BWCP - 8 (6/2005) Version 1.0

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Phase II SPDES General Permit for

Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02

MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM

Regulated MS4: VILLAGE OF TARRYTOWN-ON-HUDSON__ SPDES Permit Number: NYR20A _2 3 3_

See information packet for information to help complete this form.

MCC Form for year ending: March 9, 2006 ____ 2006 (Year 3) __X__ 2007 (Year 4) ____ 2008 (Year 5)

Section A. MS4 Owner/Operator and Contact Person Information (contact persons explained in instructions)

Owner/Operator Is information below new or changed? ____ Yes __**X**__ No

Name: **MICHAEL J. McGARVEY, P.E.**	Title: **VILLAGE ENGINEER**	Department:

Mailing Address:	Street or P.O. Box: **21 WILDEY STREET**	City: **TARRYTOWN**	
	County: **WESTCHESTER**	State: **NEW YORK**	Zip Code: **10591**

Phone: (914)631-0356	E-mail Address: mmcgarvey@tarrytowngov.com

Local Stormwater Public Contact (Required by Minimum Measure 2)

Is information below: 1) new or changed? ____ Yes __**X**__ No

2) same as: __**X**__ Owner/Operator

Name:	Title:	Department:

Mailing Address:	Street or P.O. Box:	City:	
	County:	State:	Zip Code:

Phone: ( )	E-mail Address:

Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)

Is information below: 1) new or changed? ____ Yes __**X**__ No

2) same as: _**X**___ Owner/Operator ____ Local Stormwater Public Contact

Name:	Title:	Department:

Mailing Address:	Street or P.O. Box:	City:	
	County:	State:	Zip Code:

Phone: ( )	E-mail Address:

Annual Report Preparer

Is information below: 1) new or changed? ____ Yes __**X**__ No

2) same as: _____ Owner/Operator ____ Local Stormwater Public Contact ____ SWMP Coordinator

Name: **Shailesh R. Naik, P.E.** CHARLES A. MANGANARO CONSULTING ENGINEERS, P.C.	Title: **PRESIDENT**	Department:

Mailing Address:	Street or P.O. Box: **65 EAST ROUTE 4**	City: **RIVER EDGE**	
	County: **BERGEN**	State: **NJ**	Zip Code: **07661**

Phone: **(201) 342-4200**	E-mail Address: **snaik@camengineers.com**

IMPORTANT NOTE: Rows can be added to the table 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?
__**X**__ 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 is 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**
Hudson River	**Cadmium and PCB's**	**X**	

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?	____ Yes __**X**__ 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? **N.A.**	____ 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) __**X**__ No (proceed to Section D)
List MS4 Partners with Legally Binding Agreements or Contracts in Place
List MS4 Partners with Planned Legally Binding Agreements or Contracts
List MS4 Partners with Other Agreements in Place

Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP) Information to help complete this section can be found in the instruction.
1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)? __**X**__ 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:
Currently funding is based on the village annual budget which varies from year to year. Seeking state funds.

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:

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

Explain:

Section F. Compliance Certification

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

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts	__**X**_ Yes __ No __ N/A	__**X** _Yes __ No __ N/A
	Explain 'no' / 'N/A' answer:		
IV.C.2.	Public Involvement / Participation	__**X** _Yes __ No __ N/A	__**X** _Yes __ No __ N/A
	Explain 'no' / 'N/A' answer:		
IV.C.3.	Illicit Discharge Detection and Elimination	__**X** _Yes __ No __ N/A	__**X** _Yes __ No __ N/A
	Explain 'no' / 'N/A' answer:		
IV.C.4.	Construction Site Stormwater Runoff Control	__**X** _Yes __ No __ N/A	_**X**__Yes __ No __ N/A
	Explain 'no' / 'N/A' answer:		
IV.C.5.	Post-Construction Stormwater Management	__**X** _Yes __ No __ N/A	_**X**__Yes __ No __ N/A
	Explain 'no' / 'N/A' answer:		
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	__**X** _Yes __ No __ N/A	__**X** _Yes __ No __ N/A
	Explain 'no' / 'N/A' answer:		

Certification Statement

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

Print Name: ___**MICHAEL J. McGARVEY, P.E.**_____ Title: _ **VILLAGE ENGINEER** _____

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 - 4th 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

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

Information about how to complete the following 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 - 4th 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.

Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwateer discharges to the maximum extent practicable (MEP). • *Explain the program, including activities and materials used.* • *Identify the personnel or outside organization conducting the activity.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Storm water information repository was maintained and updated. The repository includes information on Storm Water Management Program, Information Literature and blank copies of SPDES General permits for Stormwater Discharges from MS4 (GP-02-02)and from Construction Activities (GP-02-01), Village's Notice of Intent Forms with Measurable Goals filed with NYSDEC on March 03, 2003, Municipal Compliance Certification Forms and SMP Annual Reports to NYSDEC for every year, Westchester County 2007 Household Cleanup Days Schedule and other related miscellaneous literature. Published Storm Water Management Page on the Village Website - Fall 2006.	• The repository will be maintained and updated in the year 5.
• Displayed Pamphlets on literature at Village Hall and Public Library.	• Ongoing
• Displayed DEC brochures. (50+)	• Ongoing
• Trained Municipal officials on general Phase II program and associated requirements.	• Continue training Village officials and DPW, Zoning and Planning employees on Phase II program.
• Create and distribute Educational Material to educate school children and other community groups (Scouts, Tarrytown Environmental Advisory Committee)	• Involve school kids with recycling in Year 5. • Planned for Year 5.
• Provided Information on Stormwater on Village's Quarterly Newspaper which is received by all residences and business establishments in the village.	
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

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.

Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program. • *Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• The draft 2007 SWMPAR was prepared for public review and comments. The village held an annual meeting on April 30, 2007, to receive comments on draft 2007 annual report.	• Published notice for public review of 2007 Annual report. • Issue a public notice and hold annual meeting on draft 2008 annual report
• Implement Storm Drain Stenciling Program using " NO DUMPING _ DRAINS TO RIVER " Logo. Acquired Stencils for storm drains in downtown.	• Completed stenciling of approximately 40% of the storm drains. • 100 percent of stenciling to be completed in the summer of 2007.
• Household Chemical Cleanup Day - Household Hazardous Chemical Cleanup Day by Westchester County.	• Dates for Westchester County Cleanup Days for 2007 published on village website April 13-14, May 4-5, June 8-9, September 15, October 13, and November 03,2007
• Public Involvement/ Participation program - Village Maintains a Newsletter List, Earth Day Volunteer Cleanup Day and a Youth Litter Pickup Day with prizes awarded, Tarrytown Lake Cleanup Day.	• Public Booth at annual Village Fair 2007, June 03, 2006 • Published Westchester County Household Chemical Cleanup Days on village website April 13-14, May 4-5, June 8-9, September 15, Oct. 13, and Nov. 03,2007 • Earth Day Cleanup (April 20, 2007) - Distributed garbage bags to attending kids for collecting garbage with prizes distributed, handed out flyers on garbage and recycling. Around 20 earth friendly organizations talked on the essences of recycling and keeping environment clean - 100 kids, parents and other residents attended. Tke Little Garden Club of Tarrytown did the planting of seeds near the Main Street Firehouse. • Arbor Day (April 27, 2007) - Planted new trees around the village. • Maintained 10 signs in the parks for collection of Pet Waste -"*If your dog poops, please scoop*". Pet waste ordinance will be re-examined. • Distributed 3 paper bags per household for leaves in the Fall. Maintain three locations for pickup of paper bags for leaves: Patriot Park, Pierson Park and the Lakes. • Continue the activities and village cleanup through the Year 5. Earth Day Cleanup will be scheduled in April 2008 - The village will distribute garbage bags to attending kids for collecting garbage with prizes distributed, and hand out flyers on garbage and recycling. Many earth friendly organizations will participate and present the essences of recycling and keeping environment clean • Continue to publish Storm Water News in the Quarterly Magazine through Year 5.
• Develop Regulations to implement MS4 Regulations.	• Continue with the activities through Year 5.
• Michael J. McGarvey, P.E. continues as the Storm Water Contact Person for the Village	• Maintain a Storm Water contact Person to co-ordinate activities with MS4 Consortium though Year 5. Publish the name and contact information on Village website.

