

# **Village of Tuckahoe, New York Stormwater Management Program**

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## **Village of Tuckahoe, New York Stormwater Management Program**

### **1.0 General Information**

The Village of Tuckahoe, New York, in order to comply with the requirements of the United States Environmental Protection Agency, and the New York State Department of Environmental Conservation, has developed this Stormwater Management Plan for the purpose of documenting municipal efforts for the purpose of improving stormwater quality.

Each of the six (6) minimum control measures including; public education and outreach, public participation and involvement, illicit discharge detection and elimination, construction site stormwater runoff control, post construction stormwater management and pollution prevention and good housekeeping is individually documented herein.

#### **Agencies / Offices Responsible for Program Implementation**

The Table below shows the respective agencies and offices of the Village of Tuckahoe which are responsible for implementation of the individual Minimum Control Measures. In each case, the Department Head shall be the contact person.

Minimum Control Measure	Agency / Office	Telephone Number
Public Information and Outreach	Public Works	914-231-0214
Public Participation and Involvement	Public Works	914-231-0214
Illicit Discharge Detection and Elimination	Public Works	914-231-0214
Construction Site Stormwater Runoff Control	Public Works	914-231-0214
Post Construction Stormwater Management	Public Works	914-231-0214
Pollution Prevention and Good Housekeeping	Public Works	914-231-0214

### **1.2 Municipal Demographics**

The Village of is located in the south central area of Westchester County, New York with a population of 6,210 based on the year 2000 census. The incorporated Village is part of the Town of Eastchester.

Tuckahoe is bordered on the north and East by the Town of Eastchester, on the south by the Village of Bronxville and on the west by the City of Yonkers. The highway network consists of approximately 13.1 miles of Village maintained streets and 1.2 miles of county and state

maintained highways. The Village is primarily a residential community made up of single family homes and multi-family buildings in and around the business area.

The main water body to which stormwater flows is the Bronx River by way of the Village's stormwater conveyance system and smaller brooks and streams. The New York State Department of Environmental Conservation identifies water quality related problems on its **303d List** (Individual Waterbody's with Impaired Segments) and the Waterbody Inventory for New York Metropolitan Waters as pollution due to dissolved oxygen/ oxygen demand and pathogens. The known Pollutants of Concern for the Bronx River include D.O./OXYGEN DEMAND, Aesthetics (floatables, debris), Oil and Grease, Pathogens, Silt/Sediment and those suspected include: Nutrients, Salts

The geographic area of concern in the Village are the business areas including Crestwood, Route 22 and Main Street

The Bronx River Parkway borders the west side of the Village and the Metro-North Commuter Railroad Harlem has two stations in the Village

Municipal offices are located 65 Main Street, Tuckahoe, New York

### 1.3 Stormwater Management Program Committee

The Village of Tuckahoe Committee consists of the following individuals:

Public Works Superintendent  
Building Inspector  
Dolph Rotfeld Engineering, P.C. (consultant)

The committee meets twice annually and at other times as may be requested by any member of the committee. The purpose of the committee is to develop the Village's overall Stormwater Management Plan, insure that changes to the overall concept of Stormwater Management at the Federal or State levels is added to the Village's plan, develop an annual budget for stormwater management, develop and implement individual components of each of the six (6) minimum control measures, review previous years efforts to determine if the documented goals and objectives of the program are being met (and adjust municipal efforts as may be needed), prepare the annual report for review by the public, review by the Village Board of Trustees and submission to the New York State Department of Environmental Conservation.

### 1.4 Annual Budget

A budget shall be prepared annually for implementation of the Village's Stormwater Management Program. The budget shall address each of the six (6) minimum control measures, specifying a dollar amount to be set aside for each. Where funds are set aside in other areas of the budget for stormwater related programs (i.e street sweeping and catch basin cleaning) the section of the budget where those functions are listed shall be indicated along with the approximate dollar amount available.

### 1.5 Annual Review

The Stormwater Management Program Committee shall meet prior to the preparation of the Village's Annual Budget for the purpose of reviewing efforts being made to improve stormwater quality, determine if the established goals and objectives are being met, and determine what changes if any are needed to the Village's Stormwater Management Program and any associated budgetary needs. ***The annual review shall include an assessment of plan activities in accordance with Part III SPECIAL CONDITIONS Sections A and B 1-2 of the MS4 Permit. (Once the assessment modeling procedure is established by NYSDEC and made available). Any future Total Maximum Daily Loads (TMDL) shall be considered and made part of this plan upon notification from the NYSDEC/EPA)***

### 1.6 Records

Records relating to all work associated with the Village's Stormwater Management Program shall be kept for a minimum of 5 years. Records may be kept either as an electronic or hard copy. Records shall be readily available to the public as well as Federal, State and Local agencies during the normal business hours of Village Hall. A copy of the Village's Annual Report to the New York State Department of Environmental Conservation will be posted on the Village's Website with annual updates. Records with respect to Construction Site Stormwater Runoff Control shall be kept as part of the individual building site file or other format as determined by the Building Inspector. Post Construction records with respect to Best Management Practices (BMP) for both public and private facilities shall be kept indefinitely.

