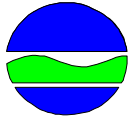


**New York State Department of Environmental Conservation  
Phase II SPDES General Permit for Storm Water Discharges from  
Municipal Separate Storm Sewer Systems (MS4s)  
Notice of Intent (NOI)**



Submission of this Notice of Intent (NOI) constitutes notice that the entity identified in Section A of this form intends to be authorized by the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s). Submission of the NOI also constitutes notice that the party identified in Section A of this form has read, understands, and meets the eligibility conditions; agrees to comply with all applicable terms and conditions; and understands that continued authorization under the SPDES MS4 General Permit is contingent on maintaining eligibility for coverage. In order to be granted coverage, all information required on this form must be completed. Please read the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s) and make sure you comply with all permit requirements including the requirement to develop, document, and implement a Storm Water Management Program Plan.

### SECTION A. MS4 INFORMATION

#### 1. Municipality (MS4)

		Phone		-		-	
--	--	-------	--	---	--	---	--

#### Mailing Address

--

#### City

		State		Zip		-	
--	--	-------	--	-----	--	---	--

#### 2. MS4 Type

Single Entity

#### Traditional Land Use Control

Town

Village

City

#### Traditional Non-Land Use Control

County

#### Non-Traditional

Federal

State

School District

Fire District

Other

#### 3. Principal Executive Officer or Ranking Elected Official:

##### First Name

--

##### Last Name

--

##### Title

--

##### Phone

	-		-	
--	---	--	---	--

##### eMail

--

#### 4. Stormwater Program Coordinator:

##### First Name

--

##### Last Name

--

##### Title

--

##### Phone

	-		-	
--	---	--	---	--

##### eMail

--

**5. NOI Preparer:**

**First Name**

**Last Name**

**Title**

**Phone**

 -  - 

**Department**

**eMail**

**6. Cooperating Partners Including Regional Stormwater Entity**

Identify contractors/partners that will be assisting with and/or implementing any aspect of your Stormwater Management Program:

**Contractor/Partner Name**

**Contact First Name**

**Contact Last Name**

**Address**

**City**

**State**

**Zip**

 - 

**Phone**

 -  - 

**eMail**

**Contractor/Partner Name**

**Contact First Name**

**Contact Last Name**

**Address**

**City**

**State**

**Zip**

 - 

**Phone**

 -  - 

**eMail**



**7. Regulated MS4s on whose behalf one or more minimum control measures will be implemented.**

This section must be completed if the NOI is being submitted to gain coverage for a Single Entity. All others leave blank.

**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

[Grid for Contact Last Name]

Address

[Grid for Address]

City

[Grid for City]

State

[Grid for State]

Zip

[Grid for Zip]

Phone

[Grid for Phone]

eMail

[Grid for eMail]

**Check all minimum control measures that will be implemented on behalf of this MS4.**

- MCM 1  MCM 2  MCM 3  MCM 4  MCM 5  MCM 6

**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

[Grid for Contact Last Name]

Address

[Grid for Address]

City

[Grid for City]

State

[Grid for State]

Zip

[Grid for Zip]

Phone

[Grid for Phone]

eMail

[Grid for eMail]

**Check all minimum control measures that will be implemented on behalf of this MS4.**

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**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

[Grid for Contact Last Name]

Address

[Grid for Address]

City

[Grid for City]

State

[Grid for State]

Zip

[Grid for Zip]

Phone

[Grid for Phone]

eMail

[Grid for eMail]

**Check all minimum control measures that will be implemented on behalf of this MS4.**

- MCM 1  MCM 2  MCM 3  MCM 4  MCM 5  MCM 6

**7. Regulated MS4s on whose behalf one or more minimum control measures will be implemented.**

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**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

[Grid for Contact Last Name]

Address

[Grid for Address]

City

[Grid for City]

State

[Grid for State]

Zip

[Grid for Zip]

[Grid for Zip extension]

Phone

[Grid for Phone]

eMail

[Grid for eMail]

**Check all minimum control measures that will be implemented on behalf of this MS4.**

- MCM 1  MCM 2  MCM 3  MCM 4  MCM 5  MCM 6

**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

[Grid for Contact Last Name]

Address

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Zip

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[Grid for Zip extension]

