

# **Stormwater Management Program Plan (SWMP Plan)**

## **Niagara Falls Water Board**



**SPDES General Permit for Stormwater Discharges from  
Municipal Separate Storm Sewer Systems (MS4s)  
Permit No. GP-0-24-001**

Effective Date: January 3, 2024  
Expiration Date: January 2, 2029

The Niagara Falls Water Board was created through special legislation enacted by the New York State Legislature in July 2002. The Niagara Falls Water Board is a separate entity from the municipal government of the City of Niagara Falls. The Niagara Falls Water Board has jurisdiction over the water, wastewater, and stormwater system serving the City of Niagara Falls. Due to this the Niagara Falls Water Board is a non-traditional, non-land use MS4 operator.

MS4 is short for, "Municipal Separate Storm Sewer System", where the word "Municipal" refers to a unit of local government, in this case the Niagara Falls Water Board. And the number 4 refers to the four words that start with the letter "S"; "Separate," "Storm," "Sewer," "System."

A separate storm sewer system is a collection of structures, including retention basins, ditches, roadside inlets and underground pipes, designed to gather stormwater from built-up areas and discharge it, without treatment, into local streams and rivers. It's called a separate system because it's not connected to the sanitary sewer system which drains wastewater from inside a home to a sewage treatment facility or a private septic system.

Only a portion of the City of Niagara Falls has separate storm and sanitary sewers, therefore this plan only applies to those areas of the city. These areas of the city include:

- The neighborhood of LaSalle, East of 56<sup>th</sup> Street
- The neighborhood bounded by Ontario Ave., Hyde Park Blvd., the Hyde Park Golf Course, and the Penn Central Railroad tracks
- Downtown Niagara Falls between John B Daly Blvd., Rainbow Blvd., Prospect Street, and Niagara Street
- Along the Niagara Scenic Parkway
- Sections of Lewiston Road
- Sections of Porter Road
- Sections of Pine Avenue
- Sections of 9<sup>th</sup> Street
- Sections of Main Street
- Hyde Park
- A few other very small segments

If you have questions about whether this plan applies to an area of the city, please use the contact information listed on page 3.

If your home, business, etc. is not in an area of the city covered by this plan, this plan still includes good information to know and practices to follow to ensure the health and safety of our shared waterways.

# Table of Contents

Stormwater Management Program Contacts.....	3
Alternative Implementation Agreements.....	4
Minimum Control Measure 1: Public Education and Outreach Program.....	5
Minimum Control Measure 2: Public Involvement/Participation.....	10
Minimum Control Measure 3: Illicit Discharge Detection and Elimination.....	12
Minimum Control Measure 4: Construction Site Stormwater Runoff Control.....	19
Minimum Control Measure 5: Post-Construction Stormwater Management.....	20
Minimum Control Measure 6: Pollution Prevention and Good Housekeeping.....	21

## **List of Appendices**

Appendix A: Map of Erie and Niagara County MS4 Regulated Area

Appendix B: SWMP Plan Compliance Documentation

Appendix C: Monitoring Locations Inspection and Sampling Field Sheet

Appendix D: Illicit Discharge Detection and Elimination Track Down Program

Appendix E: No Exposure Certification

Appendix F: Storm Event Data Form; Visual Monitoring Form

Appendix G: Municipal Facility Assessment Form

Appendix H: Notice of Intent

Appendix I: Staffing Plan/Organizational Chart

Appendix J: WNY Stormwater Coalition Online Mapper/SOP

Appendix K: Resolution: Local Laws

Appendix L: Enforcement Response Plan

Appendix M: Part VIII: Enhanced Requirements for Impaired Waters

# Niagara Falls Water Board

## Stormwater Management Program Contacts

**Stormwater Program Coordinator** oversees the development, implementation, and enforcement of the SWMP; coordinates all elements of the SWMP to ensure compliance with this SPDES general permit; and develops and submits the Annual Report.

&

**Stormwater Management Officer** for questions related to this Stormwater Management Program (SWMP) Plan, or to obtain compliance-related documentation cited throughout this document.

&

**Local point of contact** to receive and respond to public concerns/complaints regarding stormwater management and compliance with permit requirements:

Name: Margaret Bilquin  
Title: Sanitary Engineer  
Phone: (716)299-7792  
Email: mbilquin@nfwb.org

**To report illicit discharges** to the Niagara Falls Water Board contact:

Name: Michael Eagler  
Title: Chief of Outside Infrastructure  
Phone: (716)255-2039  
Email: meagler@nfwb.org

**To report stormwater complaints related to construction activity** in the City of Niagara Falls

Name: Robert Buzzelli  
Title: Civil Engineer 3  
Phone: (716)286-4411  
Email: Robert.Buzzelli@niagarafallsny.gov

## Alternative Implementation Agreements

List any entities assisting with any portion of the SWMP development, implementation, or enforcement.

Name of Entity	Permit Requirement

Although not included as an Appendix, Alternative Implementation Agreements are considered part of this SWMP Plan and are available by contacting the Stormwater Program Coordinator or Stormwater Management listed Officer on page 2 of this document.

# SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s) Permit No. GP-0-24-001

## A. MCM1 – Public Education and Outreach Program

The MS4 Operator must develop and implement an education and outreach program to increase public awareness of pollutant generating activities and behaviors. This MCM is designed to inform the public about the impacts of stormwater on water quality, the general sources of stormwater pollutants, and the steps the general public can take to reduce pollutants in stormwater runoff.

### 1. Development

*Within three (3) years*

#### a. Focus Areas

##### i. Surface waters classified as Class A-S, A or B

Listed below are surface waters classified as Class A-S, A or B according to New York State's Part 701 Classifications--Surface Waters and Groundwaters. Areas discharging to these waters are focus areas for the education and outreach program. Because the Class A-S, Class A and Class B surface waters have nearly identical best uses, and because all MS4 Operators in Erie and Niagara County are in within the watershed of a Class A-S, Class A surface water (i.e. Lake Erie, Niagara River or Lake Ontario), the focus area for education and outreach will encompass the entire geographical area of GP-0-24-001 regulated MS4s as depicted in Appendix A. All education and outreach materials will approach water quality protection from the high standards inherent in Class A-S, A and B surface waters.

*Class A-S and Class A fresh surface waters* are a source of water supply for drinking, culinary or food processing purposes; primary and secondary contact recreation; and fishing. The waters are suitable for fish, shellfish and wildlife propagation and survival.

- Lake Erie Class A-S
- **Niagara River Class A-S**
- Lake Ontario Class A
- Eighteen Mile Creek, Middle, and tribs (0104-0017): Class A
- Eighteenmile Creek, Upper, and tribs (0104-0039): Class A
- Buffalo Creek, Lower, and tribs (0103-0004): Class A
- Buffalo Creek, Upper, and minor tribs (0103-0003): Class A

*Class B fresh surface waters* are primary and secondary contact recreation and fishing. These waters are suitable for fish, shellfish and wildlife propagation and survival.

- Cayuga Creek, Middle, and minor tribs (0103-0017): Class B
- Eighteenmile Creek, Lower, minor tribs (0104-0030): Class B
- S. Branch Eighteenmile, Lower, and tribs (0104-0016): Class B
- Scajaquada Creek, Upper, and tribs (0101-0034): Class B
- Ellicott Creek, Lower, and tribs (0102-0018): Class B
- Grand Island, all tribs to Niagara R (0101-0011): Class B
- Hampton Brook and Tribs (0104-0041): Class B
- **Hyde Park Lake (0101-0030): Class B**
- Tonawanda Creek, Middle, Main Stem (0101-0006): Class B

## **ii. Sewersheds for impaired waters**

The surface waters listed below are identified as impaired in the New York State 2018 Section 303(d) List of Impaired/TMDL Waters and included in Appendix C of the MS4 General Permit (GP-0-24-001). The sewershed(s) discharging to the surface waters are focus areas for the education and outreach program for the Niagara Falls Water Board.

- Hyde Park Lake (0101-0030)
  - Phosphorus
- Bergholtz Creek and tribs (0101-0004)
  - Phosphorus & Fecal Coliform

## **iii. TMDL watersheds:**

N/A: there are no TMDL watersheds in Erie County or Niagara County.

## **iv. Areas with construction activities:**

Education will be targeted to specific construction sites/operators that are identified during Construction General Permit oversight and/or inspections as impacting water quality/generating stormwater pollutants. In addition, construction-related activities are an education and outreach topic for the following target audiences: contractors, developers, design professionals, and Niagara Falls Water Board staff.

## **v. Areas with on-site wastewater systems:**

Education will be targeted to specific sewersheds that are identified during illicit discharge detection monitoring as discharging pathogens/fecal coliform. In addition, on-site wastewater treatment systems (i.e. septic systems) are an education and outreach topic for the residential target audience.

**vi. Residential, commercial, and industrial areas**

Education will take a variety of forms for these audiences. Residential/household education will include tabling at community and regional events, stormwater displays in the main municipal building, school-based programming such as the annual rain barrel painting contest, and classroom presentations. Commercial audiences will be targeted for education on topics most relevant to their primary operation (i.e. restaurants, landscaping and lawn care, mobile washers); industrial areas will be targeted for education on outdoor materials storage and other issues as they are discovered.

**vii. Stormwater hotspots; and**

Stormwater hotspots targeted for education: commercial container nurseries, vehicle fueling stations, and vehicle service and maintenance facilities.

**viii. Areas with illicit discharges.**

Education will be targeted to specific sewersheds that are identified during illicit discharge detection monitoring as discharging stormwater pollutants, specifically related to discharges from activities such as landscaping and lawn care, dog waste; household hazardous waste disposal, vehicle washing.

**b. Target Audiences and Associated Pollutant Generating Activities**

*Within three (3) years*

**i. Residents:** landscaping and lawn care; dog waste; household hazardous waste disposal; vehicle washing

**ii. Commercial:** Business owners and staff: landscaping and lawn care; vehicle fueling; vehicle service and maintenance; uncovered materials exposure/storage

**iii. Institutions:** Managers, staff, and students: uncovered materials exposure/storage (institutions not subject to SPDES MS4 Stormwater Permit)

**iv. Construction:** Developers, contractors, and design professionals: soil disturbance (erosion and sediment control); uncontained construction waste

**v. Industrial:** Owners and staff: uncovered materials exposure/storage (ONLY industry not subject to SPDES MSGP Stormwater Permit)

**vi. MS4 Operator's municipal staff:** uncovered materials exposure; preventative maintenance; spill prevention and response; erosion and sediment controls; managing vegetated areas and open space; salt storage; waste, garbage and floatable debris.

### c. Education and Outreach Topics

*Within three (3) years*

The table below summarizes the education and outreach topics, target audience(s), and how the education and outreach topics reduce the potential for pollutants to be generated by the target audience(s) for the focus area(s).

<b>Topic</b>	<b>Target Audience</b>	<b>How Topic Reduces Potential for Pollutants to be Generated by Target Audience(s)</b>
Household Guide	Residents	Addresses common household activities that contaminate stormwater and how to prevent
Rain Garden How-To-Guide	Residents	Reduces stormwater runoff and potential to carry pollutants to the MS4
Your Septic System	Residents, MS4 staff	Addresses proper use and maintenance of septic systems to ensure they are functioning as designed
Pet Waste	Residents, MS4 staff	Addresses the importance of cleaning up and proper disposal of pet waste to ensure pathogens are not exposed to runoff
<b>Illicit Discharge Citizen's Guide</b>	Residents, MS4 staff	Provides information on storm sewers, illicit discharges, how to recognize them and where to report the incident
Stormwater Ponds	Residents, MS4 staff, Commercial sites, HOAs	Provides information on stormwater ponds, their purpose and maintenance.
DIY Rain Barrel & Home Composting	Residents	Reduces stormwater runoff, use of lawn care chemicals and potential to carry pollutants to the MS4
Rain Barrel Use/Installation	Residents	Reduces stormwater runoff and potential to carry pollutants to the MS4
Litter in Waterways	Residents, MS4 staff	Addresses how litter pollutes and impacts local waterways
Moving Dirt/Soil Disturbance/ Construction General Permit	Contractors, developers, MS4 staff	Addresses soil disturbance, the CGP, and importance of erosion and sediment control

#### d. Illicit Discharge Education

*Within six (6) months*

The brochure or informational flyer entitled: *Illicit Discharge Detection and Elimination: A Citizen's Guide to Identifying and Preventing Stormwater Pollution* will be made available to Niagara Falls Water Board employees, businesses, and the public as follows:

- i. Niagara Falls Water Board employees: email announcement
- ii. Businesses: Niagara Falls Water Board web page; public library
- iii. Public: Niagara Falls Water Board web page; public library

## 2. Implementation and Frequency

### a. Distribution Method of Educational Messages

A variety of the following methods of distribution will be utilized:

- Printed materials (e.g., mail inserts, brochures, and newsletters)
- Electronic materials (e.g., websites, email)
- Mass media (e.g., newspapers, public service announcements on radio or cable)
- Workshops or focus groups.
- Displays in public areas (e.g., town halls, library, parks); or
- Social media (e.g., Facebook, Twitter, blogs).

### b. Frequency

Once every 5 years, the **Niagara Falls Water Board** directs an educational message to each target audience(s) for each focus area(s) based on the defined education and outreach topic(s) listed in this Stormwater Management Program Plan; and documents the date of completion and method of distribution for each message.

***Compliance documentation is listed in Appendix B.***

### c. Updates to the Public Education and Outreach Program

Annually, by April 1: The **Niagara Falls Water Board** reviews and updates, if necessary, the focus areas, target audiences, and/or education and outreach topics.

***Compliance documentation is listed in Appendix B.***

## **B. MCM 2 - Public Involvement/Participation**

The MS4 Operator must provide opportunities to involve the public in the development, review, and implementation of the SWMP. This MCM is designed to give the public the opportunity to include their opinions in the implementation of this SPDES general permit.

### **1. Public Involvement/Participation**

Public involvement/participation in the development and implementation of the **Niagara Falls Water Board** Stormwater Management Program includes opportunities to: review the SWMP Plan; submit comments; ask questions; and, become involved in the SWMP.

The **Niagara Falls Water Board** informs the public of the opportunity they must review the SWMP Plan; submit comments; ask questions; and, become involved in the SWMP via the following avenues of communication:

- Coordination with other pre-existing public involvement/participation opportunities
- Reporting concerns about activities or behaviors observed
- Public hearings or meetings

Methods of distribution used to inform public of opportunity:

- Electronic materials (e.g., websites, social media, email)
- Displays in public areas (e.g., town halls, library, parks)
- Printed materials (e.g., mail inserts, brochures, and newsletters)

***Compliance documentation is listed in Appendix B.***

**a. Local point of contact** to receive and respond to public concerns regarding stormwater management and compliance with permit requirements:

Name: Margaret Bilquin

Title: Sanitary Engineer

Phone: (716)299-7792

Email: mbilquin@nfwb.org

***The name or title of this individual, with contact information, will be published on public outreach and public participation materials.***

## 2. Public Notice and Input Requirements

### a. Public Notice and Input Requirements for SWMP Plan

*This requirement is included above in B.1 Public Involvement/Participation*

### b. Public Notice and Input Requirements for Draft Annual Report

Annually, provide an opportunity for the public to review and comment on the draft Annual Report. Document the opportunity below.

1. For public review and comment, the draft Annual Report will be posted on the **Niagara Falls Water Board** website: [Niagara Falls Water Board | Niagara Falls Water Board \(nfwb.org\)](http://Niagara Falls Water Board | Niagara Falls Water Board (nfwb.org)). If you would like to add input, please inform the Stormwater Program Coordinator. To be included in the previous year's report, submit your request prior to the date listed on the Website. If a public meeting is requested by two or more persons, the MS4 Operator must hold such a meeting.

***Compliance documentation is listed in Appendix B.***

### c. Consideration of Public Input

Annually, the **Niagara Falls Water Board** documents a summary of comments received on the SWMP Plan and draft Annual Report.

***Compliance documentation is listed in Appendix B.***

### C. MCM 3 - Illicit Discharge Detection and Elimination

The Niagara Falls Water Board has a program to systematically detect illicit discharges to its municipal separate storm sewer system (MS4), track down the source of the illicit discharge, and eliminate it. This program is designed to manage the MS4, so it is not conveying pollutants associated with flows other than those directly attributable to stormwater runoff. The Niagara Falls Water Board Illicit Discharge Detection and Elimination Program is supported by Local law *Section 1960.4. Use of POTW and MS4, 21 NY ADC 1960.4, 21 NYCRR 1960.4*

#### 1. Illicit Discharge Detection

##### a. Public Reporting of Illicit Discharges

- i. To report illicit discharges in the City of Niagara Falls MS4 contact:

Contact: Michael Eagler

Phone: (716)255-2039

Email: meagler@nfwb.org

- ii. Within thirty (30) days of an illicit discharge, each report of an illicit discharge is documented in the Niagara Falls Water Board SWMP Plan.