### 1.7 Cooperative Efforts and 3<sup>rd</sup> Party Participation

The Village shall cooperate with the Stormwater Management efforts of surrounding municipalities as far as practical. Cooperation may take the form of meetings to determine items of work which can produce economies of scale for cooperating municipalities/agencies and the implementation of those work items. Where the Village utilized a 3<sup>rd</sup> party in any portion of its Stormwater Management Program, that party shall comply with the MS4 permit requirements applicable to the work being performed. Compliance shall be verified in the form of a Compliance Certification attached to and made part of this document in Section 11.

### 1.8 Exempt Non-Stormwater Discharges

The following Non-Stormwater Discharges are exempt from the need for SPDES permit coverage unless the New York State Department of Environmental Conservation determines them to be substantial contributors of pollutants to the Village. (See Permit No. GP-0-08-002), Part IA(2).

- water line flushing
- landscape irrigation
- diverted stream flows
- rising ground water

- uncontaminated ground water infiltration(as defined in 40 CFR35.2005(20))
- uncontaminated ground water
- discharges from potable water sources
- foundation drains
- air conditioning condensate
- irrigation water
- springs
- water from craw space and basement sump pumps
- footing drains
- lawn and landscape watering runoff provided that all pesticides and fertilizers have been applied in accordance with the manufacturers product label
- water from individual residential car washing
- flows from riparian habitats and wetlands
- dechlorinated swimming pool discharges
- residual street wash water
- discharges or flows from fire fighting activities
- dechlorinated water from reservoir discharges
- any SPDES permitted discharge

## **2.0 Public Education and Outreach**

### **2.1 Policies and Procedures**

It is the policy of the Village of Tuckahoe, New York to conduct a program to educate the public on the problems associated with impaired stormwater quality, the conditions which contribute to impaired water quality, and the actions which can be taken by the community both individually and as a whole to improve the quality of stormwater runoff.

The Village will develop and operate a program to inform residents and businesses of the problems associated with impaired water quality through the distribution of literature, postings on the Village website, announcements when Stormwater related events are planned, articles in the Village Newsletter, postings on cable television, cable televised question and answer sessions, presentations before the general public, neighborhood groups, fraternal organizations, schools and targeted groups. Hard copies of the Villages Stormwater Management Program will be available at Village Hall and the Public Library and copy of all Stormwater related information will be forwarded to the School District for their dissemination.

### **2.2 Goal (s)**

It is the goal of the Village to insure that sufficient information is made available to the public on impairments to stormwater quality and what needs to be done in order that individuals and businesses may make informed decisions on how best to contribute to the overall Stormwater Management Program effort.

### **2.3. Information To Be Distributed / Information Outlets**

Printed information to be distributed will take the form of single and multi-page information bulletins. These bulletins will be both generic in nature and target audience specific. Information such as lawn care and use of fertilizers is generic to all home and business owners with landscaped properties. Targeted audiences will have information available to them which focuses on their particular business or land use. The targeted audiences include ***service stations and vehicle repair shops, supermarkets / grocery stores / food outlets, sites containing large parking areas***. Information on non-stormwater discharges will also be provided along with information on reducing pollution (where appropriate) from these type discharges. Illicit Discharge Detection and Elimination information is included in this Minimum Control Measure. All information will be placed on the Villages website.

The Village website will have a section dedicated to Stormwater Management. The website shall include a general welcome letter to the site by the Village Mayor followed by drop down screens with the information outlined above. The website will also include links to Federal, State, County, Organizational and Professional Stormwater websites as well as the name and contact information of the Stormwater Management Coordinator for the Village.



At least one informational session on Stormwater Management will be held annually at Village Hall and Stormwater Management staff will make themselves available for neighborhood and other civic events to inform residents of the Village's efforts. A cable television discussion on the Village's efforts and stormwater management in general will be prepared and programmed to run monthly. Text spots will also be prepared to run daily on cable television.

## 2.4 Activity Timetable

### Tentative Information Dissemination Calendar

Item / Month	J	F	M	A	M	J	J	A	S	O	N	D
Mailing *	X					X						
Internet Posting	X											
Newspaper / Newsletter Article (s)*												
Cable Television Spot (s)	X	X	X	X	X	X	X	X	X	X	X	X
Community Presentations*				X						X		
Annual Report Public Session				X	X							
Annual Program Budget Review**								X	X			

Subject to change based on need

\* As warranted by program activities and developments

\*\* The educational and outreach effort will be reviewed during the annual budget preparation period with funding provided accordingly.

## 2.5 Program Implementation Reporting

The following indicators will be utilized to represent the efforts used to inform the public of the Village's Stormwater Management Program:

- List of activities performed for general and target audiences including number of attendees, pieces of literature distributed, numbers of inquires to Village Hall.
- Illicit Discharge Detection and Elimination training for employees including number of attendees and hours.
- Number of hits to the Village's Stormwater webpages (if possible)
- Construction site stormwater control training completed / attended
- Pollution Prevention Training for employees
- Report on program effectiveness and measurable goal assessments

### **3.0 Public Participation and Involvement**

#### **3.1 Policies and Procedures**

It is the policy of the Village of Tuckahoe to utilize the participation of the general public, businesses in order to maximize the Village's efforts to lessen the impact of pollutants on stormwater quality.

