



**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: _____ **County of Putnam** _____ **SPDES Permit Number: NYR20A343**

See information packet for information to help complete this form.

MCC Form for year ending: March 9, ___ 2006 (Year 3) <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> No			
Name: Robert Bondi		Title: County Executive	Department:
Mailing Address:	Street or P.O. Box: P.O. Box 40 Gleneida Avenue	City: Carmel	
	County: Putnam	State: NY	Zip Code: 10512
Phone: (845) 225 – 3641		E-mail Address:	
Local Stormwater Public Contact (Required by Minimum Measure 2)			
Is information below: 1) new or changed? ___ Yes <input checked="" type="checkbox"/> No 2) same as: ___ Owner/Operator			
Name: Harold J. Gary		Title: Commissioner	Department: Highways & Facilities
Mailing Address:	Street or P.O. Box: 842 Fair Street, Box 331	City: Carmel	
	County: Putnam	State: NY	Zip Code: 10512
Phone: (845) 878-6331		E-mail Address:	
Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? ___ Yes ___ No 2) same as: ___ 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 <input checked="" type="checkbox"/> No 2) same as: ___ Owner/Operator ___ Local Stormwater Public Contact ___ SWMP Coordinator			
Name: Insite Engineering		Title: Consultant	Department:
Mailing Address:	Street or P.O. Box: 3 Garrett Place	City: Carmel	
	County: Putnam	State: New York	Zip Code: 10512
Phone: (845) 225 – 9690		E-mail Address: jcontelmo@insite-eng.com	

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
NYCDEP East of Hudson Reservoir Basin	Phosphorus		X
Peach Lake	Phosphorus, Pathogens	X	
Oscawana Lake	Phosphorus	X	
Hudson River	PCB's, Cadmium	X	
Boyd's Corners Reservoir	Mercury	X	
Lake Carmel	Phosphorus	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
 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:

The county is awaiting the adoption of the East of Hudson MS4 Heightened Requirements and will then make necessary changes to the SWMP, based on available funding.

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

Putnam County MS4 Coordinating Committee, including the Town of Carmel, Town of Patterson, Town of Putnam Valley, Town of Kent, Town of Southeast, Putnam County, and the Carmel Central School District.

List MS4 Partners with Planned Legally Binding Agreements or Contracts

N/A

List MS4 Partners with Other Agreements in Place

N/A

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: Since these mandates of this MS4 program have been given to municipalities without any matching funding, it is extremely important that both the City of New York and the State Department of Environmental Conservation target funds to our County and Towns to assist in our efforts. There is no doubt that all our efforts to meet the benchmarks of this MS4 program by the date of January 8, 2008 will require a significant contribution from the City and State in a partnership with local government in the New York City watershed areas that represent the majority of Putnam County.

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

Explain: The County currently receives funding from two sources: 1) Putnam County's annual budget, and 2) available grants which are not guaranteed.

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

Explain: Both sources of funding do not cover the majority of the cost to implement the MS4 program. The county needs funding from the state and federal government.

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 <i>and</i> has achieved all measurable goals scheduled to be completed during this reporting year . Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.			
Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR <u>ONLY</u>	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer: See Annual Report Table for year 4 goals.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer: See Annual Report Table for Year 5 goals.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> 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: Robert Bondi Title: County Executive

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 VII.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**

Regulated MS4: _____ County of Putnam _____ SPDES Permit Number: NYR20A343

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 - 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.

<p>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 stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> • <i>Explain the program, including activities and materials used</i> • <i>Identify the personnel or outside organization conducting the activity.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The County through the Division of Planning and Development/Soil and Water Conservation District funded the Lake Management Grant Program. In Year Four the County awarded 8 grants to selected lake organizations in the County with funds totaling \$25,803.00.</p>	<p>County will continue to fund the Lake Management Grant Program, containing an educational component addressing non point source (NPS) pollution issues.</p>
<p>The County maintains a website (www.putnamcountyny.com). The site provides links to the Department of Highways and Facilities and the Soil and Water Conservation District. These pages are in the process of being updated to include a list of stormwater information, links, and copies of the county's SWMP, NOI, and AR's.</p>	<p>The County will continue to expand the Stormwater webpage to include two stormwater management publications targeting selected management practices each year, as well as an updated version of the Year 4 Annual Report upon completion.</p>
<p>Print two brochures on a specific stormwater management practice.</p>	<p>The Soil & Water Conservation District distributed 2,500 copies of each of the following brochures; <i>Preventing Stormwater Pollution</i> and <i>Phase II Construction Requirements and Your Development</i>.</p>
<p> </p>	<p> </p>
<p> </p>	<p> </p>
<p> </p>	<p> </p>

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.

