

CENTRAL NEW YORK STORMWATER COALITION

Stormwater Management Program Plan

Village of Baldwinsville

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Table of Contents

Introduction 1

Impaired Waters 5

Minimum Control Measure 1. Public Education and Outreach..... 5

Minimum Control Measure 2. Public Involvement and Participation..... 9

Minimum Control Measure 3. Illicit Discharge Detection and Elimination..... 13

Minimum Control Measure 4. Construction Site Runoff Control..... 21

Minimum Control Measure 5. Post-Construction Stormwater Management..... 26

Minimum Control Measure 6. Pollution Prevention and Good Housekeeping of Municipal Operations. 29

Appendices

- A. SPDES General Permit for Stormwater Discharges from Small MS4s (GP-0-15-003)
- B. MS4 SWMP Effectiveness Evaluation -
- C. Signed Memorandum of Agreement – CNY Stormwater Coalition
- D. Map of Syracuse Urbanized Area
- E. CNY Stormwater Coalition Staff Services and Education Compliance Assistance Proposal and Signed Resolution to Participate
- F. Signed Intermunicipal Agreement with Onondaga County for Outfall Inspection and Stormwater Complaint Hotline Services
- G. Annual Stormwater Complaint Summaries
- H. MS4 Stormwater Inquiry Response Documents
- I. Village of Baldwinsville Stormwater Outfall Map
- J. Village of Baldwinsville Storm Sewer Shed Map
- K. Illicit Discharge Detection and Elimination Local Law
- L. Illicit Discharge Detection and Elimination Annual Summaries and Forms
- M. Stormwater Pollution Prevention Plan Review Tracking Forms (Completed)
- N. MS4 Construction Site Inspection Annual Reporting Summaries
- O. MS4 Construction Site Violation Enforcement Procedures
- P. Construction Inspection Training Documentation (Sign-in sheets and/or Certificates)
- Q. SPDES General Permit for Stormwater Discharges from Construction Activity (GP-0-20-001)
- R. Stormwater Runoff Control Local Law
- S. Watershed Treatment Model Results and Interpretation
- T. MS4 Post-Construction Stormwater Practice Inspection and Maintenance Summaries
- U. Self-Assessment of Municipal Operations for Stormwater Pollution Prevention and Good Housekeeping
- V. Pollution Prevention Policies, Procedures, and Management Practices

- W. Municipal Pollution Prevention and Good Housekeeping Staff Training Documentation
(Sign-in sheets and/or Certificates)
- X. Third-party SWMP Compliance Contract Language and Forms
- Y. OCSWCD Critical Area Seeding and Stabilization Records
- Z. MS4 Municipal Public Works Annual Stormwater Pollution Prevention Reporting
Summary

Introduction

The Village of Baldwinsville Stormwater Management Program (SWMP) Plan is developed and implemented to comply with Part IV.A. of the New York State Department of Environmental Conservation General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems, GP-0-10-002 or its successor (**APPENDIX A**). In response to the 1987 Amendments to the Clean Water Act (CWA), the U.S. Environmental Protection Agency (EPA) developed Phases I and II of the National Pollutant Discharge Elimination System (NPDES) Storm Water Program.

The Phase II Final Rule, published in the Federal Register on December 8, 1999, expanded the Stormwater Permit Program to include stormwater discharges from certain regulated small Municipal Separate Storm Sewer Systems (MS4s). The New York State Department of Environmental Conservation (NYSDEC) is responsible for administering the program in New York State as part of the State Pollutant Discharge Elimination System (SPDES) program.

The SPDES General Permit for Stormwater Discharges from Small MS4s was promulgated by NYSDEC in 2002, and required regulated MS4s (those with a minimum population density of 1,000 people per square mile, and located in urban areas with a population of 50,000 or more as defined by the U.S. Census Bureau) to develop and fully implement a Stormwater Management Program (SWMP) Plan by 2008. Going forward from 2008, the SWMP Plan **must be re-assessed on an annual basis** and updated as needed to improve its effectiveness, monitor progress, and account for any changes in the regulations and guidance provided by NYSDEC. A blank form for completing the evaluation, as well as the Village of Baldwinsville annual evaluation of the previous year's SWMP is attached as **APPENDIX B**.

The Syracuse Urbanized Area (SUA), which includes portions of Onondaga, Oswego, and Madison Counties, meets the population threshold and density criteria regulated under Phase II of the Stormwater Program. The SUA contains 32 automatically designated MS4's required to maintain coverage under the SPDES MS4 Stormwater Permit and comply with requirements of the permit. Please see **APPENDIX D** for a map of the Syracuse Urbanized Area (SUA). Twenty nine (29) municipalities are working together as the Central New York Stormwater Coalition (CNYSC) to jointly comply with the regulatory requirements, as listed below:

Participating MS4s:

- Baldwinsville Village
- Camillus Village
- Camillus Town
- Central Square Village
- Cicero Town
- Clay Town
- DeWitt Town
- East Syracuse Village
- Fayetteville Village
- Geddes Town
- Hastings Town
- LaFayette Town
- Liverpool Village
- Lysander Town
- Madison County
- Manlius Town
- Manlius Village
- Marcellus Town
- Marcellus Village
- Minoa Village
- North Syracuse Village
- Onondaga County
- Onondaga Town
- Phoenix Village
- Pompey Town
- Salina Town
- Solvay Village
- Sullivan Town
- Syracuse City
- Van Buren Town

Non-participating MS4s:

- West Monroe Town

The CNYSC was formed through enactment of a Memorandum of Agreement (MOA) between 29 of the 32 MS4s in the SUA as listed above. The MOA has been revised, and the new Agreement was effective January 1, 2013. The MOA signed by the Village of Baldwinsville is included as **APPENDIX C**. The CNYSC was created because watersheds and separate storm sewer systems cross municipal boundaries and because opportunities exist “to reduce duplication of services, take advantage of economies of scale, better coordinate regulatory requirements and enforcement actions, secure state grants for regionally supported projects, improve water quality, and reduce flooding by working collaboratively to identify and analyze options for meeting the requirements of the General Permit”.

It is the intended purpose of the CNYSC to:

- foster the exchange of information;
- identify and promote discussion of issues of mutual concern;
- foster cooperation;
- propose recommendations and make reports which identify mutually beneficial solutions;
- seek funding sources and/or sustainable funding mechanisms which may help to accomplish the goals of the CNYSC;
- provide a mechanism for coordinating the implementation of regional solutions by and on behalf of the participating MS4 communities in Central New York.

Phase II of the Federal Stormwater Final Rule identifies six program elements designed to reduce the discharge of pollutants to the maximum extent practicable (MEP). The program elements, known as Minimum Control Measures (MCMs), include:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Runoff Control
5. Post-Construction Stormwater Management
6. Pollution Prevention and Good Housekeeping of Municipal Operations

This SWMP Plan template [the template upon which this SWMP Plan is based] was reviewed, approved, and adopted by the CNYSC. It includes information regarding programs that are delivered by program partners on behalf of the Village of Baldwinsville, and also includes information regarding the Village of Baldwinsville’ own individual compliance program.

Stormwater Pollutants of Concern and Their Sources

Stormwater runoff from impervious and developed surfaces carries large amounts of various pollutants to the surface waters of the United States. Among these pollutants are nutrients, silt and sediment, pathogens, oil/grease, metals, and floatables (debris and litter). Phosphorus, sediment, and pathogens are of particularly high concern to the water bodies in the Syracuse Urbanized Area (SUA).

