



<b>DEM USE ONLY</b>	
Date Received	_____

## RIPDES SMALL MS4 ANNUAL REPORT

### GENERAL INFORMATION PAGE

RIPDES PERMIT #RIR040 025 \_\_\_\_\_

REPORTING PERIOD:       **YEAR 3**  
Jan 06-Dec 06

**OPERATOR OF MS4**

Name: Town of Jamestown			
Mailing Address: 44 Southwest Avenue			
City: Jamestown	State: RI	Zip: 02835	Phone: ( 401)423-7220
Contact Person: Michael Gray		Title: Deputy Public Works Director/Town 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	_____ Bruce Keiser _____
Print Title	_____ Town Administrator _____
Signature	_____ Date _____





**SECTION II. OVERALL EVALUATION:**

**GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:**

**Include relevant information to the implementation of each measurable goal, such as, activities, topics addressed, audiences and pollutants targeted. Discussion of activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for choosing the education activity to address the pollutant of concern.**

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

IV.B.1.b.1

We will participate in the Stormwater Education and Outreach program made available by RIDEM, URI, RIDOT. We will complete our website for the stormwater program and provide educational materials to the public.

IV.B.1.b.2

Following the participation in the Stormwater Education and Outreach program we will prepare for public involvement activities using the information obtained from the program.

Additional Measurable Goals and Activities

The onsite wastewater management program requires the inspection and maintenance of all septic systems on the island. The Town sent 833 notices to residents in 2006 which included public educational materials regarding the proper operation and maintenance of septic systems which is major source of groundwater and surface water contamination. Attached is a copy of the educational materials.



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

**SECTION I. MEASURABLE GOALS:**

NOTE: Report must be limited to activities implemented during the third year (calendar year 2006) of the program, which the permittee had listed as a measurable goal in the Storm Water Management Program Plan, or incomplete measurable goals that were required for calendar years 2004 and 2005.

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	TMDL?	
			YES	NO	ON-TRK		YES	NO
IV.B.2.b.2.ii		Implementation of public involvement activities and description of groups engaged			X	The Town will participate in the Stormwater Education and Outreach Program		
IV.B.2.b.2.iii		Public notice of the draft annual report and provide the opportunity for public comment	X					
B. ADDITIONAL MEASURABLE GOALS:								
		DPW, Conservation Commission and the general public participate in streams and shoreline cleanup annually on earth day						
		Town funds a youth litter corp which involves an educational program, recycling and litter pickup						
		Audobon Society and public conducts an annual cleanup of the Town beach and the shoreline						
		Save the Bay and the public conducts an annual clean-up of the shoreline for the swim across the bay						
		Town recreation department provides trash barrels at public recreation and access points						

**SECTION II. OVERALL EVALUATION:**

**A. GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:**

**Include relevant information to the implementation of each measurable goal, such as, activities and audiences engaged. Discussion of activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.**

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

IV.B.2.b.2.ii The Town staff will participate in the Stormwater Education and Outreach program. In 2006 the Town revised the Highgroundwater Ordinance to tighten development standards in the Jamestown Shores. The Shores includes small pre-existing lots of record (7200 sf) with shallow water table depths and soils unsuitable for development. The Town held a number of meetings for the planning board and Town Council and received public comment and input for the revisions to the Ordinance.

IV.B.2.b.2.iii Draft Annual Report was posted on the Towns website and an advertisement was included in the local newspaper.

**Additional Measurable Goals and Activities**

The Conservation Commission, Audobon Society, and Save the Bay annual clean-up programs provides members of the community the opportunity to get involved in removing litter and floatables from shoreline and recreational areas. The youth litter corp (Oscar) program includes 5 full time staff that removes litter throughout Town during the summer months and weekends during the fall.

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

Date of Public Notice: February 22, 2007	How public was notified: Town Website on February 22, 2007 and the Local Newspaper advertisement on March 1 <sup>st</sup>
Was public meeting held? YES NO	
Date:	Where:
Summary of public comments received:	
Planned responses or changes to the program:	



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

**SECTION I. MEASURABLE GOALS:**

NOTE: Report must be limited to activities implemented during the third year (calendar year 2006) of the program, which the permittee had listed as a measurable goal in the Storm Water Management Program Plan, or incomplete measurable goals that were required for calendar years 2004 and 2005.

Please Indicate:

If Illicit Discharge Detection and Elimination Ordinance was adopted:  YES  NO

If copy of ordinance or relevant portions were submitted with signed letter of City or Town Solicitor:  YES  NO  
(If you answered NO to the above, please include the required documents with this Annual Report.)

