

**IRONDEQUOIT CREEK WATERSHED
STORMWATER MANAGEMENT REPORT REQUIREMENTS**

PACKET FOR DEVELOPERS

2004



This packet is Appendix C of Irondequoit Creek Watershed Collaborative Recommendations for Comprehensive Stormwater Management (September 1999). The threshold for requiring this Stormwater Management Report is [any](#) of the following:

- 15,000 square feet of additional pavement and rooftop
- 6,000 square feet of additional parking area
- [Any construction activity requiring NYSDEC SPDES GP 02-01](#)

Note: Stormwater mitigation may be required for all projects. For a glossary of terms and acronyms, see page iv.

THE IRONDEQUOIT CREEK WATERSHED COLLABORATIVE

INTRODUCTION

Mission Statement

The Irondequoit Creek Watershed Collaborative is a coalition of municipal agencies who identify and advance goals related to water resources management to their mutual benefit.

The formation of the Irondequoit Creek Watershed Collaborative began in 1994. Town and village elected officials and staff from communities within the Irondequoit Creek watershed met to discuss common water quality concerns. Several State, County and local initiatives likely to affect infrastructure planning, public works operations, and development review underscored the need for local governments to examine their policies, procedures, and laws relating to water quality. One outcome was the creation of this document which develops standards stormwater management requirements and reporting for new and retrofit land developments within the watershed.

It was also recognized that Irondequoit Creek and its tributaries significantly contribute to the character and quality of life in each community. This is reinforced by master plan objectives, open space reports, and land development regulations, which highlight the importance of flood control, erosion control, pollution prevention, aesthetics, recreation, and open space preservation. Activities in the upper watershed contribute to the water quality and aesthetics in the lower watershed. Therefore, each community is partially dependent upon the other for seeing that its environmental objectives are accomplished.

The intent of this document is to:

- Standardize stormwater management reports.
- Identify appropriate stormwater quality and quantity modeling techniques.
- Reduce inconsistencies, inefficiencies and confusion associated with stormwater management issues from community to community.
- Provide a means to significantly improve water quality within the Irondequoit Creek watershed (or at least to minimize further degradation).
- Ensure compliance with existing State and Federal regulations.
- Provide standards and design guidelines that are reasonable and not overly burdensome on the engineers, developers and general community.

This Stormwater Pollution Prevention Plan (SWPPP) was created to comply with the NYSDEC SPDES General Permit for Stormwater Discharges Associated with Construction Activities (GP 02-01) and the stormwater management objectives of municipalities within the Irondequoit Creek Watershed. This SWPPP defines existing and proposed site conditions, how stormwater will be managed during and after the construction period, the timing of soil disturbing and stabilization practices, and appoints who will be responsible for implementing and maintaining the practices.

IWC STORMWATER MANAGEMENT POLICY

The IWC carefully reviewed and considered the advantages and disadvantages of the various Best Management Practices (BMPs) available and the predominant soil types in the undeveloped portions of the watershed. The IWC unanimously concluded that stormwater wetland and multiple pond systems with predominant wetland characteristics are the most logical and practical extension of current stormwater management practices, and that properly designed and constructed stormwater wetlands should be the preferred and most frequently required BMP to meet regulatory requirements to mitigate the impacts on nonpoint source pollution.

Properly designed and constructed stormwater wetlands have been proven to offer a number of advantages beyond quality benefits including:

- Reduced short-term maintenance cost as compared to “dry basins”
- Wildlife habitat enhancement
- Property value and aesthetics enhancement

DEVELOPER'S PACKET USE DIRECTIONS

Who needs to complete this packet? (also see flow chart page viii)

Any land development that:

1. Increases parking space by 6000 square feet, that increases the amount of impervious surface on a property by 15,000 square feet, but is not required to obtain a NYSDEC SPDES General Permit 02-01 (complete items in SWPPP Outline under Part A, I-F,II & III; Part B, Part C, I and III; and Part E), Notice of Intent is not required; or
2. Disturbs 1 to less than 5 acres of land and is single family residential and creates less than 15,000 square feet of impervious surface area (complete items in SWPPP Outline under Part A, Part B, contractor's certification and Notice of Intent); or
3. Any non-single family residential project that disturbs 1 or more acres, or single family residential projects that disturb 5 or more acres (complete all items listed in SWPPP Outline).

Why 6000 sf of parking or 15,000 square feet of imperviousness thresholds?

Impervious surfaces collect and accumulate pollutants deposited from the atmosphere, leaked from vehicles or derived from other sources. During storms, accumulated pollutants are quickly washed off, and are rapidly delivered to aquatic systems. Monitoring and modeling studies have consistently indicated that water pollutant loads are directly related to watershed imperviousness.

What practices should the applicant use?

The required water quality design standards used by the IWC are now identical to the NYSDEC's in the New York State Stormwater Management Design Manual, with one exception: The value used in the water quality treatment volume (WQv) calculation for storm runoff depth captured by the practice. NYSDEC requires using 90% of the annual runoff-producing storm events to calculate the WQv. To capture 90% of our area's annual runoff-producing events, only 0.75 inches would be required. IWC has found it reasonable and practicable to increase the percent of storm event capture to 95%. This increase then requires a value of 1.00 inch of runoff to obtain the necessary design WQv. Assuming that the regularly required storm storage volume of a typical detention pond could not be utilized toward the required WQv, a typical detention pond size (volume) would have to be increased by about 30% to accommodate the stormwater wetland. In many cases, however, this additional volume could be added by excavating below the typical outlet elevation.

The design option chosen by the applicant is dependent upon a variety of factors including size of watershed, the size and type of the development, soil type and site topography. Additional design options deal with integrity, function, safety and maintenance.

GLOSSARY

Best Management Practices (practices). Procedures, practices, prohibition of practices, activities, educational activities used to prevent or reduce the discharge of pollutants directly or indirectly to waters of the state or the United States. practices include but are not limited to treatment requirements, operating and maintenance procedures, practices to control site runoff, spillage or leaks, waste disposal, and drainage of materials from storage; and the prohibition of specific activities, practices, and procedures.

Clean Water Act (CWA). Federal Water Pollution Control Act enacted by Public Law 92-500 as amended by Public Laws 95-217, 95-576, 96-483, and 97-117 (33 USA 1251 et seq.).

Groundwater. Water located below the ground surface or surface water which has infiltrated into the ground.

Drainage

1. The act, process, or mode of draining; also : something drained off
2. A device for draining: DRAIN; also : a system of drains
3. An area or district drained.

Impervious Area - The area of land, measured in a horizontal plane, that has a surface that has been compacted or covered with a layer of material so that it is highly resistant to letting water soak into the ground. It includes, but is not limited to, semi-impervious surfaces such as compacted clay, as well as streets, roofs, sidewalks, parking lots and other similar surfaces.