<p>Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> 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. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>	
<p>Provide public notice, by way of newspaper, for key County events and upcoming stormwater meetings.</p>	<p>The County utilizes the local newspapers to provide notice of upcoming stormwater events.</p>	
<p>Provide public notice for all County SWMP related public hearings.</p>	<p>The County utilizes the local newspapers to post public notice for SWMP public hearings.</p>	
<p>Provide full access to the public to review and request copies of all information collected and developed as part of the County SWMP.</p>	<p>The County maintains a library of information at the Department of Highways and Facilities and the Planning Department with full access to the public.</p>	
<p>The County through the Department of Highways and Facilities continued their "Adopt a Road Program".</p>	<p>There were 6 County roads and 4 Town roads adopted during Year 4.</p>	
<p>The Putnam County Soil & Water Conservation District conducted a sales program of seedlings and ground cover plants to promote public participation in reforestation and reclamation.</p>	<p>236 landowners participated, with 11,500 seedlings / groundcover plants sold.</p>	
<p>The Putnam County Department of Health conducts a household hazardous waste pickup program.</p>	<p>This program will continue in Year 5.</p>	
<p>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. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p>		
<p>The County posted a public notice in the local newspaper regarding the May 24, 2006 public presentation on the Year 3 AR.</p>		
<p>Permit Reference IV.C.2.e: Public presentation of; f: summary of comments received on; and g: intended response to comments on the SWMPAR.</p>		
<p>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented: No attendees.</p>		
<p>Comments on Annual Report Meeting <input checked="" type="checkbox"/> No public comments received on Annual Report. <input type="checkbox"/> Comments received. Attach summary of comments and intended responses.</p>	<p>Date of Annual Report Meeting: May 23, 2007</p>	<p>Approximate Date of Meeting Next Year: May 21, 2008</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>	
<p>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:</p>		

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>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.</p> <ul style="list-style-type: none"> • <i>Explain the activities and procedures used to meet this requirement this year <u>and planned for next year.</u></i> • <i>Revise as procedures are updated.</i> • <i>Identify personnel or outside organization conducting the activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i>
<p>The Putnam County Department of Highways and Facilities employees who work under the Maintenance and Construction division have an existing, informal protocol in place for identifying and reporting illicit discharges. The department has developed an ongoing reporting policy to the PCDOH for further inspection of any illicit discharges found during their daily routines throughout the County.</p>	<p>Continue to identify source and eliminate all illicit discharges identified. The Maintenance and Construction Division reported approximately 12 instances in Year 4 which were reported to PCDOH for elimination.</p>
<p>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. <i>Explain activities performed this year <u>and planned for next year</u>, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> • 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. <i>State if maps are in GIS.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: percent of outfalls mapped</i>
<p>The County continues to prepare mapping of drainage structures, piping, and outfalls along every county road, and at county facilities.</p>	<p>These maps are updated on an ongoing basis (not in GIS)</p>
<p>The County has conducted a comprehensive study of all drainage infrastructure at each County owned facility.</p>	<p>The drainage infrastructure for 22 County owned facilities were mapped.</p>

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 type="checkbox"/> 4; <input checked="" type="checkbox"/> 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 type="checkbox"/> Yes
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3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input 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 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 type="checkbox"/> 4; <input checked="" type="checkbox"/> 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 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 type="checkbox"/> No <input type="checkbox"/> Yes, list the local code(s) 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:
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10) Provide a web address if adopted local law can be found on a web site.	Web Address:
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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.

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. <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement this year <u>and planned for next year</u></i> • <i>Identify personnel or outside organization conducting activities</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
In Year 4 the County Department of Highways and Facilities conducted IDDE training the supervisors from their Department and the County Parks Department.	The training session was held on January 23, 2007 and attended by 10 supervisors.
Department heads provide informal training to employees.	Informal training is an ongoing task.
The Department of Highways and Facilities has informal training for both current and new employees.	The department will continue to train its employees in-house in the coming year.
Additional formal training for the County employees is planned for the coming year, pending a grant and assistance from the Putnam County MS4 Coordinating Committee.	Additional formal training for public employees and the general public will be scheduled and completed by the end of Year 5.
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
In year 3 the County initiated a septic repair program for residences in close proximity to critical waterbodies.	As of May 2007 there were approximately 34 septic systems were repaired and approximately 60 additional properties are in the program.
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?	<input type="checkbox"/> No (go to ADDENDUM 2) <input checked="" type="checkbox"/> Yes (complete questions below) The local municipalities enact Land use ordinances in the County.
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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 checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: __4; <input checked="" type="checkbox"/> 5. <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion & 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 checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: __4; <input checked="" type="checkbox"/> 5.
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4. How was the local code adopted or how will it be adopted*? <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> • 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 <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed. 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 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 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>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.</p> <ul style="list-style-type: none"> • <i>Describe the procedures below. <u>Revise as procedures are updated.</u></i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
<p>The county currently requires erosion and sedimentation controls on all applicable County projects.</p>	<p>This will continue as an ongoing process.</p>
<p>Site plan review is not conducted on the County level.</p>	<p>N/A</p>
<p> </p>	<p> </p>
<p>Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> • <i>Explain the procedures below. <u>Revise as procedures are updated.</u></i> • <i>Identify the responsible personnel or outside organizations.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>The County maintains open project files for the public to access.</p>	<p>This will continue as an ongoing process.</p>
<p> </p>	<p> </p>

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>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.</p> <ul style="list-style-type: none"> • <i>Describe each procedure below. <u>Revise as procedures are updated.</u></i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</i>
<p>County personnel or project consultants review implementation of erosion control measures on County projects.</p>	<p>Non complying sites are brought into compliance.</p>
<p>The Putnam County Health Department reviews erosion control implementation as part of their SSTS permitting.</p>	<p>Non complying sites are not granted final permits until they comply.</p>
<p>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.</p> <ul style="list-style-type: none"> • <i>Explain the activities and materials used to meet this requirement.</i> • <i>Identify the personnel or outside organization conducting this activity.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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:</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.

