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## RIPDES SMALL MS4 ANNUAL REPORT

### GENERAL INFORMATION PAGE

RIPDES PERMIT # RIR040030

REPORTING PERIOD (check one):

- YEAR 1**       **YEAR 2**       **YEAR 3**       **YEAR 4**       **YEAR 5**  
 March 04-Dec 04      Jan 05-Dec 05      Jan 06-Dec 06      Jan 07-Dec 07      Jan 08-Dec 08

#### OPERATOR OF MS4

Name: City of East Providence			
Mailing Address: 145 Taunton Avenue			
City: East Providence	State: RI	Zip: 02914	Phone: (401) 435-7703
Contact Person: Erik Skadberg	Title: City Engineer		
Legal status (circle one):			
PRI - Private	PUB - Public	BPP - Public/Private	STA - State      FED - Federal
Other (please specify):			

#### OWNER OF MS4 (if different from OPERATOR)

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

#### CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under the direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	
Print Name	<u>Stephen H. Coutu</u>
Print Title	<u>Director of Public Works</u>
Signature	_____ Date _____





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

**I. MEASURABLE GOALS:**

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.1.b.2		Strategies on how to inform the community on how to become involved in the storm water program and how operators will utilize partnerships with governmental and non-governmental entities (1 <sup>st</sup> year)			X	Information brochures on pollution prevention were distributed as stated within the SWPPP. City needs to continue to increase awareness, and involve community groups.	X			X
IV.B.1.b.4		Strategies to list target pollutant sources the public education program is designed to address (1 <sup>st</sup> year)			X	As noted above, continuing its public education campaign and working with State and non-government agencies to increase awareness of pollutant sources is an ongoing objective.	X			X
B. ADDITIONAL MEASURABLE GOALS:										
	1A	Informational pamphlet mailing	X			Informational brochure was sent out with the water bill.	X			
	1B	Informational pamphlet, City Offices	X			Informational pamphlets available at City Hall. Number of pamphlets taken should be documented.	X			
	1C	Website	X			Link to RIRRC info on City website. Will increase stormwater information on website in the coming year.	X			
	1D	Street Sweeping Schedule	X			Street sweeping schedule and contact information was advertised in the newspaper in the Spring 2005 before the sweeping season.				
	1E	Don't Feed the Geese and Swans	X			Signs were installed in 1 <sup>st</sup> year at popular locations such as the Turner Reservoir and Watchemoket Cove.	X			

	1F	Pet Waste	X			Plastic bag stations in parks were not found to be effective and created a litter problem at certain parks. Stations were relocated to Rose Larisa & Hunts Mills which are on the water and have proven to be successful. Goose control has also been used at Hunts Mills to reduce the amount of droppings. This has also been successful.	X			
	1H	Assess existing City Events	X			City will continue to utilize City events as opportunities to spread awareness and education such as Haz. Waste drop-off day.	X			

	1I	Bilingual Education (Portuguese)			X	City has a recycling information brochure translated into Portuguese.	X			
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***PUBLIC EDUCATION AND OUTREACH cont'd***

**II. OVERALL EVALUATION:**

**A. GENERAL SUMMARY AND STATUS OF MEASURABLE GOALS:**  
 (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)

The City's Recycling/Refuse Coordinator was responsible for the majority of the above noted goals. The City has a strong public education campaign on recycling and refuse issues. Stormwater pollution is a logical extension to the awareness of environmental and pollution prevention matters. The City has a number of events which are used to distribute information to make more people aware of non-point pollutant sources. For the second year, the City's public education and outreach was generally effective and the measurable goals were met. However, it is the City's objective to expand its educational programs, to include community groups, and involve other government and non-government entities. In general the measurable goals as defined in the City's SWPPP were met. The City recognizes opportunities to improve upon its public educational campaign. The current pet waste program is proving to be successful at certain locations as noted above. The City also passed a six-foot maximum leash law that also appears to be controlling pet waste. A goose control project has also been initiated at the Hunts Mill park to control the droppings along the Ten Mile River. This program is also successful.

**B. APPROPRIATENESS AND EFFECTIVENESS:**

The City's overall program to educate the public on stormwater and pollution prevention issues is an appropriate best management practice. The outreach program itself was effective in that information is available and is distributed to the public. Its overall effectiveness as to the public's awareness and actions taken to prevent stormwater pollution can be judged with time.



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

**I. MEASURABLE GOALS:**

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.2.b.2.i		Strategies to identify the target audiences of the public involvement program and description of the groups engaged (1 <sup>st</sup> year)			X	Several groups were involved in community cleanup programs. These programs will continue with an effort to expand to additional groups and involve more residents in stormwater specific programs.	X			
IV.B.2.b.2.ii		Strategies to describe types of public involvement activities in the program (1 <sup>st</sup> year)			X	Historical cleanup programs are well known in the community. Will attempt to improve upon additional activities and utilize various resources to distribute information	X			
IV.B.2.b.2.iii		The operator must provide adequate public notice of the draft annual report and provide the opportunity for public comment (annually)	X			Public notice of the annual report was made and will continue for annual report submissions	X			
B. ADDITIONAL MEASURABLE GOALS:										
	2A	Shoreline Cleanup	X			Event held in Sept. 1.99 tons of shoreline material and tires were collected and disposed of.				

