

**REPORTING YEAR FIVE  
YEAR ENDING MARCH 9, 2008**

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**MS4 Municipal Compliance Certification (MCC)  
and Stormwater Management Program  
Annual Report (SWMPAR)**

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*Submitted To:*

**New York State Department of Environmental Conservation**

MS4 Permit Coordinator  
625 Broadway  
Division of Water - 4th Floor  
Albany, New York 12233-3505

*Submitted By:*



**Buffalo and Fort Erie Public Bridge Authority  
MS4 SPDES No. NYR40A422**

One Peace Bridge Plaza  
Buffalo, NY 14213  
Phone: (716) 884-6744 ext. 242

May 30, 2008



**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:** BUFFALO AND FORT ERIE PUBLIC BRIDGE AUTHORITY **SPDES Permit Number:** NYR40A422

See information packet for information to help complete this form.

MCC Form for year ending: March 9, ___2006 (Year 3) ___2007 (Year 4) <u>X</u> 2008 (Year 5)			
<b>Section A. MS4 Owner/Operator and Contact Person Information</b> (contact persons explained in instructions)			
<b>Owner/Operator</b> Is information below new or changed? ___Yes <u>X</u> No			
Name: Anthony Braunscheidel		Title: Facilities Manager	Department:
Mailing Address:	Street or P.O. Box: One Peace Bridge Plaza	City: Buffalo	
	County: Erie	State: NY	Zip Code: 14213-2494
Phone: (716) 884-6744 ext. 242		E-mail Address: adb@peacebridge.com	
<b>Local Stormwater Public Contact</b> (Required by Minimum Measure 2)			
Is information below: 1) new or changed? ___ Yes <u>X</u> No 2) same as: <u>X</u> Owner/Operator			
Name:		Title:	Department:
Mailing Address:	Street or P.O. Box:	City:	
	County:	State:	Zip Code:
Phone: ( )		E-mail Address:	
<b>Stormwater Management Program (SWMP) Coordinator</b> (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? ___ Yes <u>X</u> No 2) same as: <u>X</u> 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:	
<b>Annual Report Preparer</b>			
Is information below: 1) new or changed? ___ Yes <u>X</u> No 2) same as: ___ Owner/Operator ___ Local Stormwater Public Contact ___ SWMP Coordinator			
Name: Jaime Davidson		Title: Senior Engineer	Department:
Mailing Address:	Street or P.O. Box: Parsons 40 La Riviere Drive, Suite 350	City: Buffalo	
	County: Erie	State: NY	Zip Code: 14202
Phone: (716) 541-0745		E-mail Address: Jaime.Davidson@parsons.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

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

Yes  
 No

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

Yes  
 No (explain below)

Explanation:

**Section C. Partnership Information**

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

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

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

Western New York Stormwater Coalition (Members listed below)

**Erie County**

Alden (V)  
Alden (T)  
Amherst (T)  
Angola (V)  
Aurora (T)  
Blasdell (V)  
Boston (T)  
Buffalo (C)  
Cheektowaga (T)  
Clarence (T)  
Depew (V)  
East Aurora (V)  
Eden (T)  
Elma (T)  
Evans (T)  
Grand Island (T)  
Hamburg (V)  
Hamburg (T)  
Kenmore (V)  
Lackawanna (C)  
Lancaster (V)  
Lancaster (T)  
Orchard Park (T)  
Sloan (V)  
Tonawanda (C)  
Tonawanda (T)  
West Seneca (T)  
Williamsville (V)  
County of Erie - Highways  
County of Erie - Sewer District #6

**Niagara County**

Cambria(T)  
Lewiston (T)  
Lewiston (V)  
Niagara (T)  
Niagara Falls (C)  
Pendleton (T)  
North Tonawanda (C)  
Porter (T)  
Wheatfield (T)  
Youngstown (V)  
County of Niagara

**Other MS4s**

Buffalo and Fort Erie Public Bridge Authority  
State University of New York at Buffalo

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

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

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

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

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

Explain:

**Section E. Funding and Resource Allocation**

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

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

Explain:

The Authority has contracted with an engineering consultant (Parsons) to provide stormwater services. Parsons will work with existing Authority personnel to implement the SWMP developed in Year Two. The Authority currently owns equipment necessary for maintenance of the stormwater conveyance system.

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:

**Authority Budget**

WNY Stormwater Coalition Participation Fee - \$2,500 (annual)  
Consultant Fee – Approximately \$10,000 (determined on an annual basis)

**Western New York Stormwater Coalition:**

Round 6 WQIP Project - \$500,000  
Round 7 WQIP Project - \$328,000  
Round 8 WQIP Project - \$270,000 (awaiting contract)  
Round 9 WQIP Project - \$209,200 (awaiting contract)  
U.S. EPA Region 2 - \$150,000 (Lead applicant - Buffalo State College)

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

Explain:

**Section F. Compliance Certification**

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

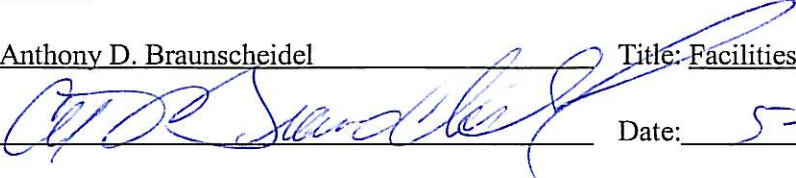
Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	Explain 'no' / 'N/A' answer:		
IV.C.2.	Public Involvement / Participation	<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
	Explain 'no' / 'N/A' answer:		
IV.C.3.	Illicit Discharge Detection and Elimination	<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
	Explain 'no' / 'N/A' answer: The goal of developing tenant lease agreement language prohibiting illicit discharges and incorporating it in all current lease agreements was not fully accomplished in Year 5. The Authority's consultant researched example lease agreement language and began drafting text for use in the Authority's tenant leases; however, in conjunction with the EIS that the Authority is currently undertaking for a new bridge, the current tenant leases are being renegotiated. Until such time as lease agreements may be amended, the Authority has issued a letter to all tenants. This letter informs all tenants of the Authority's stormwater program and requests their compliance. A copy of this letter can be found in Appendix B.		
IV.C.4.	Construction Site Stormwater Runoff Control	<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
	Explain 'no' / 'N/A' answer: There were no construction projects greater than or equal to one acre in scope in Year 5.		
IV.C.5.	Post-Construction Stormwater Management	<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
	Explain 'no' / 'N/A' answer:		
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	<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
	Explain 'no' / 'N/A' answer:		

**Certification Statement**

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

Print Name: Anthony D. Braunscheidel

Title: Facilities Manager

Signature: 

Date: 5-12-2008

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

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



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

**Regulated MS4:** BUFFALO AND FORT ERIE PUBLIC BRIDGE AUTHORITY **SPDES Permit Number:** NYR40A422

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

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

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

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

<p><b>Permit Reference IV.C.1.a, b:</b> Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> <li>• <i>Explain the program, including activities and materials used</i></li> <li>• <i>Identify the personnel or outside organization conducting the activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<b>AUTHORITY PROGRAM AND ACCOMPLISHMENTS</b>	
<p>The Authority’s Public Education and Outreach Program is documented in their SWMP developed in Year 2 and is comprised of five primary outreach techniques:</p> <ol style="list-style-type: none"> <li>1. Continued WNY Stormwater Coalition (WNYSC) Participation</li> <li>2. Development and maintenance of a stormwater webpage</li> <li>3. Distribution of printed material developed by the Coalition</li> <li>4. Participation in Coalition organized events and programs</li> <li>5. Displaying stormwater informational posters developed by the Coalition</li> </ol> <p>Each program component is described in detail below. Additional activities completed in conjunction with the WNYSC in Year 5 are described in “Additional Techniques.”</p>	



