

**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: Saratoga County SPDES Permit Number: NYR20A 209**

See information packet for information to help complete this form.

MCC Form for year ending: March 9, <input checked="" type="checkbox"/> 2006 (Year 3) <input type="checkbox"/> 2007 (Year 4) <input type="checkbox"/> 2008 (Year 5)			
<b>Section A. MS4 Owner/Operator and Contact Person Information</b> (contact persons explained in instructions)			
<b>Owner/Operator</b> Is information below new or changed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Name: <b>Joseph Ritchey</b>		Title: <b>Commissioner</b>	
		Department: <b>Saratoga County Department of Public Works</b>	
Mailing Address:	Street or P.O. Box: <b>3654 Galway Road</b>		City: <b>Ballston Spa</b>
	County: <b>Saratoga</b>	State: <b>NY</b>	Zip Code: <b>12020</b>
Phone: <b>( 518 ) 885-2235</b>		E-mail Address: <b>N/A</b>	
<b>Local Stormwater Public Contact</b> (Required by Minimum Measure 2)			
Is information below: 1) new or changed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
2) same as: <input type="checkbox"/> Owner/Operator			
Name: <b>Blue R Neils</b>		Title: <b>Stormwater Management Coordinator</b>	
		Department: <b>Saratoga County Cornell Cooperative Extension</b>	
Mailing Address:	Street or P.O. Box: <b>50 West High Street</b>		City: <b>Ballston Spa</b>
	County: <b>Saratoga</b>	State: <b>NY</b>	Zip Code: <b>12020</b>
Phone: <b>( 518 ) 885-8995</b>		E-mail Address: <b>brn5@cornell.edu</b>	
<b>Stormwater Management Program (SWMP) Coordinator</b> (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
2) same as: <input type="checkbox"/> Owner/Operator <input checked="" type="checkbox"/> Local Stormwater Public Contact			
Name:		Title:	
		Department:	
Mailing Address:	Street or P.O. Box:		City:
	County:	State:	Zip Code:
Phone: ( )		E-mail Address:	
<b>Annual Report Preparer</b>			
Is information below: 1) new or changed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
2) same as: <input type="checkbox"/> Owner/Operator <input checked="" type="checkbox"/> Local Stormwater Public Contact <input checked="" type="checkbox"/> SWMP Coordinator			
Name:		Title:	
		Department:	
Mailing Address:	Street or P.O. Box:		City:
	County:	State:	Zip Code:
Phone: ( )		E-mail Address:	

**IMPORTANT NOTE:** Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

**Section B. Local Water Quality Information**

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

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

Yes (complete the table below)     No     Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL

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

Yes  
 No

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

Yes  
 No (explain below)

Explanation:

**Section C. Partnership Information**

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

1. Does your MS4 work with partners?  Yes (complete table below) \_\_\_ No (Proceed to Section D)

**List MS4 Partners with Legally Binding Agreements or Contracts in Place**

**Cornell Cooperative Extension; T/o Ballston; V/o Ballston Spa; T/o Charlton; T/o Clifton Park; T/o Greenfield; T/o Halfmoon; T/o Malta; T/o Milton; T/o Moreau; V/o Round Lake; C/o Saratoga Springs; V/o South Glens Falls; T/o Waterford; V/o Waterford; T/o Wilton**

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

**Capital District Regional Planning Commission; Albany County; Rensselaer County; Schenectady County**

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

**Saratoga County Soil & Water Conservation District**

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

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

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

Explain:

**Section E. Funding and Resource Allocation**

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

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

**Explain: Currently, the Saratoga County Intermunicipal Stormwater Management Program is funded through a 2003 EPF/WQIP Grant matched by participating Municipalities' In-Kind Services. The Program will continue to receive 2005 EPF/WQIP Grant funding through December 2008. At this time, Saratoga County and the Department of Public Works, have not authorized or planned long-term funding mechanisms or budget items specifically designated for Stormwater Management Program activities by the County Board of Supervisors or the Department of Public Works other than current funding levels for the Operation & Maintenance of the Saratoga County MS4. More information needs to be gathered to make budget projections which incorporate any additional costs and activities required to meet GP-02-02 Permit.**

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?

**2003 NYS-DEC EPF/WQIP Grant; 9/04 – 9/30/06; \$100,000  
2005 NYS-DEC EPF/WQIP Grant; 10/06 – 12/31/08; \$248,000**

Explain:

**Through a partnership with Cornell Cooperative Extension, the above grants have been awarded to the 16 MS4-permittees and the Saratoga County Intermunicipal Stormwater Management Program.**

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

Explain:

<b>Section F. Compliance Certification</b>			
<b>Compliance Assessment</b> - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation <i>and</i> has achieved all measurable goals scheduled to be completed <b>during this reporting year</b> . Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.			
Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR <u>ONLY</u>	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	<input checked="" type="checkbox"/> Yes ___ No ___ N/A

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

Print Name: Harry Gutheil Jr. Title: Chairman; Saratoga County Board of Supervisors

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**



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

**Regulated MS4:** Saratoga County **SPDES Permit Number:** NYR20A 209

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

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

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

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

<p><b>Permit Reference IV.C.1.a, b:</b> Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <u>Explain the program, including activities and materials used</u></li> <li>• The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP) education and outreach program has focused mainly on Municipal Officials, Employees and Local Citizen Groups. The program includes handouts and other literature that are distributed to all MS4 Permittees in Saratoga County and are kept with the Local Stormwater Coordinator and/or in Public Places such as Town, City, &amp; Village Halls; Public Libraries and displayed at community events. The Program also maintains a website which acts as an all-access clearinghouse for information relevant to stormwater management, non-point source pollution prevention, and the protection of local water resources. The website is organized by target audience, as follows:                         <ul style="list-style-type: none"> <li>• Municipalities</li> <li>• Residents</li> <li>• Business Owners</li> <li>• Contractors &amp; Developers</li> </ul> </li> </ul> <p>Each section of the website has resources and links to other websites that are specifically relevant to each target audience. All information presented on the website originates from the U.S. EPA, NYS-DEC, other Federal and State Agencies or from credible, respected Academic or NGO sources (ex. Cornell University <i>LEAPE Program</i>, Univ. of Maryland <i>NEMO Program</i>, The Center for Watershed Protection, the Low Impact Development Center, APWA, ICMA, the Stormwater Managers Resource Center...)</p>	<ul style="list-style-type: none"> <li>• Established a web-based clearinghouse for relevant Stormwater Management information. Date: August 2005 - on-going.                         <ul style="list-style-type: none"> <li>○ <a href="http://www.saratogastormwater.org">www.saratogastormwater.org</a></li> </ul> </li> </ul>