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eMail

[Grid for eMail]

**Check all minimum control measures that will be implemented on behalf of this MS4.**

- MCM 1  MCM 2  MCM 3  MCM 4  MCM 5  MCM 6

**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

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[Grid for City]

State

[Grid for State]

Zip

[Grid for Zip]

[Grid for Zip extension]

Phone

[Grid for Phone]

eMail

[Grid for eMail]

**Check all minimum control measures that will be implemented on behalf of this MS4.**

- MCM 1  MCM 2  MCM 3  MCM 4  MCM 5  MCM 6

**7. Regulated MS4s on whose behalf one or more minimum control measures will be implemented.**

This section must be completed if the NOI is being submitted to gain coverage for a Single Entity. All others leave blank.

**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

[Grid for Contact Last Name]

Address

[Grid for Address]

City

[Grid for City]

State

[Grid for State]

Zip

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eMail

[Grid for eMail]

**Check all minimum control measures that will be implemented on behalf of this MS4.**

- MCM 1  MCM 2  MCM 3  MCM 4  MCM 5  MCM 6

**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

[Grid for Contact Last Name]

Address

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**Check all minimum control measures that will be implemented on behalf of this MS4.**

- MCM 1  MCM 2  MCM 3  MCM 4  MCM 5  MCM 6

**Contractor/Partner Name**

[Grid for Contractor/Partner Name]

Contact First Name

[Grid for Contact First Name]

Contact Last Name

[Grid for Contact Last Name]

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[Grid for Address]

City

[Grid for City]

State

[Grid for State]

Zip

[Grid for Zip]

Phone

[Grid for Phone]

eMail

[Grid for eMail]

**Check all minimum control measures that will be implemented on behalf of this MS4.**

- MCM 1  MCM 2  MCM 3  MCM 4  MCM 5  MCM 6



**SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS**

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately\* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

\* For required elements adequate is defined as meeting permit requirements. For non-required elements adequate is defined as addressing the reduction of POCs in stormwater discharges.

**1. MCM 1: Public Education and Outreach on Storm Water**

**Compliance Schedule**

Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
---------------------------------------	----------------------------------	-------------------------------------

**Education and Outreach Program Requirements**

- Identify POCs, waterbodies of concern, geographic areas of concern, target audiences (required) -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Develop and implement an on going public education and outreach program (required) -----○----- or -----○----- and \_\_\_/\_\_\_\_

Identify from the list below the appropriate Education and Outreach programs or activities that are or will be developed to ensure the reduction of all POCs in stormwater discharges

**Educational Programs or Activities**

- Events and Programs -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Outreach to commercial entities -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Media campaign -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Presentations to community groups -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Economic incentives -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Webpage -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Printed material -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Displays -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Posters and signs of varying sizes (magnets to billboards) -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Classroom education/school programs -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Library of educational materials -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Promotional giveaways -----○----- or -----○----- and \_\_\_/\_\_\_\_
- or -----○----- and \_\_\_/\_\_\_\_

**Residential Programs or Activities**

- Proper lawn and garden care (fertilizer and pesticide use, sweeping, etc.) -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Residential car washing and auto maintenance control measures -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Off-pavement automobile parking -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Proper disposal of household hazardous waste -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Snow removal activities -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Trash management -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Water conservation practices -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Pet waste management -----○----- or -----○----- and \_\_\_/\_\_\_\_
- or -----○----- and \_\_\_/\_\_\_\_

**Industrial/Commercial Programs or Activities**

- Automobile repair and maintenance control measures -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Pollution prevention for businesses -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Equipment and vehicle maintenance and repair -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Proper disposal of vacuum truck and sweeping equipment waste -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Snow removal activities -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Illicit discharge detection and elimination observations -----○----- or -----○----- and \_\_\_/\_\_\_\_
- Low impact development -----○----- or -----○----- and \_\_\_/\_\_\_\_
- or -----○----- and \_\_\_/\_\_\_\_



**SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS**

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately\* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

\* For required elements adequate is defined as meeting permit requirements. For non-required elements adequate is defined as addressing the reduction of POCs in stormwater discharges.