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	TMDL?		
			YES	NO		ON-TRK	YES	NO
IV.B.3.b.1		Development of an outfall map showing the location of all outfalls and names of receiving waters (COMPLETED YEAR 3)	<b>X</b>					
IV.B.3.b.2		Tagging outfall pipes if GIS maps are not being developed (OPTIONAL ACTIVITY)						
IV.B.3.b.3		Recording of additional elements, such as location of catch basins, manholes and pipes, on an on-going basis.			<b>X</b>			
IV.B.3.b.5.vi		Inspection of all catch basins and manholes for illicit connections and non-storm water discharges	<b>X</b>					
IV.B.3.b.5.vii		Progress towards completion 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> )			<b>X</b>			
IV.B.3.b.7		Implementation of coordinating activities with physically interconnected MS4s, including state and federal owned or operated MS4s, when illicit discharges are detected or reported			<b>X</b>			
IV.B.3.b.9		Education of public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste as well as allowable non-stormwater discharges found to be significant contributors of pollutants to the MS4.			<b>X</b>			Educational Materials will be developed from Stormwater Education and Outreach program. Public Works employees properly dispose of waste generated at Highway garage.

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

B. ADDITIONAL MEASURABLE GOALS:					

**SECTION II. OVERALL EVALUATION:**

**A. GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS**

**(Include relevant information to the implementation of each measurable goal, such as, activities, and if relevant: topics addressed, audiences and pollutants targeted. Discussion of activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.)**

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

IV.B.3.b.1 A new GIS Coordinator/Environmental Scientist position was developed in 2006 and is a new member of the Town's Stormwater Committee. The GIS Coordinator prepared the attached Outfall maps that will be used for the dry weather sampling program for 2007.

IV.B.3.b.2 Fuss & O'Neill completed the parcel data for the island creating the base map of our GIS information. The GIS Coordinator will begin mapping layers of information of the Town using the GeoXT Trimble GPS unit purchased by the DPW in 2006. In 2007 the GIS Coordinator and the Town Engineer will continue to map the drainage network. Maps have been developed for the coming street sweeping program in 2007.

IV.B.3.b.3 The map that will be developed in GIS with catch basin locations will assist the DPW in documenting the cleaning and inspection program. The map will be effective in tracking the inspection and maintenance program.

IV.B.3.b.5.vi The Town DPW contracts with a vac-haul truck annually to clean all the catch basins. Each catch basin is inspected for structural integrity and illicit connections. No illicit connects were found in 2006. The catch basin cleaning program is effective in removing the sediment from the structures

IV.B.3.b.5.vii The Town is preparing for two dry weather surveys to be completed in 2007. In September of 2006 the Town hired an environmental scientist to assist the Town Engineer and building official with the implementation of the Phase II permit. The dry weather surveys will be completed by the environmental scientist and Town Engineer in 2007.

IV.B.3.b.7 The Town is interconnected with the RIDOT drainage system. The Town will continue mapping the drainage network throughout Town including the interconnections with the RIDOT. The Town engineer and the RIDOT supervisor from the North Kingstown Highway Maintenance facility work together on drainage issues as needed.

IV.B.3.b.9 The Town will be participating in the Stormwater Education and Outreach program. The highway department maintenance garage properly stores and disposes of the materials generated.

**Additional Measurable Goals and Activities**

The onsite wastewater management ordinance has been very effective in assuring that septic systems are properly operating and that they are maintained. The Town issued 833 notices in 2006 for mandatory inspection. Properly operating septic systems eliminate a major source of pollution to surface and groundwater resources. Twelve septic systems were found to be failed and are in the process of being repaired.

**SECTION III.A Other Reporting Requirements - 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: The enforcement action detailed in the annual report for 2005 was resolved by the RIDEM. The homeowner had an engineer evaluate the septic system and it was found to be working properly. The Town will continue to monitor the subdrain pipe.	
Extent to which the MS4 system has been mapped: Outfall locations were mapped by GPS in 2006 and are shown on a map attached to this report. The public works department purchased a Trimble GeoXT GPS receiver in 2006 for mapping purposes. The GIS coordinator and the Town Engineer will continue mapping drainage system in 2007 with a goal of mapping all catch basins and building an extensive stormwater database.	

