



New York State Department of Environmental Conservation
625 Broadway
Albany NY 12233-3505

**Notice of Intent for Coverage Under an SPDES General Permit for
Storm Water Discharges From SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS**

Submission of this Notice of Intent (NOI) constitutes notice that the entity identified in Section A of this form intends to be authorized by DEC's Small MS4 SPDES General Permit issued for storm water discharges from the small municipal separate storm sewer system (MS4) in New York State. Submission of the NOI also constitutes notice that the party identified in Section A of this form has read, understands, and meets the eligibility conditions of Part I.B. of the Small MS4 General Permit; agrees to comply with all applicable terms and conditions of the Small MS4 General Permit; understands that continued authorization under the Small MS4 General Permit is contingent on maintaining eligibility for coverage, and that implementation of the permittee's storm water management program is required to begin within five(5) calendar days after a completed NOI is received by DEC. In order to be granted coverage, all information required on this form must be completed. Please read and make sure you comply with all permit requirements, including the requirement to prepare and implement a storm water management program.

Section A. Small MS4 Owner/Operator Information

1. Name: Village of Castleton-on-Hudson 2. Phone: (518) 732 - 2211
3. a. Mailing Address: a. Street or P.O. Box: South Main Street
b. City: Castleton c. State: NY d. Zip Code: 12033 -

Section B. Small MS4 Location Information

1. MS4 Name: Village of Castleton-on-Hudson
2. a. City/Town/Village: Village of Castleton-on-Hudson
b. County(ies): Rensselaer
3. a. Permit Applicant: ☐ Federal ☐ State ☐ County ☐ City ☐ Town ☒ Village
☐ School District ☐ Fire District ☐ Other public entity
4. Does the MS4 discharge to receiving waters or a watershed which is/are impaired (appears on DEC's 303(d) list or for which a Total Maximum Daily Load (TMDL) has been determined)? ☐ Yes ☒ No

Section C. Initial Identification of Management Practices (attach additional sheets as necessary)

1. Public Education and Outreach on Storm Water Impacts	
<i>Outreach Techniques</i>	<i>Management Practices to Encourage</i>
<input checked="" type="checkbox"/> Plan and conduct an ongoing public education and outreach program (required) <input checked="" type="checkbox"/> Classroom education/school programs <input checked="" type="checkbox"/> Outreach to commercial entities <input checked="" type="checkbox"/> Webpage <input checked="" type="checkbox"/> Printed material <input type="checkbox"/> Media campaign <input checked="" type="checkbox"/> Library of educational materials <input type="checkbox"/> Events and Programs <input type="checkbox"/> Displays <input type="checkbox"/> Posters and signs of varying sizes (magnet to billboards) <input checked="" type="checkbox"/> Speakers to community groups <input type="checkbox"/> Economic incentives <input type="checkbox"/> Promotional giveaways <input checked="" type="checkbox"/> Other Utilize existing web page to provide links to SWM information	<input checked="" type="checkbox"/> Proper lawn and garden care (fertilizer and pesticide use, sweeping, etc.) <input type="checkbox"/> Low impact development <input checked="" type="checkbox"/> Pet waste management <input type="checkbox"/> Pollution prevention for businesses <input checked="" type="checkbox"/> Proper disposal of household hazardous wastes <input checked="" type="checkbox"/> Trash management <input type="checkbox"/> Water conservation practices <input type="checkbox"/> Others:
2. Public Involvement/Participation	
<i>Involvement Techniques</i>	<i>Participation Activities</i>
<input checked="" type="checkbox"/> Public notice and access to documents and information (required) <input checked="" type="checkbox"/> Public presentation and comments received SWMP and on annual reports (required) <input checked="" type="checkbox"/> Public involvement/participation program (required) <input checked="" type="checkbox"/> Contact person identified (required) <input checked="" type="checkbox"/> Advisory/partner committees <input checked="" type="checkbox"/> Watershed organizations <input type="checkbox"/> Attitude surveys <input type="checkbox"/> Community hot lines <input checked="" type="checkbox"/> Stakeholder meetings <input checked="" type="checkbox"/> Mailing list development and use <input checked="" type="checkbox"/> Other Local quarterly "Castletonian" Newsletter.....	<input type="checkbox"/> Adopt-a-stream <input type="checkbox"/> Reforestation program <input checked="" type="checkbox"/> Storm drain stenciling <input type="checkbox"/> Stream, beach, roadway cleanup <input type="checkbox"/> Volunteer monitoring <input type="checkbox"/> Wetland plantings <input checked="" type="checkbox"/> Others Adopt a roadway
3. Illicit Discharge Detection and Elimination	
<i>Detection and Elimination Activities</i>	<i>Type of Discharges to Target</i>
<input checked="" type="checkbox"/> Outfall mapping (required) <input checked="" type="checkbox"/> Illicit discharges prohibited (required) <input checked="" type="checkbox"/> Public, employees, businesses informed of hazards from illicit discharges (required) <input checked="" type="checkbox"/> Illicit discharges identified (required) <input checked="" type="checkbox"/> System mapping <input type="checkbox"/> Dye testing <input checked="" type="checkbox"/> Shoreline surveys <input checked="" type="checkbox"/> System inspections <input type="checkbox"/> Other	<input type="checkbox"/> Failing septic systems <input checked="" type="checkbox"/> Illegal dumping <input type="checkbox"/> Industrial/business connections <input checked="" type="checkbox"/> Recreational sewage <input checked="" type="checkbox"/> Sanitary sewer overflows <input checked="" type="checkbox"/> Wastewater connections to the storm drain system <input type="checkbox"/> Others
4. Construction Site Storm Water Runoff Control	
<i>Construction Program Requirements (at a minimum equivalent to GP-02-01)</i>	<i>Program Criteria</i>
<input checked="" type="checkbox"/> Require erosion and sedimentation controls through an ordinance or other regulatory mechanism (required) <input checked="" type="checkbox"/> Provide opportunity for public comment on construction plans (required) <input checked="" type="checkbox"/> Require construction site plan review (required) <input checked="" type="checkbox"/> Require overall construction site waste management (required) <input checked="" type="checkbox"/> Site inspections and enforcement (required) <input checked="" type="checkbox"/> Education and training of construction site operators (required) <input type="checkbox"/> Other Establish list of qualified erosion control specialists.....	<input checked="" type="checkbox"/> New York State Standards and Specifications for Erosion and Sediment Control <input checked="" type="checkbox"/> New York State Stormwater Management Design Manual