The Village will invite public participation, on an annual basis, through its educational and media outlets. Notification to residents, businesses and visitors will be accomplished through an open letter on the Village website. Contact information for the Village's Stormwater Coordinator will be on all literature distributed. Each year in April / May, Public Notice will be made utilizing Village Board of Trustee Meeting agendas or posting on the Village website to notify businesses and residents that they may review, comment, and where appropriate, receive a response to their inquiry on the Annual Report prior to its presentation to the Village Board and subsequent transmittal to the New York State Department of Environmental Conservation. A summary will be made of all comments to the Annual Report as well as the Village's response to questions about the information in the Annual Report. Comments / inquiries as well as the Village's responses will be attached to the Annual Report. The Annual Stormwater Report once finalized and forwarded to the New York State Department of Environmental Conservation will be posted on the Village's website.

#### **3.2 Goal(s)**

It is the goal of the Village of Tuckahoe with respect to Public Participation and Involvement effort that all residences and businesses have an opportunity to better understand and "buy in" to the idea that water quality is the concern of each and every homeowner and business and that participating in the process of improving stormwater will have a positive impact on the overall quality of life in the Village.

#### **3.3 List of Activities for Participants**

The general public and businesses will be invited to participate in the Village's Stormwater Management efforts. Ways to participate may include, but will not be limited to:

- Roadside Cleanups
- Stream Walks
- Insuring contracted landscapers are utilizing proper methods of lawn fertilization and native plantings
- Seeding or providing ground cover to areas on one's property where erosion may be occurring

The Village will provide guidance as to the implementation of such efforts and arrange for municipal collection of debris collected during roadside cleanups and stream walks.

### 3.4 Activity Timetable

#### Tentative Public Participation Calendar

Item / Month	J	F	M	A	M	J	J	A	S	O	N	D
Annual Report Comment Period				X	X							
Stream and Roadside Cleanups				X	X	X	X	X	X	X		
Proper Lawn Care Activities			X	X	X	X	X	X	X	X		

### 3.5 Program Implementation Reporting

The following indicators will be utilized to describe the level of participation in the Village's Stormwater Management Program:

- Annual Report Presentation /Availability to the public including how comments can be received by the Village and how responses are provided.
- List of public participation activities including the date, activity undertaken, number of participants and quantitative listing of activity results.
- Reporting methods / quantifying of stormwater quality concerns including reporting spills, illegal dumping, and construction site concerns.
- Report on program effectiveness and measurable goal assessments

## **4.0 Illicit Discharge Detection and Elimination**

### **4.1 Policies and Procedures**

It is the policy of the Village of Tuckahoe to *inspect* it's stormwater outfalls on an *annual basis* and, where illicit discharges are found, determine there source and take action to terminate said discharge to the stormwater drainage system.

The Village has placed in it's municipal code, legislation which outlines action which will be taken to detect and eliminate illicit discharges. Inspections shall be made by qualified staff on a schedule developed by the Village's Stormwater Management Coordinator. Inspections shall be made no sooner than 72 hours following a rain event. The basic inspection shall be visual in nature utilizing the information obtained and documented on the initial Outfall Reconnaissance Inventory (ORI). Should the existence of an illicit discharge be detected, staff will immediately seek out the source of the illicit discharge and take the necessary action to terminate same. The decision for containment of the illicit discharge and its sampling and testing as well as notification of higher authority, shall be made by the Superintendent of Public Works.

### **4.2 Goal(s)**

The goal of the Village to inspect its stormwater conveyance system on both a scheduled and unscheduled basis and to remediate any illicit discharges detected.

### **4.3 Legislation**

A copy of the Village's Legislation on Illicit Discharges may be found in Section 14.

### **4.4 Mapping of Outfalls**

A copy of the Village's Stormwater Outfall Mapping may be found in Section 15.

### **4.5 Mapping of Conveyance Systems and Stormsheds**

Mapping of storm sheds shall be completed preliminarily by March 9, 2010.

### **4.6 Timetable for Inspections**

Routine outfall inspections shall be made between April 1<sup>st</sup> and October 1<sup>st</sup> of each year. Inspections shall be made only after a period of 72 hours with no rainfall. A visual inspection shall be made initially utilizing the criteria on the Center for Watershed Protection Outfall Reconnaissance Inventory Form. Any illicit discharges detected shall be reported immediately

to the Public Works Superintendent. Reports of illicit discharges shall be inspected immediately. The Superintendent of Public Works shall direct the steps to be taken to identify the source of the illicit discharge and to mitigate same.

#### 4.7 Action and Remediation when Illicit Discharge is Detected

The Public Works Superintendent (or Hazardous Materials Response Team) shall direct the actions to be taken in the event that an illicit discharge is detected. Immediate action shall be taken to trace the illicit discharge back to its origin. If the type of discharge can not be immediately identified, the Public Works Superintendent may take / direct that samples be taken to determine the composition of the illicit discharge. Regulatory agencies such as the Westchester County Health Department and the New York State Department of Environmental Conservation shall be contacted to make them aware of the illicit discharge.