	2B	Earth Day Cleanup	X			Event held in April 2005. 5.91 tons of litter, shoreline material, and tires were collected and disposed of	X			
	2C	Operation Clean Sweep	X			A mailing was sent in April 2005 to coordinate with State and Local sweeping schedules. City's sweeping schedule was advertised in the newspaper.	X			
	2D	Storm Drain Stenciling			X	No group offered to do this activity this past year. It was last done in 2003. The City hopes to find an organization to perform this activity this year.				
	2E	Eco-Depot at RIRRC	X			All calls regarding household hazardous waste are referred to the RIRRC. Also referenced in informational brochure and link to RIRRC on City Website. City hosted a very successful household hazardous waste collection day sponsored by RIRRC serviced 511 vehicles and collected 11.5 tons of waste.	X			
	2F	Curbside Recycling	X			4,526 tons of recyclable materials were picked up curbside at a cost of \$627,270.	X			
	2G	Oil, Antifreeze, Battery Drop-off	X			5,000 gallons of waste oil, 300 gallons of antifreeze, and 180 batteries were collected and recycled in 2005.	X			
	2H	Leaf and Yard Waste Collection (curbside)	X			Collection of 4,375 tons of material for composting, April – Dec. 2005	X			
	2I	Leaf and Yard Waste Collection (Drop-off at compost site)	X			Approximately 2,500 tons of material dropped off at the compost site. Four Saturdays (April – May) Four Saturdays (Nov. – Dec.)	X			
	2J (new)	Used Propane Tanks	X			297 propane tanks were collected and recycled in 2005.				
	2K (new)	Computer & other Electronics Components	X			343 monitors, 146 TV's and 300 miscellaneous electronics were collected and recycled in 2005 (15.72 Tons).	X			
	2L (new)	Used Tire Recycling	X			7.64 tons of tires were collected and recycled in 2005.	X			

**II. OVERALL EVALUATION:**

**A. GENERAL SUMMARY AND STATUS OF MEASURABLE GOALS:**  
 (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)

The City's Recycling/Refuse Coordinator was responsible for the majority of the above-noted goals. The City historically has received favorable participation and involvement by community groups for cleanup and recycling programs. Stormwater pollution is a logical extension to these cleanup and recycling programs and provides an excellent opportunity to spread educational awareness of environmental and pollution prevention matters. The city has a number of events which are used to distribute information to make more people aware of non-point pollutant sources. It is the City's objective to expand upon its educational programs, to include community groups, and involve other government and non-government entities. For instance, for the second year the City hosted a very successful household hazardous waste collection day sponsored by RIRRC. The event provided residents of East Providence and other neighboring communities the opportunity to properly dispose of hard to get rid of household hazardous materials. The event serviced 511 vehicles, collecting 11.5 tons of waste material. The City also used this event to hand out stormwater pollution prevention flyers.

The measurable goals listed in the City's Plan were deemed to be very effective. These will be ongoing events to involve the public in environmental cleanups and promote pollution prevention. Due to the success of the City's recycling programs, additional programs were added over the course of the year. Electronic components such as monitors and computer components, televisions, microwaves, audio/visual equipment and other similar appliances are no longer collected with residential refuse at the curb. The "E-cycling" program was established in June and has had tremendous success. Residents must now drop off such items at the DPW facility on Commercial Way. The City accepts these hard to dispose of items for no charge.

**B. APPROPRIATENESS AND EFFECTIVENESS:**

The programs and events established are found to be highly appropriate to meet the permit requirements. Due to the strong participation rate at many of these events and since this tonnage is diverted from the landfill, they are deemed effective.



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

**I. MEASURABLE GOALS:**

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.3.b.1		Development of an outfall map showing the location of all outfalls and names of receiving waters (3 <sup>rd</sup> year)	X			Outfall Map complete (GIS), renaming outfall locations to coincide with receiving waters	X			
IV.B.3.b.2		Strategies for tagging outfall pipes if GIS maps are not being developed(1 <sup>st</sup> year)	X			All outfall pipes located on GIS map	X			
IV.B.3.b.4		Introduction of an ordinance to prohibit and enforce illicit discharges to the MS4 (1 <sup>st</sup> year)		X		City has successfully stopped illicit discharges in the past and the ongoing outfall inspections indicate no illicit connections exist.				
		Ordinance adoption (2 <sup>nd</sup> year)		X		Goal is to have a final ordinance in place this year (year 3)				
IV.B.3.b.5.i		Strategies for locating priority areas (1 <sup>st</sup> year)	X			The priority areas are those identified with an approved TMDL	X		X	
IV.B.3.b.5.ii		Procedures for receipt and consideration of complaints (1 <sup>st</sup> year)	X			All complaints are received through the City's Public Works office	X			
IV.B.3.b.5.iii		Procedures for tracing the source of an illicit discharge (1 <sup>st</sup> year)	X			Plan has procedures for tracing illicit discharges	X			
IV.B.3.b.5.iv		Procedures for removing the source of the illicit discharge (1 <sup>st</sup> year)			X	Plan has procedures for removing illicit discharges. Need to institute an ordinance	X			
IV.B.3.b.5.v		Procedures for program evaluation and assessment (1 <sup>st</sup> year)	X			The overall program is evaluated on an annual basis	X			
IV.B.3.b.5.vi		Procedures for inspection of all catch basins and manholes for illicit connections and non-storm water discharges (1 <sup>st</sup> year)	X			Catch basins and manholes are inspected on a regular basis during the catch basin cleaning program.	X			
		Inspections taking place at least once (4 <sup>th</sup> year)	X			See above note				
IV.B.3.b.5.vii		Procedures for conducting a minimum of two dry weather surveys, one between Jan 1 <sup>st</sup> and April 30 <sup>th</sup> and one between July 1 <sup>st</sup> and Oct 31 <sup>st</sup> . (Sanitary sewers- bacteria sampling is only required once between July 1 <sup>st</sup> and Oct 31 <sup>st</sup> (1 <sup>st</sup> year)	X			Plan has been revised to include a more detailed procedure for conducting dry weather surveys. City commenced the outfall survey program in 2004 and prioritized inspections in 2005 to include the Runnins River, a TMDL	X			
		Two dry weather surveys to be completed (4 <sup>th</sup> year)			X	See note above				
IV.B.3.b.6		Procedures for coordinating with physically interconnected MS4s, including state and federal owned or operated MS4s, when illicit discharges are detected or reported (1 <sup>st</sup> year)	X			Plan states that the City will coordinate with other agencies for physically interconnected MS4s. Plan revisions include contact information.	X			

