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RIPDES SMALL MS4 ANNUAL REPORT GENERAL INFORMATION PAGE

RIPDES PERMIT #RIR0400 _____ 0038 _____

REPORTING PERIOD: **YEAR 15**
Jan 2018-Dec 2018

OPERATOR OF MS4

Name: Town of Glocester				
Mailing Address: 1145 Putnam Pike				
City: Chepachet	State: RI	Zip: 02814	Phone: (401) 568-6206	
Contact Person: Karen Scott		Title: Town Planner		
		Email: karenscott@glocesterri.org		
Legal status (circle one): PRI - Private <u>PUB - Public</u> BPP - Public/Private STA - State FED - Federal				
Other (please specify):				

OWNER OF MS4 (if different from OPERATOR)

Name:			
Mailing Address:			
City:	State:	Zip:	Phone: ()
Contact Person:		Title:	
		Email:	

CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under the direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate 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, I certify that 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 George O. Steere, Jr.

Print Title Town Council President

Signature _____ Date _____



MINIMUM CONTROL MEASURE #1: PUBLIC EDUCATION AND OUTREACH (Part IV.B.1 General Permit)

SECTION I. OVERALL EVALUATION:

GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:

Include information relevant to the implementation of each measurable goal, such as activities, topics addressed, audiences and pollutants targeted. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for choosing the education activity to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: Karen Scott, Town Planner

Phone: 401-568-6206 **Email:** karenscott@glocesterri.org

IV.B.1.b.1 Use the space below to provide a General Summary of activities implemented to educate your community on how to reduce stormwater pollution. For TMDL affected areas, with stormwater associated pollutants of concern, indicate rationale for choosing the education activity. List materials used for public education and topics addressed. Summarize implementation status and discuss if the activity is appropriate and effective.

Through the Northern Rhode Island Conservation District (NRICD) <http://nricd.org> the town has provided the public with education on the following topics: Septic System Operation and Maintenance; Eco-Friendly Landscaping practices; reducing the use of pesticides and fertilizers to avoid nutrient loading; Well Water testing and pollution threats; land water connection for protecting drinking water at its source, safe medication disposal, rain gardens, conservation easements and non-point source pollution workshops with school children.

IV.B.1.b.2 Use the space below to provide a general summary of how the public education program was used to educate the community on how to become involved in the municipal or statewide stormwater program. Describe partnerships with governmental and non-governmental agencies used to involve your community.

Through the Northern Rhode Island Conservation District (NRICD) <http://nricd.org> the town utilized their expertise in public education and outreach to share the message of watershed protection with Gloucester residents. NRICD provides an innovative process of educating school children, families, professional organization and businesses.

The draft small MS4 Annual Report was advertised in the Valley Breeze on February 14, 2019 with Public Comments due by February 28, 2019, in accordance with the Rhode Island Pollution Discharge Elimination System (RIPDES) program general permit. A hard copy version of the annual report was available for review in the Town Planner's office.

Check all topics that were included in the Public Education and Outreach program during this reporting period. For each of the topics selected, provide the target pollutant (e.g. construction sites, total suspended solids):

Topic	Target Pollutant(s)
<input type="checkbox"/> Construction Sites	
<input checked="" type="checkbox"/> Pesticide and Fertilizer Application	
<input checked="" type="checkbox"/> General Stormwater Management Information	
<input checked="" type="checkbox"/> Pet Waste Management	
<input checked="" type="checkbox"/> Household Hazardous Waste Disposal	
<input type="checkbox"/> Recycling	
<input checked="" type="checkbox"/> Illicit Discharge Detection and Elimination	
<input checked="" type="checkbox"/> Riparian Corridor Protection/Restoration	
<input checked="" type="checkbox"/> Infrastructure Maintenance	
<input checked="" type="checkbox"/> Trash Management	
<input type="checkbox"/> Smart Growth	
<input type="checkbox"/> Vehicle Washing	
<input type="checkbox"/> Storm Drain Marking	
<input checked="" type="checkbox"/> Water Conservation	
<input type="checkbox"/> Green Infrastructure/Better Site Design/LID	
<input checked="" type="checkbox"/> Wetland Protection	
<input type="checkbox"/> Other:	
<input type="checkbox"/> None	

Specific audiences targeted during this reporting period:

- | | |
|------------------------------------------------------|----------------------------------------------------|
| <input checked="" type="checkbox"/> Public Employees | <input type="checkbox"/> Contractors |
| <input checked="" type="checkbox"/> Residential | <input type="checkbox"/> Developers |
| <input checked="" type="checkbox"/> Businesses | <input checked="" type="checkbox"/> General Public |
| <input type="checkbox"/> Restaurants | <input type="checkbox"/> Industries |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Agricultural |

Additional Measurable Goals and Activities

Please list all stormwater training attended by your staff during the 2018 calendar year and list the name(s) and municipal position of all staff who attended the training.

Trainings: N/A

Attending name of staff and title: _____

Attending name of staff and title: _____



**MINIMUM CONTROL MEASURE #2:
PUBLIC INVOLVEMENT/PARTICIPATION (Part IV.B.2 General Permit)**

SECTION I. OVERALL EVALUATION:

GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:

Include information relevant to the implementation of each measurable goal, such as types of activities and audiences/groups engaged. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: Karen Scott, Town Planner

Phone: 401-568-6206 **Email:** karenscott@glocesterri.org

IV.B.2.b.2.ii Use the space below to describe audiences targeted for the public involvement minimum measure, include a description of the groups engaged, and activities implemented and if a particular pollutant(s) was targeted. If addressing TMDL requirements indicate how the audience(s) and/or activity address the pollutant(s) of concern. Name of person(s) and/or parties responsible for implementation of activities identified. Assess the effectiveness of BMP and measurable goal.

See answers to IV.B.1.b.1 and IV.B.1.b.2 above. These workshops targeted residents and business owners to get the message out about water quality and the impact of pollutants. The Town is expected to carry out much of the same type of programs described above in the coming year. TMDL requirements are not applicable.