**SECTION III.B 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:
Mapping to be completed in 2007					



**SECTION II. OVERALL EVALUATION:**

<p><b>A. GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:</b></p> <p><b>Include relevant information to the implementation of each measurable goal, such as, activities and audiences engaged. Discussion of activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.</b></p> <p><b>(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals.)</b></p>
<p>IV.B.4.b.2 There was one project approved in Jamestown that included a 9 lot subdivision.</p> <p>IV.B.4.b.4 The 9 lot subdivision was required to have a pre-construction meeting to discuss construction issues including soil erosion control measures.</p>
<p>IV.B.4.b.7 The Building official inspects construction sites to ensure that erosion controls are in place. 31 building permits for new construction were issued in 2006. If necessary the building official works with the Contractor and homeowner to address all issues concerning runoff and/or erosion from construction sites. In 2006 there were no instances that warranted a notice or sanction to ensure compliance.</p>
<p>Additional Measurable Goals and Activities</p>

**SECTION III. A Plan and SWPPP Reviews**

<p># of Construction Reviews completed: 1 for disturbance of &gt;1 acre and 31 building applications</p>
<p>Summary of Reviews and Findings: The 9 lot subdivision was approved by the planning board and began construction during the summer of 2006. The subdivision includes the construction of a road, stormwater system, and vegetated swales for water quality BMPs. Due to permitting issues with the RIDEM the Town issued a cease and desist to the Owner and the project is currently on hold.</p>

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

<p># of Site Inspections: 1 for disturbance of 1 acre; 31 new homes</p>	<p># of Complaints Received: 0</p>
<p># of Violations Issued: 0</p>	<p># of Unresolved Violations Referred to RIDEM: 0</p>



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**POST CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT *cont'd***

**SECTION II. OVERALL EVALUATION:**

<p><b>A. GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:</b></p> <p><b>Include relevant information to the implementation of each measurable goal, such as, activities and audiences engaged. Discussion of activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.</b></p> <p><b>(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals.)</b></p>
<p>IV.B.5.b.4 There was one project approved in Jamestown that included a 9 lot subdivision. Post Construction Stormwater mitigation measures were designed for the subdivision. Stormwater will be collected and conveyed to an infiltration system.</p>
<p>IV.B.5.b.10 The project began in the summer of 2006 and is not complete.</p>
<p>IV.B.5.b.12 The mapping of the drainage system will allow the Town to review the opportunity for the installation of additional stormwater BMPs on the existing drainage system to improve water quality.</p>
<p><b>Additional Measurable Goals and Activities</b>          The High groundwater Ordinance requires applicants to meet septic system design standards and to mitigate post-construction runoff for a 10-year storm. The Town is reviewing all of the plans for development within the Jamestown Shores. The area consists of pre-existing non-conforming lots with an average size of 7200 sf. The Ordinance has been effective at mitigating increases in runoff by promoting recharge of groundwater.</p>

**SECTION III.A. Plan and SWPPP Reviews**

# of Post-Construction Reviews completed: 19
Summary of Reviews and Finding:  1 review was completed for an area disturbing more than an acre that included a 9 lot subdivision. Applicant is utilizing grassed swales and infiltrator units for stormwater management.  18 applications were reviewed in 2006 for the high groundwater ordinance that included new residential development in the Jamestown Shores. Applicants mitigated the increase in stormwater runoff for a 10 year storm utilizing infiltration devices and shallow depression areas in landscaping.

***POST CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT cont'd***

**SECTION III.B. Post Construction Inspections: Proper Installation of Structural BMPs (Part IV.G.2.o)**

# of Site Inspections: 2 for the 9 lot subdivision	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Enforcement Actions: No enforcement actions in 2006.	

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

# of Site Inspections: 0	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Enforcement Actions: No enforcement actions in 2006.	



**POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd**

**SECTION II. OVERALL EVALUATION:**

<p><b>A. GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:</b></p> <p><b>Include relevant information to the implementation of each measurable goal, such as, activities and audiences engaged. Discussion of activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.</b></p> <p><b>(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals.)</b></p>
<p>IV.B.6.b.1.i Outfall locations were determined by GPS and are shown on the map attached.</p>
<p>IV.B.6.b.1.ii The Town installed two new detention ponds at the North Reservoir in 2004. The detention ponds were mowed in 2006 and are operating properly.</p>
<p>IV.B.6.b.1.iii All catch basins were cleaned by vac-truck in 2006.</p>
<p>IV.B.6.b.1.vi The existing sweeper (1983 Elgin) was prone to maintenance issues. The Town purchased a new sweeper that was delivered in September. In 2006 approximately 40% of the streets were cleaned. In February 2007 the Town transported all sand from catch basin cleanings to the Central Landfill to be used for daily cover. 855 Tons of sand was trucked for 2006.</p>
<p>IV.B.6.b.1.vii The Town continues to fund the Youth Litter Corp (formerly the Oscar program). During the summer months and weekends during the fall five full time staff remove litter from throughout the Town. The staff uses 35 gallon bags for litter disposal. In 2006 906 bags of trash was removed and 244 bags of recyclables were collected. In addition the staff removed larger items that included tires, clothing, and furniture. The annual budget for this program in 2006 was \$13,636.</p>
<p>IV.B.6.b.4 To minimize pollutants at municipal owned facilities the Town DPW sweeps the parking areas to remove accumulated sediment. In 2006 the Town applied for a RIDEM grant to construct a salt storage facility to eliminate sediment from entering stormwater drainage systems. The Town has already set aside \$100,000 for the grant match. The sand and salt pile is covered with tarps when it is not being used. The public works department washes vehicles at a designated location at the wastewater plant. Sand and sediment that is collected from sweeping and catch basins is stockpiled at designated areas on the former landfill. The sediment is trucked away annually to the central landfill for daily cover.</p>
<p>Additional Measurable Goals and Activities</p>

**POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd**

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

BMP ID:	Location:	Name of BMP Owner/Operator:	Description of BMP:
No structural BMPs installed			
By the DPW in 2006			

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

Outfall ID:	Location:	Description of Problem:	Description of Remediation Taken, include dates:	Receiving Water Body Name/Description:
No outfalls identified in 2006				

**SECTION III.C 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 Town is in the process of Closing the Former Jamestown landfill. The proposed design includes the installation of a stormwater collection system and water quality BMPs for the landfill property and transfer station.  
 If approved for funding the Town will construct a new salt storage barn at the wastewater treatment facility.  
 A new water treatment facility design will be completed in spring of 2007. The design will include the installation of water quality swales and constructed wetlands for stormwater quality.

**SECTION III.D 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).**

No additional stormwater data has been collected or analyzed in 2006. In 2007 the Town will conduct the dry weather surveys of all outfalls.



## TOTAL MAXIMUM DAILY LOAD (TMDL) or other Water Quality Determination REQUIREMENTS

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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).

No TMDLs approved in the Town of Jamestown in 2006.



# 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.

#### **SECTION I- 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 in 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.

Where indicated, please provide the status of the pertinent local ordinances and City or Town Solicitor’s

letter. If these documents have not previously been submitted to RIDEM, please include them with this Annual Report.

The first section entitled "Required Measurable Goals" includes 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.

*"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.

**SECTION 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.

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. 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. If applicable, assess the appropriateness of the actions taken to meet the requirements of the minimum measure. In determining appropriateness, you may want to consider at a minimum the local population targeted, pollution sources addressed, receiving water concerns, integration with local management procedures, and available resources and violations or environmental impacts eliminated or minimized.

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. Also include a discussion of any proposed changes to BMPs or measurable goals.

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.

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

Section III refers to additional reporting requirements that the MS4 General Permit is required to submit to the Department as part of the Annual Report. Section III requirements apply to Minimum Control Measures 2 through 6.

**Minimum Control Measure #2: Section III:**  
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).

**Minimum Control Measure #3: Section III.A:**  
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).

**Minimum Control Measure #3: Section III.B:**  
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).

**Minimum Control Measure #4 & 5: Section III.A:**  
Identify the number of construction and post-construction plan and SWPPP reviews completed and any further information. This includes, but is not limited to a summary of the reviews, responsible parties, and types of projects reviewed.

**Minimum Control Measure #4: Section III.B:**  
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 of those unresolved, referred to RIDEM.

**Minimum Control Measure #5: Section III.B:**  
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 of those unresolved, referred to RIDEM.

**Minimum Control Measure #5: Section III.C:**  
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 of those unresolved, referred to RIDEM.

**Minimum Control Measure #6: Section III.A:**  
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.

**Minimum Control Measure #6: Section III.B:**  
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.

**Minimum Control Measure #6: Section III.C:**  
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.

**Minimum Control Measure #6: Section III.D:**  
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).

### **TOTAL MAXIMUM DAILY LOAD (TMDL) or other Water Quality Determination REQUIREMENTS**

**Section I:**  
Complete this section only if your MS4 is subject to an approved TMDL. TMDL requirements may require the implementation of the six minimum control measures to address the pollutants of concern, and/or additional structural storm water controls or measures that are necessary to meet the provisions of the 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).

Provide a progress report: present status and discussion of activities that will be carried out during the next reporting cycle to satisfy the requirements of the TMDL. If applicable assess the appropriateness of the BMPs

selected under each of the six minimum control measures to meet the requirements of the TMDL. In determining appropriateness you may want to consider, violations or environmental impacts eliminated or minimized.

Please include assessment parameters/indicators that will be used to measure the success of the selected BMPs. Also include a discussion of any proposed changes to BMPs or measurable goals.