IV.B.3.b.7		Procedures for referral to RIDEM of non-storm water discharges not authorized by this permit or a pre-existing permit (1 <sup>st</sup> year)	X			Plan states that non-stormwater discharges not authorized by the permit will be referred to RIDEM. Plan revisions include contact information.	X			
IV.B.3.b.9		Procedures for tracking and recording actions to detect/address illicit discharges (1 <sup>st</sup> year)	X			City has procedures in place for tracking and recording illicit discharges.	X			

**ILLICIT DISCHARGE DETECTION AND ELIMINATION cont'd**

<b>B. ADDITIONAL MEASURABLE GOALS:</b>										
	3A	Standard Operating Procedures (SOP) to detect and address non-stormwater discharges, including illegal dumping			X	The City developed a highly effective program in May 2002 to detect illicit discharges to its storm drain system. This program was developed and implemented during the development of the City's GIS maps	X			
		Prioritize Areas	X			The Runnins River is a TMDL and the outfalls will be inspected each year. In addition 25% of the remaining outfalls will be inspected yearly.	X			
		Inspect Outfalls	X			Outfalls were visually identified and GPS located in the development of the City GIS. The Engineering Division commenced comprehensive inspections of the outfalls in 2004	X			
		Sample Dry Weather flow (if found)	X			No outfalls that were inspected were deemed to require additional sampling. Follow up inspections will be conducted for those outfalls during dry weather conditions.	X			
		Trace Illicit Discharges (if found)	X			No outfalls inspected in 2005 required tracing of an illicit discharge	X			
		Remove Illicit Discharge (if found)	X			See note above	X			
		Procedures for Coordinating with Interconnected MS4	X			The only other MS4 that the City's system would be connected with is the RIDOT. A contact name has been added to the plan for coordination purposes.	X			
		Evaluate Program	X			Program is evaluated within this Annual Report	X			
	3B	New or Revised Ordinance to Prohibit Non-Stormwater discharges and implement appropriate enforcement			X					

		Implement Existing	X			The City has implemented its existing utility ordinance until such time a new ordinance is in place	X			
		New Ordinance			X	The City recognizes the need to develop a new ordinance to fully comply with the permit conditions. The objective is to introduce a draft ordinance in the Spring and finalize an ordinance before the end of the year.				
	3C	Storm Sewer Map	X			The City's GIS Mapping includes information on all catch basins, manholes, pipes and outfalls. The map is continuously revised and updated as needed.	X			
		Procedures for Updating Map	X			Procedures are in place for updating the GIS map as field inspections identify conflicting information or new structures are placed within the system.	X			
	3D	Catch Basin Inspection Schedule	X			Catch basins are inspected as they are cleaned for illicit connections or other related problems. All catch basins were inspected in the development of the City's GIS	X			
	3E	Manhole Inspection Schedule	X			Manholes are inspected as they are cleaned for illicit connections or other related problems. All manholes were inspected in the development of the City's GIS	X			
	3F	Procedure to receive and address public complaints and questions regarding illicit discharges	X			The public contacts the Department of Public Works on these matters	X			
		Establish contact	X			Contact person for these issues is the City Engineer	X			
		Advertise contact	X			Due to personnel changes this contact will be re-advertised this year. Also, information will be placed within informational brochures	X			
	3G	Procedures for referral to RIDEM of Non-stormwater Discharges	X			The City has and will continue to refer to RIDEM non-stormwater discharges not authorized in accordance with another RIPDES permit. The plan contains a contact with phone number for coordination	X			
	3H	Illicit Discharge Education for Public	X			Covered under Measures 1 and 2	X			
	3I	Illicit Discharge Education for Municipal Employees	X			Covered under Measure 6	X			

	3J	Litter Control (Trash Barrels in Business Areas and Parks)	X			The City places and maintains trash barrels in business areas and parks. Barrels are emptied once per week.	X			
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**II. OVERALL EVALUATION:**

<p><b>A. GENERAL SUMMARY AND STATUS OF MEASURABLE GOALS:</b>          (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)</p> <p>The City's Department of Public Works has been very proactive in this area of illicit discharge, detection, and elimination. Prior to the development of this SWMPP, the City developed a comprehensive GIS program which identified its entire storm drain system. In addition, as part of this work an IDDE program took place in May 2002. During the development of the City's GIS, all catch basins, manholes, and outfalls were located and visually inspected. As part of this SWMPP the outfall inspections conducted are more comprehensive in nature. The City commenced its outfall inspections program and prioritized areas within an approved TMDL. Every year the outfalls along the Runnins River are inspected in addition to inspecting 25% or the remaining outfalls located throughout the City. In the past when non-stormwater discharges have been discovered, the City has worked cooperatively with the RIDEM toward the resolution and/or removal of the polluting discharge. These same procedures remain in place as part of the SWMPP. The City has effectively removed non-stormwater discharges prior to the implementation of this program. However, it also recognizes the need to strengthen its ordinances in this regard.</p> <p>Overall the City has met its goals established in the SWMPP for Best Management Practice Measure. The City has prioritized its inspection program and shall perform follow-ups and dry weather sampling where needed.</p>
<p><b>B. APPROPRIATENESS AND EFFECTIVENESS:</b></p> <p>The measures identified within the SWMPP are appropriate to meet the requirements of the permit.</p> <p>This program has been effective in the removal of illicit discharges in the past. As the program developed within the SWMPP is formalized, the program should prove to be even more effective.</p>