Opportunities provided for public participation in implementation, development, evaluation, and improvement of the Stormwater Management Program Plan (SWMP) during this reporting period. Check all that apply:

- | | |
|--------------------------------------------------------|----------------------------------------------------------|
| <input checked="" type="checkbox"/> Cleanup Events | <input type="checkbox"/> Storm Drain Markings |
| <input type="checkbox"/> Comments on SWMP Received | <input checked="" type="checkbox"/> Stakeholder Meetings |
| <input type="checkbox"/> Community Hotlines | <input type="checkbox"/> Volunteer Monitoring |
| <input checked="" type="checkbox"/> Community Meetings | <input type="checkbox"/> Plantings |
| <input type="checkbox"/> Other (describe) | |

Additional Measurable Goals and Activities

SECTION II. Public Notice Information (Parts IV.G.2.h and IV.G.2.i) *Note: attach copy of public notice****

Was the availability of this Annual Report and the Stormwater Management Program Plan (SWMP) announced via public notice? YES NO

If YES, Date of Public Notice: February 14, 2019

How was public notified:

- | | |
|-----------------------------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> List-Serve (Enter # of names in List: _____) | <input checked="" type="checkbox"/> Newspaper Advertising |
| <input type="checkbox"/> TV/Radio Notices | <input checked="" type="checkbox"/> Town Hall posting |
| <input checked="" type="checkbox"/> Website | <input type="checkbox"/> Other: |

Enter Web Page URL: www.glocesterri.org

Was public meeting held? YES NO

Date:

Where:

Summary of public comments received:

Planned responses or changes to the program:



**MINIMUM CONTROL MEASURE #3:
ILLCIT DISCHARGE DETECTION AND ELIMINATION (Part IV.B.3 General Permit)**

SECTION I. OVERALL EVALUATION:

GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS

Include information relevant to the implementation of each measurable goal, such as activities implemented (when reporting tracked and eliminated illicit discharges, please explain the rationale for targeting the illicit discharge) to comply with on-going requirements, and illicit discharge public education activities, audiences and pollutants targeted. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: Karen Scott, Town Planner

Phone: 401-568-6206 **Email:** karenscott@glocesterri.org

Has *this person* received training on Illicit Discharge Detection and Elimination (IDDE)? No

If yes, when and where? N/A

If no, who *is* trained on IDDE? 10 Employees of the Department of Public Works are trained in IDDE.

IV.B.3.b.1:	<p>If the outfall map was not completed, use the space below to indicate reasons why, proposed schedule for completion of requirement and person(s)/ Department responsible for completion. (The Department recommends electronic submission of updated EXCEL Tables if this information has been amended.)</p> <p>Number of Outfalls Mapped within regulated area: <u>45</u></p> <p>Percent Complete: <u>100</u></p> <p>If 100% Complete, Provide Date of Completion: <u>3-21-03</u></p>
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The outfall mapping was completed on 3-21-03 in year 1, and the data was updated during Dry Season Outfall Inspections between 8/20/15 and 9/2/15 and the Wet Season Inspections in March of 2016.

IV.B.3.b.2	<p>Indicate if your municipality chose to implement the tagging of outfalls activity under the IDDE minimum measure, activities and actions undertaken under the 2018 calendar year.</p>
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Tagging of outfalls was not undertaken.

IV.B.3.b.3	<p>Use the space below to provide a summary of the implementation of recording of system additional elements (catch basins, manholes, and/or pipes). Indicate if the activity was implemented as a result of the tracing of illicit discharges, new MS4 construction projects, and inspection of catch basins required under the IDDE and Pollution Prevention and Good Housekeeping Minimum Measures, and/or as a result of TMDL related requirements and/or investigations. Assess effectiveness of the program minimizing water quality impacts.</p>
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Catch basins and outfalls are identified in the Town's GIS system. The Town is working to expand its mapping to include other aspects of the drainage system including manholes, pipes and MS4/private BMPs.

IV.B.3.b.4	<p>Indicate if the IDDE ordinance was not developed, adopted, and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement.</p> <p>Date of Adoption: <u>4-16-09</u></p>
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If the Ordinance was amended in 2018, please indicate why changes were necessary.

An Illicit Discharge Detection and Elimination ordinance was adopted effective 4/16/2009 and can be found under the Gloucester Code of Ordinances, Chapter 243 "Stormwater Management" - <http://ecode360.com/14614379>.

ILLCIT DISCHARGE DETECTION AND ELIMINATION cont'd

IV.B.3.b.5.ii, iii, iv, & v	Use the space below to provide a summary of the implementation of procedures for receipt and consideration of complaints, tracing the source of an illicit discharge, removing the source of the illicit discharge and program evaluation and assessment as a result of removing sources of illicit discharges. Identify person(s) / Department and/or parties responsible for the implementation of this requirement.
In 2018, the Town contracted with the Truax Corporation for catch basin cleaning and storm water inspection. An employee from the Department of Public Works goes out into the field with the company as well to look for suspected illicit discharges.	
IV.B.3.b.5.vi	Use the space below to provide summary of implementation of catch basin and manhole inspections for illicit connections and non-stormwater discharges. If the required measurable goal of inspecting all catch basins and manholes for this purpose was not accomplished, please indicate reasons why, the proposed schedule of completion and identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement. The operator must keep records of all inspections and corrective actions required and completed. Number of Catch Basins and Manholes Inspected for illicit connections/IDDE: <u>254</u> Percent Complete: <u>100</u> % Date of Completion: <u>9/17/2018</u>
Manholes and catch basins are inspected by the DPW on an annual basis in conjunction with catch basin cleaning. This process has been successful in finding problems with the manholes and catch basins as well as other related issues. The Town finds this to be an effective method to meet the implementation requirements of this goal. A total of 264 catch basins were cleaned prior to 9/17/18 with catch basin trucks over a total of 6 days by DPW in conjunction with Truax Corporation.	
IV.B.3.b.5.vii	If dry weather surveys including field screening for non-stormwater flows and field tests of selected parameters and bacteria were not completed, indicate reasons why, proposed schedule for the completion of this measurable goal and person(s) / Department and/or parties for the completion of this requirement. Evaluate effectiveness of the implementation of this requirement. The results of the dry weather survey investigations must be submitted to RIDEM electronically, if not already submitted or if revised since 2009, in the RIDEM-provided EXCEL Tables and should include visual observations for all outfalls during both the high and low water table timeframes, as well as sample results for those outfalls with flow. The EXCEL Tables must include a report of all outfalls and indicate the presence or absence of dry weather discharges. Number of Outfalls Surveyed Jan-Apr: <u>45</u> Number of Outfalls Surveyed Jul-Oct: <u>45</u> Percent Complete: <u>100</u> % Date of Completion: <u>3/16 and 8/20/15 - 9/2/15</u>
Between 8/20/15 and 9/2/15, dry weather survey investigations were completed on 45 total outfalls (100% of all outfalls in Town). No flow recorded. In March of 2016, wet weather survey investigations were completed on 45 total outfalls (100% of all outfalls in Town). No suspicious flow recorded. The Excel spreadsheet that was submitted has not been updated.	
IV.B.3.b.7	Use the space below to provide a description of efforts and actions taken as a result of for coordinating with other physically interconnected MS4s, including State and federal owned or operated MS4s, when illicit discharges were detected or reported. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.
No illicit discharges were detected.	
IV.B.3.b.8	Use the space below to provide a description of efforts and actions taken for the referral to RIDEM of non-stormwater discharges not authorized in accordance to Part I.B.3 of this permit or another appropriate RIPDES permit, which the operator has deemed appropriate to continue discharging to the MS4, for consideration of an appropriate permit. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.