<ul style="list-style-type: none"> <li>Placed residential Stormwater BMP literature, Saratoga County Stormwater Management Coordinator/Intermunicipal Program contact information; and Rain Garden and Rain Barrel Displays at the Saratoga County Fair. Displays were constructed and maintained cooperatively with the Saratoga County Water Quality Coordinating Committee and the SWCD. Utilized existing EPA and NYS-DEC publications as well as handouts describing the Saratoga County Intermunicipal Stormwater Management Program and its participants.</li> </ul>	<ul style="list-style-type: none"> <li>Create a visible Stormwater Management Program presence at the County Fair for the Program. Date: July 12<sup>th</sup> to 17<sup>th</sup>, 2005.</li> </ul>
<ul style="list-style-type: none"> <li><u>Identify the personnel or outside organization conducting the activity.</u> All Public Education and Outreach efforts, on the part of Saratoga County and the SCI-SWMP, will be conducted by the Saratoga County/Cornell Cooperative Extension Stormwater Management Coordinator. (This excludes literature mailed by the Dept. of Public Works when issuing driveway and Public Utility/ROW permits for new construction projects that have frontage on County roads. This also excludes any information provided by Local Municipalities with the issuance of their respective Permits.)</li> </ul>	<ul style="list-style-type: none"> <li>Central coordination and implementation of a Public Education and Outreach Program; April 2005 - Ongoing</li> </ul>
<ul style="list-style-type: none"> <li><u>Indicate activities planned for next year.</u>  <u>Year 4</u> activities will include : <ul style="list-style-type: none"> <li>Continued updating and expansion of the website. Creation of a web-based information infrastructure that links all Local Municipal websites, the Capital District Regional Planning Commission (CDRPC) and this program's site (see above).</li> <li>An outdoor advertising campaign has been organized by the Capital District Counties and the CDRPC. CDRPC will act as the lead in procuring the services of Lamar Advertising. The outdoor ads will appear for three months anywhere from June 2006 through September 2006 in eight (8) locations along well traveled commuter routes throughout the Capital Region.</li> <li>The outdoor ad campaign will be followed with an effort to reach residents and business owners to increase the visibility of Local/County Stormwater Management Programs, and reinforce any and all legislated changes to Municipal Laws and/or policies regarding non-point source pollution (i.e. pooper-scooper laws, handling of household hazardous materials, treatment of lawn debris, etc.). Outreach efforts will include direct mailings, through local government and, where the opportunity arises, directing outreach projects for specific neighborhoods through out Saratoga County.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Maintain a web-based stormwater and pollution prevention information clearinghouse; August 2005 - on-going.</li> <li>Outdoor pollution prevention ad campaign; June/July 2006.</li> <li>Outreach campaign targeting residents and business owners within Saratoga County; April 2006 - Ongoing</li> </ul>

<ul style="list-style-type: none"> <li>Engage local Civic, Environmental and Business Groups/Organizations through direct outreach efforts in the form of speaking engagements and participation in Group-sponsored events such as stream clean-ups.</li> <li>Provide BMP guidance and literature to Residents, Contractors and Business owners to reduce and prevent pollution.</li> <li>Create and maintain a stormwater management and pollution prevention display(s) at the Saratoga County Fair in conjunction with the Saratoga County SWCD and SWQCC</li> </ul>	<ul style="list-style-type: none"> <li>Direct Education efforts through public speaking engagements; April 2006 - Ongoing</li> <li>Stormwater Management Program &amp; pollution prevention BMP literature distribution to residents and business owners in Saratoga County; April 2006 - Ongoing</li> <li>Create a visible Stormwater Management Program presence at the County Fair for the Program. Date: July 18<sup>th</sup> to 23<sup>rd</sup>, 2006.</li> </ul>
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<p><b>Additional Techniques</b></p> <ul style="list-style-type: none"> <li>Conducted two parts of a four-part workshop series to provide education and training to Municipal Officials regarding the required changes detailed in the Permit, including the regulation of Construction and Post-Construction Runoff Control. All MS4 Municipal Board-members were invited to attend (Planning, ZBA, T/C/V Councils) as well as Municipal Attorneys and Planning/Engineering Professionals.</li> <li>The SCI-SWMP has developed a Contractor Education program to be delivered by the SCI-SWMP Management Coordinator. The objective of the program is to reach out to and inform contractors and developers operating in Saratoga County of the changes that will occur to local project review and approval after January 8, 2008 following required adoption of Local Laws for Erosion &amp; Sediment Control. Most, if not all materials being utilized have been provided by the NYS-DEC. All information presented detailing these requirements are based on the SPDES GP-02-01 Permit and/or the NYS-DEC Model Local for Erosion &amp; Sediment Control.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Saratoga County Stormwater Workshop for Municipal Officials: <ul style="list-style-type: none"> <li>Workshop 1: November 29 – December 1, 2005; 3 sessions. 24 attendees from 16 MS4 Municipalities</li> <li>Workshop 2: February 21 – 23, 2006; 4 sessions. 21 attendees from 8 MS4 Municipalities</li> <li>Workshop 3: June 20, 2006 (tentative)</li> <li>Workshop 4: TBA</li> </ul> </li> <li>March 29, 2006 – Ongoing.</li> </ul>
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**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:** *\*NOTE: Some scheduled activities reflect the Saratoga County Intermunicipal Stormwater Management Program; Project Work Plan Table of Objectives, Tasks, & Deliverables and Project Timeline (NYS Contract No. C302498) and not the NOI; section D of SPDES GP-02-02 Permit Number NYR20A\_209. This is due to the merger of the original County SWMP and the SCI-SWMP to create broader and more effective Public Education & Outreach throughout the County through Cornell Cooperative Extension of Saratoga County. Some of the Activities listed will be credited by Local Saratoga County MS4 Municipalities because of cross-over between the Intermunicipal and Saratoga County SWMPs.*