*Compliance documentation is listed in Appendix B.*

##### b. Monitoring Locations

The three types of monitoring locations used to detect illicit discharges are identified as follows:

- i. **MS4 outfalls:** Any point of stormwater discharge from pipes, ditches, and swales, as well as other points of concentrated flow, to surface waters of New York State from the Niagara Falls Water Board municipal separate storm sewer system (MS4).

- ii. **Interconnections:** Any point of stormwater discharge from pipes, ditches, and swales, as well as other points of concentrated flow, to another MS4 or private storm sewer system.

- iii. **Municipal facility intraconnections:** Any point where stormwater is conveyed from a Niagara Falls Water Board facility property to its own MS4. This is the most down-drainage end of the MS4 infrastructure located on the Niagara Falls Water Board facility prior to discharge to the MS4.

### c. Monitoring Locations Inventory

i. The **Niagara Falls Water Board** maintains an inventory of monitoring locations that are within the boundaries of its MS4 Regulated area (see Appendix A). The inventory is available for public review and comment as follows:

- Upon request: contact the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Niagara Falls Water Board** as follows:
  - Hardcopy: (Engineering)
  - Electronically:
    - Public: Upon Request

For each monitoring location, the following information is included:

#### a) Inventory information for **MS4 outfalls**

- ID
- Prioritization (high or low)
- Type of monitoring location
- Name of MS4 Operator's municipal facility, if located at a municipal facility
- Receiving waterbody name and class
- Receiving waterbody WI/PWL Segment ID
- Land use in drainage area
- Type of conveyance (open drainage or closed pipe)
- Material
- Shape
- Dimensions
- Submerged in water
- Submerged in sediment.

#### b) Inventory information for **interconnections**

- ID
- Prioritization (high or low)
- Type of monitoring location
- Name of MS4 Operator receiving discharge or private storm system
- Name of MS4 Operator's municipal facility, if located at a municipal facility; and
- Receiving waterbody name and class.

#### c) Inventory information for **Niagara Falls Water Board facility intraconnections**

- ID
- Prioritization (high or low)
- Type of monitoring location
- Name of MS4 Operator's municipal facility; and
- Receiving waterbody name and class.

ii. Annually, the **Niagara Falls Water Board** updates the inventory if monitoring locations are constructed or discovered; or if information for existing monitoring locations changes. Prioritization determinations and updates, as noted below, are also addressed in the update.

***Compliance documentation pertaining to updating the monitoring locations inventory is listed in Appendix B.***

#### **d. Monitoring Locations Prioritization**

i. The **Niagara Falls Water Board** prioritizes its monitoring locations which are included in the monitoring locations inventory as follows:

**a) High priority monitoring locations are as follows:**

- At a high priority facility, defined as a facility that has one or more of the following on site and exposed to stormwater:
  - Storage of chemicals, salt, petroleum, pesticides, fertilizers, antifreeze, lead-acid batteries, tires, waste/debris
  - Fueling stations
  - Vehicle or equipment maintenance/repair
- Discharging to impaired waters
- Discharging within a TMDL watershed (Not applicable in the **City of Niagara Falls**)
- Directly discharging to waters with Class AA-S, A-S, AA, A, B, SA, or SB
- Confirmed citizen complaints on three or more separate occasions in the last twelve (12) months

**b) All other monitoring locations are considered low priority.**

ii. Monitoring locations that are newly constructed, or discovered, will be prioritized within 30 days

iii. Annually, the **Niagara Falls Water Board** updates the monitoring location prioritization in the inventory based on information gathered as part of the monitoring location inspection and sampling program.

***Compliance documentation pertaining to updating prioritization for monitoring locations in the inventory is listed in Appendix B. The inventory is available for public review and comment as indicated above.***

## e. Monitoring Locations Inspection and Sampling Program

The **Niagara Falls Water Board** has a program to inspect monitoring locations and sample dry weather flow discharging from the MS4.

i. The monitoring locations inspection and sampling procedures are as follows:

a) During dry weather, one (1) inspection of each monitoring location identified in the inventory every five (5) years

b) Inspections and sampling results (if flowing during dry weather) are documented with a Monitoring Locations Inspection and Sampling Field Sheet (**Appendix C**). Although not included as an appendix, all completed forms for inspection and sampling are considered part of this SWMP Plan and are available for public review and comment as follows:

- Upon request: contact the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Niagara Falls Water Board** as follows:
  - Hardcopy: (Engineering)
  - Electronically:
    - Public: Upon Request

c) Following a monitoring location inspection, all inspections which resulted in a “suspect” or “obvious” illicit discharge characterization are subject to sampling unless the source of the illicit discharge is clear and discernable (e.g., sewage), in which case sampling is not necessary

d) Sampling is conducted using field test strips and/or field instrumentation that are sufficiently sensitive to detect the parameter below the sampling action level used. As per the MS4 General Permit (Part VI.C.d), analytical methods are not subject to New York State’s 40 CFR Part 136 requirements for approved methods and certified laboratories

e) Source track down is initiated for monitoring locations that are characterized as “suspect” or “obvious” illicit discharge, or that exceed any sampling action level used

f) All monitoring locations are re-inspected within thirty (30) days of the initial inspection, if there is a physical indicator not related to flow, that is indicative of an intermittent or transitory discharges. In layman’s terms, a monitoring location may not be flowing at the time of the dry weather inspection, but there may be evidence (i.e. physical indicators) of an illicit discharge such as oil stains or toilet

paper. If those same physical indicators persist, the **Niagara Falls Water Board** will initiate illicit discharge track down procedures.

ii. The **Niagara Falls Water Board**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing Illicit Discharge Detection and Elimination procedures. This training engages employees in a classroom setting as well as in hands-on monitoring location inspection, sampling, results interpretation, and source track down and elimination.

a) All new staff that are charged with performing monitoring location inspections and sampling procedures will receive training on procedures prior to doing so

b) All existing staff, that are charged with performing monitoring location inspections and sampling procedures will receive training on procedures prior to doing so, and, once every five (5) years, thereafter; and

c) If the monitoring locations inspection and sampling procedures are updated, all staff will receive training on the updates prior to conducting monitoring locations inspections and sampling.

iii. The names, titles, and contact information for the individuals who have received monitoring locations inspection and sampling procedures training is updated annually

iv. Annually, by April 1, the **Niagara Falls Water Board** reviews and updates its monitoring location inspection and sampling procedures based on results (e.g., trends, patterns, areas with illicit discharges, and common problems).

***Compliance documentation is listed in Appendix B for:***

- ***Staff that have received monitoring location inspection and sampling procedures training***
- ***Updates to the monitoring location inspection and sampling procedures.***

## **2. Illicit Discharge Track Down Program**

*Within two (2) years*

The **Niagara Falls Water Board** has an illicit discharge track down program to identify the source of illicit discharges and the responsible party.

**a. The illicit discharge track down program includes the following:**

i. The illicit discharge track down program is part of the Illicit Discharge Detection and Elimination Track Down Program detailed in Appendix D. It includes procedures and

steps to take for illicit discharge track down

ii. Timeframes to initiate illicit discharge track down are as follows:

- a) Within twenty-four (24) hours of discovery, or 72 hours of dry weather conditions, the **Niagara Falls Water Board** will initiate track down procedures for flowing MS4 monitoring locations with obvious illicit discharges
- b) Within two (2) hours of discovery, the **Niagara Falls Water Board** will initiate track down procedures for obvious illicit discharges of sanitary wastewater that would affect bathing areas during bathing season, shell fishing areas or public water intakes and report orally or electronically to the NYSDEC Regional Water Engineer and local health department
- c) Within five (5) days of discovery, or 72 hours of dry weather conditions, the **Niagara Falls Water Board** will initiate track down procedures for suspect illicit discharges.

**b.** As noted above, the **Niagara Falls Water Board**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing Illicit Discharge Detection and Elimination procedures. This training includes source track down. Requirements pertaining to employee training for existing staff, new staff and updates to the illicit discharge source track down procedures are identical.

**c.** The names, titles, and contact information for the individuals who have received illicit discharge track down procedures training is updated annually; and

**d.** Annually, by April 1, the **Niagara Falls Water Board** reviews and updates its illicit discharge track down procedures.

***Compliance documentation is listed in Appendix B for:***

- ***Staff that have received illicit discharge track down procedures training***
- ***Updates to the illicit discharge track down procedures.***

### **3. Illicit Discharge Elimination Program**

*Within two (2) years*

The **Niagara Falls Water Board** has an illicit discharge elimination program. Once an illicit discharge is tracked down and a source identified, steps are taken to eliminate the source/discharge. As noted previously, the **Niagara Falls Water Board** Illicit Discharge Detection and Elimination Program is supported by Local law **Section 1960.4. Use of POTW and MS4, 21 NY ADC 1960.4, 21 NYCRR 1960.4**

*Although not included in this SWMP Plan, documentation of enforcement measures to eliminate illicit discharges is available upon request by contacting the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document.*

**a. The illicit discharge elimination procedures including**

i. Provisions for escalating enforcement and tracking enforcement actions are in the **Niagara Falls Water Board** Enforcement Response Plan detailed in Appendix O.

ii. To confirm the corrective actions have been taken, the monitoring location will be inspected, and sampled if flowing, within 30 days of receiving notice that the source of contamination has been eliminated

iii. Timeframes for illicit discharge elimination are as follows:

- Within twenty-four (24) hours of identification of an illicit discharge that has a reasonable likelihood of adversely affecting human health or the environment, the **Niagara Falls Water Board** will eliminate the illicit discharge.
- Within five (5) days of identification of an illicit discharge that does not have a reasonable likelihood of adversely affecting human health or the environment, the **Niagara Falls Water Board** will eliminate the illicit discharge; and
- Where elimination of an illicit discharge within the specified timeframes above is not possible, the **Niagara Falls Water Board** will notify the NYSDEC Regional Water Engineer.

**b.** As noted above, the **Niagara Falls Water Board**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing Illicit Discharge Detection and Elimination procedures. This training includes illicit discharge elimination procedures. General requirements pertaining to employee training for existing staff, new staff and updates to the illicit discharge elimination are identical.

**c.** The names, titles, and contact information for the individuals who have received illicit discharge elimination procedures training is updated annually; and

**d.** Annually, by April 1, the **Niagara Falls Water Board** reviews and updates the illicit discharge elimination procedures.

***Compliance documentation is listed in Appendix B for:***

- ***Staff that have received illicit discharge elimination procedures training; and,***
- ***Updates to the illicit discharge elimination procedures.***

#### **D. MCM 4 - Construction Site Stormwater Runoff Control**

The City of Niagara Falls has a program to ensure construction sites subject to the NYSDEC General Permit for Stormwater Discharges from Construction Activity (CGP) are effectively controlled. This program is designed to prevent pollution from construction related activities, as well as ensure proper planning and installation of post-construction SMPs.

**The Niagara Falls Water Board is not responsible for construction site stormwater runoff control, nor for overseeing that construction sites and the NYSDEC General Permit for Stormwater Discharges from Construction Activity (CGP) are effectively controlled and regulated. Responsibility for overseeing MCM 4 belongs to the City of Niagara Falls municipal government.**

**For more Information regarding constructions sites and the NYSDEC General Permit for Stormwater Discharges from Construction Activity (CGP), specifically:**

- **Applicable Construction Activities/Projects/Sites**
- **Public Reporting of Construction Site Complaints**
- **Construction Oversight Program**
- **Construction Site Inventory & Inspection Tracking**
- **Construction Site Prioritization**
- **SWPPP Review**
- **Pre-Construction Meetings**
- **Construction Site Inspections**
- **Construction Site Close-outs**

**Please Contact:**

Name: Robert Buzzelli

Title: Civil Engineer 3

Phone: (716)286-4411

Email: Robert.Buzzelli@niagarafallsny.gov

## **E. MCM 5 – Post-Construction Stormwater Management**

The City of Niagara Falls has a program to ensure proper operation and maintenance of post-construction Stormwater Management Practices (SMPs) for new or redeveloped sites. This program is designed to promote the long-term performance of post-construction SMPs in removing pollutants from stormwater runoff.

**The Niagara Falls Water Board is not responsible for Post-Construction Stormwater Management, nor the proper operation and maintenance of post-construction Stormwater Management Practices (SMPs) for new or redeveloped sites. Responsibility for overseeing MCM 5 belongs to the City of Niagara Falls municipal government.**

**For more Information post-construction Stormwater Management Practices (SMPs) for new or redeveloped sites, specifically:**

- **Applicable post-construction SMPs**
- **Post-Construction SMP Inventory & Inspection Tracking**
- **SWPPP Review**
- **Post-Construction SMP Inspection & Maintenance Program**

### **Please Contact:**

Name: Robert Buzzelli

Title: Civil Engineer 3

Phone: (716)286-4411

Email: Robert.Buzzelli@niagarafallsny.gov

## **F. MCM 6 – Pollution Prevention and Good Housekeeping**

The Niagara Falls Water Board has a pollution prevention and good housekeeping program for Niagara Falls Water Board facilities and operations to minimize pollutant discharges. This MCM is designed to ensure the Niagara Falls Water Board's own activities do not contribute pollutants to surface waters of the State.

**For traditional MS4 operators, Part F of this plan would concern all municipal facilities and all municipal operations. As a non-traditional MS4 operator the Niagara Falls Water Board only has jurisdiction over Niagara Falls Water Board facilities and operations, as well as the MS4 itself. Not all Water Board facilities have separate storm sewers.**

### **1. Best Management Practices (BMPs) for Niagara Falls Water Board Facilities & Operations**

*Within three (3) years*

The Niagara Falls Water Board has a facility program and operations program with best management practices (BMPs) that will minimize the discharge of pollutants associated with Niagara Falls Water Board facilities and operations, respectively. The BMPs to be considered are as follows and are documented in this SWMP Plan:

#### **a. Minimize Exposure**

i. Exposure of materials to rain, snow, snowmelt, and runoff must be minimized, unless not technologically possible or not economically practicable and achievable considering best industry practices, including areas used for loading and unloading, storage, disposal, cleaning, maintenance, and fueling operations, with the following BMPs:

- a) Locate materials and activities inside or protect them with storm resistant coverings;
- b) Use grading, berming, or curbing to prevent runoff of contaminated flows and divert run-on away from these areas;
- c) Locate materials, equipment, and activities so leaks and spills are contained in existing containment and diversion systems;
- d) Clean up spills and leaks promptly using dry methods (e.g., absorbents) to prevent the discharge of pollutants;
- e) Store leaky vehicles and equipment indoors or, if stored outdoors, use drip pans and absorbents;
- f) Use spill/overflow protection equipment;

- g) Perform all vehicle and/or equipment cleaning operations indoors, under cover, or in bermed areas that prevent runoff, run-on, and that capture any overspray
- h) Drain fluids, indoors or under cover, from equipment and vehicles that will be decommissioned, and, for any equipment and vehicles that will remain unused for extended periods of time, inspect at least monthly for leaks; and/or
- i) Minimize exposure of chemicals by replacing them with a less toxic alternative (e.g., use non-hazardous cleaners).

## **ii. No Exposure Certification for High Priority Niagara Falls Water Board Facilities**

- a) Niagara Falls Water Board facilities may qualify for No Exposure Certification (Appendix H) when all activities and materials are completely sheltered from exposure to rain, snow, snowmelt and/or runoff.
- b) High priority Niagara Falls Water Board facilities with uncovered parking areas for vehicles awaiting maintenance may be considered a low priority facility if only routine maintenance is performed inside and all other no exposure criteria are met. Details on high/low priority facilities are addressed later in this section.
- c) Niagara Falls Water Board facilities accepting or repairing disabled vehicles and/or vehicles that have been involved in accidents are not eligible for the No Exposure Certification.
- d) Niagara Falls Water Board facilities must maintain the No Exposure Certification and document in the SWMP Plan. The No Exposure Certification ceases to apply when activities or materials become exposed.

## **b. Follow a Preventive Maintenance Program**

- i. The **Niagara Falls Water Board** has a preventative maintenance program that includes routine inspection, testing, maintenance, and repair of all fueling areas, vehicles and equipment and systems to prevent leaks, spills and other releases. This includes:

- a) Performing inspections and preventive maintenance of stormwater drainage, source controls, treatment systems, and plant equipment and systems;
- b) Maintaining non-structural BMPs (e.g., keep spill response supplies available, personnel appropriately trained, containment measures, covering fuel areas)

c) Ensuring vehicle wash water is not discharged to the MS4 or to surface waters of the State. Washing equipment/vehicles in a designated and/or covered area where wash water is collected to be recycled or discharged to the sanitary sewer is required.

**ii. Routine maintenance is performed to ensure BMPs are operating properly.**

**iii. When a BMP is not functioning to its designed effectiveness and needs repair or replacement:**

a) Maintenance is performed before the next anticipated storm event, or as necessary to maintain the continued effectiveness of stormwater controls. If maintenance prior to the next anticipated storm event is impracticable, maintenance must be scheduled and accomplished as soon as practicable; and

b) Interim measures are taken to prevent or minimize the discharge of pollutants until the final repair or replacement is implemented, including cleaning up any contaminated surfaces so that the material will not be discharged during subsequent storm events.