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

**I. MEASURABLE GOALS:**

<b>A. REQUIRED MEASURABLE GOALS:</b>										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.4.b.1		Development and introduction of a mechanism to require erosion and sediment control, control of other wastes, and sanctions to ensure compliance (1 <sup>st</sup> year)	X			City currently has language within its Land Development and Subdivision Regulations (Section 13-9) for the control of erosion and sedimentation. This language has proven to be effective at this time.	X			
		Mechanism adoption (2 <sup>nd</sup> year)	X			The Land Development and Subdivision Regulations (Section 13-9) is adequate.	X			
IV.B.4.b.2		Procedures for issuing permits and implementing policies and procedures for all construction projects disturbing ≥1 acre (2 <sup>nd</sup> year)	X			All projects of this size would require a building permit, at a minimum. The City's Engineering Division reviews all building permit applications. During this review process, erosion and sedimentation controls are reviewed for compliance.	X			
		Implementation of procedures (end of 2 <sup>nd</sup> year)								
IV.B.4.b.4		Implementation of program to review 100% of plans and SWPPPs for construction projects ≥ 1 acre not reviewed by other State Programs (2 <sup>nd</sup> year)	X			Currently, through the City's current Land Development Regulations these projects are reviewed for site development compliance, which includes stormwater pollution prevention measures.	X			
IV.B.4.b.5		Procedures for coordination of site plan and SWPPP review when relying on State program reviews of construction activity (2 <sup>nd</sup> year)	X			The City's Land Development Regulations have provisions for State approvals where necessary. Projects do not advance unless appropriate State agency reviews are conducted and approvals granted.	X			
		Implementation of procedures (end of 2 <sup>nd</sup> year)								
IV.B.4.b.7		Inspect 100% of all construction projects within the regulated area that discharge or have the potential to discharge to the MS4 (2 <sup>nd</sup> year)	X			All construction projects which are subject to the City's review process are also inspected for compliance.	X			
IV.B.4.b.8		Procedures for referral to the State of non-compliant construction site operators (2 <sup>nd</sup> year)	X			The City currently will refer non-compliant construction site operators to RIDEM if necessary	X			
<b>B. ADDITIONAL MEASURABLE GOALS:</b>										
	4A	New or revised ordinance to require erosion and sediment controls, as well as sanctions and enforcement for sites greater than 1 acre	X			See notes above.	X			
	4B	Procedures for issuing and tracking permits	X			See Notes above	X			
	4C	Requirements/BMPs for construction site operators to implement erosion, sediment, and waste controls, in accordance with the Rhode Island Soil Erosion and Sediment Control Handbook, and develop and implement a SWMPP for sites greater than 1 acre.	X			See notes above The City currently uses the State of Rhode Island Handbook in its review process of BMPs utilized on construction sites.	X			

4D	Site plan and SWPPP review procedures for sites greater than 1 acre	X		See notes above.	X			
4E	Site inspection and enforcement procedures for sites greater than 1 acre	X		See notes above.	X			
4F	Procedures to receive and address public complaints and questions regarding construction	X		All public concerns on construction projects are referred to the City's Department of Public Works. The DPW Engineering Division conducts inspections as needed.	X			
4G	Procedures for referral to the State of non-compliant construction sites.	X		See note above.	X			
4H	BMPs and issues to consider in proposed program	X		The City is in the process of reviewing the application of the above requirement to sites smaller than 1 acre. In some instances, the City has applied BMP measures to small, yet high impervious developments.	X			

**CONSTRUCTION SITE STORM WATER RUNOFF CONTROL cont'd**

**II. OVERALL EVALUATION:**

**A. GENERAL SUMMARY AND STATUS OF MEASURABLE GOALS:**  
 (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)

The City appears to cover this requirement through its existing Land Development and Subdivision Review Regulation process. These regulations have been in place and in practice since 1995. In general, the City has not had issues with enforcing erosion and sedimentation control measures as part of this process. The City has also required small developments to implement SWPPP measures if needed through the review of the Building Permit. In East Providence, all building permits are reviewed and approved by the Engineering Division which is able to identify potential problems and/or request plan revisions to avoid stormwater pollution problems. Projects are often referred for State agency review as well if needed, particularly the RIDEM UIC program or Wetlands program.

The City, through the site plan review process of the City's Planning Department and Public Works Department has fully met its goals for this BMP. In the coming year, as new developments are proposed and reviewed, these procedures will be continuously scrutinized to ensure that they meet the intent of the SWMPP.

**B. APPROPRIATENESS AND EFFECTIVENESS:**

The measures implemented by the City meet and exceed the general permit requirements.

The plan review and site inspection procedures implemented by the City through its Land Development Regulation process has proven to be effective over a number of years.