**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.

<b>Permit Reference IV.C.2.c.iii.:</b> Design and conduct a public involvement / participation program.	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>• <u>Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</u></li> <li>• The Program has established a relationship with the Local Citizen/Environmental Group <i>The Friends of the Kayaderosseras (FoK)</i>. This partnership allows citizens interested in local water quality the opportunity to input knowledge and opinions regarding public policy in the Kayaderosseras Creek watershed. The Management Coordinator helped to draft, edit and distribute an October 2005 Stream Buffer document published by the FoK to MS4-permitted municipalities and made the publication available to the general public, on-line (see above). The document presents information on riparian corridor protection, benefits, and strategies to create such corridors through overlay zoning districts, and no-disturbance regulations.</li> <li>• Facilitated MS4 Annual Reporting in Saratoga County. Provided a summary of activities, services, events, tasks, and deliverables as part of the SCI-SWMP. Provided guidance in completing forms and attended Local Municipal Public Meetings in support of Local SWMP AR presentations to the Public.</li> <li>• Reached out to the Saratoga Lake Protection &amp; Improvement District (SLPID) to raise visibility of the SCI-SWMP to address Stormwater pollution and policies in the Saratoga Lake watershed, through the District</li> </ul>	<ul style="list-style-type: none"> <li>• Facilitate Development of Cooperative Partnerships w/ Local Civic Groups &amp; Organizations. Ongoing.</li> <li>• Facilitate interested-party input into the Stormwater Management Program. October 2005.</li> <li>• Facilitate MS4 Annual Reporting; Held Annual Report Clinic with NYS-DEC Div. of Water MS4 Permit Coordinator. April 5<sup>th</sup>, 2006. <ul style="list-style-type: none"> <li>• Attended the Village of Round Lake and City of Saratoga Springs Annual Report Presentations; April 13<sup>th</sup>, 2005 &amp; May 3<sup>rd</sup>, 2005 respectively.</li> </ul> </li> <li>• Attended the April SLPID Board of Directors meeting and made a presentation to the Board regarding the SCI-SWMP and the Phase II program, in general (April 21<sup>st</sup>, 2005)</li> </ul>
<ul style="list-style-type: none"> <li>• <u>Indicate activities planned for next year.</u></li> <li>• Facilitate Public Participation opportunities for residents through Local SWMPs. (Ex. Organizing information workshops and clean-up projects, on a neighborhood-by-neighborhood basis in coordination with local officials and SWMP personnel to address local issues and pollutants of concern.</li> <li>• Publicize Public Participation opportunities (see above), through local media and on-line, targeting residents, business owners, and Civic Groups.</li> <li>• Expand joint and cooperative efforts with Local Civic and Environmental Groups (ex. Saratoga PLAN; Preserving Land &amp; Nature, the Rotarians, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• April 2006 – Ongoing</li> <li>• June/July – Ongoing</li> <li>• April 2006 – Ongoing</li> </ul>

**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.*

Each year a press release is prepared and faxed to local print-media outlets announcing the date and time of the presentation approximately 7-10 days in advance of the presentation. Venue space is reserved at the Cornell Cooperative Extension offices at 50 Wet High Street; Ballston Spa, NY and the Management Coordinator makes the presentation. An attendance record is kept recording Name, Address, and Municipality. A Form is provided (with return mailing address) for attendees wishing to submit a written comment, based on the Report as well as additional Stormwater Management, Pollution Prevention, and the Phase II MS4 permit program information. Any comments are received and retained by the Management Coordinator.

**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:**

2 individuals; residing in the Town of Malta and the Village of Ballston Spa

**Comments on Annual Report Meeting**

No public comments received on Annual Report.  
 Comments received. **Attach summary of comments and intended responses.**

**Date of Annual Report Meeting:**

May 23<sup>rd</sup>, 2005

**Approximate Date of Meeting Next Year:**  
June 20<sup>th</sup>, 2006

**Additional Techniques**

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

- Publish the County’s Annual Report on-line and provide on-line or email-based comment-acceptance tool for residents and interested parties.
- Conduct a Clinic, in cooperation with NYS-DEC, explaining the reporting requirements and information needed to complete the SPDES GP-02-02 Permit Annual Report. In a regional cooperative effort, the AR Clinic will be open to personnel/consultants from Schenectady, Albany, and Rensselaer Counties as well as Saratoga County personnel.

- June/July 2006
- April 5, 2006

**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:** *\*NOTE: Some scheduled activities reflect the Saratoga County Intermunicipal Stormwater Management Program; Project Work Plan Table of Objectives, Tasks, & Deliverables and Project Timeline (NYS Contract No. C302498) and not the NOI; section D of SPDES GP-02-02 Permit Number NYR20A\_209. This is due to the merger of the original County SWMP and the SCI-SWMP to create broader and more effective Public Involvement & Participation throughout the County through Cornell Cooperative Extension of Saratoga County. Some of the Activities listed will be credited by Local Saratoga County MS4 Municipalities because of cross-over between the Intermunicipal and Saratoga County SWMPs.*

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

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

<p><b>Permit Reference IV.C.3.a:</b> Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li><i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>
<ul style="list-style-type: none"> <li><u>Explain the activities and procedures used to meet this requirement this year and planned for next year.</u></li> <li>County DPW personnel, involved in the outfall location and mapping component of this permit, conduct an inspection of each outfall located. Any outfall exhibiting a suspect flow is noted and reported to the Senior Engineer and the Management Coordinator for further investigation.</li> <li>Saratoga County has a strict “No Dumping” law on all County-owned property and right-of-ways. All reports are directed to the Director of Environmental Services who investigates the report and takes any remedial action necessary and allowable under County Law.</li> </ul> <p><u>Activities Planned for next Year</u></p> <ul style="list-style-type: none"> <li>Provide training, through the DEC, for personnel to identify/detect an Illicit Discharge in the course of regular daily activities in the field.</li> <li>Develop a protocol and reporting form to keep a record of reports and coordinate further investigation between the DPW, the Management Coordinator (CCE), and, if necessary, DEC Regional personnel.</li> <li>Provide IDDE-relevant information to residents to increase awareness/prevention of potentially polluting behaviors and the possibility that potential problems noted by residents are reported. Information will be provided as a part of MCM 1 &amp; 2 (see above).</li> <li>Provide a form, to be used during routine inspection/monitoring, which records the date, location, recent weather pattern, description of outfall (i.e. construction &amp; condition), and description of discharge (if any).</li> </ul>	<ul style="list-style-type: none"> <li>September 2005 - Ongoing</li> <li>Ongoing</li> <li>TBA; Depends on availability of DEC Central Office Personnel</li> <li>October/November 2006</li> <li>April 2006; Ongoing</li> <li>May 2006 – Ongoing</li> </ul>
<ul style="list-style-type: none"> <li><u>Revise as procedures are updated.</u></li> <li>It is the policy of both the County DPW and Intermunicipal SWMPs that all policies and procedures are open to review and revision. As short-comings in policy and inefficiencies in procedures are identified, such issues are potentially subject alteration once review and finding of fact are complete. In any such instance all employees, officials, or other interested parties/stakeholders will be notified in the change in SWMP policy.</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>

<ul style="list-style-type: none"> <li>• <u>Identify personnel or outside organization conducting the activities</u></li> <li>• Saratoga County Cornell Cooperative Extension</li> </ul>	
<p>N/A</p>	
<p><b>Permit Reference IV.C.3.b:</b> Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewershed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul>
<p>The Saratoga County DPW outfall location project is a comprehensive activity to locate all outfalls within the designated MS4-area, record their construction, condition, and connection to adjacent system components. Upon completion the project will identify all MS4 infrastructure and maintain that information in a GIS. Construction of the GIS will enable the identification of sewersheds/drainage areas for use in illicit discharge investigation/remediation and Emergency Spill Response planning and coordination with other agencies.</p>	<ul style="list-style-type: none"> <li>• September 2005 - Ongoing. Approximately 30% of the total Saratoga County MS4-area infrastructure and outfalls have been located and described. Field location is expected to be completed by December 2007.</li> </ul>