Section C. Initial Identification of Management Practices (continued)

5. Post-Construction Stormwater Management	
Post-Construction Program Requirements	Program Criteria
<input checked="" type="checkbox"/> Assess existing conditions throughout the MS4 and identify appropriate management practices to reduce pollutant discharge to the maximum extent practicable. (required) <input checked="" type="checkbox"/> Regulate post-construction runoff from development through an ordinance or other regulatory mechanism (required) <input checked="" type="checkbox"/> Develop management practice inspection and maintenance program. (required) <input type="checkbox"/> Other	<input checked="" type="checkbox"/> New York State Stormwater Management Design Manual
6. Pollution Prevention/Good Housekeeping for Municipal Operations	
Program Requirements	Management Practices
<input checked="" type="checkbox"/> Prevent discharge of pollutants from municipal operations (required) <input checked="" type="checkbox"/> Follow DEC NPS Management Practices Catalog, or equivalent (required) <input checked="" type="checkbox"/> Conduct employee pollution prevention training (required) <input checked="" type="checkbox"/> Other Coordinate w/NYS DOT for inventory of roadside ditches	<input checked="" type="checkbox"/> Street cleaning <input type="checkbox"/> Catch basin and storm drain system cleaning <input type="checkbox"/> Alternative discharge options for chlorinated water <input checked="" type="checkbox"/> Vehicle maintenance and washing <input checked="" type="checkbox"/> Hazardous and waste materials management <input checked="" type="checkbox"/> Landscaping and lawn care <input type="checkbox"/> Integrated Pest Management (IPM) <input checked="" type="checkbox"/> Marina Management <input checked="" type="checkbox"/> Road salt storage <input type="checkbox"/> Roadway and bridge maintenance <input type="checkbox"/> Municipally-owned septic system management <input checked="" type="checkbox"/> Spill response and prevention <input checked="" type="checkbox"/> Others: Village trash/leaf collection and recycling

Section D. Initial Identification of Measurable Goals (attach additional sheets as necessary)

Person(s) responsible for implementing or coordinating the storm water management program:

Village Mayor

Phone: (518) 732-2211

1. Public Education and Outreach on Storm Water Impacts	4. Construction Site Storm Water Runoff Control
Measurable goals (with start and end dates):	Measurable goals (with start and end dates):
SEE ATTACHED.....	SEE ATTACHED.....
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2. Public Involvement/Participation Measurable goals (with start and end dates): SEE ATTACHED.....	5. Post-Construction Storm Water Management in New Development and Redevelopment Measurable goals (with start and end dates): SEE ATTACHED.....
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Section D. (continued)	
3. Illicit Discharge Detection and Elimination Measurable goals (with start and end dates): SEE ATTACHED.....	6. Pollution Prevention/Good Housekeeping for Municipal Operations Measurable goals (with start and end dates): SEE ATTACHED.....