### **c. Spill Prevention and Response Procedures**

i. The **Niagara Falls Water Board** follows Spill Prevention and Response Procedures designed to minimize the potential for leaks, spills and other releases that may be exposed to stormwater and provide for effective response to such spills if or when they occur. The Spill Prevention and Response Procedures are as follows:

a) Store materials in appropriate containers.

b) Label containers (e.g., "Used Oil," "Spent Solvents," "Fertilizers and Pesticides") that could be susceptible to spillage or leakage to encourage proper handling and facilitate rapid response if spills or leaks occur.

c) Implement procedures for material storage and handling, including the use of secondary containment and barriers between material storage and traffic areas, or a similarly effective means designed to prevent the discharge of pollutants from these areas

d) Develop procedures for stopping, containing, and cleaning up leaks, spills, and other releases. As appropriate, execute such procedures as soon as possible;

e) Keep spill kits on-site, located near areas where spills may occur or where a rapid response can be made

f) Develop procedures for notification of the appropriate facility personnel, emergency response agencies, and regulatory agencies when a leak, spill, or other release occurs. If possible, one of these individuals should be a member of the stormwater pollution prevention team. Any spills must be reported in accordance with 6 NYCRR 750-2.7

g) Following any spill or release, the MS4 Operator must evaluate the adequacy of the BMPs identified in the Niagara Falls Water Board facility specific SWPPP. If the BMPs are inadequate, the SWPPP must be updated to identify new BMPs that will prevent reoccurrence and improve the emergency response to such releases

ii. Measures for cleaning up spills or leaks must be consistent with applicable petroleum bulk storage, chemical bulk storage, or hazardous waste management regulations at 6 NYCRR Parts 596-599, 613 and 370-373.

iii. This SPDES general permit does not relieve the **Niagara Falls Water Board** of any reporting or other requirements related to spills or other releases of petroleum or hazardous substances. Any spill of a hazardous substance must be reported in accordance with 6 NYCRR 597.4. Any spill of petroleum must be reported in accordance with 6 NYCRR 613.6 or 17 NYCRR 32.3.

#### **d. Erosion and Sediment Controls**

**i. Stabilize exposed areas and control runoff using structural and/or nonstructural controls to minimize onsite erosion and sedimentation.**

**ii. The Niagara Falls Water Board will consider:**

a) Structural and/or non-structural controls found in the NYS E&SC 2016;

b) Areas that, due to topography, land disturbance (e.g., construction), or other factors, have potential for significant soil erosion;

c) Whether structural, vegetative, and/or stabilization BMPs are needed to limit erosion;

d) Whether velocity dissipation devices (or equivalent measures) are needed at discharge locations and along the length of any channel to provide a non-erosive flow velocity from the structure to a water course; and

e) Address erosion or areas with poor vegetative cover, especially if the erosion is within fifty (50) feet of surface water of the State.

## **e. Manage Vegetated Areas and Open Space on Niagara Falls Water Board Property**

### **i. Maintain vegetated areas on Niagara Falls Water Board owned/operated properties:**

- a) Specify proper use, storage, and disposal of pesticides, herbicides, and fertilizers including minimizing the use of these products and using only in accordance manufacturer's instruction
- b) Use lawn maintenance and landscaping practices that are protective of water quality. Protective practices include reduced mowing frequencies; proper disposal of lawn clippings; and use of alternative landscaping materials (e.g., drought resistant planting)
- c) Place pet waste disposal containers and signage concerning the proper collection and disposal of pet waste at all parks and open space where pets are permitted
- d) Address waterfowl congregation areas where needed to reduce waterfowl droppings from entering the MS4.

## **f. Salt Storage Piles or Pile Containing Salt**

Enclose or cover storage piles of salt, or piles containing salt, used for deicing or maintenance of paved surfaces, except during loading, unloading, and handling. Implement appropriate measures (e.g., good housekeeping, routine sweeping, diversions, containment) to minimize exposure resulting from adding to or removing materials from the pile.

## **g. Waste, Garbage, and Floatable Debris**

- i. Keep all dumpster lids closed when not in use. For dumpsters and roll off boxes that do not have lids and could leak, ensure that discharges have a control (e.g., secondary containment, treatment); and
- ii. Keep exposed areas free of waste, garbage, and debris or intercept them before they are discharged:
  - a) Manage trash containers at parks and open space (scheduled cleanings)
  - b) Pick up trash and debris on Niagara Falls Water Board owned/operated property

- c) Clean out catch basins within the appropriate timeframes as noted later in this section.

## **h. Alternative Implementation Options**

When alternative implementation options are utilized, require the parties performing municipal operations as contracted services, including but not limited to street sweeping, snow removal, and lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed.

## **2. Niagara Falls Water Board Facilities**

### **a. Niagara Falls Water Board Facility Program**

*Within three (3) years*

The **Niagara Falls Water Board** has a facility program that includes BMPs to minimize stormwater pollution from Niagara Falls Water Board operations, differentiation of BMPs applicable to high or low priority facilities, and employee training. The Niagara Falls Water Board facility program is documented for this SWMP Plan as follows:

#### **i. Niagara Falls Water Board facility procedures:**

- a) All BMPs incorporated into the Niagara Falls Water Board facility program
- b) High priority Niagara Falls Water Board facility requirements, that are specific to Niagara Falls Water Board operations occurring at each high priority facility; and
- c) Low priority Niagara Falls Water Board facility requirements that are specific to operations occurring at each low priority facility.

**ii. The Niagara Falls Water Board**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing its facility procedures. This training addresses on-site facility operations and is conducted concurrently with operations procedures.

- a) All new staff that are charged with conducting Niagara Falls Water Board facility procedures/BMPs will receive training on procedures prior to doing so;
- b) All existing staff, that are charged with conducting any Niagara Falls Water Board facility procedures/BMPs will receive training on procedures prior to doing so, and, once every five (5) years, thereafter; and

- c) If the Niagara Falls Water Board facility procedures/BMPs are updated, all staff will receive training on the updates prior to conducting facility procedures.

iii. The names, titles, and contact information for the individuals who have received Niagara Falls Water Board facility procedures training are updated annually;

iv. Annually, by April 1, the **Niagara Falls Water Board** reviews and updates its Niagara Falls Water Board facility procedures.

***Compliance documentation is listed in Appendix B for:***

- ***Staff that have received Niagara Falls Water Board facility procedures training***
- ***Updates to the Niagara Falls Water Board facility procedures.***

#### **b. Niagara Falls Water Board Facility Inventory**

*Within two (2) years*

i. The **Niagara Falls Water Board** maintains an inventory of all Niagara Falls Water Board facilities in the SWMP Plan. The following information is included in the inventory:

- Name of municipal facility
- Street address
- Type of municipal facility
- Prioritization (high or low)
- Receiving waterbody name and class
- Receiving waterbody WI/PWL Segment ID
- Contact information
- Responsible department
- Location of SWPPP (if high priority, when completed)
- Type of activities present on site
- Size of facility (acres)
- Date of last assessment
- BMPs identified
- Projected date of next comprehensive site assessment as per the municipal facility prioritization

ii. Annually, the **Niagara Falls Water Board** updates the inventory if new Niagara Falls Water Board facilities are added.

### c. Niagara Falls Water Board Facility Prioritization

*Within three (3) years*

i. The **Niagara Falls Water Board** prioritizes all known Niagara Falls Water Board facilities as follows:

a) High priority Niagara Falls Water Board facilities include facilities that have one or more of the following on site and exposed to stormwater:

i) Storage of chemicals, salt, petroleum, pesticides, fertilizers, antifreeze, lead-acid batteries, tires, waste/debris;

ii) Fueling stations; and/or

iii) Vehicle or equipment maintenance/repair.

b) Low priority Niagara Falls Water Board facilities include any facilities that do not meet the criteria for a high priority Niagara Falls Water Board facility.

c) High priority Niagara Falls Water Board facilities which qualify for a No Exposure Certification (Appendix H) are low priority Niagara Falls Water Board facilities.

ii. Within thirty (30) days of when a Niagara Falls Water Board facility is added to the inventory, the **Niagara Falls Water Board** prioritizes it

iii. Annually, after the initial prioritization, the **Niagara Falls Water Board** will update the Niagara Falls Water Board facility prioritization in the inventory based on information gathered as part of the municipal facility program, including cases where a No Exposure Certification ceases to apply. Although not included as an appendix, the inventory and all required updates is considered part of the **Niagara Falls Water Board's** Plan. The inventory is available for public review and comment as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Niagara Falls water Board** as follows:
  - Hardcopy: (Engineering)
  - Electronically:
    - Public: Upon Request

#### **d. High Priority Niagara Falls Water Board Facility Requirements**

*Within five (5) years*

##### **i. Niagara Falls Water Board Facility Specific SWPPP**

The Niagara Falls Water Board has a facility specific SWPPP for each high priority Niagara Falls Water Board facility. A copy of the Niagara Falls Water Board facility specific SWPPP is retained on site at the respective Niagara Falls Water Board facility. The Niagara Falls Water Board SWPPP contains the following:

###### **a) Stormwater Pollution Prevention Team**

The Niagara Falls Water Board facility specific SWPPP must identify the individuals (by name and/or title) and their role/responsibilities in developing, implementing, maintaining, and revising the Niagara Falls Water Board facility specific SWPPP. The activities and responsibilities of the team must address all aspects of the Niagara Falls Water Board facility specific SWPPP.

###### **b) General Site Description**

A written description of the nature of the activities occurring at the Niagara Falls Water Board facility with a potential to discharge pollutants, type of pollutants expected, and location of key features as detailed in the site map.

###### **c) Summary of potential pollutant sources**

The Niagara Falls Water Board facility specific SWPPP must identify each area at the Niagara Falls Water Board facility where materials or activities are exposed to stormwater or from which authorized non-stormwater discharges originate, including any potential pollutant sources for which the Niagara Falls Water Board facility has reporting requirements under the Emergency Planning and Community Right-To-Know Act (EPCRA), Section 313.

i) Materials or activities include machinery; raw materials; intermediate products; byproducts; final products or waste products; and material handling activities which includes storage, loading and unloading, transportation or conveyance of any raw material, intermediate product, final product or waste product.

ii) For each separate area identified, the description must include:

- Activities - A list of the activities occurring in the area (e.g., material storage, equipment fueling and cleaning).
- Pollutants - A list of the associated pollutant(s) for each activity. The pollutant(s) list must include all materials that are exposed to stormwater; and

- Potential for presence in stormwater - For each area of the Niagara Falls Water Board facility that generates stormwater discharges, a prediction of the direction of flow, and the likelihood of the activity to contaminate the stormwater discharge. Factors to consider include the toxicity of chemicals, quantity of chemicals used, produced or discharged, the likelihood of contact with stormwater, and history of leaks or spills of toxic or hazardous pollutants.

#### d) Spills and Releases

For areas that are exposed to precipitation or that otherwise drain to a stormwater conveyance to be covered under this SPDES general permit, the Niagara Falls Water Board facility specific SWPPP must include a list of spills or releases of petroleum and hazardous substances or other pollutants, including unauthorized non-stormwater discharges, that may adversely affect water quality that occurred during the last three-year period. The list must be updated when spills or releases occur.

#### e) Site Map

The Niagara Falls Water Board facility specific SWPPP must include a site map identifying the following, as applicable:

- Property boundaries and size in acres
- Location and extent of significant structures (including materials shelters), and impervious surfaces
- Monitoring locations with its approximate sewershed. Each monitoring location must be labeled with the monitoring location identification
- Location of all post-construction SMPs and MS4 infrastructure (i.e. storm sewer system)
- Locations of discharges authorized under other SPDES permits
- Locations where potential spills or releases can contribute to pollutants in stormwater discharges and their accompanying drainage points
- Locations of haul and access roads
- Rail cars and tracks
- Arrows showing direction of stormwater flow
- Location of all receiving waters in the immediate vicinity of the municipal facility, indicating if any of the waters are impaired and, if so, whether the waters have TMDLs established for them
- Locations where stormwater flows have significant potential to cause erosion
- Location and source of run-on from adjacent property containing significant quantities of pollutants and/or volume of concern to the municipal facility
- Locations of the following areas where such areas are exposed to precipitation or stormwater:
  - Fueling stations
  - Vehicle and equipment maintenance and/or cleaning areas
  - Loading/unloading areas
  - Locations used for the treatment, storage or disposal of wastes
  - Liquid storage tanks
  - Processing and storage areas
  - Locations where significant materials, fuel or chemicals are stored and transferred
  - Locations where vehicles and/or machinery are stored when not in use
  - Transfer areas for substances in bulk

- Location and description of non-stormwater discharges (Part I.A.3.)
- Locations where spills<sup>35</sup> or leaks have occurred
- Locations of all existing structural BMPs

f) Stormwater Best Management Practices (BMPs)

The Niagara Falls Water Board facility specific SWPPP also documents the location and type of BMPs implemented at the facility. The Niagara Falls Water Board facility specific SWPPP must describe how each BMP is being implemented for all the potential pollutant sources.

g) Niagara Falls Water Board facility assessments

The Niagara Falls Water Board facility specific SWPPP includes a schedule for completing and recording results of routine and comprehensive site assessments.

## ii. Niagara Falls Water Board Facility Assessments

a) Wet Weather Visual Monitoring (*High Priority Niagara Falls Water Board Facilities ONLY*)

i) Once every five (5) years, the **Niagara Falls Water Board** conducts wet weather visual monitoring at all monitoring locations and other sites of stormwater leaving the sites that are discharging stormwater from fueling areas, storage areas, vehicle and equipment maintenance/fueling areas, material handling areas and similar potential pollutant generating areas.

(a) All samples must be collected from discharges resulting from a qualifying storm event. The storm event must be documented using the Storm Event Data Form (Appendix I) and kept with the Niagara Falls Water Board facility specific SWPPP. The sample must be taken during the first thirty (30) minutes (or as soon as practical, but not to exceed one hour) of the discharge at the monitoring location.

(b) No analytical tests are required to be performed on the samples for the purpose of meeting the visual monitoring requirements.

(c) The visual examination must document observations of color, odor, clarity, floating solids, settled solids, suspended solids, foam, oil sheen and any other obvious indicators of stormwater pollution.

(d) The visual examination of the sample must be conducted in a well-lit area.

(e) Where practicable, the same individual should carry out the collection and examination of discharges for the entire permit term for consistency.

(f) The MS4 Operator must document the visual examination using the Visual Monitoring Form (Appendix I) and keep it with the Niagara Falls Water Board facility specific SWPPP to record:

(i) Monitoring location ID;

(ii) Examination date and time;

(iii) Personnel conducting the examination;

(iv) Nature of the discharge (runoff or snowmelt);

(v) Visual quality of the stormwater discharge including observations of color, odor, clarity, floating solids, settled solids, suspended solids, foam, oil sheen, and other obvious indicators of stormwater pollution; and

(vi) Probable sources of any observed stormwater contamination.

(vii) Corrective and follow up actions – If the visual examination indicates the presence of color, odor, floating solids, settled solids, suspended solids, foam, oil sheen, or other indicators of stormwater pollution, at minimum, the **Niagara Falls Water Board** will complete and document the following actions:

(1) Evaluate the facility for potential sources

(2) Remedy the problems identified

(3) Revise the Niagara Falls Water Board facility specific SWPPP

(4) Perform an additional visual inspection during the first qualifying storm event following implementation of the corrective action. If the first qualifying storm event does not occur until the next visual monitoring period, this follow up action may be used as the next visual inspection

b) The monitoring locations inspection and sampling program (MCM 3: Illicit Discharge Detection and Elimination) includes all **Niagara Falls Water Board** facilities.

### c) Comprehensive Site Assessments

i) Once every five (5) years following the most recent assessment, the **Niagara Falls Water Board** will complete a comprehensive site assessment for each high priority Niagara Falls Water Board facility as identified in the inventory using the Niagara Falls Water Board Facility Assessment Form (Appendix J) or an equivalent form containing the same information, and document it in the Niagara Falls Water Board facility specific SWPPP and SWMP Plan that:

(a) The Niagara Falls Water Board facility is in compliance with the terms and conditions of the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-24-001;

(b) Deficiencies were identified, and all reasonable steps taken to minimize any discharge in violation of the permit, which has a reasonable likelihood of adversely affecting human health or the environment.

(i) Within twenty-four (24) hours, the MS4 Operator must prepare a schedule that includes corrective actions and specific interim milestones to be implemented until the corrective action is implemented; or

(c) Deficiencies were identified, and all reasonable steps taken to minimize any discharge in violation of the permit, which does not have a reasonable likelihood of adversely affecting human health or the environment.

(i) Within seven (7) days, the MS4 Operator must prepare a schedule that includes corrective actions and specific interim milestones to be implemented until the corrective action is implemented.

