Planner

Phone

518 - 664 - 6148

Department

Building and Planning Department

eMail

lzepko@stillwaterny.org

6. Cooperating Partners Including Regional Stormwater Entity

Identify contractors/partners that will be assisting with and/or implementing any aspect of your Stormwater Management Program:

Contractor/Partner Name

Saratoga County ISWM Program

Contact First Name

Blue

Contact Last Name

Neils

Address

50 West High Street

City

Ballston Spa

State

NY

Zip

12020 -

Phone

518 - 885 - 8995

eMail

brn5@cornell.edu

Contractor/Partner Name

Chazen Companies

Contact First Name

Sean

Contact Last Name

Doty

Address

375 Bay Road

City

Queensbury

State

NY

Zip

12804 -

Phone

518 - 824 - 1926

eMail

sdoty@chazencompanies.com

7. Regulated MS4s on whose behalf one or more minimum control measures will be implemented.

This section must be completed if the NOI is being submitted to gain coverage for a Single Entity. All others leave blank.

Contractor/Partner Name

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Check all minimum control measures that will be implemented on behalf of this MS4.

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Contractor/Partner Name

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Check all minimum control measures that will be implemented on behalf of this MS4.

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7. Regulated MS4s on whose behalf one or more minimum control measures will be implemented.

This section must be completed if the NOI is being submitted to gain coverage for a Single Entity. All others leave blank.

Contractor/Partner Name

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Check all minimum control measures that will be implemented on behalf of this MS4.

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SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

* For required elements adequate is defined as meeting permit requirements. For non-required elements adequate is defined as addressing the reduction of POCs in stormwater discharges.

1. MCM 1: Public Education and Outreach on Storm Water

	Compliance Schedule			Expected completion date (mm/yyyy).
	Adequately* developed and implemented	To be developed or expanded upon		
<u>Education and Outreach Program Requirements</u>				
Identify POCs, waterbodies of concern, geographic areas of concern, target audiences (required) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Develop and implement an on going public education and outreach program (required) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016

Identify from the list below the appropriate Education and Outreach programs or activities that are or will be developed to ensure the reduction of all POCs in stormwater discharges

Educational Programs or Activities

Events and Programs -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Outreach to commercial entities -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Media campaign -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Presentations to community groups -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Economic incentives -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Webpage -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Printed material -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Displays -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Posters and signs of varying sizes (magnets to billboards) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Classroom education/school programs -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Library of educational materials -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Promotional giveaways -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
<input type="checkbox"/> -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___

Residential Programs or Activities

Proper lawn and garden care (fertilizer and pesticide use, sweeping, etc.) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Residential car washing and auto maintenance control measures -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Off-pavement automobile parking -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Proper disposal of household hazardous waste -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Snow removal activities -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Trash management -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Water conservation practices -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Pet waste management -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
<input type="checkbox"/> -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___

Industrial/Commercial Programs or Activities

Automobile repair and maintenance control measures -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Pollution prevention for businesses -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Equipment and vehicle maintenance and repair -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Proper disposal of vacuum truck and sweeping equipment waste -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Snow removal activities -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
Illicit discharge detection and elimination observations -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	11 / 2016
Low impact development -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___
<input type="checkbox"/> -----	<input type="radio"/>	or <input type="radio"/>	and	___ / ___

SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

* For required elements adequate is defined as meeting permit requirements. For non-required elements adequate is defined as addressing the reduction of POCs in stormwater discharges.

2. MCM 2: Public Involvement and Participation

	Compliance Schedule			Expected completion date (mm/yyyy).	
	Adequately* developed and implemented	To be developed or expanded upon			
<u>Public Involvement and Participation Requirements</u>					
Comply with State Open Meetings law and local public notice requirements (required) -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016
Develop and implement a public involvement/participation program (required) -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016
Present annual report publicly and provide public notice (required) -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016
Provide responses to comments and include with annual report to NYS DEC (required) -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016
Ensure that annual report and SWMP Plan are available for public inspection (required) -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016

Identify from the list below the appropriate Public Involvement and Participation programs or activities that are or will be developed to ensure the reduction of all POCs in stormwater discharges.