Impervious Surface - Any structures or surface improvements that prevent or retard infiltration of water into the surface of the soil or that cause water to run off the surfaces in greater quantity or at an increased rate of flow compared to the natural condition of the property before development. Common impervious surfaces include, but are not limited to rooftops, concrete or asphalt sidewalks, walkways, patio areas, driveways, parking lots or storage areas, oiled or macadam surfaces, or other surfaces which similarly impede the natural infiltration or increase runoff patterns.

Municipal Separate Storm Sewer System (MS4) - MS4 means a conveyance or system or conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is: 1) owned or operated by a state, city, town, borough, county, parish, district, association, or other public body 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 waters of the state or the United States; 2) designed or used for collecting or conveying stormwater; 3) which is not a combined sewer; or 4) which is not a part of a publicly owned treatment works as defined at 40 CFR 122.2

NYSDEC - (The New York State Department of Environmental Conservation)

Non Point Source Pollution (NPS) - Pollution that comes from many diffuse sources and caused by rainfall or snowmelt moving over and through the ground. As the runoff moves, it picks up and carries away natural and human-made pollutants, finally depositing them into lakes, rivers, wetlands, coastal waters, and also into underground sources of drinking water.

On-site Mitigation Facilities - Facilities which the manager has determined reduce net stormwater runoff from an improved property and reduce pollution into the surface water and groundwater. These mitigation facilities include systems which retain, or otherwise dispose of stormwater runoff in a manner prescribed by the city. On-site mitigation facilities must be designed, constructed, and maintained to the city's standards. Acceptable on-site mitigation facilities shall be described by the city.

Public Stormwater System - All public facilities or improvements that collect, convey or control the flow of stormwater or that improve or control the water quality of stormwater. The public stormwater system includes the municipal separate storm sewer system; the waters of the state; the waters of the United States; all creeks; natural drainageways; inlets; culverts; dams; levees; desilting, detention, retention, and recharging basins or structures; outfall structures; sumps; wetlands; and equipment and appurtenances necessary to operate any of the above.

Project Owner - Refers to the person, persons, or legal entity which owns or leases the property on which the construction activity is occurring.

SF - The number of square feet

Stormwater - Surface runoff and drainage associated with rain storm events and snow melt.

Stormwater Pollution Prevention Plan (SWPPP) - A document or set of documents that meets the design requirements of SPDES General Permit For Stormwater Discharges Associated with Construction Activities GP 03-01.

Stormwater System - Includes all natural and manmade drainage elements used to convey stormwater from the first point of impact with the surface of the earth to a suitable outlet location internal or external to the boundaries of the city. The stormwater system includes but is not limited to pipes, channels, catch basins, curbs, gutters, streams, ditches, wetlands, sinkholes, pub stations, roadways, detention/retention basins, swales, ponds and other stormwater conveyance and treatment facilities whether public or private.

Surface Water - All surface natural and man-made water bodies, including but not limited to all lakes, rivers, canals, wetlands, sloughs, streams, territorial waters and the ocean into which stormwater runoff directly or indirectly discharges.

Total Maximum Daily Load (TMDL) - A calculation of the some of the allowable pollutant loading that a body of water can receive from all contributing point and non-point sources. The calculation includes a measure of safety to ensure that the body of water complies with Section 303 of the Clean Water Act which is established by the DEQ or EPA.

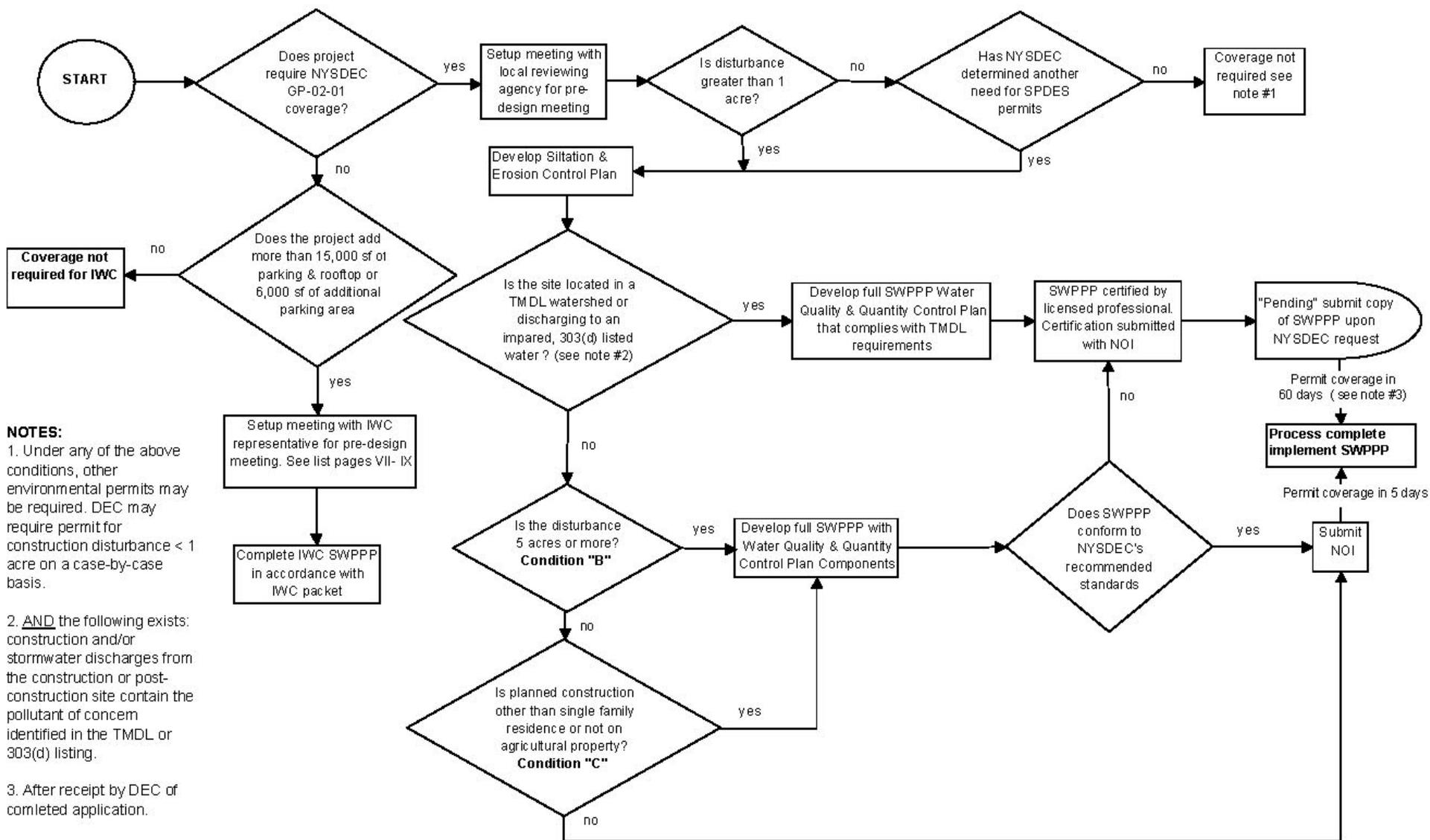
Waters of the United States - Surface watercourses and water bodies as defined in 20 CFR Section 122.2.

