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## RIPDES SMALL MS4 ANNUAL REPORT GENERAL INFORMATION PAGE

RIPDES PERMIT #RIR040018

REPORTING PERIOD:        **X YEAR 7**  
Jan 2010-Dec 2010

**OPERATOR OF MS4**

Name: Town of Bristol			
Mailing Address: 10 Court Street			
City: Bristol	State: RI	Zip: 02809	Phone: (401) 253-7000
Contact Person: Edward Tanner		Title: Principal Planner	
Legal status (circle one): PRI - Private <b>PUB - Public</b> 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**

<p>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.</p>	
Print Name	Diane C. Mederos
Print Title	Town Administrator
Signature	_____ Date _____





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

**SECTION I. OVERALL EVALUATION:**

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

**Include information relevant to the implementation of each measurable goal, such as activities, topics addressed, audiences and pollutants targeted. Discuss 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	Provide a General Summary of activities implemented to educate your community on how to reduce storm water pollution. For TMDL affected areas, with storm water associated pollutants of concern, indicate rationale for choosing the education activity. List materials used for public education and topics addressed. Summarize implementation status and discuss if the activity is appropriate and effective.
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The Department of Community Development is responsible for achieving this goal. Public education information was provided by the Town as well as various community groups including Save Bristol Harbor (SBH), Save the Bay, the Kickemuit River Council (KRC), Roger Williams University (RWU), Mosaico Community Development Corporation (CDC), and the Audubon Society of Rhode Island. Public education has been centered on shoreline cleanups, water quality monitoring, storm drain stenciling, student education, and pet waste disposal.

In 2010, The Kickemuit River Council, Mosaico CDC, Save Bristol Harbor, Save the Bay, and the Town's Keep Bristol Clean taskforce (operated by the Department of Public Works (DPW)) organized several shoreline cleanups. The Town's DPW assisted with the cleanups by removing, recycling or disposing of all items collected. On April 24th, approximately 38 volunteers participated in a shoreline cleanup around Bristol Harbor sponsored by Save the Bay. Volunteers worked for approximately 2 hours and removed 576 pounds of refuse from the harbor shoreline. On May 1<sup>st</sup>, approximately 218 volunteers participated in the Town's Keep Bristol Clean program by spending 3 hours cleaning refuse and debris from approximately 18 sites throughout the town (approximately 654 volunteer hours) collecting 2.25 tons of refuse. On this day, 18 volunteers from SBH cleaned the banks of Silver Creek, and volunteers from the KRC cleaned the shoreline of the Kickemuit River. On May 28<sup>th</sup>, approximately 50 fourth grade students from Guiteras School involved with the Mosaico CDC "Sense of Pride" program, along with their teachers and Mosaico CDC and Save the Bay volunteers, spent approximately 1 hour cleaning Thomas Park and the banks of Silver Creek removing several bags of refuse. On June 12, Save the Bay organized a cleanup of the Mt. Hope Bay shoreline with 40 HOBY students and 15 HOBY youth leaders who were attending a leadership seminar at RWU. On August 30<sup>th</sup>, Save the Bay organized a 4 hour cleanup of the Bristol Harbor Shoreline with 41 RWU students and removed 314 pounds of refuse. In addition to the above, private citizen volunteers, with assistance from Save the Bay and SBH documented over 500 hours throughout the year on voluntary shoreline cleanup efforts along Narragansett Bay and the Bristol Harbor and Silver Creek shorelines.

Through Mosaico CDC's "Sense of Pride" program, volunteers from Save the Bay and SBH - using a realistic watershed model - presented hands-on educational activities on watershed hydrology and stormwater pollution to approximately 175 fourth grade students from three elementary schools. In addition, 18 fourth grade students from Guiteras School and 19 fourth grade students from Colt-Andrews School installed a total of approximately 60 storm drain markers in the downtown area. Approximately 50 fourth grade students from Rockwell School also learned about the Rhode Island Oyster Gardening for Regeneration and Enhancement (RI-OGRE) program and visited the RWU marine science laboratory to help create oyster habitats.

In addition to the above activities, in 2010 Save Bristol Harbor continued field work on its Predictive Habitat Model for Bristol Harbor. With assistance and training from the University of Rhode Island (URI) Watershed Watch program and scientists from URI and Brown University, volunteers from SBH, including students from Mt. Hope High School conducted water quality sampling and testing at 12 sites (expanded from 8 sites when the project began in 2009) located both within and along the perimeter of Bristol Harbor (see attached web article from SBH regarding 2010 activities). Surface water samples are collected from these 12 locations weekly and analyzed in the field for a variety of parameters. In addition, samples are collected monthly from each location and delivered to URI for laboratory analysis. This valuable work will help the Town, other government agencies, and the public further understand water conditions in the harbor and guide decision making within the watershed. In 2010, the Town of Bristol contributed funds to support SBH's efforts by paying for the cost of laboratory analysis for three of the four new sampling locations within Silver Creek, a significant tributary to Bristol Harbor.

In the following permit year, the Town of Bristol plans to continue to work with various community groups and schools to achieve this goal. The Town will also continue to update and enhance its website to include additional stormwater education information.

IV.B.1.b.2	Provide a general summary of how the public education program was used to educate the community on how to become involved in the municipal or statewide storm water program. Describe partnerships with governmental and non-governmental agencies used to involve your community.
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The Department of Community Development is responsible for achieving this goal. The Town of Bristol also utilized activities and membership of Save Bristol Harbor, Save the Bay, the Kickemuit River Council, and Mosaico CDC to assist with this goal.

In 2010, with the assistance of the Save Bristol Harbor, the Kickemuit River Council, Save the Bay, and Mosaico CDC, the Town used the water quality sampling, shoreline cleanup, and storm drain stenciling events as opportunities to educate the community on the stormwater program. These events include shoreline and town-wide cleanup and Earth Day events, and a storm drain marker program coordinated with schools; including elementary, high school, and college-aged students. In 2010, the Town continued its partnership with Save Bristol Harbor and the Mt. Hope High School's marine science class to document Town-owned stormwater outfalls, evaluate and understand water quality impacts from stormwater, and conduct water quality monitoring activities. In previous permit years, the SBH volunteers and students have also assisted the Town with dry-weather screening of stormwater outfalls. In the following permit year, the Town will continue to partner with Save Bristol Harbor and Mt. Hope High School, and will utilize these volunteers to conduct further dry weather outfall inspections and outfall sampling.

Additional Measurable Goals and Activities: Please indicate if the following training sessions were attended and list the name(s) and municipal position of all staff who attended the training. (Please note that participation in these trainings was not required.)

Attendance at the following trainings if applicable:

Preview of the Draft MS4 General Permit – Public Education and Involvement Measures (03/12/2010)

Attending name of staff and title: Edward M. Tanner, Principal Planner

Attending name of staff and title: \_\_\_\_\_

Preview of the Draft MS4 General Permit – IDDE and Pollution Prevention and Good Housekeeping Measures (04/09/2010)

Attending name of staff and title: Edward M. Tanner, Principal Planner

Attending name of staff and title: \_\_\_\_\_

Preview of the Draft MS4 General Permit – Construction and Post-Construction Measures (07/08/2010)

Attending name of staff and title: Edward M. Tanner, Principal Planner

Attending name of staff and title: \_\_\_\_\_

RI Stormwater Design and Installation Manual – Final Draft Informational Session (05/26/2010, 06/02/2010)

Attending name of staff and title: Edward M. Tanner, Principal Planner

Attending name of staff and title: \_\_\_\_\_

Institutionalizing Stormwater Education in Rhode Island (06/03/2010)

Attending name of staff and title: \_\_\_\_\_

Attending name of staff and title: \_\_\_\_\_

Demonstration of the new ASIST Program Management Software (08/10/2010)

Attending name of staff and title: Edward M. Tanner, Principal Planner

Attending name of staff and title: \_\_\_\_\_

Stormwater Education Training: Using the Enviroscope Model (11/03/2010)

Attending name of staff and title: \_\_\_\_\_

Attending name of staff and title: \_\_\_\_\_

Rhode Island Regulatory Setbacks and Buffers (12/02/2010)

Attending name of staff and title: \_\_\_\_\_

Attending name of staff and title: \_\_\_\_\_

Other Trainings:



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

**SECTION I. OVERALL EVALUATION:**

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

Include information relevant to the implementation of each measurable goal, such as types of activities and audiences/groups engaged. Discuss 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	Describe audiences targeted for the public involvement minimum measure, include a description of the groups engaged, and activities implemented and if a particular pollutant(s) was targeted. If addressing TMDL requirements indicate how the audience(s) and/or activity address the pollutant(s) of concern. Name of person(s) and/or parties responsible for implementation of activities identified. Assess the effectiveness of BMP and measurable goal.
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The Department of Community Development is responsible for achieving the measurable goals. The Town of Bristol utilizes a variety of activities to encourage public involvement in its stormwater program. This includes utilizing the membership and activities of the Kickemuit River Council, Save Bristol Harbor, Mosaico CDC, Save the Bay, and the Bristol-Warren Regional School District to assist with this goal. In addition, the Town's Conservation Commission acts as the Town's stormwater committee and reviews the program goals and objectives, and participates in field activities.