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

**I. MEASURABLE GOALS:**

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.5.b.2		Description of how the program is consistent with the State of Rhode Island Storm Water Design and Installation Manual and will be tailored for the community/facility, minimize water quality impacts, and maintain pre-development runoff conditions (2 <sup>nd</sup> year)	X			The City has in place within its SWMPP and Land Development Regulations requirements that developments adhere to the standards of the RI Stormwater Design and Installation Manual.	X			
IV.B.5.b.3		Procedures for pre-application meetings (2 <sup>nd</sup> year)	X			Pre-application meeting for developments currently takes place.	X			
IV.B.5.b.4		Implementation of program to review 100% of plans for development projects one or more acres not reviewed by other State Programs (2 <sup>nd</sup> year)	X			The City has programs in place through its existing Land Development Regulations and Building Permit Review process.	X			
IV.B.5.b.5		Description of how the program will coordinate with existing State programs requiring post-construction storm water management (2 <sup>nd</sup> year)	X			The program currently coordinates with other State agencies as appropriate. Notably, the RIDEM UIC, RIPDES and Wetlands programs.	X			
IV.B.5.b.6		Procedures for referral of new discharges of storm water associated with industrial activity (2 <sup>nd</sup> year)	X			City has procedures in place through existing Land Development and Waterfront Development Regulations to refer new	X			

						industrial stormwater discharges to RIDEM				
IV.B.5.b.9		Develop and introduce regulatory mechanism to address post-construction runoff (1 <sup>st</sup> year)	X			City currently addresses post-construction runoff during the initial plan review and the requirement of a development to implement a BMP maintenance plan. City has required the formation of an escrow account for BMP maintenance. This current system appears to be working effectively. The City will continue to enforce all necessary requirements to ensure compliance.	X			
		Mechanism adoption (2 <sup>nd</sup> year)	X			See note above.				
IV.B.5.b.10		Procedures for post-construction inspections of BMPs and inspect 100% of all development $\geq$ 1 acre within the regulated area that discharges to the MS4 (2 <sup>nd</sup> year)	X			City has compiled a list of all BMPs and develop an inspection protocol.				
		Implementation of procedures (end of 2 <sup>nd</sup> year)								
IV.B.5.b.12		Development of a program to identify existing structural BMPs (2 <sup>nd</sup> year)	X			See note above.	X			
<b>B. ADDITIONAL MEASURABLE GOALS:</b>										
	5A	Site plan review procedures	X			Existing site plan review procedures in place for Subdivision and Land Development Projects. City will continue to implement existing and modify as needed.	X			
	5B	New or revised ordinance to address post-construction runoff from new and redevelopment	X			As noted above, the City has procedures in place to address post construction runoff which have proven to be effective.	X			
	5C	Procedures for referral of new industrial stormwater discharges	X			The City's current Land Development Regulations require referrals to RIDEM where appropriate, including new stormwater discharges.	X			
	5D	Develop non-structural BMPs			X	The City currently utilizes the State's Guidance document for BMPs. This will be an ongoing discussion as this SWMPP is implemented.	X			
	5E	Encouragement of better site design practices/procedures to reduce runoff volume.	X			The existing Land Development Regulations and newly promulgated Waterfront Development Regulations provide for several site design meetings with the developer. These meetings provide for the opportunity to encourage improved site design prior to approval.	X			

	5F	Develop Structural BMPs			X	The City currently utilizes the State's guidance documents for BMP design. Discussion will continue as to whether to formulate City standards	X			
	5G	Procedures for appropriate implementation of structural BMPs			X	Procedures are in place to ensure BMPs are installed properly through site plan review processes and inspections conducted by the City's Engineering Department. City will assess if a more formal program is required.	X			
	5H	Procedures for adequate long term operation and maintenance of BMPs			X	As noted above. The City will need to develop a protocol for continuing inspections to ensure satisfactorily O and M is occurring.	X			
	5I	Program to identify existing structural BMPs discharging to the MS4			X	City will be looking at formulating a program this year in accordance with its SWMPP schedule.				

POST CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

II. OVERALL EVALUATION:

<p><b>A. GENERAL SUMMARY AND STATUS OF MEASURABLE GOALS:</b>          (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)</p> <p>In general, the City, through its site plan review process coordinated with the City's Planning Department and Public Works Department, this BMP and its measurable goals have been met. During site review, the process allows for several meetings with the developer to ensure that the site design promotes proper drainage, and BMP controls that are easy to maintain to ensure long term effective operation. The City will continue with this existing program and assess the need for additional controls and regulatory mechanisms to ensure long term operation and the BMPs continue to function as designed. For the coming year, the City's Engineering Division will develop a listing of existing structural and non-structural BMPs throughout the City along with protocol to inspect these facilities.</p> <p>In general, the measurable goals listed within the SWMPP and as required by permit requirements have been met or are on track.</p>
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**B. APPROPRIATENESS AND EFFECTIVENESS:**

Current mechanisms in place appear to be appropriate. City will continuously assess appropriateness of all measures.

Current mechanisms which were in place prior to the development of the SWMPP appear to be effective. However, as noted the City will assess the need to formulate a regulatory mechanism to ensure long term performance of BMPs and inspections of BMPs city-wide will aid the formation of additional procedures as needed.



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

**I. MEASURABLE GOALS:**

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.6.b.1.i		Procedures for identifying, locating and describing all municipally owned structural BMPs (1 <sup>st</sup> year)	X			The City has a list of all structural BMPs maintained by the City.				
IV.B.6.b.1.ii		Procedures for inspecting and cleaning BMPs (1 <sup>st</sup> year)	X			BMPs are inspected and cleaned as needed.				
IV.B.6.b.1.iii		Procedures for an annual catch basin inspection and cleaning program (1st year)	X			The City has and continues an annual catch basin cleaning program.	X			
		Implementation of program (3 <sup>rd</sup> year)	X			Program already implemented	X			
IV.B.6.b.1.iv		Procedures to minimize erosion of road side shoulders and ditches (1st year)	X			The city has work crews which maintains roadside shoulders and stormwater ditches on a regular basis. Maintenance of these ditches decreases the incidence of street sediment/erosion and property flooding problems	X			
IV.B.6.b.1.v		Procedures to identify and report annually the known discharges causing scouring at outfall pipes or outfalls with excessive sedimentation (1 <sup>st</sup> year)	X			The City has developed and implemented an outfall inspection program.	X			