**2. MCM 2: Public Involvement and Participation**

**Compliance Schedule**

Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
---------------------------------------	----------------------------------	-------------------------------------

**Public Involvement and Participation Requirements**

Comply with State Open Meetings law and local public notice requirements (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Develop and implement a public involvement/participation program (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Present annual report publicly and provide public notice (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Provide responses to comments and include with annual report to NYS DEC (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Ensure that annual report and SWMP Plan are available for public inspection (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____

Identify from the list below the appropriate Public Involvement and Participation programs or activities that are or will be developed to ensure the reduction of all POCs in stormwater discharges.

**Public Involvement Programs and Activities**

Advisory/partner committees -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Watershed organizations -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Attitude surveys -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Community hot lines -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Stakeholder meetings -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Mailing list development and use -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
<input type="checkbox"/> -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____

**Participation Activities**

Adopt-a-stream -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Reforestation program -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Storm drain stenciling -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Stream, beach, roadway cleanup -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Volunteer Monitoring -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Wetland plantings -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
<input type="checkbox"/> -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____

**SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS**

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately\* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

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**3. MCM 3: Illicit Discharge Detection and Elimination**

***Illicit Discharge and Elimination Program developed in accordance with:***

- NYS DEC Outfall and System Mapping Requirements for Illicit Discharge Detection and Elimination (IDDE) assistance document
- Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessment (EPA/Center for Watershed Protection)

**Compliance Schedule**

Adequately* developed and implemented	or	To be developed or expanded upon	Expected completion date (mm/yyyy).
---------------------------------------	----	----------------------------------	-------------------------------------

***Illicit Discharge Detection and Elimination Program Requirements***

Develop, implement and enforce a program to detect and eliminate illicit discharges to the MS4 (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Outfall and storm sewershed boundary mapping (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Field verify outfalls (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Outfall reconnaissance inventory (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Prohibit illicit discharges (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Public, employees, businesses informed of hazards of illicit discharge (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Adopt and enforce local law to prohibit illicit discharges (required for traditional MS4s)-----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Adopt available mechanisms to prohibit illicit discharges (required) -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Address exempt non-stormwater discharges as necessary (required)-----	<input type="radio"/>	or	<input type="radio"/>	and	Continual

Identify from the list below the appropriate Illicit Discharge Detection and Elimination BMPs that are or will be developed to ensure the reduction of all POCs in stormwater discharges.

Proper storage/disposal of grease and used oil -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Cleaning up debris around trash bins -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Cover outdoor work and storage areas -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Clean up spills before they reach the drain -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Proper disposal of Carpet Cleaning wastewater -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Dye testing -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Shoreline surveys -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
System inspections -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
<input type="checkbox"/> -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____

***Priority Areas or Types of Discharges to Target***

Failing septic systems -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Areas with a history of illegal dumping -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Industrial/residential/business or other mixed use areas -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Recreational sewage -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Sanitary sewer overflows or older sewer lines -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
Areas upstream of impaired or impacted waterbodies -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____
<input type="checkbox"/> -----	<input type="radio"/>	or	<input type="radio"/>	and	__ / ____

**SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS**

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately\* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

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

**Compliance Schedule**

<u>Construction Program Requirements</u>	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).	
Develop, implement, and enforce a program that provides protection equivalent to the General Permit for Stormwater Discharges for Construction Activity. (required) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Procedures for receipt/follow-up on information submitted by the public regarding construction site runoff (required) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Program to educate construction site owner/operators about the MS4s construction stormwater requirements (required) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Procedures to ensure construction site operators receive erosion and sediment control training (required) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Establish and implement procedures to track and inventory of active construction sites (required) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
[ ] -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Development of a local law or other regulatory mechanism to require a SWPPP for applicable construction activities (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____

This local law or other regulatory mechanism must include (but is not limited to):

Requirements for SWPPPs to meet the most current NYS DEC erosion and sediment control technical standards (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Requirements for construction site operators to implement erosion and sediment controls as per up-to-date NYS DEC technical standards i.e. New York State Standards and Specifications for Erosion and Sediment Control (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Procedures for SWPPP review and issuance of SWPPP Acceptance Form (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Procedures for site inspections and enforcement of erosion and sediment controls, including steps to identify priority sites for inspection (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Requirements for overall construction site waste management traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
Process for documenting/certifying equivalence of local law (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____
[ ] -----	<input type="radio"/>	or <input type="radio"/>	and <input type="radio"/>	___/____

**SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS**

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately\* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

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**5. MCM 5: Post-Construction Stormwater Management**

	<u>Compliance Schedule</u>		
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
<b><u>Post-Construction Program Requirements</u></b>			
Develop, implement and enforce a program that addresses stormwater runoff from development and redevelopment projects equivalent to the General Permit for Stormwater Discharges for Construction Activity. (required) -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Procedures to ensure long-term operation and maintenance of post-construction stormwater management practices (required) -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Establish and implement procedures to track and inventory of post-construction stormwater management practices (required) -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Develop and implement a program to inspect development and redevelopment sites. Includes providing adequate resources with proper training for inspection. Program shall include provisions for enforcement of violations (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Development of a local law or other regulatory mechanism to require post-construction runoff controls from new development and redevelopment projects (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____

This local law or other regulatory mechanism must include (but is not limited to):

Requirements for SWPPPs to meet current NYS Stormwater Design Manual (required) -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Procedures for SWPPP review and issuance of SWPPP Acceptance Form (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Process for documenting/certifying equivalence of local law (required for traditional land use control MS4s) -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____

Identify from the list below additional Post-Construction Stormwater Management programs or activities that are or will be developed to ensure the reduction of all POCs in stormwater discharges.

**Encouraged Additional Local Law Inclusions**

Open space preservation -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Watershed plans -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Municipal comprehensive plan -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Land use regulations -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Natural resource protection -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Impervious area reduction -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Riparian buffers -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Setbacks -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____

**Encouraged Additional Components**

Green Infrastructure, Low Impact Development and better site design -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Deep ripping and decompaction -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____
Development of banking and credits system -----	<input type="radio"/>	or <input type="radio"/>	and ___ / ____

**SECTION C. INITIAL IDENTIFICATION OF STORMWATER MANAGEMENT PROGRAM COMPONENTS**

Provide the planned development and implementation schedule for completing the required program components by indicating which programs or activities have already been adequately\* developed and are effectively being implemented and what programs or activities are either to be developed or expanded upon and the expected completion date.

\* For required elements adequate is defined as meeting permit requirements. For non-required elements adequate is defined as addressing the reduction of POCs in stormwater discharges.

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

	Compliance Schedule		
	Adequately* developed and implemented	To be developed or expanded upon	Expected completion date (mm/yyyy).
<b><i>Pollution Prevention/Good Housekeeping Program Requirements</i></b>			
Develop and implement a pollution prevention / good housekeeping program that addresses operations and facilities that contribute POCs to the MS4 (required) ----- ○ ----- or ----- ○ ----- and			__ / ____
Develop and implement procedures to perform and document a self assessment of all municipal operations addressed by the SWMP at a minimum frequency of every three years (required) ----- ○ ----- or ----- ○ ----- and			__ / ____
Develop and implement an employee pollution prevention and good housekeeping training program that ensures staff receive and utilize this training (required) ----- ○ ----- or ----- ○ ----- and			__ / ____
Requires third party contractors to certify that the services/activities they perform to meet the requirements of the General Permit for Stormwater Discharges Associated with MS4s (required) ----- ○ ----- or ----- ○ ----- and			__ / ____
Require operations and facilities otherwise subject to the NYS Mult-Sector General Permit (MSGP) to prepare and implement provisions in the SWMP that comply with PARTS III.A, C, D, E, F and Part IV of the MSGP (GP-0-12-001) (required) ----- ○ ----- or ----- ○ ----- and			__ / ____

Identify from the list below the operations and facilities that are or will be addressed in the Pollution Prevention/Good Housekeeping Program to ensure the reduction of all POCs in stormwater discharges.