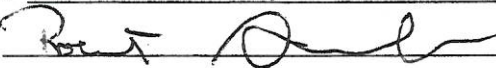
Section E. Cooperating MS4s				
Identify any MS4 partners that will be assisting you in carrying out your Stormwater Management Program: (Attach a description of what portions of which management practices that the other MS4s will be doing for you, and similarly what practices that you are assisting them with.)				
Name of Cooperating MS4	Address	Contact Person	Telephone number	Email
Town of Schodack	1777 Columbia Tpk Castleton NY	"Town Supervisor"	477-7938	
NYS DOT	Albany, NY			
Rensselaer County	Troy, NY	"Director of DPW" & "Principal Planner"		

Section F. Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly 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: Robert Sancomb, Mayor

Signature:

 Date: 06 MAR 03

February 6, 2003

Instructions for Completing the Notice of Intent for Coverage Under an SPDES General Permit for Storm Water Discharges From SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS

Who Must File a Notice of Intent?

Under the provisions of § 402(p) of the Clean Water Act (CWA) and regulations at 40 CFR Part 122, Federal law prohibits "point source" discharges of storm water from municipal separate storm sewer systems (MS4s) to waters of the U.S. without a State Pollutant Discharge Elimination System (SPDES) permit. If you are an operator of a regulated small MS4 designated under §122.32(a)(1) or §122.32(a)(2), you must apply for coverage under a SPDES permit, or apply for a modification of an existing SPDES permit. If you have questions about whether you need a permit under the SPDES Storm Water Program, contact DEC. Finally, the NOI must be submitted in accordance with the deadlines established in Part 2.A. of the MS4 General Permit.

When to File the NOI Form

DO NOT FILE THE NOI UNTIL YOU HAVE READ A COPY OF THE SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEM GENERAL PERMIT. You will need to determine your eligibility, prepare your initial storm water management program, and correctly answer all questions on the NOI form, all of which must be done before you can sign the certification statement on the NOI in good faith (and without risk of committing perjury).

Where to File the NOI Form

NOIs must be sent to the following address:

Storm Water Notice of Intent
NYSDEC
625 Broadway
Albany NY 12223

Completing the NOI Form

To complete this form, type or print, using uppercase letters, in the appropriate areas only. Please make sure you have completely filled out every section of this form and have made a photocopy for your records before sending the completed form to the address above.

Section A. MS4 Owner/Operator Information

1. Provide the legal name of the governmental entity, or other legal entity that operates the MS4 described in this application. The responsible party is the legal entity that controls the MS4's operation.
2. Provide the telephone number of the MS4 operator.
3. Provide the mailing address of the MS4 operator. Include the street address or P.O. box, city, state, and zip code. All correspondence regarding the permit will be sent to this address, not the MS4 address in Section B.

Section B. MS4 Location Information

1. Enter the official or legal name of the MS4.
Enter the city or cities, county or counties, and state in which the MS4 is located.
2. Indicate the legal status of the MS4 operator as a Federal, State, County, City, Town, Village, or other public entity.
3. Indicate whether the MS4 discharges storm water into one or more receiving water(s) that appear on the 303(d) list or for which a Total Maximum Daily Load (TMDL) has been established.

Section C. Identification of Initial Management Practices

Check the management practices that you have selected to meet each of the minimum measures. Management practices listed in **BOLD** type are required by the permit and **MUST** be checked. If a selected practice is not on the list, check "Other" and write the name of the practice in the space provided. Attach additional pages as necessary.

Section D. Identification of Initial Measurable Goals

List the person(s) responsible for implementing or coordinating the storm water management program. Provide a narrative description of the measurable goals that will be used for each of the storm water minimum control measures. Indicate the month and year in which you will start and fully implement each of the minimum control measures, or indicate the frequency of the action in the description. Attach additional pages as necessary.

Section E. Identification of Cooperating MS4s

List other MS4s that you are cooperating with to implement your SWMP. Also list any MS4s for which you are providing assistance.