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)
<ul style="list-style-type: none"> A combination of structural and/or non-structural management practices. <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i> 	DO NOT ENTER INFORMATION IN THIS CELL
New County projects are required to prepare SWPPP's and install post construction management practices as applicable.	New County projects will continue to be required to prepare SWPPP's and install post construction management practices.
<ul style="list-style-type: none"> Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. <i>Describe procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
New County projects disturbing greater than 1 acre prepare SWPPP's according to the GP-02-01.	In Year 4, two projects were under construction with coverage under GP-02-01.

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)
<ul style="list-style-type: none"> • Procedures for inspection and maintenance of post-construction management practices. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals are number of: inspections maintenance activities performed.</i>
County stormwater infrastructure is inspected and maintained on an ongoing basis.	County stormwater infrastructure is inspected and maintained on an ongoing basis.
<ul style="list-style-type: none"> • Procedures for enforcement and penalization of violators. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals: number enforcement activities performed.</i>
N/A	N/A

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>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:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • <i>Describe resources below. Update annually.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The County through the Department of Highways and Facilities continues to develop strategies and prioritize stormwater management practices to address water quality problem areas.</p>	<p>In Year 4 the County worked with the Mahopac School to dredge a stilling basin, restore a stream channel and install a hydrodynamic separator along Baldwin Place Road.</p> <p>The County Department of Highways & Facilities installed an oil/water separator at their Fair Street facility.</p> <p>The County installed a new wastewater treatment system at the Putnam National Golf Club.</p> <p>The County installed a new SSTS at the Kern Building.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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:</p>	

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"> • 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 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)
<ul style="list-style-type: none"> • <i>List pollutants that will be addressed by the municipal pollution prevention program.</i> 	
Phosphorous / Sediment	
<ul style="list-style-type: none"> • <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Priority geographic areas include areas adjacent to protected waterbodies including NYCDEP reservoirs and streams. Priority municipal operations include highways, parks, and facility operations.	In year 4 priority operations will be reviewed
Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained). <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement.</i> • <i>Identify training needs and design training components</i> • <i>Determine the adequacy and appropriate frequency of staff training.</i> • <i>Identify personnel or outside organization conducting activities.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The County with assistance from the Cornell Local Roads program provided a training session for BMPs used in roadway and roadside drainage.	The program was held on February 15, 2007 and included 21 attendees for County and local Town Highway and Parks Departments.
Yearly training would provide intended results. (County is relying on the Putnam County MS4 Coordinating Committee grant for funding and resources for training activities)	The Putnam County MS4 Coordinating Committee has applied for a grant which if received will be used for formal training.
Department heads provide informal training to employees.	Informal training is an ongoing task.
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Municipality: **County of Putnam**

Permit Number: **NYR40A343**

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: _____

<ul style="list-style-type: none"> • 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. 	
<p>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.</p> <ul style="list-style-type: none"> • <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing policies and procedures</i> • <i>Briefly describe or reference any policies and procedures being developed</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The County wide drainage system is cleaned and maintained yearly, with selected structures and pipes being replaced yearly.</p>	<p>All programs will be reviewed in Year 5.</p>
<p>Sand / Salt storage and application polices are currently in place.</p>	<p>This is an ongoing program.</p>
<p>The Department of Highways and Facilities owns a street sweeper and a vac-all. The sweepers run during the spring sweeping county roads and facilities to remove accumulated sediment during the winter months</p>	<p>This is an ongoing program.</p>
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing best management practices</i> • <i>Briefly describe or reference any planned best management practices</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Salt storage is contained in a covered enclosure.</p>	<p>All BMP's will be reviewed in Year 5.</p>
<p>Catch basin cleaning is performed annually.</p>	
<p>Street sweeping and road clean up is performed throughout the year.</p>	
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>

Municipality: **County of Putnam**

Permit Number: **NYR40A343**

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: _____

<ul style="list-style-type: none"> • 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. 	
<p>Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i> • <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>The County continues to review their ongoing maintenance programs relative to best management practices. The practices include street cleaning, catch basin and storm drain cleaning, hazardous waste materials management, landscape and lawn care, road salt storage, roadway maintenance, and County owned septic system management.</p>	<p>Operations will be reviewed in Year 5.</p>
<p>Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Informal training is an ongoing task in all departments.</p>	<p>Training will continue in Year 5.</p>
<p>A training video has been purchased and is planned to be viewed by employees.</p>	<p>This training will take place in Year 5.</p>
<p>The Putnam County MS4 Coordinating Committee grant is pending for formal training of all departments.</p>	<p>This training will take place in Year 5, when the grant is received.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>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:</p>	

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

No Comments Received

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**)

 Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.

 Other _____