ILLICIT DISCHARGE DETECTION AND ELIMINATION cont'd

No referrals to RIDEM during this reporting period.	
IV.B.3.b.9	Use the space below to provide a description of efforts and actions taken to inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste, as well as allowable non-stormwater discharges identified as significant contributors of pollutants. Include a description on how this activity was coordinated with the public education minimum measure and the pollution prevention/good housekeeping minimum measure programs. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.
The Town has partnered with NRICD and the Providence Water Supply Board to inform public employees, businesses and the general public of hazards associated with illegal discharges and the improper disposal of waste. These partnerships have been effective for the Town.	
Additional Measurable Goals and Activities	

SECTION II.A Other Reporting Requirements - Illicit Discharge Investigation and System Mapping (Part IV.G.2.m)

# of Illicit Discharges Identified in 2018: 0	# of Illicit Discharges Tracked in 2018: 0
# of Illicit Discharges Eliminated in 2018: 0	# of Complaints Received: 0
# of Complaints Investigated: 0	# of Violations Issued: 0
# of Violations Resolved: 0	# of Unresolved Violations Referred to RIDEM: 0
Total # of Illicit Discharges Identified to Date (since 2003): 0	Total # of Illicit Discharges remaining unresolved at the end of 2018: 0
Summary of Enforcement Actions:	
Extent to which the MS4 system has been mapped: Catch basins and outfalls are identified in the Town's GIS system. The Town is working to expand its mapping to include other aspects of the drainage system including manholes, pipes and MS4/private BMPs.	
Total # of Outfalls Identified and Mapped to date: 45	

SECTION II.B Interconnections (Parts IV.G.2.k and IV.G.2.l)

Interconnection:	Date Found:	Location:	Name of Connectee:	Originating Source:	Planned and Coordinated Efforts and Activities with Connectee:
N/A	N/A	N/A	N/A	N/A	N/A



**MINIMUM CONTROL MEASURE #4:
CONSTRUCTION SITE STORMWATER RUNOFF CONTROL
(Part IV.B.4 General Permit)**

SECTION I. OVERALL EVALUATION:

GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:

Include information relevant to the implementation of each measurable goal, such as activities implemented to support the review, issuance and tracking of permits, inspections and receipt of complaints. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: Karen Scott, Town Planner

Phone: 401-568-6206 **Email:** karenscott@glocesterri.org

IV.B.4.b.1	<p>Indicate if the Sediment and Erosion Control and Control of Other Wastes at Construction Sites ordinance was not developed, adopted, and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement.</p> <p>Date of Adoption: <u>2-06-02</u></p> <p>If the Ordinance was amended in 2018, please indicate why changes were necessary. Please also indicate if amendments have been made based on the 2010 RI Stormwater Design and Installation Standards Manual, and provide references to the amended portions of the local codes/ordinances.</p>
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The Erosion and Sediment Control Ordinance (<http://ecode360.com/9715946>) for the Town of Glocester was originally adopted in 1989 and amended in 1995. It was reviewed as part of the SWMPP process and updated again in 2002 to adequately address the requirements of the General Permit. The ordinance contains provisions for soil erosion and sediment control plans, enforcement, inspections and violations.

The Building Official determines if the ordinance is applicable to a particular project based on site topography, area of construction, drainage patterns, soils, proximity to watercourses, and other relevant information. Projects at least one acre in size require approval from the Town and also RIDEM.

In addition, major land development review through the Town's Subdivision Regulations and development plan review through the Town's Zoning Ordinance requires construction plans to include, among other requirements, location and description of the proposed wastewater disposal systems, water supplies, stormwater drainage systems, temporary or permanent erosion control structures, utilities, and any solid and hazardous waste disposal systems (<http://ecode360.com/9717353>).

No revisions have been made to these ordinances.

IV.B.4.b.6	Use the space below to describe actions taken as a result of receipt and consideration of information submitted by the public.
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CONSTRUCTION SITE STORMWATER RUNOFF CONTROL cont'd

IV.B.4.b.8	Use the space below to describe activities and actions taken as a result of referring to the State non-compliant construction site operators. The operator may rely on the Department for assistance in enforcing the provisions of the RIPDES General Permit for Stormwater Discharges Associated with Construction Activity to the MS4 if the operator of the construction site fails to comply with the local and State requirements of the permit and the non-compliance results or has the potential to result in significant adverse environmental impacts.
No referrals to RIDEM during this reporting period.	
Additional Measurable Goals and Activities	

SECTION II. A - Plan and SWPPP/SESC Plan Reviews during Year 15 (2018), Part IV.B.4.b.2: Issuance of permits and/or implementation of policies and procedures for all construction projects resulting in land disturbance of greater than 1 acre.
Part IV.B.4.b.4: Review 100% of plans and SWPPPs/SESC Plans for construction projects resulting in land disturbance of 1-5 acres must be conducted by adequately trained personnel and incorporate consideration of potential water quality impacts.

of Construction Applications Received: <u> 2 </u>
of Construction Reviews Completed: <u> 2 </u>
of Permits/Authorizations Issued: <u> 2 </u>
Summary of Reviews and Findings, include an evaluation of the effectiveness of the program. 1 Solar Facility 1 Industrial Facility Identify person(s) /Department and/or parties responsible for the implementation of this requirement: The projects were reviewed by the Gloucester Building Official. Identify the type and date of training this person(s)/parties has/have received to be considered "adequately trained": The Town's contract engineer is a Rhode Island Licensed PE Civil Engineer that has 42 years experience in site design, plan review, environmental permitting, site inspection, contract close-out and system monitoring. The Town's Building Official has over 35 years in the construction field, including site work. He has experience in the installation of best management practices and now, in his current role, their inspection.

SECTION II.B - Erosion and Sediment Control Inspections during Year 15 (2018), Parts IV.G.2.n and IV.B.4.b.7:
 Inspection of 100% of all construction projects within the regulated area that discharge or have the potential to discharge to the MS4. (The program must include two inspections of all construction sites, first inspection to be conducted during construction for compliance of the Erosion and Sediment controls at the site, the second to be conducted after the final stabilization of the site.)
 Inspections must be conducted by adequately trained personnel.