Water Quality Volume (WQv) - The amount of stormwater runoff that is required to be collected and treated to reduce the impacts of nonpoint source pollution.

REFERENCES:

1. Irondequoit Creek Watershed Collaborative Recommendations for Comprehensive Stormwater Management.
2. New York State Stormwater Management Design Manual
<http://www.dec.state.ny.us/website/dow/swmanual/swmanual.html>
3. NYSDEC SPDES General Permit for Stormwater Runoff from Construction Activity, GP-02-01.
http://www.dec.state.ny.us/website/dow/gen_constr.pdf
4. NYSDEC SPDES [General Permit for Small Municipal Separate Storm Sewer Systems \(MS4s\)](#)
<MS4Permit.pdf>
5. Design of Stormwater Wetland Systems (the Lilac Book), prepared by Thomas Schueler and the Anacostia Restoration Team. This book is the result of years of research on the application of the practices. The recommendations are simple, flexible and sound, and they address the issues of safety, community compatibility and maintenance.

SWPPP and IWC Stormwater Permit Process



- NOTES:**
1. Under any of the above conditions, other environmental permits may be required. DEC may require permit for construction disturbance < 1 acre on a case-by-case basis.
 2. AND the following exists: construction and/or stormwater discharges from the construction or post-construction site contain the pollutant of concern identified in the TMDL or 303(d) listing.
 3. After receipt by DEC of completed application.

IRONDEQUOIT CREEK WATERSHED COLLABORATIVE

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IRONDEQUOIT CREEK WATERSHED COLLABORATIVE
Stormwater Pollution Prevention Plan
OUTLINE

Part A. Project Information

I. Executive Summary

A. Project Name:

B. Project Engineer and Firm:

C. Project location: (include location map)

- a. Municipality
- b. Tax parcel #
- c. Distance to nearest cross street

D. Owner name and address:

E. Type and Size of Project:

F. Project Description (include summary of pre-application meeting (if held) with municipal staff, drainage areas analyzed, percent of impervious surface area before and after development, summary of the stormwater management system including closed conduit and/or open channel design, name of receiving water and upstream drainage area, types and timing of soil-disturbing and stabilization activities, and maintenance procedures):

G. Purpose of Report: This Stormwater Pollution Prevention Plan (SWPPP) was created to comply with the NYSDEC SPDES General Permit for Stormwater Discharges Associated with Construction Activities (GP 02-01) and the stormwater management objectives of municipalities within the Irondequoit Creek Watershed. This SWPPP defines existing and proposed site conditions, how stormwater will be managed during and after the construction period, the timing of soil disturbing and stabilization practices, and appoints who will be responsible for implementing and maintaining the practices.

II. Existing & Proposed Site Characteristics

Attach as appendices: site map/construction drawings showing entire site area; all improvements; limits of work area; existing vegetation; existing drainage ways and wetlands; existing and proposed contours, topsoil stockpile areas; and waste, borrow and equipment storage areas.

III. Receiving Waters

Provide the name of the receiving water, tributary number and classification if applicable. Describe the location of proposed stormwater discharge.

Part B. Erosion & Sediment Control Plan

I. Diversion of Flow

A critical component of most erosion and sediment control plans is to divert stormwater runoff flows away from soil disturbance. Provide a description of structural practices to divert flows from the exposed soils during the construction phase.

II. Sequence of Major Activities

In general, the following are items to be included in a sequence. If this project's sequence is not as shown, check box and show revised sequence on attached referenced sheet:

- Complete an engineer's estimate that includes unit pay items for all erosion and sediment control practices and stormwater management practices.
- Install stabilized construction entrance.
- Clear and grub for water diversions and sediment basin.
- Construct diversion and sedimentation basin. Stabilize soils of any new channels and banks of sediment basin.
- Install perimeter sediment controls.
- Protect existing vegetation and other environmental features to be preserved with construction barriers.
- Continue clearing and grubbing.
- Install additional erosion and sediment controls according to plan.
- Strip and stockpile topsoil and grade site.
- Stabilize denuded areas and stockpiles within 14 days of last construction activity in each area.
- Install utilities, storm sewer, curb and gutter.
- Apply stone to roads and parking areas.
- Complete grading, reapply topsoil, install permanent seeding, fertilizer and mulch.
- Complete final paving.
- Remove accumulated sediment from sediment basin.
- Remove all sediment control products after soils are stabilized.

NOTE: Less than one-half of the site, or no more than 5 acres, will be denuded at one time without prior written approval from the NYSDEC regional staff.

III. Temporary/Permanent Erosion Control Measures

A. In addition to the following, describe each practice and where and when practices will be installed:

Temporary Stabilization - Topsoil stockpiles and disturbed portions of the site where construction activity temporarily ceases for 21 days or more will be stabilized with temporary seed and mulch no later than 14 days from the last construction activity in that area. The temporary seed shall be annual rye applied at the rate of 40 lbs. per acre. After seeding, each area shall be mulched with 2 tons per acre or 3 bales per 1000 square feet of straw. The straw mulch is to be tacked into place by a disk with blades set nearly straight. If other soil stabilization measures are to be used, please describe in this section. Areas of the site that are to be paved will be temporarily stabilized by applying geotextile and stone sub-base until bituminous pavement can be applied.

Permanent Stabilization - Disturbed portions of the site where construction activities permanently cease shall be stabilized with permanent seed no later than 14 days after the last construction activity. Lime and fertilizer will be applied as determined by soil tests. The permanent seed mix shall consist of (list seed mix): _____ After seeding, each area shall be mulched as described above. All slopes greater than 3H:1V shall have jute or other erosion control fabric applied.

Off-Site Vehicle Tracking - A stabilized construction entrance will be provided to help reduce vehicle tracking of sediments. The paved street adjacent to the site entrance will be swept daily to remove any excess mud, dirt or rock tracked from the site. Dump trucks hauling material from the construction site will be covered with a tarpaulin.

IV. Installation Details (use New York Standards and Specifications for Erosion and Sediment Control)

Details of practices to be used shall be included in the attached construction drawings.

V. Temporary to Permanent Structures

Identify temporary measures which will be converted to permanent practices.

