

*File:
Stormwater management*

Memo

To: Mayor Kinnally and Members of the Board of Trustees, Village of Hastings-on-Hudson
From: Angela Witkowski, Director of Planning
Date: October 7, 2005
Subject:

Attached for your review is the Annual Report and Municipal Compliance Certification covering the Stormwater Management activities during the period from March 10 through March 9, 2005 (Year 2). All municipalities are required to submit annual reports to New York State Department of Environmental Conservation after discussion at a public meeting and providing opportunity for public comment. This Annual Report will be posted on the Village website and any public comments received after the document is submitted to DEC can be incorporated into the program activities and Annual Report for the period from March 10, 2005 through March 9, 2006 (Year 3). The purpose of the annual report is to monitor the activities that will lead municipalities to full implementation of their Storm water Management Plans by 2008.

Much of the work that was programmed for Year 2 and 3 will be implemented as part of the scope of work for the 16 – municipality consortium with Village of Sleepy Hollow as the lead municipality. Mike Ritchie of Dolf Rotfeld Engineering (the consulting engineer assisting the consortium) is meeting with the contact person for the individual communities throughout the month of October to begin administrative training. He will be meeting with me on October 25.



NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

**SPDES General Permit for Stormwater Discharges from
Small Municipal Separate Storm Sewers (MS4s), Permit No. GP- 02-02
Municipal Compliance Certification (Submitted with the SWMPAR)**

Section A. Small MS4 Owner/Operator Information		Annual Report for the year ending: March 9, <u>2005</u>	
SPDES No.: NYR20A21		MS4 Name: Village of Hastings-on-Hudson	
Contact Name: Angela Witkowski		Contact Title: Director of Planning	Phone No.: (914) 478-3400 Ext. 630
Mailing Address:	Street or P.O. Box: 7 Maple Avenue	City: Hastings-on-Hudson	
	County: Westchester	State: NY	Zip Code: 10706
Is any of this information new or changed since your last certification? (Please circle one answer) <input checked="" type="checkbox"/> <u>Yes</u> <input type="checkbox"/> No			

Section B. Watershed and MS4 Partnership Information (Please circle one answer for each question)	
1. a) Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit ? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
b) If you answered yes to 1a), have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the permit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <u>N/A</u>	
2. a) Have any new MS4 partnerships developed, where another municipality will be responsible for carrying out a portion of your municipality's SWMP? If yes, please specify the municipality and the activity. <input checked="" type="checkbox"/> <u>Yes</u> <input type="checkbox"/> No	
b) Municipality: <u>Village of Sleepy Hollow, lead municipality in 16 municipality consortium</u>	
c) Activity: <u>GIS Mapping of outfalls, Training for monitoring water quality, Tech assistance with zoning amendments and other code and ordinance amendments</u>	
d) Has a legally binding intermunicipal agreement been executed? If yes, please include a copy of the agreement as an appendix to the Stormwater Management Program Annual Report (SWMPAR). Yes <input type="checkbox"/> No <input type="checkbox"/> <u>N/A</u>	

Section C. Evaluation of Compliance			
1. For each of the six minimum measures listed below, indicate 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 period. (Please circle one answer for each question)			
	<u>Steady Progress</u>		<u>Goals Achieved</u>
a) Public education	<u>Yes</u>	No	<u>Yes</u> No
b) Public participation/involvement	<u>Yes</u>	No	<u>Yes</u> No
c) Illicit discharge detection and elimination	<u>Yes</u>	No	<u>Yes</u> No
d) Construction site stormwater runoff control	<u>Yes</u>	No	<u>Yes</u> No
e) Post-construction stormwater management	<u>Yes</u>	No	<u>Yes</u> No
f) Pollution prevention/good housekeeping for municipal operation	<u>Yes</u>	No	<u>Yes</u> No
2. Does your SWMP cover all areas, automatically and additionally designated, pursuant to 40 CFR 122.32(a), under your jurisdiction? <u>Yes</u> No			
3. Have adequate resources been allocated to fully implement your SWMP no later than January 8, 2008? <u>Yes</u> No			