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

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

<p><b>CONTINUED WNYSC PARTICIPATION</b> – As a cooperating MS4, the WNYSC will assist the Authority with their Public Education and Outreach program. The Authority’s consultant will continue to attend WNYSC meetings and participate in other WNYSC organized events in the coming year.</p>	<p><b>MEASURABLE GOAL</b> – Participate in WNYSC (minimum two meetings/year)</p> <p><b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. The Coalition held ten meetings during Year 5, with the exception of July and December. The Authority’s consultant attended the following meetings: 2007: April 18, May 9, June 13, August 8, September 12, October 10, November 14 2008: February 13. Attendance records are available upon request from Erie County DEP 858-7583 – Mary Rossi.</p> <p><b>SCHEDULE</b> – On-going</p>
<p><b>WEBPAGE</b> - An informational web page was created on the Authority website devoted to stormwater issues relevant to the community. This web page includes a general description of the stormwater Phase II regulations; pollutants of concern and their sources; the purpose of stormwater management and how the public can become involved; scheduled community events; links to the Coalition internet site and brochures; Authority stormwater contact information; and the electronic versions of the Authority’s draft and final SWMPARs. The web page is intended to augment other media for disseminating stormwater-related information and materials to the public. The website was jointly developed in Year 4 by the Authority’s consultant and IT personnel and both will continue to work together to review and update the website content on a monthly basis.</p>	<p><b>MEASURABLE GOAL</b> – Create a stormwater information page on the Peace Bridge website</p> <p><b>RESULTS</b> – This goal was accomplished in Year 4. The website was posted in April 2006 under the “Community” menu on <a href="http://www.peacebridge.com">www.peacebridge.com</a>.</p> <p><b>SCHEDULE</b> – COMPLETE in Year 4.</p> <p><b>MEASURABLE GOAL</b> – Maintain/update stormwater website on a monthly basis</p> <p><b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. The website was reviewed on a monthly basis and updated in April and May 2007, and February and March 2008.</p> <p><b>SCHEDULE</b> – On-going</p>
<p><b>PRINTED MATERIAL</b> - The Coalition has developed stormwater informational brochures and posters for stakeholders throughout Western New York. The Authority will make the brochures developed by the Coalition available at the Administration Building, as well as on the website. The Authority Facilities Manager and Administrative personnel are responsible for maintaining the brochures.</p>	<p><b>MEASURABLE GOAL</b> – Make Erie County brochures available at the Administration Building</p> <p><b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5.</p> <p><b>SCHEDULE</b> – On-going</p>

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

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

<p><b>EVENTS AND PROGRAMS</b> – The Authority’s consultant will assist in the public presentations organized by the Coalition as necessary. The Authority will include notice of informational stormwater presentations by the Coalition on the stormwater website and encourage attendance at the bi-annual public meetings of the Coalition. In addition, Authority personnel will attend and participate in Construction Site Stormwater Runoff Control and Pollution Prevention/Good Housekeeping training activities sponsored by the Coalition when offered.</p>	<p><b>MEASURABLE GOAL</b> – Participate in presentations to community groups (i.e. Presentations organized by WNYSC)  <b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. Information on WNYSC meetings, spring shoreline sweep, Erie County household hazardous collections, and annual report review meetings was posted on the Authority’s stormwater website.  <b>SCHEDULE</b> – On-going</p>
<p><b>DISPLAYS</b> - The Coalition has developed stormwater informational posters and displays. The Authority will display the posters developed by the Coalition in the Administration Building.</p>	<p><b>MEASURABLE GOAL</b> – Display WNYSC stormwater poster in Administration Building  <b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5.  <b>SCHEDULE</b> – On-going</p>
<p><b>Additional Techniques</b>  <b>(Completed in conjunction with the WNYSC)</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>CLASSROOM EDUCATION/SCHOOL PROGRAM</b> - The WNYSC’s Public Education and Outreach workgroup distributed the K-12 education packages to all public and parochial schools in the Urbanized Areas of Erie &amp; Niagara County which is a biennial BMP. Content includes six Project WET activities, the WNYSC’s Household Guide to Preventing Stormwater Pollution, Stormwater quiz cards and a flyer promoting stormwater P2 demonstrations using the Enviroscope watershed model.</p>	<p><b>YEAR 5 DATE COMPLETED</b> – April 2008</p>
<p><b>MEDIA CAMPAIGN</b> - The WNYSC’s Public Education and Outreach workgroup developed and distributed a press package to local media outlets and the MS4s. A variety of video, audio, and printed public service announcement options were researched for the press package contents. The press package included the following:</p> <ul style="list-style-type: none"> <li>▪ Information targeting stormwater pollution prevention for households</li> <li>▪ Sample press releases for public participation at WNYSC meetings</li> <li>▪ Sample press release for public review of Annual Report</li> <li>▪ Sample press releases for community cleanup events</li> <li>▪ PSAs in text format for radio</li> <li>▪ U.S. EPA <i>After the Storm</i> video</li> </ul> <p>Information will be generic relative to dates and times. Specific dates and times will be developed by each municipality and advertised accordingly.</p>	<p><b>YEAR 5 DATE COMPLETED</b> – December 2007</p>

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

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

<p><b>PUBLIC EDUCATION DISPLAY</b> – Six public education displays are available for use by WNYSC members. The public education display includes:</p> <ul style="list-style-type: none"> <li>• Poster display</li> <li>• Brochures/public education materials</li> <li>• Stormwater pollution quiz/game</li> <li>• Prize wheel</li> <li>• Enviroscene where possible</li> </ul>	<p><b>YEAR 5 DATES COMPLETED</b> – The following outreach was conducted on behalf of the WNYSC members in Year 5:</p> <ul style="list-style-type: none"> <li>• WNY Stormwater Conference &amp; Tradeshow (March 27, 2007)</li> <li>• Earth Day Celebrations: display at Erie County Hall (April 18-24, 2007); Buffalo Zoo Earth Day Expo (June 23, 2007)</li> <li>• Niagara County Environmental Field Days (June 5-6, 2007)</li> <li>• Pirate Festival (July 28-29, 2007)</li> <li>• Garden Walk Buffalo (July 28-29, 2007)</li> <li>• Eden Corn Festival (August 4-5, 2007)</li> <li>• Erie County Fair (August 8-19, 2007)</li> <li>• Elmwood Festival (August 25-26, 2007)</li> <li>• NYPA Wildlife Festival (September 22, 2007)</li> <li>• Reinstein Woods Fall Festival (September 16, 2007)</li> <li>• Daemen College Environmental Summit (September 29, 2007)</li> <li>• Water Quality Forums:             <ul style="list-style-type: none"> <li>◦ West Seneca (April 3, 2007)</li> <li>◦ Town/Village Lancaster, Elma (October 2, 2007)</li> <li>◦ Town/Village Hamburg, Boston, Orchard Park (October 4, 2007)</li> <li>◦ Amherst (October 10, 2007)</li> <li>◦ Evans, Angola, Brant (October 18, 2007)</li> <li>◦ Clarence (October 22, 2007)</li> <li>◦ Town of Tonawanda (October 24, 2007)</li> </ul> </li> <li>• Buffalo Wintergreen Festival (December 2, 2007)</li> </ul>
<p><b>OUTREACH TO COMMERCIAL ENTITIES</b> – The WNYSC distributed the following brochures: mobile cleaners; hospitals and healthcare facilities; pesticides, lawncare &amp; landscaping; pools, fountains, spas; construction site runoff control. Mailing lists are available upon request.</p>	<p><b>YEAR 5 DATE COMPLETED</b> – March – December 2007</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p> <p>N/A</p>	