Section F. Certification

Certification statement and signature. (CAUTION: An unsigned or undated NOI form will prevent the granting of permit coverage.) Federal statutes provide for severe penalties for submitting false information on this application form. Federal regulations require this application to be signed by either a principal executive or ranking elected official as described in Part VI.G. of the Small MS4 General Permit.

Section D: Initial Identification of Measurable Goals

<u>Public Education and Outreach on Storm Water Impacts</u>	
<u>By end of:</u>	<u>The following will be complete (may have been started in previous years):</u>
1 year	Priority water bodies list procured and reviewed; Pollutants of concern and sources identified; Key interested parties identified; Cooperating MS4s identified and contacted; Public involvement needs and messages identified; MS4 responsibility breakdown prepared; Utilize existing mailing list; draft public involvement plan complete; Consultant hired to administer MS4 SPDES permit; Provide links to other stormwater awareness web pages; Inventory and catalog educational materials at Village Hall and Castleton Public Library; Draft classroom and educational /school program to encourage stormwater awareness; Encourage proper lawn and garden care and disposal of household wastes via website and printed materials; Pursue classroom/educational opportunities in connection with Town of Schodack; continue Village wide fall clean-up program; continue bi-annual hazardous waste collection in connection with Eastern Southern Rensselaer County Solid Waste Management (ESRCSWM).
2 year	Final public involvement plan complete; Volunteer speakers trained and begin to make presentations; SWM links finalized and placed online; Review and revise (if necessary) brochures procured in year 1; Draft classroom/ educational program; Educational material updated and inventoried; Continue to encourage management practices; Draft outreach program to commercial entities; continue bi-annual hazardous waste collection and analyze to attract more community involvement.
3 year	Program evaluation and amendments prepared; Volunteer speakers to address 2 community groups; Attempt to maintain yearly level of funding; web page updated; Construction pollution advisory reviewed for content and updated with current BMPs; Implement classroom/educational program; continue bi-annual hazardous waste collection.
4 year	Program evaluation and amendments prepared; continue bi-annual hazardous waste collection; Educational materials updated; Construction pollution advisory reviewed for content and updated with current BMPs; Evaluate classroom/educational program.
5 year	Program evaluation and amendments prepared; Continue coordinated hazardous waste collection; Maintain level of funding; Construction pollution advisory reviewed for content and updated with current BMPs; Finalize outreach program to commercial entities.

Public Involvement/Participation

By end of: The following will be complete (may have been started in previous years)

1 year	1 st stakeholders meeting; Centralize and catalog relevant documents and information for public review; Identify the "Village Mayor" as contact person; Draft Public involvement/participation program; Inventory area watershed organizations; Continue utilization and updating of business and residential mailing list based on real estate transactions; Utilize quarterly "Castletonian" Newsletter and Village's website links to disseminate information; Continue current adopt-a-roadway program;
2 year	Meeting on 1 st annual report held and responsiveness summary prepared; Update and inventory documents and information; Speakers trained and begin making presentations; Continue current adopt-a-roadway program; Continue utilizing "Castletonian" Newsletter and Village's website links to disseminate information.
3 year	Meeting on 2 nd annual report held and responsiveness summary prepared; Update and inventory documents and information; Continue to promote adopt-a-roadway program and evaluate effectiveness; Continue utilizing "Castletonian" Newsletter and Village's website links to disseminate information.
4 year	Meeting on 3 rd annual report held and responsiveness summary prepared; Update and inventory documents and information; Continue utilizing "Castletonian" Newsletter and Village's website links to disseminate information.
5 year	Meeting on 4 th annual report held and responsiveness summary prepared; Update and inventory documents and information; Public survey of overall program effectiveness drafted and distributed with tax bill, results reported in "Castletonian".

Illicit Discharge Detection and Elimination

<u>By end of:</u>	<u>The following will be complete (may have been started in previous years)</u>
1 year	Review existing ordinance prohibiting illegal dumping for modifications to cover more items; Review established fines for illegal dumping, modify as needed; Utilize "Castletonian" to re-notify residents of the illegal dumping ordinance, the fines associated with it and where to report illegal dumping.
2 year	Public employee training completed; Draft Information poster to be posted at area businesses and Castleton Public Library; Modify existing ordinance to include prohibiting illicit discharges; Draft shoreline survey plan; Update existing storm & sanitary sewer system mapping as necessary.
3 year	Distribute information poster to all area business and Castleton Public Library for display in conspicuous area; Enforce fines for illegal dumping; Finalize shoreline survey plan and survey 50% of village shoreline; Complete the updating storm & sanitary sewer system mapping as necessary. Begin inspection and questionnaire to determine any illicit discharges.
4 year	Survey remaining Village shoreline for illicit discharges; Continue enforcement of fines for illegal dumping; Continue investigation into illicit discharges through inspections and questionnaires.
5 year	Completion of illicit discharge investigation to the maximum extent possible; Draft plan to eliminate discovered illicit discharges.