### e. Low Priority Niagara Falls Water Board Facility Requirements

i. The MS4 Operator must identify procedures outlining BMPs for the types of activities that occur at the low priority Niagara Falls Water Board facilities. A Niagara Falls Water Board facility specific SWPPP is not required.

#### ii. Niagara Falls Water Board Facility Assessments

a) Low priority Niagara Falls Water Board facilities are not required to conduct wet weather visual monitoring.

b) The monitoring locations inspection and sampling program is conducted at the Niagara Falls Water Board facility.

c) Comprehensive Site Assessments

i) Once every five (5) years following the most recent assessment, the **Niagara Falls Water Board** will complete a comprehensive site assessment for each low priority Niagara Falls Water Board facility as identified in the inventory using the Niagara Falls Water Board Facility Assessment Form (Appendix J) or an equivalent form containing the same information, and document in the SWMP Plan that:

(a) The Niagara Falls Water Board facility is in compliance with the terms and conditions of the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-24-001);

(b) Deficiencies were identified, and all reasonable steps taken to minimize any discharge in violation of the permit, which has a reasonable likelihood of adversely affecting human health or the environment.

- Within twenty-four (24) hours, the **Niagara Falls Water Board** must prepare a schedule that includes corrective actions and specific interim milestones to be implemented until the corrective action is implemented; or

(c) Deficiencies were identified, and all reasonable steps taken to minimize any discharge in violation of the permit, which does not have a reasonable likelihood of adversely affecting human health or the environment.

- Within seven (7) days, the MS4 Operator must prepare a schedule that includes corrective actions and specific interim milestones to be implemented until the corrective action is implemented.

### 3. Niagara Falls Water Board Operations & Maintenance

#### a. Niagara Falls Water Board Operations Program

*Within three (3) years*

Operations conducted by the Niagara Falls Water Board include:

#### **MS4 maintenance**

i. The Niagara Falls Water Board has a Niagara Falls Water Board operations program. The Niagara Falls Water Board operations program is documented in the SWMP Plan specifying:

a. The Niagara Falls Water Board operations procedures as follows:

- The BMPs incorporated into the Niagara Falls Water Board operations program
- The Niagara Falls Water Board operations corrective actions requirements
- All other Niagara Falls Water Board operations maintenance requirements

ii. The Niagara Falls Water Board, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing its Niagara Falls Water Board operations procedures. This training addresses Niagara Falls Water Board operations procedures and is conducted concurrently with Niagara Falls Water Board facility procedures.

- a) All new staff that are charged with conducting operations procedures will receive training prior to conducting Niagara Falls Water Board operations procedures;
- b) All existing staff, that are charged with conducting any Niagara Falls Water Board operations procedures will receive training prior to conducting Niagara Falls Water Board operations procedures and, once every five (5) years, thereafter; and
- c) If the Niagara Falls Water Board operations procedures are updated, all staff will receive training on the updates prior to conducting operations procedures.

iii. The names, titles, and contact information for the individuals who have received Niagara Falls Water Board operations procedures training is updated annually;

iv. Annually, by April 1, the **Niagara Falls Water Board** reviews and updates its Niagara Falls Water Board operations procedures.

***Compliance documentation is listed in Appendix B for:***

- ***Staff that have received operations procedures training; and,***
- ***Updates to the operations procedures.***

## **b. Niagara Falls Water Board Operations Corrective Actions**

**i. For Niagara Falls Water Board operations, Niagara Falls Water Board must either:**

a) Ensure compliance with the terms and conditions of the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-24-001)

b) Implement corrective actions according to the following schedule and, after implementation, ensure the operations are in compliance with the terms and conditions of the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-24-001):

i) Within twenty-four (24) hours of discovery for situations that have a reasonable likelihood of adversely affecting human health or the environment

ii) Initiated within seven (7) days of inspection and completed within thirty (30) days of inspection for situations that do not have a reasonable likelihood of adversely affecting human health or the environment

iii) For corrective actions that require special funding or construction that will take longer than thirty (30) days to complete, a schedule will be prepared that specifies interim milestones to ensure compliance in the shortest reasonable time

## **c. Catch Basin Inspection and Maintenance**

*Within three (3) years of the EDC*

**i. The Niagara Falls Water Board has a catch basin inspection and maintenance program that targets its MS4 Regulated area (see map Appendix A). The program entails the following:**

- Identifies when catch basin inspection is needed with consideration for:
  - a) Areas with construction activities
  - b) Residential, commercial, and industrial areas
  - c) Recurring or history of issues; or
  - d) Confirmed citizen complaints on three or more separate occasions in the last twelve (12) months.

**ii. An inventory of catch basin inspection information is maintained and includes the following information:**

- Date of inspection
- Approximate level of trash, sediment, and/or debris captured at time of clean-out
  - no trash, sediment, and/or debris
  - <50% of the depth of the sump
  - >50% of the depth of the sump
- Depth of structure
- Depth of sump; and
- Date of clean out, if applicable.

**iii. Based on inspection results, catch basins will be cleaned out within the following timeframes:**

- a) Within six (6) months after the catch basin inspection, catch basins which had trash, sediment, and/or debris exceeding 50% of the depth of the sump must be cleaned out;
- b) Within one (1) year after the catch basin inspection, catch basins which had trash, sediment, and/or debris at less than 50% of the depth of the sump must be cleaned out; and
- c) MS4 Operators are not required to clean out catch basins if the catch basins are operating properly and:
  - i. There is no trash, sediment, and/or debris in the catch basin; or
  - ii. The sump depth of the catch basin is less than or equal to two (2) feet.

**iv. The Niagara Falls Water Board catch basin inspection and maintenance program includes the following practices for properly managing materials removed from catch basins during clean out operations (handling and disposal) so that:**

- a) Water removed during the catch basin cleaning process will not reenter the MS4 or surface waters of the State;
- b) Material removed from catch basins is disposed of in accordance with any applicable environmental laws and regulations; and
- c) Material removed during the catch basin cleaning process will not reenter the MS4 or surface waters of the State.

v. The catch basin inspection and maintenance operations process can be used to determine if there are signs/evidence of illicit discharges and procedures for referral/follow-up if illicit discharges are encountered.

#### **d. Roads, Bridges, Parking Lots, & Right of Way Maintenance**

*Within six (6) months*

The **City of Niagara Falls** has procedures for sweeping and/or cleaning municipal streets, bridges, parking lots, and right of ways owned/operated by the **City of Niagara Falls**.

**The Niagara Falls Water Board is not responsible for Roads, Bridges, Parking Lots, & Right of Way Maintenance Responsibility for overseeing part 3.d of MCM 6 belongs to the City of Niagara Falls municipal government. The NFWB is responsible for upkeep of Roads, Bridges, Parking Lots, & Right of Ways on NFWB property ONLY.**

**For more Information regarding Roads, Bridges, Parking Lots, & Right of Way Maintenance, specifically:**

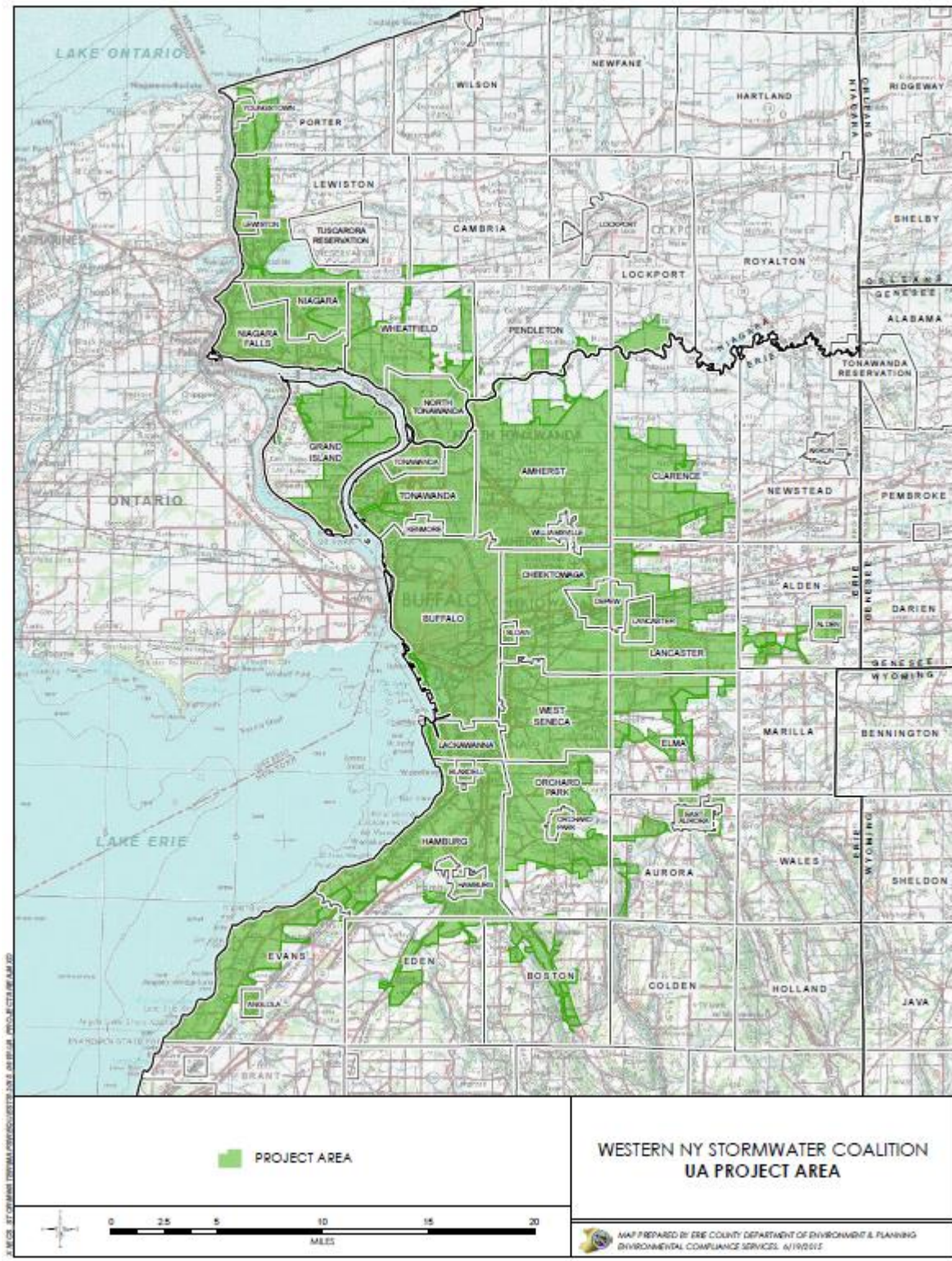
- **Maintenance**
- **Winter Road Maintenance**

**Please Contact:**

Name: Robert Buzzelli  
Title: Civil Engineer 3  
Phone: (716)286-4411  
Email: Robert.Buzzelli@niagarafallsny.gov

Although not included as an appendix in the SWMP Plan, documentation of the procedures and completion of permit requirements pertaining to Pollution Prevention and Good Housekeeping for Niagara Falls Water Board Operations are available as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Niagara Falls Water Board** as follows:
  - Hardcopy: (Engineering)
  - Electronically:
    - Public: Upon Request



**A. MCM1 – Public Education and Outreach Program  
Compliance Documentation**

Once every 5 years, the **Niagara Falls Water Board** directs an educational message to target audience(s) for each focus area(s) based on the defined education and outreach topic(s) listed in this Stormwater Management Program Plan. Listed below are the date(s) of completion and method of distribution for each message.

**i. Residents:**Landscaping and lawn care:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Dog waste:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Household hazardous waste disposal:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Vehicle washing:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Illicit Discharge:Date of completion: 6/30/24Method used: Brochure- at public library and on website**ii. Commercial: Business Owners and Staff:**Landscaping and lawn care:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Vehicle fueling:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Vehicle maintenance:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Uncovered materials exposure/storage:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Illicit Discharge:

Date of completion: 6/30/24

Method used: Brochure- at public library and on website

**lii. Institutions: Managers, Staff, and Students (Institutions Not Subject to SPDES MS4/MSGP Stormwater Permitting)**

Uncovered materials exposure/storage:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

**iv. Construction: Developers, Contractors, And Design Professionals:**

Soil disturbance:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Uncontained construction waste:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

**V. Industrial: Owners and Staff: (Industry Not Subject to SPDES MSGP Stormwater Permit)**

Uncovered materials exposure/storage:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

**Vi. MS4 Operator's Staff:**

Uncovered materials exposure/storage

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Preventative maintenance:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Spill prevention and response:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Erosion and Sediment Controls:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Vegetated areas and open space:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Salt storage:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Waste, garbage and floatable debris:

Date of completion: \_\_\_\_\_

Method used: \_\_\_\_\_

Illicit Discharge:

Date of completion: 7/2/24

Method used: Brochure- emailed and posted on website

### Updates to the Public Education and Outreach Program

Annually, by April 1: The **Niagara Falls Water Board** reviews and updates, if necessary, the focus areas, target audiences, and/or education and outreach topics. Listed below are the date(s) of review and description of update.

Date of Review	Description of Update (including "No Update")
3/28/2025	No Update

**B. MCM 2 - Public Involvement/Participation**

Public involvement/participation in the development and implementation of the **Niagara Falls Water Board** SWMP includes opportunities to: review the SWMP Plan; submit comments; ask questions; and, become involved in the SWMP.

**To document (annually), enter date(s) of completion:**

Coordination with other pre-existing public involvement/participation opportunities

Description: Facility Tours and Outreach Events

Method used: Printed Materials, Electronic Materials, Displays in Public Spaces

Dates of completion: Several throughout 2024

Reporting concerns about activities or behaviors observed

Description: Citizens were informed to contact the NFWB if they had any concerns

Method used: Printed Materials, Electronic Materials, Displays in Public Spaces

Dates of completion: 6/30/2024, 7/2/2024

Public hearings or meetings

Description: Niagara Falls Water Board Monthly Meetings

Method used: Printed Materials, Electronic Materials, Displays in Public Spaces

Dates of completion: 4th Monday of every Month

### Public Notice and Input Requirements for Draft Annual Report

Annually, the **Niagara Falls Water Board** provides an opportunity for the public to review and comment on the draft Annual Report. Listed below are the date(s) of review and description of the opportunity provided.

Date of Review	Description of Opportunity
3/28/2025	Draft Annual Report posted to NFWB website with contact info

### Consideration of Public Input

Annually, the **Niagara Falls Water Board** documents a summary of comments received on the SWMP Plan and draft Annual Report. Listed below are the comments and date received (if no comments were received, date and note in description).

Date Received	Description of SWMP Plan Comments
3/28/25	No Comments

Date Received	Description of Draft Annual Report Comments
3/28/25	No Comments

Within thirty (30) days of when public input is received, the MS4 Operator must update the SWMP Plan, where appropriate, based on the public input received. Listed below are the updates and effective date (if no updates are made, note in description).

Date of Update	Description of SWMP Plan Update or “No Update” if applicable
3/28/25	No Update

**C. MCM 3 - Illicit Discharge Detection and Elimination**

**1. Illicit Discharge Detection**

**Public Reporting of Illicit Discharges**

*Within thirty (30) days of an illicit discharge, each report of an illicit discharge is documented below.*

Date of the report: \_\_\_\_\_

Location of the illicit discharge: \_\_\_\_\_

Nature of the illicit discharge: \_\_\_\_\_

Follow up actions taken or needed (including response times): \_\_\_\_\_

\_\_\_\_\_

Inspection outcomes and any enforcement taken: \_\_\_\_\_

\_\_\_\_\_

.....  
Date of the report: \_\_\_\_\_

Location of the illicit discharge: \_\_\_\_\_

Nature of the illicit discharge: \_\_\_\_\_

Follow up actions taken or needed (including response times): \_\_\_\_\_

\_\_\_\_\_

Inspection outcomes and any enforcement taken: \_\_\_\_\_

\_\_\_\_\_

.....

Annually, the **Niagara Falls Water Board** updates the inventory for new monitoring locations that are constructed or discovered, or if information for existing monitoring locations changes. Prioritization determinations and updates are also addressed below.

<b>Date of Update</b>	<b>Description Inventory Update(s); or “No Update” if applicable</b>
3/28/25	No Update

Annually, the **Niagara Falls Water Board** reviews and updates the names, titles, and contact information for the individuals who have received illicit discharge training on the following:

- Monitoring locations inspection
- Sampling procedures
- Results interpretation
- Source track down; and,
- Source elimination.

The Illicit Discharge Detection and Elimination training provided by the Western New York Stormwater Coalition is comprehensive and addresses all training requirements applicable to the IDDE Program.

<b>Date of Update</b>	<b>Name, title &amp; email of individual trained</b>	<b>Training Date</b>

Annually, by April 1, the **Niagara Falls Water Board** reviews and updates its monitoring location inspection and sampling procedures based on results (e.g., trends, patterns, areas with illicit discharges, and common problems).