Permit Reference IV.C.2.a, f: 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. *Describe procedures below and state the methods used to publicize the AR public presentation.*		
• Published notice in the Journal News for April 30, 2007 meeting for presentation of 2007 Draft Annual Report.		
Permit Reference IV.C.2.e: Public presentation of **f:** summary of comments received on; and **g:** intended response to comments on the SWMPAR		
Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:		
Comments on Annual Report Meeting __X__ No public comments received on Annual Report. ____ Comments received. **Attach summary of comments and intended responses.**	**Date of Annual Report Meeting:** April 30, 2007	**Approximate Date of Meeting next Year:** April 2008
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)	
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and/or Scheduled Dates above and provide a reason(s) for the change:		

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.

Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4. • *Explain the activities and procedures used to meet this requirement this year and planned for next year.* • *Revise as procedures are updated.* • *Identify personnel or outside organization conducting the activities*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.*
• Illicit discharges identified by village crews through visual screening in high priority areas.	• Continue the process of illicit discharge identification to the medium priority areas through year 5.
• Evaluated the ordinances required to enforce prohibition of illicit discharges.	• Evaluated the ordinance for implementation, being reviewed by the Village Counsel.
• Established a hotline for reporting illicit discharges on the village website.	• Establish and maintain a link on the Village website, whereby the residents can report illicit discharges.
• Train municipal staff in identifying illicit discharges.	• Training in Year 5. • The Village Engineer, Mr. Michael J. McGarvey attended the *Stormwater Illicit Discharge Detection and Elimination* Workshop presented by The Practicing Institute of Engineering Inc. - March 07, 2007.
• Adopted Steep Slopes and wetland Protection Ordinance.	• Adoption date 9-6-2005 and amended 3-20-2006.
Permit Reference IV.C.3.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. *Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:* • *field verification of outfall locations;* • *mapping all inter-municipal subsurface conveyances;* • *delineating storm sewershed; and* • *developing and retaining MS4 mapping as needed to find the source and identify illicit discharges.* ***State if maps are in GIS.***	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: percent of outfalls mapped*
•	
• Continue to maintain a list of storm sewer system outfalls to the Hudson and existing drainage map. The Map contains the locations of catch basins.	• Mapped the outfalls and revised maps as necessary.
• Scheduled to receive training for GIS maps available through the County of Westchester.	• Year 5.
• Continue to maintain a list of storm sewer system outfalls to the Hudson and existing drainage map.	• Continue to update the list and maps as necessary in year 5. • Inspection of outfalls for dry weather flows in Year 5.

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) _**X**___ Yes (complete questions below)
Assessment of Regulatory Mechanism (Local Code)	
1) When was this assessment completed or planned to be completed?	Date completed: __August 10, 2006_____ ____ Not yet completed (proceed to next table) Plan to complete for reporting in year: __**X**__ 4 ____ 5
2) Is there an existing ordinance, local law or other regulatory mechanism?	__**X**__ 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: _____ __**X**__ Not yet completed (proceed to next table) Plan to complete for reporting in year: ____ 4 __**X**__ 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 __**X**__ 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 __**X**__ 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 __**X**__ Language equivalent to NYS IDDE Model Law
9) What was the date or is the planned date of local law adoption?	Date: July, 2007
10) Provide a web address if adopted local law can be found on a web site.	Web Address: Not yet on website.(www.tarrytowngov.com)

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

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

Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste. • *Explain activities and materials used to meet this requirement this year and planned for next year* • *Identify personnel or outside organization conducting activities*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