Street and bridge maintenance ----- ○ ----- or ----- ○ ----- and			__ / ____
Winter road maintenance ----- ○ ----- or ----- ○ ----- and			__ / ____
Salt storage maintenance ----- ○ ----- or ----- ○ ----- and			__ / ____
Solid waste management ----- ○ ----- or ----- ○ ----- and			__ / ____
New municipal construction and land disturbances ----- ○ ----- or ----- ○ ----- and			__ / ____
Right-of-Way maintenance ----- ○ ----- or ----- ○ ----- and			__ / ____
Marine operations ----- ○ ----- or ----- ○ ----- and			__ / ____
Hydraulic habitat modifications ----- ○ ----- or ----- ○ ----- and			__ / ____
Parks and open space maintenance ----- ○ ----- or ----- ○ ----- and			__ / ____
Municipal building maintenance ----- ○ ----- or ----- ○ ----- and			__ / ____
Stormwater system maintenance ----- ○ ----- or ----- ○ ----- and			__ / ____
Vehicle and fleet maintenance ----- ○ ----- or ----- ○ ----- and			__ / ____
----- ○ ----- or ----- ○ ----- and			__ / ____
----- ○ ----- or ----- ○ ----- and			__ / ____
----- ○ ----- or ----- ○ ----- and			__ / ____

**SECTION D. INITIAL IDENTIFICATION OF ADDITIONAL WATERSHED IMPROVEMENT STRATEGY BEST MANAGEMENT PRACTICES (BMPs)**

(Refer to the General Permit for Stormwater Discharges Associated with MS4s for list of Watershed Improvement Strategy Areas)

**NEW YORK CITY EAST OF HUDSON WATERSHED MS4s**

- Educational program concerning the impacts of phosphorus on waterbodies (required)
- Develop and maintain a map showing the entire small MS4 conveyance system (required)
- Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s)
- Develop, implement, and enforce a program, equivalent to the General Permit for Stormwater Discharges Associated with Construction Activity, to reduce pollutants in stormwater runoff to the MS4 from construction activities that result in a land disturbance of five thousand square feet (required for traditional land use control MS4s)
- Ensure, through local law or other regulatory mechanism, that post-construction stormwater management controls are in accordance with the New York State Stormwater Design Manual and the Enhanced Phosphorus Removal Design Standards (required for traditional land use control MS4s)
- Retrofit Program to correct or reduce existing erosion and/or pollutant loading problems, with emphasis on phosphorus (required)
- Stormwater Conveyance System Inspection and Maintenance Program (required)
- Turf management practices and procedures policy (required)

**OTHER PHOSPHORUS WATERSHED MS4s**

- Educational program concerning the impacts of phosphorus on waterbodies (required)
- Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s)
- Require the use of the Enhanced Phosphorus Removal Design Standards in accordance with the New York State Stormwater Design Manual (required for traditional land use control MS4s)
- Retrofit Program to correct or reduce existing erosion and/or pollutant loading problems, with emphasis on phosphorus (required)
- Turf management practices and procedures policy (required)

**PATHOGEN IMPAIRED WATERSHED MS4s**

- Educational program concerning the impacts of pathogens on waterbodies (required)
- Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s)
- Develop and maintain a map showing the entire small MS4 conveyance system (required)
- Retrofit Program to correct or reduce pollutant loading problems, with emphasis on pathogens (required)
- Local law prohibiting pet waste on municipal properties and prohibiting goose feeding (required)
- Pet waste bag program (required)
- Program to manage goose populations (required)

**NITROGEN IMPAIRED WATERSHED MS4s**

- Educational program concerning the impacts of nitrogen on waterbodies (required)
- Program to ensure that on-site wastewater treatment systems are inspected and maintained once every five years (required for traditional MS4s)
- Develop and maintain a map showing the entire small MS4 conveyance system (required)
- Retrofit Program to correct or reduce existing erosion and/or pollutant loading problems, with emphasis on nitrogen (required)
- Turf management practices and procedures policy (required)

**SECTION E. INITIAL IDENTIFICATION OF MEASURABLE GOALS**

**1. MCM 1 Public Education and Outreach measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.1.f or Part VIII.A.1.g). Where applicable include start and end dates and work to be done by partners.**

[Empty response box for MCM 1 Public Education and Outreach measurable goals]

**2. MCM 2 Public Involvement/Participation measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.2.h or Part VIII.A.2.h). In addition, describe how the annual report will be presented to the public and how comments will be received. Where applicable include start and end dates and work to be done by partners.**