Once the source of the discharge is located, it shall be discontinued / mitigated immediately and further action against the polluter taken in accordance with the Village's Local Law on Illicit Discharges.

When performing Illicit Discharge Trackdowns, the Village will utilize The Center for Watershed Protection document titled, "Illicit Discharge Detection and Elimination" guidance manual dated October 2004

#### 4.8 Media and In-House Information Outlets

Illicit Discharge Detection and Elimination public education and outreach is conducted under Minimum Control Measure # 1. The information distributed will include a definition of illicit discharges, some typical types of discharges as well as how homeowners and businesses should inspect their properties to insure that there are no illicit discharges emanating from the properties.

#### 4.9 Staff Training

Staff performing illicit discharge inspections shall receive training as to how to recognize them, characterize them and the proper reporting procedures for same. Records shall be kept with respect to employees who receive training and information about the actual training program conducted.

#### 4.10 Program Implementation Reporting

The following indicators will be utilized to describe the level of participation in the Village's Stormwater Management Program:

- Number and Percent of outfalls mapped
- Number of Illicit Discharges detected and eliminated
- Percent of Outfalls for which an Outfall Reconnaissance has been performed

- Status of system mapping
- Activities and results from informing employees, businesses and the general public of the hazards associated with illicit discharge and improper disposal of waste.
- Regulatory mechanism status, certification and equivalence
- Report on effectiveness of program, BMP and measurable goal assessment.

## **5.0 Construction Site Stormwater Runoff Control**

### **5.1 Policies and Procedures**

It is the policy of the Village of Tuckahoe to require all construction sites with one acre or more of disturbance to include in the site and design plans submitted, a stormwater pollution prevention plan (SWPPP). The Stormwater Pollution Prevention shall be prepared in accordance with the New York State Department of Environmental Conservation State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Construction Activity Permit No. GP-0-08-001 and Permit No. GP-0-08-002, Municipally Separate Storm Sewer Systems. All SWPPP's shall be prepared in accordance with the most current version of the New York Standards and Specification for Erosion and Sediment Control.

### **5.2 Goal(s)**

To insure that all projects are completed with minimal or no impact on water quality. Where the final construction product is anticipated to have an impact on water quality, that Best Management Practices have been constructed and are properly operated and maintained in perpetuity.

### **5.3 Legislation**

A copy of the Village's Legislation on Construction Site Stormwater Runoff Control may be found in Section 14.

### **5.4 Media and In-Information Outlets**

Construction Site Stormwater Runoff Control public education and outreach is conducted under Minimum Control Measure #1. Information on the submission of Stormwater Pollution Prevention Plans will be available in the office of the Building Inspector. In addition, a meeting between the owner/developer and the Building Inspector will be held prior to the submission of plans for consideration for construction to insure that all the requirements of the Village's legislation on Construction Site Stormwater Runoff are understood. A mechanism is in place to allow the public to review construction proposals and comment on same (part of the Planning / Zoning Board Process), and for the public to receive a response to their inquiries prior to a final decision for construction to proceed.

### **5.5 Staff Training**

Village of Tuckahoe staff will take advantage of training opportunities related to Construction Site Inspection and Runoff, available through the New York State Department of Environmental Conservation, Soil and Water Conservation Districts, professional organizations and other training and education outlets. A record shall be kept of all training activities attended.

## 5.6 Procedures, Inspection and Reporting Requirements

Shall be as outlined in the New York State Department of Environmental Conservation State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Construction Activity Permit No. GP-0-08-001 and as directed by the Building Inspector with respect to submission formats and timeliness.

### Project Review

- The Building Inspector, prior to referral, shall require the builder/developer to submit the appropriate number of copies of the Project Plans, including the required Stormwater Pollution Prevention Plan, for Planning Board review.
- Each set of Project Plans provided shall include an original signature, date, and raised seal of the New York State Licensed Professional Engineer, Architect, or Landscape Architect who prepared the Plans. The Stormwater Pollution Prevention Plan Section of the Project Plan documents shall include a separate original signature, date, and raised seal of the New York State Licensed Professional Engineer. A Certified Professional Erosion and Sediment Control may also sign the Stormwater Pollution Prevention Plan if there are no permanent stormwater measures.
- The Building Inspector / Planning Board shall have the SWPPP reviewed for the municipality by a New York State Licensed Professional Engineer, or Certified Professional Erosion and Sediment Control to insure compliance with the New York State Stormwater Design Manual (latest revision) and other technical standards.
- A public meeting shall be held as part of the Planning Board Review Process where individuals are allowed to comment either in writing or in person on the overall project as well as any specifics relating to the Stormwater Pollution Prevention Plan. Adequate public notice of the meeting shall be given in the local newspaper, posting on the municipal bulletin board and where available on the municipal website. Timeliness of the notice shall be in accordance with municipal code requirements. Plans and specifications for the project shall be available for review at the municipal offices during regular business hours.
- Public comments received both in writing and verbally with respect to the Stormwater Pollution Prevention Plan shall be documented by the Planning Board and included in the overall project file.
- The Planning Board may request the builder/developer to make changes to the Stormwater Pollution Prevention Plan as deemed appropriate and said changes shall be made to the Project Plans and resubmitted to the Planning Board prior to the Planning Board approval of the Project Plans.