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION



**SPDES General Permit for Stormwater Discharges from
Small Municipal Separate Storm Sewers (MS4s), Permit No. GP-02-02
Municipal Compliance Certification (Submitted with the SWMPAR), Page 2**

SPDES No.: NYR20A219	MS4 Name: Village of Hastings-on-Hudson
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Section D. Explanation of Compliance Evaluation

If you answered No to question 1b in Section B or to any question in Section C, indicate the question number in the small box in the upper left hand corner, and provide a brief explanation, including action being taken to address the problem, in the space provided. With respect to any of the six minimum measures, your attached Stormwater Management Program Annual Report (SWMPAR) must include a detailed explanation of why implementation or compliance is not being achieved and what actions have been taken to ensure compliance with each minimum measure. Indicate where this explanation can be found in the SWMPAR. If necessary, attach extra sheets following the same format.

Question #	Explanation
Question #	Explanation
Question #	Explanation

Section E. Certification

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly 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: Francis A. Frobel Title: Village Manager

Signature:  Date: September 30, 2005

The MCC 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. Send two completed **hard copies** (an original and a photocopy) of this form, the following SWMPAR Minimum Measures and the other reporting requirements to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505).

Stormwater Management Program Annual Report

Six Minimum Measures Section

March 10, 2004 – March 9, 2005

Municipality Name Village of Hastings-on-Hudson SPDES Number NYR20A219

Use this table to summarize your Stormwater Management Program (SWMP) Minimum Measures for Sections I through VI of the SWMPAR. We request that MS4s fill out this table electronically. The table is available in Microsoft Word and Corel WordPerfect, or you may duplicate this table manually. Send two completed **hard copies** (an original and a photocopy) of the previous MCC form, this form and the other SWMPAR reporting requirements to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505).

MINIMUM MEASURE 1: Public Education and Outreach in Stormwater Impacts

A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIRED TECHNIQUES			
Plan and conduct an ongoing public education and outreach program	✓		<ul style="list-style-type: none">• Seek and establish forums for Speakers to Community Groups for clubs & other groups• Re-examine Pet Waste Ordinance and amend as needed.• Post resources and set up links to various sites found in information research during Year 2.
ADDITIONAL TECHNIQUES			

MINIMUM MEASURE 2: Public Involvement/Participation**A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:**

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIRED TECHNIQUES			
Public notice and access to documents and information	✓		Intern identified on-line information regarding stormwater management programs and various websites. Village posts final reports and some SEQR and Site Plan Review documentation on website. All Planning Board, Village Board and ZBA meetings are televised and repeated at least four times monthly on WHOH-TV.com
Public presentation and comments received on SWMP and annual report	✓		Annual report to be presented and discussed at Village Board meeting and posted on Village website.
Public involvement/participation program	✓		Obtained 150 storm drain decals and 10 stencils-DPW began putting decals on storm drains in downtown. 12 trees planted, 19 trees removed and 36 trees pruned with help of 30 resident volunteers. Over 100 residents participated in annual clean-up day. Village naturalist regularly organizes volunteer teams for trailway maintenance and erosion control projects.
Contact person identified	✓		One of Village Planner responsibilities is as contact person
ADDITIONAL TECHNIQUES			

MINIMUM MEASURE 3: Illicit Discharge Detection and Elimination**A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:**

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIRED ACTIVITIES			
Outfall mapping	✓		GIS layers for zoning, topo, sidewalks, etc. have been developed and staff training during year to prepare for creating GIS outfall layer.
Illicit discharges prohibited		✓	GIS layer with outfalls will be done in 2006 as part of MS4 consortium with Sleepy Hollow in lead and tech assistance from Westchester County GIS Dept.
Public, employees, businesses informed of hazards from illicit discharges		✓	Local Laws will be developed and/or amended as part of the consortium work plan.
Illicit discharges identified		✓	Once mapping is underway, draft maps will be available for public review and comment. Information brochures and website postings will be available for various target audiences (e.g. residential, commercial, etc.)
ADDITIONAL ACTIVITIES			All outfalls and waters receiving discharges will be mapped using GIS as part of consortium work plan. Mapping will include division of Village into eight distinct areas and will begin with compiling information pertaining to known areas of cross connections or illicit discharges.