**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?	<input type="checkbox"/> No (go to ADDENDUM 1) <input checked="" type="checkbox"/> Yes (complete questions below)
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**Assessment of Regulatory Mechanism (Local Code)**

1) When was this assessment completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <input checked="" type="checkbox"/> 4; ___ 5.
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2) Is there an existing ordinance, local law or other regulatory mechanism?	<input type="checkbox"/> No (go to question 5) <input checked="" type="checkbox"/> Yes
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3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input checked="" type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
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4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input checked="" type="checkbox"/> Yes
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**Development of Regulatory Mechanism (Local Codes)**

5) When was this work completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <input checked="" type="checkbox"/> 4; ___ 5.
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6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input checked="" type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> MS4 will write language equivalent to NYS IDDE Model Law
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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?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, list the <b>local code(s)</b> that will be changed:
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8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> Language equivalent to NYS IDDE Model Law
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9) What was the date or is the planned date of local law adoption?	Date: <b>N/A</b>
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10) Provide a web address if adopted local law can be found on a web site.	Web Address: <b>N/A</b>
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**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

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

<p><b>Permit Reference IV.C.3.e:</b> Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <i>Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</i></p>
<ul style="list-style-type: none"> <li>• <u>Explain activities and materials used to meet this requirement this year and planned for next year</u></li> <li>• Provide IDDE-relevant information to residents to increase awareness/prevention of potentially polluting behaviors and the possibility that potential problems noted by residents are reported. Information will be provided as a part of MCM 1 &amp; 2 (see above).</li> <li>• Provide training, through the DEC, for personnel to identify/detect an Illicit Discharge in the course of regular daily activities in the field.</li> </ul>	<ul style="list-style-type: none"> <li>• April 2006; Ongoing</li> <li>• TBA; Depends on availability of DEC; Div. of Water Central Office Personnel</li> </ul>
<ul style="list-style-type: none"> <li>• <i>Identify personnel or outside organization conducting activities</i></li> <li>• Saratoga County Cornell Cooperative Extension</li> </ul>	
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <i>Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</i></p>
<p>Through the SCI-SWMP, GPS Units are available for lending to Local Municipalities to complete outfall mapping. Data Post-processing &amp; conversion to GIS-compatible format are also provided. The SCI-SWMP also provides training on the use of the GPS Units and how to conduct an outfall/MS4 inventory to all Participating Municipalities with an interest in or need for such technical/resource assistance.</p>	<p>April 2005 – Ongoing. 6 Municipalities, singularly or in a collaborative effort, have done all or some location field work &amp; data collection with SCI-SWMP equipment. Malta/Round Lake; Milton; Moreau/South Glens Falls; Ballston.</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> <i>*NOTE: Some scheduled activities reflect the Saratoga County Intermunicipal Stormwater Management Program; Project Work Plan Table of Objectives, Tasks, &amp; Deliverables and Project Timeline (NYS Contract No. C302498) and <u>not</u> the NOI; section D of SPDES GP-02-02 Permit Number NYR20A_209. This is due to the merger of the original County SWMP and the SCI-SWMP to create broader and more effective Illicit Discharge Detection &amp; Elimination throughout the County through Cornell Cooperative Extension of Saratoga County. Some of the Activities listed will be credited by Local Saratoga County MS4 Municipalities because of cross-over between the Intermunicipal and Saratoga County SWMPs.</i></p>	

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

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

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

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: _____ <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: ___4; ___5. <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion &amp; Sediment Control</i> (Sample Local Law).
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2. If preliminary assessment was completed, indicate the results.	<input type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed
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**Assessment and Development of Regulatory Mechanism (Local Code)** (continued on next page)

3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: _____ <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___4; ___5.
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4. How was the local code adopted or how will it be adopted*?  <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> <li>• If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law.</li> <li>• If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed.</li> </ul> b. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input type="checkbox"/> Language developed by municipality was demonstrated to be equivalent.
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**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

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

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

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

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

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

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

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses <b>exactly the same</b> as the Sample Local Law language	Existing clauses <b>equivalent</b> to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be <b>adopted</b> , listed as <b>legislative agenda</b> items.
1			
2			
3, 4, 5			
6			
<b>TOTAL</b>			

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

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

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

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



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

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

<p><b>Permit Reference IV.C.4.b. v:</b> Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> <li>Describe the procedures below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</li> </ul>
<p>Currently, all new construction projects which access a County road must apply for Driveway &amp;/or ROW/Utility permits. Applications are reviewed prior to the construction of access to the site and issuance of a Saratoga County driveway permit, by the DPW. All projects that are referred to Saratoga County Planning Department are also referred to the DPW for such review. The DPW also reviews and issues permits for all Public Utility projects in the County-owned ROW. The DPW reserves the right to limit access and additional volumetric stormwater inputs, into the County MS4 should the review indicate that the project in question would violate all or part of the SPDES GP-02-01 &amp; GP-02-02 Permits. The extent of review is dependent upon the size of the project. Subdivisions, commercial or industrial projects receive closer review than does a single-family home, for example.</p>	<p>Ongoing; <b>173</b> (97 Driveway Permits and 76 Public Utility/ROW Permits) Permit Applications <b>received; 173</b> Permit Applications <b>reviewed; 173</b> permits <b>issued; 100%</b> of Permit Applications received were reviewed.</p>
<p><b>Permit Reference IV.C.4.b. vi:</b> Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> <li>Explain the procedures below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The County DPW maintains a record of all information presented to it by the public. The Management Coordinator also to receives and maintains a record of all information and comments submitted by the public and interested parties/stakeholders. Contact information for the DPW is generally available through conventional sources (i.e. Local Phone Directory). The Management Coordinator's contact information is available to the public through the SCI-SWMP website (<a href="http://www.saratogastormwater.org">www.saratogastormwater.org</a>) and the Saratoga County Cornell Cooperative Extension website (<a href="http://www.ccesaratoga.org">www.ccesaratoga.org</a>). Links have also been established from Participating Local Municipal websites to the SCI-SWMP site.</p>	<p>March 2005 - Ongoing</p>
<ul style="list-style-type: none"> <li>Identify the responsible personnel or outside organizations.</li> </ul>	
<ul style="list-style-type: none"> <li>Saratoga County Cornell Cooperative Extension (<i>see above</i>)</li> </ul>	