**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><b>Permit Reference IV.C.2.c.iii.:</b> Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> <li>• Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</li> <li>• Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>AUTHORITY PROGRAM AND ACCOMPLISHMENTS</b></p>	
<p>The Authority’s Public Involvement and Participation Program is documented in their SWMP developed in Year 2. The program defines the documents that will be made available to the public and how this will be accomplished, the Authority’s target audience, public notice venues and content, the draft annual report review process, and additional targeted public involvement/participation opportunities.</p> <p>Components of the Authority’s program are described below. As a cooperating MS4, the WNYSC will assist the Authority with their Public Involvement and Participation Program. Additional activities completed in conjunction with the WNYSC in Year 5 are described in “Additional Techniques.”</p>	
<p><b>PUBLIC ACCESS TO DOCUMENTS AND INFORMATION</b> - The Authority will make the following documents available to the public: Notice of Intent, draft and final Annual Reports, SWMP summary, stormwater informational brochures and displays. These are available both at the Administration Building and through the stormwater page on the Authority’s website (<a href="http://www.peacebridge.com">www.peacebridge.com</a>). The Authority Facilities Manager and Administrative personnel maintain hard copy documents while the Authority’s consultant and IT personnel maintain documents on the website.</p>	<p><b>MEASURABLE GOAL</b> – Make Stormwater Management Program (SWMP) available to the public  <b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. Hard copies of the SWMP were available on request from the Stormwater Contact and at the Administration Building. The documents listed are also posted on the stormwater page on the Authority’s website.  <b>SCHEDULE</b> – On-going.</p>
<p><b>PUBLIC NOTICE VENUES</b> – Public notice information will be distributed utilizing a minimum of one of the following venues:</p> <ol style="list-style-type: none"> <li>1. Notice will be sent to Authority personnel, tenants, and interest groups through e-mail distribution lists.</li> <li>2. Public notice information will be posted on stormwater page of the Authority’s website.</li> <li>3. A public notice will be run in the local newspaper.</li> </ol>	

**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><b>WNYSC MEETINGS</b> - The WNYSC opens its meetings to the public two times per year, in October and April, to enhance public access to information and encourage involvement. The meeting consists of a brief overview of the stormwater regulations and how the public can be involved. The public in attendance are invited to participate in any of the Coalition’s workgroups. The draft Annual report, public education materials and other information are provided.</p>	<p><b>MEASURABLE GOAL</b> – Open WNYSC meetings to the public (2 meetings/ year)  <b>YEAR 5 DATES COMPLETED</b> – April 18, 2007 and October 10, 2007  <b>YEAR 6 SCHEDULE</b> – April 9, 2008 and October 8, 2008</p>
<p><b>PUBLIC INVOLVEMENT/PARTICIPATION OPPORTUNITIES</b> – The Authority will promote, via the public notice venues and Coalition-sponsored public involvement opportunities. These may include WNYSC meetings and regional environmental events such as County-sponsored Household Hazardous Waste Drop Off Days, County-sponsored Electronics Recycling Days, Earth Day events and beach cleanups.</p>	<p>Refer to “Additional Techniques” for Year 5 WNYSC-sponsored public involvement opportunities.  <b>MEASURABLE GOAL</b> – Post WNYSC-sponsored public involvement opportunities on the Authority’s stormwater website.  <b>YEAR 5 RESULTS</b> – Information on WNYSC meetings, spring shoreline sweep, Erie County household hazardous collections, and annual report review and review meetings were posted under “Upcoming Event and Important Dates” on the Authority’s stormwater website.  <b>SCHEDULE</b> – On-going</p>
<p><b>PUBLIC PRESENTATION AND COMMENTS RECEIVED ON SWMP AND ANNUAL REPORT</b></p> <ul style="list-style-type: none"> <li>• The draft Year 5 Annual Report was available to the public attending the open WNYSC meeting on April 9, 2008.</li> <li>• The draft Year 5 annual report was posted on the Authority’s website for review and comment in May 2008.</li> <li>• Hard copies of the draft Year 5 Annual Report were available at the Administration Building and on request from the Stormwater Contact.</li> <li>• Additional opportunities for public review of the Annual report were at six public libraries (four in Erie County; two in Niagara County). The library outreach is conducted by Erie County staff to receive public comment on the draft Annual Report and also use the public education display and public education materials for general outreach.</li> <li>• Similar activities will be conducted in the coming year.</li> </ul>	<p><b>MEASURABLE GOAL</b> – Make SWMP Annual Report available to the public  <b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5, as described in the adjacent column. See following page for additional detail.  <b>SCHEDULE</b> – On-going (see following page for anticipated dates)</p>

**Minimum Control Measure 2. Public Involvement/Participation**

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

**Permit Reference IV.C.2.a, f:** Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. *Describe procedures below and state the methods used to publicize the AR public presentation.*

Open WNYSC meetings and opportunities for annual report review at library events are publicized via press release to the Buffalo News, Niagara Gazette and all weekly community newspapers serving the regulated municipalities by the WNYSC, and are also listed on the Authority’s stormwater website in April and May. Availability of the draft annual report for review from the Administration Building and Stormwater contact is also promoted on the Authority’s stormwater website. In May, the Authority posts the draft annual report on their stormwater website for review and comment by the public.

**Permit Reference IV.C.2.e:** Public presentation of; **f:** summary of comments received on; and **g:** intended response to comments on the SWMPAR.

**Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:**

WNYSC meeting and library attendance information is available from Erie County DEP 858-7583 – Mary Rossi. The comments received at these meetings and intended responses are attached. The Authority’s Stormwater Contact did not receive any comments on the Draft Year 5 Annual Report.

**Comments on Annual Report Meeting**

No public comments received on Annual Report.  
 Comments received.

**Date of Annual Report Meeting:**

- April 1, 2008 (LaSalle Library)
- April 2, 2008 (Amherst Library)
- April 3, 2008 (Alden Library)
- April 9, 2008 (WNYSC meeting)
- April 9, 2008 (Eden Library)
- April 15, 2008 (Lewiston Library)
- April 17, 2008 (Orchard Park Library)

**Approximate Date of Meeting Next Year:**

April/May 2009

**Minimum Control Measure 2. Public Involvement/Participation**

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

<b>Additional Techniques  (Completed in conjunction with the WNYSC)</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>STREAM, BEACH, ROADWAY CLEANUPS</b> - The WNYSC is working in cooperation with the Buffalo Niagara Riverkeepers, a local watershed organization, on spring and fall cleanup events such as the Beach Sweep U.S.A. (Fall), Great American Cleanup (March-May); Spring Shoreline Sweep (April).	<b>YEAR 5 DATES COMPLETED:</b> April 20-22, 2007 and September 15-16, 2007 <b>YEAR 6 SCHEDULED DATES:</b> April 19, 2008 and September 2008
<b>HOUSEHOLD HAZARDOUS WASTE COLLECTIONS</b> Erie County - Held five household hazardous waste collections in 2007 (3,392 households participated). Niagara County - Did not hold hazardous waste collections in 2007. Instead, Niagara County has applied to the NYSDEC for permanent collection sites. After NYSDEC permit approval, Niagara County will continuously collect household hazardous waste by appointment at locations in Niagara Falls, North Tonawanda and Lockport.	<b>YEAR 5 DATES COMPLETED:</b> Erie County – April 28, 2007; May 12, 2007; June 16, 2007; August 25, 2007; September 8, 2007 <b>YEAR 6 SCHEDULED DATES:</b> Erie County – Ongoing (May – September) Niagara County – Ongoing after permit approval
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> N/A	