IV.B.6.b.1. vi		Procedures for a road sweeping program that includes sweeping all streets and roads within the regulated area annually ( 1 <sup>st</sup> year)	X			The City has and continues a regular street sweeping program. The schedule is such that all streets are swept at least once and main roadways are swept twice. Elimination of winter sand deposition decreases outfall sedimentation and catch basin clogging.	X			
		Implementing the program to occur annually (3 <sup>rd</sup> year)	X			Program is and remains in effect.	X			
IV.B.6.b.1. vii		Description of maintenance activities, schedules and long-term inspection procedures for controls to reduce floatables (1 <sup>st</sup> year)	X			A regular catch basin cleaning program and street sweeping program along with ditch clearing, greatly reduces floatables.	X			
IV.B.6.b.1. viii		Procedures for the proper disposal of removed waste from the MS4 (1 <sup>st</sup> year)	X			The City properly disposes of all sediment obtained through its cleaning operations.	X			
IV.B.6.b.2		Operator must report and describe all operations under legal control that may have the potential to introduce pollutants into storm water runoff (1 <sup>st</sup> year)			X	The City has developed site specific plans for its industrial type facilities (ie. Municipal garage and sewage treatment plant). The City will need to extend this program to all its facilities under its control.	X			
IV.B.6.b.4		Procedures for the development of an O&M and good housekeeping program for non-industrial facilities with the potential to introduce pollutants to their storm water discharges with the goal of minimizing or eliminating pollutant runoff (1 <sup>st</sup> year)			X	The City has not yet developed a formal plan for all of its non-industrial facilities. The City currently performs housekeeping such as catch basin cleaning and parking lot sweeping. Oil tank inspections are performed on an annual basis and submitted to DEM, otherwise no other pollutant sources.	X			
		All recommended BMPs to be implemented by 4 <sup>th</sup> year			X	City is on track to implement BMPs by year 4	X			
IV.B.6.b.7		Procedures for assessment of flow management projects (1 <sup>st</sup> year)	X			City currently assesses new flow management projects for water quality improvements.	X			
IV.B.6.b.8		Procedures for implementing proper erosion and sediment and water quality control for construction projects (1 <sup>st</sup> year)	X			City implements proper erosion and sediment control through its public works projects	X			

**POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS**

<b>B. ADDITIONAL MEASURABLE GOALS:</b>										
	6A	Street Sweeping	X			The City operates 2 street sweepers during the Spring and Summer months. All streets are swept at least once. Main roads, school parking lots, and city building lots are swept twice. In total 1,327 streets were swept picking up 1,452 yards of debris.	X			

	6B	Catch basin cleaning	X			The City operates a catch basin cleaning truck to clean catch basins throughout the City. In total, 446 basins were cleaned removing approximately 826 yards of debris.	X			
	6C	Procedures for identifying Structural BMPs			X	On-going program.	X			
	6D	Maintenance/Inspection Schedules			X	Development of a maintenance and inspection schedule for structural BMPs, storm sewers and catch basins remains in process at this time. The City has identified the structural BMPs as noted above. Also, assessment of the catch basin cleaning program and prioritization of catchment area is ongoing.	X			
	6E	Procedures for minimizing shoulder erosion	X			Where roadside erosion is identified it is repaired by the City's Highway Division. Many City streets are curbed thereby eliminating the incidence of roadside erosion. The City's curbing program helps to minimize roadside erosion.	X			
	6F	Procedures to identify and Report known discharges causing scouring/sedimentation at outfalls	X			The City has implemented an outfall inspection program. Discharges found to have excessive scouring/sedimentation will be evaluated further and reported to RIDEM as needed.	X			
	6G	Procedures for controls to reduce floatables	X			The City's catch basin cleaning, street sweeping program and ditch cleaning reduce floatables in the MS4	X			
	6H	Procedures for the proper disposal of Waste from Municipal Operations	X			The City properly disposes of its waste from municipal operations, including sediment and debris removed from the MS4.	X			
	6I	Procedures to address water quality in flow management projects	X			In any new flow management project, the City will address water quality within the project documents.	X			
	6J	Procedures to implement erosion and sediment controls for municipal construction projects	X			For all municipal construction projects, the City includes erosion and sediment control requirements within the contract documents.	X			
	6K	Sanding and Salting Practices	X			The City typically utilizes straight salt with a wetting agent for snow/ice removal	X			

	6L	Train employees to prevent/reduce stormwater pollution, including illicit discharges, and in Spill Prevention and Containment.	X			City management personnel were previously trained in Spill Prevention and Containment. The City's consultant for the development of the SWMPP, VHB, developed an employee training program for the City's use. Supervisors involved in pollution prevention and stormwater activities are aware of the requirement. A formal training program for all employees is scheduled for 2005.	X			
	6M	BMPs for facilities with discharges not associated with industrial activity			X	This goal is on track for 2006 as scheduled in the SWMPP.				
	6N	Cover Salt and Sand storage at DPW Facility	X			This goal has been met with the successful construction and completion (2005) of the salt storage shed located at the DPW yard	X			
	6O	Drainage Improvements at Water Pollution Control Facility (WPCF)			X	This project is on track for year 4 as scheduled in the SWPPP.				
	6P	SWPPP for DPW Facility	X			A SWPPP was prepared for the DPW facility located at 60 Commercial Way	X			
	6Q	SWPPP for WPCF	X			A SWPPP was prepared for the WPCF located on Crest Avenue	X			
	6R	SPCC Plan	X			The DPW facility has a SPCC Plan	X			