# of Active Construction Projects: 7	
# of Site Inspections: 16	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0

CONSTRUCTION SITE STORMWATER RUNOFF CONTROL cont'd

Summary of Enforcement Actions, include an evaluation of the effectiveness of the program.

No enforcement actions were taken

Identify person(s) /Department and/or parties responsible for the implementation of this requirement:

Building Official and/or Contract Engineer

Identify the type and date of training this person(s)/parties has/have received to be considered "adequately trained":

The Town's contract engineer is a Rhode Island Licensed PE Civil Engineer that has 42 years experience in site design, plan review, environmental permitting, site inspection, contract close-out and system monitoring. The Town's Building Official has over 35 years in the construction field, including site work. He has experience in the installation of best management practices and now, in his current role, their inspection.



**MINIMUM CONTROL MEASURE #5:
POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND
REVELOPMENT
(Part IV.B.5 General Permit)**

SECTION I. OVERALL EVALUATION:

GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:

Include information relevant to the implementation of each measurable goal, such as activities implemented to support the review, issuance and tracking of permits, inspections and receipt of complaints, etc. Please indicate if any projects have incorporated the use of Low Impact Development techniques. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: ___Karen Scott, Town Planner_____

Phone: ___401-568-5606_____ **Email:** ___karenscott@glocesterri.org_____

IV.B.5.b.5 Use the space below to describe activities and actions taken to coordinate with existing State programs requiring post-construction stormwater management.

The town currently accepts RIDEM RIPDES program review for discharges of storm water from all sites subject to permitting for storm water discharges associated with industrial activities. The Building/Zoning office coordinates with such agencies as needed.

IV.B.5.b.6 Use the space below to describe actions taken for the referral to RIDEM of new discharges of stormwater associated with industrial activity as defined in RIPDES Rule 31(b)(15) (the operator must implement procedures to identify new activities that require permitting, notify RIDEM, and refer facilities with new stormwater discharges associated with industrial activity to ensure that facilities will obtain the proper permits).

In the review of site plans, any new discharges associated with industrial activities are referred to RIPDES if a permit has not been presented with the application materials. If a permit has been submitted, it is reviewed for consistency with the submitted application materials and plans. If an inconsistency is found, the reviewer contacts the applicant and if not satisfied with the response, contacts the RIPDES program for clarification.

IV.B.5.b.9 Indicate if the Post-Construction Runoff from New Development and Redevelopment Ordinance was **not** developed, adopted, and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement.
Date of Adoption: ___2-06-02_____

If the Ordinance was amended in 2018, please indicate why changes were necessary. **Please also indicate if amendments have been made based on the 2010 RI Stormwater Design and Installation Standards Manual, and provide references to the amended portions of the local codes/ordinances.**

The Town's Erosion and Sediment Control Ordinance (<http://ecode360.com/9715946>) and Land Development Regulations (<http://ecode360.com/9716712>) address post-construction runoff from new development and redevelopment.

IV.B.5.b.12 Use the space below to describe activities and actions taken to identify existing stormwater structural BMPs discharging to the MS4 with a goal of ensuring long term O&M of the BMPs.

The Town DPW employees, during the course of inspecting and maintaining the town's roads and drainage system, routinely look to ensure the adequacy of the BMP's in place. If any existing unidentified BMP's are identified, they are reported. The Town is in the process of creating a more detailed BMP inventory.

Additional Measurable Goals and Activities

POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT
cont'd

SECTION II.A. - Plan and SWPPP/SESC Plan Reviews during Year 15 (2018), Part IV.B.5.b.4: Review 100% of post-construction BMPs for the control of stormwater runoff from new development and redevelopment projects that result in discharges to the MS4 which incorporates consideration of potential water quality impacts (the program requires reviewing 100% of plans for development projects greater than 1 acre, not reviewed by other State programs). Plan reviews must be conducted by adequately trained personnel.

of Post-Construction Applications Received: <u> 9 </u>
of Post-Construction Reviews Completed: <u> 9 </u>
of Permits/Authorizations Issued: <u> 9 </u>
Summary of Reviews and Findings, include an evaluation of the effectiveness of the program. 1 Solar Facility, Bella Vista (5units), Lake View Estates at Spring Grove (1 house), Great Wall Estates (1 house) Lightening Ridge (1 house) Identify person(s) /Department and/or parties responsible for the implementation of this requirement: Building Official and/or Consulting Engineer.
Identify the type and date of training this person(s)/parties has/have received to be considered "adequately trained": The Town's contract engineer is a Rhode Island Licensed PE Civil Engineer that has 42 years experience in site design, plan review, environmental permitting, site inspection, contract close-out and system monitoring. The Town's Building Official has over 35 years in the construction field, including site work. He has experience in the installation of best management practices and now, in his current role, their inspection.

SECTION II.B. - Post Construction Inspections during Year 15 (2018), Parts IV.G.2.o and IV.B.5.b.10 - Proper Installation of Structural BMPs: Inspection of BMPs, to ensure these are constructed in accordance with the approved plans (the program must include inspection of 100% of all development greater than one acre within the regulated areas that result in discharges to the MS4 regardless of whom performs the review). Inspections must be conducted by adequately trained personnel.

# of Active Construction Projects:	# of Construction Projects Completed:
# of Site Inspections for proper Installation of BMPs:	# of Complaints Received:
# of Violations Issued:	# of Unresolved Violations Referred to RIDEM:
Summary of Enforcement Actions:	
Identify person(s) /Department and/or parties responsible for the implementation of this requirement: Building Official and/or Consulting Engineer.	
Identify the type and date of training this person(s)/parties has/have received to be considered "adequately trained": The Town's contract engineer is a Rhode Island Licensed PE Civil Engineer that has 42 years experience in site design, plan review, environmental permitting, site inspection, contract close-out and system monitoring. The Town's Building Official has over 35 years in the construction field, including site work. He has experience in the installation of best management practices and now, in his current role, their inspection.	

SECTION II.C. - Post Construction Inspections during Year 15 (2018), Parts IV.G.2.p and IV.B.5.b.11 - Proper Operation and Maintenance of Structural BMPs: Describe activities and actions taken to track required Operations and Maintenance (O&M) actions for site inspections and enforcement of the O&M of structural BMPs. Tracking of required O&M actions for site inspections and enforcement of the O&M of structural BMPs.