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?	____ No (go to ADDENDUM 2) __**X**__ Yes (complete questions below)
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: _August 2006____ _____ Not yet completed (proceed to next table) Plan to complete for reporting in year: ___4 _**X**___5 ____ Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted *Sample Local Law for Stormwater Management and Erosion & Sediment Control (Sample Local Law).*
2. If preliminary assessment was completed, indicate the results.	____ If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent __**X**__ If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent ____ If most of the Sample Local Law provisions appear in local code; minor revisions needed
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: _____ __**X**__ Not yet completed (proceed to next table) Plan to complete for reporting in year: ____4 __**X**__5
4. How was the local code adopted or how will it be adopted*? ** 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.*	a. ____ The entire Sample Local Law adopted as amendments to existing code or as stand alone law. • *If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law.* • *If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the Gap Analysis or equivalent process) to ensure the intent of the law has not been changed.* b. ____ Parts of NYS Sample Local Law adopted as amendments to existing code. c. __**X**__ Language developed by municipality was demonstrated to be equivalent.

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 **exactly the same** as the Sample Local Law language	Existing clauses **equivalent** 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 **adopted**, listed as **legislative agenda** items.
1			
2			
3, 4, 5			
6			
TOTAL			

6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local code (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:
8. Provide a web address if the adopted local law can be found on a web site.	Web Address:

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

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

Permit Reference IV.C.4.b. v: 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. • *Describe the procedures below. Revise as procedures are updated.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed*
• Site Plans and subdivisions are presented to the Village Planning Board, and then are approved by the Village Board. The review of the plan is performed by the Village engineer and/or consultants hired by the village and paid for by the amount deposited in the escrow account by the applicant. Building inspector/engineer reviews and monitors the field construction activities. The applicant is directed to use the NYSDEC guidelines for erosion and sediment control and post-construction storm water management practices.	• Ongoing activity.
Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public. • *Explain the procedures below. Revise as procedures are updated.* • *Identify the responsible personnel or outside organizations.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• All planning Board Meetings are open to public. Village Engineer and/or Consultants conducting reviews consider input by the public at these meetings.	• Ongoing activity.

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.

Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02. • *Describe each procedure below. Revise as procedures are updated.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals are number of : inspections; fines assessed; stop work orders; other sanctions.*
• Village Engineer/inspector performs inspections of erosion and sediment controls deployed at the site. Any consultant inspections are paid for through the applicant escrow account. The measures need to be approved prior to issuance of the building permit. Summons issued by building inspector for any violations.	• Sites inspected by village engineer/inspector or by the consultant hired by the village. No violations cited in year 2006. The process will be continued in Year 5
Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet **within the MS4s jurisdiction.** • *Explain the activities and materials used to meet this requirement.* • *Identify the personnel or outside organization conducting this activity.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• New York State Standards and Specifications for Erosion and Sediment Control. • New York State Stormwater Management Design Manual	• The copies of the documents are retained at the Village Hall.
• Training of Construction site managers, inspectors and plan reviewers.	• Year 5.
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable goals and / or Scheduled Dates above and provide a reason(s) for the change:	

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.

Permit Reference IV.C.5.a, c: 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:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *A combination of structural and/or non-structural management practices.* • *Identify and describe below procedures to ensure installation of post-construction management practices. Revise as procedures are updated.*	**DO NOT ENTER INFORMATION IN THIS CELL**
• New York State Storm Water Management Design Manual • Village Engineer/ Inspector and/or consultant hired under escrow agreement with the applicant regularly inspect construction sites during and after construction.	• No Storm Water violations cited in Year 2006 • Continue activity in Year 2007
• *Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.* • *Describe procedures below. Revise as procedures are updated.*	• *Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.*
• Require Storm Water Pollution Prevention Plan in accordance with the New York State Stormwater Management Design Manual.	• Working on Local Law. Ongoing task

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.

Permit Reference IV.C.5.a, c (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:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Procedures for inspection and maintenance of post-construction management practices. • *Explain procedures below. Revise as procedures are updated.*	• *Example measurable goals are number of: inspections, maintenance activities performed*
• Stomwater Management practices monitored by Village Engineer/Inspector and/or Consultant, DPW and Tarrytown Police. Respond to activities reported by residents.	• Stormwater regulation being worked on for implementation in Year 5. • Continue with the inspection activities in Year 5.
• Procedures for enforcement and penalization of violators. • *Explain procedures below. Revise as procedures are updated.*	• *Example measurable goals: number enforcement activities performed.*
• Village Engineer/Inspector and/or Consultant as well as DPW and Tarrytown Police conduct site inspections to monitor the storm water management.	• Ongoing activity.