**II. OVERALL EVALUATION:**

**A. GENERAL SUMMARY AND STATUS OF MEASURABLE GOALS:**

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)

The City's Department of Public Works is mainly responsible for overseeing the measurable goals identified within this BMP. While many objectives have been achieved there are several which are on track or in need of additional work to meet all requirements of the SWMPP and permit. The City had many of these programs such as catch basin cleaning and street sweeping underway prior to the development of these regulations. However, the regulations require that these programs be quantified and developed in such a manner to achieve maximum results. In addition, the City has found the inspection requirements for all MS4 structures including outfalls, catch basin, manholes, and BMPs extremely time consuming and difficult to achieve within the approved timeframes. These requirements place a strain on existing resources particularly when the City has other public works projects going or inspection needs are required of development going on throughout the City. The DPW Department remains committed to addressing these issues and developing a protocol to prioritize inspections that best meet the needs of its SWMPP. The requirements under this BMP, however, the City has been proactive in meeting these items: such as the reduction of sand use during winter operations, and the development of an SPCC plan for the DPW facility. In the coming year, there are a number of initiatives the City hopes to achieve such as: the purchase of Jet/Vac truck to improve catch basin, manhole, and storm sewer cleaning and the development of a formal employee training program in stormwater pollution prevention.

As noted above, most of the measurable goals identified in this section have been met or on track to be met. The salt storage shed is completed and in use and the Jet/Vac truck was purchased and will be delivered in March 2006. The City recognizes the areas where it has not met the goals and aims to achieve these goals for the coming year. The program was established two years ago and it is a very ambitious plan which will require a coordinated effort from all of the City's DPW Divisions.

**B. APPROPRIATENESS AND EFFECTIVENESS:**

At this time, the measurable goals are deemed appropriate to meet the BMP permit requirements.

The City's many activities to date have been very effective in reducing stormwater pollution. It should be even more effective by performing additional activities as noted above and improving upon current operations.



**PART III: ADDITIONAL ANNUAL REPORT REQUIREMENTS**

**SECTION I. Please provide an assessment of the progress towards meeting the requirements for the control of storm water identified in an approved TMDL (Part IV.G.2.d).**

The City has yet to commence its program specifically targeted at the approved TMDL waterbody. Outfalls along this waterbody are now being inspected yearly in addition to the 25% of the remaining outfalls inspected yearly.

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

Date of Public Notice:	How public was notified:
Was public meeting held?      YES      NO	
Date:	Where:
Summary of public comments received:	
Planned responses or changes to the program:	

**SECTION 3. Note any planned municipal construction projects/opportunities to incorporate water quality BMPs, low impact development, or activities to promote infiltration and recharge (Part IV.G.2.j)**

The City is currently negotiating with a contractor to construct an addition to the Senior Center. Stormwater runoff from the roof will be controlled with subsurface infiltration and overflow to existing drainage system.

**SECTION 4. Interconnections (Part IV.G.2.k and IV.G.2.l)**

Interconnection:	Date Found:	Location:	Connectee:	Originating Source:	Planned and Coordinated Efforts and Activities with Connectee:
None identified in 2005					


**SECTION 5. Illicit Discharge Inspections to Date (Part IV.G.2.m)**

Total Illicit Discharges Identified: 0	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Enforcement Actions:	
Extent to which the MS4 system has been mapped: MS4 is completely mapped	

**SECTION 6. Plan and SWPPP Reviews**

# of Construction Reviews completed: 22	# of Post-Construction Reviews completed: 33 C.O.'s
Summary of Reviews and Findings:	Summary of Reviews and Finding:

**SECTION 7. Erosion and Sediment Control Inspections (Part IV.G.2.n)**

# of Site Inspections: 266	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0

Summary of Enforcement Actions:
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**SECTION 8. Post Construction Inspections: Proper Installation of Structural BMPs (Part IV.G.2.o)**

# of Site Inspections: 33 C.O.'s	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Enforcement Actions:	

**SECTION 9. Post Construction Inspections: Proper Operation and Maintenance of Structural BMPs (Part IV.G.2.p)**

# of Site Inspections: 33 C.O.'s	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Enforcement Actions:	

**SECTION 10. Structural BMPs (Part IV.B.6.b.1.i)**

BMP ID:	Location:	Name of BMP Owner/Operator:	Description of BMP:
See attached listing			

**SECTION 11. Discharges Causing Scouring or Excessive Sedimentation (Part IV.B.6.b.1.v)**

Outfall ID:	Location:	Description of Problem:	Description of Remediation Taken:	Receiving Water Body Name/Description:
None identified in 2005				

**SECTION 12. Please include a summary of results of any other information that has been collected and analyzed. This includes any type of data (Part IV.G.2.e).**

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# RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Office of Water Resources



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

### **WHO MUST SUBMIT AN ANNUAL REPORT:**

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

The Annual Report must be submitted to:

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

### **INSTRUCTIONS FOR COMPLETION:**

#### **GENERAL INFORMATION PAGE:**

“RIPDES Permit #”

Include your permit ID # to ensure proper tracking.

“Reporting Period”

Please check the appropriate annual reporting period.

“Operator of MS4”

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

“Owner of MS4”

If the owner is the same as the operator do not complete this section. Give the legal name of the person, firm,

public (municipal) organization, or any other entity that owns the MS4 described in this application (RIPDES Rules 3 & 12). Do not use a colloquial name. Enter the complete address and telephone number of the owner.

#### *“Certification”*

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

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

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

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

#### **PART 1- MEASURABLE GOALS:**

One page, front and back, is provided to report on the status and effectiveness of measurable goals which have been developed to aid the implementation of strategies, procedures, and programs used to achieve each of the six minimum control measures in Part IV.B of the General Permit. Please type or print in the appropriate areas only. If additional space is needed please submit attachments to the appropriate minimum control measure following the format provided.