# of Site Inspections for proper O&M of BMPs: 0	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Activities and Enforcement Actions. Evaluate the effectiveness of the Program in minimizing water quality impacts.	
Identify person(s) /Department and/or parties responsible for the implementation of this requirement:	

POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT
cont'd

Strategies for requiring the use of non-structural Low Impact Development (LID) site design practices and techniques into stormwater management designs for new and redevelopment projects, check all that apply in your municipality/MS4:

- None
- Ordinances or by-laws requiring LID standards (e.g. reduced road widths, % conservation land, etc.)
- Ordinances or by-laws requiring LID design at conceptual review (i.e., Pre-application and/or Master Plan) stages for municipal review prior to plans being engineered.
- Ordinances or by-laws requiring LID standards only in impaired waterbody drainage areas
- Local development regulations requiring use of LID to the maximum extent practicable
- LID Guidance available in written form
- LID Guidance available at pre-application meetings
- Other strategies to ensure incorporation of LID to the maximum extent practicable, describe:

Person(s)/Department responsible for reviewing submissions for LID:

Town Planner and Planning Board

Person(s)/Department/Board responsible for approving submissions for LID at Preliminary and/or Final Review, if applicable:

Town Planner and Planning Board

POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT
cont'd

Strategies being implemented to ensure long-term Operation and Maintenance (O&M) of privately-owned structural stormwater BMPs, check all that apply in your municipality/MS4:

- None
- Ordinances or by-laws identify BMP inspection responsible party
- Ordinances or by-laws identify BMP maintenance responsible party
- Ordinances or by-laws identify BMP inspections and maintenance requirements
- Ordinances or by-laws provide for easements or covenants for inspections and maintenance
- Ordinances or by-laws require for every constructed BMP an inspections and maintenance agreement
- Ordinances or by-laws contain requirements for documenting and detailing inspections
- Ordinances or by-laws contain requirements for documenting and detailing maintenance
- Ordinances or by-laws contain authority to enforce for lack of maintenance or BMP failure
- The MS4 is responsible for inspections of all privately-owned BMPs
- The MS4 is responsible for maintenance of all privately-owned BMPs
- Establishment of escrow account for use in case of failure of BMP
- Other strategies to ensure long-term O&M of privately-owned BMPs, describe:

Does your municipality/MS4 require the use BMPs Operations and Maintenance Agreements? YES NO

If YES, please indicate if the Operations and Maintenance Agreements include the following:

a. Party responsible for the long-term O&M of permanent stormwater management BMPs	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
b. A description of the permanent stormwater BMPs that will be operated and maintained	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
c. The location of the permanent stormwater BMPs that will be operated and maintained	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
d. A timeframe for routine and emergency inspections and maintenance of all permanent stormwater management BMPs	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
e. A requirement that all inspections and maintenance activities are documented	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
f. Annual submission of inspection/maintenance certification/documentation to the MS4	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
g. Stormwater management easement for access for inspections and maintenance or the preservation of stormwater runoff conveyance, infiltration, and detention areas and other stormwater controls and BMPs by persons other than the property owner	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
h. Steps available for addressing a failure to maintain the stormwater controls and BMPs	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Please elaborate, if appropriate:

These requirements are outlined in the Town's Land Development Regulations

Does your municipality/MS4 keep an inventory of privately-owned BMPs? YES NO

For privately-owned structural BMPs, does your municipality/MS4 have a system for tracking:

a. Agreements and arrangements to ensure O&M of BMPs?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
b. Inspections?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
c. Maintenance and schedules?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
d. Complaints?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
e. Non-Compliance?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
f. Enforcement actions?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections, and maintenance? YES NO

If yes, please elaborate on which tools are used:

NOTE: BMP maintenance tasks can be a great way to involve and educate the community to their purpose and function. BMPs have the potential to create a highly interactive environment for community members and volunteers to get involved.



**MINIMUM CONTROL MEASURE #6:
POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS
(Part IV.B.6 General Permit)**

SECTION I. OVERALL EVALUATION:

GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:

Include information relevant to the implementation of each measurable goal, such as activities and practices used to address on-going requirements, and personnel responsible. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: Karen Scott

Phone: 401-568-6206 **Email:** karenscoott@glocesterri.org

IV.B.6.b.1.i Use the space below to describe activities and actions taken to identify structural BMPs owned or operated by the small MS4 operator (the program must include identification and listing of the specific location and a description of all structural BMPs in the SWMPP and update the information in the Annual Report). Evaluate appropriateness and effectiveness of this requirement.

Do you have an inventory of MS4-owned/operated BMPs? YES NO

The Town has a partial inventory

Total # of MS4-owned/operated BMPs (does not include CBs or MHs): Catch basins and outfalls are inventoried.

The Department of Public Works (DPW) employees at a minimum inspect catch basins and outfalls within the town. The outfalls are also mapped in the town GIS system. The Town is in the process of compiling a full list of MS-4 BMPs.

IV.B.6.b.1.ii Use the space below to describe activities and actions taken for inspections, cleaning and repair of detention/retention basins, storm sewers and catch basins with appropriate scheduling given intensity and type of use in the catchment area. Evaluate appropriateness and effectiveness of this requirement.

of MS4-owned/operated BMPs inspected in 2018: 264 catch basins

of MS4-owned/operated BMPs maintained/cleaned in 2018: 264 catch basins

of MS4-owned/operated BMPs repaired in 2018: 0

Does your municipality/MS4 have a system for tracking:

- a. Inspection schedules of MS4-owned BMPs? YES NO
- b. Maintenance/cleaning schedules of MS4-owned BMPs? YES NO
- c. Repairs, corrective actions needed? YES NO
- d. Complaints? YES NO

Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track stormwater BMPs, inspections, and maintenance? YES NO

The DPW annually and periodically inspects all detention/retention basins, storm sewers and catch basins for the accumulation of silt, erosion, and other signs of deterioration. Any repairs or cleaning which need to be completed are added to the DPW's schedule of work and are assigned a priority for completion. The work is then dispatched to the appropriate employee(s) with a schedule for completion.

POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd

IV.B.6.b.1.iii	<p>Use the space below to describe activities and actions taken to support the requirement of yearly inspection and cleaning of all catch basins (a lesser frequency of inspection based on at least two consecutive years of operational data indicating the system does not require annual cleaning might be acceptable). Evaluate appropriateness and effectiveness of this requirement.</p> <p>Total # of CBs within regulated area (including SRPW and TMDL areas): <u>264</u></p> <p># of CBs inspected in 2018: <u>264</u> % of Total inspected: <u>100</u></p> <p># of CBs cleaned in 2018: <u>264</u> % of Total cleaned: <u>100</u></p> <p>Quantity of sand/debris collected by cleaning of catch basins: <u>423.25*</u></p> <p>Location used for the disposal of debris: <u>RI Resource Recovery Corporation</u></p> <p>Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track the inspections and cleaning of catch basins? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>*423.25 tons is the total of both catch basin cleaning and street sweeping collections combined.</p>	
IV.B.6.b.1.iv	<p>Use the space below to describe activities and actions taken to minimize erosion of road shoulders and roadside ditches by requiring stabilization of those areas. Evaluate appropriateness and effectiveness of this requirement.</p> <p>The DPW inspects all outfall pipes multiple times per year and after significant rainfalls. If scouring or excessive sedimentation is identified, it is inspected then reported to the DPW office for further investigation/ action/correction. It will then be either immediately corrected or added to the schedule for completion. This method has been in use for years and is both an appropriate use of limited man power and an effective method of ensuring the adequacy of roadside drainage and shoulders.</p>
IV.B.6.b.1.v	<p>Use the space below to describe activities and actions taken to identify and report known discharges causing scouring at outfall pipes or outfalls with excessive sedimentation, for the Department to determine on a case-by-case basis if the scouring or sedimentation is a significant and continuous source of sediments. Evaluate appropriateness and effectiveness of this requirement.</p> <p>The Town owns and maintains a street sweeper and annually sweeps all streets within the town. This method has been in use for years and is both an appropriate use of limited man power and an effective method of ensuring that road sand is quickly and efficiently removed from the town's roads after the winter. No outfalls with excessive sedimentation have been identified.</p>
IV.B.6.b.1.vi	<p>Use the space below to indicate if all streets and roads within the urbanized area were swept annually and if not indicate reason(s). Evaluate appropriateness and effectiveness of this requirement.</p> <p>Total roadway miles within regulated area (including SRPW and TMDL areas): <u>28.27</u></p> <p>Roadway miles that were swept in 2018: <u>28.27</u> % of Total swept: <u>100</u></p> <p>Type of sweeper used: <input checked="" type="checkbox"/> Rotary brush street sweeper <input type="checkbox"/> Vacuum street sweeper</p> <p>Quantity of sand/debris collected by sweeping of streets and roads: <u>423.25*</u></p> <p>Location used for the disposal of debris: <u>RI Resource Recovery Corporation</u></p> <p>Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track the annual sweeping of streets and roads? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>*423.25 tons is the total of both catch basin cleaning and street sweeping collections combined.</p>	

POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd

IV.B.6.b.1.vii	Use the space below to describe activities and actions taken for controls to reduce floatables and other pollutants from the MS4. Evaluate appropriateness and effectiveness of this requirement.
As part of the inspection of all catch basins, the goal of reducing floatables is considered. If it is identified that floatables are entering the storm water system, an evaluation of BMP's is made in order to choose an appropriate BMP for reduction of floatables. When one is chosen it is implemented as soon as possible. This method is being employed as part of the catch basin cleaning/inspection and has been efficient and effective.	
IV.B.6.b.1.viii	<p>Use the space below to describe the method for disposal of waste removed from MS4s and waste from other municipal operations, including accumulated sediments, floatables and other debris and methods for record-keeping and tracking of this information.</p> <p>Do you have a system for tracking actions to remove and dispose of waste? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
The Public Works Department has accounted for all accumulations from street sweeping and catch basin cleaning. The materials were brought to the RI Resource Recovery Corporation.	
IV.B.6.b.4 and IV.B.6.b.5	<p>Use the space below to describe and indicate activities and corrective actions for the evaluation of compliance. This evaluation must include visual quarterly monitoring; routine visual inspections of designated equipment, processes, and material handling areas for evidence of, or the potential for, pollutants entering the drainage system or point source discharges to a waters of the State; and inspection of the entire facility at least once a year for evidence of pollution, evaluation of BMPs that have been implemented, and inspection of equipment. A Compliance Evaluation report summarizing the scope of the inspection, personnel making the inspection, major observations related to the implementation of the Stormwater Management Plan (formerly known as a Stormwater Pollution Prevention Plan), and any actions taken to amend the Plan must be kept for record-keeping purposes.</p>
Based on the Town's drainage systems and limited manpower, the procedures the DPW has in place are deemed to be effective and adequate. No failures in the current monitoring and inspection routines have been found. All Public Works employees have been trained to identify potential pollutants and methods of containing the same from entering drainage systems.	
IV.B.6.b.6	<p>Use the space below to describe all employee training programs used to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance for the past calendar year, including staff municipal participation in the URI NEMO stormwater public education and outreach program and all in-house training conducted by municipality or other parties. Evaluate appropriateness and effectiveness of this requirement.</p> <p>How many stormwater management trainings have been provided to <i>municipal employees</i> during this reporting period? <u> 0 </u></p> <p>What was the date of the last training? <u> 4 / 16 / 16 </u></p> <p>How many <i>municipal employees</i> have been trained in this reporting period? <u> 0 </u></p> <p>What percent of <i>municipal employees</i> in relevant positions and departments received stormwater management training? <u> 85% </u></p> <p>Have <i>municipal employees</i> that are responsible for inspecting or cleaning catch basins also been trained to detect and report illicit connections or non-stormwater discharges? <u> Yes </u></p>

POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd

The Director of Public Works routinely evaluates the employees' performance and procedures to ensure optimum adherence to best management practices for construction, roadway maintenance, fleet maintenance, building maintenance, stormwater system maintenance. It is our impression that prior recent trainings have been sufficient to remind employees of BMP's for the work that they do on a daily basis.

The specific training that was noted above was sponsored by the Providence Water Supply Board and given by Fuss and O'Neill. The topic was Scituate Drainage Basin Protections – Best Management Practices.

IV.B.6.b.7	Use the space below to describe actions taken to ensure that new flow management projects undertaken by the operator are assessed for potential water quality impacts and existing projects are assessed for incorporation of additional water quality protection devices or practices. Evaluate appropriateness and effectiveness of this requirement.
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All projects that the DPW undertakes undergo an assessment for potential water quality impacts. Through the inspection and cleaning process, the DPW considers and investigates the potential for further water quality protection devices and or practices. The incorporation of this assessment in all aspects of DPW activities makes the transition from daily practice to implementation of new devices or practices seamless and routine.

Additional Measurable Goals and Activities

SECTION II.A - Structural BMPs (Part IV.B.6.b.1.i)

BMP ID:	Location:	Name of BMP Owner/Operator:	Description of BMP:	Frequency of Inspection:
N/A	N/A	N/A	N/A	N/A

SECTION II.B - Discharges Causing Scouring or Excessive Sedimentation (Part IV.B.6.b.1.v)

Outfall ID:	Location:	Description of Problem:	Description of Remediation Taken, include dates:	Receiving Water Body Name/Description:
N/A	N/A	N/A	N/A	N/A

SECTION II.C - Note any planned municipal construction projects/opportunities to incorporate water quality BMPs, low impact development, or activities to promote infiltration and recharge (Part IV.G.2.j).