Part C. Pollution Prevention Measures During Construction (Other Than Soil Disturbance)

I. Pollution Prevention Measures (from Construction-Phase Operations other than soil disturbance)

note: blanks to be filled in prior to the pre-construction meeting

A. _____ (site superintendent responsible for the day-to-day site operations) will be the spill prevention and cleanup coordinator.

B. Product Specific Practices:

The following product specific practices will be followed onsite:

1. Petroleum Products - All onsite vehicles will be monitored for leaks and receive regular preventive maintenance to reduce the chance of leakage. Petroleum products will be stored in tightly sealed containers that are clearly labeled. Any asphalt substances used onsite will be applied according to the manufacturer's recommendations.
2. Fertilizers - Fertilizers used will be applied only in the minimum amounts recommended by the manufacturer and as described in part IV.A. Once applied, fertilizer will be worked into the soil to limit exposure to stormwater. Storage will be in a covered shed. The contents of any partially used bags of fertilizer will be transferred to a sealable plastic bin to avoid spills.
3. Paints - All containers will be tightly sealed and stored when not required for use. Excess paint will not be discharged to the storm sewer system but will be properly disposed according to manufacturers' instructions or state and local regulations.
4. Concrete Trucks - Concrete trucks will not be allowed to wash out or discharge surplus concrete or drum wash water on the site.
5. Waste Disposal - All waste materials will be collected and stored in a securely lidded metal dumpster rented from _____, which is a licensed solid waste management company in _____ (city). The dumpster will meet all local and any State solid waste management regulations. All trash and construction debris from the site will be deposited in the dumpster. The dumpster will be emptied as often as necessary, and the trash will be hauled to _____ (landfill). No construction waste materials will be buried onsite. All personnel will be instructed regarding the correct procedure for waste disposal. Notices stating these practices will be posted in the office trailer. _____ (site superintendent responsible for the day-to-day site operations), will be responsible for seeing that these procedures are followed.
6. Hazardous Waste - All hazardous waste materials will be disposed of in the manner specified by local or State regulation or by the manufacturer. Site personnel will be instructed in these practices. _____ (site superintendent responsible for the day-to-day site operations) will be responsible for seeing that these practices are followed.
7. Sanitary Waste - All sanitary waste will be collected from the portable units a minimum of three times per week by _____, a licensed sanitary waste management contractor.
8. Recyclable Waste – All recyclable waste (cardboard, wood etc.) shall be collected and recycled.

II. On-Site Storage of Construction and Waste Materials

A. Spill Prevention Inventory: The materials or substances listed below are expected to be present onsite during construction: (Check appropriate boxes)

<input type="checkbox"/> Concrete	<input type="checkbox"/> Detergents	<input type="checkbox"/> Roofing shingles
<input type="checkbox"/> Metal studs	<input type="checkbox"/> Paints (enamel and latex)	<input type="checkbox"/> Wood
<input type="checkbox"/> Petroleum-based products	<input type="checkbox"/> Fertilizers	<input type="checkbox"/> Tar
<input type="checkbox"/> Masonry block	<input type="checkbox"/> Cleaning solvents	<input type="checkbox"/> Other (specify)

B. Material Management Practices

The following are the management practices that will be used to reduce the risk of spills or other accidental exposure of materials and substances listed above to stormwater runoff:

- Products will be kept in original containers unless they are not resealable.
- Original labels and material safety data sheets will be retained; they contain important product information.
- An effort will be made to store only enough product required to do the job.
- All materials stored onsite will be stored in a neat, orderly manner in their appropriate containers and, if possible, under a roof or other enclosure and/or on blacktop.
- Products will be kept in their original containers with the original manufacturer's label.
- Substances will not be mixed with one another unless recommended by the manufacturer.
- Whenever possible, all of a product will be used up before disposing of the container.
- Manufacturer's recommendations for proper use and disposal will be followed.
- The site superintendent will inspect daily to ensure the proper use and disposal of materials onsite.
- Manufacturers' recommended methods for spill cleanup will be clearly posted and site personnel will be made aware of the procedures and the location of the information and cleanup supplies.
- Materials and equipment necessary for spill cleanup will be kept in the material storage area onsite. Equipment and materials will include but not be limited to brooms, dust pans, mops, rags, gloves, goggles, kitty litter, sand, sawdust, and plastic and metal trash containers specifically for this purpose.
- All spills will be cleaned up immediately after discovery.
- The spill area will be kept well ventilated and personnel will wear appropriate protective clothing to prevent injury from contact with a hazardous substance.
- Spills, of any size, of toxic or hazardous material will be reported to the appropriate State or local government agency.
- The spill prevention plan will be adjusted to include measures to prevent this type of spill from recurring and how to clean up the spill if there is another one. A description of the spill, what caused it, and the cleanup measures will also be included.

Part D. Construction Phase Maintenance & Inspection Measures

I. Schedule/ Procedures:

- A. The Permittee/Operator agrees to have a qualified professional conduct an assessment of the site prior to the commencement of construction and certify in this inspection report that the appropriate erosion and sediment controls described in the SWPPP have been adequately installed or implemented to ensure overall preparedness of the site for the commencement of construction. Following the commencement of construction, site inspections shall be conducted by the qualified professional at least every 7 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater. During each inspection, the qualified professional will record the following information:
- (1) On a site map, indicate the extent of all disturbed site areas and drainage pathways.
 - (2) Indicate site areas that are expected to undergo initial disturbance or significant site work within the next 14-day period;
 - (3) Indicate on a site map all areas of the site that have undergone temporary or permanent stabilization;
 - (4) Indicate all disturbed site areas that have not undergone active site work during the previous 14-day period;
 - (5) Inspect all sediment control practices and record the approximate degree of sediment accumulation as a percentage of the sediment storage volume (for example, 10 percent, 20 percent, 50 percent);
 - (6) Inspect all erosion and sediment control practices and record all maintenance requirements such as verifying the integrity of barrier or diversion systems (earthen berms or silt fencing) and containment systems (sediment basins and sediment traps). Identify any evidence of rill or gully erosion occurring on slopes and any loss of stabilizing vegetation or seeding/mulching. Document any excessive deposition of sediment or ponding water along barrier or diversion systems. Record the depth of sediment within containment structures, any erosion near outlet and overflow structures, and verify the ability of rock filters around perforated riser pipes to pass water; and
 - (7) All deficiencies that are identified with the implementation of the SWPPP.

II. Contractor's Certification **This page and pages 5-7 to be filled out prior to the pre-construction meeting.**

CONTRACTORS' CERTIFICATION

The following individuals certify under penalty of law that they understand and agree to comply with the terms and conditions of the SWPPP for the construction site identified in such SWPPP as a condition of authorization to discharge stormwater. They also understand that the operator must comply with the terms and conditions of the New York State Pollutant Discharge Elimination System (SPDES) general permit for stormwater discharges from construction activities and that it is unlawful for any person to cause or contribute to a violation of water quality standards.

1. Name (please print) _____
Prime or general contractor, President (or print title)

Signature: _____ Date: _____

For (Company Name and Address) Responsible For

2. Name (please print) _____
Subcontractor, President (or print title)

Signature: _____ Date: _____

For (Company Name and Address) Responsible For

3. Name (please print) _____
Subcontractor, President (or print title)

Signature: _____ Date: _____

For (Company Name and Address) Responsible For

4. Name (please print) _____
Site contractors, President (or print title)

Signature: _____ Date: _____

For (Company Name and Address) Responsible For

Part E. Post Construction Water Quality & Water Quantity

I. Soil description (include perviousness), soil map overlay, and description of assumed soils after development (attach as appendix B).

II. Post Construction Stormwater Control Practices - Provide a narrative description of each post-construction stormwater control practice. Acceptable practices are those included in the text, "NYS Stormwater Management Design Manual".

III. Provide materials, dimensions, and installation procedures for Post-construction practices as outlined in Section II above.

SUMMARY OF TABLES

1. Existing peak runoff rate (24 hr. design storm) at analysis point: 1yr ____ 2 yr.____ 5 yr.____
10 yr.____ 25yr.____ 100 yr.____
2. Proposed peak runoff rate (24 hr. design storm) at analysis point: 1yr ____ 2 yr.____
5 yr.____ 10 yr.____ 25yr.____ 100 yr.____

V. Comparison of Post-development Stormwater to Pre-development Conditions

Instructions for this section – Provide written text as needed along with the following items and attach as Appendix C.

<input type="checkbox"/> Pre-development run-off calculations	<input type="checkbox"/> Post-development run-off calculations
<input type="checkbox"/> Description of area analyzed, cover type, location of project within drainage area and existing conditions drainage area map.	<input type="checkbox"/> Description of area analyzed, cover type, and proposed conditions drainage area map.
<input type="checkbox"/> Existing conditions hydrology computations for runoff coefficients and time of concentration. <input type="checkbox"/> Computations for 2,5,10,25 & 100 yr, 24 hr. existing drainage conditions.	<input type="checkbox"/> Proposed conditions hydrology computation for runoff coefficients and time of concentration. <input type="checkbox"/> Computations for 2,5,10,25 & 100 yr, 24 hr. proposed drainage conditions.
<input type="checkbox"/> Pond storage and outfall computations.	<input type="checkbox"/> Pond grading detail.
<input type="checkbox"/> Description of point(s) of analysis.	<input type="checkbox"/> Pond structure outfall detail(s).
<input type="checkbox"/> Description of existing drainage structure(s).	<input type="checkbox"/> Description of proposed drainage structure(s).
<input type="checkbox"/> Description of stormwater quantity mitigation (extended detention or other)	<input type="checkbox"/> Storm sewer drainage area plan and storm sewer computations.

VI. Stormwater Management Facility Characteristics & Elevations:

A. Elevations:

Outlet elev. _____ Spillway elev. _____ Toe of slope _____ Top of slope _____ 1 yr. water elev. _____ 2 yr. water elev. _____ 10-yr. water elev. _____

B. Volumes:

Detention storage volume _____ Permanent pool volume _____ Total pond volume _____ 100-yr. water elev. _____

VII. Post Construction Stormwater Management System Responsibility and Maintenance Schedule. If the stormwater facility(ies) will be private, attach a maintenance agreement, schedule and any manufacturer's specifications.

WORKSHEET A

Stormwater Quality Computation and Analysis

WORKSHEET A

Stormwater Quality Computation and Analysis

Stormwater Pollutant Loads

1. Calculate the existing and proposed pre-treatment pollutant loads using the following formula.
(Pollution Loading Rates can be found on page 16.)

$$\text{Pollutant Load} = \text{Pollution Loading Rate} \times \text{number of acres}$$

Existing pollutant load

Phosphorus

Nitrogen

Proposed (pre-treatment) pollutant load

Phosphorus

Nitrogen

2. Calculate the post-treatment pollutant load using the following formula. Removal rates for phosphorus and nitrogen can be found on page 31. Note that the removal rate percentage must be converted to a decimal in the equation below.

$$\text{Post-treatment pollutant load} = \text{proposed phosphorus (pretreatment)} \times (1 - \text{removal rate})$$

Post-treatment pollutant load

WORKSHEET B
Treatment Volume

WORKSHEET B

Treatment Volume

Treatment Volume Required

Estimate required treatment volume for development of a site by using the following equation:

$$WQ_v = \frac{[(1.00)(R_v)(A)](43,560)}{12}$$

Where:

WQ_v = treatment volume in cubic feet

l = inches of runoff per drainage area (**NOTE: 1 inch is required in the Irondequoit Creek Watershed**)

$R_v = 0.05 + 0.009(I)$ R_v is the storm runoff coefficient.

I (in percent) = percent site imperviousness

A = contributing area (acres)

12 = unit conversion factor

43,560 = unit conversion factor

Treatment Volume Provided

Calculate treatment volume (of proposed stormwater treatment facility) to be provided for development of the site.

Table 1. Uncontrolled Non-point Pollution Loading Rates (lbs/acre/year)

Land Use	Density DU/Acre	Percent Imperviousness	BOD Soils		TP Soils		TN Soils	
			Clay Loam Silt Loam Loam	Sandy Loam	Clay Loam Silt Loam Loam	Sandy Loam	Clay Loam Silt Loam Loam	Sandy Loam
Undeveloped								
Forest		1%	7	6	0.1	0.1	2.5	2.4
Abandoned Farm Land		1%	8	6	0.2	0.1	3.0	2.6
Cropland - Conventional Tillage		1%	45	29	4.2	2.3	18.6	12.5
Cropland – Minimum Tillage		1%	22	19	1.5	1.1	9.6	8.7
Cow Pasture		1%	32	13	0.5	0.3	6.2	4.3
Developed – Residential								
Large-lot Single Family	0.5	9%	22	13	0.8	0.5	6.1	5.1
	1.0	12%	23	14	0.8	0.6	6.6	5.7
	2.0	18%	25	17	0.9	0.7	7.5	6.7
Medium-Density Single Family	3.0	20%	27	18	1.0	0.8	8.0	7.1
	4.0	25%	28	20	1.1	0.9	8.8	7.9
	5.0-6.0	35%	32	25	1.3	1.1	10.4	9.7
Townhouse/Garden Apartments	6	35%	35	26	1.5	1.2	11.7	9.9
	8-10	40%	40	32	1.6	1.5	12.4	10.8
	10-20	50%	50	36	1.8	1.7	13.9	12.5
High-Rise	30%	60%	113	111	1.2	1.2	10.1	10.1
	30%	75%	138	137	1.4	1.4	11.6	11.6
Developed – Commercial/Industrial								
Industrial		(Medium) 60%	113	111	1.2	1.2	10.1	10.1
		(High) 80%	146	145	1.5	1.4	12.2	12.2
Suburban Shopping Center		90%	163	163	1.6	1.6	13.2	13.2
Central Business District		95%	206	206	2.7	2.7	24.6	24.7

Source: Regional Resources Division, Northern Virginia Planning District Commission. Guidebook for Screening Urban Nonpoint Pollution Management Practices. (Prepared for Metropolitan Washington Council of Governments) November, 1979.

Rooftop areas are not included in the percent imperviousness for large-lot and medium density single family



Notice of Intent (“NOI”)
New York State Department of Environmental Conservation
 Division of Water
 625 Broadway, 4th Floor
 Albany, New York 12233-3505

**NOTICE OF INTENT for Stormwater Discharges Associated with
 Construction Activity UNDER SPDES GENERAL PERMIT #GP-02-01**
 NYR _ _ _ _ _
 (for DEC use only)

IMPORTANT: All sections must be completed unless otherwise noted. Failure to complete all items may result in this form being returned to you, thereby delaying your coverage under this general permit. Applicants must read and understand the conditions of the permit and prepare a Stormwater Pollution Prevention Plan (SWPPP) prior to completing and submitting this NOI. Applicants are responsible for identifying and obtaining other DEC permits that may be required.

Section I. Applicant/Activity Information

1. Owner/Operator Name:			
2a. Mailing Address:	2b. City	2c. State	2d. Zip
3. Contact Person: 3a. First Name: 3b. Last Name:	3c. Phone	3d. E-mail:	
4a. Site/Project Name: Spoon Exhibits		4b. Existing use of the site:	
5a. Street Address:	5b. City:	State:	5c. Zip
6. County:	7. Site Location: 7a.		7b. Y coordinates:

Section II. Disturbance Activity/Discharge Characteristics

8. Future use of the site:	9. Duration of disturbance activity: from / / to 9b. / /		
10. Total site acreage():	11. Total amount of disturbed area of overall plan of development or sale: (acres)		
12. Soil (Hydrologic Soil Group):	13. What is the maximum slope of disturbed area: %		
14. What is the percentage of impervious area of the site? 14a. <u>before</u> commencement of the project % 14b. <u>after</u> completion of the project %			
15. Will there be permanent stormwater management practices? <input type="checkbox"/> yes <input type="checkbox"/>		16. Is this a phased project? <input type="checkbox"/> yes <input type="checkbox"/> no	

Section III. Receiving System(s)

17. Does any part of the project lie within a regulated 100-year flood plain?	<input type="checkbox"/> yes	<input type="checkbox"/> no
18. Does the site/activity lie within the boundaries of the New York City watershed?	<input type="checkbox"/> yes	<input type="checkbox"/> no
19. Does runoff from site enter a storm sewer or ditch maintained by a local, Federal or State governmental unit (MS4)? <input type="checkbox"/> yes <input type="checkbox"/> no If the answer to 19 is no, skip to question 20.		
19a. Provide the name of the government owning the storm sewer	Town of Macedon	
19b. Is the MS4 a “regulated MS4” as defined under 40 CFR Section 122.32?	<input type="checkbox"/> yes	<input type="checkbox"/> no <input type="checkbox"/> don’t know
19c. Does the MS4 have a SPDES permit for their storm sewer system?	<input type="checkbox"/> yes	<input type="checkbox"/> no <input type="checkbox"/> don’t know
19d. Is the runoff from the site watershed to a Combined Sewer Overflow	<input type="checkbox"/> yes	<input type="checkbox"/> no
20. What is the name of the nearest surface water body into which the runoff will enter?:	Erie Canal	
21. Does the runoff discharge to receiving water identified as 303(d) listed segment <input type="checkbox"/> , or “TMDL” water <input type="checkbox"/> , or neither <input type="checkbox"/> ?		

Section IV. Stormwater Pollution Prevention Plan:

22. What components are required for the SWPPP? (Consult the SWPPP and Stormwater Permit Process flow chart and check all that apply):	22a. <input type="checkbox"/> Erosion and Sediment Control Plan	22b. <input type="checkbox"/> Water Quality and Quantity Controls
--	---	---

23. Is the Construction Sequence Schedule for the planned management practices prepared? yes no
 Will the Stormwater Pollution Prevention Plan be in conformance with:
 24a. local government requirements? yes no 24b. NYSDEC requirements? yes no
If the answer to 24b. is yes, skip to Section VI.

Section V. Supplemental Information (only if you answered “no” to question 24.b.)

25. Before submitting this NOI, you must have your SWPPP certified by a licensed Professional.
 This certification must state that the SWPPP has been developed in a manner which will ensure compliance with water quality Standards and with the substantive intent of this permit (see general permit for additional information).
 Is your plan certified by a licensed Professional? yes no

- Do not submit your SWPPP to DEC unless requested.
- A copy of your SWPPP must be submitted to the local jurisdiction(s) as required under Part III, subsection B.2 (also see question #29 below).
- State each deviation from the Department’s Technical Standards, reasons supporting each deviation request and an analysis of the water quality impacts in your SWPPP.
- Use Section VII below to summarize the justification statement in one paragraph.
- Allow sixty (60) days from the receipt of your completed application for permit coverage to provide DEC an opportunity to review the application and supporting information.

Section VI. Reviews and Approvals

Has your SWPPP been reviewed by: 26a. local Soil and Water Conservation District 26b. Professional Engineer
 26c. Certified Professional Erosion Control Specialist 26d. Licensed Landscape Architect. 26e. None
 27. Are there other DEC permits required or already obtained for this project? yes no
 28. If the answer to 27 is no, skip to question 29.
 28a. If this NOI is submitted for the purpose of continuing previous coverage under the general permit for stormwater runoff from construction activities (GP-93-06), please indicate the SPDES reference number assigned under GP-93-06: NYR1 _____
 28b. If there is another SPDES permit, please indicate the permit number: NY _____
 28c. If there are other DEC permits, please provide one of the permit numbers:

29. Has a copy of your SWPPP been submitted to the governing jurisdiction as required by the permit? yes no

Section VII. Details (use this space , maximum 100 words or 600 characters, to further explain answers where necessary).

Section VIII. Certification

I have read or been advised of the permit conditions and believe that I understand them. I also understand that, under the terms of the permit, there may be reporting requirements. I also certify under penalty of law that this document and the corresponding documents were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person(s) who manage the system, or those persons directly responsible for gathering the information, 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. I further understand that coverage under the general permit will be identified in the acknowledgment that I will receive as a result of submitting this NOI and can be as long as sixty (60) days as provided for in the general permit. I also understand that, by submitting this NOI, I am acknowledging that the SWPPP has been developed and will be implemented as the first element of construction. and agreeing to comply with all the terms and conditions of the general permit for which this NOI is being submitted.

30a. Printed Name:	30b. Title/Position: Owner	30c. Phone:
Signature:	30d. E-mail:	30e. Date:

April 2004 revision

List of Appendices (attached to back of SWPPP)

- A. Construction Plans
- B. Soils Map
- C. Hydraulic Calculations
- D. Construction Site Log Book

APPENDIX D

STATE POLLUTANT DISCHARGE ELIMINATION SYSTEM FOR CONSTRUCTION ACTIVITIES CONSTRUCTION SITE LOG BOOK

Table of Contents

1. Pre-Construction Meeting Documents
 - a. Operator's Certification
 - b. Pre-Construction Site Assessment Form
2. Construction Duration Inspections
 - a. Directions
 - b. Monthly Summary Report
 - c. Maintenance Schedules
 - d. Modification to the SWPPP
3. Monitoring, Reporting, and Three-Month Status Reports
4. Final Stabilization and Retention of Records
 - a. Qualified Professional's Certification of Final Stabilization
 - b. Retention of Records

Properly completing forms such as those contained in Appendix D meet the inspection requirement of NYSDEC SPDES GP for Construction Activities. Completed forms shall be kept on site at all times and made available to authorities upon request.

1. PRE-CONSTRUCTION MEETING DOCUMENTS

Project Name _____

GP-02-01 Permit No. _____ **Date of Authorization** _____

Name of Operator _____

General Contractor _____

The Following Information To Be Read By All Person’s Involved in The Construction of Stormwater Related Activities:

Site Assessment and Inspections -

- a. The Operator agrees to have a qualified professional¹ conduct an assessment of the site prior to the commencement of construction² and certify in this inspection report that the appropriate erosion and sediment controls described in the SWPPP have been adequately installed or implemented to ensure overall preparedness of the site for the commencement of construction. Following the commencement of construction, site inspections shall be conducted by the qualified professional at least every 7 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater.
- b. The Operator shall maintain a record of all inspection reports in this site log book. The site log book shall be maintained on site and be made available to the permitting authorities upon request. Prior to the commencement of construction, the Operator shall certify in the site log book that the SWPPP, prepared in accordance with the State’s standards and meets all Federal, State and local erosion and sediment control requirements. The Operator shall post at the site, in a publicly-accessible location, a summary of the site inspection activities on a monthly basis.
- c. Prior to filing of the Notice of Termination or the end of permit term, the Operator shall have the qualified professional perform a final site inspection. The qualified professional shall certify that the site has undergone final stabilization³ using either vegetative or structural stabilization methods and that all temporary erosion and sediment controls (such as silt fencing) not needed for long-term erosion control have been removed.

1A. OPERATOR’S CERTIFICATION

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated 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, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. Further, I hereby certify that the SWPPP meets all Federal State and local erosion and sediment control requirements. I am aware that false statements made herein are punishable as a class A misdemeanor pursuant to Section 210.45 of the Penal Law. "

Operator/Owner Signature: _____

Name (please print): _____

Title: _____

Date: _____

Address: _____

Phone: _____

Email: _____

1 “Qualified Professional means a person knowledgeable in the principles and practice of erosion and sediment controls, such as a Certified Professional in Erosion and Sediment Control (CPESC), soil scientist, licensed engineer or someone working under the direction and supervision of a licensed engineer (person must have experience in the principles and practices of erosion and sediment control). Certified Professional in Erosion and Sediment Control (CPESC), or soil scientist.

2 “Commencement of construction” means the initial removal of vegetation and disturbance of soils associated with clearing, grading or excavating activities or other construction activities.

3 “Final stabilization” means that all soil-disturbing activities at the site have been completed and a uniform, perennial vegetative cover with a density of eighty (80) percent has been established or equivalent stabilization measures (such as the use of mulches or geotextiles) have been employed on all unpaved areas and areas not covered by permanent structures.

1B. PRE-EARTHWORK SITE ASSESSMENT FORM

Inspector (print name)

Date of Inspection

Qualified Professional (print name)

Qualified Professional Signature

The above signed acknowledges that, to the best of his/her knowledge, all information provided on the following forms is accurate and complete.

NOTE: Provide comments below as necessary

a. Notice of Intent, SWPPP, and Contractors. Certification:

Yes No NA

- Has a Notice of Intent been filed with the NYS Department of Conservation?
- Is the SWPPP on-site? Where? _____
- Is the Plan current? What is the latest revision date? _____
- Have all contractors involved with implementing the erosion and sediment control portions of the SWPPP signed the contractor's certification?

b. Resource Protection

Yes No NA

- Are construction limits clearly flagged or fenced?
- Important trees and associated rooting zones, on-site septic systems absorption fields, existing vegetated areas suitable for filter strips, especially in perimeter areas, have been flagged for protection.
- Creek crossings installed prior to land-disturbing activity, including clearing and blasting.

c. Surface Water Protection

Yes No NA

- Clean stormwater runoff has been diverted from areas to be disturbed.
- Bodies of water located either on site or in the vicinity of the site have been identified and protected.
- Appropriate practices to protect on-site or downstream surface water are installed.

d. Stabilized Construction Entrance

Yes No NA

- A temporary construction entrance to capture mud and debris from construction vehicles before they enter the public highway has been installed.
- Other access areas (entrances, construction routes, equipment parking areas) are stabilized immediately as work takes place with gravel or other cover.
- Sediment tracked onto public streets is removed or cleaned on a regular basis.

e. Perimeter Sediment Controls

Yes No NA

- Silt fence material and installation comply with the standard drawing and specifications.
- Silt fences are installed at appropriate spacing intervals
- Sediment/detention basin was installed as first land disturbing activity.
- Sediment traps and barriers are installed.

2. CONSTRUCTION DURATION INSPECTIONS

These Inspection Forms will be filled out during the entire construction phase of the project.

Inspector (print name)

Date of Inspection

Qualified Professional (print name)

Qualified Professional Signature

The above signed acknowledges that, to the best of his/her knowledge, all information provided on the forms is accurate and complete. Check one of the following:

Weekly Inspection or, Rain Event Inspection (greater than 0.5 inches in 24 hour period)

Date of Rain Event _____ **Amount of Rain** ____ inches

Stage of Construction (% complete) _____ %

On a plan/sketch below that represents the project area, or on an attached site map:

1. Indicate the extent of all disturbed site areas and drainage pathways;
2. Indicate site areas that are expected to undergo initial disturbance or significant site work within the next 14-day period;
3. Indicate all areas of the site that have undergone temporary or permanent stabilization;
4. Indicate all disturbed site areas that have not undergone active site work during the previous 14-day period;

SITE PLAN/SKETCH

General Housekeeping

Yes No NA

- Is there an increase in turbidity that will cause a substantial visible contrast to natural conditions?
- Is there residue from oil and floating substances, visible oil film, or globules or grease?
- Are facilities and equipment necessary for implementation of erosion and sediment control in working order and/or properly maintained?
- Is construction impacting the adjacent property?
- Is dust adequately controlled?

Temporary Stream Crossing

Yes No NA

- Maximum diameter pipes necessary to span creek without dredging are installed.
- Installed non-woven geotextile fabric beneath approaches.
- 20 feet minimum approach length, minimum 6 inch depth of rock, 18 inch maximum fill depth over pipes.
- Installed diversion dike/swale through both approaches 50 feet (max) from top of bank.
- Fill composed of clean shot rock or KTC Class III channel lining.
- Rock clean enough to remove mud from vehicles & prevent sediment from entering stream during high flow.

Excavation Dewatering

Yes No NA

- Upstream and downstream berms (sandbags, inflatable dams, etc.) are installed per plan.
- Clean water from upstream pool is being pumped to the downstream pool.
- Sediment laden water from work area is being discharged to a silt-trapping device.
- Constructed upstream berm with one-foot minimum freeboard.

Vegetative Filter Strips

Yes No NA

- Vegetation is dense and there are no signs of erosion.
- Width of filter strip is per the approved plan.
- Ground slope of filter strip is between 1% and 5%.

Level Spreader

Yes No NA

- Installed per plan.
- Constructed on undisturbed soil, not on fill, receiving only clear, non-sediment laden flow.
- Flow sheets out of level spreader without erosion on downstream edge.

Interceptor Dikes and Swales

Yes No NA

- Installed per plan with minimum side slopes 2H:1V or flatter.
- Stabilized by geotextile fabric, seed, or mulch with no erosion occurring.
- Sediment-laden runoff directed to sediment trapping structure

Adverse Impacts or Off-Site Degradation

Yes No NA

- Work is within the limits of the approved plans, including clearing and blasting.
- Adverse impacts – ponds, streams, wetlands and sinkholes are free of sediment from site.
- Off-site degradation - sediment is kept out of roadways, adjacent property, storm sewers, or air (dust).

Sediment Control

Yes No NA

- Sediment control practices are located and installed correctly.
- BMPs are maintained per specifications
- Stockpiles are stabilized and contained.
- De-watering operations prevent direct discharges to sensitive features.
- Construction Schedule—Are clearing and grading operations divided into stages for large areas (i.e. greater than 2 acres), as opposed to mass grading? (NOTE: If staged, erosion control measures may also need to be staged.)

Stabilized Construction Entrance

Yes No NA

- Stone is clean enough to effectively remove mud from vehicles.
- Installed per standards and specifications?
- Does all traffic use the stabilized entrance to enter and leave site?
- Is adequate drainage provided to prevent ponding at entrance?

Reinforced Silt Fence

Yes No NA

- Installed on Contour, 10 feet from toe of slope (not across conveyance channels).
- Joints constructed by wrapping the two ends together for continuous support.
- Installed steel posts, downstream side of flow, max. 6 foot intervals with 6 x 6 inch 14 gage wire.
- Fabric buried 6 inches minimum.
- Posts are stable, fabric is tight and without rips or frayed areas.
- Sediment accumulation is ___% of design capacity.

Stone Check Dam

Yes No NA

- Channel is without erosion (i.e., flow is not eroding soil underneath or around the structure).
- Check is in good condition (i.e., rocks have not been displaced and no permanent pools behind the structure).
- Sediment accumulation is ___% of design capacity.

Block and Gravel Drop Inlet Protection

Yes No NA

- Installed concrete blocks lengthwise so open ends face outward, not upward.
- Placed wire screen between No. 3 crushed stone and concrete blocks.
- Sediment accumulation ___% of design capacity.

Filter Fabric (Drop) Inlet Protection

Yes No NA

- Installed 2-inch x 4-inch wood frame and wood posts, with maximum 3-foot spacing.
- Filter fabric buried a min. of 8 inches and secured to frame/posts with staples at max 8-inch spacing.
- Posts 3-foot maximum spacing between posts.
- Posts are stable, fabric is tight and without rips or frayed areas.
- Sediment accumulation is ___% of design capacity.

Excavated Drop Inlet Protection

Yes No NA

- Excavated depth is a minimum 1-foot, but no more than 2-feet maximum.
- Gravel supported by hardware cloth to allow drainage and restrict sediment movement.
- Excavated side slopes should be 2:1.

Temporary Sediment Trap

Yes No NA

- Outlet structure is constructed per the approved plan or drawing.
- Geotextile fabric has been placed beneath rock fill.
- Sediment accumulation is ___% of design capacity.

Temporary Sediment Basin

Yes No NA

- Basin and outlet structure constructed per the approved plan.
- Basin side slopes are stabilized with seed/mulch.
- Sediment accumulation is ___% of design capacity
- Drainage structure flushed and basin surface restored upon removal of sediment basin facility.

2C. MAINTENANCE SCHEDULES

Stabilization

- Area
- Date since last disturbed
- Date of next disturbance
- Stabilized?
- (Yes/No)
- Stabilized with Condition

4. FINAL STABILIZATION AND RETENTION OF RECORDS

A. Qualified Professional Certification -The Operator shall have the qualified professional perform a final site inspection prior to filing the Notice of Termination of the end of the permit term.

YES NO NA

Final site drainage will prevent erosion, concentrated flows to adjacent properties, uncontrolled overflow, and ponding.

Conveyance systems are stabilized.

Channels and streambanks are seeded at the outlet points.

“I hereby certify that the site has undergone final stabilization. Final Stabilization means that all soil disturbing activities have been completed and a uniform, perennial vegetative cover with a density of eighty (80) percent has been established or equivalent stabilization measures (such as the use of mulches or geotextiles) have been employed on all unpaved areas and areas not covered by permanent structures. Further, all temporary erosion and sediment controls (such as silt fence) not specified for permanent erosion control have been removed.

Name of Qualified Professional: _____

Signature: _____

B Retention of Records - The Operator shall retain copies of SWPPPs and any reports submitted in conjunction with this permit, and records of all data used to complete the NOI to be covered by this permit, for a period of at least three years from the date that the site is finally stabilized. This period may be extended by the Department, in its sole discretion, at any time upon written notification.

C. Maintenance of SWPPP and any reports at the construction site - The Operator shall retain a copy of the SWPPP required by this permit at the construction site from the date of initiation of construction activities to the date of final stabilization.

D. Addresses - Except for the submittal of NOIs and NOTs, all written correspondence under this permit directed to NYSDEC, including the submittal of individual permit applications, shall be sent to the address of the appropriate Department Office.