<b>Date of Update</b>	<b>Description Inspection and Sampling Procedures Update(s); or “No Update” if applicable</b>
3/28/25	No Update

**D. MCM 3 – Construction Site Stormwater Runoff Control**

The Niagara Falls Water Board is not responsible for construction site stormwater runoff control, nor for overseeing that construction sites and the NYSDEC General Permit for Stormwater Discharges from Construction Activity (CGP) are effectively controlled and regulated. Responsibility for overseeing MCM 4 belongs to the City of Niagara Falls municipal government.

For more Information regarding constructions sites and the NYSDEC General Permit for Stormwater Discharges from Construction Activity (CGP), specifically:

- Applicable Construction Activities/Projects/Sites
- Public Reporting of Construction Site Complaints
- Construction Oversight Program
- Construction Site Inventory & Inspection Tracking
- Construction Site Prioritization
- SWPPP Review
- Pre-Construction Meetings
- Construction Site Inspections
- Construction Site Close-outs

**Please Contact:**

Name: Robert Buzzelli

Title: Civil Engineer 3

Phone: (716)286-4411

Email: Robert.Buzzelli@niagarafallsny.gov

**E. MCM 5 – Post-Construction Stormwater Management**

The Niagara Falls Water Board is not responsible for Post-Construction Stormwater Management, nor the proper operation and maintenance of post-construction Stormwater Management Practices (SMPs) for new or redeveloped sites. Responsibility for overseeing MCM 5 belongs to the City of Niagara Falls municipal government.

For more Information post-construction Stormwater Management Practices (SMPs) for new or redeveloped sites, specifically:

- Applicable post-construction SMPs
- Post-Construction SMP Inventory & Inspection Tracking
- SWPPP Review
- Post-Construction SMP Inspection & Maintenance Program

**Please Contact:**

Name: Robert Buzzelli

Title: Civil Engineer 3

Phone: (716)286-4411

Email: Robert.Buzzelli@niagarafallsny.gov

**SWMP PLAN COMPLIANCE****Appendix B (continued)****F. MCM 6 – Pollution Prevention and Good Housekeeping**

Annually, the Niagara Falls Water Board reviews and updates the names, titles, and contact information for the individuals who have received **Facility Procedures Training and Operations Procedures Training**.

Date of Update	Name, Title & Email of Individual Trained	Training Date

Annually, by April 1, the Niagara Falls Water Board reviews and updates its facility procedures and its operations procedures.

Date of Update	Description Facility Procedures Update(s)
3/28/25	No Update

Date of Update	Description Operations Procedures Update(s)
3/28/25	No Update

Annually, the Niagara Falls Water Board updates its inventory of all facilities.

Date of Update	Description Inventory Update(s); or “No Update” if applicable
3/28/25	No Update

## Monitoring Locations Inspection and Sampling Field Sheet

## Section 1: Background Data

Subwatershed:		Monitoring Location ID:	
Today's date:		Time (Military):	
Investigators:		Form completed by:	
Temperature (°F):	Rainfall (in.):	Last 24 hours:	Last 48 hours:
Latitude:	Longitude:	GPS Unit:	GPS LMK #:
Camera:		Photo #s:	
Land Use in Drainage Area (Check all that apply):			
<input type="checkbox"/> Industrial <input type="checkbox"/> Ultra-Urban Residential <input type="checkbox"/> Suburban Residential <input type="checkbox"/> Commercial		<input type="checkbox"/> Open Space <input type="checkbox"/> Institutional Other: _____ Known Industries: _____	
Notes (e.g., origin, if known):			

## Section 2: Monitoring Location Description

LOCATION	MATERIAL	SHAPE	DIMENSIONS (IN.)	SUBMERGED
<input type="checkbox"/> Closed Pipe	<input type="checkbox"/> RCP <input type="checkbox"/> CMP <input type="checkbox"/> PVC <input type="checkbox"/> HDPE <input type="checkbox"/> Steel <input type="checkbox"/> Other: _____	<input type="checkbox"/> Circular <input type="checkbox"/> Single <input type="checkbox"/> Elliptical <input type="checkbox"/> Double <input type="checkbox"/> Box <input type="checkbox"/> Triple <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____	Diameter/Dimensions: _____	In Water: <input type="checkbox"/> No <input type="checkbox"/> Partially <input type="checkbox"/> Fully  With Sediment: <input type="checkbox"/> No <input type="checkbox"/> Partially <input type="checkbox"/> Fully
<input type="checkbox"/> Open drainage	<input type="checkbox"/> Concrete <input type="checkbox"/> Earthen <input type="checkbox"/> Rip-Rap <input type="checkbox"/> Other: _____	<input type="checkbox"/> Trapezoid <input type="checkbox"/> Parabolic <input type="checkbox"/> Other: _____	Depth: _____ Top Width: _____ Bottom Width: _____	
<input type="checkbox"/> In-Stream	(applicable when collecting samples)			
Flow Present?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If No, Skip to Section 5</i>			
Flow Description (If present)	<input type="checkbox"/> Trickle <input type="checkbox"/> Moderate <input type="checkbox"/> Substantial			

## Section 3: Quantitative Characterization

FIELD DATA FOR FLOWING MONITORING LOCATIONS				
PARAMETER		RESULT	UNIT	EQUIPMENT
<input type="checkbox"/> Flow #1	Volume		Liter	Bottle
	Time to fill		Sec	
<input type="checkbox"/> Flow #2	Flow depth		In	Tape measure
	Flow width	____' ____"	Ft, In	Tape measure
	Measured length	____' ____"	Ft, In	Tape measure
	Time of travel		S	Stopwatch
Temperature			°F	Thermometer
pH			pH Units	Test strip/Probe
Ammonia			mg/L	Test strip

# Monitoring Locations Inspection and Sampling Field Sheet Appendix C (continued)

## Monitoring Locations Inspection and Sampling Field Sheet

### Section 4: Physical Indicators for Flowing Monitoring Locations Only

Are Any Physical Indicators Present in the flow? ☐ Yes ☐ No (If No, Skip to Section 5)

INDICATOR	CHECK if Present	DESCRIPTION	RELATIVE SEVERITY INDEX (1-3)		
Odor	<input type="checkbox"/>	<input type="checkbox"/> Sewage <input type="checkbox"/> Sulfide <input type="checkbox"/> Rancid/sour <input type="checkbox"/> Other:	<input type="checkbox"/> 1 - Faint	<input type="checkbox"/> 2 - Easily detected	<input type="checkbox"/> 3 - Noticeable from a distance
Color	<input type="checkbox"/>	<input type="checkbox"/> Clear <input type="checkbox"/> Green <input type="checkbox"/> Brown <input type="checkbox"/> Orange <input type="checkbox"/> Gray <input type="checkbox"/> Yellow <input type="checkbox"/> Red <input type="checkbox"/> Other:	<input type="checkbox"/> 1 - Faint colors in sample bottle	<input type="checkbox"/> 2 - Clearly visible in sample bottle	<input type="checkbox"/> 3 - Clearly visible in flow
Turbidity	<input type="checkbox"/>	See severity	<input type="checkbox"/> 1 - Slight cloudiness	<input type="checkbox"/> 2 - Cloudy	<input type="checkbox"/> 3 - Opaque
Floatables -Does Not Include Trash!!	<input type="checkbox"/>	<input type="checkbox"/> Sewage (Toilet Paper, etc.) <input type="checkbox"/> Suds <input type="checkbox"/> Petroleum (oil sheen) <input type="checkbox"/> Other:	<input type="checkbox"/> 1 - Fewsights; origin not obvious	<input type="checkbox"/> 2 - Some; indications of origin (e.g., possible suds or oil sheen)	<input type="checkbox"/> 3 - Some; origin clear (e.g., obvious oil sheen, suds, or floating sanitary materials)

### Section 5: Physical Indicators for Both Flowing and Non-Flowing Monitoring Locations

Are physical indicators that are not related to flow present? ☐ Yes ☐ No (If No, Skip to Section 6)

INDICATOR	CHECK if Present	DESCRIPTION	COMMENTS
Monitoring Location Damage	<input type="checkbox"/>	<input type="checkbox"/> Spalling, Cracking or Chipping <input type="checkbox"/> Corrosion <input type="checkbox"/> Peeling Paint	
Deposits/Stains	<input type="checkbox"/>	<input type="checkbox"/> Oily <input type="checkbox"/> Flow Line <input type="checkbox"/> Paint <input type="checkbox"/> Other:	
Abnormal Vegetation	<input type="checkbox"/>	<input type="checkbox"/> Excessive <input type="checkbox"/> Inhibited	
Poor pool quality	<input type="checkbox"/>	<input type="checkbox"/> Odors <input type="checkbox"/> Colors <input type="checkbox"/> Suds <input type="checkbox"/> Excessive Algae <input type="checkbox"/> Floatables <input type="checkbox"/> Oil Sheen <input type="checkbox"/> Other:	
Pipe benthic growth	<input type="checkbox"/>	<input type="checkbox"/> Brown <input type="checkbox"/> Orange <input type="checkbox"/> Green <input type="checkbox"/> Other:	

### Section 6: Overall Monitoring Location Characterization

☐ Unlikely ☐ Potential (presence of two or more indicators) ☐ Suspect (one or more indicators with a severity of 3) ☐ Obvious

### Section 7: Data Collection

1. Sample for the lab?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. If yes, collected from:	<input type="checkbox"/> Flow <input type="checkbox"/> Pool
3. Intermittent flow trap set?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, type: <input type="checkbox"/> OBM <input type="checkbox"/> Caulk dam	

### Section 8: Any Non-Ilicit Discharge Concerns (e.g., trash or needed infrastructure repairs)?

## **IDDE Dry Weather Inspection and Outfall Testing Guide**

### **Procedures for Dry Weather Inspection and IDDE**

- I. Plan dry weather inspections
  - a. No precipitation/snow melt for preceding 72 hours
- II. Choose Monitoring Locations (aka outfalls)
  - a. Review previous outfall inspections; identify monitoring locations (outfalls) requiring inspection or any that may require re-inspection.
  - b. Prepare for dry weather inspection: Monitoring Locations Inspection and Sampling Field Sheet, outfall report/current data for all to be inspected, maps/route, clip board, pen.
- III. Inspect Monitoring Locations/Outfalls
  - a. Inspect each monitoring location scheduled for the year.
  - b. If you cannot find the end of the pipe or ditch, or it is inaccessible or unsafe to reach, locate the first upstream catch basin to determine whether or not there is flow. Note the inspection point on the form if it deviates from the mapped outfall. Make a note in your files as well for future inspectors. Complete Monitoring Locations Inspection and Sampling Field Sheet for each outfall
  - c. Hardcopy inspection form or inspection APP available from Western NY Stormwater Coalition.
  - d. Retain forms/APP reports as documentation of inspection for 5 years
  - e. Schedule sampling for high priority monitoring locations (aka outfalls) discharging flow during dry weather
- IV. Document Inspections
  - a. Record monitoring locations inspected on spreadsheet or whatever you choose to use to track inspections. It doesn't have to be elaborate, just a tool to identify outfalls inspected and those in need of inspection.
    - e.g. Outfall ID and date inspected are adequate. You can add information as to whether it was flowing and a "Notes" column as well.
  - b. The Monitoring Locations Inspection and Sampling Field Sheet completed in the field are to be filed and retained as compliance documentation. You may also scan the completed forms. If you opt to scan, create a new folder for each year.

## **Illicit Discharge Detection and Elimination Track Down Program**      **Appendix D** **(continued)**

### **Procedures for Sampling and IDDE**

- I. Outfalls discharging during dry weather will need to be investigated further to ensure there are no pollutants in the flow.
- II. Prepare for IDDE Testing
  - a. Prepare sampling equipment, field meters and testing supplies
  - b. Take system maps depicting outfall and conveyance system contributing area and Monitoring Locations Inspection and Sampling Field Sheet to record data
- III. Collect sample/field data according to Outfall Testing Guide (follows)
- IV. Lab Analysis/Track Down/Elimination
  - a. Conduct lab analysis on sample(s) according to Monitoring Location (Outfall) Testing Guide. Record results on Monitoring Locations Inspection and Sampling Field Sheet
  - b. Interpret results to characterize flow
  - c. If pollutants are detected, initiate track down investigation to identify the source of contamination
  - d. Eliminate source of contamination or if nature of the source prohibits elimination, utilize targeted education to inform/minimize the source (e.g. pet waste disposed in storm sewers: distribute information on proper disposal throughout neighborhood)
  - e. **Document all efforts taken to identify and eliminate the source of contamination. Retain forms as documentation of inspection for 5 years**

## **Monitoring Location (Outfall) Testing Guide**

---

This document was prepared to serve as quick reference for field analyses of flowing outfalls using test strips for Ammonia, pH, Total Chlorine, Nitrite/Nitrate and Phosphate. Depending on the results and visual observations at the outfall, source identification and elimination of that source may be necessary as well as additional sampling.

### **pH, Temperature, Total Dissolved Solids (TDS) and Conductivity (Hanna Meter)**

---

1. Turn on the Hanna Instruments pH /Temperature/Conductivity meter.
2. Remove cap on probe and rinse the probe end with distilled water.
3. In the field, place the probe in the sample collected for on-site analyses.
4. Record the results on the Track Down Field Report.
5. Rinse the probe with distilled water and replace the cap. **For extended time of storage, probe cap must be filled with pH Electrode Storage Solution or pH 4 Buffer solution.**

Detailed instructions provided see insert entitled: *Care and Storage of pH Electrode*.

Note:

- This meter must be calibrated periodically as per the instruction manual.
- If you cannot find your meter, there is a test strip for pH (below) and a basic thermometer will work.



### **Test Strips**

When using test strips, keep wet fingers out of the container. Close cap tightly after use. Store in a cool, dry place.

#### **Ammonia (HACH # 4315-70)**

Ammonia levels are tested to indicate presence of sanitary sewage in stormwater. Should high levels be detected, further investigation and source track down are required.

1. Dip strip into water sample.
2. Vigorously move it up and down in water sample for 30 seconds, making sure both pads are always submerged.
3. Remove test strip and shake off excess water.
4. Hold the strip level, with pad side up, for 30 seconds.



5. To read the result, turn the test strip over so that both pads face away from you.
6. Compare the color of the small pad to the color chart on the container.
7. Read the result through the clear plastic of the test strip.
8. Record the result on the Outfall Sampling Results form.

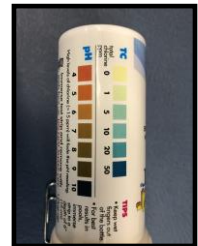


#### pH and Total Chlorine (LaMotte # 5049-36)

pH is measured to indicate potential industrial discharges.

Total chlorine is measured to indicate a tap water leak into the storm sewer system or possibly discharge of chlorinated pool/spa water.

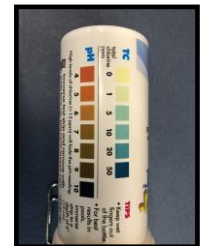
1. Immerse test strip and remove with pads face up.
2. Do not shake off excess water.
3. Wait 15 seconds and immediately hold up vertically against the color chart on container.
4. Record the pH result on the Outfall Sampling Results form.
5. Using the same strip, record the results for Total Chlorine



#### Nitrite and Nitrate (LaMotte # 5049-39)

Sources of nitrite ( $\text{NO}_2$ ) and nitrate ( $\text{NO}_3$ ) in urban stormwater runoff include lawn and garden fertilizers, pet waste and failing septic tanks.

1. Using at least a cup-size sample, immerse test strip for 2 seconds and remove with pads face up.
2. Do not shake off excess water.
3. Wait 60 seconds and immediately hold up vertically against the color chart on container.
4. Record the Nitrite result on the Outfall Sampling Results form.
5. Using the same strip, record the results for Nitrate.



#### Phosphate (HACH # 4315-75)

Sources of phosphate/phosphorus in urban runoff include plant and leaf litter, soil particles, pet waste, road salt and lawn fertilizer. Lawns and roads account for the greatest loading.

1. Dip a strip into water for 5 seconds and remove.
2. Hold the strip level, with pad side up, for 45 seconds.
3. Do not shake excess water from the strip.
4. Compare the color of the small pad to the color chart on the container.
5. Record the result on the Outfall Sampling Results form.



## **ADDITIONAL TESTING**

### **Detergents – Black Light/Cotton Pad**


Indicates presence of optical brighteners, used in detergents to whiten fabrics, which fluoresce under ultraviolet light. Sources of detergents include failing septic systems, improperly connected laundry discharges and industrial sources.

---

1. Soak cotton pad with sample.
2. Place under black light. If it fluoresces, detergents are present.
3. Under bright light conditions, you may have to move to a dark area or devise a box to block light.
4. Record the detection or absence of detergents on the Outfall Sampling Results Form.




Note: If an intermittent discharge is suspected, the cotton pad can be secured at the outfall or an upstream point (such as suspended in a storm DI) for a given length of time during dry weather before black light exposure.