MINIMUM MEASURE 4: Construction Site Stormwater Runoff Control**A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:**

B. Implementation of Best Management Practices				C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		If YES, describe the measurable goals that were achieved and other accomplishments.	Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO		
REQUIREMENTS				
Require erosion and sedimentation controls through an ordinance or other regulatory mechanism		✓		Develop, enact and amend local laws to meet all state and federal guidelines for stormwater management and control.
Provide opportunity for public comment on construction plans		✓		Establish procedure to receive and consider information from public to enhance public hearing process.
Require construction site plan review	✓		Implemented Local law to hire professionals as needed for project review with fees paid by applicant through escrow account.	Continue implementation of construction site plan review by professionals as needed and amend local laws to improve procedures.
Require overall construction site waste management	✓		Implemented Local law adopting practices in NYSDEC Stormwater Management Design Manual.	Modify building permit application to indicate compliance with local laws. Continue monitoring effectiveness of Local Laws and amend as needed.
Site inspection and enforcement	✓		Implemented Local law adopting practices in NYSDEC Stormwater Management Design Manual.	Continue monitoring effectiveness of Local Laws and procedures and amend as needed.
Education and training of construction site operators		✓		Education and training programs will be developed in association with MS4 consortium.
ADDITIONAL PRACTICES				

MINIMUM MEASURE 5: Post-Construction Stormwater Management**A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:**

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIREMENTS			
Assess existing conditions throughout the MS4 and identify appropriate management practices to reduce pollutant discharge to the maximum extent practicable	✓		Part of new Planning Director responsibility is to monitor and begin working on assessment and identify and develop best management practices; activity is underway in working with development of MS4 consortium.
Regulate post-construction runoff from development through an ordinance or other regulatory mechanism	✓		Consortium work will include assessment of existing conditions and assisting with development of best management practices for all sixteen communities; Planning Director assigned as contact person to coordinate efforts for involved Hastings-on-Hudson personnel (e.g. DPW, Building, Village Manager, Village Attorney, etc.)
Develop management practice inspection and maintenance program	✓		Continue enacting and amending stormwater management local laws as needed. Consortium work includes provision of model ordinances and technical assistance.
ADDITIONAL PRACTICES			Continue to monitor implementation of stormwater management legislation and amend Local Laws and improve procedures as needed.

MINIMUM MEASURE 6: Pollution Prevention/Good Housekeeping**A. If Needed, Provide Additional Notes to Explain and/or Describe Changes to this Minimum Measure in Your SWMP:**

B. Implementation of Best Management Practices			C. Activities Planned for Upcoming Year
List the planned management practices and any additional ones that you worked on.	Any done in the past year?		Describe activities that are planned for this minimum measure for next year's SWMP. List the BMPs, measurable goals and provide a schedule/timeline for implementation.
	YES	NO	
REQUIREMENTS			
Prevent discharge of pollutants from municipal operations	✓		Chlorinated water from pool now drains into sanitary system.
Follow DEC NPS management Practices catalog, or equivalent	✓		Continue monitoring maintenance and operations in relation to NYSDEC Best Management practice.
Conduct employee pollution prevention training	✓		Draft Operations Manual for DPW and Parks and Rec based on NYS DEC Best Management Practices and monitoring of activities and improvements. Included in training for DPW workers. Training will be provided as part of MS4 Consortium scope of work.
ADDITIONAL PRACTICES			
Street Cleaning	✓		Investigating possibility of newly re-activated Chamber of Commerce contracting for regular sidewalk cleanup with non-profit.
Catch Basin & Storm drain system cleaning	✓		Received proposal from AbTech for filters to be installed in DPW yard catch basins. Investigate funding possibilities to implement.
Alternative discharge options for chlorinated water	✓		Continue monitoring implementation
Landscaping / Lawn care	✓		To be addressed in Operations Manual.
Road salt storage			To be addressed in Operations Manual.