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

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

<p><b>Permit Reference IV.C.3.a:</b> Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> <li>• <i>Explain the activities and procedures used to meet this requirement this year and planned for next year.</i></li> <li>• <i>Revise as procedures are updated.</i></li> <li>• <i>Identify personnel or outside organization conducting the activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>
<b>AUTHORITY PROGRAM AND ACCOMPLISHMENTS</b>	
<p><b>STORMWATER MANAGEMENT PROGRAM</b> - In Year 2, the Authority developed a written SWMP that outlines a process for identifying existing illicit discharges and states that illicit discharges are prohibited on Authority property. A copy of the Authority’s SWMP is available upon request (Anthony Braunscheidel: 716-884-6744 ext. 242). The Authority’s written SWMP will be reviewed and updated by the Authority’s consultant on an annual basis. Information developed as part of the WNYSC SWMP will be incorporated in the Authority’s SWMP, where applicable.</p>	<p><b>MEASURABLE GOAL</b> – Review and update SWMP annually.  <b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. The Authority’s SWMP was reviewed in June 2007 and revisions to the SWMP were not required at this time.  <b>SCHEDULE</b> – On-going. Anticipated Year 6 revision date is July 2008.</p>
<p>The Authority will utilize the following mechanisms to prohibit and prevent illicit discharges on Authority property:</p> <ul style="list-style-type: none"> <li>• Authority employees will be trained on illicit discharges and the procedures to be followed on Authority property. Enforcement procedures for violations of the Authority’s illicit discharge policy will be outlined during the training.</li> <li>• Tenants on the Authority’s properties will be notified of the need to adhere to State and local laws prohibiting illicit discharge.</li> <li>• NYSDOT Standard Specifications for water quality protection and temporary soil erosion and sediment control will be incorporated or referenced in all construction/bid documents as a basis for construction site stormwater runoff control (refer to Minimum Control Measure 4).</li> </ul>	<p><b>MEASURABLE GOAL</b> – Develop tenant lease agreement language prohibiting illicit discharges and incorporate in all current lease agreements.  <b>YEAR 5 RESULTS</b> – This goal was not fully accomplished in Year 5. The Authority’s consultant researched example lease agreement language and began drafting text for use in the Authority’s tenant leases; however, in conjunction with the EIS that the Authority is currently undertaking for a new bridge, the current tenant leases are being renegotiated. Until such time as lease agreements may be amended, the Authority has issued a letter to all tenants. This letter informs all tenants of the Authority’s stormwater program and requests their compliance. A copy of this letter can be found in Appendix B.  <b>SCHEDULE</b> – This is moved to a Year 6 goal.</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><b>Permit Reference IV.C.3.b:</b> Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewershed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul>
<p><b>STORMWATER CONVEYANCE SYSTEM INSPECTION AND MAPPING UPDATES</b> – The Authority will complete a field walk-through and visually inspect the stormwater conveyance system on an annual basis. Information gathered during the walk-through will be used to update base mapping. Inspections will be completed by a 2-3 person team comprised of Authority personnel and the Authority’s consultant.</p> <p>In Year 4, a comprehensive inspection of each conveyance system facility (i.e., outfall, catch basin) was completed to confirm system mapping and document the existing condition of each facility. The Authority has 7 outfalls, all of which are inter-municipal subsurface conveyances, and 100% of these have been mapped in Microstation. The Authority also has 3 storm sewersheds which have been delineated on the mapping. A formal numbering convention was developed and a unique number was assigned to each stormwater facility for future tracking purposes. Inspections were documented using the Authority’s detailed inspection form that was included in the Year 3 annual report. The data gathered will be used to prioritize cleaning and maintenance efforts.</p>	<p><b>MEASURABLE GOAL</b> – Update collection system and outfalls map  <b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. A facility inspection was completed twice in 2007 (April and August).  <b>SCHEDULE</b> – On-going. A closed circuit television inspection of the existing system, focused on outfall inspection and potential illicit connections, is scheduled be completed in August 2008.</p>
<p><b>ILLICIT CONNECTION IDENTIFICATION AND DYE TESTING</b> – In Year 4, dye testing was utilized to confirm the configuration of the Authority’s stormwater collection system and identify illicit connections on Authority property. Specifically, dye testing was used to determine the connection point of building floor drains and any suspect facilities identified during the comprehensive field walk-through.</p> <p>In subsequent years, illicit connections will be identified through the annual visual inspection of facilities and dye testing will be performed on specific facilities on an “as needed” basis. Starting in Year 5, the Authority began working to address the recommendations identified in the Year 4 report.</p>	<p><b>MEASURABLE GOAL</b> – Dye testing of storm sewer system  <b>YEAR 4 RESULTS</b> – This goal was accomplished in Year 4. Field work was completed the week of April 10, 2006 and a summary memorandum, dated July 20, 2006, was developed.  <b>SCHEDULE</b> – COMPLETE in Year 4  <b>MEASURABLE GOAL</b> – Identify illicit connections  <b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. A facility inspection was completed twice in 2007 (April and August).  <b>SCHEDULE</b> – On-going. A closed circuit television inspection of the existing system, focused on outfall inspection and potential illicit connections, is scheduled be completed in August 2008.</p>

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

<b>Permit Reference IV.C.3.c:</b> Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. <b>See the instructions for information about completing this section.</b>	
Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	<input checked="" type="checkbox"/> No (go to ADDENDUM 1) <input type="checkbox"/> Yes (complete questions below)
<b>Assessment of Regulatory Mechanism (Local Code)</b>	
1) When was this assessment completed or planned to be completed?	Date completed: _____ <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: ___4; ___5.
2) Is there an existing ordinance, local law or other regulatory mechanism?	<input type="checkbox"/> No (go to question 5) <input type="checkbox"/> Yes
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
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
<b>Development of Regulatory Mechanism (Local Codes)</b>	
5) When was this work completed or planned to be completed?	Date completed: _____ <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___4; ___5.
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
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 <b>local code(s)</b> that will be changed:
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
9) What was the date or is the planned date of local law adoption?	Date:
10) Provide a web address if adopted local law can be found on a web site.	Web Address:

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

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

<p><b>Permit Reference IV.C.3.e:</b> Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p> <ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement this year <u>and</u> planned for next year</i></li> <li>• <i>Identify personnel or outside organization conducting activities</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>EMPLOYEE STORMWATER TRAINING</b> - The Authority will organize and conduct training sessions for Authority employees on stormwater management. Topics will include, at a minimum, an overview of stormwater and the SPDES permit requirements; the potential impacts of illicit connections and discharges on stormwater and how they can be detected and eliminated; best management practices for stormwater management; review of the Authority’s Stormwater Management Program and standard operating procedures.</p> <p>Training materials were finalized by the Authority’s stormwater consultant in Year 4. Training will be conducted by Authority’s health and safety coordinator every two years, starting in Year 5, and as necessary to update employees on major changes to the SWMP.</p>	<p><b>MEASURABLE GOAL</b> – Conduct informational stormwater workshop with Authority employees</p> <p><b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. An initial training session was held on October 15, 2007. Attendance records are available upon request from Parsons 716-541-0745 –Jaime Davidson.</p> <p><b>SCHEDULE</b> – Initial training was conducted in Year 5, and will be repeated every two years thereafter.</p>
<p><b>Additional Techniques</b>  <b>(Completed in conjunction with the WNYSC)</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>WNYSC GIS OUTFALL MAPPING</b> – The initial GIS mapping of outfalls for the WNYSC members was completed in November 2006. All data was reviewed by MS4s for QA/QC purposes and the necessary revisions, additions and deletions were completed by November 2007.</p> <p>An initial visual inspection was conducted by the outfall mapping contractor on each of the outfalls mapped during the Year 3 and Year 4 reporting periods. The information and data detailing the inspections was made available to all of the MS4s by the contractor as part of the GIS mapping database.</p> <p>The outfall mapping data has been incorporated into a GIS database which all of the member MS4s have access to through the Erie County web site (<a href="http://gis1.erie.gov/website/ENSSO/viewer.htm">http://gis1.erie.gov/website/ENSSO/viewer.htm</a>). This database of information, as well as the map, is being used to implement the IDDE programs, track potential discharges and set goals for the IDDE program. Erie County’s GIS Department maintains the outfall mapper and has established procedures for MS4s to update their records and add/remove outfalls as needed. A standardized form to update the outfall map has been distributed.</p>	<p><b>YEAR 5 RESULTS</b> – Completed establishing procedures for updating outfall mapping in March 2008.</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><b>IDDE PROGRAM PROCEDURES AND PROTOCOLS</b> – An Illicit Discharge Detection &amp; Elimination Program protocol has been developed and incorporated into the WNYSC’s Stormwater Management Plan. This protocol was evaluated and refined through a pilot IDDE trackdown project with Buffalo State College which will be conducted during reporting Year 5.</p> <p>On January 7, 2008, an Illicit Discharge Training that focused on sampling outfall discharges, trackdown procedures, source identification and elimination was held.</p>	<p><b>YEAR 5 RESULTS</b> – The Authority’s consultant attended Illicit Discharge Track Down Protocol and Sampling Procedure training offered by WNYSC on January 7, 2008.</p>
<p><b>ILICIT DISCHARGE PUBLIC OUTREACH</b> - Industry specific brochures have been developed for nine targeted industry and business groups informing them of how they can prevent stormwater pollution. These brochures are available on the Peace Bridge and Erie County websites, and printed copies are available at the Administration Building. Direct mailing to the construction related businesses, registered pesticide applicators, restaurants, automotive repair facilities, mobile cleaners, pool, spa &amp; fountain operators, concrete operations, roadway and paving operations and hospitals and healthcare facilities in Erie and Niagara Counties has been completed. If necessary the WNYSC will develop additional industry specific brochure(s) should any new targeted priority business groups emerge among the MS4s.</p>	
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p> <p>The goal of developing tenant lease agreement language prohibiting illicit discharges and incorporating it in all current lease agreements was not fully accomplished in Year 5. The Authority’s consultant researched example lease agreement language and began drafting text for use in the Authority’s tenant leases; however, in conjunction with the EIS that the Authority is currently undertaking for a new bridge, the current tenant leases are being renegotiated. Until such time as lease agreements may be amended, the Authority has issued a letter to all tenants. This letter informs all tenants of the Authority’s stormwater program and requests their compliance. A copy of this letter can be found in Appendix B.</p>	

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

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

Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	<input checked="" type="checkbox"/> No (go to ADDENDUM 2) <b>Non-traditional MS4s</b> <input type="checkbox"/> Yes (complete questions below) <b>Traditional MS4s</b>
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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: _____ Not yet completed (proceed to next table) Plan to complete for reporting in year: ___4; ___5. <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion &amp; Sediment Control</i> (Sample Local Law).
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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

<p><b>Permit Reference IV.C.4.b. v:</b> Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> <li>Describe the procedures below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</li> </ul>
<p><b>AUTHORITY PROGRAM AND ACCOMPLISHMENTS</b></p>	
<p>In Year 2, the Authority developed a written SWMP that defines their construction site stormwater runoff control program, BMPs and maintenance practices for BMPs. The construction site stormwater runoff control program outlines erosion and sediment control requirements and procedures for construction site plan review, public comment on construction plans, construction site waste management, site inspections, enforcement, and education and training of construction site operators. A copy of the Authority’s SWMP is available upon request (Anthony Braunscheidel: 716-884-6744 ext. 242).</p> <p>The Authority’s written SWMP will be reviewed and updated on an annual basis. Information developed as part of the Coalition SWMP, including BMP maintenance standards, will be incorporated in the Authority’s SWMP where applicable.</p> <p>Components of the Authority’s program are described below. Additional activities completed in conjunction with the WNYSC in Year 5 are described in “Additional Techniques.”</p>	<p><b>MEASURABLE GOAL</b> – Update BMPs and incorporate into the SWMP  <b>YEAR 5 RESULTS</b> –This goal was accomplished in Year 5. The Authority’s SWMP was reviewed in June 2007 and revisions to the BMPs in the SWMP were not required at this time.  <b>SCHEDULE</b> – On-going. Anticipated Year 6 revision date is July 2008.</p>
<p><b>CONSTRUCTION SITE PLAN REVIEW PROCEDURES</b> - The Authority is a private, non-traditional MS4 operator, and, as a result, has full control over all construction projects on its property. Bid documents and design drawings for any work completed on Authority property will be developed under the Authority’s direction by consultants under contract with the Authority. As part of the design phase of each project, the Facilities Manager or Authority’s consultant will review the SWPPP and design drawings in detail and provide feedback on stormwater-related issues, such as potential water quality impacts and consistency with Authority sediment and erosion control requirements. The following three standard review checklists were incorporated into the Authority’s SWMP (Appendix G) in August 2006:</p> <ol style="list-style-type: none"> <li>Example Checklist for Preliminary Stormwater Management Plan Preparation and Review (<i>New York State Stormwater Management Design Manual</i>, October 2001)</li> <li>Example Checklist for Final Stormwater Management Plan Preparation and Review (<i>New York State Stormwater Management Design Manual</i>, October 2001)</li> <li>Stormwater Pollution Prevention Plan (SWPPP) Checklist (<i>New York Standards for Erosion and Sediment Control</i>, March 2003)</li> </ol>	<p><b>MEASURABLE GOAL</b> – Develop construction site plan review checklist  <b>RESULTS</b> – This goal was accomplished in Year 4. The three standard checklists listed in the adjacent column have been incorporated into the Authority’s SWMP (Appendix G) to assist with construction site plan review.  <b>SCHEDULE</b> – COMPLETE in Year 4.</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><b>EROSION AND SEDIMENT CONTROL REQUIREMENTS</b> – The Authority requires that proper erosion and sediment control practices are implemented on all construction projects on Authority property greater than or equal to one acre in size. All erosion and sediment controls shall be designed in accordance with the New York State Standards and Specifications for Erosion and Sediment Control, and stamped by a licensed New York State Professional Engineer. The Authority will include this requirement in specifications for each construction project. NYSDOT Standard Specifications for water quality protection and temporary soil erosion and sediment control will be incorporated or referenced in all construction/bid documents as a basis for construction site stormwater runoff control.</p> <p>If erosion and sediment controls for a project have been specified but not designed by the project engineer, control methods must be designed and stamped by a licensed New York State Professional Engineer and submitted to the project engineer for approval. Work may not commence until the contractor receives written approval from the project engineer that the controls are acceptable as designed. Construction site operators are required to implement erosion and sediment control management practices as designed or specified and approved by the project engineer at all times throughout the construction duration.</p>	<p><b>YEAR 5 RESULTS</b> – There were no construction projects greater than or equal to one acre in scope in Year 5. The Authority decided that they will continue to incorporate or reference NYSDOT Standard Specifications in all construction/bid documents as a basis for construction site stormwater runoff control, and these can be modified, as necessary, on a project-by-project basis.</p> <p><b>SCHEDULE</b> – On-going.</p>
<p><b>Permit Reference IV.C.4.b. vi:</b> Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> <li>• <i>Explain the procedures below. <u>Revise as procedures are updated.</u></i></li> <li>• <i>Identify the responsible personnel or outside organizations.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>PUBLIC COMMENT ON CONSTRUCTION PLANS</b> – The Authority will provide an opportunity for public comment on construction projects greater than or equal to one acre in scope, and will comply with State and local public notice requirements when advertising in the public notice venues described in Minimum Control Measure 2. Comments received will be documented and given consideration in finalizing the construction plans.</p>	<p><b>YEAR 5 RESULTS</b> – There were no construction projects greater than or equal to one acre in scope in Year 5.</p>
<p><b>Permit Reference IV.C.4.b. iii, vii:</b> Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> <li>• <i>Describe each procedure below. <u>Revise as procedures are updated.</u></i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>• <i>Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</i></li> </ul>



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

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

<p><b>SITE INSPECTIONS</b> – The Authority will contract with an independent consultant to provide construction oversight and inspection on all projects greater than one acre. The consultant will be responsible for ensuring all erosion and sediment controls are installed as designed or approved by the project engineer. Authority maintenance personnel will also periodically conduct a site walk-through to verify stormwater controls are in place and operating as designed. A standard inspection checklist, entitled “Stormwater-Related Maintenance Tracking Form – Construction Site Inspection,” was developed and incorporated into the Authority’s SWMP (Appendix G) in August 2006.</p>	<p><b>MEASURABLE GOAL</b> – Develop site inspection checklist  <b>RESULTS</b> – This goal was accomplished in Year 4. A standard inspection checklist, entitled “Stormwater-Related Maintenance Tracking Form – Construction Site Inspection,” was developed and incorporated into the Authority’s SWMP (Appendix G) to assist with construction site inspection.  <b>SCHEDULE</b> – COMPLETE in Year 4.</p> <p><b>MEASURABLE GOAL</b> – Inspect sites for compliance with regulatory mechanism and BMPs.  <b>YEAR 5 RESULTS</b> – There were no construction projects greater than or equal to one acre in scope in Year 5.  <b>SCHEDULE</b> – On-going.</p>
<p><b>ENFORCEMENT</b> – Enforcement requirements will be determined on a project-by-project basis, and penalties for non-compliance with the Authority’s stormwater construction site stormwater runoff control program will be documented in the project specifications. The NYSDOT Standard Specification for prosecution and progress will be incorporated or referenced in all construction/bid documents as a basis for construction site stormwater runoff control enforcement.</p>	<p><b>MEASURABLE GOAL</b> – Issue stormwater requirements to construction site operators during bidding process  <b>YEAR 5 RESULTS</b> – There were no construction projects greater than or equal to one acre in scope in Year 5. The Authority decided that they will continue to incorporate or reference NYSDOT Standard Specifications in all construction/bid documents as a basis for construction site stormwater runoff control, and these can be modified, as necessary, on a project-by-project basis.  <b>SCHEDULE</b> – On-going.</p>
<p><b>Permit Reference IV.C.4.b. viii:</b> Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet <b>within the MS4s jurisdiction.</b></p> <ul style="list-style-type: none"> <li>• <i>Explain the activities and materials used to meet this requirement.</i></li> <li>• <i>Identify the personnel or outside organization conducting this activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>DISTRIBUTE EDUCATIONAL MATERIALS TO CONSTRUCTION SITE OPERATORS</b> - The public education materials developed for contractors will be distributed by the WNYSC via direct mail.</p>	<p><b>YEAR 5 RESULTS</b> – Distributed as required.  <b>SCHEDULE</b> – The WNYSC will distribute education materials to construction site operators during Year 6.</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><b>WNYSC CONSTRUCTION SITE INSPECTION TRAINING PROGRAM</b> - To provide MS4s with “hands on” field assessments, training sessions for Code Enforcer / Highway Department / Town Engineer / Building Department staff was developed. The training consists of a morning classroom session followed by a field assessment at a local construction site in the afternoon. The agenda includes: Introduction to Phase II Stormwater Regulations; NYSDEC Phase II Construction Regulations; Inspection Protocol (classroom); Review of site plan for the field assessment; Inspection Protocol (field); Construction site observations; NOI &amp; SWPP inspection; weekly inspection reports review; and, inspection of the site. Three trainings were completed during Year 5 for 137 MS4s. WNYSC coordinates this training.</p>	<p><b>YEAR 5 RESULTS</b> – The Authority’s consultant attended Construction Inspection Training offered by WNYSC on May 23, 2007 at the North French Road reconstruction project.</p>
<p><b>Additional Techniques  (Completed in conjunction with the WNYSC)</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>MS4 ELECTED OFFICIALS PRESENTATION</b> - The WNYSC developed a 15-minute presentation to educate elected officials on the Phase II Stormwater Regulations, which is available for use by WNYSC members.</p>	
<p><b>TRAINING FOR CONTRACTORS AND DESIGN PROFESSIONALS</b> - The WNYSC conducted a training session for contractors and design professionals on April 24, 2007. Training was coordinated with Buffalo Niagara Builders Association, South Towns Builders Association and Niagara County Builders Association.</p>	<p><b>YEAR 5 RESULTS</b> – Training accomplished on April 24, 2007.</p>
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b>  N/A</p>	

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

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

<b>Permit Reference IV.C.5.a, c.</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>• A combination of structural and/or non-structural management practices.</li> <li>• <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
<b>AUTHORITY PROGRAM AND ACCOMPLISHMENTS</b>	
<p><b>STRUCTURAL MANAGEMENT PRACTICES</b> - The Authority has proactively implemented structural post-construction BMPs, including oil/water separators and an in-line spill containment system, and will continue to utilize these structural post-construction BMPs to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre.</p> <p>The existing structural BMPs will be evaluated on an annual basis to ensure their appropriateness and effectiveness in reducing stormwater runoff impacts to the maximum extent practicable. Structural BMPs will be updated as necessary during the annual SWMP review to reflect changing conditions on Authority property.</p>	<p><b>MEASURABLE GOAL</b> – Update BMPs and incorporate into the SWMP</p> <p><b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. The Authority’s SWMP was reviewed in June 2007 and revisions to the BMPs in the SWMP were not required at this time.</p> <p><b>SCHEDULE</b> – On-going. Anticipated Year 6 revision date is July 2008.</p>
<p><b>NON-STRUCTURAL MANAGEMENT PRACTICES</b> – Refer to Minimum Control Measure 6 for information on the non-structural post-construction BMPs implemented by the Authority.</p>	
<ul style="list-style-type: none"> <li>• Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</li> <li>• <i>Describe procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul>
Refer to “Construction Site Plan Review Procedures” described in Minimum Control Measure 4 for information on the site plan and SWPPP review process.	

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

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

<b>Permit Reference IV.C.5.a, c. (continued):</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>• Procedures for inspection and maintenance of post-construction management practices.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals are number of: inspections maintenance activities performed.</i></li> </ul>
<p><b>STORMWATER CONVEYANCE SYSTEM INSPECTION AND MAINTENANCE</b> - The Authority’s storm sewers, catch basins, and post-construction BMPs (i.e., oil/water separators) are inspected on an annual basis by the Authority Maintenance Staff to identify maintenance needs. This inspection is typically conducted in spring (March or April) following the final snowmelt of the season and documented on the Authority’s detailed inspection form.</p> <p>Stormwater conveyance facilities are cleaned on an “as-needed” basis in conjunction with the annual inspection, and as required following a spill incident. Typical maintenance procedures include removal of large debris and silt from stormwater facilities. When sewer maintenance needs exceed the capabilities of the Authority Maintenance Staff, the Authority will contract an outside firm, who is a certified waste hauler, to complete the required work.</p>	<p><b>MEASURABLE GOAL</b> – Continue to develop inspection and maintenance program</p> <p><b>RESULTS</b> – This goal was accomplished in Year 4. A comprehensive system inspection was completed the week of April 10, 2006. Recommendations from this inspection were documented in a memorandum. This work was used to further refine the inspection and maintenance program, which is now set and fully operational.</p> <p><b>SCHEDULE</b> – COMPLETE in Year 4</p> <p><b>MEASURABLE GOAL</b> – Implement inspection and maintenance program</p> <p><b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5. Authority personnel inspected catch basins in April 2007 and August 2007; catch basins were cleaned May 8-30, 2007 and August 21, 2007; interior storm facilities were cleaned in the US shop in February 2008; and oil/water separators were inspected May 3, 2007 and cleaned on January 8, 2008.</p> <p><b>SCHEDULE</b> – On-going. A closed circuit television inspection of the existing system and subsequent cleaning is scheduled be completed in August 2008.</p>
<ul style="list-style-type: none"> <li>• Procedures for enforcement and penalization of violators.</li> <li>• <i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals: number enforcement activities performed.</i></li> </ul>
<p>As a private, non-traditional MS4 operator, the Authority is fully responsible for implementing post-construction management practices, as well as properly operating and maintaining them. Therefore, a regulatory mechanism for program enforcement is not required.</p>	

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

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

<p><b>Permit Reference IV.C.5.a, c.</b> (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators.</li> <li>• <i>Describe resources below. Update annually.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>As a private, non-traditional MS4 operator, the Authority is fully responsible for implementing post-construction management practices, as well as properly operating and maintaining them. Therefore, additional resources for program enforcement are not required.</p>	
<p><b>Additional Techniques</b>  <b>(Completed in conjunction with the WNYSC)</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>None in Year 5</p>	
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b>                  N/A</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"> <li>• This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.</li> <li>• A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>List pollutants that will be addressed by the municipal pollution prevention program.</i></li> </ul>	
<p><b>AUTHORITY PROGRAM AND ACCOMPLISHMENTS</b></p>	
<p>The pollutants that are addressed by the municipal pollution prevention program include settleable materials (silt, etc.) and liquid materials that could be spilled from vehicles crossing the Peace Bridge (i.e., gasoline)</p>	
<ul style="list-style-type: none"> <li>• <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i></li> </ul>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p>The following management practices have been implemented by the Authority to reduce settleable materials:</p> <ul style="list-style-type: none"> <li>• Street and Bridge Maintenance</li> <li>• Winter Road Maintenance</li> <li>• Stormwater System Maintenance</li> <li>• Vehicle and Fleet Maintenance</li> </ul> <p>Standard operating procedures (SOPs) for these practices are defined in the Authority’s SWMP and are discussed in more detail in the following pages.</p>	<p><b>MEASURABLE GOAL</b> – Revise operations and maintenance (O&amp;M) practices and SOPs  <b>YEAR 5 RESULTS</b> – This goal was accomplished in Year 5 in conjunction with the SWMP review. The Authority’s SWMP was reviewed in June 2007 and revisions to the SWMP were not required at this time.  <b>SCHEDULE</b> – On-going. Anticipated Year 6 revision date is July 2008.</p>
<p>The Authority installed an in-line spill containment system to prevent any spilled materials on the Peace Bridge from entering the Niagara River.</p> <p>The Authority has a standard operating procedure for personnel responding to an emergency, which includes spill response and containment procedures. This is reviewed and revised annually in conjunction with the SOPs described above. In addition, in Year 4 the Authority developed a stand-alone SOP for the spill containment system that was incorporated in the SWMP during the Year 4 revision. This SOP includes valve switch locations, purpose, potential hazards, spill response procedures, switch operation, emergency notification, and switch inspection procedures.</p>	

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

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

<p><b>Permit Reference IV.C.6.a:</b> Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> <li>• <i>Explain activities and materials used to meet this requirement.</i></li> <li>• <i>Identify training needs and design training component.</i></li> <li>• <i>Determine the adequacy and appropriate frequency of staff training</i></li> <li>• <i>Identify personnel or outside organization conducting activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>EMPLOYEE STORMWATER TRAINING</b> - The Authority will organize and conduct training sessions for Authority employees on stormwater management. Topics will include, at a minimum, an overview of stormwater and the SPDES permit requirements; the potential impacts of illicit connections and discharges on stormwater and how they can be detected and eliminated; best management practices for stormwater management; review of the Authority’s Stormwater Management Program and standard operating procedures.</p> <p>Training materials (PowerPoint presentation, handouts) were finalized by the Authority’s stormwater consultant in Year 4. Training will be conducted by Authority’s health and safety coordinator every two years, starting in Year 5, and as necessary to update employees on major changes to the SWMP.</p>	<p><b>MEASURABLE GOAL</b> – Train employees  <b>YEAR 4 RESULTS</b> – This goal was accomplished in Year 5. An initial stormwater training session was held on October 15, 2007. Attendance records are available upon request from Parsons 716-541-0745 –Jaime Davidson.</p> <p><b>SCHEDULE</b> – Initial training was conducted in Year 5, and will be repeated every two years thereafter.</p>
<p><b>WNYSC P2/GOOD HOUSEKEEPING TRAINING</b> - On behalf of the WNYSC membership, Erie County Department of Environment &amp; Planning staff conducted training for municipal staff on October 10, 2007 to assist them with implementation of P2/Good Housekeeping Best Management Practices within their municipalities. The WNYSC’s Pollution Prevention/Good Housekeeping for Municipal Operations: A Guidance Document of Best Management Practices &amp; Inspection Checklists formed the basis of the training and was distributed to all in attendance.</p>	<p><b>RESULTS</b> – Authority’s consultant attended the P2/Good Housekeeping training offered by WNYSC in Year 5 on October 10, 2007 at the ECC North Campus.</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>None in Year 5</p>	
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b>  N/A</p>	

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

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from <b>the municipal operation(s) indicated above</b> to the MEP.</p> <ul style="list-style-type: none"> <li>• Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing policies and procedures</li> <li>• Briefly describe or reference any policies and procedures being developed</li> </ul>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p><b>SPILL RESPONSE AND PREVENTION</b> - The Authority has developed and implemented a standard operating procedure for personnel responding to an emergency, which includes spill response and containment procedures. The Authority also has a specific SOP for operation and maintenance of the in-line spill containment system.</p>	<p><b>YEAR 5 RESULTS:</b>                  In-line spill containment valve inspected and tested on May 8 and November 5, 2007.</p>
<ul style="list-style-type: none"> <li>• Briefly describe or reference any existing best management practices</li> <li>• Briefly describe or reference any planned best management practices</li> </ul>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p><b>STREET AND BRIDGE MAINTENANCE</b> - The Authority Maintenance Staff cleans (sweeps) the Peace Bridge deck, United States Plaza, and associated roadways, sidewalks, and parking lots a minimum of four times each year, weather permitting. The first cleaning is typically conducted in spring (March or April) following the final snowmelt of the season, and on an "as-need" basis the remainder of the year. The Authority is proactive in maintaining the Peace Bridge and United States Plaza. The Authority has implemented an on-going work program to maintain the Authority-owned property, including pier repairs, deck maintenance, and stormwater conveyance system improvements.</p>	<p><b>YEAR 5 RESULTS:</b>                  Roadways cleaned/swept weekly in Year 5.                  Approximately 7 cubic yards of sediment and debris removed from roadways in Year 5.</p>



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

<p><b>WINTER ROAD MAINTENANCE</b> - The Authority made changes in its deicing procedures in an attempt to reduce stormwater sediment loadings and maintain the integrity of the bridge and roadways. Prior to the 2002-2003 winter season, a 7:1 sand-salt mixture was used for deicing purposes. However, the corrosivity of rock salt, coupled with maintenance issues resulting from sand in the storm sewers, led the Authority to look for other alternatives.</p> <p>The Authority is using two alternative deicing products that are targeted for specific application locations. A liquid deicer (Caliber® M2000, which is manufactured by Glacial Technologies) is applied on the bridge deck and between inspection points in the United States Plaza. This chemical was selected because of its low corrosion rate, which is just above that of distilled water. The liquid deicer is delivered in bulk and stored in a 6,000-gallon underground storage tank, from where it can be pumped onto an application vehicle.</p> <p>A treated salt (Magic Salt™) is utilized for deicing purposes in the remainder of the plaza and Authority parking lots. Like the liquid deicer, this product has no corrosive characteristics, and because it is treated, it lasts longer than traditional rock salt. To protect the stockpile of treated salt from the environment, it is stored in an above ground salt storage bin. During the summer months, any remaining salt from the previous winter season is moved adjacent to the piers underneath the Canadian side of the Peace Bridge for storage. While stored in this location, the salt reserve is covered to prevent exposure to the elements.</p>	<p><b>YEAR 5 RESULTS:</b></p> <p>Approximately 1,160 tons treated salt applied in Year 5.</p> <p>Approximately 6,500 gallons liquid deicer applied in Year 5.</p> <p>Months applied in 2007: December</p> <p>Months applied in 2008: January, February, March</p>
<p><b>STORMWATER SYSTEM MAINTENANCE</b> - The Authority’s storm sewers, catch basins, and post-construction BMPs (i.e., oil/water separators) are inspected on an annual basis by the Authority Maintenance Staff to identify maintenance needs. This inspection is typically conducted in spring (March or April) following the final snowmelt of the season.</p> <p>Stormwater conveyance facilities are cleaned on an “as-needed” basis in conjunction with the annual inspection, and as required following a spill incident. Typical maintenance procedures include removal of large debris and silt from stormwater facilities. When sewer maintenance needs exceed the capabilities of the Authority Maintenance Staff, the Authority will contract an outside firm, who is a certified waste hauler, to complete the required work.</p>	<p><b>YEAR 5 RESULTS:</b></p> <p>Catch basins were inspected 2 times during Year 5, in April 2007 and August 2007.</p> <p>Catch basins and storm sewers were cleaned twice in Year 5: May 8-30, 2007 and August 21, 2007.</p> <p>Interior storm facilities were cleaned in the US shop in February 2008.</p> <p>Oil/water separators were inspected May 3, 2007 and cleaned on January 8, 2008.</p>