Phosphorus (and other nutrients)

Phosphorus is the primary nutrient of concern locally because it is the limiting nutrient in the majority of local waters. High phosphorus levels lead to excess weed and algal growth in lakes and streams. This growth clogs waterways and blocks sunlight. When algae die, they sink to the bottom and decompose in a process known as lysis. This releases toxins and removes oxygen from the water. As a result, fish and other aquatic life are unable to survive in water containing low dissolved oxygen levels. Sources of phosphorous and nutrients include fertilizer, road salts, human and animal waste, and detergents. Leaves, grass clippings, and other plant materials that fall or are deposited on urban land also carry nutrients that are released during decomposition.

Silt and Sediment

Silt and sediment is carried by stormwater into water bodies as a result of soil erosion, rain water, and runoff from construction sites, lawns, agriculture, and gardening or landscaping activities. Heavy deposits of silt in sensitive areas such as wetlands, streams, and lake bottoms can damage habitat needed by aquatic insects and plants. Turbidity (cloudiness) created by suspended sediment blocks sunlight needed by aquatic plants to grow. Sediment also can carry toxic chemicals that deplete oxygen in water bodies, and particles that can clog drinking water intake pipes.

Pathogens (bacteria, viruses)

Bacteria, viruses and other microorganisms include infectious agents and disease producing organisms normally associated with human and animal (both pet and wildlife) wastes, leakage from sewers and seepage from septic tanks. These organisms can cause disease in humans and animals when present in drinking water and water bodies. Because pathogens can harm aquatic and human health, their presence can render lakes and streams unsafe for drinking, swimming, fishing, and other forms of water recreation. Biological contaminants originate from organic matter, animal waste and litter. They may enter the stormwater drainage system through illicit discharges, cross-connections, or sanitary and combined sewer (stormwater and sewers) overflows. (CSOS)

Metals (e.g. arsenic, lead, mercury, copper, cadmium, zinc)

Metals in water can be toxic to aquatic life, humans and animals. Metals generally originate from manufacturing process, vehicle exhaust, weathered paint, metal plating, tires, discarded auto parts, and motor oil.

Heavy metals have the ability to bioaccumulate, meaning that they become more concentrated and toxic as they are consumed by organisms. Uptake of heavy metals by plants and animals as they accumulate up the food chain is a potential threat to animal and human health.

Thermal Stress (sunlight)

Direct exposure of urban streams to sunlight (such as in areas where shade is lacking) may elevate stream temperatures. These temperatures can exceed fish tolerance limits, reducing survival and lowering resistance to disease. Thermal energy also originates from the street, parking lot, and roof surfaces that have been heated by sunlight. This energy is conveyed through the drainage system to streams by surface flow during storm events, resulting in similar stress to aquatic life.

Floatables (litter)

Floating litter and trash in water may be contaminated with toxic chemicals and bacteria, and can cause death to aquatic animals and birds, and can clog and damage stormwater infrastructure. Obviously, floatables are aesthetically unappealing, and make surface waters look dirty, polluted, and cloudy or discolored. Floatables are generally the result of careless handling or littering.

Oxygen Demanding Organics

Natural or synthetic organic materials (including human and animal waste, decaying plants and animals, discarded litter, and food waste) enter surface waters either dissolved or suspended in stormwater runoff. Natural decomposition of the material can deplete dissolved oxygen supplies in the waters. When dissolved oxygen is reduced below a critical threshold level, fish and other aquatic organisms cannot survive.

Chlorides

Large quantities of deicing or anti-skid compounds are applied by municipalities and transportation departments during the winter months; commonly these substances consist of chloride salts (although sand may also be used). These chemicals are washed into storm drains and streams during snowmelt. In large quantities, they are toxic and can contaminate drinking water, local lakes, and streams.

PCB's (Polychlorinated Biphenyls)

Polychlorinated biphenyls (PCBs) are a group of manmade chemicals consisting of carbon, hydrogen, and chlorine atoms. They are oily liquids or solids, clear to yellow in color, with no smell or taste.

Other Toxic Substances

Toxic substances may enter surface waters either dissolved in runoff or attached to sediment or organic materials. The principal concern in surface water is the entry of toxins into the food chain that has a threatening effect on fish, wildlife and microorganisms, degradation of wildlife habitat, and public water supplies. Oil and grease in storm drains can be toxic even in small amounts; they can generally be traced to automotive leaks and spills or improper disposal of used oil and

automotive products into storm drains. Residential sources of toxic substances include vehicle fluids (oil, gasoline and antifreeze), paint, pesticides, solvents, batteries, hazardous wastes, street litter, soap from car washing, and swimming pool discharges. Activities of commercial businesses may also generate soap from equipment washing, or generate waste process water and hazardous liquids that are either directly discharged to the storm sewer system or enter via surface runoff. Toxic substances can also originate from construction sites and may include wash water from concrete mixers, used oil and solvents, and vehicle fuels and pesticides.

Impaired Waters

Several bodies of water in the SUA are considered impaired and are included in a list of impaired waters known as the 303(d) list. This indicates that they are unable to meet the designated Water Quality Classifications. In essence, these SUA’s are impaired enough to affect their use for drinking water (Class A), primary contact recreation (Class B), or secondary contact recreation (Class C). Sources of impairment to water quality include specific Pollutants of Concern (POC’s). MS4s should assign particular priority to these pollutants in their individual stormwater programs, although all of the pollutants mentioned above generally warrant attention.

Onondaga Lake is in the SUA and subject to what is known as a Total Maximum Daily Load (TMDL) for phosphorus. A TMDL allocates the maximum quantities of a given pollutant that can be discharged from specific sources to streams and drainage systems of the watershed as well as directly into the lake itself. Nineteen (19) MS4s in the SUA are entirely or partially located in the Onondaga Lake watershed and therefore subject to the requirements. The Village of Baldwinsville is outside of the Onondaga Lake Watershed and flows/pollutants generated in the Village do not impact Onondaga Lake.

There is 1 waterbody listed on the NYSDEC 303(d) list with respect to pollutants of concern (listed below) within the Village of Baldwinsville watershed or in close proximity to where waters of the Village discharge to.

Pollutants of Concern	Affected Waters	Source
PCBs and other toxins	Seneca River (Class B Fishing, swimming, and other recreation)	Contaminated Sediment

The Village of Baldwinsville has identified and designated 2 water bodies that are tributary to the Seneca River as resources to protect as follows:

Water Body	Class	Best Usage
Crooked Brook	Class C	Fishing/Fisheries/non-contact activities
Tannery Creek	Class C	Fishing/Fisheries/non-contact activities

The Village of Baldwinsville has also identified several state and federally regulated wetlands within the watershed and has designated those as important ecological resources to protect. These resources are shown on the Outfall Map in **APPENDIX I**.

Minimum Control Measure 1. Public Education and Outreach.

The Public Education and Outreach Minimum Control Measure involves planning and conducting an ongoing education and outreach program to inform the public of the impacts of stormwater discharges on water bodies. This provides opportunity to inform the public about Pollutants of Concern and their sources, and behaviors that can be adopted to reduce the discharge of pollutants to the stormwater drainage system.

The Village of Baldwinsville, as a member of the CNY Stormwater Coalition, will contract with the Central New York Regional Planning and Development Board (CNYRPDB) to conduct an annual CNY Stormwater Coalition Education Compliance Assistance Program. This program is designed to inform local residents, elected officials, and community groups about stormwater issues. Methods used to provide for public education include the following:

- distribution of printed materials through various venues;
- articles and inserts published in the Post-Standard newspaper;
- maintenance of a stormwater website and library;
- distribution of a newsletter to inform contractors and developers of important current issues pertaining to the stormwater permits;
- use of a stormwater display at public events; and
- training of municipal officials and staff.

