

**Year 1 Annual Report**  
**Massachusetts Small MS4 General Permit**  
**Reporting Period: May 1, 2018-June 30, 2019**

*\*\*Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form\*\**

*Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed.*

**Part I: Contact Information**

Name of Municipality or Organization:

EPA NPDES Permit Number:

**Primary MS4 Program Manager Contact Information**

Name:  Title:

Street Address Line 1:

Street Address Line 2:

City:  State:  Zip Code:

Email:  Phone Number:

Fax Number:

**Stormwater Management Program (SWMP) Information**

SWMP Location (web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address and an explanation of why it is not posted on the web:

## Part II: Self Assessment

*First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4.*

<b>Impairment(s)</b>				
	Bacteria/Pathogens	Chloride	Nitrogen	Phosphorus
	Solids/ Oil/ Grease (Hydrocarbons)/ Metals			
<b>TMDL(s)</b>				
<i>In State:</i>	Assabet River Phosphorus	× Bacteria and Pathogen	× Cape Cod Nitrogen	
	Charles River Watershed Phosphorus	Lake and Pond Phosphorus		
<i>Out of State:</i>	Bacteria/Pathogens	Metals	Nitrogen	Phosphorus
				Clear Impairments and TMDLs

*Next, check off all requirements below that have been completed. **By checking each box you are certifying that you have completed that permit requirement fully.** If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.*

### Year 1 Requirements

- × Develop and begin public education and outreach program
  - Identify and develop inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
    - The SSO inventory is attached to the email submission
    - The SSO inventory can be found at the following website:
 

N/A
- × Develop written IDDE plan including a procedure for screening and sampling outfalls
- × IDDE ordinance complete
- × Identify each outfall and interconnection discharging from MS4, classify into the relevant category, and priority rank each catchment for investigation
  - The priority ranking of outfalls/interconnections is attached to the email submission
  - The priority ranking of outfalls/interconnections can be found at the following website:
 

Appendix B of IDDE Plan at: <http://yarmouth.ma.us/1759/Stormwater-Management>
- × Construction/ Erosion and Sediment Control (ESC) ordinance complete
- × Develop written procedures for site inspections and enforcement of sediment and erosion control measures
- × Develop written procedures for site plan review
- × Keep a log of catch basins cleaned or inspected
- × Complete inspection of all stormwater treatment structures

### Annual Requirements

- × Annual opportunity for public participation in review and implementation of SWMP
- × Comply with State Public Notice requirements
- × Keep records relating to the permit available for 5 years and make available to the public
- × Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- × All curbed roadways have been swept a minimum of one time per year

**Bacteria/ Pathogens** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach\**

- × Annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate

Permittee or its agents disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time

Provide information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

*\* Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

**Nitrogen** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach\**

- × Distribute an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers

- × Distribute an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate

Distribute an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

*\* Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

*Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- × Increase street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Use the box below to input additional details on any unchecked boxes above or any additional information you would like to share as part of your self assessment:

Public Education and Outreach - Yarmouth worked on new stormwater web page content in Year 1 that was put online in July 2019. The webpage content includes educational content for all four targeted audiences including information on the required topics of pet waste management, lawn care and septic system care.

SSO Inventory - Not applicable because the entire town relies on septic systems.

IDDE Training - An employee IDDE Training program will be developed during Year 2, with annual training to be performed starting in Year 2. Training will correspond with the start of outfall inspection activities.

Using funding provided in part by the Massachusetts Office of Coastal Zone Management (CZM), Yarmouth has completed four stormwater-related projects since 2016, and most recently kicked off its 5th project at the start of Year 2. The first project included completing a desktop analysis, site assessment, and prioritization of over 100 stormwater outfalls draining to coastal waterbodies using GIS software to determine stormwater bacteria and nitrogen pollution sources for retrofit. Since that time, Yarmouth has successfully completed design and installation of four structural stormwater BMPs designed to remove nitrogen from stormwater, and plans on constructing a fifth BMP during Year 2. Each BMP has been installed on catchment areas that previously discharged stormwater untreated or treated only for bacteria to waterbodies of the United States, as well as providing for resiliency against future climate change. The Town may also add informational kiosks during future years at one or more BMPs to serve as a public education feature.