The first section entitled “Required Measurable Goals” include mainly strategies, procedures, and programs

which MUST be developed/implemented by a specific year as mandated by the permit.

The second section entitled “Additional Measurable Goals” provides space to include your own MS4-specific measurable goals not prescribed in the permit (though noted in your Storm Water Management Program Plan), but are intended to aid in the implementation of strategies, procedures, and programs outlined in the permit to comply with each minimum measure.

*Example: Public Education and Outreach*

“Required Measurable Goals”- Sections IV.B.1.b.2 and IV.B.1.b.4 are considered “Required Measurable Goals” because strategies on how to inform the community on how to become involved in the storm water program and how operators will utilize partnerships, and strategies to list target pollutant sources MUST be developed within the first year. These are considered “Required Measurable Goals” because the development of such strategies has a deadline.

“Additional Measurable Goals”- Any further establishment of deadlines, percentages, etc. used to aid the implementation of strategies, procedures, or programs are considered “Additional Measurable Goals.” Examples may include: informing 70% of residents about proper fertilizer use; introduction of an ordinance to control pet waste by the end of the third year. These would classify as “Additional Measurable Goals” because they are not prescribed by the permit but are fulfilling overall minimum measure requirements.

*“Permit ID #”*

The Permit ID # is the part of the permit where you can find a listing or description of the required measurable goal.

*“BMP ID #”*

The BMP ID # refers to the number assigned to a specific requirement or BMP and reported to the Department in the Storm Water Management Program Plan.

*“List Measurable Goal”*

A brief description of the measurable goal with the year it must be completed by in parentheses.

*“Was Goal Met?”*

- Check YES if...the goal was accomplished in its entirety on or before schedule.
- Check NO if...the goal was not met in its entirety on schedule.
- Check ON TRACK if...you are currently working to complete the goal on schedule.

*“If not met...”*

Complete this section only if you have checked NO or ON TRACK in the previous section. If you have not met the measurable goal on time OR are on track with meeting the measurable goal on time, please provide a brief

description as to why the goal has not been met, the current status of actions needed to meet the goal, any current plans, and the date you foresee the goal to be completed by. Please keep this section brief. Additional space is available on the reverse side to expand.

*“Effective”*

To the best of your knowledge please note if the measurable goal has been effective.

*“TMDL”*

Please note if the completion of this measurable goal will satisfy a remedial requirement of an approved TMDL. Please see Addendum A for additional requirements.

**PART II- OVERALL EVALUATION:**

This section provides narrative space for a more descriptive explanation and evaluation of the actions taken to satisfy each of the minimum control measures. After evaluation, it may be necessary to make changes or modifications to your Implementation Schedule if the time frame, appropriateness or effectiveness cannot be assured. If so, please include descriptions of changes or modifications, and detailed justification in the appropriate sections.

*“General Summary and Status of Measurable Goal”*

Please provide a general summary of actions taken (implementation of BMPs, development of procedures, events, etc.) to meet the measurable goals of the minimum measure. Please note how successful those actions were on the overall minimum control measure. Be sure to identify parties responsible for achieving each measurable goal and reference any reliance on another entity for achieving any measurable goal.

Describe whether each measurable goal was completed within the time proposed in the MS4 General Permit or your Storm Water Management Program Plan (SWMPP). Why or why not? Provide a progress report and discussion of activities that will be carried out during the next reporting cycle to satisfy the requirements of the minimum measures. Also include a discussion of any proposed changes to BMPs or measurable goals.

*“Appropriateness and Effectiveness ”*

Assess the appropriateness of the actions taken to meet the requirements of the minimum measure. In determining appropriateness you may want to consider, but not limited to, the local population, pollution sources, receiving water concerns, integration with local management procedures, and available resources.

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

### **PART III- ADDITIONAL ANNUAL REPORT REQUIREMENTS**

#### Section 1:

Complete this section only if your MS4 is subject to an approved TMDL and you have checked the TMDL column in Part I of the Annual Report if any measurable goal satisfies requirements of an approved TMDL. Be sure to identify the approved TMDL and assess the progress towards meeting the requirements for the control of storm water (Part IV.G.2.d).

#### Section 2:

Specify the date of and how the annual report was public noticed. If a public meeting was needed, provide the date and place. Include a summary of public comments received in the public comment period of the draft annual report and planned responses or changes to the program (new or revised BMP's and measurable goals, partnerships, etc.). Be sure to attach a copy of your public notice (Part IV.G.2.h and IV.G.2.i).

#### Section 3:

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

#### Section 4:

List location, date found, operator of the physically interconnected MS4, and originating source of newly identified physical interconnections with other small MS4s. Also note any planned or coordinated activities with the physically interconnected MS4 (Part IV.G.2.k and IV.G.2.l).

#### Section 5:

Provide the number of illicit discharges identified, complaints received, violations with a summary of enforcement actions, and unresolved violations that have been referred to RIDEM. Include a short narrative describing the extent to which your system has been mapped (Part IV.G.2.m).

#### Section 6:

Identify the number of construction and post-construction plan and SWPPP reviews completed and any further information. This includes, but not limited to a summary of the reviews, responsible parties, and types of projects reviewed.

#### Section 7:

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

#### Section 8:

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

#### Section 9:

Inspection information for proper operation and maintenance of post construction structural BMPs should be submitted annually as stated in Part IV.G.2.p. This should provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and those unresolved, referred to RIDEM.

#### Section 10:

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

#### Section 11:

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

#### Section 12:

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