A copy of the program proposal for the current reporting year and the resolution to participate signed by Village of Baldwinsville are included as **APPENDIX E**.

The Village of Baldwinsville' website (www.baldwinsville.org) includes links for the general public to access the current stormwater program information on CNYRPDB's "stormwater website" <http://www.cnyrpdb.org/stormwater/>, as well as other informative sites such as those provided by Onondaga County www.savetherain.us, NYS Department of Environmental Conservation (NYSDEC) www.dec.ny.gov/chemical/8468.html, and the Environmental Protection Agency (EPA) <http://cfpub.epa.gov/npdes/stormwater/swbasicinfo.cfm>.

Target audiences

The Village of Baldwinsville considers the following audiences to be of prime importance. This target audience is the population that the Village intends to reach so that the education and outreach program will result in the desired water resources protection and improvement (i.e. outcome) (*MS4 may refer to the SWMP Instruction Document for more guidance if needed*):

- General public (including educational, institutions, and commercial entities)
- Construction industry
- Municipal staff (planning)
- Municipal staff (highway/parks)
- Municipal staff (code enforcement)

Measurable Goals

The Village of Baldwinsville is assessing the success of Minimum Control Measure 1 of its SWMP through the following Measurable Goals (*Goals addressed by CNY RPDB’s education and outreach assistance program are listed in bold. Check all of the following that apply and/or add additional goals, and specify benchmark or milestone target and current progress information*):

- Number of visitors to stormwater program website
Goal: Track annually and evaluate trends Current: _____
- Number of electronic newsletters sent to contractors and developers concerning stormwater pollution issues
Goal 1 Current: _____
- Number of electronic newsletters sent to the general public concerning stormwater pollution issues
Goal 4 Current: _____
- Number of list-serves for stormwater program information
Goal: 1 Current: _____
- Number of individuals on stormwater program list-serves
Goal 700 Current: _____
- Number of days in which newspaper articles or inserts educating the public about stormwater were run
Goal: 1 Current: _____
- Number of individual printed materials (brochures, flyers, posters) distributed
Goal 1,000 Current: _____
- Number of mailing lists for stormwater program information
Goal: 1 Current: _____
- Number of individuals on stormwater program mailing lists
Goal: 300 Current: _____
- Number of attendees at public events or presentations
Goal: Track Annually Current: _____
- Number of locations containing kiosks or other displays educating target audiences about stormwater
Goal: 50 Current: _____
- Number of attendees at school programs pertaining to stormwater
Goal: Track Annually Current: _____

Minimum Control Measure 2. Public Involvement and Participation

The Public Involvement and Participation Minimum Control Measure involves designing and conducting a public involvement/participation program. The program identifies key individuals and groups who are interested in, or affected by, the stormwater permitting program; the type of input the MS4 will seek from them and how it will be used. It will also identify activities the MS4 will undertake to provide program access and gather needed input.

The following activities under Minimum Control Measure 2 will be completed by the Village of Baldwinsville independently or in cooperation with the CNYSC and/or its partner agencies:

- Document all compliance activities conducted directly by staff and provide necessary documentation to CNY RPDB for inclusion in a joint annual report to be submitted to NYS DEC on behalf of the CNYSC;
- Sign a Memorandum of Agreement (MOA) with Onondaga County Water Environment Protection (OCWEP) regarding operation of a public stormwater hotline to receive reports of suspected illicit discharges to the stormwater draining system (**APPENDIX F**);
- Promote and participate in the Onondaga County Resource Recovery Agency recycling and household hazardous waste collection programs.
- Establish a formal system for receiving, coordinating and resolving stormwater specific complaints from the public.

The Village of Baldwinsville has identified and is working with the following key groups and individuals to seek out input and assistance concerning the implementation of its stormwater management program:

Name: Onondaga County Water Environmental Protection
Contact Info: (315) 435-5402
Input/Assistance Sought IDDE

Name: Gregory Sgromo, P.E.
Contact Info: (315) 449-4940
Input/Assistance Sought Village Engineer, advisory role to the Village of Baldwinsville

The Village of Baldwinsville has identified the following point of contact for public concerns regarding stormwater management and compliance issues and has published this information on the Village of Baldwinsville website at www.baldwinsville.org, and municipally generated outreach materials:

Name: Timothy Ganey
Title/Position: Code Enforcement Officer
Telephone: (315) 635-2481
E-Mail: codes@baldwinsville.org

The Village of Baldwinsville will announce availability of the Draft Annual Report on its website at www.baldwinsville.org, in its municipal newsletter, and on the message board for public notices in the Village Hall.

The Village of Baldwinsville will post its Annual Report for public review and comment on its website at www.baldwinsville.org by April 15th. A copy of the report will also be available for public review at the Village of Baldwinsville municipal building. Members of the public will have a 2-week comment period with the comment period ending on April 31st. Members of the public may request an open public meeting during the comment period by submitting a written request to the Village of Baldwinsville Clerk. If a public meeting is requested, it will be held on the third Thursday of the month of May.

The Village of Baldwinsville will create a summary of all public comments received and intended responses that will be included in the final Annual Report submitted to the NYSDEC. Any comments that pertain to Sections 1 and 2 of the Annual Report will also be submitted to CNY RPDB for a response. The response document will be made available in the Municipal Clerk's office and posted on the municipal website www.baldwinsville.org along with a link to the full final report. Forms for documenting public comments, and completed summaries of public comments, are attached as **APPENDIX G**. The response document is attached as **APPENDIX H**.

In addition to the measures listed above, the Village of Baldwinsville will conduct or sponsor the following types of activities to promote public awareness, involvement, and active participation in stormwater pollution prevention:

Storm Drain Stenciling

The Village of Baldwinsville encourages public participation in the storm drain stenciling program. The Village of Baldwinsville will have new drainage structures stenciled, and will install stencils when rebuilding existing drainage structures. In addition, the Village has set a goal of stenciling 20 of its other drainage structures each year, which will be completed by the Village Highway department when public participation is limited.

Stream Cleanups

The Village of Baldwinsville holds an annual Earth Day event where the Village employees, committees, and local residents patrol Village streets, streams, and parks areas for garbage and trash. The debris found is bagged and taken to OCRRA for disposal.

Committees or Advisory Councils

The Onondaga Lake Conservation Corps is an organization of community volunteers within the SUA who are contributing to restoration projects that create or improve wildlife habitat in the Onondaga Lake watershed. The Corps seeks to inspire future stewards of Onondaga Lake and its watershed through a hands-on, experience-based program that offers citizens and organizations the opportunity to participate in activities that help restore and sustain Onondaga Lake and its important bird habitat. The founding partners of the Corps include Montezuma Audubon Center, Onondaga Audubon Society, Parsons, O'Brien & Gere, and Honeywell.

Community or Stakeholder Meetings

The Onondaga Lake Visitors Center, located in the SUA, was designed and built by Honeywell to provide the public with access to the significant work taking place by hundreds of scientists, engineers, and skilled craft laborers from this region. Public open houses are held on Fridays from 12:00 p.m. to 4:30 p.m., April through November.

Vegetation Plantings

The Village of Baldwinsville maintains street trees throughout the Village and within its parks, and replaces trees that are damaged or dying. The Village of Baldwinsville Parks/Highway Department actively looks for grants, for planting trees and streetscaping. Events are held on Earth Day, where several trees are planted around the community each year.