### **Part III: Receiving Waters/Impaired Waters/TMDL**

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

Yes      No

If yes, describe below, including any relevant impairments or TMDLs:

## Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

### MCM1: Public Education

Number of educational messages completed during the reporting period:

Below, report on the educational messages completed during the first year. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

#### **BMP: Pet Waste Management**

Message Description and Distribution Method:

Think Blue pet waste disposal practices post shared on Facebook. The Think Blue pet waste flyer was also provided to Town Clerk to be handed out with new dog licenses in July 2019.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

635 people reached

Message Date(s):

Message Completed for:  Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI?  Yes  No

If yes, describe why the change was made:

#### **BMP: MS4 Requirements and Yarmouth's Stormwater Program**

Message Description and Distribution Method:

Yarmouth developed a brochure that provides an overview of stormwater pollution, stormwater regulations and Yarmouth's stormwater management program. Copies of the brochure were made available at Town Hall, libraries, the Water Department and the Senior Center.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

170 copies made available

Message Date(s): June 2019

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

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### **BMP: Sump Pump Guidance**

Message Description and Distribution Method:

Yarmouth developed a sump pump guidance fact sheet that outlines the Town's authority over and proper discharge of sump pump water. The fact sheet was posted at Town Hall and copies were made available at libraries and the Senior Center.

Targeted Audience: Residents

Responsible Department/Parties: DPW and Community Development

Measurable Goal(s):

130 copies made available

Message Date(s): June 2019

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes  No

If yes, describe why the change was made:

The Town has concerns with sump pump water discharged to its MS4, sidewalks and roadways so developed a fact sheet to provide residence with guidance on how to handle it.

### **BMP: Fertilizer Use**

Message Description and Distribution Method:

Yarmouth posted a fact sheet "Stormwater Pollution Education: Fertilizing the Lawn" at Town Hall and provided copies at the Conservation Office. Yarmouth also posted the "Be a Yard Hero" flyer developed by the Cape Cod Commission at Town Hall. The "Be a Yard Hero" brochure was also posted on Facebook.

Targeted Audience: Residents and Businesses

Responsible Department/Parties: DPW and Community Development

Measurable Goal(s):

Fertilizer fact sheet posted at Town Hall with copies provided at Conservation Office. Yard Hero flyer posted at Town Hall.

720 people reached through Facebook

Message Date(s): Fact sheets and flyers made available in June 2019; Facebook posting June 5, 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

**BMP: Stormwater Pollution Prevention**

Message Description and Distribution Method:

Yarmouth posted the "Stormwater Pollution Prevention Guide for Homeowners" outside the Conservation Office. This brochure provides education on dog waste, lawn and garden care, toxic chemical, vehicle washing, automotive repair and discharge of water from swimming pools and hot tubs.

Targeted Audience: Residents

Responsible Department/Parties: DPW and Community Development

Measurable Goal(s):

Posted outside the Conservation Office

Message Date(s): June 2019

Message Completed for: Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No

If yes, describe why the change was made:

**BMP: What You Can Do as a Developer**

Message Description and Distribution Method:

Yarmouth provided copies of EPA's "What You Can Do as a Developer" fact sheet outside the building and Conservation Offices.

Targeted Audience: Developers (construction)

Responsible Department/Parties: DPW, Community Development and Health

Measurable Goal(s):

20 copies made available

Message Date(s): June 2019

Message Completed for:  Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI?  Yes  No  X

If yes, describe why the change was made:

### **BMP: Erosion Control and the Construction General Permit**

Message Description and Distribution Method:

Yarmouth posted EPA's "Stormwater Pollution Prevention for Small Residential Construction Sites" outside the Conservation Office. The brochure contains pollution prevention tips for construction sites and information on who needs to seek coverage under the EPA CGP.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

Message Completed for:  Appendix F Requirements  Appendix H Requirements

Was this message different than what was proposed in your NOI?  Yes  No  X

If yes, describe why the change was made:

### **BMP: Only Rain Down the Drain**

Message Description and Distribution Method:

Yarmouth distributed Project Storm bookmarks at the Town Hall lobby, the Conservation Office lobby, the Building Department lobby, and the Water Department lobby. The bookmarks send the message that only rain should enter storm drains.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

Message Date(s):

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No X

If yes, describe why the change was made:

[Empty text box]

**BMP: Think Blue Massachusetts "Fowl Water"**

Message Description and Distribution Method:

On behalf of the members of the Cape Cod Stormwater Collaborative, Think Blue Massachusetts ran an educational advertising campaign from June 23 to July 12th, 2019. The "Fowl Water" advertisement helps viewers visualize stormwater pollution from motor oil, pet waste, and trash become stormwater pollution.

Targeted Audience: Residents

Responsible Department/Parties: Think Blue Massachusetts

Measurable Goal(s):

21,522 social media impressions from Town residents through Facebook, Instagram and YouTube

Message Date(s): June 23-June 30, 2019

Message Completed for: Appendix F Requirements Appendix H Requirements

Was this message different than what was proposed in your NOI? Yes No X

If yes, describe why the change was made:

[Empty text box]

Add an Educational Message

**MCM2: Public Participation**

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) during the reporting period:

SWMP Plan for Download - The Town has posted the SWMP Plan on Town website along with contact information for providing comments.

Citizens can report concerns through Yarmouth's RequestTracker web portal.

The MS4 Permit requirements and Town's compliance progress were presented at the August 21, 2018 Selectmen's meeting.

Annual household hazardous waste/used oil collection day provided.

Was this opportunity different than what was proposed in your NOI? Yes No

Describe any other public involvement or participation opportunities conducted during the reporting period:

[Empty text box for public involvement description]

**MCM3: Illicit Discharge Detection and Elimination (IDDE)**

**Sanitary Sewer Overflows (SSOs)**

*Below, report on the number of SSOs identified in the MS4 system and removed during this reporting period.*

Number of SSOs identified: N/A

Number of SSOs removed: N/A

*Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified since 2013.*

Total number of SSOs identified: N/A

Total number of SSOs removed: N/A

**MS4 System Mapping**

Describe the status of your MS4 map, including any progress made during the reporting period:

The Town has mapped all known MS4 outfalls and receiving waters including impairments, open channel conveyances, interconnections, municipally owned structural BMPs, initial outfall catchment delineations, manholes and catch basins,

**Screening of Outfalls/Interconnections**

*If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses.*

- The outfall screening data is attached to the email submission
- The outfall screening data can be found at the following website:

N/A - none completed to date

*Below, report on the number of outfalls/interconnections screened during this reporting period.*

Number of outfalls screened:

*Below, report on the percent of total outfalls/ interconnections screened to date.*

Percent of total outfalls screened:

**Catchment Investigations**

*If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.*

- The catchment investigation data is attached to the email submission
- The catchment investigation data can be found at the following website:

*Below, report on the number of catchment investigations completed during this reporting period.*

Number of catchment investigations completed this reporting period:

*Below, report on the percent of catchments investigated to date.*

Percent of total catchments investigated:

*Optional: Provide any additional information for clarity regarding the catchment investigations below:*

**IDDE Progress**

*If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.*

- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following website:

*Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed during this reporting period.*

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed:  [UNITS]

*Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed since the effective date of the permit.*

Total number of illicit discharges identified:

Total number of illicit discharges removed:

*Optional:* Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

N/A

### **Employee Training**

Describe the frequency and type of employee training conducted during the reporting period:

An employee IDDE Training program will be developed during Year 2, with annual training to be performed starting in Year 2.

### **MCM4: Construction Site Stormwater Runoff Control**

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed during this reporting period.*

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

### **MCM5: Post-Construction Stormwater Management in New Development and Redevelopment**

#### **Ordinance Development**

Describe the status of the post-construction ordinance required to be complete in year 2 of the permit term:

The Town updated and adopted revisions to Chapter 145 Stormwater Management General Bylaw and to the Zoning Bylaw as it relates to the MS4 stormwater permit to provide some clarity and to direct people to the Stormwater Management Regulations. The Town also drafted revisions to the Stormwater Management Regulations to comply with the 2016 MS4 Permit. These will be presented for approval at a public hearing in FY 2020.

#### **As-built Drawings**

Describe the status of the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites required to be complete in year 2 of the permit term:

The Town's Stormwater Management Regulations require the submission of as-built drawings of the Stormwater Management System at the completion of the project. The existing regulations also require submission of an operation and maintenance plan and maintenance agreement, and for the owner to maintain a log of all O&M activities. The proposed revisions to the regulations incorporate additional language to strengthen long-term maintenance requirements.

### **Street Design and Parking Lots Report**

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

The Town worked with a consultant to review Subdivision, Zoning, Wetland and Stormwater regulations for provisions that might impede the implementation of low impact development and green infrastructure. A summary of existing regulatory requirements and recommendations for Town consideration was prepared. The Town will be reviewing and considering these recommendations in the coming years.

### **Green Infrastructure Report**

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

The Town worked with a consultant to review Subdivision, Zoning, Wetland and Stormwater regulations for provisions that might impede the implementation of low impact development and green infrastructure. A summary of existing regulatory requirements and recommendations for Town consideration was prepared. The Town will be reviewing and considering these recommendations in the coming years.

### **Retrofit Properties Inventory**

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

No work completed in Year 1. To be completed in future years.

## **MCM6: Good Housekeeping**

### **Catch Basin Cleaning**

Describe the status of the catch basin cleaning optimization plan:

A plan for optimizing catch basin cleaning was completed and included as Appendix O to the SWMP. The Plan

If complete, attach the catch basin cleaning optimization plan or the schedule to gather information to develop the optimization plan:

- The catch basin cleaning optimization plan or schedule is attached to the email submission
- The catch basin cleaning optimization plan or schedule can be found at the following website:

The Catch Basin Cleaning Optimization Plan is included as Appendix O of the SWMP at: <http://yarmouth.ma.us/1759/Stormwater-Management>

Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins during this reporting period.

Number of catch basins inspected:

Number of catch basins cleaned:

Total volume or mass of material removed from all catch basins:

Below, report on the total number of catch basins in the MS4 system, if known.

Total number of catch basins:

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

Not yet applicable, pending collection of a sediment data from catch basins in accordance with the Plan for Optimizing Catch Basin Cleaning.

### **Street Sweeping**

Describe the status of the written procedures for sweeping streets and municipal-owned lots:

The Town developed a street sweeping map showing areas to be swept twice a year in accordance with the permit. A street sweeping SOP was also developed and is included as part of a larger comprehensive Operation and Maintenance (O&M) Plan during Year 2 that covers other facilities and stormwater infrastructure.

Report on street sweeping completed during the reporting period using one of the three metrics below.

Number of miles cleaned:

Volume of material removed:

Weight of material removed:

If applicable:

For rural uncurbed roadways with no catch basins, describe the progress of the inspection, documentation, and targeted sweeping plan:

DPW personnel observe all regulated town-owned roadways for maintenance needs, including street sweeping, during routine operations. Personnel also observe suspect trouble areas, such as large-scale construction projects or projects with substantial land disturbance, for evidence of runoff-laden sediment onto roadways that may require more frequent sweeping in addition to that outlined under the Street Sweeping SOP. Should areas in need of additional sweeping be observed, the Town will document these areas and schedule additional sweeping as needed. Note that the Town does not apply sand to roadways during winter operations, and thus observed sweeping needs are typically minimal. Inspections of rural uncurbed roadways conducted to date have not yet observed any needs for additional sweeping within regulated urbanized area roadways.

### **Winter Road Maintenance**

Describe the status of the written procedures for winter road maintenance including the storage of salt and sand:

The Town developed an SOP for winter road maintenance during Year 1. The SOP is included as part of a larger comprehensive O&M Plan that covers other facilities and stormwater infrastructure.

### **Inventory of Permittee-Owned Properties**

Describe the status of the inventory, due in year 2 of the permit term, of permittee-owned properties, including parks and open spaces, buildings and facilities, and vehicles and equipment, and include any updates:

The Town has prepared an inventory of permittee-owned properties, which is included in its O&M Plan for facilities and stormwater infrastructure.

### **O&M Procedures for Parks and Open Spaces, Buildings and Facilities, and Vehicles and Equipment**

Describe the status of the operation and maintenance procedures, due in year 2 of the permit term, of permittee-owned properties (parks and open spaces, buildings and facilities, vehicles and equipment) and include maintenance activities associated with each:

The Town has prepared an O&M Plan for permittee-owned properties and infrastructure.

### **Stormwater Pollution Prevention Plan (SWPPP)**

Describe the status of any SWPPP, due in year 2 of the permit term, for permittee-owned or operated facilities including maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater:

The Town filed No Exposure Certifications with EPA for three DPW facilities in 2003. These included the Water Division Headquarters, the DPW Waste Management Division, and the DPW Highway Division. No Exposure Certification was filed since the stormwater from all facilities is directed to infiltration basins on site. Analysis of maintenance garages, public works yards, transfer stations, and other waste handling facilities

where pollutants are exposed to stormwater will be reviewed in Year 2 to determine if any conditions have changed or any facilities require a SWPPP.

*Below, report on the number of site inspections for facilities that require a SWPPP completed during this reporting period.*

Number of site inspections completed:

Describe any corrective actions taken at a facility with a SWPPP:

N/A

### **O&M Procedures for Stormwater Treatment Structures**

Describe the status of the written procedure for stormwater treatment structure maintenance:

The Town's O&M Plan includes an SOP for BMP Inspection and Maintenance. Inspection of all Town-owned BMPs was conducted in Year 1. An inspection report including completed inspection forms and maintenance needs for each BMP was prepared.

## **Additional Information**

### **Monitoring or Study Results**

*Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.*

- Not applicable
- The results from additional reports or studies are attached to the email submission
- The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

N/A

### **Additional Information**

*Optional:* Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

The sediment volume reported from sweeping is representative of all roads swept throughout the Town, of

which only a portion are within the regulated MS4.

### **Activities Planned for Next Reporting Period**

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 2 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree

- Complete system mapping Phase I
- Begin investigations of catchments associated with Problem Outfalls
- Develop or modify an ordinance or other regulatory mechanism for post-construction stormwater runoff from new development and redevelopment
- Establish and implement written procedures to require the submission of as-built drawings no later than two years after the completion of construction projects
- Develop, if not already developed, written operations and maintenance procedures
- Develop an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; review annually and update as necessary
- Establish a written program detailing the activities and procedures the permittee will implement so that the MS4 infrastructure is maintained in a timely manner
- Develop and implement a written SWPPP for maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater
- Enclose or cover storage piles of salt or piles containing salt used for deicing or other purposes
- Develop, if not already developed, written procedures for sweeping streets and municipal-owned lots
- Develop, if not already developed, written procedures for winter road maintenance including storage of salt and sand
- Develop, if not already developed, a schedule for catch basin cleaning
- Develop, if not already developed, a written procedure for stormwater treatment structure maintenance
- Develop a written catchment investigation procedure (*18 months*)

### **Annual Requirements**

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected

- Sweep all uncurbed streets at least annually

Provide any additional details on activities planned for permit year 2 below:

## Part V: Certification of Small MS4 Annual Report 2019

### 40 CFR 144.32(d) 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.

Name:

Title:

Signature:

Date:

*[Signatory may be a duly authorized representative]*