

### 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.

Municipality (MS4)		Phone	
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Iailing Address			
City		State Zip	
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2. MS4 Type	Traditional Land Use Control	Traditional Non-Land Use Control	Non-Traditional
Single Entity	○ Town	○ County	○ Federal
	○ Village		○ State
	○ City		○ School District
	•		○ Fire District
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3. Principal Executive C First Name	Officer or Ranking Elected Offici	al: Last Name	
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Name of Impaired Waters t	o which	the N	MS4 d	isch	arges:								_								
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Does the MS4 discharge t	o/withi	n an l	Impro	ven	nent Si	trate	egy V	Watei	·she	d in	clude	d i	— n Tl	he G	- lene	era	l Peri	mit	for		
tormwater Discharges fi	om Mu	nicip	oal Se	oara	ate Sto	rm S	Sew	er Sys	tem	s (N	<b>IS4s</b>	?			•••••	0	Yes		No		
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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			
	<u>C</u>	ompliance Schedule	1
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
Education and Outreach Program Requirements			
Identify POCs, waterbodies of concern, geographic areas of concern, target audiences (required)	0	ora	nd /
Develop and implement an on going public education and outreach program (required)	o	ora	
Identify from the list below the appropriate Education and Outreach the reduction of all POCs in stormwater discharges	h programs or activitie	s that are or will be de	
Educational Programs or Activities			
Events and Programs	O o	ora	nd/
Outreach to commercial entities	O	ora	nd /
Media campaign	· O	ora	nd /
Presentations to community groups	O	or a	nd /
Economic incentives		_	
Webpage	=	=	
Printed material	<del>-</del>	=	
Displays	•	_	
Posters and signs of varying sizes (magnets to billboards)	<del>-</del>	=	
Classroom education/school programs			
Library of educational materials	=	=	
Promotional giveaways			
	o	or aı	nd /
Residential Programs or Activities			
Proper lawn and garden care (fertilizer and pesticide use, sweeping, etc.)	O	ora	nd /
Residential car washing and auto maintenance control measures	~	•	
Off-pavement automobile parking	~	~	
Proper disposal of household hazardous waste	~	•	
Snow removal activities	0	ora	nd /
Trash management	o	ora	nd /
Water conservation practices		ora	nd /
Pet waste management	o	ora	
		ora	nd /
Industrial/Commercial Programs or Activities			
Automobile repair and maintenance control measures	O o	raı	nd /
Pollution prevention for businesses	Ů.	<u> </u>	
Equipment and vehicle maintenance and repair	<u> </u>		
Proper disposal of vacuum truck and sweeping equipment waste	ŭ	_	
Snow removal activities	•	_	
Illicit discharge detection and elimination observations	<del>-</del>	_	,,
Low impact development		=	
Low impact development	<u> </u>	<u> </u>	ш. ш.

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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2. MCM 2: Public Involvement and Participation		Compliance Schedule	<u>e</u>
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
Public Involvement and Participation Requirements		<u> </u>	
Comply with State Open Meetings law and local public notice requirements (required)	0 0	O and	,
Develop and implement a public involvement/participation program  (required)	_	_	
Present annual report publicly and provide public notice (required)	or	and	
Provide responses to comments and include with annual report to NYS			
DEC (required)Ensure that annual report and SWMP Plan are available for public inspection (required)			
Identify from the list below the appropriate Public Involvement and developed to ensure the reduction of all POCs in stormwater discharge.		ns or activities that are	or will be
Public Involvement Programs and Activities			
Advisory/partner committees	or -	and	/
Watershed organizations	or	and	/
Attitude surveys	or	and	/
Community hot lines	or	and	/
Stakeholder meetings	or	and	/
Mailing list development and use	O	hre	
		and	
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Participation Activities	<u> </u>	<u> </u>	
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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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addressing the reduction of POCs in stormwater discharges.			
3. MCM 3: Illicit Discharge Detection and Elimination			
Illicit Discharge and Elimination Program developed in accordance with	<u>th:</u>		
$\bigcirc$ NYS DEC Outfall and System Mapping Requirements for Illicit Discharge	<b>Detection and Eliminati</b>	ion (IDDE) assistance do	cument
<ul> <li>Illicit Discharge Detection and Elimination: A Guidance Manual for Progr Protection)</li> </ul>	•	,	
	_	Compliance Schedul	_
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
Illicit Discharge Detection and Elimination Program Requirements			
Develop, implement and enforce a program to detect and eliminate illicit discharges to the MS4 (required)		or	- and/
Outfall and storm sewershed boundary mapping (required)		or	
Field verify outfalls (required)		or	
Outfall reconnaissance inventory (required)		· or ·	-and /
Prohibit illicit discharges (required)		or	- and /
Public, employees, businesses informed of hazards of illicit discharge (requir	red)	or	- and/
Adopt and enforce local law to prohibit illicit discharges (required for tradit	ional MS4s)- 🔾	or	
Adopt available mechanisms to prohibit illicit discharges (required)	·	or	- and/
Address exempt non-stormwater discharges as necessary (required)		or	
ensure the reduction of all POCs in stormwater discharges.			
Proper storage/disposal of grease and used oil	_	•	
Cleaning up debris around trash bins	_	_	
Cover outdoor work and storage areas  Clean up spills before they reach the drain	•	_	
Proper disposal of Carpet Cleaning wastewater	_	_	
Dye testing	=	_	
Shoreline surveys	9		
System inspections	_	_	
Priority Areas or Types of Discharges to Target	<u> </u>	Č	
Failing septic systems		or	and /
Areas with a history of illegal dumping	_		
Industrial/residential/business or other mixed use areas		- or	and/
Recreational sewage		or	and /
Sanitary sewer overflows or older sewer lines	·	or	and /
Areas upstream of impaired or impacted waterbodies		- or	and/