Household Hazardous Waste Disposal events

Onondaga County Resource Recovery Agency (OCRRA) has collection programs that the Village of Baldwinsville and its residents participate in.

Complaints

The “Stormwater Hotline” is operated by Onondaga County who the Village of Baldwinsville partners with. Any complaints received by the County are documented using the procedure outline in the Onondaga County Department of Water Environment Protection Stormwater Pollution Hotline Illicit Discharge Call Procedure Manual (**APPENDIX L**). All documented information is forwarded to the Village of Baldwinsville Stormwater Administrator, who completes the Municipal Stormwater Complaint Form (**APPENDIX G**). Additionally, the Stormwater Administrator can be contacted directly at (315) 635-9665 or in person at the Village of Baldwinsville, 16 W. Genesee Street, Baldwinsville, New York 13027. The Stormwater Administrator then contacts the appropriate personnel to resolve the complaints. All complaints are tracked annually using the Complaint Summary Form in **APPENDIX G**.

Measurable Goals

The Village of Baldwinsville is assessing the success of Minimum Control Measure 2 of its SWMP through the following Measurable Goals:

- **Number of comments received on annual report and SWMP Plan**
Goal: Track annually and evaluate trends Current: _____

- **Number of complaints or inquiries, or hotline calls, received regarding the stormwater management program**
Goal: _____ *Track annually* Current: _____

- **Number of positive resolutions or outcomes attained as a result of complaints**
Goal: _____ *Track annually* Current: _____

➤ Number of stream cleanup activities, miles of stream cleaned, number of volunteers, quantity of trash removed (*circle any that apply if this is a selected activity*)
Goal: _____ *Track annually* _____ Current: _____

➤ Number of trees or acres of trees planted, tree planting events or sites, number of volunteers (*circle any that apply if this is a selected activity*)
Goal: _____ *Track annually* _____ Current: _____

➤ Number or percentage of storm drains stenciled:
Goal: _____ 20 _____ Current: _____

Minimum Control Measure 3. Illicit Discharge Detection and Elimination

The Illicit Discharge Detection and Elimination aspect of the MS4 Stormwater Program is focused upon identification and removal of non-stormwater flows from the stormwater system in situations in which they contribute to stormwater pollution.

Permit requirements addressed by this SWMP include:

- Adoption and implementation of a local law prohibiting illicit discharges to the MS4;
- Mapping and characterization of stormwater outfalls;
- Mapping of storm sewer sheds;
- Identification of probable sources of illicit discharges in the community to target;
- Outfall reconnaissance to identify dry-weather flows and other evidence of illicit discharges;
- Tracking of illicit discharges through the drainage system to determine their source;
- Elimination of discharges, including illegal dumping and illicit connections to the drainage system, through voluntary compliance or enforcement action;
- Outreach to municipal employees and the public about the hazards of illicit discharges.

The following activities under Minimum Control Measure 3 will be completed by the Village of Baldwinsville independently or in cooperation with the CNYSC and/or its partner agencies:

- The Village of Baldwinsville coordinates with CNYRPDB to maintain a stormwater outfall mapping database for the entire SUA that is periodically updated to reflect new information uncovered during OCWEP's outfall inspection program, Village of Baldwinsville drainage construction and repair, or other sources. <https://www.arcgis.com/apps/View/index.html?appid=f61bc3c22ce44d89ac4c9f9db6075055>
- The Village of Baldwinsville will provide information to OCWEP (when applicable) regarding new outfalls for addition to maps and for incorporation into the County's outfall inspection program.
- In addition, the Village of Baldwinsville maintains a Village wide outfall mapping database with streams, wetlands, rivers, and tributary piping network and catch basins, maintained by utilizing GIS software. A copy of the current outfall map is included as **APPENDIX I**.
- The Village of Baldwinsville maintains a cooperative agreement with Onondaga County through which OCWEP implements a stormwater outfall inspection program, fulfilling the requirement to inspect all outfalls at least once every 5 years for dry-weather flows (**APPENDIX F**). The Village of Baldwinsville also has the option to contract as needed with OCWEP to track down suspected illicit discharges in an attempt to determine their source so that they can be readily eliminated. The County follows the following general procedure when they encounter an illicit discharge:
 - Map the location of the outfall associated with the illicit discharge that has been observed.

- Complete the Illicit Discharge Tracking Form (See Onondaga County Department of Water Environment Protection Stormwater Pollution Hotline Illicit Discharge Call Procedure Manual **APPENDIX L**);
 - Complete an Outfall Reconnaissance Inventory Field Sheet (**APPENDIX F**). This form is also used for routine inspections;
 - Take photos of illicit discharge and the outfall where discharge is occurring;
 - Inform the Village of Baldwinsville;
 - Inform Onondaga County Water Environment Protection.
- The Village of Baldwinsville, as a member of the CNY Stormwater Coalition, will contract with the Central New York Regional Planning and Development Board (CNY RPDB) to provide outreach materials concerning illicit discharges as part of an annual CNY Stormwater Coalition Education Compliance Assistance Program (**APPENDIX E**).
 - The Village of Baldwinsville will review outfall mapping, sewershed mapping, and outfall inspection data completed or compiled by CNY RPDB/OCWEP for quality control.
 - The Village of Baldwinsville coordinates with the CNY RPDB, who maintains a storm sewer shed mapping data base for the entire SUA. The map can be found at the following link:

<https://www.arcgis.com/apps/View/index.html?appid=f61bc3c22ce44d89ac4c9f9db6075055>

Additionally, the Village of Baldwinsville maintains a Village wide storm sewershed mapping database utilizing GIS software. A copy of the Sewer Sheds Map is included in **APPENDIX J**. Field investigations are programmed to verify information and will include areas extending outside of the urbanized area (to facilitate track down of illicit discharges).

- The Village of Baldwinsville owns and maintains a public sanitary sewer system (**APPENDIX J**) consisting of manholes, piping, and pumping station. While the sanitary sewer system serves the majority of the Village, several properties within the Village still own and maintain private separate onsite septic systems. Village representative perform periodic inspections (Once every 5-years) to determine that the facilities are operating in compliance with the MS4 Permit. A map and list of properties with septic systems (**APPENDIX I**) has been included.
- Procedures must be implemented for targeting the type of illicit discharges believed to be most common or likely in the MS4. Based on guidance provided in the document, *“Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments” (EPA 2004)*, the Village of Baldwinsville has determined that the following sources are most likely to potentially contribute illicit discharges to the stormwater drainage system within municipal boundaries:
 - Building maintenance/municipal facilities
 - Cross-connections (sanitary)
 - Restaurants
 - Vehicle fueling
 - Vehicle repair and maintenance shops
 - Chlorinated pool water discharge

