

# **Town of Lloyd Storm Water Management Plan (SWMP)**

Town of Lloyd, Ulster County, New York

As adopted by the Town of Lloyd Town Board on April 11, 2007

## **Introduction:**

1. The Town of Lloyd is one of 13 regulated municipalities in Ulster County that is required to establish an effective ***Storm Water Management Plan (SWMP)*** for MS4 Compliance.
2. The term MS4 includes both municipal and non-municipal systems of underground pipes, and also systems of streets and roads with drainage, catch basins, curbs, gutters, ditches, man-made channels or storm drains, whether or not the system is owned by a municipality.
3. Federal and State laws require that a **SWMP** must be fully developed and implemented in the Town of Lloyd by **January 8, 2008**. This effort started in 2003 when the Town filed a Notice of Intent with the NYSDEC to establish such a plan. A copy of the SWMP must be maintained at Town Hall for inspection by USEPA and NYSDEC.
4. Who is responsible for meeting this Stormwater Management obligation?
  - a. Town Board
  - b. Building Department
  - c. Fire Department
  - d. Highland Central School District
  - e. Highway Department
  - f. Town Planning and Zoning Boards
  - g. Town Attorney
  - h. Town Engineer
  - i. Water and Sewer Department
  - j. Environmental Conservation Committee
  - k. Recreation Department

## **Purpose:**

The purpose of this document is to provide to the Town Board a methodology for developing a cost-effective **SWMP** by utilizing current Town Departments, personnel and consultants in a practical and coordinated fashion that will present the lowest possible tax burden to the residents of the Town of Lloyd.

## **Goals:**

The **SWMP** is required to include the following ongoing goals:

1. Public Education & Outreach
2. Public Involvement & Participation
3. Illicit Discharge and Elimination
4. Construction Site Storm Water Runoff Control
5. Post Construction Storm Water Management
6. Pollution Prevention & Good Housekeeping

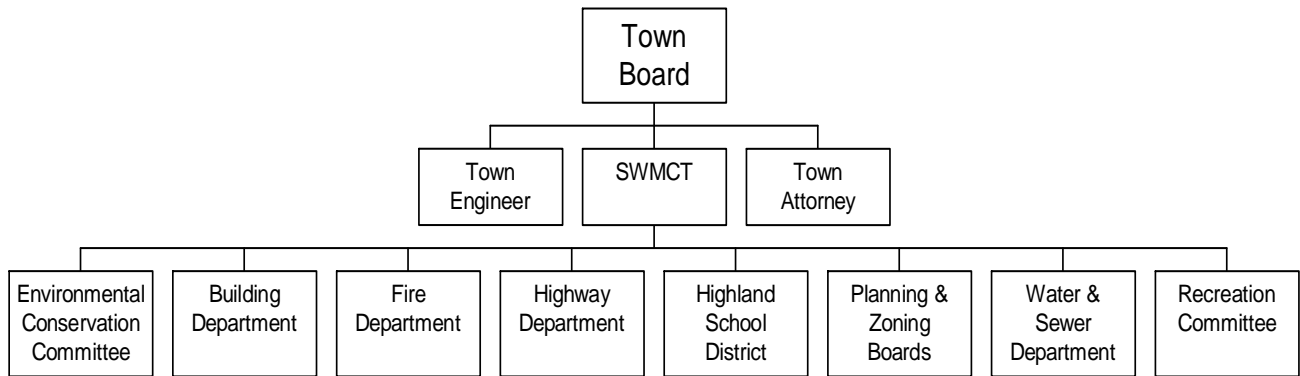
**Organization:**

The **SWMP** shall be developed and administered by a Storm Water Management Coordinating Team (SWMCT) along with the assistance of the Town Highway & Drainage Committee. This SWMCT will be comprised of the following individuals:

1. Code Enforcement Officer Shari Hanofee
2. Highway Superintendent Frank Lombardi and/or Deputy Highway Superintendent Anthony DiMetro
3. Wilfred A. Rohde, PE, Engineer to the Town

A partnering approach shall be used to encourage comprehensive and cross-sector collaboration between all entities in the Town in order to ensure that the SWMP goals are met in a timely fashion. The SWMCT will act as the administrative and consulting team for the Town Board and will coordinate this partnering effort. Each sector, department or entity of the Town will retain its own autonomy and be accountable for its own area of responsibility.

The basic organization of the partnering efforts shall be as follows:



Partnering will provide the opportunity of recognizing the qualities and competencies of each sector and finding new ways of harnessing these for the common good. Working separately has all too often led to the development of the ‘blame culture’ in which chaos or neglect is regarded as someone else’s fault. Working together in a partnering fashion avoids duplication and wasting valuable resources.

**Basic Areas of Responsibility:**

The basic areas of responsibility of each sector, department or entity within the Town’s geographical area are briefly outlined as follows:

1. Town Board
  - a. Reviews and approves administrative procedures of Town’s SWMP
  - b. Reviews all major violations and approves the issuance of an Order to Remedy as recommended by the Town Attorney
  - c. Assures that all fees are paid and required escrow accounts are established prior to approval of the Construction Agreement by the Town Board

2. Town Storm Water Management Team (SWMCT)
  - a. Develops and administers the Town's SWMP
  - b. Assist in the development of a partnering of the various sectors, departments and entities in the Town
  - c. Acts as a consultant for other sectors, departments or entities of the Town
  - d. Develops monthly reporting forms for each participating Town Department
  - e. Receives and reviews for compliance and quantification of data the monthly reports from participating Town Departments.
  - f. Attends monthly meeting of the Town Highway and Drainage Committee
  - g. Makes monthly and annual reports to Town Board
  - h. Coordinates education programs
  
3. Environmental Conservation Committee
  - a. Participates storm water education programs for Town employees
  - b. Coordinates and develops public education outreach
  - c. Contributes to public involvement and participation programs.
  
4. Planning & Zoning Administrator
  - a. Develops GIS mapping of storm drains and outfalls into streams with the assistance of the Town Highway Department
  - b. Develops on-line storm water website for public use
  - c. Schedules Preconstruction Meetings for applicants who have received Planning Board Final Approval
  - d. Sets up and maintains escrow accounts with Town Bookkeeper from the first day of the application to the date when the Final CO is issued
  - e. Collects all fees associated with all projects prior to construction
  
5. Recreation Committee
  - a. Maintains good housekeeping practices at the recreation fields
  - b. Pretests all grassed areas prior to applying fertilizer
  - c. Provides unfertilized buffer areas between fertilized areas and drain-off areas to MS4
  
6. Building Department / Code Enforcement Officer
  - a. Reviews Erosion and Sedimentation Control (E&SC) plans for single family (SF) lots and make periodic inspections for compliance
  - b. Detection of illicit connections during and after construction
  - c. Participates storm water education programs for Town employees
  - d. Attends and participates in all pre-construction meetings
  - e. Reports any storm water violations to the SWMCT
  - f. Issues all violation notices as discussed by the SWMCT
  - g. Attends monthly meeting of the Town Highway and Drainage Committee
  - h. Makes all periodic inspections on private lands (where stormwater facilities will not be offered for public dedication) for compliance.

7. Planning Board and Zoning Board of Appeals
  - a. Directs all major subdivisions and site plans larger than one (1) acre to Town Engineer for review for compliance to the Town Code
  - b. Approves compliant SWPPPs for all site plans, subdivisions and special use permits
  - c. Requires all approved projects to submit certified as-built plans and GIS location of all constructed catch basins and outfalls
  
8. Highway Department
  - a. Reviews with the Town Engineer all Storm Water Pollution Plans (SWPPP) in areas to be dedicated to and maintained by the Town (future town roads and other future public areas)
  - b. Reviews E&SC plans on all Driveway Permit Applications
  - c. Cleans, maintains and monitors all publicly dedicated drainage facilities (catch basins, culverts, drainage ways, water quality basins, detention ponds, etc)
  - d. Establishes a procedure during roadway and underground pipe construction and repairs that will prevent pollution of downstream drainage facilities
  - e. Detection of illicit connections during construction
  - f. Participates in storm water education workshops for Town employees
  - g. Attends and participates in all pre-construction meetings
  - h. Reports any storm water violations to the SWMCT
  - i. Maintains good housekeeping practices at the Town Garage
  - j. Attends monthly meeting of the Town Highway and Drainage Committee
  
9. Fire Department
  - a. Maintains good housekeeping practices at the firehouses
  - b. Establishes a post fire cleanup procedure that will prevent pollution of downstream drainage facilities
  - c. Reports any storm water violations to the SWMCT
  - d. Participates in storm water education workshops
  - e. Attends and participates in all pre-construction meetings for major projects located in the fire district
  
10. Water & Sewer Department
  - a. Maintains good housekeeping practices at its facilities
  - b. Establishes a procedure during underground pipe construction and repairs that will prevent pollution of downstream drainage facilities
  - c. Develops GIS mapping of sanitary mains and outfalls
  - d. Reports any storm water violations to the SWMCT
  - e. Detection of illicit connections during and after construction
  - f. Participates storm water education workshops for Town employees
  - g. Attends and participates in all pre-construction meetings within the water & sewer districts of the Town
  - h. Attends monthly meeting of the Town Highway and Drainage Committee
  
11. Highland Central School District
  - a. Maintains good housekeeping practices at the bus garage and all school facilities
  - b. Follows proper E&SC practices during construction
  - c. Reports any storm water violations to the SWMCT

- d. Participates in storm water education workshops
  - e. Promotes class and essay contests
  - f. School District to have its own NOI with a partnering agreement with the Town of Lloyd
12. Town Attorney
- a. Assists the Town Board in the legal requirements of the SWMP
  - b. Prepares major Notice of Violations for Town Board action
  - c. Attends monthly meeting of the Town Highway and Drainage Committee
13. Town Engineer
- a. Reviews E&SC plans/SWPPP for projects not involving isolated SF lots for compliance with the Town Code
  - b. Inspects and monitors E&SC plans/SWPPP of MF, PUD, PRD, major subdivisions, commercial and industrial sites
  - c. Participates in storm water education workshops
  - d. Attends monthly meeting of the Town Highway and Drainage Committee
  - e. Assist the Town Highway Department in all storm water management efforts on as-needed basis.
  - f. Reports violations to the SWMCT
14. Police Department - Serves summons, stop work orders and other documents as directed by the Town Board through the Town Attorney.

**Enforcement:**

The Town Board shall act as the sole authority in the enforcement of the **SWMP**. As such, monthly reports shall be made to the Town Board at the monthly Workshop Meeting. The Town Attorney and the SWMCT will assist the Town Board in the enforcement of any violations and enforcement procedures.

**Recordkeeping:**

An area shall be designated at the Town Hall or Town Highway Department for filing of public records in connection with the Town's **SWMP**.

**Finance:**

Financing of the SWMCT and the Town's **SWMP** shall come from monies collected from the present Town of Lloyd Development Fee Schedule, Highway Department storm water budget line and from taxes collected from the various drainage districts as they are formed.

**Referenced Documents in the Town Code:**

1. Chapter 55 – Storm Water Management Erosion & Sediment Control
2. Chapter 66 – Illicit Discharges to Storm Sewers
3. Chapter 89 – Streets and Sidewalks

**Other Reference Documents (NYSDEC)**

1. Storm Water Management Guidance Manual for Local Officials, dated September 2004
2. Critical Path to Compliance, dated August 2006

3. Phase II SPDES General Permit for Storm Water Discharges from MS4, GP-02-02, version 4 dated March 2006
4. Municipal Pollution Control Prevention and Good Housekeeping Program Assistance, dated May 2006
5. Outfall and System Mapping for Illicit Discharge Detection and Elimination in New York State
6. Decision Tree for School Districts
7. Post-Construction Manual
8. Pre-Construction Manual
9. Management Practice Catalogs
10. Manual for Outfall Screening

**Abbreviations:**

E&SC	=	Erosion & Sediment Control
MF	=	Multi-Family sites
MS4	=	Municipal Separate Storm Sewer Systems
PRD	=	Planned Residential Development
PUD	=	Planned Unit Development
SF	=	Single Family (on isolated lots that are not on a future Town road)
SWMCT	=	Storm Water Management Coordination Team
SWMP	=	Storm Water Management Program
SWPPP	=	Storm Water Pollution Prevention Plan

End of Document

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