 <b>NO EXPOSURE CERTIFICATION</b> <b>For High Priority Municipal Facilities</b> <b>in SPDES MS4 General Permit, GP-0-24-001</b> <small>The completed No Exposure Certification must be documented in the SWMP Plan. Please do not submit this form to the Department unless requested.</small>				
<b>I. Owner/Facility Information</b>				
Owner/Operator Name:				
Mailing Address:		City/State/Zip:		
Contact Name:		Phone No.:		
Facility Name:				
Street Address:		City/State/Zip:		
County:	Latitude:	Longitude:		
<b>II. Exposure Checklist</b>				
Are any of the following materials or activities exposed to precipitation, now or in the foreseeable future? (Please check either "Yes" or "No" in the appropriate box.) If you answer "Yes" to any of these questions (1) through (11), you are not eligible for no exposure.			YES	NO
1	Using, storing or cleaning machinery or equipment, and areas where residuals from using, storing or cleaning machinery or equipment remain and are exposed to stormwater			
2	Materials or residuals on the ground or in stormwater inlets from spills/leaks			
4	Material handling equipment (except adequately maintained vehicles)			
5	Materials or products during loading/unloading or transporting activities			
6	Materials or products stored outdoors (except final products intended for outside use [e.g., new cars] where exposure to stormwater does not result in the discharge of pollutants)			
7	Materials contained in open, deteriorated or leaking storage drums, barrels, tanks, and similar containers			
8	Materials or products handled/stored on roads or railways owned or maintained by the discharger			
9	Waste material (except waste in covered, non-leaking containers [e.g., dumpster])			
<b>III. Certification</b>				
<p>I certify under penalty of law that I have read and understand the eligibility requirements for claiming a condition of "no exposure" and obtaining an exclusion from SPDES stormwater permitting. I certify under penalty of law that there are no discharges of storm water contaminated by exposure to industrial activities or materials from the industrial facility or site identified in this document (except as allowed under 40 CFR 122.26(g)(2)). I understand that I am obligated to submit a no exposure certification form upon request to the NPDES permitting authority or to the operator of the local municipal separate storm sewer system (MS4) into which the facility discharges (where applicable). I understand that I must allow the SPDES permitting authority, or MS4 Operator where the discharge is into the local MS4, to perform inspections to confirm the condition of no exposure and to make such inspection reports publicly available upon request.</p>				
Printed Name:			Title/Position:	
Signature:			Date:	

**Storm Event Data Form**  
**Visual Monitoring Form**

**Appendix F**

	<b>Department of Environmental Conservation</b>	<b>Storm Event Data Form for SPDES MS4 General Permit, GP-0-24-001</b>										
Do not submit this form to the Department; keep this form with the municipal facility's SWPPP and in the MS4 Operator's SWMP Plan.												
Permit Number:												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">N</td> <td style="width: 10%; text-align: center;">Y</td> <td style="width: 10%; text-align: center;">R</td> <td style="width: 10%; text-align: center;">2</td> <td style="width: 10%; text-align: center;">0</td> <td style="width: 10%; text-align: center;">A</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> </table>			N	Y	R	2	0	A				
N	Y	R	2	0	A							
Facility Name:												
Contact First Name:												
Contact Last Name:												
Contact Phone:												
Contact Email:												
Storm Event Date:												
Storm Duration (in hours):												
Rainfall Measurement from Storm Event (in inches):												
Date of Last Measurable Storm Event:												
Duration Between Storm Event Sampled and End of Previous Measurable Storm (in hours):												
<p><b><u>Certification</u></b></p> <p>I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly 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, 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.</p>												
<div style="border: 1px solid black; height: 20px; width: 100%;"></div> Facility Operator First Name (please print or type)		<div style="border: 1px solid black; height: 20px; width: 100%;"></div> Facility Operator Last Name (please print or type)										
<div style="border: 1px solid black; height: 20px; width: 100%;"></div> Date		<div style="border: 1px solid black; height: 20px; width: 100%;"></div> Signature										

m

**Storm Event Data Form**  
**Visual Monitoring Form**

**Appendix F (continued)**



Department of  
Environmental  
Conservation

**Visual  
Monitoring Form  
MS4 GP-0-24-001**

All high priority municipal facilities covered under the MS4 GP-0-24-001 must perform Visual Monitoring twice a permit term, separated by a minimum of one (1) year. Please see the permit Part VLF/VILF for additional requirements. This form is part of the facilities records and should be retained onsite with the facility's Stormwater Pollution Prevention Plan. *Please do not submit this form to the Department.*

MS4 Operator Permit ID	Facility Name
<input type="text"/>	<input type="text"/>

Outfall Number	Examiner's Name	Examiner's Title
<input type="text"/>	<input type="text"/>	<input type="text"/>

Reporting Year	Rainfall Amount	Qualifying Storm?	Runoff Source?
<input type="text"/>	<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Rainfall <input type="radio"/> Snowmelt

Date/Time Collected	Date/Time Examined
<input type="text"/> / <input type="text"/> / <input type="text"/> : <input type="text"/> <input type="text"/> AM / PM	<input type="text"/> / <input type="text"/> / <input type="text"/> : <input type="text"/> <input type="text"/> AM / PM

1. Does the stormwater appear to be colored? ..... ☐ Yes ☐ No

If yes, describe

2. Is the stormwater clear or transparent? ..... ☐ Yes ☐ No

If yes, which of the following best describes the clarity of the stormwater: ..... ☐ Clear ☐ Milky ☐ Opaque

3. Can you see a rainbow sheen effect on the water surface? ..... ☐ Yes ☐ No

If yes, which best describes the sheen? ..... ☐ Rainbow Sheen ☐ Floating Oil Globules

4. Does the sample have an odor? ..... ☐ Yes ☐ No

**Storm Event Data Form**  
**Visual Monitoring Form**

**Appendix F (continued)**

If yes, describe

5. Is there something floating on the surface of the sample? ..... ☐ Yes ☐ No

If yes, describe

6. Is there something suspended in the water column of the sample? ..... ☐ Yes ☐ No

If yes, describe


7. Is there something settled on the bottom of the sample? ..... ☐ Yes ☐ No

If yes, describe

8. Is there foam or material forming on the top of the sample surface? ..... ☐ Yes ☐ No

If yes, describe

Detail any concerns, corrective actions taken and any other indicators of pollution present in the sample:

 <b>Department of Environmental Conservation</b>		<b>Municipal Facility Assessment Form</b> <b>For SPDES MS4 General Permit,</b> <b>GP-0-24-001</b>	
Assessments must be conducted by a person with the knowledge and skills to assess conditions and activities that could impact stormwater quality at the facility and evaluate the effectiveness of best management practices required by the SPDES MS4 General Permit (GP-0-24-001).			
MS4 Permit ID:		MS4 Operator Name:	
Facility Name:		Facility Type:	Date:
Weather Conditions:			
Is stormwater runoff present during this assessment? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Comments:			

<u>General</u>		Yes	No
1	Is this a high priority municipal facility?	<input type="checkbox"/>	<input type="checkbox"/>
2	If this is a high priority municipal facility, does the facility qualify for a No Exposure Certification?	<input type="checkbox"/>	<input type="checkbox"/>
3	If this is a high priority municipal facility, is there a completed SWPPP available?	<input type="checkbox"/>	<input type="checkbox"/>
4	Does the facility have any MS4 outfalls?	<input type="checkbox"/>	<input type="checkbox"/>
5	Does the facility have any interconnections?	<input type="checkbox"/>	<input type="checkbox"/>
6	Does the facility have any municipal facility intraconnections?	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			
<u>Good Housekeeping</u>		Yes	No
7	Are paved surfaces free of trash, sediment, and/or debris?	<input type="checkbox"/>	<input type="checkbox"/>
8	Date the paved area was last swept or vacuumed.	<input type="checkbox"/>	<input type="checkbox"/>
9	Do outdoor waste receptacles have covers?	<input type="checkbox"/>	<input type="checkbox"/>
10	Are the waste receptacles emptied on a regular basis?	<input type="checkbox"/>	<input type="checkbox"/>
11	Are there signs of leaks, contaminants or overfilling at the waste receptacle area?	<input type="checkbox"/>	<input type="checkbox"/>
12	Are the following facility areas free of accumulated trash, sediment, debris, contaminants, and spills:	<input type="checkbox"/>	<input type="checkbox"/>
	- Salt storage areas	<input type="checkbox"/>	<input type="checkbox"/>
	- Container storage areas	<input type="checkbox"/>	<input type="checkbox"/>
	- Maintenance areas	<input type="checkbox"/>	<input type="checkbox"/>

# Municipal Facility Assessment Form

# Appendix G (continued)

	- Staging areas	<input type="checkbox"/>	<input type="checkbox"/>
	- Material stockpile areas	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			
<b>Vehicle and Equipment Areas</b>		<input type="checkbox"/> <u>N/A</u>	<b>Yes</b> <b>No</b>
13	Are vehicle/equipment parked indoors or under a roof?	<input type="checkbox"/>	<input type="checkbox"/>
14	Are vehicles/equipment washed in only designated areas?	<input type="checkbox"/>	<input type="checkbox"/>
15	Are vehicles washed regularly to remove contamination and prevent them from polluting stormwater?	<input type="checkbox"/>	<input type="checkbox"/>
16	Is all wash water treated in an oil water separator prior to discharge?	<input type="checkbox"/>	<input type="checkbox"/>
17	Is all wash water managed so it does not enter the MS4?	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			
<b>Vehicle/Equipment Maintenance</b>		<input type="checkbox"/> <u>N/A</u>	<b>Yes</b> <b>No</b>
18	Is equipment stored under shelter or elevated and covered?	<input type="checkbox"/>	<input type="checkbox"/>
19	Are fluids drained over a drip pan or pad?	<input type="checkbox"/>	<input type="checkbox"/>
20	Are funnels or pumps used when transferring fluids?	<input type="checkbox"/>	<input type="checkbox"/>
21	Are waste rags and used absorbent pads disposed of properly?	<input type="checkbox"/>	<input type="checkbox"/>
22	Are any vehicles and/or equipment leaking fluids?	<input type="checkbox"/>	<input type="checkbox"/>
23	Are drip pans immediately placed under leaks?	<input type="checkbox"/>	<input type="checkbox"/>
24	Are materials, equipment, and activities located so that leaks are contained in existing containment and diversion systems (confine the storage of leaky or leak-prone vehicles and equipment awaiting maintenance to protected areas)?	<input type="checkbox"/>	<input type="checkbox"/>
25	Are vehicles inspected daily for leaks?		
Comments:			
<b>Fueling areas</b>		<input type="checkbox"/> <u>N/A</u>	<b>Yes</b> <b>No</b>
26	Is fueling performed under a canopy or roof?	<input type="checkbox"/>	<input type="checkbox"/>
27	Are spill cleanup materials available at the fueling area?	<input type="checkbox"/>	<input type="checkbox"/>
28	Are breakaway valves used on fueling hoses?	<input type="checkbox"/>	<input type="checkbox"/>
29	Is the fueling handle lock disconnected so the operator must attend the fueling?	<input type="checkbox"/>	<input type="checkbox"/>
30	Is stormwater runoff from fueling area treated in an oil/water separator?	<input type="checkbox"/>	<input type="checkbox"/>
31	Is the fueling automatic stop inspected regularly to ensure it is working properly?	<input type="checkbox"/>	<input type="checkbox"/>
32	Are all fuel deliveries monitored?	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

**Municipal Facility Assessment Form**
**Appendix G (continued)**

<u>Salt Storage Piles or Pile Containing Salt</u>			<input type="checkbox"/> <u>N/A</u>	Yes	No
33	Is salt stored in a salt storage building or under a roof?			<input type="checkbox"/>	<input type="checkbox"/>
34	Are controls in place to minimize spills while adding or removing material from the pile?			<input type="checkbox"/>	<input type="checkbox"/>
35	Are salt spills cleaned up promptly?			<input type="checkbox"/>	<input type="checkbox"/>
36	Is overflow and tracked salt removed promptly from loading areas?			<input type="checkbox"/>	<input type="checkbox"/>
37	Is stormwater draining away from the salt pile directed to a vegetated filter area			<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
<u>Fluids Management</u>			<input type="checkbox"/> <u>N/A</u>	Yes	No
38	Are all drums and containers of fluids stored with proper cover and containment?			<input type="checkbox"/>	<input type="checkbox"/>
39	Are fluids stored in appropriate containers and/or storage cabinets?			<input type="checkbox"/>	<input type="checkbox"/>
40	Are all fluids kept in original containers or labeled in a manner that describes the contents adequately?			<input type="checkbox"/>	<input type="checkbox"/>
41	Are Material Safety Data Sheets (MSDS/SDS) readily available?			<input type="checkbox"/>	<input type="checkbox"/>
42	Are all containers that are stored free of leaks or deposits?			<input type="checkbox"/>	<input type="checkbox"/>
43	Are containers of product inspected regularly?			<input type="checkbox"/>	<input type="checkbox"/>
44	Is used oil and antifreeze stored indoors and/or on spill containment pallets?			<input type="checkbox"/>	<input type="checkbox"/>
45	Is used oil and antifreeze properly disposed of or recycled?			<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
<u>Lead Acid Batteries</u>			<input type="checkbox"/> <u>N/A</u>	Yes	No
46	Are lead-acid batteries stored indoors on spill containment pallets or in bins?			<input type="checkbox"/>	<input type="checkbox"/>
47	Are intact batteries stored on an acid-resistant rack or tub?			<input type="checkbox"/>	<input type="checkbox"/>
48	Are cracked or leaking batteries stored in labeled, closed, leak-proof containers?			<input type="checkbox"/>	<input type="checkbox"/>
49	Is the date each battery was placed in storage recorded?			<input type="checkbox"/>	<input type="checkbox"/>
50	Are batteries stacked more than 5 high?			<input type="checkbox"/>	<input type="checkbox"/>
51	Are batteries inspected regularly for leaks?			<input type="checkbox"/>	<input type="checkbox"/>
Comments:					
<u>Spill Prevention and Response Procedures</u>			<input type="checkbox"/> <u>N/A</u>	Yes	No
52	Are vehicles inspected daily for leaks?			<input type="checkbox"/>	<input type="checkbox"/>

# Municipal Facility Assessment Form

# Appendix G (continued)

53	Is spill control equipment and absorbents readily available?	<input type="checkbox"/>	<input type="checkbox"/>
54	Are emergency phone numbers posted in conspicuous areas?	<input type="checkbox"/>	<input type="checkbox"/>
55	Are spills contained and cleaned up immediately?	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			
<u>General Material Storage Areas</u>		<input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No
56	Are leaking or damaged materials stored inside a building or another type of storm resistance shelter?	<input type="checkbox"/>	<input type="checkbox"/>
57	Are all material stockpiles within containment structures (e.g., concrete barriers, earthen berms) or stored in a manner that does not allow discharge of impacted stormwater?	<input type="checkbox"/>	<input type="checkbox"/>
58	Are used fuel tanks and other scrap metal and parts drained of fluids and stored under cover?	<input type="checkbox"/>	<input type="checkbox"/>
59	Are outdoor containers covered?	<input type="checkbox"/>	<input type="checkbox"/>
60	Are piles of spoils, asphalt, debris, etc. stored under a roof or cover?	<input type="checkbox"/>	<input type="checkbox"/>
61	Are spills of material or debris cleaned up promptly?	<input type="checkbox"/>	<input type="checkbox"/>
62	Are used tire storage piles placed away from storm drains or conveyances?	<input type="checkbox"/>	<input type="checkbox"/>
63	Are tires recycled frequently to keep the number of stored tires manageable?	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			
<u>Stormwater Management</u>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
64	Are employees trained on the municipal facility procedures?	<input type="checkbox"/>	<input type="checkbox"/>
66	Are BMPs and treatment structures working as designed?	<input type="checkbox"/>	<input type="checkbox"/>
67	Are BMPs and treatment structures free from debris buildup or overgrown vegetation that may impair function?	<input type="checkbox"/>	<input type="checkbox"/>
68	Catch basins should be cleaned in accordance with the timeframes listed in Part VI.F.3.c.III. / Part VII.F.3.c.III, depending on the MS4 Operator type. Based on this, do any catch basins need to be cleaned?	<input type="checkbox"/>	<input type="checkbox"/>
69	Are berms, curbing or other methods used to divert and direct discharges adequate and in good condition?	<input type="checkbox"/>	<input type="checkbox"/>
70	Are rooftop drains directed to areas away from pavement?	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			
<u>Erosion and Sediment Controls</u>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
71	Are soil stabilization measures (e.g., seed and mulch, rolled erosion control products) considered in areas that have the potential for significant soil erosion?	<input type="checkbox"/>	<input type="checkbox"/>
72	Are natural buffers maintained around surface waters?	<input type="checkbox"/>	<input type="checkbox"/>
73	Are flow velocity dissipation devices in place at monitoring locations and channel outlets (rock riprap, stone check dams, concrete baffles)?	<input type="checkbox"/>	<input type="checkbox"/>
74	Do controls conform to the NYS Standards and Specifications for Erosion and Sediment Control (2016), or equivalent?	<input type="checkbox"/>	<input type="checkbox"/>

**Municipal Facility Assessment Form****Appendix G (continued)**

Comments:			
<u>Corrective Actions and Comment</u>			
Describe inspection findings and if necessary, the corrective actions taken			
Inspector Signature		Date:	

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water  
625 Broadway, Albany, New York 12233-3500  
P: (518) 402-8233 | F: (518) 402-9029  
www.dec.ny.gov

MS4 Operator Certification Form for eReports

SPDES General Permit for  
Stormwater Discharges From  
Municipal Separate Storm Sewer Systems (GP-0-24-001)

Instructions

Please review Part X.J. of GP-0-24-001 before signing this form. A signature by an unauthorized person will delay permit coverage.