- Construction sites
- Garden supply centers
- Sewer overflows (high rain events)
- Onsite septic systems
- Sump pump discharge normally contributes only ground water to the stormwater system, however, in some situations can become a potential source of illicit discharge. When tracking illicit discharges, sump pumps should be included as a possible source of contamination within the network of underground stormwater piping and catch basins. Additionally, direct surface discharges from sump pump shall be considered when tracing an illicit discharge.
- The Village of Baldwinsville has determined that the following types of discharges are not substantial contributors of pollutants to the stormwater drainage system:
 - Water line flushing
 - Landscape irrigation
 - Diverted stream flows
 - Uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20))
 - Uncontaminated ground water
 - Rising ground waters
 - Discharges from potable water sources
 - Foundation drains
 - Air conditioning condensate
 - Irrigation water
 - Springs
 - Uncontaminated water from crawl space and basement sump pumps
 - Footing drains
 - Lawn and landscape watering runoff (only if fertilization and/or pesticide application is done properly)
 - Water from individual residential car washing
 - Flows from riparian habitats and wetlands
 - Dechlorinated swimming pool discharges
 - Residual street wash water
 - Discharges or flows from firefighting activities
 - Dechlorinated water reservoir discharges
 - Any SPDES permitted discharge
- The Village of Baldwinsville has determined that there are no building or processes such as industrial facilities within the Village watershed considered likely to contribute high risk illicit discharges to stormwater runoff or ecological resources.
- *(Complete if IDDE program is not being done by Onondaga County)* The MS4 will inspect outfalls to identify dry weather flows and other indicators of possible illicit discharges, with all outfalls receiving inspections at least once every 5 years with reasonable progress (averaging 20 percent) each year. The condition and type of outfall will be characterized and dry weather flows or other indicators of possible illicit discharges will be documented.
- The following staff are responsible for outfall mapping:
 - Dunn & Sgromo Engineers, PLLC - Village Engineer

- (Complete if IDDE program is not being done by Onondaga County) the following staff is responsible for outfall reconnaissance and dry weather flow inspections:

Dunn & Sgromo Engineers, PLLC - Village Engineer

- The following staff is responsible for working with Onondaga County to track down sources of illicit discharges:

Code Enforcement Officer or Dunn & Sgromo Engineers, PLLC-Village Engineer

- The following staff is responsible for achieving voluntary compliance and/or enforcement actions to eliminate identified discharges:

Code Enforcement Officer

- (Complete if IDDE program is not being done by Onondaga County) the following staff is responsible for receiving and responding to calls and tips from the public about potential illicit discharges:

Code Enforcement Officer

- A process to identify and track illicit discharges to their source has been developed and will be implemented. The document *“Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments”* (EPA 2004) will be used as guidance for completing this process.

The process to identify illicit discharges as outlined above involves utilizing the existing stormwater mapping to perform outfall inspections during periods of dry weather. Responding to tips from the public regarding potential illicit discharges and finally training for Village employees that will help them identify an illicit discharge when performing field operations. The document *“Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments”* (EPA 2004) was used to develop the tracing of illicit discharges outlined below:

A. Tracking:

Once an illicit discharge is detected at an outfall or stream, one of four types of illicit discharge investigations is triggered to track down the individual source. These investigations are often time consuming and expensive, require special training and staff expertise, and may result in legal action. They include:

- Storm drain network investigations including sump pumps
- Drainage area investigations
- On-site investigations
- Septic system investigations
- Sump pump surface discharges

Each type of investigation handles a different type of discharge problem and has its advantages and disadvantages. More detail on these investigations is provided in Chapter

13 of the *“Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments”* (EPA 2004).

Storm Drain Network Investigations

Storm drain or “trunk” investigations narrow the source of a discharge problem to a single segment of a storm sewer. The investigation starts at the outfall, and the field crew must decide how it will explore the upstream pipe network. The three (3) options include:

- Work progressively up the trunk from the outfall and test manholes along the way
- Split the trunk into equal segments and test manholes at strategic points of the storm drain system
- Work progressively down the trunk (i.e., from the headwaters of the storm drain network and move downstream)

The decision to move up, split, or move down the trunk depends on the nature of the drainage system, and the surrounding land use. The three (3) options also require different levels of advance preparation. Moving up the trunk can begin immediately when an illicit discharge is detected at an outfall, and only a map of the storm drain system is required. Splitting the trunk requires a little more preparation to examine the storm drain system and find the most strategic manholes to sample. Moving down the trunk requires even more advance preparation, since the most upstream segments of the storm drain network may be poorly understood.

Once crews choose one of these options, they need to select the most appropriate investigative methods to track down the source. Common methods include:

- Visual inspection at manholes
- Sandbagging or damming the trunk
- Dye testing
- Smoke testing
- Video testing

Drainage Area Investigations

Drainage area investigations are initially conducted in the office, but quickly move into the field. They involve a parcel by parcel analysis of potential generating sites within the drainage area of a problem outfall. They are most appropriate when the drainage area to the outfall is large or complex, and when the flow type in the discharge appears to be specific to a certain type of land use or generating site. These investigations may include the following techniques:

- Land use investigations
- SIC code review (see Appendix A of the *“Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments”* (EPA 2004).
- Permit review

- As-built review
- Aerial photography analysis
- Infrared aerial photography analysis
- Property ownership certification

On-site Investigations

Once the illicit discharge has been isolated to a specific section of storm drain, an on-site investigation can be performed to find the specific source of the discharge. In some situations, such as sub-watersheds dominated by industrial land uses or many generating sites, on-site investigations may be immediately pursued.

On-site investigations are typically performed by dye testing the plumbing systems of households and buildings. Where septic systems are prevalent, inspections of tanks and drain fields may be needed.

On-site investigations are excellent opportunities to combine IDDE efforts with industrial site inspections that target review and verification of proper Storm Water Pollution Prevention Plans. Appendix A of the *“Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments”* (EPA 2004) provides a list of industrial activities that typically require industrial NPDES discharge permits.

Septic System Investigations

Communities with areas of on-site sewage disposal systems (i.e., septic systems) need to consider alternative investigatory methods to track illicit discharges that enter streams as indirect discharges, through surface breakouts of septic fields, or through straight pipe discharges from bypassed septic systems. Techniques can involve on-site investigations or imagery analysis (e.g., infrared aeriels).

B. Documentation

1. Illicit discharge complaints and dry weather inspection reports are filled out and cataloged in the yearly SWMP.
2. Investigation will be documented through field reports, forms, and journals completed by the investigator.
3. How the discharge was eliminated will be documented in the Annual SWMP.

C. Eliminating Illicit Discharges

Once the source of an illicit discharge has been identified, steps should be taken to fix or eliminate the discharge. Four questions should be answered for each individual illicit discharge to determine how to proceed; the answers will usually vary depending on the source of the discharge.

- Who is responsible?
- What methods will be used to repair?
- How long will the repair take?

- How will removal be confirmed?

Financial responsibility for source removal will typically fall on property owners, MS4 operators, or a combination of the two. Methods for removing illicit discharges usually involve a combination of education and enforcement. A process for addressing illicit discharges that focuses on identifying the responsible party and enforcement procedures is presented in Figure 13, while Table 26 of the *“Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments”* (EPA 2004), presents various options for removing illicit discharges from various sources. Additional information on common removal actions and associated costs can be found in Chapter 14 of the *“Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments”* (EPA 2004).

Program managers should use judgment in exercising the right mix of compliance assistance and enforcement. The authority and responsibility for correction and enforcement should be clearly defined in the local IDDE ordinance developed earlier in the program. An escalating enforcement approach is often warranted and is usually a reasonable process to follow. Voluntary compliance should be used for first-time, minor offenders. Often, property owners are not even aware of a problem, and are willing to fix it when educated. More serious violations or continued non-compliance may warrant a more aggressive, enforcement-oriented approach.

- The local law prohibiting illicit discharges to the separate storm sewer system was adopted on December 11, 2007 and will continue to be enforced by the Village of Baldwinsville Code Enforcement Officer. A copy of the local law is included as **APPENDIX K**.
- Enforcement actions as specified in the local law will be documented. A summary form denoting the status of outfalls with suspected and confirmed illicit discharges, and the progress made toward eliminating them will be maintained (the blank Village of Baldwinsville Illicit Discharge Reporting form and completed summary documentation are included as **APPENDIX L**). This information is maintained in a database located in the Code Enforcement Office at the Village Hall.