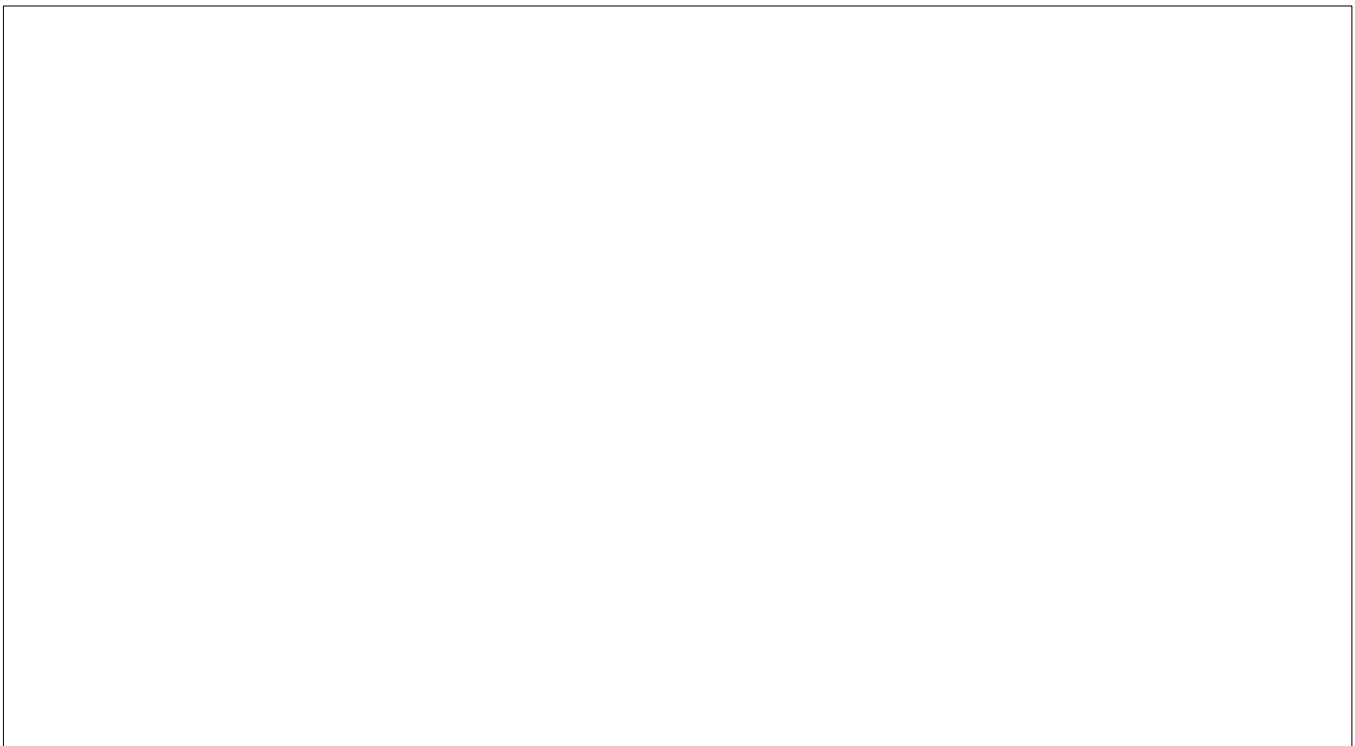
[Empty response box for MCM 2 Public Involvement/Participation measurable goals]

**SECTION E. INITIAL IDENTIFICATION OF MEASURABLE GOALS**

3. MCM 3 Illicit Discharge Detection and Elimination measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.3.m or Part VIII.A.3.m). Describe how outfall and sewershed mapping will be performed. Where applicable include start and end dates and work to be done by partners.



4. MCM 4 Construction Site Runoff Control measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.4.c or Part VIII.A.4.c). Where applicable include start and end dates and work to be done by partners.





**SECTION E. INITIAL IDENTIFICATION OF MEASURABLE GOALS**

5. MCM 5 Post-Construction Stormwater Management measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.5.f and Part VIII.A.5.f). Where applicable include start and end dates and work to be done by partners.

[Empty response box for MCM 5 goals]

6. MCM 6 Pollution Prevention/Good Housekeeping measurable goals. List and describe all essential tasks that will need to be complete in order to demonstrate that progress is being made to meet all program deadlines (Part VII.A.6.g and Part VIII.A.6.g). Where applicable include start and end dates and work to be done by partners.