The public participates in the stormwater management program primarily through the cooperation of several nonprofit organizations operating in town. The Kickemuit River Council, Save Bristol Harbor, Mosaico CDC, Save the Bay, and the Bristol-Warren Regional School District all provide public involvement opportunities that are supported by the Town through shoreline cleanup activities, storm drain stenciling programs, coastal water quality monitoring, and educational talks and presentations. These activities are generally directed towards elementary and middle school aged children and their families. Coastal shoreline cleanups and storm drain stenciling programs were conducted during 2010. In addition, the Town continued to support field activities, including a stormwater monitoring program, through a partnership with Save Bristol Harbor that involved senior students from Mt. Hope High School.

**Additional Measurable Goals and Activities**

BMP ID 2-2 (Hold regular storm water steering committee meetings) and BMP ID 2-3 (Hold quarterly storm water steering committee meeting (2<sup>nd</sup> through 5<sup>th</sup> Year):

In Year 7 (2010), the Town's drainage committee met approximately quarterly during the year to review known drainage problems and appropriate improvements to the municipal storm drain system. In addition, the Conservation Commission, which acts as the Town's stormwater committee, met monthly and continued working on several community outreach ideas relating to water quality and stormwater management such as community cleanups and public education initiatives.

BMP ID 2-4 (Coordinate with Save the Bay to continue storm drain stenciling program)

In Year 7 (2010), The storm drain stenciling and marking program was conducted by Mosaico CDC, with assistance from Save The Bay and Save Bristol Harbor volunteers. Approximately 40 fourth grade students from two elementary schools were educated about watershed hydrology and stormwater pollution, and marked a total of approximately 60 storm drains in the downtown area.

BMP ID 2-5 (Identify locations of marked storm drains using GIS in year 2)

During Year 7 (2010), the Town of Bristol completed field and mapping work to update the GIS to include all storm drain structures, including pipelines, catch basins, manholes, and outfalls (see attached maps of system). In the following permit year, the Town will continue to update its GIS storm drain layer mapping as new information is obtained and maintenance/repair work is completed.

BMP ID 2-6 (Develop a program to prioritize storm drain stenciling using GIS in year 2 and 3)

In 2010, the Town of Bristol completed its storm drain and outfall mapping, and updated this information on its GIS. The Town also works with Mosaico CDC, Save the Bay, and Save Bristol Harbor to coordinate an annual storm drain stenciling program. The GIS drainage mapping is available to these organizations, and is now used to identify storm drains for stenciling. In recent years, the focus of the stenciling program has been on the downtown area with dense population close to Bristol Harbor and neighborhood elementary schools. The stenciling program has also been conducted in neighborhoods to the north of downtown along Hope Street (Rt. 114), where drains discharge directly to Bristol Harbor or Silver Creek. The newly revised storm drain system maps will be provided to community organizations, such as Save Bristol Harbor, for use in locating and prioritizing storm drain stenciling activities.

BMP ID 2-7 (Stencil a minimum of 25 storm drains per year in years 3, 4, and 5)

In Year 7 (2010), volunteers in the Town of Bristol installed approximately 60 storm drain markers.

BMP ID 2-8 (Utilize GIS to identify town maintained shorelines and streams for cleanup and monitoring in 2<sup>nd</sup> year).

In Year 7 (2010), approximately 1,600 volunteer hours were spent cleaning shorelines and other areas throughout town. In past years, the Town has not utilized its GIS to identify shoreline cleanup areas. However, the Town will provide its newly revised storm drain system maps to community organizations, such as Save the Bay and Save Bristol Harbor, for use in prioritizing and tracking shoreline cleanup activities.

BMP ID 2-9 (Continue coordinating and hosting annual Earth Day events in years 3, 4, and 5)

In Year 7 (2010), the Town of Bristol held a town-wide Earth Day clean up on May 1, 2010. Approximately 218 residents participated in this event.

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

Date of Public Notice: June 2, 2011	How public was notified: <i>Newspaper Legal Advertisement, Public Meeting Postings at Town Hall and Post Office, and Town Web Site Posting</i>
Was public meeting held? <input checked="" type="checkbox"/> YES      NO	
Date: June 15, 2011	Where: <i>Town Council Chambers, Bristol Town Hall</i>
Summary of public comments received: No comments were received from the public.	
Planned responses or changes to the program: None.	



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

### SECTION I. OVERALL EVALUATION:

#### GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS

Include information relevant to the implementation of each measurable goal, such as activities implemented (when reporting tracked and eliminated illicit discharges, please explain the rationale for targeting the illicit discharge) to comply with on-going requirements, and illicit discharge public education activities, audiences and pollutants targeted. Discuss 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:	Indicate if the outfall map was not completed, reasons why, proposed schedule for completion of requirement and person(s)/ Department responsible for completion. (The Department recommends electronic submission of updated EXCEL Tables if this information has been amended.) <b>Date of Completion: 2009 – revised through December 2010</b>
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The Town of Bristol completed its first GIS-based outfall map in Year 5 (2008). Prior to that the map was a “working document” that was being revised as plans and site surveys became available. In Year 6, the outfall map was field checked for accuracy by Town staff and volunteers from Save Bristol Harbor and the Mt. Hope High School senior marine science program as part of our outfall inspection and dry weather investigation program. The Town then revised the outfall map to include additional information collected during 2009 survey work, and further investigated a relatively small number of outfalls whose location could not be verified in the field. A total of 148 Town-owned outfalls were identified through the end of Year 6 (2009).

In Year 7 (2010), the Town contracted with an engineering consultant to field verify and GPS locate our entire storm drainage system. This project included locating and inspecting every catch basin, manhole and outfall; in addition to determining drain pipe location, size, and direction of flow to complete a detailed storm drain GIS layer. A significant number of new drainage structures were identified through this effort, including 25 additional Town-owned outfalls. The attached maps (8 sheets) reflect all storm drainage structures and outfall locations (both public and private) identified and located through the end of 2010. A total of 173 Town-owned outfalls have now been identified. A list of all Town-owned outfalls, including outfall identification number, location, and any previous inspection data is attached.

IV.B.3.b.2	Indicate if your municipality chose to implement the tagging of outfalls activity under the IDDE minimum measure, activities and actions undertaken under the 2010 calendar year.
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As the Town continues to use its GIS and GPS units to map outfall locations, this requirement is optional. The information used to create the GIS maps is of sufficient accuracy to allow the identification of individual pipes when revisiting their locations. Thus, the Town has not tagged its outfall pipes.

IV.B.3.b.3	Provide a summary of the implementation of recording of system additional elements (catch basins, manholes, and/or pipes). Indicate if the activity was implemented as a result of the tracing of illicit discharges, new MS4 construction projects, and inspection of catch basins required under the IDDE and Pollution Prevention and Good Housekeeping Minimum Measures, and/or as a result of TMDL related requirements and/or investigations. Assess effectiveness of the program minimizing water quality impacts.
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In 2010, the Town of Bristol completed the mapping and recording of all additional drainage system elements, including catch basins, manholes, and drain pipes. To accomplish this task, the Town has contracted with an engineering consultant to accurately locate and inspect every catch basin, manhole, outfall, and other structure (such as detention basins and water quality units); in addition to determining drain pipe location, size, and direction of flow to complete a detailed town-wide storm drain GIS layer (see attached maps and memorandum from Beta Group, Inc.). The locating of these additional drainage system elements was done with sufficient accuracy to allow for the revisiting of the location of these elements. Each drainage system element has been assigned a unique identification number and inspection notes have been recorded in a database linked to the GIS. The DPW will use the database and identification numbers of each element to track and map future maintenance and repair activities. A small number of locations, primarily in the Poppasquash Neck area of town, require additional field verification. However, this work will be completed in early 2011 and these maps will continue to be updated as new information is obtained and maintenance/repair work is completed.

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

IV.B.3.b.4	<p>Indicate if the IDDE ordinance was <b>not</b> developed, adopted and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement.  <b>Date of Adoption: October 28, 2008</b>                  If the Ordinance was amended in 2010, please indicate why changes were necessary.</p>
<p>The Town of Bristol developed and adopted an IDDE ordinance in 2008. A copy of this ordinance was submitted to RIDEM on November 12, 2008 along with a letter from the Town Solicitor. This ordinance has not been amended since its adoption.</p>	
IV.B.3.b.5.ii, iii, iv, & v	<p>Provide a summary of the implementation of procedures for receipt and consideration of complaints, tracing the source of an illicit discharge, removing the source of the illicit discharge and program evaluation and assessment as a result of removing sources of illicit discharges. Identify person(s) / Department and/or parties responsible for the implementation of this requirement.</p>
<p>Throughout this permit cycle, the Department of Public Works and the Wastewater Department worked together to investigate complaints or other evidence of potential illicit connections to the Town's drainage system. Complaints or direct observations by Town employees or consultants are investigated by the DPW and their sources identified and removed (if necessary). Priority areas for illicit discharge detection include the downtown district and industrial areas, and residential areas in the vicinity of the Town Beach. In 2010, the Town continued to investigate complaints and is currently logging complaints in paper format, while working with its consulting engineer to evaluate and chose an appropriate method to track the complaints. The Town plans to continue this process of tracking complaints and enforcing the IDDE ordinance where necessary. If a non-storm water discharge is identified, the Town will follow the guideline set forth in the IDDE ordinance and if necessary refer the discharge to RIDEM.</p>	
IV.B.3.b.5.vi	<p>Provide summary of implementation of catch basin and manhole inspections for illicit connections and non-storm water discharges. If the required measurable goal of inspecting all catch basins and manholes for this purpose was not accomplished, please indicate reasons why, the proposed schedule of completion and identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement. The operator must keep records of all inspections and corrective actions required and completed.</p>
<p>The Department of Public Works is responsible for the implementation of this requirement. In 2010, the Town contracted with an engineering consultant to locate, inspect; and document the condition of every storm drainage system structure, including every catch basin and manhole to help identify potential illicit connections. A total of 2,884 catch basins and 541 manholes were located and inspected during 2010. This information has been entered into a town-wide drainage system database that will be linked to the GIS, with each drainage structure having a unique identification number. This information has been provided to DPW to improve its field inspection database and allow for the mapping of priority areas for additional cleaning, maintenance, and investigation. In addition, in 2010 the DPW cleaned a total of 223 catch basins. The Town's vacuum truck is used for cleaning catch basins and manholes. All catch basins that were cleaned were also inspected for illicit connections by DPW staff. If suspected illicit connections were identified, they were investigated in the field by DPW staff. In 2010, the Town began inputting all catch basin cleaning and inspection information into an electronic database to track field inspections and document suspected illicit connections. A copy of DPW's catch basin cleaning database for work conducted in 2010 is attached.</p>	

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

IV.B.3.b.5.vii	<p>If dry weather surveys including field screening for non-storm water flows and field tests of selected parameters and bacteria were not completed, indicate reasons why, proposed schedule for the completion of this measurable goal and person(s) / Department and/or parties for the completion of this requirement. Evaluate effectiveness of the implementation of this requirement. <b>The results of the dry weather survey investigations must be submitted to RIDEM electronically, if not already submitted or if revised since 2009, in the RIDEM provided EXCEL Tables and should include visual observations for all outfalls during both the high and low water table timeframes, as well as sample results for those outfalls with flow. Date of Completion: Anticipated completion spring 2011</b></p>
<p>The Department of Community Development is responsible for the implementation of this requirement. In Year 5 (2008), the Town of Bristol implemented a dry weather survey program. In October 2008, the Town began a partnership with Save Bristol Harbor and the Mt. Hope High School's senior marine science class to locate, inspect, and document flow conditions at all Town-owned stormwater outfalls. Students and volunteers were trained by the Town's engineering consultant in the classroom and in the field prior to conducting inspections. The students, along with adult volunteers and Town staff inspected approximately 142 outfalls throughout the town. This effort continued into 2009 and was completed in March 2009. A total of 148 Town-owned outfalls were identified through the end of Year 6 (2009). In Year 7 (2010), the Town contracted with an engineering consultant to field verify and GPS located our entire storm drainage system. This project included locating and inspecting every catch basin, manhole and outfall; in addition to determining drain pipe location, size, and direction of flow to complete a detailed storm drain GIS layer. A significant number of new drainage structures were identified through this effort, including 25 additional Town-owned outfalls. The attached maps (8 sheets) reflect all storm drainage structures and outfall locations (both public and private) identified and located through the end of 2010. A total of 173 Town-owned outfalls have now been identified. A list of all Town-owned outfalls, including outfall identification number, location, and any previous inspection data is attached.</p> <p>The Town of Bristol has conducted inspections of 100% of its outfalls. However, the dates of these surveys varied in 2008 and 2009 with many outfalls inspected outside of the specified time frames of the Phase II Stormwater Regulations. While this inspection effort was successful in providing public education and engaging local volunteers and students in a hands-on project to increase awareness of water quality impacts from stormwater, it was not in full compliance for required time frames due to the varying schedules of volunteers and high school students. In addition, these surveys did not include field screening for non-storm water flows and field tests of selected parameters and bacteria. Additional outfalls have been identified and located by our engineering consultant in 2010 as part of a system-wide inspection and mapping project. These additional outfalls were not however properly inspected for Dry Weather Surveys at the time that they were located.</p> <p>In an effort to bring the Town of Bristol into compliance with the dry weather survey requirement, we have recently retained the services of Beta Group, Inc. to complete a Dry Weather Survey of all identified Town-owned outfalls. This survey will be conducted within the time frames specific in the Phase II Stormwater Regulations and will include field sampling and laboratory analysis as required for those outfalls found to be flowing. The survey field work will be completed prior to April 30, 2011. A copy of our signed proposal from Beta Group, Inc. documenting this proposed Dry Weather Survey and sampling/reporting work is attached. The results of this dry weather survey investigation will be submitted to RIDEM electronically, in the RIDEM provided EXCEL Tables and will include visual observations for all outfalls, as well as sample results for those outfalls with flow.</p>	
IV.B.3.b.7	<p>Provide a description of efforts and actions taken as a result of for coordinating with other physically interconnected MS4s, including State and federal owned or operated MS4s, when illicit discharges were detected or reported. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.</p>
<p>RIDOT owns storm drains along Metacom Avenue (Rt. 136) and Hope Street (Rt. 114) as well as several connecting streets (Chestnut Street, Gooding Avenue, State Street, Bayview Avenue). The drains on these streets are interconnected with the Town's storm drains. The DPW contacts RIDOT whenever a problem is identified with the State-owned system. Also, if requested by the State, the Town will assist RIDOT with cleaning of structures. In the next permit year, the Town intends to work with RIDOT to review our updated drainage system maps, share data, and evaluate ownership and maintenance obligations for all interconnected drainage structures.</p>	
IV.B.3.b.8	<p>Provide a description of efforts and actions taken for the referral to RIDEM of non-storm water discharges not authorized in accordance to Part I.B.3 of this permit or another appropriate RIPDES permit, which the operator has deemed appropriate to continue discharging to the MS4, for consideration of an appropriate permit. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.</p>
<p>The Department of Public Works is responsible for the implementation of this requirement. The Town adopted the IDDE ordinance in 2008. If a non-storm water discharge is identified, the Town will follow the guideline set forth in the IDDE ordinance and if necessary refer the discharge to RIDEM. No non-stormwater discharges were referred to RIDEM in 2010.</p>	

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

IV.B.3.b.9	Provide a description of efforts and actions taken to inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste, as well as allowable non-storm water discharges identified as significant contributors of pollutants. Include a description on how this activity was coordinated with the public education minimum measure and the pollution prevention/good housekeeping minimum measure programs. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.
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The Department of Community Development and the Department of Public Works are responsible for the implementation of this goal. The Town has adopted an IDDE ordinance. Notice of this ordinance was placed in the local newspaper and a televised public hearing was held where Town staff explained the rationale for the ordinance and problems associated with the improper disposal of wastes in stormwater. The Town also utilizes and assists private groups such as Save Bristol Harbor, Save the Bay, and Mosaico CDC to educate residents and students about improper waste disposal and stormwater impacts. The Town web site includes stormwater pollution education information, including the IDDE ordinance. The Town also collects many waste items (including waste oil) for proper disposal at its transfer station and coordinates an annual hazardous waste collection day with Rhode Island Resource Recovery. The Town plans to continue these activities in the next permit year. In addition, the Town will partner with community groups to provide an education program with specific information to educate the public on IDDE and improper waste disposal. The Town also plans to add additional waste disposal and recycling information to its website and to provide brochures and other public education information within public buildings.

**Additional Measurable Goals and Activities**

**BMP ID 3-9: (Develop a strategy for illicit discharge education)**  
 In 2008, the Town of Bristol adopted its IDDE ordinance and began researching for education materials to specifically inform the community about illicit discharge and improper disposal of waste (see discussion above). With assistance and information provided by the URI NEMO storm water public education and outreach program, the Town plans to continue these activities and to partner with community groups to provide an education program with specific information to educate the public on IDDE and improper waste disposal. The Town also plans to add additional waste disposal and recycling information to its website and to provide brochures and other public education information within public buildings.

**BMP ID 3-4: (Inspect all town outfalls)**  
 In Year 7 (2010), the Town contracted with an engineering consultant to field verify and GPS locate our entire storm drainage system. This project included locating and inspecting every catch basin, manhole and outfall; in addition to determining drain pipe location, size, and direction of flow to complete a detailed storm drain GIS layer. A significant number of new drainage structures were identified through this effort, including 25 additional Town-owned outfalls. A total of 173 Town-owned outfalls have now been identified. The Town will complete a Dry Weather Survey of all identified Town-owned outfalls in spring 2011. This survey will be conducted within the time frames specific in the Phase II Stormwater Regulations and will include field sampling and laboratory analysis as required for those outfalls found to be flowing. The survey work will be completed prior to April 30, 2011.

**SECTION II.A Other Reporting Requirements - Illicit Discharge Investigation and System Mapping (Part IV.G.2.m)**

# of Illicit Discharges Identified in 2010: 0	# of Illicit Discharges Tracked in 2010: 0
# of Illicit Discharges Eliminated in 2010: 0	# of Complaints Received: 0
# of Complaints Investigated: 0	# of Violations Issued: 0
# of Violations Resolved: 0	# of Unresolved Violations Referred to RIDEM: 0
Total # of Illicit Discharges Identified to Date: 0	Total # of Illicit Discharges remaining unresolved at the end of 2010: 0
<p><b>Summary of Enforcement Actions:</b>                  The Department of Public Works and the Wastewater Department currently work together to investigate complaints or other evidence of potential illicit connections to the Town's drainage system. Complaints or direct observations by Town employees or consultants are investigated by the DPW and their sources identified and removed (if necessary). No illicit discharges were identified during Year 7.</p>	

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

Extent to which the MS4 system has been mapped:

The Town of Bristol has mapped 100% of its MS4 system. In Year 7 (2010), the Town contracted with an engineering consultant to field-verify and GPS located our entire storm drainage system. This project included locating and inspecting every catch basin, manhole and outfall; in addition to determining drain pipe location, size, and direction of flow to complete a detailed storm drain GIS layer. The attached maps (8 sheets) reflect all storm drainage structures and outfall locations (both public and private) identified and located through the end of 2010. A total of 173 Town-owned outfalls 2,884 catch basins and 541 manholes were located, inspected, and mapped.

Total # of Outfalls Identified and Mapped to Date: The Town of Bristol has identified and mapped a total of 173 Town-owned outfalls. In addition, the Town has identified and mapped 58 privately-owned outfalls and 22 State-owned outfalls.

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

Interconnection:	Date Found:	Location:	Name of Connectee:	Originating Source:	Planned and Coordinated Efforts and Activities with Connectee:
RIDOT	2010	Metacom Avenue (Rt. 136)	RIDOT	Various Town-owned side streets	Contact RIDOT if maintenance is required or if illicit connection(s) is detected.
RIDOT	2010	Hope Street (Rt. 114)	RIDOT	Various Town-owned side streets	Contact RIDOT if maintenance is required or if illicit connection(s) is detected.



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

**SECTION I. OVERALL EVALUATION:**

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

**Include information relevant to the implementation of each measurable goal, such as activities implemented to support the review, issuance and tracking of permits, inspections and receipt of complaints. Discuss 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.4.b.1	Indicate if the Sediment and Erosion Control and Control of Other Wastes at Construction Sites ordinance was <b>not</b> developed, adopted and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement. <b>Date of Adoption: January 25, 2006</b> If the Ordinance was amended in 2010 please indicate why changes were necessary.
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The ordinance was adopted on January 25, 2006 and was amended on January 23, 2008. The amended ordinance was submitted to RIDEM on November 12, 2008 with a letter from the Town Solicitor. The ordinance was not amended in 2010.

IV.B.4.b.6	Describe actions taken as a result of receipt and consideration of information submitted by the public.
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Complaints or comments are received by the Building Inspector, DPW staff, the Planning Department, or the Code Compliance Coordinator. All comments submitted by the public are follow up quickly and any site modifications or repairs to erosion/sediment controls that may be necessary are discussed with the site contact. In nearly all instances, Town staff members are aware of construction activities, as some type of permit is required, and site contact information is readily available. A file is maintained in the Department of Community Development for each permitted construction site and inspection and enforcement actions are noted within each file. In the following permit year, the Town will begin tracking any comments or complaints received from the public in a computer spreadsheet database program. This program will specifically track the issuance of soil erosion, runoff and sediment control permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.

IV.B.4.b.8	Describe activities and actions taken as a result of referring to the State non-compliant construction site operators. The operator may rely on the Department for assistance in enforcing the provisions of the RIPDES General Permit for Storm Water Discharges Associated with Construction Activity to the MS4 if the operator of the construction site fails to comply with the local and State requirements of the permit and the non-compliance results or has the potential to result in significant adverse environmental impacts.
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The Town of Bristol did not use the assistance of RIDEM to enforce the Erosion, Runoff, & Sediment Control Ordinance in 2010.

**Additional Measurable Goals and Activities**

BMP ID 4-8 (Track the number of non-compliant sites reported)

Since the Soil Erosion, Runoff, & Sediment Control Ordinance was first adopted in 2006, we have inspected 100% of construction projects within the regulated area, including most small projects such as single-family house lots. Compliance inspections are performed by Town officials (Principal Planner, Building Inspector, DPW foreman, or Code Compliance Officer) and in many cases by a professional engineer consultant contracting with the Planning Board. Where non-compliant sites are found, the applicant's and/or contractors are notified and follow up inspections are performed to ensure compliance. While all projects are inspected periodically, and significant inspection or enforcement issues are noted in the project's file, many routine inspections are not well documented or tracked. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.

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

**SECTION II. A - Plan and SWPPP Reviews during Year 7 (2010) Part IV.B.4.b.2:** Issuance of permits and/or implementation of policies and procedures for all construction projects resulting in land disturbance of greater than 1 acre.

**IV.B.4.b.4:** Review 100% of plans and SWPPPs for construction projects resulting in land disturbance of 1-5 acres must be conducted by adequately trained personnel and incorporate consideration of potential water quality impacts.

# of Construction Reviews completed: All construction projects greater than 1 acre.
Summary of Reviews and Findings, include an evaluation of the effectiveness of the program. Identify person(s) /Department and/or parties responsible for the implementation of this requirement.
<p>The Town of Bristol adopted its Soil Erosion, Runoff &amp; Sediment Control Ordinance in January 2006. Since that time, we have reviewed 100% of plans for construction projects resulting in land disturbance of 1-5 acres (and many smaller projects including single-family house lots). Prior to this ordinance, the Town relied on soil erosion and runoff control regulations contained in Article IX, Division 3 of the Zoning Ordinance (adopted in September 1996) and the design and construction standards included in Appendix F of the Planning Board's Subdivision &amp; Development Review Regulations (adopted in September 1995). These additional regulatory mechanisms remain in place today. In September 2009, the Planning Board adopted amendments to the Subdivision and Development Review Regulations that include revisions to the design and construction standards for drainage control structures and stormwater management systems.</p> <p>All plans for construction projects greater than one acre are reviewed by Town officials and in many cases also by a professional engineer consultant contracting with the Planning Board. A permit is issued for each project and files are maintained, including compliance inspections and follow up. However, we have not maintained this information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.</p> <p>In Year 7 (2010), the Town reviewed soil erosion, runoff and sediment control plans for 18 construction sites (most less than one acre).</p>

**SECTION II.B - Erosion and Sediment Control Inspections during Year 7 (2010) (Part IV.G.2.n) Part IV.B.4.b.7:** Inspection of 100% of all construction projects within the regulated area that discharge or have the potential to discharge to the MS4 (the program must include two inspections of all construction sites, first inspection to be conducted during construction for compliance of the Erosion and Sediment controls at the site, the second to be conducted after the final stabilization of the site).

# of Site Inspections: At least 35	# of Complaints Received: 2
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Enforcement Actions, include an evaluation of the effectiveness of the program. Identify person(s) /Department and/or parties responsible for the implementation of this requirement.	
<p>The Principal Planner, Building Inspector, and DPW are responsible for implementing this requirement. All construction sites are inspected for erosion and sediment controls and compliance with permits. Approximately 35 site inspections were conducted during 2010, though many more informal "drive by" inspections occur by Town staff during routine operations. Several sites required compliance / enforcement and follow-up. In nearly all cases, compliance is accomplished with a phone call or personal conversation with the applicant or site contractor. If compliance is not accomplished by these means, a notice of inspection letter is sent to the applicant/property owner. Three such letters were sent in Year 7. Violations were corrected after written contact by the town. No formal recorded violation notices were issued for erosion and sediment controls in Year 6. A file is maintained for each project, including permits, plans, compliance inspection notes and follow up. However, we have not maintained this information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.</p>	



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

**SECTION I. OVERALL EVALUATION:**

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

Include information relevant to the implementation of each measurable goal, such as activities implemented to support the review, issuance and tracking of permits, inspections and receipt of complaints, etc. Please indicate if any projects have incorporated the use of Low Impact Development techniques. Discuss 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.5.b.5	Describe activities and actions taken to coordinate with existing State programs requiring post-construction storm water management.
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In Year 7 (2010), the Town of Bristol reviewed all plans under the Town's ordinances and regulations including Subdivision and Development Plan Review Regulations and the Soil Erosion, Runoff, and Sediment Control Ordinance. In most cases these regulatory mechanisms require the same design standards as State regulations. The Soil Erosion, Runoff, and Sediment Control Ordinance requires that if any approvals for a project that are received from Rhode Island Freshwater Wetlands permit or a Coastal Resource Management Council Assent contains provisions for erosion and sediment controls, that the approved site plan be a component of the overall soil erosion, runoff and sediment control plan.

IV.B.5.b.6	Describe actions taken for the referral to RIDEM of new discharges of storm water associated with industrial activity as defined in RIPDES Rule 31(b)(15) (the operator must implement procedures to identify new activities that require permitting, notify RIDEM, and refer facilities with new storm water discharges associated with industrial activity to ensure that facilities will obtain the proper permits).
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In Year 7 (2010), the Town of Bristol did not refer any new discharges of storm water associated with industrial activity to the State.

IV.B.5.b.9	Indicate if the Post-Construction Runoff from New Development and Redevelopment Ordinance was <b>not</b> developed, adopted and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement. <b>Date of Adoption: October 28, 2009</b> If the Ordinance was amended in 2010 please indicate why changes were necessary.
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The post-construction stormwater management ordinance was adopted on October 28, 2009 as an amended to the Town's Soil Erosion, Runoff and Sediment Control ordinance. This ordinance was submitted to RIDEM on December 2, 2009 with a letter from the Town Solicitor.

IV.B.5.b.12	Describe activities and actions taken to identify existing storm water structural BMPs discharging to the MS4 with a goal of ensuring long term O&M of the BMPs.
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In October 2009, the Town of Bristol adopted an ordinance that specifically regulates the installation and maintenance of post-construction BMP's, including long-term operation and maintenance. In addition, the Planning Board in September 2009 adopted amendments to the Subdivision and Development Review Regulations that include enhanced provisions for long-term operation and maintenance of stormwater BMP's. In 2010, the Department of Community Development and the Public Works Department began compiling an inventory of private stormwater BMP's based upon knowledge of private developments in the past approximate 20 years. This work will be completed in the next permit year and property owners will be notified of the need for proper operation and maintenance of their systems. The Town will also work with its solicitor to explore further regulatory mechanisms to require long-term O&M of existing privately-owned BMP's.

Additional Measurable Goals and Activities

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

**SECTION II.A. - Plan and SWPPP Reviews during Year 7 (2010) Part IV.B.5.b.4:** Review 100% of post-construction BMPs for the control of storm water runoff from new development and redevelopment projects that result in discharges to the MS4 which incorporates consideration of potential water quality impacts (the program requires reviewing 100% of plans for development projects greater than 1 acre, not reviewed by other State programs).

# of Post-Construction Reviews completed: 5 - All projects greater than 1 acre have been reviewed
Summary of Reviews and Finding, include an evaluation of the effectiveness of the program. Identify person(s) /Department and/or parties responsible for the implementation of this requirement.
<p>The Town of Bristol adopted its Soil Erosion, Runoff &amp; Sediment Control Ordinance in January 2006. Since that time, we have reviewed 100% of plans for post-construction BMP's at construction projects resulting in land disturbance of greater than one acre. We also review plans for many smaller commercial and residential projects where post-construction BMP's may be required. Prior to this ordinance, the Town relied on soil erosion and runoff control regulations contained in Article IX, Division 3 of the Zoning Ordinance (adopted in September 1996) and the design and construction standards included in Appendix F of the Planning Board's Subdivision &amp; Development Review Regulations (adopted in September 1995). These regulatory mechanisms remain in place today. In September 2009, the Planning Board adopted amendments to the Subdivision and Development Review Regulations that include revisions to the design and construction standards for drainage control structures and stormwater management systems.</p> <p>All plans for construction projects greater than one acre are reviewed by Town officials and in many cases also by a professional engineer consultant contracting with the Planning Board. A permit is issued for each project and files are maintained, including compliance inspections and follow up. However, we have not maintained this inspection information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.</p> <p>In Year 7 (2010), we reviewed plans for post-construction BMP's at 2 sites greater than one acre in size. These sites included a new synthetic athletic field at Roger Williams University, and a three-lot residential subdivision. Plans for each of these projects were reviewed by Town staff and an engineering consultant retained by the Planning Board. Construction did not start on any of the above sites during 2010. However, post-construction inspections were conducted during Year 7 on several projects that were under construction on sites greater than one acre. These include an industrial lot development, and a residential subdivision.</p>

**SECTION II.B. - Post Construction Inspections during Year 7 (2010): Parts IV.G.2.o and IV.B.5.b.10 Proper Installation of Structural BMPs:** Inspection of BMPs, to ensure these are constructed in accordance with the approved plans (the program must include inspection of 100% of all development greater than one acre within the regulated areas that result in discharges to the MS4 regardless of whom performs the review).

# of Site Inspections: approximately 5 (see above)	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
<p>Summary of Enforcement Actions:</p> <p>The Town of Bristol inspects 100% of post-construction BMP's at development and redevelopment sites greater than one acre (and many smaller ones) to ensure that they are constructed in accordance with the approved plans. In addition to periodic inspections by adequately trained Town officials, these sites are inspected regularly by professional engineer consultants contracted through the Planning Board. When deficiencies are found, the engineering consultants submit reports to the Town and these reports are maintained with each project file. Property owners and their contractor are notified of any deficiencies or violations and these are usually corrected after verbal or written notification from the Town. Final inspections are conducted prior to the release of all conditions, bonds, or Certificates of Occupancy. The regulatory mechanism used to achieve these inspections is the Planning Board's Subdivision &amp; Development Review Regulations. Review and approval by the Planning Board under these regulations is required for all projects involving the subdivision of land and for nearly all other commercial, industrial or residential developments. The regulations require applicants to pay engineering review fees that include inspections by the Town's consultant.</p> <p>While there were few development projects occurring in Bristol during Year 7 (2010) that disturbed more than one acre of land, all were subject to review and inspections under the Planning Board's Subdivision &amp; Development Review Regulations. While we are currently inspecting all sites, and project files with inspection notes are being maintained, we have not maintained this information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.</p>	

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

**SECTION II.C. - Post Construction Inspections during Year 7 (2010): Parts IV.G.2.p and IV.B.5.b.11 Proper Operation and Maintenance of Structural BMPs (Part)** Describe activities and actions taken to track required Operations and Maintenance (O&M) actions for site inspections and enforcement of the O&M of structural BMPs. Tracking of required O&M actions for site inspections and enforcement of the O&M of structural BMPs.

# of Site Inspections: 0	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Activities and Enforcement Actions. Evaluate the effectiveness of the Program in minimizing water quality impacts. Identify person(s) /Department and/or parties responsible for the implementation of this requirement.	
<p>In October 2009, the Town of Bristol adopted its "post-construction" ordinance that specifically regulates the installation and maintenance of post-construction BMP's, including long-term operation and maintenance. In addition, the Planning Board in September 2009 adopted amendments to the Subdivision and Development Review Regulations that include enhanced provisions for long-term operation and maintenance of stormwater BMP's. In 2010, the Department of Community Development and the Public Works Department began conducting an inventory of private stormwater BMP's based upon knowledge of private developments in the past approximate 20 years. These property owners will be notified in the next permit year of the need for proper operation and maintenance of their systems. In addition, we are currently working with the Town Solicitor to review our existing regulations and ordinances to identify what regulatory mechanism might be available to compel private owners of stormwater BMP's to properly maintain their systems and report this maintenance information to the Town.</p>	



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

**SECTION I. OVERALL EVALUATION:**

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

**Include information relevant to the implementation of each measurable goal, such as activities and practices used to address on-going requirements, and personnel responsible. Discuss 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.6.b.1.i	Describe activities and actions taken to identify structural BMPs owned or operated by the small MS4 operator (the program must include identification and listing of the specific location and a description of all structural BMPs in the SWMPP and update the information in the Annual Report). Evaluate appropriateness and effectiveness of this requirement.
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The Town of Bristol owns and operates structural BMP's connected to its roadway drainage system. These BMP's include detention/retention basins and ponds, swales, subsurface infiltration systems, and proprietary water quality structures. The vast majority of these structures were constructed in the past two decades as part of residential subdivisions. In Year 7 (2010), the Town contracted with an engineering consultant to field verify and GPS locate our entire storm drainage system. This project included locating and inspecting every catch basin, manhole, outfall and other structure (such as detention basins and water quality units); in addition to determining drain pipe location, size, and direction of flow to complete a detailed storm drain GIS layer. The locating and mapping of these drainage system elements was done with sufficient accuracy to allow for the revisiting of the location of these elements. Each drainage system element has been assigned a unique identification number and inspection notes have been recorded in a database linked to the GIS. The DPW will use the database and identification numbers of each element to track and map future maintenance and repair activities. A list of each structural BMP owned and operated by the Town, including specific locations and a description of each is included in Section IIIA below.

IV.B.6.b.1.ii	Describe activities and actions taken for inspections, cleaning and repair of detention/retention basins, storm sewers and catch basins with appropriate scheduling given intensity and type of use in the catchment area. Evaluate appropriateness and effectiveness of this requirement.
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The DPW routinely inspected detention/retention basins, storm sewer catch basins, and manholes as part of its routine inspections of MS4 components. In 2010, the Town contracted with an engineering consultant to locate, inspect; and document the condition of every storm drainage system structure, including every catch basin, manhole, outfall and detention/retention basin. This location and inspection information has been entered into a town-wide drainage system database that will be linked to the GIS, with each drainage structure having a unique identification number. This information has been provided to DPW to improve its field inspection database and allow for the mapping of priority areas for additional cleaning, maintenance, and investigation. In the following permit year, the Town of Bristol plans to continue routine inspections of drainage system components and to utilize the inspection database and GIS to prioritize any necessary cleaning and repairs.

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

IV.B.6.b.1.iii	Describe activities and actions taken to support the requirement of yearly inspection and cleaning of all catch basins (a lesser frequency of inspection based on at least two consecutive years of operational data indicating the system does not require annual cleaning might be acceptable). Evaluate appropriateness and effectiveness of this requirement.
<p>The Department of Public Works has implemented a town-wide catch basin inspection and cleaning program. Catch basins are inspected throughout the year by DPW employees and cleaned using a vacuum truck. Emphasis for catch basin cleaning is on known problem areas such as those with flooding and/or those where outfalls have been identified with heavy sedimentation. Many catch basins are cleaned more than once per year, while others may not require cleaning for several years. In 2010 the DPW cleaned a total of 223 catch basins. Each catch basin inspection/cleaning is documented on a log sheet that is recorded and maintained at the Department of Public Works. In addition, In 2010, the Town began inputting all catch basin cleaning and inspection information into an electronic database to track field inspections and document suspected illicit connections. A printed copy of the database summarizing work completed in 2010 is attached. Each catch basin has been assigned a unique identification within the database and will be linked to our GIS stormwater/drainage utility layer.</p> <p>In 2010, the Town contracted with an engineering consultant to locate, inspect; and document the condition of every storm drainage system structure, including every catch basin and manhole to help identify potential illicit connections and identify those structures that were in need of cleaning/maintenance. A total of 2,884 catch basins and 541 manholes were located and inspected during 2010. This information has been entered into a town-wide drainage system database that will be linked to the GIS, with each drainage structure having a unique identification number. This information has been provided to DPW to improve its field inspection database and allow for the mapping of priority areas for additional cleaning, maintenance, and investigation. The DPW will then be able to more accurately plan and schedule its catch basin cleaning program based upon detailed inspection results. In the following permit year, the Town of Bristol plans to utilize the inspection database and updated GIS mapping to track and prioritize catch basin cleaning and maintenance.</p>	
IV.B.6.b.1.iv	Describe activities and actions taken to minimize erosion of road shoulders and roadside ditches by requiring stabilization of those areas. Evaluate appropriateness and effectiveness of this requirement.
<p>The Department of Public Works routinely inspected public roadways for structural deficiencies, including erosion of road shoulders and roadside ditches. As the majority of the Town's roadways include a closed storm drainage system, erosion of road shoulders is not considered a significant widespread problem. On those roadways that are not served by a closed subsurface drainage system, stabilization of road shoulders and roadside ditches is accomplished by the installation of a bituminous asphalt berm to direct runoff away from problem areas, the placement of rip rap stone and/or gravel along the road shoulder, and/or the placement of loam and seed to stabilize the area. The Town's drainage committee, with representatives of the DPW, Planning Department, and consulting engineer, meets approximately quarterly to discuss maintenance and repairs of areas with problematic flooding or erosion along roadside shoulders and ditches. In the following permit year, the Town of Bristol plans to continue these practices.</p>	
IV.B.6.b.1.v	Describe activities and actions taken to identify and report known discharges causing scouring at outfall pipes or outfalls with excessive sedimentation, for the Department to determine on a case-by-case basis if the scouring or sedimentation is a significant and continuous source of sediments. Evaluate appropriateness and effectiveness of this requirement.
<p>In Year 6 (2009), the Town revised its outfall maps and field checked them for accuracy using Town staff and volunteers from Save Bristol Harbor and the Mt. Hope High School senior marine science program as part of our outfall inspection and dry weather investigation program. Approximately 142 outfalls were inspected in 2009. Outfall inspection data, including scouring and excessive sedimentation, has been included in an electronic spreadsheet database where it is used by DPW to prioritize locations for maintenance. During the 2009 surveys, the Town identified 11 outfalls with scouring and 48 outfalls with sedimentation. Using this information, DPW prioritizes outfalls for maintenance, including sediment cleaning and/or the installation of rip-rap to prevent scouring.</p> <p>In Year 7 (2010), the Town contracted with an engineering consultant to field verify and GPS located our entire storm drainage system. This project included locating and inspecting every catch basin, manhole and outfall; in addition to determining drain pipe location, size, and direction of flow to complete a detailed storm drain GIS layer. A significant number of new drainage structures were identified through this effort, including 25 additional Town-owned outfalls. A total of 173 Town-owned outfalls have now been identified. A list of all Town-owned outfalls, including outfall identification number, location, and any previous inspection data is attached.</p> <p>In the following permit year, the Town will contract with an engineering consultant to complete a Dry Weather Survey of all identified Town-owned outfalls. This survey will include inspections of all outfalls with excessive sedimentation. The results of this dry weather survey investigation will be submitted to RIDEM electronically, in the RIDEM provided EXCEL Tables and will include visual observations for all outfalls, as well as sample results for those outfalls with flow.</p>	

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

IV.B.6.b.1.vi	Indicate if all streets and roads within the urbanized area were swept annually and if not indicate reason(s). Evaluate appropriateness and effectiveness of this requirement.
<p>The Department of Public Works conducts an annual road-sweeping program that includes all Town-owned public roadways. The town sweeps all streets twice per year and many within the downtown area are swept more frequently. The Town owns and operates two sweeping trucks to complete this task. This requirement has been very effective in reducing the amount of contaminants entering the storm drainage system. The Town maintains approximately 117 miles of improved public roadways. In 2010, the Town sweepers logged a total of 1,276 miles of roads swept.</p>	
IV.B.6.b.1.vii	Describe activities and actions taken for controls to reduce floatables and other pollutants from the MS4. Evaluate appropriateness and effectiveness of this requirement.
<p>In Permit Year 7 (2010), the Town provided public education about littering through coordination with the schools and other community organizations. The Town's Keep Bristol Clean taskforce, operated by DPW, organizes an annual town-wide cleanup to remove litter. Trash receptacles are available and maintained by the Town in public areas throughout the downtown, the town common, public recreation areas, several public transit bus stops, and at the town beach. In addition, many stormwater catch basins have been fitted with hoods to reduce the amount of floatables within the system. For the following permit year, the Town of Bristol plans to continue this practice.</p>	
IV.B.6.b.1.viii	Describe the method for disposal of waste removed from MS4s and waste from other municipal operations, including accumulated sediments, floatables and other debris and methods for record-keeping and tracking of this information.
<p>All wastes collected from roadway sweeping and catch basin cleaning operations are dewatered in a designated dewatering area at the Town's transfer station (former landfill) and are used for landfill cover.</p>	
IV.B.6.b.4 and IV.B.6.b.5	Describe and indicate activities and corrective actions for the evaluation of compliance. This evaluation must include visual quarterly monitoring; routine visual inspections of designated equipment, processes, and material handling areas for evidence of, or the potential for, pollutants entering the drainage system or point source discharges to a waters of the State; and inspection of the entire facility at least once a year for evidence of pollution, evaluation of BMPs that have been implemented, and inspection of equipment. A Compliance Evaluation report summarizing the scope of the inspection, personnel making the inspection, major observations related to the implementation of the Storm Water Pollution Prevention Plan, and any actions taken to amend the Plan must be kept for record-keeping purposes.
<p>The Department of Public Works has developed and implemented a spill prevention and good housekeeping plan for their primary maintenance and storage facility on Mt. Hope Avenue. The plan has been approved by RIDEM &amp; EPA and includes provisions for fuel storage, salt and sand storage, vehicle washing, and stormwater management. The plan was approved in March 2005 (Permit Year 2). In 2006 (Permit Year 3), the town constructed a new vehicle washing building. The Town's transfer station (closed and capped landfill), located off Minturn Farm Road, was constructed under the direction of RIDEM and includes a spill prevention and good housekeeping plan approved by RIDEM along with a stormwater management system specifically designed for the property's use as a transfer station with appropriate water quality BMP's. The Town's Wastewater Treatment Facility, located off of Wood Street, also has pollution prevention procedures in place to prevent the release of hazardous materials or other contaminants to the environment. This facility is not served by any stormwater drainage structures, and runoff is directed from impervious areas to vegetated swales and woodlands. The facility is inspected annually by RIDEM. In Year 7 (2010), the Town continued these practices. For the following permit year, the Town of Bristol plans to continue these practices.</p>	
IV.B.6.b.6	Describe all employee training programs used to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance for the past calendar year, including staff municipal participation in the URI NEMO storm water public education and outreach program and all in-house training conducted by municipality or other parties. Evaluate appropriateness and effectiveness of this requirement.
<p>All new DPW employees are trained on good housekeeping and spill prevention plan procedures to reduce storm water pollution from municipal operations. Some municipal staff have also attended the URI NEMO training along with other training offered by RIDEM. These training programs have been effective in minimizing storm water pollution from municipal operations at DPW facilities and from equipment use throughout the town by municipal employees. In addition, members of Bristol's all volunteer Fire Department — consisting of approximately 100 members — each receive training in oil and hazardous materials spill prevention and containment/cleanup before joining the department. Beyond this basic level of training, approximately 10 to 15 members of the fire department have received specialized training in hazardous materials spill response. Many municipal employees, including numerous DPW and Wastewater Department staff, are members of the Bristol Fire Department and receive this training.</p>	

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

IV.B.6.b.7	Describe actions taken to ensure that new flow management projects undertaken by the operator are assessed for potential water quality impacts and existing projects are assessed for incorporation of additional water quality protection devices or practices. Evaluate appropriateness and effectiveness of this requirement.
<p>The Town's drainage committee, with representatives of the DPW, Planning Department, and consulting engineer, met quarterly in 2010 to prioritize and coordinate maintenance and repairs to areas with problematic flooding or drainage problems. Any repairs to existing drainage structures or installations of new stormwater management structures are assessed by the committee for water quality impacts and appropriate structures and BMP's are selected for a given location. The committee worked on flow management projects including: repairs to the Silver Creek drainage pipeline at St. Mary's Cemetery; and improvements to neighborhood drainage systems at Jones Street and Harker Avenue. Additional water quality protection devices were incorporated into plans for the Silver Creek repair project at St. Mary's Cemetery. These include a new concrete headwall, a sediment forebay, and expanded rip-rap splash pad and slope protection at the pipeline outlet.</p> <p>As stated in Section II.C below, In 2009, the Town of Bristol was awarded a Nonpoint Source Pollution Abatement Grant from RIDEM to assist with the study and design of appropriate water quality BMP's to reduce water quality impacts from a 12 inch and 36-inch storm drain pipe that outlets directly to Narragansett Bay near the Bristol Town Beach. Design work, including an investigation and mapping of the contributing watershed was conducted in 2009, and the final design for a Wet Vegetated Treatment System was completed and permitted by RIDEM and CRMC in spring 2010. In 2010, the Town applied for and received a second Nonpoint Source Pollution Abatement Grant to fund the construction and installation of the Wet Vegetated Treatment System. We anticipate that construction of this system will be completed in the fall 2011. In 2010, the Town completed a study and re-design of the existing impervious parking lot at the Town Beach as well as several surrounding recreational features to incorporate water quality BMP's, including low impact development techniques such as bioretention systems, to improve water quality from runoff entering Narragansett Bay in the Town Beach area. This project was funded by a Clean Water SRF loan. Construction on this project was begun and substantially completed during the summer and fall 2010. We anticipate that all construction will be completed in early 2011.</p>	
<p>Additional Measurable Goals and Activities</p> <p>BMP ID 6-4 (Sweep environmentally sensitive areas twice per year)          The Department of Public Works currently conducts an annual road-sweeping program that includes all public roadways. The town sweeps all streets twice per year and many within the downtown area are swept more often. The Town owns and operates two sweeping trucks to complete this task.</p>	

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

BMP ID:	Location:	Name of BMP Owner/Operator:	Description of BMP:
1	Patricia Anne Drive	Town of Bristol	Retention Basin
2	Elm Farm Road	Town of Bristol	Detention Basin
3	White Tail Drive	Town of Bristol	Detention Basin
4	Deer Run Road	Town of Bristol	Detention Basin
5	Quenton Lane	Town of Bristol	Detention Basin
6	St. Louis Avenue	Town of Bristol	Water Quality Unit
7	Sherman Avenue @ Everett Street	Town of Bristol	Water Quality Unit
8	Sandy Lane #1	Town of Bristol	Detention Basin
9	Sandy Lane #2	Town of Bristol	Detention Basin
10	Michael Drive @ Metacom Avenue	Town of Bristol	Subsurface Infiltration Units
11	Casey Drive	Town of Bristol	Detention Basin
12	Lisa Lane	Town of Bristol	Detention Basin
13	Anchorage Court	Homeowners Association	Detention / Infiltration Basins
14	Cox Court	Town of Bristol	Detention / Infiltration Basins
15	Tina Court @ Metacom Avenue	Town of Bristol	Detention Basin
16	Broadcommon Road	Town of Bristol	Vegetated Swales to Duck Pond Retention Area
17	Ballou Boulevard	Town of Bristol	Retention Basins and Vegetated Swales
18	Town Beach Parking Lot	Town of Bristol	Vegetated Swale
19	Hillside Road	Town of Bristol	Rip Rap & Vegetated swale
20	Hamlet Court	Town of Bristol	Detention Basin
21	Liberty Lane	Town of Bristol	Detention / Infiltration Basin

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

22	Varnum Avenue	Town of Bristol	Detention Basin
23	Elbow Street	Town of Bristol	Vegetated Swales
24	Highview Drive	Town of Bristol	Detention Basin
25	Fransesca Lane	Town of Bristol	Vegetated Swale
26	Viking Drive #1	Town of Bristol	Water Quality Unit
27	Viking Drive #2	Town of Bristol	Water Quality Unit
28	Portside Drive	Town of Bristol	Rip Rap Swale
29	West Harbor Road	Town of Bristol	Vegetated Swales
30	State Street	Town of Bristol	State Street Reservoir Retention Area
31	Minturn Farm Road	Town of Bristol	Transfer Station BMP's swales and water quality units.
32	Vanwinkle Lane	Town of Bristol	Vegetated Swales and Infiltration Basin

**SECTION II.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:
See attached list of outfall inspection logs.				

**SECTION II.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).**

As stated in Section I above, In 2009, the Town of Bristol was awarded a Nonpoint Source Pollution Abatement Grant from RIDEM to assist with the study and design of appropriate water quality BMP's to reduce water quality impacts from a 12 inch and 36-inch storm drain pipe that outlets directly to Narragansett Bay near the Bristol Town Beach. Design work, including an investigation and mapping of the contributing watershed was conducted in 2009, and the final design for a Wet Vegetated Treatment System was completed and permitted by RIDEM and CRMC in spring 2010. In 2010, the Town applied for and received a second Nonpoint Source Pollution Abatement Grant to fund the construction and installation of the Wet Vegetated Treatment System. We anticipate that construction of this system will be completed in the fall 2011. In 2010, the Town completed a study and re-design of the existing impervious parking lot at the Town Beach as well as several surrounding recreational features to incorporate water quality BMP's, including low impact development techniques such as bioretention systems, to improve water quality from runoff entering Narragansett Bay in the Town Beach area. This project was funded by a Clean Water SRF loan. Construction on this project was begun and substantially completed during the summer and fall 2010. We anticipate that all construction will be completed in early 2011.

**SECTION II.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).**

During Year 7, the Town of Bristol continued work with its engineering consultant on the design and permitting of the Tanyard Brook culvert improvement project. The purpose of this project is to reduce severe neighborhood flooding within the Tanyard Brook watershed.

As part of the Town's regular town-wide property re-valuation program, inspections of residential basements continued during Year 7 to identify sump pumps or other devices that may be discharging to sanitary or storm sewer lines. When a connection to storm drain or sewer was identified, the information was logged and homeowners were notified of the potential need to disconnect the discharge.

In Year 7, the Town of Bristol and its engineering consultant continued to investigate a number of suspected locations where flat roof structures (with internal roof drains) and to a lesser extent external roof leaders are connected to the sanitary sewer system. The Town performed dye-testing, wet weather observations, and reviewed old records to determine where the tie-ins exist. Illicit connections to the sanitary sewer system will be identified and made to disconnect.



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

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**SECTION I. If you have been notified that discharges from your MS4 require non-structural or structural storm water controls based on an approved TMDL or other water quality determination, please provide an assessment of the progress towards meeting the requirements for the control of storm water identified in the approved TMDL (Part IV.G.2.d). Please indicate rationale for the activities chosen to address the pollutant of concern.**

The Town of Bristol did not receive any notification that discharges from our MS4 require storm water controls based on an approved TMDL or other water quality determination during Year 7. During Year 7, the Town was aware that RIDEM had finalized a TMDL for Mt. Hope Bay and the Kickemuit River Estuary in January 2010. We anticipate that in the coming permit year RIDEM will notify the Town of any specific requirements for stormwater controls for our MS4 to address bacteria-related impairments for Mt. Hope Bay and the Kickemuit River Estuary; and we will then work with RIDEM to modify our Phase II Stormwater Management Program Plan to incorporate any additional measures that may be required to address stormwater impacts to these areas from our MS4.



## SPECIAL RESOURCE PROTECTION WATERS (SRPWs)

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**SECTION I.** In accordance with Rule 31(a)(5)(i)G of the *Regulations for the Rhode Island Pollutant Discharge Elimination System (RIPDES Regs)*, on or after March 10, 2008, any discharge from a small municipal separate storm sewer system to any Special Resource Protection Waters (SRPWs) or impaired water bodies within its jurisdiction must obtain permits if a waiver has not been granted in accordance to Rule 31(g)(5)(iii). A list of SRPWs can be found in Appendix D of the *RIDEM Water Quality Regulations* at this link:

<http://www.dem.ri.gov/pubs/regs/regs/water/h20q09a.pdf>

The 2008 303(d) Impaired Waters list can be found in Appendix G of the *2008 Integrated Water Quality Monitoring and Assessment Report* at this link: <http://www.dem.ri.gov/programs/benviron/water/quality/pdf/iwqmon08.pdf>

**If you have discharges from your MS4 (regardless of its location) to any of the listed SRPWs or impaired waters (including impaired waters when a TMDL has not been approved), please provide an assessment of the progress towards expanding the MS4 Phase II Storm Water Program to include the discharges to the aforementioned waters and adapting the Six Minimum Control Measures to include the control of storm water in these areas. Please indicate a rationale for the activities chosen to protect these waters. Please note that all of the measurable goals and BMPs required by the 2003 MS4 General Permit may not be applicable to these discharges.**

The Town of Bristol does not contain any Special Resource Protection Waters (SRPWs). Thus, there are no discharges from our MS4 to any SRPWs.

Two coastal water bodies that border Bristol, the Kickemuit River and Mt. Hope Bay, are listed on the 2008 303(d) Impaired Waters list. The Town has identified discharges from our MS4 to these waters, and has included these discharges in our Phase II Stormwater Program. Outfalls in these areas have been inspected, and all contributing drainage systems have been mapped. Dry weather screening of each of these outfalls will be conducted by the Town, and the information submitted with future annual reports. During Year 7, the Town was aware that RIDEM had finalized a TMDL for Mt. Hope Bay and the Kickemuit River Estuary in January 2010. We anticipate that in the coming permit year RIDEM will notify the Town of any specific requirements for stormwater controls for our MS4 to address bacteria-related impairments for Mt. Hope Bay and the Kickemuit River Estuary; and we will then work with RIDEM to modify our Phase II Stormwater Management Program Plan to incorporate any additional measures that may be required to address stormwater impacts to these areas from our MS4.



# 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 (hereafter referred to as "the General Permit"), 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: Jennifer Stout

### **INSTRUCTIONS FOR COMPLETION:**

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

##### ***"RIPDES Permit #"***

Include your permit ID # to ensure proper tracking.

##### ***"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 corporate 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- OVERALL EVALUATION OF BMPS AND MEASURABLE GOALS:**

One or more pages, front and back, are provided to report on the status 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. This section provides narrative space for a descriptive explanation and evaluation of the actions taken to satisfy each of the minimum control measures for the 2010 calendar year. Please type or print. If additional space is needed, modify as necessary. Please submit attachments to the appropriate minimum control measure following the format provided.

A Permit ID # has been provided, which refers to the part of the permit where you can find a listing or description of the required measurable goal.

Please provide a general summary of actions taken (implementation of BMPs, development of procedures, events, etc.) to meet the measurable goals of the minimum measure. **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 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 II- ADDITIONAL ANNUAL REPORT REQUIREMENTS**

Section II refers to additional reporting requirements that the General Permit requires to be submitted to the Department as part of the Annual Report. Section II requirements apply to Minimum Control Measures 2 through 6.

**Minimum Control Measure #2: Section II:**  
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 (Parts IV.G.2.h and IV.G.2.i) to the Annual Report.

**Minimum Control Measure #3: Section II.A:**  
Provide the number of illicit discharges identified in 2010, number of illicit discharges tracked in 2010, number of illicit discharges eliminated in 2010, complaints received, complaints investigated, violations issued and resolved with a summary of enforcement actions, number of unresolved violations that have been referred to RIDEM, the total number of illicit discharges identified to date, and the total number of illicit discharges remaining unresolved at the end of 2010. Include a short narrative describing the extent to which your system has been mapped (Part IV.G.2.m), and the total number of outfalls identified to date.

**Minimum Control Measure #3: Section II.B:**  
List identified MS4 interconnections, including 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 Measures #4 & 5: Section II.A:**  
Identify the number of construction and post-construction plan and SWPPP reviews completed during Year 7 (2010) and any additional 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 II.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 II.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 II.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 II.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 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 II.B:

Part IV.B.6.b.1.v of the General 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 II.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 II.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 on the present status and discussion of activities that have been accomplished or 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.

**SPECIAL RESOURCE PROTECTION WATERS (SRPWs)**

Section I:

Complete this section only if your MS4, located outside Urbanized Areas or Densely Populated Areas, discharges to:

a SRPW as listed in Appendix D of the *RIDEM Water Quality Regulations* at this link:

<http://www.dem.ri.gov/pubs/regs/regs/water/h20q09a.pdf>

or

an impaired water body including water bodies with no approved TMDL as listed in Appendix G of the *2008 Integrated Water Quality Monitoring and Assessment Report* at this link:

<http://www.dem.ri.gov/programs/benviron/water/quality/pdf/iwqmon08.pdf>.

In accordance with Rule 31(a)(5)(i)G in the *Regulations for the Rhode Island Pollutant Discharge Elimination System* (RIPDES Regulations), MS4s were required to incorporate any discharges to these water bodies into their MS4 Program on or after March 10, 2008 unless a waiver has been granted in accordance with Rule 31(g)(5)(iii).

Provide a progress report on the present status and discussion of activities that have been accomplished or will be carried out during the next reporting cycle to incorporate these areas into the MS4's Phase II Storm Water Program.