Measurable Goals

The Village of Baldwinsville is assessing the success of Minimum Control Measure 3 of its SWMP through the following Measurable Goals:

- **Number of new stormwater outfalls mapped (annual)**
 Goal: Map 100 percent of new outfalls each year Current: _____
- **Percent completion of storm sewershed mapping (100% required)**
 Goal: 100% Current: _____ %

- **Percent completion of storm sewer system mapping**
Goal: 100% (updated as needed) Current: %
- **Number of outfalls inspected and percentage of total (NOTE: 20% is permit minimum) (annual)**
Number of outfalls in municipality: 65
Goal: 20% Current: (22%)
- **Number of outfalls with suspected illicit discharges (annual)**
Goal: Track annually and evaluate trends Current: _____
- **Number of outfalls with confirmed illicit discharges (annual)**
Goal: Track annually and evaluate trends Current: _____
- **Number of illicit discharges tracked to source (annual)**
Goal: 100% of confirmed discharges tracked to source Current: _____
- **Number of high-risk discharges prioritized (annual)**
Goal: _____ Current: NA
- **Number of illicit discharges eliminated (annual)**
Goal: Eliminate 50% of confirmed discharges annually Current: _____
- **Number of enforcement actions issued for illicit discharges and resulting rate of compliance (annual)** _____
Goal: 100% compliance following enforcement Current: _____
- **Percent of staff in relevant positions that have received IDDE training**
Goal: 100 percent of responsible individuals trained Current: %
- **Number of suspected illicit discharges reported by citizens (annual)**
Goal: Track annually Current: 0
- **Number of sanitary sewer overflows identified or reported (annual)**
Goal: Track Annually Current: _____
- **Number of sanitary sewer overflow causes identified (annual)**
Goal: 100% of identified or reported SSOs Current: _____
- **Number of inflow infiltration issues and/or gallons of I/I to sanitary system eliminated**
Goal: Track Annually Current: _____
- **Number and percentage of sanitary sewer overflows eliminated**
Goal: % of SSOs eliminated per program year Current: _____

Minimum Control Measure 4. Construction Site Runoff Control

The focus of the Village of Baldwinsville' Construction Site Runoff Control component of the stormwater program is to reduce the discharge of pollutants from active construction sites disturbing one acre or more of land surface. This included disturbances of less than one acre that is part of a larger common plan of development or sale.

Permit requirements addressed by this SWMP include:

- A local law requiring that a SWPPP be prepared and implemented for any earth-disturbance activity of one acre or more, in compliance with NYS Standards and Specifications for Erosion and Sediment Control and the general construction permit SPDES GP-0-10-001 or latest version;
- Procedures for SWPPP review to ensure compliance with permit requirements and design standards, and considering potential water quality impacts;
- Opportunity for public comment on SWPPPs;
- Performance of site inspections to ensure proper implementation of SWPPPs, and maintenance and repair of best management practices as needed;
- Ensuring adequate training for those performing SWPPP reviews and site inspections;
- Ensuring that land contractors performing work in the MS4 have received the required erosion and sediment control training.

The following activities under Minimum Control Measure 4 will be completed by the Village of Baldwinsville independently or in cooperation with the CNYSC and/or its partner agencies:

- As a partner of the CNYSC, the Onondaga County Soil and Water Conservation District (OCSWCD) staff, in conjunction with the NYSDEC and NYS Conservation District Employees Association (NYS CDEA), regularly conducts 4-hour Erosion & Sediment Control Certification trainings to become trained contractors or a qualified inspector under supervision by a Professional Engineer or a Registered Landscape Architect. The following link directs you to a website for information regarding these classes:

<https://www.nyscdea.com/nys-dec-endorsed-4-hour-erosion-sediment-control-online-training/>

The Village of Baldwinsville will cooperate with this effort. NYS CDEA is authorized by NYSDEC to distribute the 3-year term certification cards indicating that an individual has satisfied this requirement. OCSWCD's program reaches contractors that work throughout the SUA.

- SWPPP technical reviews are will be completed by the following:

Name of Reviewer	Qualifications	Role and/or Affiliation
Gregory Sgromo	Professional Engineer	Village Engineer

All reviews will be conducted in accordance with the latest NYSDEC Standards and General Permits, complying with NYSDEC's SWPPP review checklist.

- The Village of Baldwinsville provides notice and opportunity for public comment on all SWPPPs through the public hearing phase in the subdivision, site plan review, or special permit process, where the SWPPP is developed and reviewed simultaneously with other aspects of the project design. All SWPPPs must be in compliance with the current New York Standards and Specifications for Erosion and Sediment Control. The NYSDEC SWPPP review checklist is used to ensure this (**APPENDIX M**). The progress of each individual SWPPP through review and approval by the Planning Board, Engineer, and Chief Elected Official is documented. This documentation is included as **APPENDIX M** along with a blank form that is used for this purpose. As required, the Village of Baldwinsville will complete the NYSDEC SWPPP Acceptance Form for each accepted SWPPP. The form will be endorsed by the Chief Elected Official or authorized representative. The original will be given to the applicant to file with his or her Notice of Intent to NYSDEC, while a copy will be maintained on file in the office of the Code Enforcement Officer.
- The Village of Baldwinsville uses a system for tracking and inspection of active construction sites, and maintains a database of this information that is regularly updated as conditions change. This database is located at the Code Enforcement Office, and annual summaries of construction inspections are provided in **APPENDIX N**, along with forms to be used for inspections of individual sites, and for compiling all inspection data. Sites will be inspected at key points during the course of construction, including:
 - immediately before work begins;
 - after installation of perimeter sediment control practices;
 - at completion of clearing;
 - after rough grading;
 - after final grading;
 - at the close of the construction season*;
 - at final stabilization*;
 - on a site-specific basis as a follow-up to violations to ensure that they were corrected*;
 - priority will be given to large long duration soil exposure, and for projects located in environmentally sensitive areas.
 - All actual construction sites are required to have a qualified professional for weekly inspections. Visual inspections of all cleared and graded areas of the construction site will be performed weekly as required by the SPDES General Permit for Stormwater Discharge from Construction Activities, Permit No. GP-0-10-001.

The inspections will be conducted by a SWPPP coordinator or his designated stormwater team members. In order to perform these inspections, the qualified inspector has to be a:

- Licensed Professional Engineer
 - Certified Professional in Erosion and Sediment Control (CPESC)
 - Registered Landscape Architect
 - Someone working under the direct supervision of, and at the same company as, the licensed Professional Engineer or Registered Landscape Architect, provided they have received four hours of Department endorsed training in proper erosion and sediment control principles from a Soil and Water Conservation District, or other Department endorsed entity.
- Additionally, the Village of Baldwinsville Code Enforcement Officials will check onsite to ensure that construction site operators have 4-hour erosion and sediment control training certification while they are performing work requiring erosion and sediment control. If at least one individual representing a given contractor/company is unable to produce a certification card indicating that he/she has received the required training, the company will be asked to stop work and leave the site until the requirement is fulfilled. Prior to construction, all contractors will be required to submit their construction site operator and required certification. All training certificates received will be filed and maintained by the Code Enforcement Office.
 - The Village of Baldwinsville Code Enforcement Officers will conduct final site inspections when developers or site owners are seeking to close out their General Permit coverage, which is done through filing of a Notice of Termination (NOT). In order to file the NOT, all portions of the site not consisting of buildings or hardscapes must be stabilized with 80 percent density turf or other appropriate vegetation or landscaping. All permanent stormwater management practices and green infrastructure features must be in place and functioning as intended. At the recommendation of the inspecting Code Enforcement Official, the chief elected official of the Village of Baldwinsville or duly authorized Representative, will then sign off on the NOT so that it can be submitted by the project owner to NYSDEC. A copy of each completed NOT will be maintained on file in the Code Enforcement Office.
 - The Village of Baldwinsville will follow a series of escalating actions for sites that are in violation. The process is described in **APPENDIX O**.
 - All Code Enforcement Officers have received, or will receive, training on technical elements and proper procedures to conduct site inspections and review of owner/operator inspections in order to determine compliance with the stormwater permit requirements. Timothy Ganey is the current Code Enforcement Officer in the Village of Baldwinsville. Training can be obtained through the following programs:
 - Onondaga Soil and Water Conservation District, Central New York Regional Planning and Development. (list CNY RPDB, SWCD, NYSDEC, Certified Professional in Erosion

and Sediment Control (CPESC) or Certified Erosion, Sediment, and Stormwater Inspector (CESSWI) certifications, or other sessions.

For officials that have already been trained, copies of training sign-in logs and certificates related to this requirement are included as **APPENDIX P**.

- The Village of Baldwinsville will ensure that all municipal projects are designed and constructed in accordance with SPDES GP-0-20-001. A copy of GP-0-20-001 is included as **APPENDIX Q** for reference.
- A local law requiring compliance with GP-0-10-001, or latest permit, and the NY Standards and Specifications for Erosion and Sediment Control for all construction sites 1 acre or greater in land disturbance was adopted on December 11, 2007 and amended on August 9, 2011, September 13, 2011, and September 11, 2012, and will continue to be enforced by the Village Code Enforcement Officer. A copy of the local law, with relevant sections of Subdivision, Zoning, and Site Plan Review codes, is included as **APPENDIX R**.

Measurable Goals

The Village of Baldwinsville is assessing the success of Minimum Control Measure 4 of its SWMP through the following Measurable Goals:

- Number of SWPPPs reviewed for erosion and sediment_control compliance (annual) (Permit requirement is 100%)
Goal: 100% Current: _____
- Number of construction projects of greater than one acre disturbance authorized (annual)
Goal: Track annually and evaluate trends Current: _____
- Number of construction projects of greater than one acre disturbance active (annual)
Goal: Track annually and evaluate trends Current: _____
- Number of construction sites inspected conducted for erosion and sediment control compliance
Goal: 100% of active sites
 - Number of inspections conducted Current: _____
 - Trained Contractors (with certification) Current: _____
- Total number of enforcement actions taken for non-compliance (annual)
Goal: Track annually
 - Number of Notices of Violation issued Current: _____
 - Number of Stop Work Orders issued Current: _____
 - Number of criminal actions taken Current: _____
 - Number of administrative fines Current: _____

- Number of civil penalties issued Current: _____

- Number of non-compliance issues resolved (annual)
Goal: Resolve 100% of non-compliance issues Current: NA

- Number of trained SWPPP reviewers
Goal: 1 Current: _____

- Number of trained qualified inspectors
Goal: 1 Current: _____

- Number or percentage of construction firms or contractors with current 4-hour training certification
Goal: 100 % of firms working in MS4 have trained individual Current: 100%

Minimum Control Measure 5. Post-Construction Stormwater Management

The Village of Baldwinsville's Post-Construction Stormwater Management Program addresses control of stormwater quality, volume, and peak flow after construction is completed in both new and existing developments.

Permit requirements addressed by this SWMP include:

- A local law requiring that a post-construction runoff controls for new development and re-development be prepared and implemented for any earth-disturbance activity of one acre or more, in compliance with NYS Stormwater Management Design Manual and the general construction permit SPDES GP-0-10-001;
- Procedures for post-construction review to ensure compliance with permit requirements and design standards, and considering potential water quality impacts;
- Completion of an inventory of all post-construction stormwater management practices (public and private) under the municipality's jurisdiction,
- Ensuring that post-construction stormwater management practices are inspected by qualified individuals and maintained to ensure proper function.
- The Village of Baldwinsville follows the review process detailed under MCM 4 on page 22. All post-construction management practices are required to be reviewed as part of this process and in compliance with the latest version of the *NYS Stormwater Management Design Manual*.
- The local law requiring compliance with the SPDES *General Permit for Stormwater Discharges from Construction Activity*, and the *NYS Stormwater Management Design Manual* for all construction sites 1 acre or greater in land disturbance was discussed on page 19. It is enforced by The Village of Baldwinsville Code Enforcement Officer, Timothy Ganey. A copy of the local law is included as **APPENDIX R**.
- The Village of Baldwinsville will periodically inspect post-construction stormwater management practices, and permanent green infrastructure features while they are under construction as part of the inspections described for MCM 4. These inspections are documented in **APPENDIX N**. The inspection of permanent stormwater management practices during construction is part of the process for construction inspection described under MCM 4. The Village of Baldwinsville will require certification of the post-construction stormwater facilities be submitted from the design engineer of record, stating that the facilities are constructed in accordance with the approved plans and specifications and are functioning properly before an Notice of Termination (NOT) can be filed.
- After construction, the Village of Baldwinsville conducts a post-construction stormwater management inspection and maintenance program and tracks inspections, identifies maintenance or repair needs, and documents completion of needed work. Stormwater facilities owned by the Village will be operated, maintained, and when required, repaired by the Village Highway department or contracted to an outside entity if necessary. If privately owned and operated, the Village will notify the owner of the facility in writing that maintenance and/or repairs are needed. The owner will then be responsible for

completion of all the required repairs or maintenance. If the owner refuses to complete the required repair, the Village will complete the repairs, and penalties will be enforced on the owner of the facility via an executed Maintenance Agreement. This agreement is required to prior to close-out of construction and before the NOT is filed. The Village of Baldwinsville Codes department will oversee this process. The Village of Baldwinsville will maintain a database of this information that is regularly updated as conditions change. Annual summaries of the condition and inspection, and maintenance records for all post-construction stormwater management practices are included in **APPENDIX T**, along with a blank form that may be used for this purpose. The database containing detailed data is maintained at the Codes Enforcement Office.

- The Village of Baldwinsville will consider implementing Low Impact Development (LID), Better Site Design (BSD), and other Green Infrastructure practices when developing watershed plans, municipal comprehensive plans, open space preservation programs, and during re-development or new development project. The Village will also consider smart growth principles, natural resource protection, impervious area reduction, and maintenance of natural hydrologic conditions, in developments, riparian buffers or set back distances for protection of environmentally sensitive areas such as streams, wetlands, and erodible soils.

Measurable Goals

The Village of Baldwinsville is assessing the success of Minimum Control Measure 5 of its SWMP through the following Measurable Goal:

- Number of SWPPPS with post-construction stormwater management practices reviewed
Goal: Track annually Current: _____
- Number of post-construction facilities inspected (during construction)
Goal: 100% Current: _____
- Post-construction facilities certified and added to inventory
Goal: 100% of active sites Current: _____
- Number of existing post-construction stormwater management practices inspected and percentage of total (annual)
Goal: 20% of practices inspected annually, 100% every 5 year Current: _____
- Number of existing post-construction stormwater management practices with maintenance or repair needs identified
Goal: Track annually Current: _____
- Number of existing post-construction stormwater management practices maintained or repaired (annual)
Goal: 100% of practices in need of maintenance or repair maintained Current: _____

➤ Number of new stormwater management or green infrastructure practices installed as a result of watershed planning or banking and credit programs (annual)
Goal: _____ *Track annually* _____ *Current:* _____

➤ Percentage of municipal staff responsible for program implementation that attended training on Green Infrastructure principles, Low Impact Development, and/or Better Site Design (annual)?
Goal: 100% of responsible staff trained _____ *Current:* 100% _____

Minimum Control Measure 6. Pollution Prevention and Good Housekeeping of Municipal Operations

Municipal facilities and operations contain and produce many potential sources of pollutants to the stormwater drainage system. MCM 6 focuses on development and implementation of Best Management Practices to eliminate or minimize this pollution.