[Empty response box for MCM 6 goals]



**Instructions for Completing the Notice of Intent (NOI) for coverage under the NYS DEC  
SPDES General Permit for Storm Water Discharges from Municipal Separate Storm  
Sewer Systems (MS4s), GP-0-10-002**

**Who Must File a Notice of Intent?**

Under the provisions of §402(p) of the Clean Water Act (CWA) and regulations at 40 CFR Part 122, Federal law prohibits "point source" discharges of storm water from municipal separate storm sewer systems (MS4s) to waters of the U.S. without a State Pollutant Discharge Elimination System (SPDES) permit. If you are an operator of a regulated small MS4 **designated under §122.32(a)(1) or §122.32(a)(2)**<sup>1</sup> you must apply for coverage under GP-0-10-002, a new individual permit or apply for a modification of an existing individual SPDES permit.

**When to File the NOI Form**

**DO NOT FILE THE NOI UNTIL YOU HAVE READ AND UNDERSTAND THE NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s).** You will need to determine your eligibility, prepare your storm water management plan, and correctly answer all questions on the NOI form, all of which must be done before you can sign the certification statement on the NOI in good faith (and without risk of committing perjury). The NOI must be submitted in accordance with the deadlines established in the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s)

**Where to File the NOI Form**

Submit the NOI, signed in accordance with the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s), Part VI.J.1, to:

Notice of Intent  
NYSDEC, Bureau of Water Permits  
625 Broadway, 4th Floor  
Albany, NY 12233-3505

**Completing the NOI Form**

To complete this form, type or print, in the appropriate areas only. Please make sure you have completely filled out every section of this form and have retained a copy for your records before sending the completed form to the address above.

**Section A. MS4 Owner/Operator Information**

1. Provide the legal name of the governmental entity, or other legal entity that operates the MS4 described in this application.
2. Provide the mailing address of the MS4 operator. Include the street address or PO Box, city, state, and zip code. All correspondence regarding the permit will be sent to this address.
3. Identify the Principal Executive Officer or Ranking Elected Official. The principal executive officer includes (1) the chief executive officer of the municipal entity, or (2) a senior executive having responsibility for the overall operations of a principal geographic unit of the agency.
4. Identify the Stormwater Management Program (SWMP) Coordinator. The Stormwater Management Program (SWMP) Coordinator is the person responsible for the implementation/coordination of the SWMP within the MS4.
5. List the contractors or partners such as Regional Stormwater Entities that will be assisting you with and/or implementing any aspect of your SWMP. Describe the service, activity, or work to be performed. Indicate the schedule for implementation.

6. Single Entities seeking coverage under the MS4 permit must identify all regulated MS4s on whose behalf one or more minimum control measures will be implemented.

**Section B. Local Water Quality Information**

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

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

1. Check the management practices that you have selected to meet the requirements for each Minimum Control Measure. Management practices listed in **BOLD type** are required and **MUST** be checked. **FOR COMPLETE DESCRIPTION OF REQUIREMENTS, PLEASE REFER TO THE NYS DEC SPDES GENERAL PERMIT FOR STORM WATER DISCHARGES FROM MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s).** Attach additional pages as necessary.

**Section D. Initial Identification of Additional Improvement Strategy Watershed Best Management Practices**

1. MS4 permittees within Improvement Strategy Watersheds shall modify their SWMPs to meet the additional requirements as set forth in Part IX of the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s). The best management practices for each improvement strategy watershed listed in Section D of the NOI are required of MS4s that discharge to/within those watersheds.

**Section E. Initial Identification of Measurable Goals**

1. Provide a narrative description of the measurable goals, with start and end dates, that will be used for each best management practice for each of the minimum control measures. Indicate the month and year in which you will start and fully implement each of the minimum control measures, or indicate the frequency of the action in the description. Attach additional pages as necessary.

**Section F. Certification**

1. Certification statement and signature. (CAUTION: An unsigned or undated NOI form will prevent the granting of permit coverage.) Federal statutes provide for severe penalties for submitting false information on this application form. Federal regulations require this application to be signed by either a principal executive or ranking elected official as described in Part VI.J. of the NYS DEC SPDES General Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4s).