Construction Site Stormwater Runoff Control

By end of: The following will be complete (may have been started in previous years)

1 year	Research existing ordinance for erosion/sediment control requirements; Evaluate existing grading ordinance; Site follow-up procedure in place for public comment; Continue site plan review and public hearing process; Utilize New York State construction site waste management checklist for Village requirements and append as necessary; Coordinate with Capital District Regional Planning Commission (CDRPC) and Rensselaer County to compile a list of qualified erosion control specialists; Identify New York State Standards and Specifications for Erosion and Sediment Control and New York Stormwater Management Design Manual as controlling and acceptable documents.
2 year	Review current site plan review process for effectiveness and make improvements (if necessary); Amend and improve (if necessary) grading permit requirements; Require certified record drawings on site plans prior to issuance of Certificate of Occupancy (COT); Finalize construction site waste management checklist and distribute as needed to site contractors and developers; Finalize list of qualified erosion control specialist and distribute in bid packages and "Developers Package".
3 year	Achieve compliance of developers/contractors regarding erosion/sediment control ordinance; Implement revised grading permit requirements; Achieve compliance with record drawing requirement.
4 year	Begin to enforce revised grading ordinance and provide construction site inspections; Implement fines or stop work orders for violations as needed.
5 year	Continue enforcement of grading ordinance.

Post-Construction Stormwater Management

<u>By end of:</u>	<u>The following will be complete (may have been started in previous years)</u>
1 year	Preliminary inventory of water quality problems/pollutants of concern; identification of MS4 discharges contributing to water quality problems; Draft list of currently acceptable structural and nonstructural Best Management Practices (BMPs); Identify New York State Stormwater Management Design Manual as controlling and acceptable document and practices.
2 year	Modify (draft) existing (or new) stormwater regulations and obtain approval from the Village Board; Codify BMPs.
3 year	Complete and adopt new stormwater regulations, Begin to enforce regulations; Reduce percent of impervious surfaces associated with new development projects; Evaluate existing stormwater controls and prioritize areas which need improved control; Draft master plan of drainage districts if necessary.
4 year	Evaluate enforcement procedure and adjust as necessary; Draft approved maintenance plan for area stormwater controls; Draft plans to institute structural and nonstructural BMPs on existing developments as identified in the previous year; Village Board to adopt drainage districts as necessary for existing developments.
5 year	Implement approved maintenance plan for stormwater controls; Begin construction of new BMPs on existing developments as needed.

Pollution Prevention/Good Housekeeping for Municipal Operations

By end of: The following will be complete (may have been started in previous years)

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|--------|---|
| 1 year | Draft General Pollution Prevention Plan (GPPP), identifying acceptable BMPs; Gather and distribute employee training materials; procedures in place for periodic and routine catch basin and street sweeping; Identify watersheds of concern; Oil and stone chips not used in the Village; Street cleaning continued April through November; Village to continue weekly trash removal and biweekly recycling program; Village to continue resolution forbidding vehicle repair on Village roads and codify if necessary; Village to continue leaf collection program; Improve failing existing salt storage facilities. |
| 2 year | Training for appropriate employees completed; Coordinate with DPW for roadside runoff to area water bodies; Draft marina management plan; Secure funding for site activity database to manage ongoing and expected construction projects; Adopt GPPP |
| 3 year | Incorporate some BMPs into Village's Masterplan; Maintenance schedule for BMPs established; Finalize integrated pest management plan; 25% of roadside runoff inventory completed; 25% of existing projects and all new construction projects input into database and characterized by size, disturbance, location, etc. |
| 4 year | 75% compliance rate with maintenance schedule for BMPs; Controls in place for areas of concern; 50% of existing construction projects catalogued in database; Draft land care and landscaping guidelines; Assess state of floatables in all discharges and area water bodies. |
| 5 year | Maximum compliance with maintenance schedule for BMPs; All new and ongoing construction projects managed via database and characterized by size, disturbance, location, etc; Draft plan to reduce floatables in MS4 discharges. |