No planned activities.

POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd

SECTION II.D - Please include a summary of results of any other information that has been collected and analyzed. This includes any type of data (Part IV.G.2.e).

N/A



TOTAL MAXIMUM DAILY LOAD (TMDL) or other Water Quality Determination REQUIREMENTS

SECTION I. If you have been notified that discharges from your MS4 require non-structural or structural stormwater controls based on an approved TMDL or other water quality determination, please provide an assessment of the progress towards meeting the requirements for the control of stormwater identified in the approved TMDL (Part IV.G.2.d). Please indicate rationale for the activities chosen to address the pollutant of concern.

N/A

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: _____

Phone: _____ **Email:** _____

LIST OF IMPAIRED WATERS:			
Impaired Water Body:	Pollutants Causing Impairments:	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO
Impaired Water Body:	Pollutants Causing Impairments:	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO
[add as necessary]			
What kind of public education and outreach strategy does the MS4 implement to target each pollutant of concern? (e.g., signage on installed stormwater controls, resources on website, pamphlets about litter, pet waste, grass clippings, fertilizer use, etc.)			
Pollutant of Concern:	Strategy:	Target Audience:	
Has the MS4 installed stormwater BMPs to address impairments? <input type="checkbox"/> YES <input type="checkbox"/> NO			
If yes, indicate the type of stormwater control, date installed, ownership, and who is responsible for maintenance:			
Type of Stormwater Control:	Date Installed:	Who owns it?	Who maintains it?

POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd

Additional enhanced minimum measures used to address water quality issues (e.g., increased street sweeping or catch basin cleaning in areas with high pollutant loading, installation of floatable traps/screens, etc.):



SPECIAL RESOURCE PROTECTION WATERS (SRPWs)

SECTION I. In accordance with Rule 31(a)(5)(i)G of the *Regulations for the Rhode Island Pollutant Discharge Elimination System (RIPDES Regs)*, on or after March 10, 2008, any discharge from a small municipal separate storm sewer system to any Special Resource Protection Waters (SRPWs) or impaired water bodies within its jurisdiction must obtain permits if a waiver has not been granted in accordance to Rule 31(g)(5)(iii). A list of SRPWs can be found in Appendix D of the *RIDEM Water Quality Regulations* at this link:

<http://www.dem.ri.gov/pubs/regs/regs/water/h20q09a.pdf>

The 2008 303(d) Impaired Waters list can be found in Appendix G of the *2008 Integrated Water Quality Monitoring and Assessment Report* at this link: <http://www.dem.ri.gov/programs/benviron/water/quality/pdf/iwqmon08.pdf>

If you have discharges from your MS4 (regardless of its location) to any of the listed SRPWs or impaired waters (including impaired waters when a TMDL has not been approved), please provide an assessment of the progress towards expanding the MS4 Phase II Stormwater Program to include the discharges to the aforementioned waters and adapting the Six Minimum Control Measures to include the control of stormwater in these areas. Please indicate a rationale for the activities chosen to protect these waters. Please note that all of the measurable goals and BMPs required by the 2003 MS4 General Permit may not be applicable to these discharges.

N/A



RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Office of Water Resources



INSTRUCTIONS FOR THE RI POLLUTANT DISCHARGE ELIMINATION SYSTEM (RIPDES) SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS AND INDUSTRIAL ACTIVITY AT ELIGIBLE FACILITIES OPERATED BY REGULATED SMALL MS4s ANNUAL REPORT FORM

WHO MUST SUBMIT AN ANNUAL REPORT:

Owners/Operators of regulated small municipal separate storm sewer systems (MS4s) and industrial activities authorized to discharge stormwater under the Rhode Island Pollutant Discharge Elimination System (RIPDES) Stormwater General Permit for Small Municipal Separate Storm Sewer Systems and Industrial Activity at Eligible Facilities Operated by Regulated Small MS4s (hereafter referred to as "the General Permit"), must submit an Annual Report, outlined in Part IV.G of the permit. The Report must be submitted each year after permit issuance by March 10th to track progress of compliance. If you have questions regarding this Annual Report Form contact Margarita Chatterton of the Rhode Island Department of Environmental Management (RIDEM), Office of Water Resources, Permitting Section at (401) 222-4700 ext. 7605.

The Annual Report must be submitted to:

RIDEM
Office of Water Resources
RIPDES Program
Permitting Section
235 Promenade Street
Providence, RI 02908
ATTN: Jennifer Stout

INSTRUCTIONS FOR COMPLETION:

GENERAL INFORMATION PAGE:

"RIPDES Permit #"

Include your permit ID # to ensure proper tracking.

"Operator of MS4"

Give the legal name of the person, firm, public (municipal) organization, or any other entity that is responsible for day-to-day operations of the MS4 described in this application (RIPDES Rules 3 & 12). Enter the complete address and telephone number of the operator. Circle the appropriate choice to indicate the legal status of the operator of the MS4.

"Owner of MS4"

If the owner is the same as the operator do not complete this section. Give the legal name of the person, firm, public (municipal) organization, or any other entity that owns the MS4 described in this application (RIPDES

Rules 3 & 12). Do not use a colloquial name. Enter the complete address and telephone number of the owner.

"Certification"

State and federal statutes provide for severe penalties for submitting false information on this application form. State and federal regulations require this application to be signed as follows (RIPDES Rule 12);

For a corporation: by a responsible corporate officer, which means: (i) president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information or permit application requirements; and where authority to sign documentation has been assigned or delegated to the manager in accordance with corporate procedures;

For a partnership or sole proprietorship: by a general partner or the proprietor;

For a Municipality, State, Federal or other public site: by either a principal executive officer or ranking elected official.

SECTION I- OVERALL EVALUATION OF BMPS AND MEASURABLE GOALS:

One or more pages, front and back, are provided to report on the status of measurable goals which have been developed to aid in the implementation of strategies, procedures, and programs used to achieve each of the six minimum control measures in Part IV.B of the General Permit. This section provides narrative space for a descriptive explanation and evaluation of the actions taken to satisfy each of the minimum control measures for the 2018 calendar year. Please type or print. If additional space is needed, modify as necessary. Please submit attachments to the appropriate minimum control measure following the format provided.

A Permit ID # has been provided, which refers to the part of the permit where you can find a listing or description of the required measurable goal.