Public Involvement Programs and Activities

Advisory/partner committees -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016
Watershed organizations -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __
Attitude surveys -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __
Community hot lines -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __
Stakeholder meetings -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016
Mailing list development and use -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __
<input type="checkbox"/> -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __

Participation Activities

Adopt-a-stream -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __
Reforestation program -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __
Storm drain stenciling -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __
Stream, beach, roadway cleanup -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016
Volunteer Monitoring -----	<input type="radio"/>	or	<input checked="" type="radio"/>	and	11 / 2016
Wetland plantings -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __
<input type="checkbox"/> -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / __

SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

* For required elements adequate is defined as meeting permit requirements. For non-required elements adequate is defined as addressing the reduction of POCs in stormwater discharges.

4. MCM 4: Construction Site Runoff Control

<u>Construction Program Requirements</u>	<u>Compliance Schedule</u>		
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
Develop, implement, and enforce a program that provides protection equivalent to the General Permit for Stormwater Discharges for Construction Activity. (required) -----○----- or -----●----- and			11 / 2016
Procedures for receipt/follow-up on information submitted by the public regarding construction site runoff (required) -----○----- or -----●----- and			11 / 2016
Program to educate construction site owner/operators about the MS4s construction stormwater requirements (required) -----○----- or -----●----- and			11 / 2016
Procedures to ensure construction site operators receive erosion and sediment control training (required) -----○----- or -----●----- and			11 / 2016
Establish and implement procedures to track and inventory of active construction sites (required) -----○----- or -----●----- and			11 / 2016
<input type="checkbox"/> -----○----- or -----●----- and			/
Development of a local law or other regulatory mechanism to require a SWPPP for applicable construction activities (required for traditional land use control MS4s) -----○----- or -----●----- and			11 / 2016

This local law or other regulatory mechanism must include (but is not limited to):

Requirements for SWPPPs to meet the most current NYS DEC erosion and sediment control technical standards (required for traditional land use control MS4s) -----○----- or -----●----- and			11 / 2016
Requirements for construction site operators to implement erosion and sediment controls as per up-to-date NYS DEC technical standards i.e. New York State Standards and Specifications for Erosion and Sediment Control (required for traditional land use control MS4s) -----○----- or -----●----- and			11 / 2016
Procedures for SWPPP review and issuance of SWPPP Acceptance Form (required for traditional land use control MS4s) -----○----- or -----●----- and			11 / 2016
Procedures for site inspections and enforcement of erosion and sediment controls, including steps to identify priority sites for inspection (required for traditional land use control MS4s) -----○----- or -----●----- and			11 / 2016
Requirements for overall construction site waste management traditional land use control MS4s) -----○----- or -----●----- and			11 / 2016
Process for documenting/certifying equivalence of local law (required for traditional land use control MS4s) -----○----- or -----●----- and			11 / 2016
<input type="checkbox"/> -----○----- or -----○----- and			11 / 2016

SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

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5. MCM 5: Post-Construction Stormwater Management

<u>Post-Construction Program Requirements</u>	<u>Compliance Schedule</u>			Expected completion date (mm/yyyy).
	Adequately* developed and implemented	To be developed or expanded upon		
Develop, implement and enforce a program that addresses stormwater runoff from development and redevelopment projects equivalent to the General Permit for Stormwater Discharges for Construction Activity. (required) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>
Procedures to ensure long-term operation and maintenance of post-construction stormwater management practices (required) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>
Establish and implement procedures to track and inventory of post-construction stormwater management practices (required) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>
Develop and implement a program to inspect development and redevelopment sites. Includes providing adequate resources with proper training for inspection. Program shall include provisions for enforcement of violations (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>
Development of a local law or other regulatory mechanism to require post-construction runoff controls from new development and redevelopment projects (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>

This local law or other regulatory mechanism must include (but is not limited to):

Requirements for SWPPPs to meet current NYS Stormwater Design Manual (required) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>
Procedures for SWPPP review and issuance of SWPPP Acceptance Form (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>
Process for documenting/certifying equivalence of local law (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>

Identify from the list below additional Post-Construction Stormwater Management programs or activities that are or will be developed to ensure the reduction of all POCs in stormwater discharges.

Encouraged Additional Local Law Inclusions

Open space preservation -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>
Watershed plans -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>
Municipal comprehensive plan -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>
Land use regulations -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>
Natural resource protection -----	<input type="radio"/>	or <input checked="" type="radio"/>	and	<u>11</u> / <u>2016</u>
Impervious area reduction -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>
Riparian buffers -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>
Setbacks -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>

Encouraged Additional Components

Green Infrastructure, Low Impact Development and better site design -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>
Deep ripping and decompaction -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>
Development of banking and credits system -----	<input type="radio"/>	or <input type="radio"/>	and	<u> </u> / <u> </u>

SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS

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6. MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

	Compliance Schedule		
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
<u>Pollution Prevention/Good Housekeeping Program Requirements</u>			
Develop and implement a pollution prevention / good housekeeping program that addresses operations and facilities that contribute POCs to the MS4 (required) -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Develop and implement procedures to perform and document a self assessment of all municipal operations addressed by the SWMP at a minimum frequency of every three years (required) -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Develop and implement an employee pollution prevention and good housekeeping training program that ensures staff receive and utilize this training (required) -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Requires third party contractors to certify that the services/activities they perform to meet the requirements of the General Permit for Stormwater Discharges Associated with MS4s (required) -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Require operations and facilities otherwise subject to the NYS Multi-Sector General Permit (MSGP) to prepare and implement provisions in the SWMP that comply with PARTS III.A, C, D, E, F and Part IV of the MSGP (GP-0-12-001) (required) -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016

Identify from the list below the operations and facilities that are or will be addressed in the Pollution Prevention/Good Housekeeping Program to ensure the reduction of all POCs in stormwater discharges.

Street and bridge maintenance -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Winter road maintenance -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Salt storage maintenance -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Solid waste management -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
New municipal construction and land disturbances -----	<input type="radio"/>	or ----- <input type="radio"/>	and ___ / ___
Right-of-Way maintenance -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Marine operations -----	<input type="radio"/>	or ----- <input type="radio"/>	and ___ / ___
Hydraulic habitat modifications -----	<input type="radio"/>	or ----- <input type="radio"/>	and ___ / ___
Parks and open space maintenance -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Municipal building maintenance -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Stormwater system maintenance -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
Vehicle and fleet maintenance -----	<input type="radio"/>	or ----- <input checked="" type="radio"/>	and 11 / 2016
<input type="checkbox"/> -----	<input type="radio"/>	or ----- <input type="radio"/>	and ___ / ___
<input type="checkbox"/> -----	<input type="radio"/>	or ----- <input type="radio"/>	and ___ / ___
<input type="checkbox"/> -----	<input type="radio"/>	or ----- <input type="radio"/>	and ___ / ___

SECTION D. INITIAL IDENTIFICATION OF ADDITIONAL WATERSHED IMPROVEMENT STRATEGY BEST MANAGEMENT PRACTICES (BMPs)

(Refer to the General Permit for Stormwater Discharges Associated with MS4s for list of Watershed Improvement Strategy Areas)

NEW YORK CITY EAST OF HUDSON WATERSHED MS4s

- Educational program concerning the impacts of phosphorus on waterbodies (required)
- Develop and maintain a map showing the entire small MS4 conveyance system (required)
- Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s)
- Develop, implement, and enforce a program, equivalent to the General Permit for Stormwater Discharges Associated with Construction Activity, to reduce pollutants in stormwater runoff to the MS4 from construction activities that result in a land disturbance of five thousand square feet (required for traditional land use control MS4s)
- Ensure, through local law or other regulatory mechanism, that post-construction stormwater management controls are in accordance with the New York State Stormwater Design Manual and the Enhanced Phosphorus Removal Design Standards (required for traditional land use control MS4s)
- Retrofit Program to correct or reduce existing erosion and/or pollutant loading problems, with emphasis on phosphorus (required)
- Stormwater Conveyance System Inspection and Maintenance Program (required)
- Turf management practices and procedures policy (required)

OTHER PHOSPHORUS WATERSHED MS4s

- Educational program concerning the impacts of phosphorus on waterbodies (required)
- Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s)
- Require the use of the Enhanced Phosphorus Removal Design Standards in accordance with the New York State Stormwater Design Manual (required for traditional land use control MS4s)
- Retrofit Program to correct or reduce existing erosion and/or pollutant loading problems, with emphasis on phosphorus (required)
- Turf management practices and procedures policy (required)

PATHOGEN IMPAIRED WATERSHED MS4s

- Educational program concerning the impacts of pathogens on waterbodies (required)
- Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s)
- Develop and maintain a map showing the entire small MS4 conveyance system (required)
- Retrofit Program to correct or reduce pollutant loading problems, with emphasis on pathogens (required)
- Local law prohibiting pet waste on municipal properties and prohibiting goose feeding (required)
- Pet waste bag program (required)
- Program to manage goose populations (required)

NITROGEN IMPAIRED WATERSHED MS4s

- Educational program concerning the impacts of nitrogen on waterbodies (required)
- Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s)
- Develop and maintain a map showing the entire small MS4 conveyance system (required)
- Retrofit Program to correct or reduce existing erosion and/or pollutant loading problems, with emphasis on nitrogen (required)
- Turf management practices and procedures policy (required)

SECTION E. INITIAL IDENTIFICATION OF MEASURABLE GOALS

1. MCM 1 Public Education and Outreach measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.1.f or Part VIII.A.1.g). Where applicable include start and end dates and work to be done by partners.

Years 1-3 (2014-2016):

- Saratoga County (SC) Intermunicipal Stormwater Management (ISWM) Program to assist -
 - Identify POCs, waterbodies- & geographic areas of concern, and target audiences
 - Develop an education & outreach program to address discharges of POCs by target audiences to waterbodies of concern and from geographic areas of concern and implement such program
 - Prioritize ed/outreach based on assessment of impact potential, extent of target audience, and available resources
 - Implement general awareness via online resources, pamphlets, and handouts
 - Create a permanent display or "Stormwater Information Center" at the Town Hall to make printed materials available to residents
 - Evaluate program for changed requirements of anticipated 2015 MS4 Permit

2. MCM 2 Public Involvement/Participation measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.2.h or Part VIII.A.2.b). In addition, describe how the annual report will be presented to the public and how comments will be received. Where applicable include start and end dates and work to be done by partners.

Years 1-3 (2014-2016):

- Saratoga County (SC) Intermunicipal Stormwater Management (ISWM) Program to assist--
 - The Town currently complies with the NYS Open Meetings Law (OML) and local public notice requirements
 - Work with the SC ISWM to implement a public participation and involvement program
 - Establish an Advisory Committee comprised of applicable officials and personnel to be responsible for the development of the SWMP
 - Establish a Stormwater Public Contact and publish via the web
 - Prepare, publicly notify, and make available the Annual Report by 2016
 - Retain a copy of the Annual Report/s including any Responsiveness Summary and the SWMP Plan (11/2016) for public review/inspection at the "Stormwater Information fCenter" display at the Town Hall
 - Maintain history of Annual Reports for review by Town residents

SECTION E. INITIAL IDENTIFICATION OF MEASURABLE GOALS

3. **MCM 3 Illicit Discharge Detection and Elimination measurable goals.** List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.3.m or Part VIII.A.3.m). Describe how outfall and sewershed mapping will be performed. Where applicable include start and end dates and work to be done by partners.

Years 1-3 (2014-2016):

--Saratoga County (SC) Intermunicipal Stormwater Management (ISWM) Program to assist--

- Adopt the State's Model Local Law to Prohibit Illicit Discharges, Activities, and Connections to Separate Storm Sewer Systems;
- Create program to detect and eliminate illicit discharges via the SWMP
- Participate with the ISWM Program's ongoing mapping and GIS project that will map all SW infrastructure within the MS4 Urbanized Areas in Saratoga County including outfalls, sewersheds, and an Outfall Reconnaissance Inventory
- Assign/commit applicable personnel to IDDE training (2-day) provided by ISWM Program
- Notify the public of passage and that the law is now in effect, including what an illicit discharge or activity is and contact information to report a problem;

4. **MCM 4 Construction Site Runoff Control measurable goals.**List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.4.c or Part VIII.A.4.c). Where applicable include start and end dates and work to be done by partners.

Years 1-3 (2014-2016):

--Saratoga County (SC) Intermunicipal Stormwater Management (ISWM) Program to assist--

- Assess existing local laws and Town code for potential conflicts with the Local Law to be adopted; remove or amend all conflicts discovered
- Adopt the State's Sample Local Law for Stormwater Management and Erosion and Sediment Control (herein "Local Law"; 2006 version), which will provide requirements for all provisions per GP-0-010-001 or as revised
- Continue ed/outreach program by posting notice that the law is in effect via the web, as well as posting notices at the Town Hall
- Develop procedures to educate developers/contractors on the MS4s construction requirements via handouts, pamphlets and announcements of available training through the SC ISWM Program
- Develop procedures for record keeping of active construction sites

SECTION E. INITIAL IDENTIFICATION OF MEASURABLE GOALS

5. MCM 5 Post-Construction Stormwater Management measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.5.f and Part VIII.A.5.f). Where applicable include start and end dates and work to be done by partners.

Years 1-3 (2014-2016):

--Saratoga County (SC) Intermunicipal Stormwater Management (ISWM) Program to assist--

- Develop a regulatory mechanism equivalent to the NYS DEC General Permit for Stormwater Discharges from Construction Activities via adoption of Local Law (See MCM4)
- Local Law will require SWPPPs to meet the most current NYS Stormwater Management Design Manual, procedures for SWPPP review and issuance of a SWPPP Acceptance Form.
- Develop a program for the long-term maintenance and inventory of SMPs that will establish an inspection and maintenance schedule and an addressing system to maintain records
- Conduct inspections of Town owned SMPs and keep appropriate records of such inspections for (re-) development project's SMP design and construction to meet a "no net increase" of POC to the maximum extent practicable (MEP)
- Establish procedures for enforcement of violations
- Assign personnel to receive training for SWPPP review and SMP Inspections

6. MCM 6 Pollution Prevention/Good Housekeeping measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.6.g and Part VIII.A.6.g). Where applicable include start and end dates and work to be done by partners.

Years 1-3 (2014-2016):

--Saratoga County (SC) Intermunicipal Stormwater Management (ISWM) Program to assist--

- Develop a program addressing MS4 operations and facilities that contribute POCs to be included in the SWMP
- Conduct initial self-audit using NYS DEC and ISWM Program guidance and resources to inventory applicable facilities to determine POC contribution
- Training for all officials, employees, contractors of the Town at the ISWM Program basic employee pollution prevention/good housekeeping classes
- Implement requirement of certification by all 3rd Party Contractors for services they perform for the Town to meet the requirements of the MS4 General Permit, GP-0-010-002 or as revised
- Determine if any Town operations are subject to the NYS DEC SPDES Multi-Sector General Permit/s (MSGP) at this time
- Analyze results of self-audit; identify areas of priority to reduce POCs to the maximum extent practicable

SECTION F. CERTIFICATION

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 gather and evaluate 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, I certify that 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 fines and imprisonment for knowing violations.

First Name

L i n d s a y

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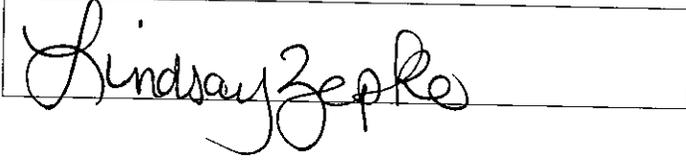
Last Name

Z e p k o

Title

T o w n P l a n n e r

Signature



Date

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**Instructions for Completing the Notice of Intent (NOI) for coverage under the NYS DEC
SPDES General Permit for Storm Water Discharges from Municipal Separate Storm
Sewer Systems (MS4s), GP-0-10-002**

Who Must File a Notice of Intent?

Under the provisions of §402(p) of the Clean Water Act (CWA) and regulations at 40 CFR Part 122, Federal law prohibits "point source" discharges of storm water from municipal separate storm sewer systems (MS4s) to waters of the U.S. without a State Pollutant Discharge Elimination System (SPDES) permit. If you are an operator of a regulated small MS4 **designated under §122.32(a)(1) or §122.32(a)(2)**¹ you must apply for coverage under GP-0-10-002, a new individual permit or apply for a modification of an existing individual SPDES permit.

When to File the NOI Form

DO NOT FILE THE NOI UNTIL YOU HAVE READ AND UNDERSTAND THE NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s). You will need to determine your eligibility, prepare your storm water management plan, and correctly answer all questions on the NOI form, all of which must be done before you can sign the certification statement on the NOI in good faith (and without risk of committing perjury). The NOI must be submitted in accordance with the deadlines established in the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s)

Where to File the NOI Form

Submit the NOI, signed in accordance with the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s), Part VI.J.1, to:

Notice of Intent
NYSDEC, Bureau of Water Permits
625 Broadway, 4th Floor
Albany, NY 12233-3505

Completing the NOI Form

To complete this form, type or print, in the appropriate areas only. Please make sure you have completely filled out every section of this form and have retained a copy for your records before sending the completed form to the address above.

Section A. MS4 Owner/Operator Information

1. Provide the legal name of the governmental entity, or other legal entity that operates the MS4 described in this application.
2. Provide the mailing address of the MS4 operator. Include the street address or PO Box, city, state, and zip code. All correspondence regarding the permit will be sent to this address.
3. Identify the Principal Executive Officer or Ranking Elected Official. The principal executive officer includes (1) the chief executive officer of the municipal entity, or (2) a senior executive having responsibility for the overall operations of a principal geographic unit of the agency.
4. Identify the Stormwater Management Program (SWMP) Coordinator. The Stormwater Management Program (SWMP) Coordinator is the person responsible for the implementation/coordination of the SWMP within the MS4.
5. List the contractors or partners such as Regional Stormwater Entities that will be assisting you with and/or implementing any aspect of your SWMP. Describe the service, activity, or work to be performed. Indicate the schedule for implementation.

6. Single Entities seeking coverage under the MS4 permit must identify all regulated MS4s on whose behalf one or more minimum control measures will be implemented.

Section B. Local Water Quality Information

1. Identify any waters listed in Appendix 2 to which the MS4 discharges.
2. Identify the Improvement Strategy Watershed to/within which the MS4 discharges, if any.

Section C. Initial Identification of Best Management Practices (BMPs)

1. Check the management practices that you have selected to meet the requirements for each Minimum Control Measure. Management practices listed in **BOLD** type are required and **MUST** be checked. **FOR COMPLETE DESCRIPTION OF REQUIREMENTS, PLEASE REFER TO THE NYS DEC SPDES GENERAL PERMIT FOR STORM WATER DISCHARGES FROM MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s).** Attach additional pages as necessary.

Section D. Initial Identification of Additional Improvement Strategy Watershed Best Management Practices

1. MS4 permittees within Improvement Strategy Watersheds shall modify their SWMPs to meet the additional requirements as set forth in Part IX of the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s). The best management practices for each improvement strategy watershed listed in Section D of the NOI are required of MS4s that discharge to/within those watersheds.

Section E. Initial Identification of Measurable Goals

1. Provide a narrative description of the measurable goals, with start and end dates, that will be used for each best management practice for each of the minimum control measures. Indicate the month and year in which you will start and fully implement each of the minimum control measures, or indicate the frequency of the action in the description. Attach additional pages as necessary.

Section F. Certification

1. Certification statement and signature. (CAUTION: An unsigned or undated NOI form will prevent the granting of permit coverage.) Federal statutes provide for severe penalties for submitting false information on this application form. Federal regulations require this application to be signed by either a principal executive or ranking elected official as described in Part VI.J. of the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s).