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

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

<p><b>Permit Reference IV.C.4.b. iii, vii:</b> Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> <li>Describe each procedure below. <i>Revise as procedures are updated.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</li> </ul>
<p>N/A</p>	
<p><b>Permit Reference IV.C.4.b. viii:</b> Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet <b>within the MS4s jurisdiction.</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>Explain the activities and materials used to meet this requirement.</li> <li>The SCI-SWMP has developed a Contractor Education program to be delivered by the SCI-SWMP Management Coordinator. The objective of the program is to reach out to and inform contractors and developers operating in Saratoga County of the changes that will occur to local project review and approval after January 8, 2008 following required adoption of Local Laws for Erosion &amp; Sediment Control. Most, if not all materials being utilized have been provided by the NYS-DEC. All information presented detailing these requirements are based on the SPDES GP-02-01 Permit and/or the NYS-DEC Model Local for Erosion &amp; Sediment Control.</li> </ul>	<ul style="list-style-type: none"> <li>March 29, 2006 – Ongoing.</li> </ul>
<ul style="list-style-type: none"> <li>Identify the personnel or outside organization conducting this activity.</li> <li>Saratoga County Cornell Cooperative Extension</li> </ul>	
<ul style="list-style-type: none"> <li>Indicate activities planned for next year.</li> <li>The SCI-SWMP has developed and begun implementation of a education program targeting Municipal, Planning &amp; Zoning Board Officials, Municipal Attorneys, and Code Enforcement Officers regarding the GP-02-02 Permit, generally, and the specific requirements that Local Municipalities will have to meet and incorporate into regular activities to fully comply with the requirements of the GP-02-02 SPDES Permit. The Stormwater Workshop for Saratoga County Officials is a four-part series consisting of a workshop, conducted on multiple days, to address Stormwater Management and the GP-02-02 Permit; Erosion &amp; Sediment Control; Post-Construction Runoff Control; and SWPPP-review by targeted Municipal Officials and Boards.</li> </ul>	<ul style="list-style-type: none"> <li>Workshop 1: November 29 – December 1, 2005; 3 sessions. 24 attendees from 16 MS4 Municipalities</li> <li>Workshop 2: February 21 – 23, 2006; 4 sessions. 21 attendees from 8 MS4 Municipalities</li> <li>Workshop 3: June 20, 2006 (tentative)</li> <li>Workshop 4: TBA</li> </ul>

<ul style="list-style-type: none"> <li>The SCI-SWMP has developed a Contractor Education program to be delivered by the SCI-SWMP Management Coordinator. The objective of the program is to reach out to and inform contractors and developers operating in Saratoga County of the changes that will occur to local project review and approval after January 8, 2008 following required adoption of Local Laws for Erosion &amp; Sediment Control. Most, if not all materials being utilized have been provided by the NYS-DEC. All information presented detailing these requirements are based on the SPDES GP-02-01 Permit and/or the NYS-DEC Model Local for Erosion &amp; Sediment Control.</li> </ul>	<ul style="list-style-type: none"> <li>March 29, 2006 – Ongoing.</li> </ul>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>The SCI-SWMP has developed and begun implementation of a education program targeting Municipal, Planning &amp; Zoning Board Officials, Municipal Attorneys, and Code Enforcement Officers regarding the GP-02-02 Permit, generally, and the specific requirements that Local Municipalities will have to meet and incorporate into regular activities to fully comply with the requirements of the GP-02-02 SPDES Permit. The Stormwater Workshop for Saratoga County Officials is a four-part series consisting of a workshop, conducted on multiple days, to address Stormwater Management and the GP-02-02 Permit; Erosion &amp; Sediment Control; Post-Construction Runoff Control; and SWPPP-review by targeted Municipal Officials and Boards.</li> <li>A workshop hosted by the SCI-SWMP for Highway and Public Works Departmental Superintendents, personnel and project managers detailing the proper BMP selection, construction, and maintenance of Roadway &amp; Roadside Drainage systems presented by the Cornell Local Roads Program.</li> </ul>	<ul style="list-style-type: none"> <li>Workshop 1: November 29 – December 1, 2005; 3 sessions. 24 attendees from 16 MS4 Municipalities</li> <li>Workshop 2: February 21 – 23, 2006; 4 sessions. 21 attendees from 8 MS4 Municipalities</li> <li>Workshop 3: June 20, 2006 (tentative)</li> <li>Workshop 4: TBA</li> <li>March 14, 2006</li> </ul>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> <i>*NOTE: Some scheduled activities reflect the Saratoga County Intermunicipal Stormwater Management Program; Project Work Plan Table of Objectives, Tasks, &amp; Deliverables and Project Timeline (NYS Contract No. C302498) and not the NOI; section D of SPDES GP-02-02 Permit Number NYR20A_209. This is due to the merger of the original County SWMP and the SCI-SWMP to create broader and more effective Erosion &amp; Sediment Control Programs throughout the County through Cornell Cooperative Extension of Saratoga County. Some of the Activities listed will be credited by Local Saratoga County MS4 Municipalities because of cross-over between the Intermunicipal and Saratoga County SWMPs.</i></p>	

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

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

<p><b>Permit Reference IV.C.5.a, c.</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• A combination of structural and/or non-structural management practices.</li> <li>• <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Saratoga County only has direct control over Post-Construction BMPs for those projects sponsored or conducted by the County. In all such cases the NYS-DEC Stormwater Management Design Manual will be utilized as the technical standard for all such projects requiring Post-Construction Runoff Controls.</p>	<ul style="list-style-type: none"> <li>• January 2005</li> </ul>
<ul style="list-style-type: none"> <li>• Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</li> <li>• <i>Describe procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul>
<p>Saratoga County only has direct control over Post-Construction BMPs for those projects sponsored or conducted by the County. In all such cases Saratoga County will comply with all applicable Local, County, State, and Federal Law for project review and permitting.</p>	<p>Ongoing</p>

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

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

<b>Permit Reference IV.C.5.a, c. (continued):</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>• Procedures for inspection and maintenance of post-construction management practices.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals are number of: inspections maintenance activities performed.</i></li> </ul>
<p>Saratoga County combines inspection of all County-owned Post-Construction installations with the outfall location/MS4 system component mapping (see MCM 3 Section above). All installations are inspected for proper function &amp; condition, and, where applicable, as-built drawings and descriptions are made of the practices inspected.</p>	<ul style="list-style-type: none"> <li>• Start date: September 2005; anticipated completion: March 2007</li> <li>• Approximately 30% of the Saratoga County MS4-area stormwater infrastructure has been inspected.</li> </ul>
<p>A more comprehensive and intensive inspection process will be incorporated into yearly activities upon completion of the outfall/MS4 mapping. Saratoga County does not currently have personnel resources that would enable an all inclusive, annual inspection process. Prioritization and scheduling, year-to-year, must be based on the information gathered in the IDDE/outfall mapping project.</p>	<ul style="list-style-type: none"> <li>• Anticipated implementation date: April 2007</li> </ul>
<ul style="list-style-type: none"> <li>• Procedures for enforcement and penalization of violators.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals: number enforcement activities performed.</i></li> </ul>
<p>N/A – Saratoga County is not authorized to take enforcement or penalization action on new and re-development projects approved or permitted by Local Governments, accept in the case of a County conducted or sponsored project. In all such cases Saratoga County will comply with all applicable Local, County, State, and Federal Law and the NYS-DEC SPDES GP-02-01 Permit requirements. In the event that County-owned facilities are jeopardized by the actions of other parties, or an adjacent or near-by project the County has the right to seek relief and remediation of the problem under the NYS Environmental Conservation and Municipal Home Rule Laws.</p>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>

