STORMWATER MANAGEMENT PLAN ANNUAL REPORT (SWMPAR) YEAR 3

PREPARED FOR

THE INCORPORATED VILLAGE OF ROSLYN

PREPARED BY

CAMERON ENGINEERING & ASSOCIATES, LLP

JUNE 2006

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APPENDICES

(Appendices are found at the end of the document)

Appendix A – Nassau County Storm Water Management Program Annual Report

1. Executive Summary

The Village of Roslyn is providing this Year 3 Storm Water Management Plan Annual Report (SWMPAR) in compliance with its State Pollutant Discharge Elimination System (SPDES) General Permit GP-02-02. The Village's SPDES Permit Number NYR20A071 was issued in response to the Village's Notice of Intent (NOI) submitted to the New York State Department of Environmental Conservation (NYSDEC) in March of 2003 for compliance with Phase II Storm Water Regulations. The permit authorizes the Village of Roslyn to discharge storm water runoff to the waters of the United States in accordance with the requirements of GP-02-02 as an MS4 (municipal separate storm sewer system) owner and operator.

A requirement of the general permit is to provide an annual report presenting an evaluation of the Village's SWMP with respect to monitoring progress toward achieving the program goals, identifying and utilizing Best Management Practices (BMPs) and ensuring pollutant reduction to the maximum extent practicable (MEP).

The SWMPAR presents a report of Village activities performed during Year 3 of the SWMP as well as an update of goals for Year 4 of the plan as they pertain to the required six minimum control measures: Public Education and Outreach, Public Participation/Involvement, Illicit Discharge Detection and Elimination, Construction Site Storm Water Runoff Control, Post-Construction Storm Water Management and Pollution Prevention/Good Housekeeping procedures.

The Village has accomplished significant SWMP goals during the first three years of the plan. The Village has adopted an active approach to following program goals and has been successful in reaching out to the public, providing informational brochures to educate the public, involving the public in SWMP presentations and site plan review, creating and enforcing ordinances to reduce pollutants at their source, training employees and staff with regard to operations and maintenance activities for pollution prevention and performing routine storm water structure maintenance and street sweeping.

The Village had great success in achieving the Year 3 goals of its SWMP including improved efforts to reach out to Village residents and educate them as to how they can participate and make significant improvements to water quality, continuing cooperation with Nassau County and the Hempstead Harbor Protection Committee to help reach out to more of the public, initiating a storm water medallion program, adopting ordinances for subdivisions, drainage and sediment & erosion control and continuing formalized staff training and developing standards for site plan review and BMP procedures.

The Village looks forward to expanding its SWMP goals during Year 4 of the plan to continue efforts to reach out to more Village residents, expanding its cooperation with Nassau County and the Hempstead Harbor Protection Committee, providing more services to the public in the form of resources, hot lines and web sites and completing standards for BMPs. The Village looks forward to implementing Year 4 goals in order to maintain its active role with storm water management and compliance with GP-02-02.

2. Municipal Compliance Certification

BWCP - 8 (6/2005) Version 1.0

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATIION

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: Village of Roslyn **SPDES Permit Number:** NYR20A 071

See information packet for information to help complete this form.

MCC Form for year ending: March 9, X 2006 (Year 3) ____ 2007 (Year 4) ____ 2008 (Year 5)

Section A. MS4 Owner/Operator and Contact Person Information (contact persons explained in instructions)

Owner/Operator Is information below new or changed? ____ Yes X No

Name: Richard Barbieri	Title: Superintendent		Department: Buildings and Public Works
Mailing Address:	Street or P.O. Box: 1200 Northern Boulevard	City: Roslyn	
	County: Nassau	State: New York	Zip Code: 11576
Phone: (516) 621-1961	E-mail Address: rbroslyn@optonline.net		

Local Stormwater Public Contact (Required by Minimum Measure 2)
Is information below: 1) new or changed? ____ Yes X No
2) same as: X Owner/Operator