This form must be signed by one of the following:

1. For a corporation: by a responsible corporate officer
2. For a partnership: by a general partner
3. For a sole proprietorship: by the proprietor
4. For a municipality, state, federal or other public agency: by a principal executive officer or ranking elected official

MS4 Operator Name: Niagara Falls Water Board

eReport Submission Number: HQ1-35Z2-VJGEZ

MS4 Operator Certification

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

Douglas Williamson  
Name (please print or type)

Tech. Director  
Title

NFWB  
Organization

Douglas S. Williamson  
Signature

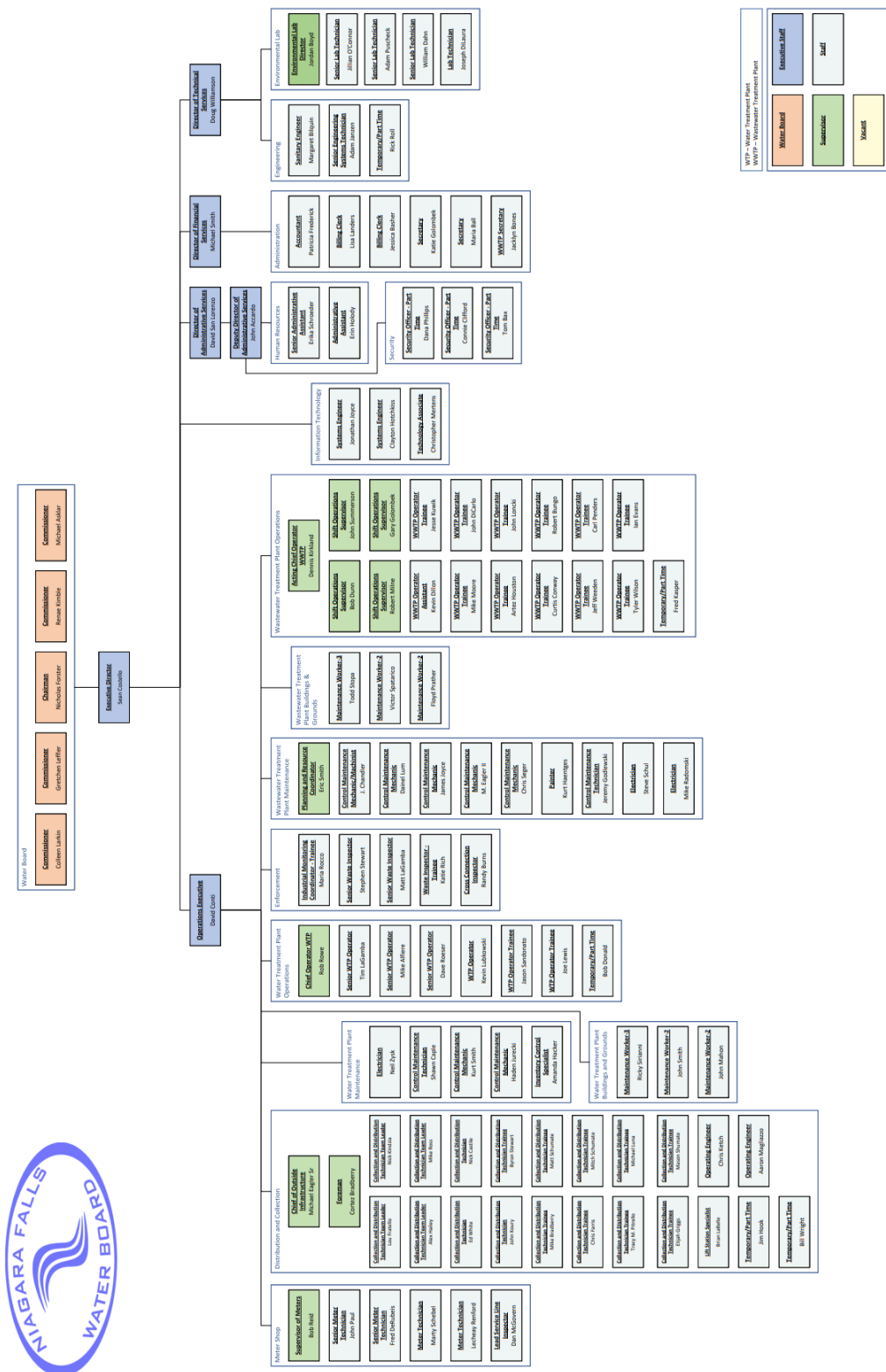
Digitally signed by Douglas S. Williamson  
DN: CN = Douglas S. Williamson email =  
dwilliams@nfwb.org, C = US, O = NFWB  
Date: 2024.02.01 09:58:20 -0500

02/01/2024  
Date



## Appendix I

## Niagara Falls Water Board Organizational Chart



## Guide to Utilizing the Online Stormwater Mapper

### **WNY Stormwater Coalition**

#### **PURPOSE:**

*This web application was created using ArcGIS enterprise to provide the WNY Stormwater Coalition members with a method for viewing all their stormwater conveyance data in an online interactive map.*

#### **Online mapper Link:**

<https://erieny.maps.arcgis.com/apps/webappviewer/index.html?id=717984bd03e74f23b0296461e3ea9957>

*After clicking the above link, you are prompt for an ArcGIS Login to sign into Erie County.*

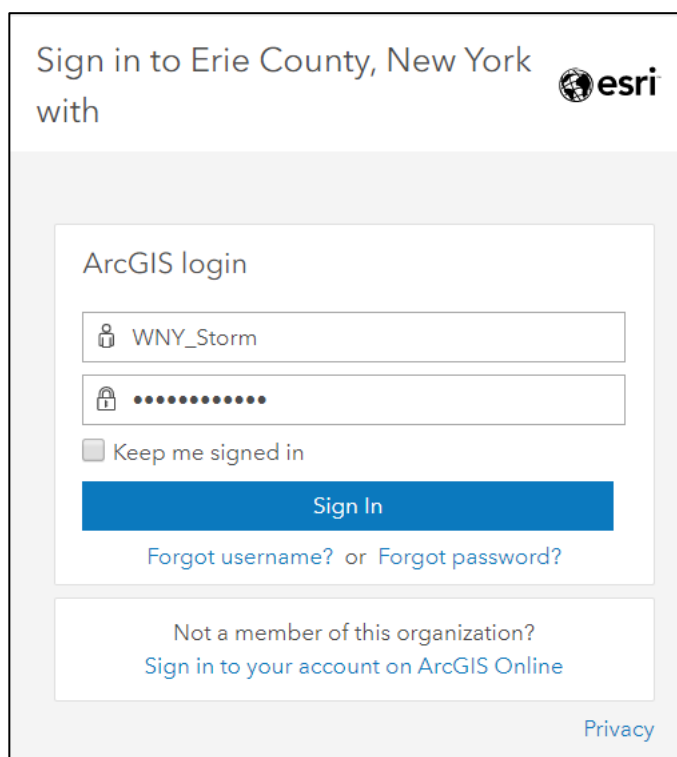
#### **Login Credentials:**

Username: WNY\_Storm

Password: \$tormW@ter20

#### **Recommended Web Browsers:**

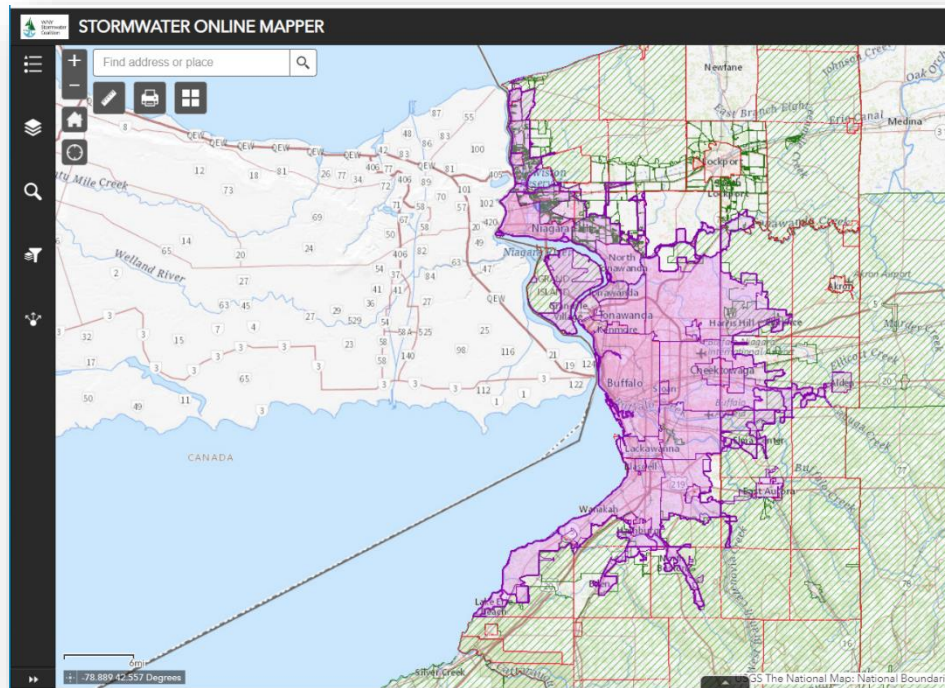
- Google Chrome
- Internet Explorer
- iOS Safari



#### **LEGEND:**

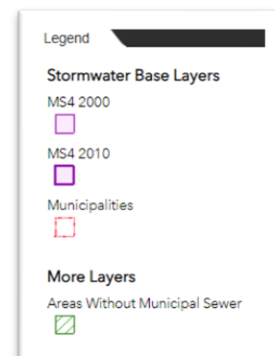


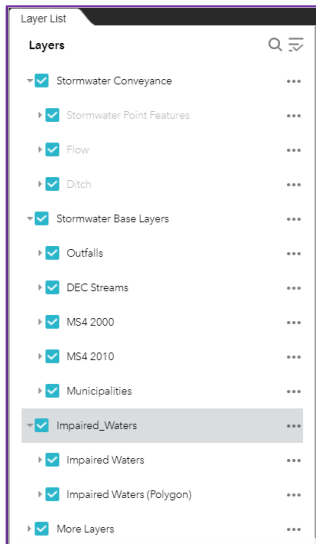
Upon opening the mapper, layers automatically turn on. As you zoom in more layers become visible. To view the legend, click the icon above, located in the upper left corner of the mapper.



The Legend is dynamic and will change to show you which layers are active as you zoom in and out of the map. At the default scale you see MS4 boundaries (2000,2010), Municipalities and Areas Without Municipal Sewer are the active layers.

**LAYER LIST:** 

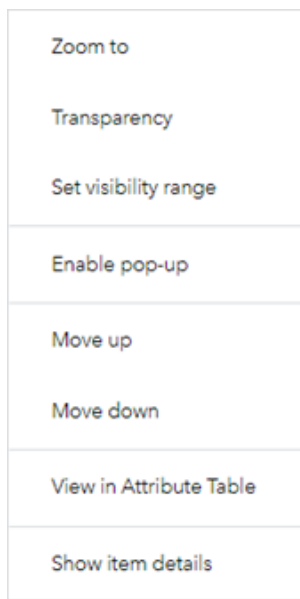




The layer list is located to the right of the legend in the upper left portion of the mapper. The layer list is also dynamic, similar to the legend. Data layers that are not visible at certain scales appear greyed out. The image on the left shows that *Stormwater Point Features*, *Flow* and *Ditch* layers appearing grey. These layers will only turn on at a larger scale as they are not clearly visible at smaller scales. You can also turn on/off any layers you choose by simply checking the blue box. Notice the three little dots next to each layer.



When you click the three little dots a menu appears:



*Zoom to:* Zooms to the scale of the entire layer

*Transparency:* Allows you to adjust the transparency of the layer

*Visibility Range:* Lets you turn on/off layers at range of scales

*Enable Pop-up:* Lets you turn on/off pop capability on a layer

*Move Up/Down:* Will move a layer up or down in ranking in the TOC

*View in Attribute Table:* Pulls up attribute table for the feature

Stormwater Point Features			
Options Filter by map extent Zoom to Clear selection			
MUNIID	OUTOWNER	OUTID	PIPESIZEIN
WS362	Town of West Seneca	Interconnect	12
EC1312	Erie County - Aurora District	Outfall	18

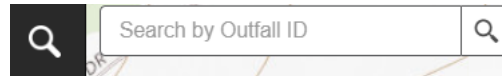
*Show Item Details:* Takes you to the item detail page on ArcGIS online

## SEARCH BY OUTFALL

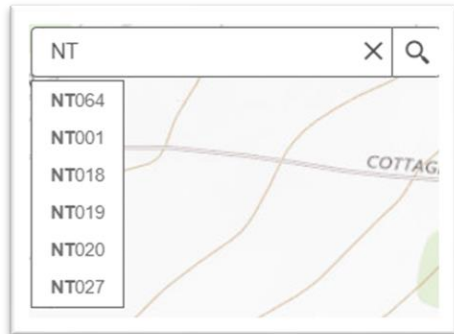


ID:

The search widget is in the upper-left hand portion of the mapper next to the layer list icon. Once clicked the widget panel drop downs on the left side and a small search box appears next to the search symbol.



The search box gives you results as you begin to type the outfall ID.



## MUNICIPAL



FILTER:

Municipal Filter

Filter Outfalls and Stormwater Features by Municipality

Choose filter type

Outfalls and Stormwater Conveyance by Municipality

Choose a municipality then click Apply

Town of Evans

Apply Reset

- This widget allows you to apply a filter to all of the stormwater conveyance and outfall data based on municipality.
- Once you select a municipality, click *Apply*. It will zoom to that municipality and the only data showing on the map will be for that particular municipality.
- Depending on the size of the municipality, you may need to zoom in further to see the stormwater data.
- Notice in the attribute table pull up, the only data available is the selected municipality

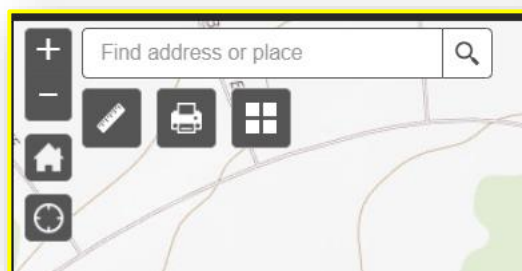
Stormwater Point Features												
Flow Ditch Outfalls DEC Streams MS4 2000 MS4 2010 Municipalities Impaired Waters Impaired Waters (Polygon) Areas Without Municipal Sewer												
Options Filter by map extent Zoom to Clear selection Refresh												
TYPE	MUNICIPALITY	CONDITION	BMP	CONSTRUC	EP_POSIT	EP_INVERT	EP_DIAM	EP_COMP	EP_BMP	IP1_POSIT	IP1_INVERT	IP1_DI
CB	Town of Evans	Fair	None	Precast	NW	27.00	8	HDPE		SE	26.00	8
CB	Town of Evans	Fair	None	Precast	NW	42.00	12	Concrete		SE	40.00	12
CB	Town of Evans	Clean me	None	Precast		0.00					0.00	
CB	Town of Evans	Good	None	Precast	N	30.50	18	HDPE		W	30.50	18
CB	Town of Evans	Good	None	Precast	W	18.00	10	CMP		E	19.00	6
CB	Town of Evans	Good	None	Precast	N	42.50	12	HDPE		E	42.50	10
CB	Town of Evans	Good	None	Precast	NE	23.75	8	HDPE		SW	22.50	8
CB	Town of Evans	Clean me	None	Precast	W	26.00	8	HDPE		E	25.00	8

110 features 0 selected

## OTHER WIDGETS:

Notice a few other remaining widgets on the inside portion of the mapper.

**Basic Zoom Function:** You can use these buttons to zoom. You can also use your mouse capability to scroll in/out to zoom throughout the mapper. Double-clicking any area on the map will also do a partial zoom-in.



### Home Button:

The home button takes you to the default extent of the map.



### My Location:



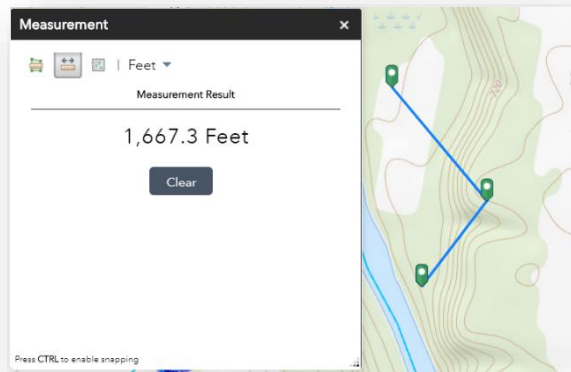
The button uses your device's location when you have it enabled. This is particularly helpful if using the mapper in the field.