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

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

<p><b>Permit Reference IV.C.5.a, c.</b> (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators.</li> <li>• <i>Describe resources below. Update annually.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>N/A- Saratoga County is not authorized to perform inspections on new and re-development projects approved or permitted by Local Governments, accept in the case of a County conducted or sponsored project. In all such cases Saratoga County will comply with all applicable Local, County, State, and Federal Law and the NYS-DEC SPDES GP-02-01 Permit requirements.</p>	
<p><b>Additional Techniques</b></p> <ul style="list-style-type: none"> <li>• The SCI-SWMP has developed a Contractor Education program to be delivered by the SCI-SWMP Management Coordinator. To objective of the program is to reach out to and inform contractors and developers operating in Saratoga County of the changes that will occur to local project review and approval after January 8, 2008 following required adoption of Local Laws for Erosion &amp; Sediment Control. Most, if not all materials being utilized have been provided by the NYS-DEC. All information presented detailing these requirements are based on the SPDES GP-02-01 Permit and/or the NYS-DEC Model Local for Erosion &amp; Sediment Control.</li> <li>• The SCI-SWMP has developed and begun implementation of a education program targeting Municipal, Planning &amp; Zoning Board Officials, Municipal Attorneys, and Code Enforcement Officers regarding the GP-02-02 Permit, generally, and the specific requirements that Local Municipalities will have to meet and incorporate into regular activities to fully comply with the requirements of the GP-02-02 SPDES Permit. The Stormwater Workshop for Saratoga County Officials is a four-part series consisting of a workshop, conducted on multiple days, to address Stormwater Management and the GP-02-02 Permit; Erosion &amp; Sediment Control; Post-Construction Runoff Control; and SWPPP-review by targeted Municipal Officials and Boards.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• March 29, 2006 – Ongoing.</li> <li>• <u>Workshop 1</u>: November 29 – December 1, 2005; 3 sessions. 24 attendees from 16 MS4 Municipalities  <u>Workshop 2</u>: February 21 – 23, 2006; 4 sessions. 21 attendees from 8 MS4 Municipalities  <u>Workshop 3</u>: June 20, 2006 (tentative)  <u>Workshop 4</u>: TBA</li> </ul>

<ul style="list-style-type: none"><li>• A workshop hosted by the SCI-SWMP for Highway and Public Works Departmental Superintendents, personnel and project managers detailing proper BMP selection, construction, and maintenance of Roadways &amp; Roadside Drainage systems presented by the Cornell Local Roads Program.</li></ul>	<ul style="list-style-type: none"><li>• March 14, 2006</li></ul>
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**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:** *\*NOTE: Some scheduled activities reflect the Saratoga County Intermunicipal Stormwater Management Program; Project Work Plan Table of Objectives, Tasks, & Deliverables and Project Timeline (NYS Contract No. C302498) and not the NOI; section D of SPDES GP-02-02 Permit Number NYR20A\_209. This is due to the merger of the original County SWMP and the SCI-SWMP to create broader and more effective Post-Construction Runoff Control Programs throughout the County through Cornell Cooperative Extension of Saratoga County. Some of the Activities listed will be credited by Local Saratoga County MS4 Municipalities because of cross-over between the Intermunicipal and Saratoga County SWMPs.*

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

**OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION**

<ul style="list-style-type: none"> <li>• This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.</li> <li>• A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>List pollutants that will be addressed by the municipal pollution prevention program.</i></li> </ul>	
<ol style="list-style-type: none"> <li>1. Erosion/Sediment</li> <li>2. Oil/automotive fluids (ex. hydraulic fluid, antifreeze, etc.)</li> <li>3. Fuel/Hazardous Materials</li> <li>4. De-Icing materials</li> <li>5. Emergency Spill Prevention/Response</li> </ol>	<ol style="list-style-type: none"> <li>6. Biological Oxygen Demand – BOD (ex. Compost, yard/organic debris, roadside/ROW vegetation maintenance)</li> <li>7. Trash/Solid Waste</li> <li>8. Pesticides/Herbicides/fertilizers</li> </ol>
<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>	
<ul style="list-style-type: none"> <li>• <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i></li> <li>• The Saratoga County DPW <i>Good Housekeeping/Pollution Prevention Program</i> addresses all County-owned infrastructure, facilities, operations and property within the Saratoga County MS4-area (see attached map). Priority is placed on maintaining the design capacity/function of MS4 system components in this area (ex. Catch basin cleaning, Ditchline and vegetation maintenance, road/street sweeping.). Priority at facilities operated by DPW are placed on no or low-level exposure of potential pollutants to precipitation and stormwater runoff (ex. All equipment maintenance takes place in-doors, in-door salt storage, fueling station has canopy and is disconnected from MS4). All crew chiefs and construction managers have a copy of the NYS Erosion &amp; Sediment Control Field Notebook for reference, in the field, during construction/linear projects. All mechanics receive training to prevent or limit pollution while making repairs in the field. The Emergency Spill Response Plan is currently being evaluated and updated to address requirements of the GP-02-02 Permit and will be completed when the IDDE mapping project has been finalized.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>



