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Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02 STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE

MS4: City of Kingston SPDES Permit Number: NYR20A394

Annual Report Table for year ending: March 9, ___ 2006 (Year 3) ___ 2007 (Year 4) x 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

Minimum Control Measure 1. Public Education and Outreach

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP). <ul style="list-style-type: none"> • <i>Explain the program, including activities and materials used</i> • <i>Identify the personnel or outside organization conducting the activity.</i> • <i>Indicate activities planned for next year.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
City of Kingston Stormwater Education Staff attends community education events and set up stormwater education booths	Staff Attended 6 Public Events along Kingston’s Rondout Waterfront educating about non-point source pollution. These programs will be ongoing each year.
City of Kingston Stormwater staff provides non point source pollution education programs to Kingston City School District Students	Kingston City Schools were visited with the Enviroscope Watershed Model serving 55 students and 20 adults. On-site, hands on pollution prevention programs were held at Kingston Point Park on the Hudson River for 220 students and 50 adults. These programs are ongoing each year.
City of Kingston Engineering Office has stormwater information rack available in Kingston City Hall	A variety of information regarding non-point source pollution and best management practices are available in easy to read formats produced by the Environmental Protection Agency. These brochures will soon be available via Kingston’s website. These programs are ongoing each year.

Municipality: City of Kingston

Permit Number: NYR20A394

<p>The City of Kingston worked with partners to increase stormwater outreach and education</p>	<p>These partners include Kingston City Schools. Mid-Hudson Institute for Service Learning, Lower Esopus River Watch and the Corporation for National Service</p>
<p>The City of Kingston Stormwater Education Staff also held a variety of creek and river clean-ups and provided watershed based education to the general public</p>	<p>200 members of the general public were reached with water quality related activities. These specific programs included Hudson River Valley Ramble Hudson River Program and Youth Service Day. These programs are ongoing each year.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 2. Public Involvement/Participation

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> • <i>Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</i> • <u><i>Indicate activities planned for next year.</i></u> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>				
<p>Kingston Drafts legislation to form Conservation Advisory Council</p>	<p>Legislation has been drafted and will be reviewed by the Kingston Common Council. This legislation will allow for the creation of a citizens advisory council which will advise city government on environmental matters including stormwater. This will provide citizens with an active voice when dealing with environmental issues. The commission should be up and running by July 2008</p>				
<p>Stormwater Hotline</p>	<p>Stormwater Hotline was set up in the Fall of 2007, so the general public could call to report stormwater related issues/incidents</p>				
<p>Permit Reference IV.C.2.a, f: Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p>					
<p>LEGAL NOTICES ARE PUBLISHED REGARDING STORMWATER ACTIVITIES. NOTICE OF THE ADOPTION OF THE STORMWATER ANNUAL REPORT WAS PUBLISHED IN Kingston Daily Freeman ON April 30, 2008</p>					
<p>Permit Reference IV.C.2.e: Public presentation of; f: summary of comments received on; and g: intended response to comments on the SWMPAR.</p>					
<p>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:</p>					
<p>Comments on Annual Report Meeting <input checked="" type="checkbox"/> No public comments received on Annual Report. <input type="checkbox"/> Comments received. Attach summary of comments and intended responses.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Date of Annual Report Meeting:</td> <td style="width: 50%;">Approximate Date of Meeting Next Year:</td> </tr> <tr> <td>May 7, 2008</td> <td>MAY 2009</td> </tr> </table>	Date of Annual Report Meeting:	Approximate Date of Meeting Next Year:	May 7, 2008	MAY 2009
Date of Annual Report Meeting:	Approximate Date of Meeting Next Year:				
May 7, 2008	MAY 2009				
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>				
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>					