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.

Permit Reference IV.C.5.a, c (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:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • *Describe resources below. Update annually.*	DO NOT ENTER INFORMATION IN THIS CELL
• Village Engineer/Inspector is a salaried village employee, while the services of the consultant are paid for through the escrow account established for the applicant.	
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable goals and / or Scheduled Dates above and provide a reason(s) for the change:	

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

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

• This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program. • A separate table follows that is for MS4s to report on management practices performed in the identified municipal operations. • Refer to the Municipal Pollution Prevention / Good Housekeeping assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.	
Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *List pollutants that will be addressed by the municipal pollution prevention program.*	
Sediment, Floatables	
• *Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.*	DO NOT ENTER INFORMATION IN THIS CELL
Street Sweeping, Catch Basin inspection and cleaning, Solid Waste Collection, Recycling, Recycling of Village Waste Oil, Litter Basket Servicing, indoor vehicle wash with oil water separator at new Village DPW Garage and 100 percent of salt stored in bins under cover.	Street sweeping - Commercial six days and residential twice a week Catch basin inspection and cleaning (approximately 100) - Maintenance program once a month. Currently some being rebuilt as a result of inspection. Solid waste collection - Second garbage day of the week Residential Trash Pickup twice weekly (Monday/Thursday, Tuesday/Friday) Recycle Pickup - Every Wednesday except on Holidays Recycling Center open Monday through Friday and Saturday morning. Sidewalks and Parks Litter Basket Servicing (approximately 250)- once a month. • These activities are all ongoing and will be continued.
Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained). • *Explain activities and materials used to meet this requirement.* • *Identify training needs and design training components* • *Determine the adequacy and appropriate frequency of staff training.* • *Identify personnel or outside organization conducting activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• DPW Members and Fire Department Personnel receive training annually from NYS and Westchester County agencies.	• 25 NYS certified HAZMAT Technicians in Tarrytown Fire Department, five in DPW, Village Engineer Michael McGarvey is certified in HAZMAT Awareness.

Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Prevent Discharge of pollutants from Municipal Operations.	• Road Salt is stored in a salt bin under tarps separated from local water body. • The village vehicles are washed indoors at the new Village DPW Garage equipped with an oil water separator. • The employees are kept aware of local and state regulations on discharge of pollutants to stormwater.
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 6. Municipal Operations: **_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 _____

• Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention / Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.	
Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP. • *Describe how the bulleted items below focus on the pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
Street Sweeping, Catch Basin inspection and cleaning (approximately 100), Solid Waste Collection, Recycling, Recycling of Village Waste Oil, Litter Basket Servicing, indoor vehicle wash with oil water separator at new Village DPW Garage and 100 percent of salt stored in bins under cover. • These activities are all ongoing and will be continued.	Street Sweeping - Commercial six days and residential twice a week Catch basin inspection and cleaning (approximately 100) - Maintenance program once a month. As a result of inspection, some rebuilt as necessary. Solid Waste Collection - Second garbage day of the week Residential Trash Pickup twice weekly (Monday/Thursday, Tuesday/Friday) Yard Waste picked up after garbage route except on Holiday weeks. Brush in garbage bins, Branches less than 3 inch dia. Tied with biodegradable tapes, and Lawn and Leaf Waste in biodegradable paper bags. Fall leaves collected by vacuum from mid-October until winter weather to be raked to area between curb and property. Recycle Pickup - Every Wednesday except on Holidays Recycling Center open Monday through Friday and Saturday morning. Sidewalks and Parks Litter Basket Servicing (approx. 250) picked up once a month
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
• Street Sweeping Program in Place.	• Entire village is swept - Commercial areas six days and residential twice a week
• Catch Basin Cleaning Program in Place	• Catch basins are inspected and cleaned routinely.
• Roadside and Park Litter Control Program in place.	• Approximately 250 baskets emptied.
• Vehicle Maintenance.	• All municipal vehicles maintained regularly to prevent fluid leaks. Vehicles washed at DPW Garage which is equipped with oil water separator.
• Landscape Maintenance	• Landscape maintenance does not use herbicides and pesticides.
• Disposal of Garbage and recycled Materials	• Garbage and recycled materials are not stored in the village but brought to the remote dump site and Westchester County Material Recovery Facility immediately on pickup.