<ul style="list-style-type: none"> <li>• A process to audit all DPW or Highway Department operations and facilities for potential pollutant sources and management efficiency has been developed by the SCI-SWMP and is based on the ICMA &amp; APWA Environmental Management Systems model. The process is being implemented on a pilot basis by the Town of Wilton Highway Department and will be made available for implementation by additional Saratoga County MS4 Municipalities and the County DPW during the next reporting year (2007; Year-4).</li> </ul>	<ul style="list-style-type: none"> <li>• Pilot: Ongoing. Generally available: January 2007.</li> </ul>
<ul style="list-style-type: none"> <li>• A Policy will be developed to address the use of fertilizers, pesticides, and herbicides on all County-owned property (where applicable).</li> </ul>	<ul style="list-style-type: none"> <li>• Year 4 – 5; 2006 – 07.</li> </ul>
<p><b>Permit Reference IV.C.6.a:</b> Include a municipal pollution prevention training component for staff (where all staff are trained). .</p> <ul style="list-style-type: none"> <li>• <i>Identify training needs and design training components.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <i>Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</i></p>
<ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement</i></li> <li>• Providing and requiring all DPW mechanics complete a pollution prevention training while making vehicle and equipment repairs in the field.</li> <li>• Provided all foreman and project managers with the NYS Erosion &amp; Sediment Control Field Notebook. The practices in the Notebook correspond to construction details within plans developed by the Engineering Staff utilizing the NYS Guidelines for Urban Erosion &amp; Sediment Control (Blue Book) for all County Construction/Linear projects.</li> <li>• All Saratoga County DPW equipment operators are required to conduct a daily safety inspection to ensure that equipment is in proper working order (i.e. not leaking fluid, no broken parts, no faulty hydraulic/mechanical components, etc.). Faulty equipment is temporarily removed from service until repairs can be effected.</li> <li>• General Pollution Prevention training is provided to all employees utilizing a training video targeting Municipal/DPW/Highway Department personnel in the courses of daily activities (Ex Cal Visual; Denver, CO). The training video will be made available to all SCI-SWMP participants next reporting year (2007; Year-4).</li> <li>• Utilize Cornell Local Roads Program to provide Roadway and Roadside Drainage Construction and Maintenance training.</li> </ul>	<ul style="list-style-type: none"> <li>• 2006 – Ongoing. All mechanics will complete training by the end of reporting year 4; 2007.</li> <li>• March 2005</li>   <li>• Daily; ongoing</li>   <li>• March 2005 (County); SCI-SWMP: May 2006</li>   <li>• March 14, 2006</li> </ul>
<ul style="list-style-type: none"> <li>• <i>Determine the adequacy and appropriate frequency of staff training</i></li> <li>• Training programs will not be evaluated until reporting Year – 5; 2007- 08.</li> </ul>	<ul style="list-style-type: none"> <li>• 2007 – 2008; Reporting Year – 5.</li> </ul>
<ul style="list-style-type: none"> <li>• <i>Identify personnel or outside organization conducting activities.</i></li> <li>• Saratoga County Cornell Cooperative Extension</li> <li>• Cornell Local Roads Program</li> </ul>	

<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> <i>NOTE: Some scheduled activities reflect the Saratoga County Intermunicipal Stormwater Management Program; Project Work Plan Table of Objectives, Tasks, &amp; Deliverables and Project Timeline (NYS Contract No. C302498) and <u>not</u> the NOI; section D of SPDES GP-02-02 Permit Number NYR20A_209. This is due to the merger of the original County SWMP and the SCI-SWMP to create broader and more effective Good Housekeeping/Pollution Prevention Program throughout the County through Cornell Cooperative Extension of Saratoga County. Some of the Activities listed will be credited by Local Saratoga County MS4 Municipalities because of cross-over between the Intermunicipal and Saratoga County SWMPs</i>	

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

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>• <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing policies and procedures</i></li> <li>• The Mechanics training requirement helps to ensure that Oils and other toxics do not pose a threat to local water quality. This raises awareness, among employees, about the importance of pollution prevention and the Saratoga County DPW overall policy goal to minimize pollution from operational and maintenance activities.</li> <li>• By providing foreman with the Field Notebook helps to ensure that erosion and sediment transport into near-by water bodies is minimized. This also reinforces the Saratoga County DPW overall policy goal to minimize erosion and sedimentation of local water bodies during DPW construction maintenance to the maximum extent practicable.</li> </ul>	<ul style="list-style-type: none"> <li>• 2006 – Ongoing. All mechanics will complete training by the end of reporting year 4; 2007.</li> <li>• March 2005</li> </ul>

<ul style="list-style-type: none"> <li>• Requiring daily inspections be performed by all equipment operators before beginning the days work with their machine ensures early detection of potential safety hazards including any leaking of fluids. The reporting of the defect to a DPW Mechanic closes the policy loop, for equipment operation, enabling the Mechanics to utilize their pollution prevention training, furthering the Saratoga County DPW overall policy goal to minimize pollution from operational and maintenance activities.</li> <li>• The Cornell Local Roads Program workshop provides valuable training to DPW and Highway personnel and managers on the proper management of roadside and roadway runoff as well as how to construct and maintain systems that are effective, durable, and minimize the impacts from construction by preventing erosion and controlling sediments. Operationally, this reinforces the Saratoga County DPW overall policy goal to minimize erosion and sedimentation of local water bodies during DPW construction activities to the maximum extent practicable and that all new/rebuilt/upgraded runoff controls are properly selected, designed and constructed.</li> </ul>	<ul style="list-style-type: none"> <li>• Daily; ongoing</li> <li>• March 14, 2006</li> </ul>
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any policies and procedures being developed</i></li> <li>• Greater scope relative to Municipal Operations policy will have to be developed to address Winter Road Maintenance; Park &amp; Open Space Maintenance; Municipal Building Maintenance, and Solid Waste Management. Current policy will be examined and modified, as necessary, to fulfill the requirements of this Permit as personnel are available to complete such tasks.</li> </ul>	<ul style="list-style-type: none"> <li>• Reporting Year – 4 &amp; 5; 2006 – 2008.</li> </ul>
	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any existing best management practices</i></li> <li>• In the case of total reconstruction of a County highway, the existing asphalt is typically removed and gravel is exposed until new pavement is installed. The County dispatches a water truck to roads under construction to help control unwanted movement of dust caused by traffic.</li> <li>• Stone fill (rip-rap) is typically installed at the outlet end of culvert pipes to reduce the velocity and erosion capabilities of water flowing through the pipe.</li> <li>• Stone fill (rip-rap) is also used to reinforce drainage ditches and swales.</li> <li>• Erosion control blankets and fiber mats are installed to protect against slope erosion.</li> <li>• Stone check dams are installed in certain drainage areas.</li> </ul>	

<ul style="list-style-type: none"> <li>• A County owned hydro-seeder is used to broadcast seed and fertilizer on exposed soil surfaces such as recently excavated drainage ditches. A tacifier agent is added to the mixture when applying to steep slopes.</li> <li>• Straw bale dikes are used as a temporary barrier to help intercept sediment laden flow. These dikes are typically installed at the toe of the slope.</li> <li>• Silt fencing is installed as a temporary barrier to help intercept sediment laden flow.</li> </ul>	
<ul style="list-style-type: none"> <li>• <i>Briefly describe or reference any planned best management practices</i></li> <li>• Saratoga County DPW implemented <i>Spill Prevention, Control and Countermeasure Plans (SPCC Plans)</i> for the North Garage Facility and the County Airport in accordance with EPA guidelines. The contents of this plan are used to help prevent fuel spills from reaching navigable waters of the United States. This plan addresses the following: operating procedures that help prevent spills, descriptions of containment/diversionary structures and equipment that prevent discharge spills from reaching navigable waters, and countermeasures to contain and clean-up any spills. Because each facility (The North Garage in Hadley and the County Airport in Milton) have above ground fuel tanks with capacities greater than 1,320 gallons, they are required to have SPCC Plans on-hand and implemented.</li> </ul>	<ul style="list-style-type: none"> <li>• March 2006 - Ongoing</li> </ul>
	DO NOT ENTER INFORMATION IN THIS CELL
<ul style="list-style-type: none"> <li>• <i>Identify and describe the equipment and staff that are in place</i></li> <li>• Hydro-Seeder; selected employees are trained on the proper use of the Hydro-seeder.</li> <li>• Water truck; Selected employees are trained on the proper operation of the water truck for use during construction activities.</li> <li>• Street sweeper; at least one employee has been trained to operate the street sweeper to meet NYS-DOT mandated annual street and road sweeping.</li> </ul>	