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

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> • <i>Explain the activities and procedures used to meet this requirement this year <u>and planned for next year.</u></i> • <i><u>Revise as procedures are updated.</u></i> • <i>Identify personnel or outside organization conducting the activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i>
<p>IDDE law was passed in December 2007. This law develops, implements and directs Kingston’s Building Department to lead enforcement for stormwater law</p>	<p>Ongoing Task</p>
<p>IDDE Identification Sheets were given to each DPW Foreman during IDDE Trainings.</p>	<p>These forms were modeled after Ulster County’s IDDE sheet which they use for IDDE detections</p>
	<p>No Illicit Discharges were detected and No Illicit Discharges were eliminated.</p>
<p>Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year <u>and planned for next year</u>, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: percent of outfalls mapped</i>
<p>City of Kingston’s Stormwater/Sewer System Hard Copy CAD Drawings were digitally scanned in order to be brought into a GIS System</p>	<p>Winter 2006 – 100% completed</p>
<p>Field Verification of Outfall Locations</p>	<p>Summer of 2007 – 100% completed</p>
<p>GPS Mapping of All Outfall Locations</p>	<p>Summer of 2007 – 100% completed</p>
<p>Illicit Discharges were identified during Outfall Mapping</p>	<p>Summer of 2007 – 100% completed</p>
<p>GPS Maps were produced of all outfall locations in MS4</p>	<p>Fall of 2007 – 100% completed</p>
<p>GPS MAPPING (DELINEATION) OF STORM SEWERSHED</p>	<p>Begin Summer/Fall 2008</p>

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. See the instructions for information about completing this section.	
Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 1) <input checked="" type="checkbox"/> Yes (complete questions below)
Assessment of Regulatory Mechanism (Local Code)	
1) When was this assessment completed or planned to be completed?	Date completed: <u>December 17, 2007</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <u> </u> 4; <u> </u> 5.
2) Is there an existing ordinance, local law or other regulatory mechanism?	<input type="checkbox"/> No (go to question 5) <input checked="" type="checkbox"/> Yes
3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input checked="" type="checkbox"/> Yes
4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input checked="" type="checkbox"/> Yes
Development of Regulatory Mechanism (Local Codes)	
5) When was this work completed or planned to be completed?	Date completed: <u>December 17, 2007</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <u> </u> 4; <u> </u> 5.
6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> MS4 will write language equivalent to NYS IDDE Model Law City relied heavily on NYS DEC and Town of Rosedale Ordinances
7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?	<input type="checkbox"/> No <input type="checkbox"/> Yes, list the local code(s) that will be changed:
8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input checked="" type="checkbox"/> Language equivalent to NYS IDDE Model Law
9) What was the date or is the planned date of local law adoption?	Date: December 17, 2007
10) Provide a web address if adopted local law can be found on a web site.	Web Address: www.kingston-ny.gov

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

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.</p> <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement this year <u>and planned for next year</u></i> • <i>Identify personnel or outside organization conducting activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>City of Kingston creates illicit discharge identification form and it is given to all Department of Public Works Foreman for distribution</p>	<p>Illicit Discharge Detection form is modeled and created after Ulster County's Detection Form</p>
<p>IDDE Training in January and February 2008</p>	<p>Training in IDDE Detection and Elimination took place for 107 employees from Department of Public Works, Parks and Recreation, and the Water and Sewer Departments</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 2) <input checked="" type="checkbox"/> Yes (complete questions below)
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Preliminary Assessment of Regulatory Mechanism (Local Code)

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5. <input checked="" type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion & Sediment Control</i> (Sample Local Law).
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2. If preliminary assessment was completed, indicate the results.	<input type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed
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Assessment and Development of Regulatory Mechanism (Local Code) (continued on next page)

3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: <u>December 17, 2007</u> <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: <input type="checkbox"/> 4; <input type="checkbox"/> 5.
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4. How was / will the local code adopted*? <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> • If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. • If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed. b. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input checked="" type="checkbox"/> Language developed by municipality was demonstrated to be equivalent. City of Kingston has relied heavily on NYS DEC and Town of Rosendale Ordinances
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Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i (continued)

Assessment and Development of Regulatory Mechanism (Local Code) (continued)

5. Answer the following questions about the Gap Analysis or equivalent processes.

Provisions are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the “Equivalence” column, meaning that there is an associated “Equivalence” sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of provisions in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 provisions; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 provisions; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 provisions; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 provisions.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of provisions being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED PROVISIONS IN LOCAL LAW		
	Existing provisions exactly the same as the Sample Local Law language	Existing provisions equivalent to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be adopted , listed as legislative agenda items.
1			x
2			x
3, 4, 5			X, x, x
6			x
TOTAL			6

6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?