### Measurement:

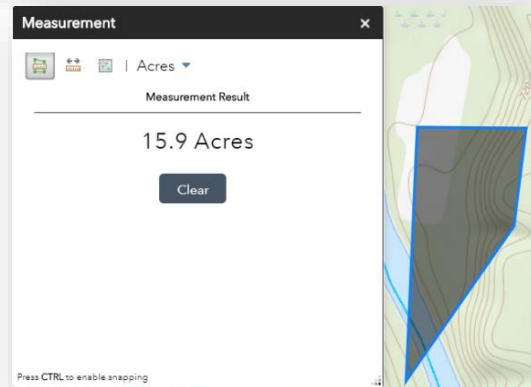


Allows you to measure Area, Distance and can give you a precise location.

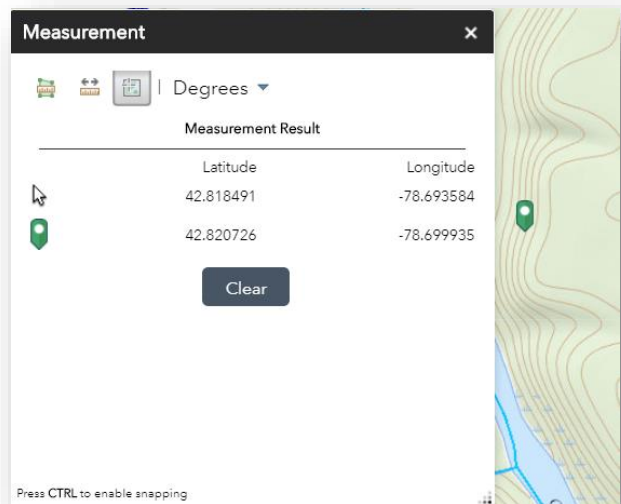
To measure distance, select the middle icon and then single click your starting point and as many points in between your last point. To end your segment, double-click on the last point in your measurement. You can change your measure type from feet to miles etc. in the drop down list.



To measure area use the icon on the far left. Single click to begin drawing your polygon, and double-click to finish it. Use the measurement type drop-down to change your area measurement unit.



To capture the precise location of a point select the third icon to the right. It will take the location of your mouse at all times, and then also allow you to click a point on the map to give you precise location in longitude/latitude based on either Decimal Degrees, or Degree, Minutes, Seconds. (use drop-down)



**\*For all three measurements, you can use CTRL (on your keyboard) to enable snapping to features in the map such as manholes, pipes, ditches, outfalls etc. This makes tracing polygons very easy.**

Printing Widget: 

The print widget lets you export the map to various file types to be saved or printed. The current view of the map generates when you click print. The default layout is “A3 Landscape” and default format is JPG. You have the option to select different types in the drop down. You can title your map.

Print

Map title:

ArcGIS Web Map

Layout:

A3 Landscape

Format:

JPG

Advanced

Print

A file is generated after clicking print. To view the file click on the file name. It will open the map in another tab in your browser.

Print

Map title:

ArcGIS Web Map

Layout:

A3 Landscape

Format:

JPG

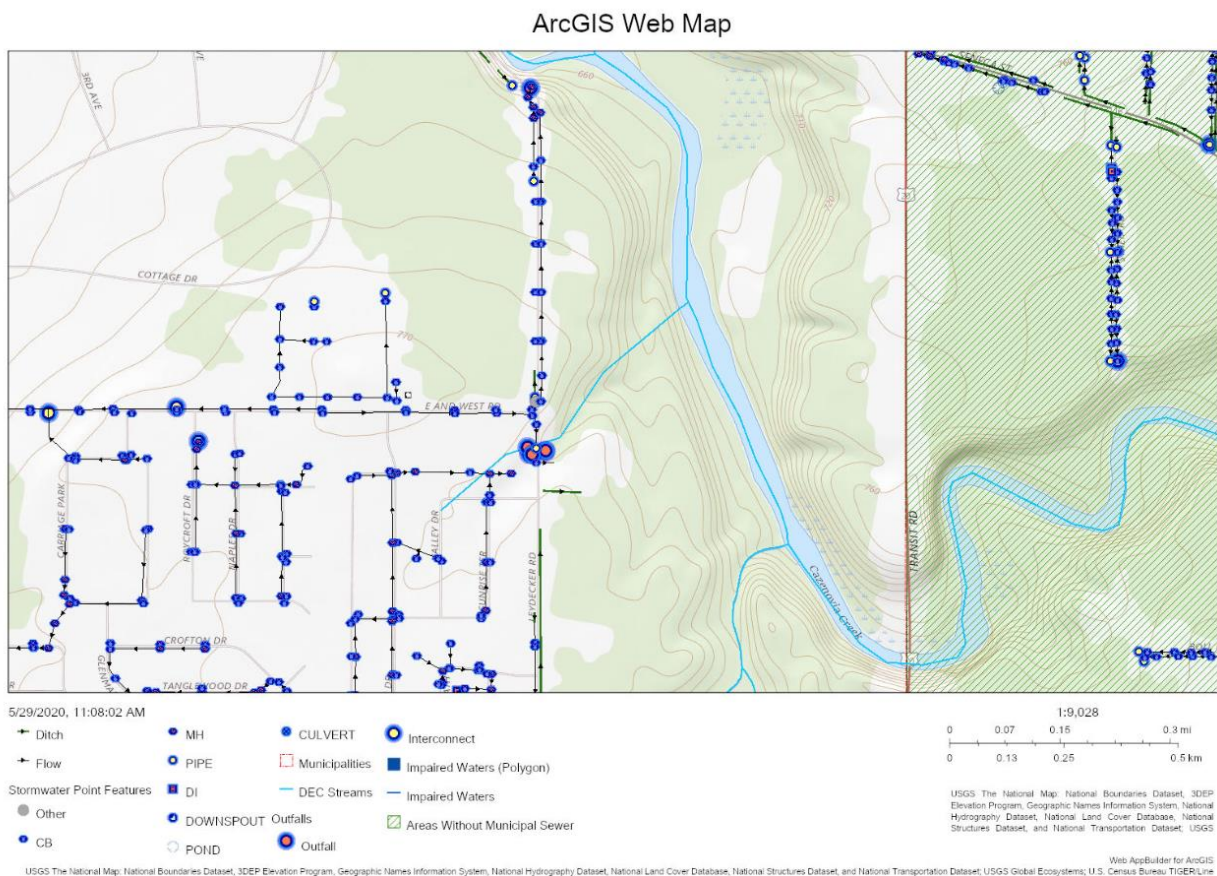
Advanced

Print

1. ArcGIS Web Map

Clear prints

Below is an example of a JPG map generated from the widget



Notice that all of the active layers in your current map view are included in the legend at the bottom of the map. Also included are map data references, a scale, and the title of the map.

To start over the print process, select *Clear Prints* button.

**Advanced** **Print**

**Map scale/extent:**  
 Preserve: ☒ map scale ☐ map extent  
 Force scale:  [current](#)

**Output spatial reference WKID :**  
  
*WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere*

**Layout metadata:**  
 Author:   
 Copyright:

**Include legend:** ☒

**Scale bar unit:**

**MAP\_ONLY size:**  
 Width (px):   
 Height (px):

**Print quality:**  
 DPI:

**Feature attributes:**  
 Include attributes: ☐

The *Advanced* print button lets the user:

- Adjust the map scale/extent
- Edit the spatial reference
- Add an author and copyright to the map
- Option to include the legend
- Change the unit used for the scale bar
- Edit the size of the map portion of the print
- Change the DPI of the file output
- Option to include attributes in the map

*Basemap*



*Gallery:*

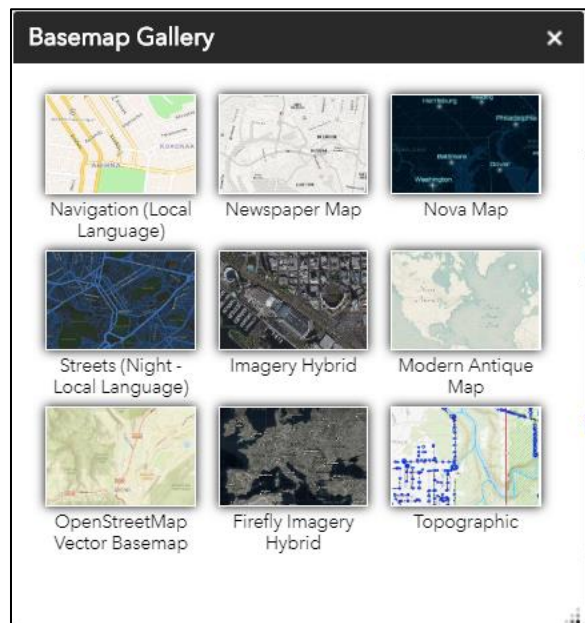
This lets the user change active basemap used in the mapper. The default basemap is called 'Topographic'

Depending on how you're using the mapper, other basemaps might be more useful than others.

*Full Screen:*



This button will set the mapper to fill your entire screen rather than just within your browser.



## The Attribute Table:

The attribute table can be pulled up from the bottom of the map screen at any time. All layers that contain attributes can be found in the table. Each layer has its own tab. By default, 'Filter by map extent' is checked. This means that you can only see attributes for features that are currently displayed on the map. Feel free to uncheck this setting, but it may slow down your mapper due to the large amounts data stored in each layer.

1

TYPE	MUNICIPALITY	CONDITION	BMP	CONSTRUCT	EP_POSIT	EP_INVERT	EP_DIAM	EP_COMP	EP_BMP	IP1_POSIT	IP1_INVERT	IP1_DIAM	IP1_COMP	IP2_POSIT	IP2_INVERT
CB	Town of Elma	Good	None	Brick	S	21.50	12	CMP		N	21.00	12	CMP		0.00
CB	Town of Elma	Clean	None	Brick	S	18.00	12	CMP		N	18.00	12	CMP		0.00
CB	Town of Elma	Fair	None	Brick	S	16.00	12	HDPE		N	16.00	12	HDPE		0.00
CB	Town of Elma	Good	None	Brick	W	30.50	18	HDPE		N	27.50	12	HDPE	S	28.00
CB	Town of Elma	Good	None	Precast	N	28.50	12	HDPE		S	26.50	12	HDPE		0.00
CB	Town of Elma	Good	None	Precast	N	27.50	12	HDPE		S	27.50	12	HDPE		0.00
CB	Town of Elma	Good	None	Brick	N	26.50	12	HDPE		S	26.50	12	HDPE		0.00

***Section 1960.4. Use of POTW and MS4, 21 NY ADC 1960.4, 21 NYCRR 1960.4***

## **Enforcement Response Plan**

## **Appendix L**

The Enforcement Response Plan (ERP) describes the action(s) to be taken for violations pertaining to MCM 3: Illicit Discharge Detection and Elimination. The ERP provides a protocol to address repeat and continuing violations through progressively stricter responses (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of the MS4 General Permit (GP-0-24-001). Enforcement responses are based on the type, magnitude, and duration of the violation, effect of the violation on the receiving water, compliance history of the violator(s), and good faith of the violator(s) in compliance efforts. See subsequent pages for specific illicit discharge, construction, and post-construction stormwater management practice enforcement responses.

Efforts to obtain a voluntary correction of deficiencies through informal enforcement, such as verbal warnings or written notices, must not exceed sixty (60) days in duration from the time of initial determination of the violation(s) until a return to compliance.

---

The **Niagara Falls Water Board** will use the following types of enforcement responses or combination of responses for illicit discharge, construction, and post-construction stormwater management practice violations:

- i. Verbal warnings
- ii. Written notices
- iii. Citations (and associated fines)

The **Niagara Falls Water Board** documents instances of non-compliance in this SWMP Plan. The enforcement case documentation includes, at a minimum, the following:

- a. Name of the owner/operator of the facility or site of the violation (can be redacted from the publicly available SWMP Plan)
- b. Location of the *stormwater* source (e.g., construction project)
- c. Description of the violation
- d. Schedule for returning to compliance
- e. Description of enforcement response used, including escalated responses if repeat violations occur or violations are not resolved in a timely manner
- f. Accompanying documentation of enforcement response (e.g., notices of noncompliance, notices of violations)
- g. Any referrals to different departments or agencies
- h. The date the violation was resolved.

**Enforcement Response Plan:**  
**Illicit Discharge Detection and Elimination**

**Appendix L (continued)**

<b>Enforcement Response Plan: Illicit Discharge Detection and Elimination</b>		
<b>Violation</b>	<b>Issue</b>	<b>Minimum Response</b>
<b>Unauthorized discharge to MS4</b>	i) Any direct or indirect non-stormwater discharge to the MS4	i) Warning letter with schedule for correction/implementation of BMPs (NOV Optional)
	ii) Failure to eliminate discharge/cease practice or implement BMPs in accordance with schedule: violation continued for 30 or more days after notice	ii) NOV
	iii) Failure to eliminate discharge/cease practice or implement BMPs in accordance with schedule: violation continued for 60 or more days after notice	iii) Formal Enforcement/Fines
<b>Unauthorized/Illicit Connection to MS4</b>	i) Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the MS4	i) Warning letter with schedule for correction/implementation of BMPs (NOV Optional)
	ii) Failure to eliminate illicit connection to the MS4 in accordance with schedule: violation continued for 30 or more days after notice	ii) NOV
	iii) Failure to eliminate illicit connection to the MS4 in accordance with schedule: violation continued for 60 or more days after notice	iii) Formal Enforcement/Fines

## **Part VIII: Enhanced Requirements for Impaired Waters**

## **Appendix M**

As listed in Appendix C of the MS4 General Permit (GP-0-24-001), the followings waterbodies in Niagara County have segments that are subject to Enhanced Requirements for Impaired Waters. These requirements are to be included in the Minimum Controls Measures of this SWMP Plan by affected municipalities only (see map on next page).

### **Erie County**

Delaware Park Pond (0101-0026)	Phosphorus
Ellicott Creek, Lower, and tribs (0102-0018)	Phosphorus and Silt/Sediment
Green Lake (0101-0038)	Phosphorus
Lake Erie (Main Lake, North) (0104-0037)	Fecal Coliform
Lake Erie (Northeast Shoreline) (0104-0036)	Fecal Coliform
Rush Creek and tribs (0104-0018)	Fecal Coliform and Phosphorus
Scajaquada Creek, Lower, and tribs (0101-0023)	Fecal Coliform and Oils & Floating Sub. and Phosphorus
Scajaquada Creek, Middle, and tribs (0101-0033)	Fecal Coliform and Oils & Floating Sub. and Phosphorus
Scajaquada Creek, Upper, and tribs (0101-0034)	Fecal Coliform and Phosphorus
South Branch Smoke Cr, Lower, and tribs (0101-0036)	Phosphorus and Silt/Sediment

### **Niagara County**

Bergholtz Creek and tribs (0101-0004)	Fecal Coliform and Phosphorus
Hyde Park Lake (0101-0030)	Phosphorus

---

The **Niagara Falls Water Board** is subject to Enhanced Requirements for Impaired Waters due to the presence of impaired surface waters. Among the MS4 municipalities in Erie and Niagara Counties, one or more of the following stormwater-related pollutants are causing the impairment:

- Phosphorous
- Silt/Sediment
- Pathogens (i.e. fecal coliform)
- Floatables (i.e. oil & floating substances)

The following surface waters in the **City of Niagara Falls** are identified as “Impaired” by New York State and are subject to enhanced requirements as per the NYSDEC MS4 General Permit (GP-0-24-001). Local laws to Prohibit Illicit Discharges, Activities and Connections to Separate Storm Sewer System, and for Stormwater Management and Erosion & Sediment Control, help to address the following stormwater-related pollutants: Phosphorous;

## **Part VIII: Enhanced Requirements for Impaired Waters Appendix M (continued)**

Silt/Sediment; Pathogens; and Floatables. The illicit discharge local law includes all pollutants discharged to impaired waters because storm sewers and ditches discharging to them are inspected regularly. In the event a pollutant is found to be discharged into a water, listed as impaired for a pollutant, whether detected by sampling or visually, the local law has the enforcement mechanism(s) necessary to eliminate the source. Similarly, for silt/sediment discharges, the Stormwater Management and Erosion & Sediment Control local law has the enforcement mechanisms necessary to eliminate the source generating it.

<b>NYS Impaired Surface Water</b>	<b>Impairment(s) Listed</b>
Hyde Park Lake (0101-0030)	Phosphorus
Bergholtz Creek and Tribs (0101-0004)	Fecal Coliform, Phosphorus

## Part VIII: Enhanced Requirements for Impaired Waters Appendix M (continued)