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

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.6.a, c (continued):</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	<b>Describe Measurable Goals and Results (when applicable)</b> <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
	DO NOT ENTER INFORMATION IN THIS CELL
<ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• A system of sampling and/or modeling of local water bodies does not currently exist to make an informed determination. Until such a modeling or sampling regime is created determinations about the actual reduction of pollutants of concern is scientifically impossible. Because of the more recent advent of the policies described above sufficient time has not lapsed to make any determination as to their effectiveness. Barring the creation of a sampling program, the focus of Saratoga County’s Good Housekeeping/Pollution Prevention Policy must focus efforts on developing procedures and practices designed to prevent pollution and eliminate polluting practices to the maximum extent practicable. Assessment of gaps in policy will be addressed on an ongoing basis. Assessment of the efficacy and efficiency of these policies will occur in reporting Year – 5.</li> </ul>	
<ul style="list-style-type: none"> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> <li>• Currently, Saratoga County is making determinations regarding facilities or installations that are in need of repairs and/or updates. A complete list will be developed in reporting Year – 4.</li> </ul>	<ul style="list-style-type: none"> <li>• TBD; Year – 4.</li> </ul>

<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Vehicle Mechanics are being trained in “Storm Water Pollution Prevention”. This training entails the proper procedures on disposal and containment of automobile and equipment fluids. This program also includes training mechanics on utilizing the proper locations of washing down vehicles (locations where oil-water separators are present). The individuals being trained were shown a BMP video.</li> <li>• Employees are informally trained on the proper use of the County owned hydro-seeder.</li> </ul>	<ul style="list-style-type: none"> <li>• 2006 – Ongoing.</li> </ul>
<ul style="list-style-type: none"> <li>• <i>Identify the personnel or outside organization conducting the activities</i></li> <li>• N/A</li> </ul>	
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p>	

**Did you include any of the following documents as appendices? Put a mark each appended document.**

N/A Summary of public comments received on the annual report at the public presentation (**Required**)

N/A Intended response to comments on the annual report (**Required**)

No Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.

Yes Other Saratoga County MS4-area Map

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

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



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

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

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

<p><b>Permit Reference IV.C.4.b.i, 5.a.i:</b> Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. The MS4s have until year 5 to complete this work.</p>	
<p>1) When was this work completed or planned to be completed?</p>	<p>Date completed: _____ <input checked="" type="checkbox"/> Not yet completed  Plan to complete for reporting in year: <input checked="" type="checkbox"/> 4; <input checked="" type="checkbox"/> 5.</p>
<p>2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the <u>erosion, sedimentation and stormwater management requirements</u> for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).</p>	
<p><input checked="" type="checkbox"/> Access Permits  <input type="checkbox"/> Tenant Leases  <input checked="" type="checkbox"/> Requests for Proposals (RFPs)  <input checked="" type="checkbox"/> Scope of Services</p>	<p><input type="checkbox"/> Consultant Agreements  <input checked="" type="checkbox"/> Construction / Bid Documents  <input checked="" type="checkbox"/> Other Policies / Procedures: <u>A written policy regarding adherence to all GP-02-01 Permit requirements for Construction Projects sponsored or conducted by Saratoga County, its Agencies and Assigns will be prepared by the Management Coordinator, the County Attorney, the County Administrator, Environmental Services, Planning, and Public Works Departments. Said policy will then be adopted by the Saratoga County Board of Supervisors through Resolution. All agencies will be notified of the change in policy following said Resolution Adoption.</u></p>
<p>3) All of the <u>erosion, sedimentation and stormwater management requirements</u> below must be addressed by the MS4's control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.</p>	
<p><b>Control Mechanism</b></p>	<p><b><u>Erosion, Sedimentation and Stormwater Management Requirements</u></b></p>
<p>Bid Documents; RFP; formal policy; Scope of Services</p>	<p>Require all projects to have SWPPPs, as in GP-02-01</p>
<p>Bid Documents; RFP; formal policy; Scope of Services</p>	<p>Require all 16 components of a basic SWPPP (erosion and sediment control)</p>
<p>Bid Documents; RFP; formal policy; Scope of Services</p>	<p>Require all additional 7 components for a full SWPPP when post-construction control is required</p>
<p>Bid Documents; RFP; formal policy; Scope of Services</p>	<p>Meet the standards in the <i>Erosion and Sediment Control</i> and <i>Stormwater Management Design Manuals</i> (or otherwise meet the requirements of GP-02-01)</p>
<p>Bid Documents; RFP; formal policy; Scope of Services</p>	<p>Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP</p>
<p>Bid Documents; RFP; formal policy; Scope of Services</p>	<p>Require proper operation and maintenance of stormwater facilities during construction</p>
<p>Formal policy; Access Permits</p>	<p>Require proper operation and maintenance of stormwater facilities after construction</p>
<p>Bid Documents; RFP; formal policy; Scope of Services</p>	<p>Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01</p>

Formal Policy; Access Permits	Have a process for review of SWPPPs
Bid Documents; RFP; formal policy; Scope of Services	Require site self inspections as in GP-02-01
Bid Documents; RFP; formal policy; Scope of Services; Access Permits	Have enforcement procedures during and after construction
Bid Documents; RFP; formal policy; Scope of Services; Access Permits	Require construction site operators to control waste
Formal policy	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: Saratoga County owns, maintains and operates the MS4 within its Right of Way on all County Roads. Saratoga County also owns, operates, and maintains all MS4 components on County-owned lands and building complexes. As such the County maintains full control of the use of those systems and would have enforcement capability, should the need arise, to seek relief and set a reasonable course of action to remedy any event which violates the GP-02-02 Permit or the Clean Water Act. Further, any and all legal contracts or purchase of services entered into by the County are fully enforceable, under NYS Law, thereby giving the County legal standing to enforce all contingencies of any policy, contract or service agreement that is necessary and proper for the County in meeting the requirements of the GP-02-02 SPDES Permit. A penal schedule will be developed that is, at least, commensurate with the SPDES GP-02-01 Permit, the Clean Water Act, and the NYS-DEC Model Local Law for Erosion & Sediment and Post-Construction Runoff Control.