Permit requirements addressed by this SWMP include:

- An inventory and self-assessment of all municipal operations, facilities, and equipment to ensure implementation of best management practices that prevent stormwater pollution, completed at least once every three years;
- Establishment and implementation of policies and procedures for operations that have the potential to contribute to stormwater pollution;
- Implementation of best management practices to reduce and eliminate the discharge of pollutants from municipal operations and facilities to the MS4;
- Proper training of municipal employees in all aspects of the Pollution Prevention and Good Housekeeping program;
- Policies to ensure that all third-party contractors comply with established Pollution Prevention and Good Housekeeping procedures and practices;
- Preparation and utilization of Stormwater Pollution Prevention Plans for facilities and operations covered under the MS4 General Permit that would otherwise be subject to the Multi-Sector General Permit (SPDES GP-0-12-001).

The following activities under Minimum Control Measure 6 will be completed by the Village of Baldwinsville independently or in cooperation with the CNYSC and/or its partner agencies:

- The Village of Baldwinsville completes a self-assessment of municipal operations and facilities that can impact stormwater pollution at least once every three years. The most recent municipal operations and facilities list and self-assessments complete in 2024, are attached in **APPENDIX U**. A recommended form for completing the assessment, developed by the Stormwater Coalition of Monroe County, is also included.
- **APPENDIX V** contains the Standard Operating Procedures pertaining to the following areas of Village of Baldwinsville operations:
 - Street Maintenance
 - Winter Road Maintenance
 - Stormwater System Maintenance
 - Vehicle and Fleet Maintenance
 - Parks and Open Space Maintenance
 - Municipal Building Maintenance
 - Solid Waste Management
 - New Construction and Land Disturbances
 - Right-Of-Way Maintenance
 - Marine Operations
 - Hydrologic Habitat Modification
 - Other Municipal Facilities or Operations
- Village of Baldwinsville implements a municipal staff training program. Documentation of program activities is provided in **APPENDIX W**, including materials, presentations, and sign-in sheets from training sessions. Training strategies that Village of Baldwinsville

employs to inform its staff regarding the stormwater pollution prevention program were prepared by the Central New York Regional Planning and Development Board as follows:

- NYSDOT Good Housekeeping Practiced for DPW/Fleet Maintenance Facilities
 - Catch Basin/Storm Drain Cleaning and Maintenance
 - Pollution Prevention for Municipalities
 - NYSDEC Stormwater Management Basic Overview for Municipal
 - Developing a Municipal Good Housekeeping Program
 - OCRRA Recycling
 - OCRRA Overview of Yard Waste Composting and Food Waste Compost Pilot Program
 - NYSDEC Environmentally Friendly snow and Ice Control
 - NYSDEC Spill Prevention and Response
 - Best Management Practices for Lawns and Landscapes
 - Pollution Prevention/Good Housekeeping – Effective Control Road Ditch Maintenance for Municipal Operations
 - Roadside & Roadway Drainage Maintenance & Pollution Prevention
 - Municipal Pollution Prevention – Regulatory Requirements and Self Audit Process
 - NYSDOT Winter Road Maintenance
- The Village of Baldwinsville ensures third-party compliance with this SWMP, and all related Best Management Practices through language in its contract documents. A copy of the required language that will be included in these documents is found in **APPENDIX X**. Additionally, all third parties whom the Village of Baldwinsville relies upon to develop or implement any portion of the SWMP not covered through contract, is required to sign a Certification Statement. A copy of the Certification Statement can be found in **APPENDIX X**.
 - The following items will be tracked throughout the reporting year and reported annually to NYSDEC:
 - number of catch basins inspected, cleaned, repaired or replaced;
 - miles of roads swept;
 - number of post-construction stormwater management facilities inspected and cleaned;
 - pounds of phosphorus applied in chemical fertilizer.
 - Onondaga County Soil and Water Conservation District (OCSWCD) implements a Critical Area Seeding and Stabilization that provides seeding, mulching, and application of erosion control in highway ditches and embankments throughout Onondaga County upon request of municipal highway departments, and DPWs. Records of stabilization activities performed by OCSWCD in the Village of Baldwinsville are included as **APPENDIX Y**.
 - An annual summary listing, quantifying all of the data required for the MS4 Annual Report, and a blank form for tabulating this data is included (**APPENDIX Z**). This form is filled out

by the Highway Superintendent, and submitted to the Stormwater Administrator on an annual basis.

- The Village of Baldwinsville will consider and incorporate run-off reduction techniques when cost effective, road, drainage, re-construction projects, and parking lots.

Measurable Goals

The Village of Baldwinsville is assessing the success of Minimum Control Measure 6 of its SWMP through the following Measurable Goals (*Mandatory goals are listed in bold. Check all of the following that apply and/or add additional goals, and specify benchmark or milestone target and current progress information*):

- Number of employee trainings delivered (annual)
Goal: 1 Current: _____
- Number of employees trained in general municipal pollution prevention and good housekeeping, percentage of total
Goal: 100% of relevant personnel Current: 100%
- Miles of roadway swept (annual) (miles x number of street sweepings)
Goal: 92 Current: _____
- Acres of parking lot swept (annual) (acres x number of times swept)
Goal: 6 Current: _____
- Tons of debris removed through street and parking lot sweeping (annual)
Goal: Track annually and evaluate trends Current: _____
- Number of catch basins inspected (annual), percentage of total
Goal: 10% Current: _____
- Number of catch basins cleaned (annual), percentage of total
Goal: 10% Current: _____
- Tons of debris removed through catchbasin cleaning (annual)
Goal: Track annually and evaluate trends Current: _____
- Number of employees trained in hazardous material storage and maintenance, percentage of total
Goal: 100% of relevant personnel Current: 100%
- Number of employees trained in spill response and prevention, percentage of total
Goal: 5% Current: %
- Number of spills of petroleum or hazardous chemicals occurring due to municipal operations (annual)

- Goal: 0 ultimately, track annually for trends Current: _____
- Number of employees trained in road salt application techniques
Goal: All Operator Current: 100%
 - Length of storm drainage conveyance system cleaned (annual)
Goal: Track annually and evaluate trends Current: None
 - Tons of material removed through cleaning of storm drainage system (annual)
Goal: Track annually and evaluate trends Current: None
 - Miles or linear feet of road ditches and embankments maintained and stabilized
Goal: Track annually and evaluate trends Current: miles
 - Quantity of salt applied to roadways (annual)
Goal: Track annually and evaluate trends Current: tons
 - Quantity of alternative products used and approximate percentage of total deicing material (annual)
Goal: Track annually and evaluate trends Current: None
 - Number of gallons of used oil collected from municipal operations
Goal: Track annually and evaluate trends Current: gallons
 - Number of municipal drainage retrofit projects incorporating green infrastructure practices
Goal: 2 Current: _____