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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#### 4. MCM 4: Construction Site Runoff Control

	<u>C</u>	ompliance Schedule	
Construction Program Requirements	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	an	d/
Procedures for receipt/follow-up on information submitted by the public regarding construction site runoff (required)	or	and	
Program to educate construction site owner/operators about the MS4s construction stormwater requirements (required)	· or	·and	d/
Procedures to ensure construction site operators receive erosion and sediment control training (required)	or		i /
Establish and implement procedures to track and inventory of active construction sites (required)		· ·	
	or	an	d /
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	i/
This local law or other regulatory mechanic	sm must include (but is	s 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)		an	d/
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	·an	
Procedures for SWPPP review and issuance of SWPPP Acceptance Form (required for traditional land use control MS4s)	-	_	
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	d/
Requirements for overall construction site waste management traditional land use control MS4s)	or	·and	
Process for documenting/certifying equivalence of local law (required for traditional land use control MS4s)	or	and	
	or	and	d/

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>C</u>	ompliance Schedule	
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
Post-Construction Program Requirements			
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)	01	·an	d/
Procedures to ensure long-term operation and maintenance of post-construction stormwater management practices (required)	OI	:an	
Establish and implement procedures to track and inventory of post-construction stormwater management practices (required)	O1	·an	
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)	· O1	·an	d/
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)	от	: an	d/
This local law or other regulatory mechanis	sm must include (but is	not limited to):	
Requirements for SWPPPs to meet current NYS Stormwater Design Manual (required)	OI	· · an	d/
Procedures for SWPPP review and issuance of SWPPP Acceptance Form (required for traditional land use control MS4s)	OI	·an	d/
Process for documenting/certifying equivalence of local law (required for traditional land use control MS4s)	OI	:an	d/
Identify from the list below additional Post-Construction Stormwater developed to ensure the reduction of all POCs in stormwater discharge.		ns or activities that are	e or will be
Encouraged Additional Local Law Inclusions			
Open space preservation	OI	: ·an	d/
Watershed plans	OI	:an	
Municipal comprehensive plan	OI	: an	
Land use regulations	OI	:an	
Natural resource protection	oı	: an	
Impervious area reduction	OI	: an	
Riparian buffers	O1	:an	
Setbacks	O1	: an	
Encouraged Additional Components			
Green Infrastructure, Low Impact Development and better site design	OI	:an	d/
Deep ripping and decompaction	oı	:an	
Development of banking and credits system	01	· an	

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.

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

	<u>C</u>	ompliance Schedule	
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
Pollution Prevention/Good Housekeeping Program Requirements			
Develop and implement a pollution prevention / good housekeeping program addresses operations and facilities that contribute POCs to the MS4 (required		· an	d/
Develop and implement procedures to perform and document a self assessment municipal operations addressed by the SWMP at a minimum frequency of every ears (required)	ery three	·an	
Develop and implement an employee pollution prevention and good housekee training program that ensures staff receive and utilize this training (required	ping )	· an	
Requires third party contractors to certify that the services/activities they per meet the requirements of the General Permit for Stormwater Discharges Asso with MS4s (required)	ciated	·an	
Require operations and facilities otherwise subject to the NYS Mulit-Sector G	eneral		
Permit (MSGP) to prepare and implement provisions in the SWMP that comp PARTS III.A, C, D, E, F and Part IV of the MSGP (GP-0-12-001) (required) –	olv with	· an	d/
Identify from the list below the operations and facilities that are or w	ill be addressed in the	Pollution Prevention/	Good
Housekeeping Program to ensure the reduction of all POCs in storm			
Street and bridge maintenance	or	·an	d/
Winter road maintenance	or	an	d/
Salt storage maintenance	-	-	
Solid waste management			
New municipal construction and land disturbances	-	-	
Right-of-Way maintenance	-	-	
Marine operations	or	·an	d/
Hydraulic habitat modifications	or	·an	d/
Parks and open space maintenance	or	·an	d/
Municipal building maintenance	Or	an	d/
Stormwater system maintenance			
Vehicle and fleet maintenance	or	· · an	d/
	or	·an	d/
	or	·an	d/

## 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) O Develop and maintain a map showing the entire small MS4 conveyance system (required) O Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s) O 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) O 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) O 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 O Educational program concerning the impacts of phosphorus on waterbodies (required) O 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) O 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) O Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s) O Develop and maintain a map showing the entire small MS4 conveyance system (required) O 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) O Pet waste bag program (required) O Program to manage goose populations (required) NITROGEN IMPAIRED WATERSHED MS4s Educational program concerning the impacts of nitrogen on waterbodies (required) O Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s) O Develop and maintain a map showing the entire small MS4 conveyance system (required) O 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

l dates and work								
onstrate that pr	ogress is being m	cipation measural ade to meet <u>all</u> pr	ogram deadlines	(Part VII.A.2.h	or Part VIII.A.2.	h). In addition, d	escribe how the	annı
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## SECTION E. INITIAL IDENTIFICATION OF MEASURABLE GOALS

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## SECTION E. INITIAL IDENTIFICATION OF MEASURABLE GOALS

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### **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	MI
Last Name	Title
Signature	
	Date / Date

# 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)** 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

- Provide the legal name of the governmental entity, or other legal entity that operates the MS4 described in this application.
- 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.
- 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.
- 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.
- 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.

 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

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

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

 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

 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

 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

 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).