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

<p><b>VEHICLE AND FLEET MAINTENANCE</b> - The Authority owns and maintains a wash bay on the Canadian side of the Peace Bridge. All Authority-owned vehicles are washed on an “as-need” basis in this designated area, and the wash bay drains are connected to the sanitary sewer. Any vehicle or parts washing that is done on the United States side of the bridge is conducted in the Authority maintenance garage using an electric pressure washer. The floor drains in the maintenance garage are also connected to the sanitary sewer.</p> <p>Authority vehicle maintenance activities are primarily conducted off-site. Vehicles are taken to off-site maintenance shops for regular oil changes and major repairs. Minor vehicle maintenance, such as changing the oil in the Authority’s lawnmowers, is conducted in the maintenance garage in the United States plaza. Wastes generated from these activities are stored in a designated waste oil container. The Authority has a contract with a certified waste disposal contractor to remove and dispose of waste oil on an “as need” basis, when the designated container is full.</p>	<p><b>YEAR 5 RESULTS:</b> Approximately 55 gallons waste oil removed on December 15, 2007 by Authority contractor and recycled.</p>
<p>• <i>Identify and describe the equipment and staff that are in place</i></p>	<p><b>DO NOT ENTER INFORMATION IN THIS CELL</b></p>
<p><b>MANPOWER</b> - The Authority Maintenance Staff performs all maintenance activities on the Authority’s stormwater collection system. There are fifteen (15) full-time Authority Maintenance Staff personnel.</p>	
<p><b>EQUIPMENT</b> - The Authority owns and/or leases vehicles for use by Maintenance Staff crews. Equipment used for regular maintenance includes pickup trucks, vans, combination dump trucks and plow-sanders, a street sweeper, a flusher truck, tractor, and skid steer and wheel loaders. A man lift was also added in 2007.</p>	

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

<ul style="list-style-type: none"> <li>• Copy this page and give it to each municipal office or department responsible for reporting.</li> <li>• Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.</li> <li>• Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>• Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<p><b>Permit Reference IV.C.6.a, c</b> (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <li>• <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i></li> <li>• <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i></li> </ul>	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Based on visual observation, there has been a significant reduction in the amount of sediment in catch basins and on roadways as a result of the change in winter road maintenance techniques.</p>	<p><b>MEASURABLE GOAL</b> – Audit facilities and identify problem areas  <b>YEAR 5 RESULTS</b> –This goal was accomplished in Year 5. A facility inspection was completed twice in 2007 (April and August) and interior storm facilities were cleaned in the US shop in February 2008.  <b>SCHEDULE</b> – On-going. An inspection of the existing system, including facilities, is scheduled for August 2008.</p>
<p><b>Permit Reference IV.C.6.a:</b> If there is a training component for staff specific to these municipal operations:</p> <ul style="list-style-type: none"> <li>• <i>explain the activities and materials;</i></li> <li>• <i>identify the personnel or outside organization conducting the activities.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Additional Techniques</b></p>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>None in Year 5</p>	
<p><b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b></p> <p>N/A</p>	

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

X  Other [**APPENDIX A**] Tenant Illicit Discharge Letter

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

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

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

<b>Permit Reference IV.C.3.c:</b> Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete this work.		
<b>1)</b> When was this work completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed Plan to complete for reporting in year: ___ 4; ___ 5, <input checked="" type="checkbox"/> 6.	
<b>2)</b> Indicate which of the control mechanisms or procedures to the right used by the MS4 notify staff and others doing work on behalf of the MS4 about prohibition of and enforcement against illicit discharges:	<input type="checkbox"/> Interconnection agreements <input type="checkbox"/> Maintenance directives / BMPS <input type="checkbox"/> Access Permits <input checked="" type="checkbox"/> Tenant Leases	<input type="checkbox"/> Consultant Agreements <input checked="" type="checkbox"/> Construction/Bid Documents <input checked="" type="checkbox"/> Other <u>Internal Training</u>
<b>3)</b> Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:	<input type="checkbox"/> Interconnection agreements <input type="checkbox"/> Maintenance directives / BMPS <input type="checkbox"/> Access Permits <input checked="" type="checkbox"/> Tenant Leases	<input type="checkbox"/> Consultant Agreements <input checked="" type="checkbox"/> Construction/Bid Documents <input type="checkbox"/> Other _____ _____
<b>4)</b> Explain how the MS4 intends to prohibit illicit discharges if: <ul style="list-style-type: none"> <li>• none of the mechanisms in number 2 contain language prohibiting illicit discharges; or</li> <li>• the MS4 intends to add language to prohibit illicit discharges in other control mechanisms.</li> </ul>	Explanation: The Authority’s consultant researched example lease agreement language in Year 5 and began drafting text for use in the Authority’s tenant leases; however, in conjunction with the EIS that the Authority is currently undertaking for a new bridge, the current tenant leases are being renegotiated. Until such time as lease agreements may be amended, the Authority has issued a letter to all tenants. This letter informs all tenants of the Authority’s stormwater program and requests their compliance. A copy of this letter can be found in Appendix B. In Year 4 the Authority decided that they will continue to incorporate or reference NYSDOT Standard Specifications in all construction/bid documents as a basis for construction site stormwater runoff control, and these can be modified, as necessary, on a project-by-project basis.	
<b>5)</b> Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?	Explanation: This has not been finalized yet, but will be addressed in Year 6 (see explanation above).	

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

<b>Permit Reference IV.C.4.b.i, 5.a.i:</b> Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. The MS4s have until year 5 to complete this work.	
1) When was this work completed or planned to be completed?	Date completed: <u>June 2007</u> ___ Not yet completed Plan to complete for reporting in year: ___ 4; <u>X</u> 5.
2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the <u>erosion, sedimentation and stormwater management requirements</u> for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).	
<u>   </u> Access Permits <u>   </u> Tenant Leases <u>   </u> Requests for Proposals (RFPs) <u>X</u> Scope of Services	<u>   </u> Consultant Agreements <u>X</u> Construction / Bid Documents <u>   </u> Other Policies / Procedures _____
3) All of the <u>erosion, sedimentation and stormwater management requirements</u> below must be addressed by the MS4's control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.	
<b>Control Mechanism</b>	<b>Erosion, Sedimentation and Stormwater Management Requirements</b>
Scope of Services	Require all projects to have SWPPPs, as in GP-02-01
Scope of Services	Require all 16 components of a basic SWPPP (erosion and sediment control)
Scope of Services	Require all additional 7 components for a full SWPPP when post-construction control is required
Scope of Services	Meet the standards in the <i>Erosion and Sediment Control</i> and <i>Stormwater Management Design Manuals</i> (or otherwise meet the requirements of GP-02-01)
Construction / Bid Documents	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
Construction / Bid Documents	Require proper operation and maintenance of stormwater facilities during construction
	Require proper operation and maintenance of stormwater facilities after construction
Scope of Services	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
	Have a process for review of SWPPPs
Scope of Services	Require site self inspections as in GP-02-01
	Have enforcement procedures during and after construction
Construction / Bid Documents	Require construction site operators to control waste
	Procedures for receipt and consideration of information submitted by the public
4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?	Explanation: The Authority will be directly responsible for proper operation and maintenance of stormwater facilities after construction, reviewing SWPPPs, having enforcement procedures during and after construction, and following procedures for receipt and consideration of information submitted by the public

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

<p>5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?</p>	<p>Explanation: The Authority is a private, non-traditional MS4 operator, and, as a result, has full control over all construction projects on its property. Enforcement requirements will be determined on a project-by-project basis, and penalties for non-compliance with the Authority's stormwater construction site stormwater runoff control program will be documented in the scope of services and project construction / bid documents.</p>
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**APPENDIX A**  
**TENANT ILLICIT DISCHARGE LETTER**

[PEACE BRIDGE LETTERHEAD]

[DATE]

[TENANT]

Dear \_\_\_\_\_:

In an effort to protect, preserve and improve the nation's water resources from polluted stormwater runoff, the U.S. Environmental Protection Agency created a municipal stormwater program under the Clean Water Act that requires the implementation of programs and practices to control stormwater runoff.

In compliance with the Clean Water Act, the Buffalo and Fort Erie Public Bridge Authority (the "Authority") has developed a Stormwater Management Program. Our Program is summarized on our website at [www.peacebridge.com/stormwater.php](http://www.peacebridge.com/stormwater.php). Tenants are required to comply with this program and are expressly prohibited from discharging pollutants and illicit substances into the stormwater system. Violators may be subject to fines, as assessed by the U.S. Environmental Protection Agency and/or the New York State Department of Environmental Conservation.

Please visit our website and review our Stormwater Management Program. Questions should be directed to Dennis Jarosz at 716-884-5805.

Thank you.

Very truly yours,

THE BUFFALO AND FORT ERIE  
PUBLIC BRIDGE AUTHORITY

By: \_\_\_\_\_