Please provide a general summary of actions taken (implementation of BMPs, development of procedures, events, etc.) to meet the measurable goals of the minimum measure. **Be sure to identify parties responsible for achieving each measurable goal** and reference any reliance on another entity for achieving any measurable goal. **Mark with an asterisk (*) if this person/entity is different from last year.**

Describe whether each measurable goal was completed within the time proposed in the General Permit or your Stormwater Management Program Plan (SWPPP). Why or why not? Provide a progress report and discussion of activities that will be carried out during the next reporting cycle to satisfy the requirements of the minimum measures. If applicable, assess the appropriateness of the actions taken to meet the requirements of the minimum measure. In determining appropriateness, you may want to consider at a minimum the local population targeted, pollution sources addressed, receiving water concerns, integration with local management procedures, and available resources and violations or environmental impacts eliminated or minimized.

Also, discuss the effectiveness of the implementation of BMPs to meet the requirements of the minimum measure and the overall effectiveness of the minimum measure. Describe your progress towards achieving the overall goal of reducing the discharge of pollutants. Please include assessment parameters/indicators used to measure the success of the minimum measure. Also include a discussion of any proposed changes to BMPs or measurable goals.

After evaluation, it may be necessary to make changes or modifications to your Implementation Schedule if the time frame, appropriateness or effectiveness cannot be assured. If so, please include descriptions of changes or modifications, and detailed justification in the appropriate sections.

SECTION II- ADDITIONAL ANNUAL REPORT REQUIREMENTS

Section II refers to additional reporting requirements that the General Permit requires to be submitted to the Department as part of the Annual Report. Section II requirements apply to Minimum Control Measures 2 through 6.

Minimum Control Measure #2: Section II:
Specify the date of and how the annual report was public noticed. If a public meeting was needed, provide the date and place. Include a summary of public comments

received in the public comment period of the draft annual report and planned responses or changes to the program (new or revised BMP's and measurable goals, partnerships, etc.). Be sure to attach a copy of your public notice (Parts IV.G.2.h and IV.G.2.i) to the Annual Report.

Minimum Control Measure #3: Section II.A:
Provide the number of illicit discharges identified in 2018, number of illicit discharges tracked in 2018, number of illicit discharges eliminated in 2018, complaints received, complaints investigated, violations issued and resolved with a summary of enforcement actions, number of unresolved violations that have been referred to RIDEM, the total number of illicit discharges identified to date, and the total number of illicit discharges remaining unresolved at the end of 2018. Include a short narrative describing the extent to which your system has been mapped (Part IV.G.2.m), and the total number of outfalls identified to date.

Minimum Control Measure #3: Section II.B:
List identified MS4 interconnections, including location, date found, operator of the physically interconnected MS4, and originating source of newly identified physical interconnections with other small MS4s. Also note any planned or coordinated activities with the physically interconnected MS4 (Part IV.G.2.k and IV.G.2.l).

Minimum Control Measures #4 & 5: Section II.A:
Identify the number of construction and post-construction plan and SWPPP/SESC Plan reviews completed during Year 15 (2018) and any additional information. This includes, but is not limited to a summary of the reviews, responsible parties, and types of projects reviewed.

Minimum Control Measure #4: Section II.B:
Construction inspection information for erosion and sediment control should be submitted annually as stated in Part IV.G.2.n. Provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

Minimum Control Measure #5: Section II.B:
Post-construction inspection information for proper installation of post-construction structural BMPs should be submitted annually as stated in Part IV.G.2.o. This should provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

Minimum Control Measure #5: Section II.C:
Inspection information for proper operation and maintenance of post-construction structural BMPs should be submitted annually as stated in Part IV.G.2.p. This should provide a summary of the number of site inspections conducted, inspections that have resulted in

enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

Minimum Control Measure #6: Section II.A:

As prescribed in Part IV.B.6.b.1.i of the General Permit, the MS4 operator must identify and list the specific location and description of all structural BMPs in the SWMPP at the time of application and update the information in the annual report.

Minimum Control Measure #6: Section II.B:

Part IV.B.6.b.1.v of the General Permit states to identify and report annually, as part of the annual report, known discharges causing scouring at outfall pipes or outfalls with excessive sedimentation. Include Outfall ID #, location, description of the problem, any remediation taken, and the ultimate receiving water body.

Minimum Control Measure #6: Section II.C:

As noted in Part IV.G.2.j of the General Permit, specify any planned municipal construction projects or opportunities to include water quality BMPs, low impact development, or seek to promote infiltration and recharge.

Minimum Control Measure #6: Section II.D:

Please include a summary of results of any other information that has been collected and analyzed. This includes any type of data, including, but not limited to, dry weather survey data (Part IV.G.2.e).

TOTAL MAXIMUM DAILY LOAD (TMDL) or other Water Quality Determination REQUIREMENTS

Section I:

Complete this section only if your MS4 is subject to an approved TMDL. TMDL requirements may require the implementation of the six minimum control measures to address the pollutants of concern, and/or additional structural stormwater controls or measures that are necessary to meet the provisions of the approved TMDL. Be sure to identify the approved TMDL and assess the progress towards meeting the requirements for the control of stormwater (Part IV.G.2.d).

Provide a progress report on the present status and discussion of activities that have been accomplished or will be carried out during the next reporting cycle to satisfy the requirements of the TMDL. If applicable, assess the appropriateness of the BMPs selected under each of the six minimum control measures to meet the requirements of the TMDL. In determining appropriateness, you may want to consider violations or environmental impacts eliminated or minimized.

Please include assessment parameters/indicators that will be used to measure the success of the selected BMPs. Also include a discussion of any proposed changes to BMPs or measurable goals.

SPECIAL RESOURCE PROTECTION WATERS (SRPWs)

Section I:

Complete this section only if your MS4, located outside Urbanized Areas or Densely Populated Areas, discharges to:

a SRPW as listed in Appendix D of the *RIDEM Water Quality Regulations* at this link:

<http://www.dem.ri.gov/pubs/regs/regs/water/h20q09a.pdf>

or

an impaired water body including water bodies with no approved TMDL as listed in Appendix G of the *2008 Integrated Water Quality Monitoring and Assessment Report* at this link:

<http://www.dem.ri.gov/programs/benviron/water/quality/pdf/iwqmon08.pdf>.

In accordance with Rule 31(a)(5)(i)G in the *Regulations for the Rhode Island Pollutant Discharge Elimination System* (RIPDES Regulations), MS4s were required to incorporate any discharges to these water bodies into their MS4 Program on or after March 10, 2008 unless a waiver has been granted in accordance with Rule 31(g)(5)(iii).

Provide a progress report on the present status and discussion of activities that have been accomplished or will be carried out during the next reporting cycle to incorporate these areas into the MS4's Phase II Stormwater Program.