Name:	Title:		Department:
Mailing Address:	Street or P.O. Box:	City:	
	County:	State:	Zip Code:
Phone: ( )	E-mail Address:		

Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)
Is information below: 1) new or changed? ____ Yes X No
2) same as: X Owner/Operator ____ Local Stormwater Public Contact

Name:	Title:		Department:
Mailing Address:	Street or P.O. Box:	City:	
	County:	State:	Zip Code:
Phone: ( )	E-mail Address:		

Annual Report Preparer
Is information below: 1) new or changed? ____ Yes X No
2) same as: ____ Owner/Operator ____ Local Stormwater Public Contact ____ SWMP Coordinator

Name: Cameron Engineering	Title: Eric Wagner, P.E., Manager		Department: Water Resources
Mailing Address:	Street or P.O. Box: 100 Sunnyside Blvd.	City: Woodbury	
	County: Nassau	State: New York	Zip Code: 11797
Phone: (516) 827-4900	E-mail Address: ewagner@cameronengineering.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?

__X__ 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**
Hempstead Harbor	Pathogens, PCBs	X	

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?	___ Yes __X__ 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? _X_ Yes (complete table below) ____ No (Proceed to Section D)

List MS4 Partners with Legally Binding Agreements or Contracts in Place

List MS4 Partners with Planned Legally Binding Agreements or Contracts
Nassau County Hempstead Harbor Protection Committee

List MS4 Partners with Other Agreements in Place
Nassau County Hempstead Harbor Protection Committee

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: Village has annual Storm Water budget and is establishing Storm Water Trust Fund

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: Currently $50,000 per year in municipal budget allocated for storm water management plan implementation.

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	X Yes No N/A	X Yes No N/A
	Explain 'no' / 'N/A' answer:		
IV.C.2.	Public Involvement / Participation	X Yes No N/A	X Yes No N/A
	Explain 'no' / 'N/A' answer:		
IV.C.3.	Illicit Discharge Detection and Elimination	X Yes No N/A	X Yes No N/A
	Explain 'no' / 'N/A' answer:		
IV.C.4.	Construction Site Stormwater Runoff Control	X Yes No N/A	X Yes No N/A
	Explain 'no' / 'N/A' answer:		
IV.C.5.	Post-Construction Stormwater Management	X Yes No N/A	X Yes No N/A
	Explain 'no' / 'N/A' answer:		
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	X Yes No N/A	X Yes No 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: Richard Barbieri Title: Superintendent of Buildings and Public Works

Signature: Richard Barbieri Date: 5/31/06

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 - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

3. Storm Water Management Plan Minimum Measures

3.1. Public Education and Outreach in Storm Water Impacts

3.2. Public Involvement/Participation

3.3. Illicit Discharge Detection and Elimination

3.4. Construction Site Storm Water Runoff Control

3.5. Post-Construction Storm Water Management

3.6. Pollution Prevention/Good Housekeeping

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: Village of Roslyn **SPDES Permit Number:** NYR20A 071

Continued to update and maintain storm water information repository established at Village Hall in Year 1. Developed new brochures for Year 3 and expanded public access to information by posting brochures at common public locations (ie library, grocery store, post office etc...)	Update repository as necessary. Continue expansion of public access to stormwater information by updating web site information and increasing distribution of stormwater pamphlets at common public locations (ie library, grocery store, post office etc...)

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

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

Minimum Control Measure 1. Public Education and Outreach

As the Public Education and Outreach for Storm Water Impacts portion of the Village of Roslyn Storm Water Management Plan is critical to reducing the impacts of storm water borne pollutants from their source on a community participation level, the Village expanded its efforts to reaching out and educating the general public as part of the Year 3 program goals. The Village provided educational materials to the Public via a web page, a storm water repository located at Village Hall, brochure mailings with tax bills and distribution at common locations including supermarkets, the Post Office and library in order to access the general public on a regular basis.

Year 4 program goals include continuous updating of brochures to include photographs of common public activities relative to storm water activities demonstrating how general resident participation can make a substantial contribution to improving water quality. Year 4 also seeks to further advance coordination with Nassau County's Storm Water Management Program (SWMP). Residents of the Village of Roslyn will continue to receive information pertaining to County and Town wide efforts to educate the public for their important role in participating in pollutant reduction at the source. Mailings regarding storm water regulations, citizens guides to understanding storm water, storm water protection programs such as Adopt-a-Waterway, pet waste control and household hazardous materials disposal will again be made available to Village residents as part of the County SWMP.

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.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP). • *Explain the program, including activities and materials used* • *Identify the personnel or outside organization conducting the activity.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Storm water articles and storm water pamphlets were mailed to all Village residents as enclosures with their tax bill.	Prepare additional storm water articles, include photos of common stormwater issues to conceptually reach out to the general public.

Stormwater link added to Village website.	Update web page on a routine basis. Include educational photographs to convey importance of public efforts to improve water quality.
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Continued coordination efforts with Nassau County and Hempstead Harbor Protection Committee SWMPs.	Continue and expand upon coordination efforts for public education and outreach with Nassau County and HHPC.
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 2. Public Involvement/Participation

As a coordinated approach to MCM 1 – Public Education, the Village of Roslyn seeks to encourage participation of its residents in the Storm Water Management Plan under MCM -2 by including the public in the review process of the Annual Report, participating in public events with storm water exhibits, maintaining storm water contact personnel, coordinating with Nassau County and Hempstead Harbor Protection Committee public involvement and informing the public of volunteer opportunities such as the Adopt-a-Waterway program and beach clean-up programs. Year 1 through 3 goals were met by establishing a Village storm water contact person, presenting the draft SWMPAR to the public for public comment, participating in street fairs in coordination with the Hempstead Harbor Protection Committee, expanding access for public education and initiating a storm water medallion program. Year 4 goals will seek to continue expansion of public participation in a similar manner with a coordinated approach to Public Education.

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.c.iii.: Design and conduct a public involvement / participation program. • *Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The third annual draft SWMPAR has been prepared for public review and comment.	Publish notice and submit fourth annual report for public review.

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.*
The Village continued access to the repository, axpanded access to common public areas and provided exhibits at street fairs. The Village has scheduled an annual meeting for May 16, 2006, to receive comments on draft second annual SWMPAR and complete the MCC.

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: TBD

Comments on Annual Report Meeting __TBD__ No public comments received on Annual Report. ___ Comments received. **Attach summary of comments and intended responses.**	**Date of Annual Report Meeting:** May 16, 2006	**Approximate Date of Meeting Next Year:** May 2007

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

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

MCM 3 - Illicit discharge detection and elimination is critical to identifying and reducing pollutant loading to the Village of Roslyn storm water system and receiving waters. Illicit discharges as they pertain to the Village's storm water collection system include not only physical connections of pollutant sources such as sewage cross connections but also more general pollutant sources such as failing septic systems, hazardous materials dumping into the groundwater and disposal of cigarette/tobacco product waste. Elimination of these pollutants will include identifying areas of concern and removing the source of pollution through enforcement actions.

Year 3 SWMP accomplishments for MCM 3 included approximately 90% completion of outfall system mapping, code revision for illicit connections and tobacco waste products accompanied by active enforcement and public education regarding regulations and identification of illicit connections. Code revisions included tobacco use legislation addressing disposal of cigarette/tobacco waste products and grease trap and septic system pump out requirements. Outfall mapping included extensive coordination with Nassau County with use of GIS. The Village has also developed a CMOM program and performed extensive CCTV investigations and repair work on its sanitary sewer collection system.

Year 4 program goals for MCM 3 will expand upon Year 3 accomplishments by continuing an active approach to update codes and enforcement actions, illicit connection location identification and public education. Year 4 will include further coordination with Nassau County, particularly through use of the County's Illicit Discharge Hotline at (516) 571-6863 and completion of the outfall mapping program utilizing GIS and coordination with CMOM programs. Enforcement activities will continue particularly with coordination with road rehabilitation projects, sewage infiltration/inflow studies and CCTV programs for sanitary and storm sewers. MCM 3 will also be closely coordinated with the other MCMs, particularly Public Education and Good Housekeeping.

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

Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4. • *Explain the activities and procedures used to meet this requirement this year and planned for next year.* • *Revise as procedures are updated.* • *Identify personnel or outside organization conducting the activities*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.*
Illicit discharges are prohibited and have been identified and presented to the public. Active enforcement has continued. Initiated development of outfall sampling program to identify pollutants and areas of concern.	Continue active enforcement and prohibition of illicit discharges. Continue manhole screening and septic pumpout program. Continue development of outfall sampling program to identify pollutants and areas of concern. Coordinate roadway and drainage improvement projects with enforcement actions and utilization of BMPs. Continue enforcement of sprinkler use ordinance.
The Village has adopted storm water drainage ordinance based on Nassau County ordinance and sewer ordinance models.	Continue to enforce adopted storm water drainage ordinance, modify as required, based on Nassau County ordinance and sewer ordinance

	models.
Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. *Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:* • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. ***State if maps are in GIS.***	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: percent of outfalls mapped*
Completed 90% of outfall mapping and coordinated information with Nassau County for incorporation into County GIS.	Complete 100% of outfall mapping and GIS.

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

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**	
Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	___ No (go to ADDENDUM 1) __X__ Yes (complete questions below)
Assessment of Regulatory Mechanism (Local Code)	
1) When was this assessment completed or planned to be completed? Existing regulations were modified in Year 3 to follow MS4 compliance.	Date completed: __Modified March 2006__ ___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?	___ No (go to question 5) __X__ Yes
3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	___ No (amendments needed) __X__ Yes
4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	___ No (amendments needed) __X__ Yes
Development of Regulatory Mechanism (Local Codes)	
5) When was this work completed or planned to be completed?	Date completed: _____ ___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?	___ NYS IDDE Model Law in its entirety ___ Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law ___ 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?	___ No ___ Yes, list the **local code(s)** that will be changed:
8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	___ NYS IDDE Model Law in its entirety ___ Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law ___ 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.

Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste. • *Explain activities and materials used to meet this requirement this year and planned for next year* • *Identify personnel or outside organization conducting activities*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Continued to inform public through storm water articles/pamphlets and public meeting. Continued to inform employees through training meetings/sessions.	Continue public information program on illicit discharges. Continue employee training. Attend County sponsored training programs
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Began CMOM program with sanitary system.	Continue to expand CMOM program to Village infrastructure
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

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

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**	
Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	___ No (go to ADDENDUM 2) _X_ Yes (complete questions below)
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: ___February 2006_____ ___Not yet completed (proceed to next table) Plan to complete for reporting in year: ___4; ___5. ___Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted *Sample Local Law for Stormwater Management and Erosion & Sediment Control* (Sample Local Law).
2. If preliminary assessment was completed, indicate the results.	___ If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent ___ If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent _X_ 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*? **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.*	a. ___ The entire Sample Local Law adopted as amendments to existing code or as stand alone law. • If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. • If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the *Gap Analysis* or equivalent process) to ensure the intent of the law has not been changed. b. _X_ Parts of NYS Sample Local Law adopted as amendments to existing code. c. _X_ 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 **exactly the same** as the Sample Local Law language	Existing clauses **equivalent** to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be **adopted**, listed as **legislative agenda** items.
1			
2			
3, 4, 5			
6			
TOTAL			

6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?	___ No ___ Yes, list the **local codes** that will be changed:
7. What was the date or is planned date of local code adoption?	Date: March 2006
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

Construction site runoff control is critical to reducing pollutant loads at their source and minimizing the effects on both the Village of Roslyn storm water collection system and the receiving waters. Year 3 goals and accomplishments included the establishment of site plan review procedures as they pertain to construction site management and over-site for sediment and erosion control measures, waste management and storm water runoff control. The Village reviewed the Nassau County Department of Public Works' Drainage Requirements for the Subdivision of Land and the Hempstead Harbor Protection Committee's "Watershed Runoff Measure Checklist" and incorporated these documents into the site plan review and construction inspection and enforcement process.

Year 4 goals include continued site plan review procedures as they pertain to construction site management and over-site for sediment and erosion control measures, waste management and storm water runoff control. The Village will maintain coordination with Nassau County and the Hempstead Harbor Protection Committee and incorporate any modifications to the site plan review and construction inspection and enforcement process as required.

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.4.b. v: Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements. • *Describe the procedures below. Revise as procedures are updated.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.*
Adopted ordinances for site plan review process pertaining to construction site sediment & erosion control, waste management and enforcement actions. Completed the evaluation of existing ordinances and other local requirements related to construction erosion & sedimentation controls.	Continue to evaluate model ordinances and construction site runoff Best Management Practices (BMPs).
Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public. • *Explain the procedures below. Revise as procedures are updated.* • *Identify the responsible personnel or outside organizations.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Village provided for consideration of information submitted by the public and responses to complaints.	Continue public comment procedures for construction projects. Establish a link for the Village website to allow for public comment for construction projects.

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.

Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02. • *Describe each procedure below. Revise as procedures are updated.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.*
Village continued to perform routine site inspection and enforcement actions for construction projects.	Continue inspection and enforcement activities.

Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet **within the MS4s jurisdiction.** • *Explain the activities and materials used to meet this requirement.* • *Identify the personnel or outside organization conducting this activity.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Village conducted regular employee operation and maintenance training and coordinated with County training programs.	Continue training and participation in County sponsored programs.

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

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: Public comment web-site not established yet – to be provided in Year 4.

Minimum Control Measure 5. Post-Construction Stormwater Management

Post-construction storm water management is also critical to reducing pollutant loads at their source and minimizing the effects on both the Village of Roslyn storm water collection system and the receiving waters. The ultimate goal of MCM 5 is to reduce storm water flow rates and pollutant concentrations from new post-construction sites and re-development projects by addressing storm water flows from both a volumetric (on-site storage) and flow rate (peak flow attenuation) criteria.

Year 3 accomplishments included the establishment of site plan review procedures including new Subdivision, Drainage and Sediment & Erosion Control ordinances, and initiation of Best Management Practices (BMPs) standards as they pertain to post-construction storm water runoff control. The Village reviewed the Nassau County Department of Public Works' Drainage Requirements for the Subdivision of Land and the Hempstead Harbor Protection Committee's "Watershed Runoff Measure Certification" and incorporated these documents into the site plan review process. The Village also established a Storm Water Trust Fund to allocate funds from storage limited sites to improvements within the Village system, including BMP additions.

Year 4 goals for MCM 5 will include completion of a BMP standards document and modifications to site plan review processes based on County improvements to their own process and ordinances.

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

Permit Reference IV.C.5.a, c. Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• A combination of structural and/or non-structural management practices. • *Identify and describe below procedures to ensure installation of post-construction management practices. Revise as procedures are updated.*	DO NOT ENTER INFORMATION IN THIS CELL
Initiated development of BMP standards.	Completion of BMP standards
• Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • *Describe procedures below. Revise as procedures are updated.*	• *Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.*
Site Plan Review Process in place utilizing new subdivision, drainage and erosion control plan requirments in ordinance. BMPs also enforced.	All site plans required for review. BMP standards to be completed. Modifications, as required, to be updated in ordinances and standards.

Minimum Control Measure 5. Post-Construction Stormwater Management

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

Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Procedures for inspection and maintenance of post-construction management practices. • *Explain procedures below. Revise as procedures are updated.*	• *Example measurable goals are number of: inspections maintenance activities performed.*
Site Plan Review Process and inspection procedures are in place utilizing new subdivision, drainage and erosion control plan requirments in ordinance. BMPs also enforced.	Each site under construction to be inspected on a routine basis.
• Procedures for enforcement and penalization of violators. • *Explain procedures below. Revise as procedures are updated.*	• *Example measurable goals: number enforcement activities performed.*
Enforcement activities and ordinances in place.	Routine enforcement activities coordinated with site inspections.

Minimum Control Measure 5. Post-Construction Stormwater Management

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

Permit Reference IV.C.5.a, c. (continued)**:** Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • *Describe resources below. Update annually.*	DO NOT ENTER INFORMATION IN THIS CELL
Site Plan Review Process and inspection procedures are in place utilizing new subdivision, drainage and erosion control plan requirments in ordinance. BMPs also enforced.	Tasks are in place and will continue.
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

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

The Village currently provides on-going storm water training programs for supervisors and staff as part of the Year 3 program accomplishments for MCM-6. Staff training will continue in Year 4 and will include use of County sponsored training programs. Village vehicle washing maintenance practices currently include procedures for the capture and proper disposal of runoff and sediment. Village fleet maintenance and catch basin maintenance is outsourced with work being performed in accordance with Phase II Regulations. Year 3 accomplishments included a coordinated effort between the Village and County maintenance programs since some of the roadways within the Village are County owned and maintained. Efforts will continue to be coordinated to reduce pollutants at their source and minimize widespread "downstream" effects of pollutant loading. Other County programs that are included in the Village's SWMP include the Geese Peace and Pet Waste Programs to reduce pollutant loading from animal waste. Also during Year 4, the Village will be completing its SWMP Best Management Practices (BMP) standards which will include maintenance and housekeeping standards and analysis of source control (ie sanding procedures analysis).

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

- This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.
- A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *List pollutants that will be addressed by the municipal pollution prevention program.*	
Sediment, floatables, and petroleum.	
• *Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.*	DO NOT ENTER INFORMATION IN THIS CELL
Facilities for Village limited to one site.	
Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained). • *Explain activities and materials used to meet this requirement.* • *Identify training needs and design training components* • *Determine the adequacy and appropriate frequency of staff training.* • *Identify personnel or outside organization conducting activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Annual training provided with coordination of County Programs.	Continue training activities.
Vehicle Maintenance outsourced. Activities performed in compliance with Phase II requirements.	Continue existing maintenance agreement.
Additional Techniques	**Describe Measurable Goals and Results** (when applicable)

	Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 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; ___ Other:_____

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

Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP. • *Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
Current Municipal operations in place include solid waste management; recycling 100% waste oil at Village facilities; catch basin inspections (once/yr.) and cleaning program (as needed); street sweeping 12 times/year; and emptying of commercial dumpsters (daily).	Continue pollution prevention activities
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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

Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Assess if existing programs adequately reduce and/or prevent pollutant discharges* • *Determine and list any operation type, location or facility that is in need of modification or updates.*	DO NOT ENTER INFORMATION IN THIS CELL

Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

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

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

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

__No Comments__ Summary of public comments received on the annual report at the public presentation **(Required)**
__No Comments__ Intended response to comments on the annual report **(Required)**
____ Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.
____ Other _____

APPENDIX A

Nassau County Storm Water Management Program Annual Report

NASSAU COUNTY
YEAR 3 STORM WATER MANAGEMENT PROGRAM
2006 ANNUAL REPORT (YEAR ENDING MARCH 9, 2006)

PLEASE CONTACT:
NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS