



## **Village of East Hampton**

Gerald Larsen, Mayor  
Chris Minardi, Deputy Mayor  
Sandra Melendez Esq., Trustee  
Carrie Doyle, Trustee  
Sarah Amaden, Trustee

Marcos Baladrón, Village Administrator  
David Collins, Superintendent of Public Works

### **STORMWATER MANAGEMENT PROGRAM**

REVISED March 12, 2025

The Village of East Hampton is dedicated to maintaining its natural resources and preserving the environment to enhance the health, safety, and welfare of the residents of the Village. One of the ways the Village can do this is through the development of local laws to regulate land use activities in a manner that protects water quality. The stormwater management program will permit improved watershed management within the Village boundaries which will benefit the residents and enhance the community. Village departments will play a role in its implementation but the Village will work with other governmental agencies, nongovernmental organizations as well as the public and private sectors to manage watershed resources.

While the Village is a small community it plays host to a wide variety of diverse environments be it the residential neighborhoods, our commercial streets, or the beautiful beaches; all of these places within the Village enrich the lives of our residents and visitors. Careful stewardship of our coastal and inland waterways and their watersheds is a responsibility shared by all residents of the Village of East Hampton and an obligation to protect them for future generations.

The Stormwater Management Program Plan (SWMPP) is an essential part of this watershed planning. The SWMPP is a living document that will be updated and modified as often and as frequently as needed so as to have a positive influence in the quality of the Village's watersheds. One of the goals of this plan is to enhance communication with the public as well as raising awareness and interest in stormwater planning and implementing this program throughout the Village.

Village staff is ready to work with and help all residents to protect and maintain the Village's diverse water bodies and watersheds and look forward to hearing all ideas and questions the general public may have and to meet the requirements of our municipal stormwater permit.

# **Stormwater Management Program Plan**

## **Introduction**

### **Purpose**

The Stormwater Management Program Plan (SWMPP) was developed by the Village of East Hampton to meet the requirements for municipal separate storm water sewer systems (MS4s). For the purposes of the SWMPP the Village of East Hampton shall be referred to as “the Village”.

Water quality issues are often a result of the entire watershed’s water quality rather than any one location. As stormwater flows through a watershed it continuously accumulates chemicals, bacteria, sediment, and many other pollutants. Small incremental amounts of pollutants may not be a problem, but when these amounts begin to accumulate the end result may present water quality problems. Understanding this and the limitations of legal authority, it is the intent of the Village to implement a Stormwater Management Program to both improve and prevent further deterioration of the water quality throughout the Village of East Hampton.

The efforts described in this SWMPP are based on the following criteria: the United States Environmental Protection Agency (EPA) Stormwater II Final Rule; the New York State Stormwater Management Design Manual and the New York State Department of Environmental Conservation SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), Permit No. GP-0-24-001. This reflects changes brought about by the replacement of the older permit GP-0-10-002 by the new permit as of January 3, 2024.

### **Background**

In 1972, Congress enacted the Clean Water Act (CWA). Under the CWA, discharge of pollutants to waters of the United States from any point source is unlawful unless the discharge is covered under a National Pollutant Discharge Elimination System (NPDES) permit. The CWA has been amended multiple times since its enactment implementing additional program requirements.

Through delegation by the federal government, New York State is administering these program requirements through the NYS Department of Environmental Conservation (NYSDEC). In 2009 the Village received official notice from the NYSDEC that the Village had been formally designated as an MS4 operator that would be required to obtain coverage under the New York State Department of Environmental Conservation SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer

Systems (MS4s), Permit No. GP-0-08-002. The Village did so thereby gaining coverage under the GP-0-08-002. This permit was replaced in 2023 with the current permit.

## **General Permit GP-0-24-001 Introduction**

### **Structure**

In GP-0-24-001, “MS4” represents the small municipal separate storm sewer conveyance system, while “MS4 Operator” represents the person, persons, or legal entity that obtains coverage and is responsible for the MS4. “MS4 Operator type” differentiates the organizational structure of the MS4 Operators, 2 corresponding to implementation of the requirements in the final GP-0-24-001. The final GP-0-24-001 also uses specific language to denote the responsibilities of the MS4 Operator in satisfying all parts of the final GP-0-24-001, as well as 40 CFR 122.26 and 122.34. The administrative responsibilities of the MS4 Operator, with respect to gaining and maintaining coverage under the final GP-0-24-001, are referred to as “terms and conditions” (e.g., submission of a Notice of Intent (NOI), maintaining coverage, and development of a Stormwater Management Program (SWMP) Plan).

The final GP-0-24-001 contains permit requirements for the MS4 Operator to meet the terms and conditions. The six (6) minimum control measures (MCMs) specified within the final GP-0-24-001 are consistent with 40 CFR 122.34(a). The MCMs represent the non-numeric effluent limitations of the general permit to reduce the discharge of pollutants to the maximum extent practicable (MEP), protect water quality, and generally satisfy the Clean Water Act. The MS4 Operator must implement the permit requirements for each MCM, as specified in final GP-0-24-001. The permit requirements consist of best management practices (BMPs)

### **Description**

GP-0-24-001 regulates stormwater discharges from MS4s. The permit allows the Village to discharge stormwater from its regulated MS4s to water bodies provided that the Village maintains a certain level of responsibility to ensure that pollutants are prevented from entering the water bodies via the regulated MS4s to the maximum extent practicable.

The permit is lengthy and complex. This introduction is not intended to provide detailed explanations of the permit and its requirements. It is intended to provide some basic information that will assist a reader in reviewing the permit and the sections of it that apply to the Village. This information is listed below:

- An MS4 is a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, swales, man-made channels, or storm drains):
  - owned or operated by a State, city, town, village, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having

jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA, that discharges to surface waters of the State;

o designed or used for collecting or conveying stormwater;

o which is not a combined sewer; and

o which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.

- A storm sewershed is the catchment area that drains into the storm sewer system based on the surface topography in the area served by the stormsewer
- Surface Waters include fresh water wetlands and tidal wetlands and are not necessarily standing water
- The Village does not contain any Urbanized Areas as defined in the permit
- The Village is regulated as a traditional land use control MS4
- The County, State and Town of East Hampton are regulated separately from the Village and are responsible for their own infrastructure and programs

For full details on the permit requirements please review the permit on the NYSDEC website. A link will be provided on the Village's stormwater management page of the Village website.

## **SWMPP Goals**

The primary goal of this SWMPP is to provide a framework for compliance with GP-0-24-0001 within the Village's regulated MS4 boundaries.

Compliance is achieved by the Village's actions to: prohibit discharges of pollutants and/or eliminate or reduce pollutants to the maximum extent practical (MEP); protect local creeks and water bodies from pollutants that may be transmitted by the local stormwater system and by annual reporting. Other goals include integrating stormwater pollution prevention BMPs into routine departmental operations; receiving and acting appropriately on public input; and working cooperatively with other municipalities, the Suffolk County Department of Public Works (SCDPW), and the New York State Department of Transportation (NYSDOT) as needed.

## **General Permit GP-0-24-001 Requirements**

This permit requires the Village to develop a SWMP Plan that satisfies the requirements for each of the six program components known as the Minimum Control Measures (MCMs). These six MCMs listed in the permit are as follows:

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

The Village MS4s located within the automatically designated area are subject to all six MCMs.

### **Staffing**

The Village Superintendent of Public Works serves as the Stormwater Program Coordinator to oversee the development, implementation and enforcement of the Stormwater management Program; coordinate all elements of the program to ensure compliance with GP-0-24-001; and develop and submit the annual and mid-year reports. The current Stormwater Program Coordinator is:

**David Collins**

*Superintendent of Public Works*  
[dcollins@easthamptonvillage.gov](mailto:dcollins@easthamptonvillage.gov)

East Hampton Village  
Department of Public Works Office  
172 Accabonac Road  
East Hampton, NY 11937  
(631) 324-0641 ext.# 710

A Staffing Plan can be found in Appendix B identifying the titles and responsibilities for implementing elements of the Village SWMP Plan.

### **SWMP Plan Availability**

This SWMP Plan, including all appendices, can be accessed by Village staff and the public from the Department of Public Works section of the Village website under the “Stormwater Pollution and Prevention” webpage. The link to this webpage is:

<https://easthamptonvillage.gov/departments/dpw/>

## Comprehensive System Mapping

A SPDES Sewersheds map meeting all of the comprehensive system mapping requirements of GP-0-24-001 can be accessed by Village staff and the public from the Department of Public Works section of the Village website under the “Stormwater Pollution and Prevention” webpage. The link to this webpage is:

[PENDING](#)

## Legal Authority

As a continuing permittee, adequate legal authority is maintained in accordance with Part IV.E.2 through Chapter 247: *Storm Sewers* and Chapter 248: *Stormwater management & Erosion and Sediment Control* of the Village Code. These local laws which are equivalent to the NYSDEC model local laws are included in Appendix C.

## Enforcement Response Plan

A written Notice of Violation as per Village Code will be issued for all violations of Chapter 248. The Stop Work Order will remain in place until the violation has been corrected to the satisfaction of the Superintendent of Public Works. Penalties will be assessed in accordance with Chapter 248-12 Section D.

A written Notice of Violation as per Village Code will be issued for all illicit connections or discharges to the Village’s MS4. The Notice of Violation will compel the immediate cessation of any illicit discharge and the removal of any illicit connection, as well as any remediation activities deemed necessary by the Superintendent of Public Works. Penalties will be assessed in accordance with Chapter 247-13 Sections A and B.

## Enforcement Tracking

Instances of non-compliance with Village Code will be documented in this SWMP Plan under Appendix D. The enforcement case documentation will include, at a minimum, the following:

- i. The name of the owner/operator of the facility or site of the violation;
- ii. The location of the stormwater source;
- iii. A description of the violation;
- iv. A schedule for returning to compliance;
- v. A description of the enforcement response used, including escalated responses if repeat violations occur or violations are not resolved in a timely manner;
- vi. All accompanying documentation of the enforcement response;
- vii. Any referrals to different departments or agencies; and
- viii. The date the violation was resolved

## **Recordkeeping, Reporting and Stormwater Management Program Evaluation**

The Village will keep all records required by GP-0-24-001 for a period of five (5) years after they are generated. All records will be incorporated into the appropriate sections of the SWMP Plan. All reports required by GP-0-24-001 will be submitted to the NYSDEC electronically.

The Annual Report will be submitted to the NYSDEC by April 1<sup>st</sup> of each reporting period, which runs from January 3<sup>rd</sup> of the year prior to the submission of the Annual Report to January 2<sup>nd</sup> of the year the Annual Report is submitted.

Twice a year, the Village will submit Interim Progress Certifications to the NYSDEC verifying that the activities included in GP-0-24-001 have been completed by the dates specified in the permit using a form provided by the NYSDEC. An Interim Progress Certification will be submitted:

- i. For the period of January 3<sup>rd</sup> through June 30<sup>th</sup> of the same year by October 1<sup>st</sup> of the same year, and
- ii. For the period of July 1<sup>st</sup> through January 2<sup>nd</sup> of the following year by April 1<sup>st</sup> of the following year in conjunction with the Annual Report.

All reports will be signed and certified in accordance with Part X. J. of GP-0-24-001. Copies of the reports submitted to the NYSDEC will be incorporated into Appendix E of the SWMP Plan.

Once every five (5) years, the Village will evaluate the Stormwater Management Program for compliance with the terms and conditions of GP-0-24-001, including the effectiveness or deficiencies of components within the SWMP Plan and the status of achieving the requirements outlined in GP-0-24-001.

# Stormwater Management Program Plan

## MCM 1: Public Education and Outreach Program

---

The Village will develop and implement an education and outreach program to increase awareness of pollutant generating activities and behaviors. This MCM is designed to inform the public about the impacts of stormwater on water quality, the general sources of stormwater pollutants and the steps the general public can take to reduce pollutants in stormwater runoff.

### Illicit Discharges Education

Information related to the prevention of illicit discharges has been made available to municipal employees, businesses and the public through publication on the Village website. This information can be accessed from the Department of Public Works page:

<https://easthamptonvillage.gov/departments/dpw/> . The residents of the Village will be notified and reminded of the availability of this information annually as part of the Public Notice announcing special informational meeting discussed in the Village SWMP Plan under MCM 2.

### Impaired Waters Education

The Village MS4 does not contain any impaired water bodies.

# Stormwater Management Plan

## MCM 2: Public Involvement & Participation

---

The Village will provide opportunities to involve the public in the development, review and implementation of the SWMP Plan.

### Public Involvement & Participation

As the Stormwater Program Coordinator, the Superintendent of Public Works serves as the local point of contact for public concerns regarding the Village's SWMP Plan and compliance with GP-0-24-001:

**David Collins**

*Superintendent of Public Works*

[dcollins@easthamptonvillage.gov](mailto:dcollins@easthamptonvillage.gov)

East Hampton Village  
Department of Public Works Office  
172 Accabonac Road  
East Hampton, NY 11937  
(631) 324-0641 ext.# 710



Annually at a special informational meeting to be held between January 15<sup>th</sup> and February 15<sup>th</sup> (inclusive), the public will be provided with an opportunity to comment on and ask questions about the Village SWMP Plan. This meeting will also provide the public an opportunity to comment on and ask questions about the draft Annual Report.

## **Public Notice and Input Requirements**

A Public Notice announcing the special informational meeting will be published in the local paper at least 72 hours prior to the meeting date. This notice will also contain links to the webpage where the Village SWMP Plan and the draft Annual Report can be viewed or downloaded so that the public has the opportunity to review the documents, ask questions and provide comments prior to the special informational meeting.

The draft Annual Report will be posted on the Village website at least one week prior to the special informational meeting. The posting will include information of how to submit comments or questions about the draft Annual Report prior to its submission to the NYSDEC.

All records pertaining to the implementation of this MCM are contained in Appendix F.

## **Stormwater Management Plan**

### **MCM 3: Illicit Discharge Detection and Elimination**

---

The Village is required to develop, implement and enforce a program which systematically detects, tracks down and eliminates illicit discharges to the MS4. This MCM is designed to manage the MS4 so it is not conveying pollutants associated with flows other than those directly attributed to stormwater runoff.

### **Illicit Discharge Detection**

As the Stormwater Program Coordinator, the Superintendent of Public Works will receive all complaints related to illicit discharges.

Within thirty (30) days of an illicit discharge, the Village will document each report of an illicit discharge in the SWMP Plan with the following information:

- i. Date of the report;
- ii. Location of the illicit discharge;
- iii. Nature of the illicit discharge;
- iv. Follow up actions taken or needed (including response times); and
- v. Inspection outcomes and any enforcement action taken.

The monitoring locations used to detect illicit discharges identified in the Monitoring Locations Inventory included in Appendix G.

All aspects associated with the detection, sampling, track down and elimination of illicit discharges to the Villages MS4 systems will be conducted by the Superintendent of Public Works or designated staff member. Monitoring locations will be inspected during dry weather at least once every five (5) years following the most recent inspection according to the following procedures:

- i. Monitoring location inspections, including any sampling results, will be documented using the Monitoring Locations Inspection and Sampling Field Sheet found in Appendix D of GP-0-24-001;
- ii. If a physical indicator not related to flow, potentially indicative of an intermittent or transitory discharge, is identified during an initial inspection, the monitoring location will be reinspected within thirty (30) days of the initial inspection utilizing techniques described in Chapter 12.6 of the Center for Watershed Protection *Illicit Discharge Detection and Elimination: A Guide manual for Program Development and Technical Assistance*, October 2004 (CWP 2004). A copy of CWP 2004 is included in Appendix G. Should the same physical indicators persist, the Village will initiate discharge track down procedures;
- iii. Monitoring locations which have inspections resulting in a suspect or obvious illicit discharge characterization and for which the source of the illicit discharge is not clear or discernable will be sampled. The sampling requirement is based on the number and severity of physical indicator present in the flow to better inform track down procedures;
- iv. Sampling will be completed with field test kits or field instrumentation that re sufficiently sensitive to detect the parameter below the sampling action level used and are not subject to 40 CFR Part 136 requirements for approved methods and certified laboratories. Sampling and analytical procedures shall follow Chapter 12 of the CWP 2004;
- v. The Village will initiate track down procedures:
  - a. Within two (2) hours of discovery of an obvious illicit discharge of sanitary wastewater that affects bathing areas during bathing season, shell fishing areas or public water intakes. The Village will also report the illicit discharge orally to the Regional Water Engineer (NYSDEC) and the Suffolk County Health Services;
  - b. Withing twenty-four (24) hours of discovery of an obvious illicit discharge at a flowing monitoring location; and
  - c. Withing five (5) days of a discovery of a suspected illicit discharge.
- vi. Track down procedures will follow Chapter 13 of the CWP 2004;
- vii. The Village will eliminate illicit discharges:
  - a. Within twenty-four (24) hours of identification of an illicit discharge that has a reasonable likelihood of adversely affecting human health or the environment;

b. Withing five (5) days of identification of an illicit discharge that does not have a reasonable likelihood of adversely affecting human health or the environment; and

c. Where elimination of an illicit discharge is not possible withing the specified timeframes above, the Village will notify the Regional Water Engineer.

viii. Enforcement actions will be conducted in accordance with the Enforcement Response Plan

All records pertaining to the implementation of this MCM are contained in Appendix G.

## **Stormwater Management Program Plan**

### **MCM 4: Construction Site Stormwater Runoff Control**

---

The Village is required to develop, implement and enforce a program to ensure construction sites are effectively controlled in conformance with the NTSDEC SPDES General Permit for Stormwater Discharges from Construction Activity, Permit No. GP-0-25-001, a copy of which is included in Appendix H. This MCM is designed to prevent pollutants from construction related activities, as well as promote the proper planning and installation of post-construction Stormwater Management Practices (SMPs).

### **Public Reporting of Construction Site Complaints**

As the Stormwater Program Coordinator, the Superintendent of Public Works will receive all complaints related to stormwater construction activity.

### **Construction Oversight Program**

The construction site stormwater runoff control program must address stormwater runoff to the MS4 from sites with construction activities that:

- i. Result in a total land disturbance of greater or equal to one (1) acre; or
- ii. Disturb less than one (1) acre if part of a larger common plan of development or sale.

Construction sites meeting one of the conditions noted above that discharge to Waters of the State though a Village MS4 will be controlled under the Village MS4 program and will be required to submit a Stormwater Pollution Prevention Plan (SWPPP) to the Village Building Department for review and approval.

Construction sites within the Village that discharge to the Waters of the State either directly or through a MS4 not owned or operated by the Village are subject to control directly by the NYSDEC. Owners/operators of these sites will be provided with a letter from the Village to provide to NYSDEC stating that the Village will not be taking jurisdiction over the site.

SWPPPs will be reviewed by the Building Department, whose staff are certified Code Enforcement Officials through NY State Department of State and the Village Engineer and therefore meet the definition of a qualified professional.

Each SWPPP will be reviewed for conformance with GP-0-25-001 as follows:

- i. Erosion and sediment controls will be reviewed for conformance with the NYS Standards and Specifications for Erosion and Sediment Control (Blue Book), November 2016 version or equivalent. A copy of the Blue Book is included in Appendix H.;
- ii. Post-construction SMPs will be reviewed for conformance with the New York State Stormwater Management Design manual, dated July 31<sup>st</sup>, 2004 (NYS SWMDM 2024), a copy of which is located in Appendix H, including;
  - a. All post-construction SMPs will meet the sizing criteria contained in NYS SWMDM 2024 and GP-0-25-001.
  - b. Deviations from the performance criteria of the NYS SWMDM 2024 will demonstrate that they are equivalent.
  - c. The SWMPPP will include Operation & Maintenance Plan that includes inspection and maintenance schedules and actions to ensure continuous and effective operation of each post-construction SMP. The SWPPP will identify the entity that will be responsible for the long-term operation and maintenance of each practice.
- iii. Upon approval, the Village will notify construction site owner/operators that their SWPPP has been accepted using the MS4 SWPPP Acceptance Form, which will be signed by the Village in accordance with Part X.J of GP-0-24-001.

Prior to commencement of construction activities, a pre-construction meeting will be held attended by the owner/operator listed on the Notice of Intent, the Building Department and the contractor(s) responsible for implementing the SWPPP for the construction activity. This meeting will serve to:

- i. Confirm the approved project has received or will receive coverage under GP-0-25-001 or an individual SPDES permit;
- ii. Verify that contractors and subcontractors selected by the owners/operator of the construction activity have identified at least one individual that has received four (4) hours of NYSDEC endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District or other endorsed entity; and
- iii. Review the construction oversight program and expectations for compliance.

Construction site inspections will be conducted by the Building Department with the assistance of the Village Engineer, who as a licensed Professional Engineer, meets the definition of qualified professional. Therefore, the Village Engineer is both qualified to conduct construction site inspections and is exempt from the training requirements for site inspectors. All sites with

construction activity identified in the Village's inventory or permitted sites will be inspected at least annually during a period of active construction. Construction sites with deficiencies that require attention will be inspected more frequently to confirm that corrective actions completed in accordance with timeframes established by GP-0-25-001 and the Village's ERP. All inspections will be documented using the Construction Site Inspection Form contained in Appendix D to GP-0-24-001.

Prior to construction site close-out the Building Department will conduct a final construction site inspection and document it using the Construction Site Inspection form contained in Appendix D to GP-0-24-001. The Village will then sign the completed Notice of termination in accordance with Part X.J of GP-0-24-001.

Compliance with the Construction Oversight Program is expected of all construction site owners and operators. If necessary, enforcement actions will be conducted in accordance with the Enforcement Response Plan.

## **Construction Site Inventory & Inspection Tracking**

The Village has no construction sites subject to Village control within its municipal boundaries.

## **Construction Site Prioritization**

The Village has no construction sites to prioritize.

## **Stormwater Management Program Plan MCM 5: Post-Construction Stormwater Management**

---

The Village is required to develop, implement and enforce a program to ensure proper operation and maintenance of post-construction SMPs for new or redeveloped sites. This MCM is designed to promote the long term-performance of post-construction SMPs in removing pollutants from stormwater runoff.

### **Applicable Post-Construction SMPs**

The post-construction SMP program must address stormwater runoff to the MS4 from publicly owned/operated and privately owned/operated post-construction SMPs that meet the following:

- i. Post-construction SMPs that have been installed as part of any GP-0-25-001 covered construction site or individual SPDES permit (since March 10<sup>th</sup>, 2003); and
- ii. All new post-construction SMPs constructed as part of the construction site stormwater runoff control program.

### **Post-Construction SMP Inventory & Inspection Tracking**

The Village has no post-construction SMPs in its inventory.

## **SWPPP Review**

Post-construction SMP SWPPP review procedures are covered in the description of the Construction Oversight Program contained in the SWMP Plan section for MCM 4: Construction Site Stormwater Runoff Control

## **Post-Construction SMP Inspection & Maintenance Program**

The Village has no post-construction SMPs in its inventory. Upon the addition of any SMP to the Village's inventory, this section will be updated to reflect the inspection and maintenance requirements associated with each SMP.

## **Stormwater Management Program Plan MCM 6: Pollution Prevention/Good Housekeeping**

---

The Village is required to develop and implement a pollution prevention and good housekeeping program for municipal facilities and municipal operations to minimize pollutant discharges. This MCM is designed to ensure that Village's own activities do not contribute pollutants to surface waters of the State.

### **Municipal Facilities**

There are no municipal facilities within the Village's regulated boundaries.

### **Municipal Operations and Maintenance**

#### Catch Basin Inspection & Maintenance

- i. All catch basins will be inspected by the Department of public works on an annual basis, documenting:
  - a. Date of inspection;
  - b. Approximate level of trash, sediment, and/or debris at time of inspection (no trash, sediment and/or debris, <50% of depth of sump, >50% of the depth of sump);
  - c. Depth of structure;
  - d. Depth of sump; and
  - e. Date of clean out, if applicable.

- ii. Based on the catch basin inspection results, catch basins will be cleaned within the following timeframes:
  - a. Within six (6) months of inspection if the catch basin had trash, sediment and/or debris exceeding 50% of the depth of the sump;
  - b. Within one (1) year of inspection if the catch basin had trash, sediment and/or debris less than 50% of the sump.
- iii. Catch basins containing no trash, sediment and/or debris or that have a sump depth of less than/or equal to two (2) feet will not be cleaned;
- iv. water and materials removed from catch basins will be properly disposed of at a Village recharge basin so that they cannot reenter water of the State;
- v. If there are signs of illicit discharges the Superintendent will investigate in accordance with the procedures for MCM 3.

#### Road & Right of Way Maintenance

- i. The Village of east Hampton operates vacuum street sweepers to remove accumulated debris from the road surfaces within the Village Road network. Annually from April 1<sup>st</sup> through October 31<sup>st</sup> all Village owned roads will be swept. Each road is swept in each direction during this period. The material collected by the street sweeper is transported to the DPW Facility where it is stockpiled. The stockpiled material is then screened and reused for suitable and approved purposes;
- ii. Within six (6) months of MS4 outfall inspections, the Village will initiate actions to repair all MS4 outfall protection and/or bank stability problems identified during inspection. Repairs will be completed in accordance with the Blue Book;
- iii. Roads will only be paved, marked or sealed in dry conditions;
- iv. No herbicides or pesticides are used to maintain Village right of ways;
- v. Routine snow disposal activities will comply with the Division of Water technical and Operation Guidance Series 5.1.11, Snow Disposal, a copy of which is included in Appendix I.

All records pertaining to the implementation of this MCM are contained in Appendix I.

# APPENDIX A

**General Permit GP-0-24-001**

[https://dec.ny.gov/sites/default/files/2023-12/Permit\\_Final%20MS4%20GP-0-24-001\\_13Dec2023\\_Signed.pdf](https://dec.ny.gov/sites/default/files/2023-12/Permit_Final%20MS4%20GP-0-24-001_13Dec2023_Signed.pdf)



# **APPNENDIX B**

## **Staffing Plan**

## Staffing Plan

---

- **Mayor:** as the ranking Village elected official the Mayor is responsible for signing all required MS4 certification forms.
- **Village Engineer:** the Village Engineer working with the Building Department is responsible for ensuring compliance of all SWPPPs submitted to the Building Department.
- **Principal Building Inspector:** Works with their staff and the Department of Public Works to ensure compliance with the MS4 SPDES General Permit and implementation of Minimum Control Measure 4-5. The Principal Building Inspector works with the Village Attorney to resolve violations of Village Code, Chapters 247 and 248 in accordance with the Enforcement Response Plan. Is responsible for field verification of violations assigned by the Building Department and resolution of each violation in accordance with the Enforcement Response Plan.
  - **Building Inspector:** Works to ensure compliance with the MS4 SPDES General Permit and implementation of Minimum Control Measure 4-5 Is responsible for field verification of violations assigned by the Principal Building Inspector.
- **GIS Coordinator:** Responsible for creating and maintaining the online comprehensive system map in conjunction with the Superintendent of Public Works.
- **Superintendent of Public Works:** The Superintendent is the designated Stormwater Program coordinator for the Village. The Superintendent is directly responsible for ensuring compliance with the MS4 SPDES General Permit (GP-0-24-001) including the preparation and upkeep of the Stormwater Management Plan, preparation of compliance reports and direct implementation of Minimum Control Measures 1-6. The Superintendent works with the GIS Coordinator to maintain online comprehensive system map, works with the Village Attorney and Principal Building Inspector to resolve violations of Chapters 247 and 248 of the Village Code in accordance with the Enforcement Response Plan.
  - **Deputy Superintendent:** Assigns personnel in conjunction with the Superintendent to complete all compliance activities required by MCM 1-6.
  - **Crew Leader:** Oversees a crew to complete asphalt patching, street sweeping, drainage installation, drainage maintenance, grounds maintenance, snow and ice removal operations.
  - **Automotive Equipment Operator/Heavy Equipment Operator/Maintenance Mechanic/Groundskeeper:** Works as part of a crew to complete asphalt patching, street sweeping, drainage installation, drainage maintenance, grounds maintenance, snow and ice removal operations.

# APPENDIX C

## Local Laws

### Chapter 247

<https://ecode360.com/29121956#29121956>

### Chapter 248

<https://ecode360.com/27134414#27134414>

# APPENDIX D

OPEN

# **APPENDIX E**

**OPEN**

# **APPENDIX F**

## **Notice of Public Meetings**

# APPENDIX G

**IDDE Inspections  
List of monitoring locations  
Inspection form  
IDDE Manual**

[https://www3.epa.gov/npdes/pubs/idde\\_manualwithappendices.pdf](https://www3.epa.gov/npdes/pubs/idde_manualwithappendices.pdf)

# APPENDIX H

## Construction Permit

[https://dec.ny.gov/sites/default/files/2025-01/permit\\_swdischargesfromconst.pdf](https://dec.ny.gov/sites/default/files/2025-01/permit_swdischargesfromconst.pdf)

## Erosion Control Manual

[https://extapps.dec.ny.gov/fs/docs/pdf/erosionsediment\\_bluebook.pdf](https://extapps.dec.ny.gov/fs/docs/pdf/erosionsediment_bluebook.pdf)

## Stormwater management Design Manual

<https://extapps.dec.ny.gov/fs/docs/pdf/stormwaterdesignmanual.pdf>



# **APPENDIX I**

## **MCM 6 Records**