No
 Yes, list the **local codes** that will be changed:

There were no conflicting codes

7. What was the date or is planned date of local code adoption?

Date: December 17, 2007

8. Provide a web address if the adopted local law can be found on a web site.

Web Address: www.kingston-ny.gov

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.4.b. v: Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> • <i>Describe the procedures below. <u>Revise as procedures are updated.</u></i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
<p>All site plans are reviewed by the Kingston Planning Board</p>	<p>ONGOING</p>
<p>City of Kingston Engineer and Building Department review all documents</p>	<p>ONGOING</p>
<p>Project follow up inspection as needed/warranted</p>	<p>Ongoing</p>
<p>Utilize SWPPP Regulatory review/checklist</p>	<p>Ongoing</p>
<p>Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> • <i>Explain the procedures below. <u>Revise as procedures are updated.</u></i> • <i>Identify the responsible personnel or outside organizations.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>All City Planning Board Meetings allow for public comment</p>	<p>ONGOING</p>
<p> </p>	<p> </p>
<p> </p>	<p> </p>

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> Describe each procedure below. <u>Revise as procedures are updated.</u> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.
<p>The City of Kingston has a Stormwater Management Officer</p>	<p>Kingston’s Stormwater Law and IDDE Law provide avenues for enforcement including fines. All sites over 1 acre are inspected</p>
<p>Amend MS4 local law to include standard, basic, erosion and sediment control practices for all projects greater than 5000 sq feet of land disturbance</p>	<p>2008</p>
<p> </p>	<p> </p>
<p>Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet within the MS4s jurisdiction.</p> <ul style="list-style-type: none"> Explain the activities and materials used to meet this requirement. Identify the personnel or outside organization conducting this activity. Indicate activities planned for next year. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Ulster County has three Best Management Sites that were developed by the Mid-Hudson Institute for Service Learning/Lower Esopus RiverWatch, which are available for all County Municipalities.</p> <p>Also, Mid-Hudson Institute/Lower Esopus RiverWatch is working on a BMP Demonstration site in Kingston, which was completed on May 28, 2008.</p>	<p>BMP DEMONSTRATION SITES WERE CREATED AT BURNT SWAMP WETLAND, ULSTER LANDING PARK, AND ULSTER COUNTY COMMUNITY COLLEGE THROUGH THE MHI PARTNERSHIP. THESES SITES ARE AVALIBALE FOR USE BY THE TOWNS. THE DEMO SITE AT ULSTER LANDING PARK IS SEEN BY AN AVERAGE OF 10,000 PEOPLE WHO VISIT THE PARK ANNUALLY.</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p> </p>	<p> </p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • A combination of structural and/or non-structural management practices. • <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i> 	DO NOT ENTER INFORMATION IN THIS CELL
City of Kingston requires operation and management plan for projects through Kingston Planning Board, Building Department, and Engineering Dept.	Ongoing
<ul style="list-style-type: none"> • Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • <i>Describe procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
Stormwater Management Officer reviews all SWPPPs	Ongoing

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • Procedures for inspection and maintenance of post-construction management practices. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals are number of: inspections maintenance activities performed.</i>
Kingston Engineering Office addresses as needed/warranted	These are done on a case by case basis
<ul style="list-style-type: none"> • Procedures for enforcement and penalization of violators. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals: number enforcement activities performed.</i>
Kingston’s Stormwater and IDDE Law	

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • <i>Describe resources below. Update annually.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Staff check construction sites on an as needed basis</p>	<p>Ongoing</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

<ul style="list-style-type: none"> • This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program. • A separate table follows that is for MS4s to report on management practices performed in identified municipal operations. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>List pollutants that will be addressed by the municipal pollution prevention program.</i> 	
<p>OIL AND GREASE, SEDIMENT, TRASH</p>	
<ul style="list-style-type: none"> • <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>HIGHWAY FACILITIES</p>	
<p>Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement.</i> • <i>Identify training needs and design training components</i> • <i>Determine the adequacy and appropriate frequency of staff training.</i> • <i>Identify personnel or outside organization conducting activities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Pollution Prevention Training for all City of Kingston DPW, Parks and Recreation, Water and Sewer Employees has been established and will be given yearly. 1) Good Housekeeping and Spill Prevention 2) Vehicle and Equipment Washing and Maintenance, 3) Spill Reporting and Response, 4) Street Maintenance, 5) Outdoor Storage of Materials and Wastes, and 6) Landscaping and Lawn Care</p>	<p>The City of Kingston Stormwater education staff led trainings for 107 Department of Public Works Employees, Parks and Recreation, Water and Sewer employees. This training was held on various days in January and February 2008</p>
<p>Yearly “refresher” workshops are held</p>	<p>Ongoing</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

DRAFT

Municipality: City of Kingston

Permit Number: NYR20A394

Minimum Control Measure 6. Municipal Operations: Street and Bridge Maintenance; Winter Road Maintenance; _____
 Stormwater System Maintenance; Vehicle and Fleet Maintenance; Park and Open Space Maintenance; Municipal Building Maintenance;
 Solid Waste Management; Other: _____

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the municipal operation(s) indicated above to the MEP.</p> <ul style="list-style-type: none"> • <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing policies and procedures</i> • <i>Briefly describe or reference any policies and procedures being developed</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<p>The City of Kingston is working on a comprehensive Pollution Prevention Program</p>	<p>Plan will be completed Summer/Fall 2008</p>
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing best management practices</i> • <i>Briefly describe or reference any planned best management practices</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<p>Road Sweeping</p>	<p>All City of Kingston Streets (86 Miles) are swept twice a year. DEC is currently reviewing Kingston street sweeping plan</p>
<p>De-watering facility developed for "Street sweeping"</p>	<p></p>
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<p>Kingston has two street sweepers</p>	<p></p>
<p></p>	<p></p>

Minimum Control Measure 6. Municipal Operations: ___ Street and Bridge Maintenance; ___ Winter Road Maintenance;
___x___ Stormwater System Maintenance; ___ Vehicle and Fleet Maintenance; ___ Park and Open Space Maintenance; ___ Municipal Building Maintenance;
___ Solid Waste Management; ___ Other: _____

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i> • <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Comprehensive Pollution Prevention Program	Summer/Fall 2008
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: <ul style="list-style-type: none"> • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i> 	
The City of Kingston Stormwater education staff led trainings for 107 Department of Public Works Employees, Parks and Recreation, Water and Sewer employees. This training was held on various days in January and February 2008	
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

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Municipality: City of Kingston

Permit Number: NYR20A394

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___x_Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other: _____

<ul style="list-style-type: none"> Copy this page and give it to each municipal office or department responsible for reporting. Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the municipal operation(s) indicated above to the MEP.</p> <ul style="list-style-type: none"> <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> <i>Briefly describe or reference any existing policies and procedures</i> <i>Briefly describe or reference any policies and procedures being developed</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Plan is begin developed	Summer/Fall 2008 Completion
<ul style="list-style-type: none"> <i>Briefly describe or reference any existing best management practices</i> <i>Briefly describe or reference any planned best management practices</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Catch Basin Cleaning De-watering facility developed for "vacuumed" waste	Catch Basins are cleaned on a systematic basis by the Department of Public Works Sewer Crew with two vacuum trucks (Goal of 500 for 2008)
CSO Screens	CSO Screens are cleaned and debris is removed
<ul style="list-style-type: none"> <i>Identify and describe the equipment and staff that are in place</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Foreman Provide appropriate on the job training for staff using cleaning equipment	ongoing

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___x_Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other: _____

<ul style="list-style-type: none"> Copy this page and give it to each municipal office or department responsible for reporting. Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i> <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Highway Garage	
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: <ul style="list-style-type: none"> <i>explain the activities and materials;</i> <i>identify the personnel or outside organization conducting the activities.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Pollution Prevention Training for all City of Kingston DPW, Parks and Recreation, Water and Sewer Employees has been established and will be given yearly. 1) Good Housekeeping and Spill Prevention 2) Vehicle and Equipment Washing and Maintenance, 3) Spill Reporting and Response, 4) Street Maintenance, 5) Outdoor Storage of Materials and Wastes, and 6) Landscaping and Lawn Care	The City of Kingston Stormwater education staff led trainings for 107 Department of Public Works Employees, Parks and Recreation, Water and Sewer employees. This training was held on various days in January and February 2008
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 6. Municipal Operations: ___ Street and Bridge Maintenance; ___ Winter Road Maintenance; ___ Stormwater System Maintenance; ___ Vehicle and Fleet Maintenance; ___ Park and Open Space Maintenance; ___ Municipal Building Maintenance; ___ Solid Waste Management; ___ Other: _____

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the municipal operation(s) indicated above to the MEP.</p> <ul style="list-style-type: none"> • <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing policies and procedures</i> • <i>Briefly describe or reference any policies and procedures being developed</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Comprehensive Pollution Prevention Plan is being developed	Summer/Fall 2008
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing best management practices</i> • <i>Briefly describe or reference any planned best management practices</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Waste Oil and Filter Recycling	Tristate Recycling removes waste oil and filters upon request
Spill Kits	Kits are located at city DPW garage
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Equipment is located at job site with appropriately trained staff	

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; x Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other: _____

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City of Kingston Parks and Recreation Pollution Prevention Plan being developed	Summer/Fall 2008 Completion
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: <ul style="list-style-type: none"> • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Pollution Prevention training was provided to all parks and recreation staff	16 staff were trained in February 2008
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

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Municipality: City of Kingston

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Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance;
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<ul style="list-style-type: none"> • <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i> 	
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing policies and procedures</i> • <i>Briefly describe or reference any policies and procedures being developed</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Plans need to be developed for parks and open space	Summer/Fall 2008
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing best management practices</i> • <i>Briefly describe or reference any planned best management practices</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Many park garbage cans have lids	
Trucks are washed at Kingston's highway garage	
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> 	DO NOT ENTER INFORMATION IN THIS CELL

Minimum Control Measure 6. Municipal Operations: ___ Street and Bridge Maintenance; ___ Winter Road Maintenance; ___ Stormwater System Maintenance; ___ Vehicle and Fleet Maintenance; ___ Park and Open Space Maintenance; ___ Municipal Building Maintenance; ___x Solid Waste Management; ___ Other: _____

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Kingston has a Solid Waste Management Act	Kingston adopted it's solid waste management act on January 1, 1993
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: <ul style="list-style-type: none"> <i>explain the activities and materials;</i> <i>identify the personnel or outside organization conducting the activities.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Did you include any of the following documents as appendices? Put a mark each appended document.

- Summary of public comments received on the annual report at the public presentation (**Required**)
- Intended response to comments on the annual report (**Required**)
- Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.
- Other _____

Appendix for Public Comments and Intended Response

The City of Kingston advertised the availability of its Annual Report (MCC Form) in Kingston's Daily Freeman more than 10 days prior to its public information meeting which was held on May 7, 2008. The comment period was held open until May 28, 2008.

No Public Comments were received.

The City of Kingston does not have an intended response due to the lack of comments.