- The Stormwater Pollution Prevention Plan shall include, in addition to a Table of Maintenance for Best Management Practices utilized during construction;
  1. A Table of Maintenance for permanently installed Best Management Practices including a schedule of inspections (once a year at a minimum), operating and maintenance procedures for structural Best Management Practices, Engineer's calculations with respect to any sizing of Best Management Practices, and operating, maintenance, planting and mowing practices for open space areas.
  2. Designation of the individuals, owners, homeowners association, or management agencies
    - which shall be responsible for the operation and maintenance of permanently installed Best Management Practices.
  3. The designation of an annual date by which the individuals, owners, homeowners association, or management agencies shall certify, in a form acceptable to the Building Inspector that the installed Best Management Practices are being properly operated and maintained in accordance with the documented/industry standards.
  4. Documentation acceptable to the municipality allowing officials or their designated representatives access to the site for inspection of, or operation and maintenance of installed Best Management Practices should the owner default on said maintenance and operating procedures.
  5. A tabulation in a Microsoft Excel Format, (or other format designated by the Building Inspector) of all Construction and Post Construction Best Management Practices including inspection schedules as per New York State Department of Environmental Protection Stormwater Design Manual and other industry standards.

### Project Inspection

Municipal staff overseeing construction projects shall insure that owner/operator staff performing stormwater and SWPPP related inspections are qualified to perform such work and require the submission of documentation such as:

- Licensed Professional Engineer
- Certified Professional in Erosion and Sediment Control
- Registered Landscape Architect
- Someone working under the direct supervision of, and at the same company as, the licensed professional Engineer or Registered Landscape Architect, provided they have received four (4) hours of NYSDEC endorsed training in proper erosion and sediment control principles from a Soil and Water Conservation District, or other NYSDEC endorsed entity

Owner/operator staff performing SWPPP site inspections shall do so at a minimum interval of every seven (7) days or within 24 hours after every .25 inches of rainfall. Inspection reports must cover all aspects of the SWPPP and be signed and dated by the owner/operator designated site inspector. These reports shall be filed with the Building Inspector/Municipal Engineer within 48 hours of the completion of said inspections. A copy of all SWPPP site inspection reports shall remain on the site and be available to the Building Inspector/Municipal Engineer during working hours. Site inspections may be adjusted accordingly during site shutdowns during the winter months in accordance with documented requirements for such shutdowns. The



Building Inspector/Municipal Engineer shall visit the construction site periodically to verify owner/operator site inspection reports in order to insure both accuracy and compliance.

In the performance of his or her duties as the representative of the municipality having jurisdiction over the construction project, the Building Inspector or Engineer/Consultant on staff/retained by the municipality for such purpose shall utilize the New York State Department of Environmental, “Construction Stormwater Inspection Manual” and “New York State Standards and Specifications for Erosion and Sediment Control” latest revision when determining compliance with the Project Stormwater Pollution Prevention Plan.

Upon project completion, all SWPPP inspection reports shall be filed and kept with the Section/Block and Lot file or other storage mechanism/media utilized by the municipality.

#### 5.7 Program Implementation Reporting

The following indicators will be utilized to describe the level of participation in the Village’s Stormwater Management Program:

- Number of SWPPP’s reviewed annually
- Number and type of enforcement actions
- Percent of active construction sites inspected once
- Percent of active construction sites inspected more than once
- Number of construction sites authorized for disturbances of one acre or more
- Report on effectiveness of program, BMP and measurable goal assessment

## **6.0 Post Construction Stormwater Management**

### **6.1 Policies and Procedures**

It is the policy of the Village of Tuckahoe to insure that all constructed Best Management Practices (BMP's) are properly operated and maintained in accordance with the requirements of the New York State Department of Environmental Conservation State Pollution Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Construction Activity Permit No. GP-0-08-001 and Permit No. GP-0-08-002, Municipally Separate Storm Sewer Systems.

### **6.2 Goal(s)**

The goal of the Village is to insure that all installed BMP(s) are properly operated and maintained in perpetuity

### **6.3 Legislation**

A copy of the Village's Legislation on Post Construction Stormwater Management may be found in Section 14.

### **6.4 Operation and Maintenance**

The operation and maintenance of all Best Management practices installed since March 2003 shall be documented as part of the approved Building / Planning and or Zoning Board Permit. The individual, association, public/private agency or other legal entity having responsibility for the installed BMP(s) shall be documented as part of the approved Building / Planning and or Zoning Board Permit. Prior to the approval of the BMP(s) to be installed, the owner / developer shall submit to the Building Inspector for approval, documentation as to why the particular BMP to be installed was chosen along with the analysis, its expected life expectancy, an inspection schedule and a maintenance schedule outlining in detail when individual maintenance efforts are to be undertaken. An easement for access to the installed BMP(s) shall be provided for municipal use in the event the owner of the BMP(s) defaults in the operation and maintenance of the structure(s). Owners of installed BMP(s) shall report to the Building Inspector at least annually, certifying that the BMP(s) is operating and being maintained properly.

### **6.5 Documentation of Best Management Practices**

The Building Inspector shall keep a record of all BMP(s) installed since March 2003. The record shall be kept in perpetuity and include:

- Name ,address and contact information of the owner of the BMP
- Operations and maintenance manual for the BMP
- Schedule as to when inspections and maintenance is to be performed
- Schedule as to written documentation receipt that inspections and maintenance were performed.

- Name of qualified stormwater management professional / firm providing verification as to proper operation and maintenance.
- Mechanism to insure that inspections performed are reported in a timely manner

In addition to Best Management Practices installed since March 2003, the Building Inspector shall make a determination as to all installed BMP(s) prior to March 2003. Documentation of BMP(s) to be provided by the owner of record shall be the same as that shown above. Should the BMP(s) not be being properly maintained or operated, the Building Inspector must reconcile said inactivity in accordance with local laws.

#### 6.6 Program Implementation Reporting

The following indicators will be utilized to describe the level of participation in the Village's Stormwater Management Program:

- Number of SWPPP's reviewed
- Number and type of enforcement actions
- Number and type of post-construction stormwater management practices inventoried
- Number and type of post-construction stormwater management practices inspected
- Number and type of post construction stormwater management practices maintained
- Regulatory mechanism status – certification that regulatory mechanism is equivalent to one of the "NYSDEC Sample Local Laws for Stormwater Management and erosion and sediment control" (if not already done)
- Report on effectiveness of program, BMP and measurable goal assessment

# *Village of Tuckahoe, New York*

## *Stormwater Management Program*

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Dear Village Residents, Business Owners and Visitors:

On March 10, 2003, the Village of Tuckahoe began the development of its Stormwater Management Plan, mandated by the United States Department of Environmental Protection and administered by the New York State Department of Environmental Conservation. The plan requires that the Village make every effort to improve the water quality of its streams, lakes and rivers. The Village must implement six (6) minimum control measures including educating the public, soliciting participation and involvement of the public, detection and elimination of illicit discharges, control of construction site runoff, maintenance and operation of post construction structural Best Management Practices and pollution prevention and good housekeeping at municipal facilities.

Recognizing the need for improving the quality of our surface waters, the Village passed legislation in the initial stages of its Stormwater Management Program, designed to control the quantity and quality of runoff from new development and redevelopment, and insure that stormwater runoff from a project, once completed, created minimal or no impact on water quality. Tuckahoe has been a proponent of maintaining and improving water quality and is part of a municipal consortium working to improve water quality in the Bronx River.

Learn what you can about improving stormwater quality by visiting the following websites:

Village of Tuckahoe at <http://www.tuckahoe.com>  
U.S. Environmental Protection Agency at <http://www.epa.gov/ebtpages/water.html>  
NYS Dept of Environmental Conservation at <http://www.dec.ny.gov/chemical/8468.html>  
Center for Watershed Protection at <http://www.cwp.org>

Sincerely,

Mayor

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**Mayor**  
Honorable Steve Ecklund

**Village Board of Trustees**  
Honorable Tom Giordano  
Honorable Stephen Quigley  
Honorable Greg Luisi  
Honorable Janette Hayes

For further information on Village efforts, or  
to volunteer to assist the Village, contact  
**Stormwater Management Coordinator**  
Frank Di Marco at 914-231-0214



## ***Stormwater Management Bulletin from the Village of Tuckahoe***



*In response to Federal and State water quality regulations and requirements, the Village has implemented a Stormwater Management Program.*

*The goal is to control discharges of pollutants to municipal storm drainage systems including, lakes, streams and Bronx River. The Village encourages using BEST MANAGEMENT PRACTICES (BMP's) to effectively eliminate illegal discharges and connections*

*The Storm Drain System was built to collect and transport rain to prevent flooding in urban areas. Anything that flows or is discharged into the storm drain system goes into local lakes, streams and the Bronx River without any treatment.*

*The Sanitary Sewer System collects and transports sanitary wastes from interior building plumbing systems to the wastewater treatment plant where the waste is treated.*

*Best Management Practices (BMP's) are methods and practices such as good housekeeping, spill prevention or treatment measures to prevent or minimize pollutant discharges to municipal storm drain systems.*

***Illicit Discharges or Illicit Connections**  
Discharges non-storm water to municipal storm drain systems and contributes to water pollution.*

***Urban Runoff** is rain and other water that passes through and out of developed areas (streets, parking lots, roof tops etc.) into the storm drain system and eventually into local lakes, streams and the Bronx River. Pollutants of Concern include floatables, oil and grease, pathogens, silt and sediment and dissolved oxygen.*

### **Pet Waste**

Pet waste left to decay on the sidewalk, or on grass near the street, may be washed into storm drains by rain and snow melt. Water entering storm drains does not receive treatment before it goes to our water resources. All stormwater in the Village eventually flows to the Bronx River. Many substances deposited on the land cause pollution of our waters including; pesticides, fertilizers, pet waste, household chemicals, oil and antifreeze. When pet waste is washed into storm drains, the waste decays, using up oxygen and sometimes releasing ammonia. Pet waste also contains nutrients that encourage weed and algae growth. Most importantly, pet waste may carry disease causing organisms, which make water unsafe. When pet waste is disposed of improperly, not only does water quality suffer, your health may be at risk to. Pets, children playing outside, and adults gardening are most at risk for infection from some of the bacteria found in pet waste.

**You can make a difference** by cleaning up after your pet using a plastic bag or pooper scooper. Double wrap the pet waste in a second plastic bag, securing it tightly and put it in either a street waste receptacle or your garbage can at home.

For further information, or to assist the Village in its efforts, contact **Stormwater Management Coordinator** Frank Di Marco at 914-231-0214 or visit the following websites:

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### **Retail Gas and Diesel Fuel Outlets**

Of any size are potential sources of stormwater pollution. Areas in retail fueling outlets for fuel dispensing, waste receptacles, vending machines and air / water supply areas can lead to the accumulation of automotive fluids, grease and other waste fluids on the ground. All owners and employees of retail fueling outlets can apply common sense practices to minimize or eliminate their contribution to stormwater pollution.

### **Best Management Practices**

#### ***SPOT CLEAN ALL AREAS IMMEDIATELY***

Use dry methods such as rags or absorbent materials to clean up leaks and drips. Leaks are not considered cleaned up until the absorbent is picked up and disposed of properly.

***SPILL RESPONSE PLAN*** Maintain and update an acceptable Spill Response Plan.

***TRAINING*** Regularly train all employees on proper methods of handling and disposing of waste. Ensure all employees are familiar with the Spill Response Plan. Educate employees on Best Management Practices (BMP's) and stormwater and wastewater discharge requirements and prohibitions.

***LABELING*** Label all drains within the facility boundaries using paint or stencil, or indicate whether flow is to the storm drain, sewer or oil / water separator.

***INSPECTION*** Annually inspect and clean storm drain inlets and catch basin.

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## ***Stormwater Management Bulletin from the Village of Tuckahoe***



### **What is Stormwater Pollution:**

Stormwater pollution refers to many types of harmful materials that are carried by water (rain water, wash water or snow melt) through the storm drain system to our creeks and the Bronx River. These pollutants include:. Pollutants of Concern include floatables, oil and grease, pathogens, silt and sediment and dissolved oxygen

### **Get Involved:**

Volunteers are needed to assist with waterway and roadside cleanup efforts, beautification projects, storm drain stenciling and neighborhood cleanups. Put together a group of friends, plan to meet over coffee and help keep trash and other pollutants out of our waters. Contact the Village's Stormwater Management Coordinator for details.

### **Dispose of Household Products Carefully:**

Many products under the sink or in the garage can harm water quality. Never pour paints, preservatives, brush cleaners and solvents down the drain. Sewers or septic tanks do not treat these materials and they can enter waterways untreated. Buy a product with the least amount of toxic materials. Read labels carefully for use and disposal instructions. Learn about Westchester County's Household Hazardous Waste Disposal Program. For information call 914-813-5425 or log onto the County website at <http://www.westchestergov.com>

### **Care for your lawn cautiously:**

Lawns with trees and shrubs prevent erosion, soak up nutrients before they run off into waterways, and improve soil by adding organic materials. Plant the right grass by testing the soil annually. Use the proper fertilizer, and do not over-fertilize. Improper fertilizing can lead to disease, poor root growth and weed problems. Water your lawn and shrubs only when it is dry by soaking the soil thoroughly. If you have a lawn service, make sure it is customized to your needs.

### **Illicit Discharge Detection and Elimination:**

Items which find their way into waterways and storm drains, either by accident or deliberately, decrease water quality and create unsightly conditions. Carelessly discarded trash, illegal connections of waste water and other products, household chemicals, oil, and nutrients from over fertilization of lawns can be washed into drains when it rains and eventually end up in our waterways. In 2007, the Village began a program to locate and identify discharges from illegal connections which decrease water quality and take enforcement action where appropriate. If you think your home or business may have an illegal connection to the storm drain, Contact the Village's Stormwater Management Coordinator to learn how to correct the condition.

For further information, or to assist the Village in its efforts, contact **Stormwater Management Coordinator** Frank DiMarco at 914-231-0214 or visit any of the following webpages:

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### **Supermarkets, Restaurants, Fast Food Outlets and Grocery Stores**

Businesses selling food products can conduct common sense practices that require modest changes to routine operations or maintenance practices to reduce or eliminate their contribution to stormwater pollution. Follow these Best Management Practices (BMP's) to control pollutant discharges:

**PAVEMENT CLEANING:** Sweep parking lots and other paved areas periodically to remove debris. Dispose of debris in the garbage.

**EQUIPMENT CLEANING:** Discharge wash water to the sanitary sewer only.

**SPILL CLEANUP IN OUTDOOR AREAS:** Have commercial spill containment kits in convenient locations for immediate access.

**GREASE HANDLING AND DISPOSAL:** Store grease in separate covered containers. Recycle.

**WASTE DISPOSAL:** Inspect dumpsters periodically and replace broken or leaking units. Keep dumpsters covered to prevent stormwater from entering the container. Never dispose of food wastes or liquids associates with food wastes in storm drains.

**LITTER CONTROL:** Provide an adequate number of trash receptacles for customers and employees. Pick up litter and other wastes daily from outside areas.

**LANDSCAPING:** Minimize the use of pesticides and fertilizers.

**TRAINING:** Train all employees on what to do in the event of a spill. Designate a person to insure BMP's are followed.

For further information, or to assist the Village in its efforts, contact **Stormwater Management Coordinator** Frank DiMarco at 914-231-0214 or visit the following webpages:

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### **Parking Lots**

**K**eeping pollutants out of our storm drain system protects our creeks, streams and the Long Island Sound. Materials swept, blown or washed into the storm drains end up in these open waters where they degrade water quality and harm aquatic life. In general, wastewater discharged to storm drains is illegal.

In addition to reviewing their own practices, the Village will institute a business education campaign. Information will be provided to businesses owners and large residential facilities in an effort to control potential discharge of pollutants to the storm drain system. *Property and business owners are responsible not only for their own activities, but the activities of their contractors as well.*

Stormwater runoff from parking lots and sidewalk areas can contribute significantly to urban runoff pollution. Automotive fluids, food wastes, grease pesticides, litter, exhaust residue and rubber generated from friction between tires and paved surfaces, as well as landscape wastes are some of the pollutants that can get into the stormwater conveyance system which ultimately flows to the Long Island Sound.

Owners and operators of parking lots can apply common sense practices to minimize or eliminate their contribution to stormwater pollution. Whether your parking lot holds 5 cars or 1,000 cars, a scheduled maintenance program including repairs, sweeping, stormwater catch basin cleaning and debris removal is needed. Your efforts to maintain your parking lot in as clean a condition as possible, along with the efforts of your fellow business persons, will help in safeguarding our waters from pollutants and unsightly debris.

## **Best Management Practices (BMP's)**

Follow these BMP's to control pollutant discharges. The objectives are: 1) to keep pollutants from contacting rain, and 2) to keep pollutants from being dumped or poured into storm drains. The goal is "only rain in the drain"

- Sweep parking lots frequently, at least weekly, daily is preferable. Small areas can be swept with a broom, whereas larger areas may need a vacuum truck or mechanical sweeper. Dispose of sweepings properly.
- Post signs to control litter and prevent patrons from working with automobile fluids in your parking lot (changing oil, adding transmission fluid, etc.). You could be liable for the mess on your property!
- Use absorbent material to clean up automotive fluids on the parking lot. Dispose of the absorbent properly. Read the instructions on the container or Material Safety Data Sheet for disposal instructions.
- Pick up litter daily, dispose of debris in the garbage.
- Keep dumpster and trash cans covered and areas free of litter.
- Wash water from all cleaning operations must be discharged to the sanitary sewer.
- If cleaning with water and detergent is needed, use a mobile washing unit that is self contained; do not allow wash water (whether or not it is soapy) to discharge to the storm drain system.
- If using a self –contained mobile cleaner is not possible, collect the washwater and dispose in indoor sinks or drains for discharge to the sanitary sewer. Contact the Westchester County Department of Environmental Facilities for approval.
- Stencil any storm drains on the property with "No Dumping"
- If you do not have one, prepare a plan of your parking area indicating where stormwater catch basins are located and where they flow to.
- Clean storm drains at least once a year, preferably in the Spring. Dispose of materials properly.

Training shall be performed as directed by the Public Works Superintendent. A record shall be made of attendees present at the training session.

[illegible]

# Village of Tuckahoe Stormwater Management Program

## Contracted Entity Certification

“I \_\_\_\_\_  
(name of firm providing services)  
and agree to comply with the terms and conditions of the Village of Tuckahoe, New York  
(name of municipality)  
stormwater management program and agree to implement any corrective actions identified  
by the Village of Tuckahoe New York or a representative. I also understand that the  
(name of municipality)  
Village of Tuckahoe, New York must comply with the terms and conditions of the New  
(name of municipality)  
York State Pollution Discharge Elimination System (“SPDES”) general permit for stormwater  
discharges from the Municipal Separate Storm Sewer Systems (MS4’s) and that it is unlawful  
for any person to directly or indirectly cause or contribute to a violation of water quality  
standards. I understand that any non-compliance by the Village of Tuckahoe, New York  
(name of municipality)  
will not diminish, eliminate or lessen my own liability”

Name of Firm: \_\_\_\_\_

Address of Firm: \_\_\_\_\_

Telephone No. of Firm: \_\_\_\_\_

Date of this Agreement: \_\_\_\_\_

Term of this Agreement: \_\_\_\_\_

Officer of Firm (Signature and Title) \_\_\_\_\_

Signature of Municipal Department Head: \_\_\_\_\_

Services to be provided (List by Minimum Control Measure)

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