• Proper storage of Salt.	• 100 percent of the salt is stored in covered bins and used only as needed.
• *Identify and describe the equipment and staff that are in place.*	DO NOT ENTER INFORMATION IN THIS CELL
• Five large and three small Garbage Packers, Five Pick up Trucks, Twelve dump Trucks, one Street Sweeper with operator, one Vacuum Truck with operator (village owned). • Nine sanitation technicians in DPW (six skilled laborers and three drivers); 13 in Highway Department (8 skilled laborers, one roadway maintenance, 4 drivers); 2 laborers in Water Department, two heavy mechanics and one mechanic foreman, one Foreman and three Assistant Foremen.	N/A

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 _____

• Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention / Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.	
Permit Reference IV.C.6.a, c (continued)**:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Assess if existing programs adequately reduce and/or prevent pollutant discharges.* • *Determine and list any operation type, location or facility that is in need of modification or updates.*	DO NOT ENTER INFORMATION IN THIS CELL
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• DPW Members and Fire Department Personnel receive training annually from NYS and Westchester County agencies.	• 25 NYS certified HAZMAT Technicians in Tarrytown Fire Department, five in DPW. Village Engineer Michael McGarvey is certified in HAZMAT Awareness. • Eighteen DPW employees underwent certification in Confined Space Entry in April 2007. • 18 DPW employees undertook Defensive Driving Courses.
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Did you include any of the following documents as appendices? Put a mark for each appended document.
____ Summary of public comments received on the annual report at the public presentation (**Required**) __**X**__ Intended response to comments on the annual report (**Required**) ____ Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends. ____ Other _____

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

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

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

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharged into the MS4. The MS4s have until year 5 to complete this work.		
1) When was this work completed or planned to be completed?	Date completed: _____ ___Not yet completed Plan to complete for reporting in year: ____4; ____ 5	
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:	___ Interconnection agreements ___ Maintenance directives / BMPs ___ Access Permits ___ Tenant Leases	___ Consultant Agreements ___ Construction / Bid Documents ___ Other _____ _____
3) Indicate which of these control mechanisms or procedures contain specific language prohibiting illicit discharges:	___ Interconnection agreements ___ Maintenance directives / BMPs ___ Access Permits ___ Tenant Leases	___ Consultant Agreements ___ Construction / Bid Documents ___ Other _____ _____
4) Explain how the MS4 intends to prohibit illicit discharges if: • none of the mechanisms in number 2 contain language prohibiting illicit discharges; or • the MS4 intends to add language to prohibit illicit discharges in other control mechanisms.	Explanation:	
5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction.	Explanation:	

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

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. The MS4s have until year 5 to complete this work.	
1) When was this work completed or planned to be completed?	Date completed: _____ ___Not yet completed Plan to complete for reporting in year: ____4; ____ 5
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 erosion, sedimentation and stormwater management requirements for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02).	
___ Access Permits ___ Tenant Leases ___ Requests for Proposals (RFPs) ___ Scop of Services	___ Consultant Agreements ___ Construction / Bid Documents ___ Other Policies / Procedures _____
3) All of the erosion, sedimentation and stormwater management requirements 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.	
Control Mechanism	**Erosion, Sedimentation and Stormwater Management Requirements**
	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 *Erosion and Sediment Control* and *Stormwater Management Design Manuals* (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-02-01
	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
4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms.	Explanation:
5) Explain how the MS4 intends to enforce the requirements within their jurisdiction.	Explanation: