

STORMWATER MANAGEMENT PROGRAM (SWMP)

Minimum Control Measure 1: Public Education on Stormwater Impacts and Program		
Required Elements	Activities/Practices	Measurable goals
Education of the public* about the hazards associated with illegal discharges and improper disposal of waste as required by MCM 3	Set up printed stormwater information brochure rack in the lobby of the County Office Building. Brochure topics include proper lawn and garden care, pet waste management, low impact development, water conservation, waste oil disposal, and car washing and maintenance. Established a stormwater website within the Ulster County Government website.	Numbers and titles of brochures restocked.
IDDE education activities planned or completed, as required by MCM 3	Training of UC staff by the county Stormwater Management Specialist (SWMS).	All county employees were trained between 2006 and 2008. Refresher retraining will be scheduled every three years. New hires will be trained within their first year.
Construction site stormwater control training planned or completed, as required by MCM 4	Training of UC staff by the county Stormwater Management Specialist (SWMS).	All county employees were trained between 2006 and 2008. Refresher retraining will be scheduled every three years. New hires will be trained within their first year.
Employee pollution prevention/good housekeeping training planned or completed, as required by MCM 6	Training of UC staff by the county Stormwater Management Specialist (SWMS).	All county employees were trained between 2006 and 2008. Refresher retraining will be scheduled every three years. New hires will be trained within their first year.
	Stormwater storm drain marker installation for all catch basins in MS4 area.	Number of markers placed/replaced.

Minimum Control Measure 1: Public Education on Stormwater Impacts and Program (cont.)

Required Elements	Activities/Practices	Measurable goals
	Stormwater training presentations for MS4 municipalities' staff, on request.	Number of MS4 municipalities assisted. Number of employees trained.
	Maintain a lending library of stormwater training videos. Inform other Ulster County MS4 municipalities that these videos are available.	Number of municipalities borrowing training videos.
	Provide access to general rain garden information on Ulster County stormwater webpage.	Number of rain gardens have been constructed Number of visitors were introduced to rain gardens
	Participate in meetings of stormwater related organizations within the county	Log participation in and details of stormwater related public meetings.
*Public means for traditional non-land use control MS4: staff , contractors, visitors		

Minimum Control Measure 2: Public Involvement/Participation in Stormwater Program

Required Elements	Activities/Practices	Measurable goals
<p>Provide public notice of annual report's availability. Provide public access to annual report. Provide comment mechanism for annual report. If there is a public presentation of annual report, provide timely public meeting notice in relevant media.</p>	<p>Prepare the Annual report and publicize it on the county website for public review and comments. Post the annual report on the stormwater website by mid May to allow sufficient time for public comment. Annual report presentation. Place legal notice in local newspapers to announce annual report presentation and annual report's availability. Use the dedicated telephone hotline and dedicated email address to receive public comments.</p>	<p>Number of comments received. Number of attendees at annual report presentation.</p>
<p>Provide public notice of and access to stormwater management documents and information.</p>	<p>Use the dedicated telephone hotline and dedicated email address to receive public comments.</p>	<p>Stormwater management documents are available for public review and comment on the stormwater website. Number of comments received.</p>
<p>Present Stormwater Management Program (SWMP) to the public</p>	<p>Place the Stormwater Management Program on the Ulster County stormwater website and in the dedicated brochure rack in the County Office Building.</p>	<p>The stormwater rack is restocked regularly. Number of SWMPs restocked in brochure rack</p>
	<p>A dedicated telephone hotline and dedicated email address were established in 2007 for the public inquiries about or comments on stormwater concerns. These are listed on the county stormwater webpage.</p>	<p>Stormwater related phone calls and emails, and each contacts' outcome, are recorded in a dedicated log.</p>

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

Required Elements	Activities/Practices	Measurable goals
Update and map stormwater outfalls.	Map new outfall locations.	Number of new outfalls mapped.
Illicit discharge detection and elimination	IDDE procedure has been extended to all Ulster County facilities. Ulster County DPW administers IDDE reporting.	An IDDE log was prepared to record the number of suspected illicit discharges reported, confirmed and eliminated.
Outfall reconnaissance inventory	Prepare data dictionary and conduct field survey. Maintain log of inspected outfalls.	Number and percentage of outfalls inspected each year. 20 % of the outfalls are scheduled for inspection per year.
MS4 must adopt a local law to prohibit illicit discharges, and certify that this law is equivalent to the NYS Model IDDE Local Law.	The Ulster County Attorney must certify the IDDE law.	Certification was documented in the 2009 Annual Report.
Storm sewershed mapping.	Prepare maps in GIS format and conduct field verification.	Complete sewershed mapping by March 9, 2010. Percentage mapped per reporting period.
Inform public of hazards from illegal discharges and improper waste disposal.	Employee training includes this IDDE information.	County employees were trained in 2006, 2007, and 2008. Refresher retraining will be scheduled every three years. New hires will be trained within their first year.

Minimum Control Measure 4: Construction Site Stormwater Runoff Control

Required Elements	Activities/Practices	Measurable goals
Status of regulatory mechanism. Certify that the mechanism will assure compliance with the NYS SPDES General Permit (GP-0-08-01) for Stormwater Discharges from Construction Activities	The county Stormwater Management Specialist (SWMS) receives SWPPPs from the Ulster County DPW, Health Department, and the Planning Department for review. The county SWMS reviews county-owned projects as well as other developments discharging stormwater to county property.	In the review process, the SWMS follows the requirements of GP-0-08-001 and GP-0-08-002 Permits.
Maintain log of construction sites authorized for land disturbances of one acre or more.	The county SWMS reviews SWPPPs for those developments which discharge water to the county drainage system.	Create and maintain a dedicated log for regulated construction sites. Update it as necessary. Number of SWPPPs reviewed.
Education of construction site operators, design engineers, municipal staff about the stormwater related construction requirements	The county Stormwater Management Specialist (SWMS) conducts the employee training for staff and, on request, for town DPW employees	County employees received the training in 2007 and 2008. Refresher retraining will be scheduled every three years. New hires will be trained within their first year.
	The Ulster County Planning Board's Referral Guide (Guide) was developed in November, 2008 and took effect on January 1, 2009. The Guide includes SWPPP review requirements for all projects within 500 feet of state, county, and municipal properties anywhere in the County. See the Guide at http://www.co.ulster.ny.us/planning/pdoc.html	Develop and maintain separate log sheets of the submitted SWPPPs for projects within and beyond the regulated MS4 area. Update log sheets as needed.

Minimum Control Measure 5: Post-Construction Stormwater Management

Required Elements	Activities/Practices	Measurable goals
Inspect stormwater management practices	Develop, implement, and provide adequate resources for a program to inspect development and re-development sites. Use the “Maintenance Inspection Checklist” provided in the “NYS Stormwater Management Design Manual”	The inspection shall be conducted in accordance with the “Maintenance Inspection Checklist.” Number and type of post-construction management practices inspected.
Maintain stormwater management practices	Inspection detects problems, stormwater management practices will be repaired.	Number and type of post-construction management practices repaired.
Status of regulatory mechanism: Ensure that the regulatory mechanism complies with the “NYS Stormwater Management Design Manual.”	The county Stormwater Management Specialist (SWMS) reviews the SWPPPs for compliance and conducts site inspections to ensure compliance with the “NYS Stormwater Management Design Manual.”	Number of full SWPPPs reviewed by SWMS.
Procedure of enforceable mechanisms for post-construction runoff control from new development and re-development projects.	Receive complaints from employees, private organizations and concerned citizens through the stormwater hotline or e-mail. Evaluate complaints. Work with land use MS4s to enforce runoff control.	Number of complaints.

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping

Required Elements	Activities/Practices	Measurable goals
Assessment of municipal operations and facilities	Municipal operations and facilities have been assessed	DPW will reassess regularly.
Parking lot sweeping	Schedule to be developed and used	Number of acres of parking lot swept.
Road sweeping	Schedule to be developed and used	Miles of road swept.
Catch basin inspection and cleaning	Schedule to be developed and used	Number of catch basins inspected and, where necessary, cleaned
Inspection of post-construction control stormwater management practices	Use the “Maintenance Inspection Checklist” provided in the “NYS Stormwater Management Design Manual”	Number of post-construction control stormwater management practices inspected and, where necessary, cleaned
Phosphorus and nitrogen application in chemical fertilizer	Application by county employees who have received stormwater and good housekeeping training.	Effective and minimum use of phosphorus. Pounds of phosphorus per used acre. Pound of nitrogen per used acre. Total pounds of phosphorus. Total pounds of nitrogen.
Pesticides/herbicides application	Application by county employees who are DEC certified pesticide applicators.	Effective and minimum use of pesticides/herbicides. Pounds of pesticides/herbicides applied as pure product.
Employee training in pollution prevention/good housekeeping	Employee training is conducted by the county Stormwater Management Specialist, the Ulster County Safety Department, and the NYS DEC.	All county employees were trained between 2006 and 2008. Refresher retraining will be scheduled every three years. New hires will be trained within their first year. Ulster County Safety Department provides and documents OSHA training. UC DPW documents staff certification by DEC.
Winter road maintenance	Follow up with newly developed methods. Affordable and effective new methods will be tried and evaluated.	Miles of road/acres of parking lots impacted.

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping (cont.)

Salt storage	Minimize amount stored. Implement storage BMPs.	Number of inspections a year.
Solid waste management	Ulster County Department of Buildings and Grounds conducts monthly inspection and trash removal on county properties.	Number of sites maintained. Number of acres maintained.
Right of way (ROW) maintenance	Ditch cleaning and shaping	Number of acres mulched/hydromulched and seeded/hydroseeded.
Municipal buildings	Ensure that all the roof drains, gutters, and downspouts are free from debris and pollutants. Prevent leaks and contaminants from entering the drainage system.	Number of buildings inspected. Number of problems corrected.
Chemical storage	Store all chemicals in closed shelters with concrete floors. Use appropriate labels and containers. Maintain accurate inventory of chemicals. Provide spill kits and spill response training, including spill reporting training.	Number of incident reported.
Fleet maintenance	Auction of unused/defective vehicles and equipment.	Auction to be conducted as needed. Number of vehicles/pieces of equipment sold.
	Provide every highway garage with spill kit(s) to clean up oil, lubricants, and fuel. Replace spill kits/sorbent as needed.	Number of spill kit replaced. Additional pounds of ChemOil-Away sorbent distributed.