



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

I. MEASURABLE GOALS: *Town of Bristol, Annual Report for Permit Year 1*

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.1.b.2	1-1	Strategies on how to inform the community on how to become involved in the storm water program and how operators will utilize partnerships with governmental and non-governmental entities (1 st year)	X				X			X
IV.B.1.b.4	1-5	Strategies to list target pollutant sources the public education program is designed to address (1 st year)	X				X			X
B. ADDITIONAL MEASURABLE GOALS:										
IV.B.1.b.1 & 5	1-2	Create a storm water section on the Town's website with storm water related links (2 nd year)			X					
IV.B.1.b.1 & 5	1-3	Develop one flyer related to the Town's Pet Waste Ordinance and at least three fact sheets related to storm water and make them available to the public (3 rd year)			X					
IV.B.1.b.1 & 5	1-4	Provide at least one storm water related article to the local newspaper (Bristol Phoenix) (3 rd year)			X					

II. OVERALL EVALUATION: *Town of Bristol, Annual Report for Permit Year 1*

<p>A. GENERAL SUMMARY: (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)</p> <p>The Town Planner and Stormwater Steering Committee are responsible for achieving the measurable goals. The Town of Bristol will also utilize the membership and activities of the Kickemuit River Council and Save the Bay to assist with achieving these goals.</p>
<p>B. STATUS OF MEASURABLE GOALS:</p> <p>The Town of Bristol has worked to develop outreach strategies with the goal of implementing a full public education plan that includes target pollutants. The education plan will focus on property maintenance and land development activities.</p>
<p>C. APPROPRIATENESS:</p> <p>The selected BMP's are appropriate to achieve compliance with the RIPDES General Permit for regulated small MS4's.</p>
<p>D. EFFECTIVENESS:</p> <p>The strategies developed under Minimum Control Measure #1 will effectively meet the goals of the RIPDES General Permit for regulated small MS4's.</p>



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

I. MEASURABLE GOALS: *Town of Bristol, Annual Report for Permit Year 1*

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.2.b.2.i	2-1	Strategies to identify the target audiences of the public involvement program and description of the groups engaged (1 st year)	X				X			X
IV.B.2.b.2.ii	2-1	Strategies to describe types of public involvement activities in the program (1 st year)	X				X			X
IV.B.2.b.2.iii	2-1	The operator must provide adequate public notice of the draft annual report and provide the opportunity for public comment (annually)		X		The Year 1 Annual Report was not completed within the timeline required by the Permit. The Town of Bristol will provide public notice and an opportunity for public comment with the draft Year 2 Annual Report to be completed in February/March 2006.				X
B. ADDITIONAL MEASURABLE GOALS:										
IV.B.2.b.2.	2-2	Hold regular storm water steering committee meetings (1 st year)	X				X			X
IV.B.2.b.2.	2-3	Hold quarterly storm water steering committee meetings (2 nd year)			X					X
IV.B.2.b.2.ii	2-4	Coordinate with Save the Bay to continue storm drain stenciling program (annually)	X				X			X
IV.B.2.b.2.	2-5	Identify locations of marked storm drains using GIS (2 nd year)			X					X
IV.B.2.b.2.	2-6	Develop a program to prioritize storm drain stenciling using GIS (2 nd & 3 rd year)			X					X
IV.B.2.b.2.ii	2-7	Stencil a minimum of 25 storm drains per year (3 rd year)			X					X

IV.B.2.b.2.	2-8	Utilize GIS to identify town maintained shorelines and streams for cleanup and monitoring (2 nd year)			X					X
IV.B.2.b.2.	2-9	Continue coordinating and hosting annual Earth Day events (3 rd year)			X					X

PUBLIC INVOLVEMENT/PARTICIPATION cont'd

II. OVERALL EVALUATION: *Town of Bristol, Annual Report for Permit Year 1*

<p>A. GENERAL SUMMARY: (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)</p> <p>The Town Planner and Stormwater Steering Committee are responsible for achieving the measurable goals. The Town of Bristol will also utilize the membership and activities of the Kickemuit River Council and Save the Bay to assist with achieving these goals.</p>
<p>B. STATUS OF MEASURABLE GOALS:</p> <p>The Town of Bristol has worked to develop public participation and involvement strategies to target audiences. These strategies are intended to encourage public involvement and participation in existing outreach, shoreline cleanup, storm drain stenciling, and other water quality monitoring activities.</p> <p>The Year 1 Annual Report was not completed and submitted in March 2005 as required by the RIPDES General Permit for regulated small MS4's. No public meeting and comment period was held for the draft Year 1 Annual Report. The public will have an opportunity to review and comment on the Year 1 Annual Report and participate in a public meeting when the Year 2 draft Annual Report is completed and scheduled for a public meeting in March 2006.</p>
<p>C. APPROPRIATENESS:</p> <p>The selected BMP's are appropriate to achieve compliance with the RIPDES General Permit for regulated small MS4's.</p>
<p>D. EFFECTIVENESS:</p> <p>The strategies developed under Minimum Control Measure #2 will effectively meet the goals of the RIPDES General Permit for regulated small MS4's.</p>



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

I. MEASURABLE GOALS: *Town of Bristol, Annual Report for Permit Year 1*

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.3.b.1	3-1 & 3-2	Development of an outfall map showing the location of all outfalls and names of receiving waters (3 rd year)			X					X
IV.B.3.b.2	3-1	Strategies for tagging outfall pipes if GIS maps are not being developed (1 st year)	X				X			X
IV.B.3.b.4	3-6	Introduction of an ordinance to prohibit and enforce illicit discharges to the MS4 (1 st year)		X		An ordinance will be introduced during Year 2.				X
	3-7	Ordinance adoption (2 nd year)			X					X
IV.B.3.b.5.i	3-1	Strategies for locating priority areas (1 st year)	X				X			X
IV.B.3.b.5.ii	3-9	Procedures for receipt and consideration of complaints (1 st year)	X				X			X
IV.B.3.b.5.iii	3-10	Procedures for tracing the source of an illicit discharge (1 st year)	X				X			X
IV.B.3.b.5.iv	3-6	Procedures for removing the source of the illicit discharge (1 st year)	X				X			X
IV.B.3.b.5.v	3-6	Procedures for program evaluation and assessment (1 st year)		X		Procedures will be developed with illicit discharge ordinance in Year 2.				X
IV.B.3.b.5.vi	3-2	Procedures for inspection of all catch basins and manholes for illicit connections and non-storm water discharges (1 st year)		X		Procedures will be developed with illicit discharge ordinance in Year 2.				X
	None	Inspections taking place at least once (4 th year)			X					X
IV.B.3.b.5.vii	3-2 & 3-3	Procedures for conducting a minimum of two dry weather surveys, one between Jan 1 st and April 30 th and one between July 1 st and Oct 31 st . (Sanitary sewers- bacteria sampling is only required once between July 1 st and Oct 31 st (1 st year)		X		Procedures will be developed with illicit discharge ordinance in Year 2. All outfalls will be identified, mapped on GIS, and inspected for dry weather flow in Years 2 & 3.				X
	3-4 & 3-5	Two dry weather surveys to be completed (4 th year)			X					X
IV.B.3.b.6	None	Procedures for coordinating with physically interconnected MS4s, including state and federal owned or operated MS4s, when illicit discharges are detected or reported (1 st year)		X		Procedures will be developed with illicit discharge ordinance in Year 2.				X
IV.B.3.b.7	3-9	Procedures for referral to RIDEM of non-storm water discharges not authorized by this permit or a pre-existing permit (1 st year)		X		Procedures will be developed with illicit discharge ordinance in Year 2.				X

IV.B.3.b.9	3-10	Procedures for tracking and recording actions to detect/address illicit discharges (1 st year)		X		Procedures will be developed with illicit discharge ordinance in Year 2.				X
------------	------	---	--	---	--	--	--	--	--	---

B. ADDITIONAL MEASURABLE GOALS:										
IV.B.3.b.8	3-8	Develop a strategy for illicit discharge education (1 st year)		X		A strategy will be developed with illicit discharge ordinance in Year 2.				X

ILLICIT DISCHARGE DETECTION AND ELIMINATION cont'd

II. OVERALL EVALUATION: *Town of Bristol, Annual Report for Permit Year 1*

<p>A. GENERAL SUMMARY: (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)</p> <p>The Department of Public Works, Wastewater Department, and Planning Department are responsible for achieving the measurable goals.</p>
<p>B. STATUS OF MEASURABLE GOALS:</p> <p>The Town of Bristol has worked to develop a detailed map of all outfalls using GIS. The Town has contracted with a consultant to develop the GIS system and identify drainage structures. The GIS system will be functioning in Year 2. Further mapping of drainage pipelines and outfalls will be conducted in Year 3. The Town has reviewed example illicit discharge ordinances and is considering presentation of an ordinance to the Town Council for adoption in Year 2. Formal procedures for implementing the ordinance upon its adoption will be developed in Year 2. The Department of Public Works and the Wastewater Department do currently work together to investigate complaints or other evidence of potential illicit connections to the Town's drainage system. Complaints or direct observations by Town employees or consultants are investigated by the DPW and their sources identified and removed (if necessary). Priority areas for illicit discharge detection include the downtown district and industrial areas, and residential areas in the vicinity of the Town Beach.</p>
<p>C. APPROPRIATENESS:</p> <p>The selected BMP's are appropriate to achieve compliance with the RIPDES General Permit for regulated small MS4's.</p>
<p>D. EFFECTIVENESS:</p> <p>The strategies developed under Minimum Control Measure #3 will effectively meet the goals of the RIPDES General Permit for regulated small MS4's.</p>



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

I. MEASURABLE GOALS: *Town of Bristol, Annual Report for Permit Year 1*

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.4.b.1	4-1	Development and introduction of a mechanism to require erosion and sediment control, control of other wastes, and sanctions to ensure compliance (1 st year)	X				X			X
	4-2	Mechanism adoption (2 nd year)			X					X
IV.B.4.b.2	4-3	Procedures for issuing permits and implementing policies and procedures for all construction projects disturbing ≥1 acre (2 nd year)			X					X
		Implementation of procedures (end of 2 nd year)								
IV.B.4.b.4	4-3	Implementation of program to review 100% of plans and SWPPPs for construction projects ≥ 1 acre not reviewed by other State Programs (2 nd year)			X					X
IV.B.4.b.5	4-3	Procedures for coordination of site plan and SWPPP review when relying on State program reviews of construction activity (2 nd year)			X					X
		Implementation of procedures (end of 2 nd year)								
IV.B.4.b.7	4-4	Inspect 100% of all construction projects within the regulated area that discharge or have the potential to discharge to the MS4 (2 nd year)			X					X
IV.B.4.b.8	4-6	Procedures for referral to the State of non-compliant construction site operators (2 nd year)			X					X
B. ADDITIONAL MEASURABLE GOALS:										
IV.B.4.b.2	4-5	Track the number of non-compliant sites/plans reported by inspectors (2 nd year)			X					X

II. OVERALL EVALUATION: *Town of Bristol, Annual Report for Permit Year 1*

<p>A. GENERAL SUMMARY: (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)</p> <p>The Stormwater Steering Committee, Planning Department, Building Official, and Department of Public Works are responsible for achieving the measurable goals.</p>
<p>B. STATUS OF MEASURABLE GOALS:</p> <p>Soil erosion and sediment controls are regulated by the Town's subdivision and land development plan review regulations for the vast majority of construction sites measuring greater than one acre. The Town is in the process of developing an erosion and sediment control ordinance that would regulate projects not subject to existing regulations. The proposed ordinance would include procedures for reviewing plans and issuing and tracking permits.</p>
<p>C. APPROPRIATENESS:</p> <p>The selected BMP's are appropriate to achieve compliance with the RIPDES General Permit for regulated small MS4's.</p>
<p>D. EFFECTIVENESS:</p> <p>The strategies developed under Minimum Control Measure #4 will effectively meet the goals of the RIPDES General Permit for regulated small MS4's.</p>



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

I. MEASURABLE GOALS: *Town of Bristol, Annual Report for Permit Year 1*

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.5.b.2	5-1	Description of how the program is consistent with the State of Rhode Island Storm Water Design and Installation Manual and will be tailored for the community/facility, minimize water quality impacts, and maintain pre-development runoff conditions (2 nd year)			X					X
IV.B.5.b.3	5-1	Procedures for pre-application meetings (2 nd year)			X					X
IV.B.5.b.4	5-3	Implementation of program to review 100% of plans for development projects one or more acres not reviewed by other State Programs (2 nd year)			X					X
IV.B.5.b.5	5-1	Description of how the program will coordinate with existing State programs requiring post-construction storm water management (2 nd year)			X					X
IV.B.5.b.6	None	Procedures for referral of new discharges of storm water associated with industrial activity (2 nd year)			X					X
IV.B.5.b.9	5-1	Develop and introduce regulatory mechanism to address post-construction runoff (1 st year)		X		Post-construction stormwater control ordinance will be developed and introduced in Year 2.				X
	5-2	Mechanism adoption (2 nd year)			X					X
IV.B.5.b.10	5-4	Procedures for post-construction inspections of BMPs and inspect 100% of all development \geq 1 acre within the regulated area that discharges to the MS4 (2 nd year)			X					X
	5-4	Implementation of procedures (end of 2 nd year)								
IV.B.5.b.12	None	Development of a program to identify existing structural BMPs (2 nd year)			X					X
B. ADDITIONAL MEASURABLE GOALS:										
IV.B.5.b.11	5-5	Develop strategies for ensuring long-term operation and maintenance of selected BMP's (2 nd year)			X					X
IV.B.5.b.11	5-6	Develop procedures for tracking operation and maintenance and enforcement actions (2 nd year)			X					X

POST CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

II. OVERALL EVALUATION: *Town of Bristol, Annual Report for Permit Year 1*

A. GENERAL SUMMARY:

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)

The Stormwater Steering Committee, Planning Department, and Department of Public Works are responsible for achieving the measurable goals.

B. STATUS OF MEASURABLE GOALS:

The design and construction of post-construction stormwater controls are currently regulated by the Town's subdivision and land development plan review regulations for the vast majority of construction sites measuring greater than one acre. Inspections are conducted by the Town's engineering consultant to ensure compliance with approved plans. The Town will develop a post-construction stormwater control ordinance that will regulate the design, construction, and maintenance of stormwater management structures associated with projects not subject to existing regulations. The proposed ordinance would also include procedures for the inspection and maintenance of stormwater management structures.

C. APPROPRIATENESS:

The selected BMP's are appropriate to achieve compliance with the RIPDES General Permit for regulated small MS4's.

D. EFFECTIVENESS:

The strategies developed under Minimum Control Measure #5 will effectively meet the goals of the RIPDES General Permit for regulated small MS4's.



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

I. MEASURABLE GOALS: *Town of Bristol, Annual Report for Permit Year 1*

A. REQUIRED MEASURABLE GOALS:										
Permit ID#	BMP ID	List Measurable Goal	Was goal met?			If not met briefly list reasons, current status, plans and new date for meeting the goal	Effective?		TMDL?	
			YES	NO	ON-TRK		YES	NO	YES	NO
IV.B.6.b.1.i	6-1	Procedures for identifying, locating and describing all municipally owned structural BMPs (1 st year)	X				X			X
IV.B.6.b.1.ii	6-1	Procedures for inspecting and cleaning BMPs (1 st year)	X				X			X
IV.B.6.b.1.iii	6-1	Procedures for an annual catch basin inspection and cleaning program (1 st year)	X				X			X
	6-2	Implementation of program (3 rd year)			X					X
IV.B.6.b.1.iv	None	Procedures to minimize erosion of road side shoulders and ditches (1 st year)		X		Procedures will be developed in Year 2.				X
IV.B.6.b.1.v	None	Procedures to identify and report annually the known discharges causing scouring at outfall pipes or outfalls with excessive sedimentation (1 st year)		X		Procedures will be developed in Year 2. All outfalls will be identified, mapped, and inspected during Years 2 & 3.				X
IV.B.6.b.1.vi	6-3 & 6-4	Procedures for a road sweeping program that includes sweeping all streets and roads within the regulated area annually (1 st year)	X				X			X
		Implementing the program to occur annually (3 rd year)			X					X
IV.B.6.b.1.vii	None	Description of maintenance activities, schedules and long-term inspection procedures for controls to reduce floatables (1 st year)	X				X			X
IV.B.6.b.1.viii	None	Procedures for the proper disposal of removed waste from the MS4 (1 st year)	X				X			X
IV.B.6.b.2	None	Operator must report and describe all operations under legal control that may have the potential to introduce pollutants into storm water runoff (1 st year)	X				X			X
IV.B.6.b.4	6-7	Procedures for the development of an O&M and good housekeeping program for non-industrial facilities with the potential to introduce pollutants to their storm water discharges with the goal of minimizing or eliminating pollutant runoff (1 st year)	X				X			X
		All recommended BMPs to be implemented by 4 th year			X					X
IV.B.6.b.7	None	Procedures for assessment of flow management projects (1 st year)	X				X			X
IV.B.6.b.8	None	Procedures for implementing proper erosion and sediment and water quality control for construction projects (1 st year)	X				X			X

B. ADDITIONAL MEASURABLE GOALS:										
IV.B.6.b.6	6-5	Develop program to educate municipal staff about pollution prevention and good housekeeping (3 rd year)			X					X
IV.B.6.b.6	6-6	Implement municipal employee pollution prevention and good housekeeping training program (4 th year)			X					X

POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd

II. OVERALL EVALUATION: *Town of Bristol, Annual Report for Permit Year 1*

<p>A. GENERAL SUMMARY: (Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals)</p> <p>The Department of Public Works is responsible for achieving the measurable goals.</p>
<p>B. STATUS OF MEASURABLE GOALS:</p> <p>The Town of Bristol has worked to develop a program to identify, map, and inspect all structural BMP's. The Town has contracted with a consultant to develop a GIS system and identify/map all drainage structures. The GIS system will be functioning in Year 2. Further mapping and inspections of drainage pipelines and outfalls will be conducted in Year 3. Outfalls identified at that time as causing scouring or having heavy sedimentation will be identified for further investigation and monitoring. The DPW currently conducts an annual road-sweeping program that includes all Town roadways. In addition, targeted roadways in downtown areas are swept more frequently throughout the year. Stormwater catch basins are inspected and cleaned as needed throughout the year using a vacuum truck. Emphasis for catch basin cleaning is on known problem areas such as those with flooding problems or where outfalls have been identified with heavy sedimentation. A total of 121 catch basins were cleaned of accumulated sediments during Year 1. All wastes collected from roadway sweeping and catch basin cleaning operations are dewatered and stored for later use at the Town's landfill, which has been closed under a DEM approved capping plan. The Town's landfill / transfer station has an approved closure and operations plan that includes provisions for pollution prevention and stormwater management. The DPW has developed and implemented a spill prevention and good housekeeping plan for their primary maintenance and storage facility on Mt. Hope Avenue. The plan has been approved by DEM & EPA and includes provisions for fuel storage, salt and sand storage, vehicle washing, and stormwater management. A new vehicle washing building at this facility is planned for construction during Year 3. The Town's Wastewater Treatment Facility, located off Wood Street also has pollution prevention procedures in place to prevent the release of hazardous materials or other contaminants to the environment. This facility is not served by any stormwater drainage structures, and runoff is directed from impervious areas to vegetated swales and woodlands. The facility is inspected annually by DEM.</p>
<p>C. APPROPRIATENESS:</p> <p>The selected BMP's are appropriate to achieve compliance with the RIPDES General Permit for regulated small MS4's.</p>
<p>D. EFFECTIVENESS:</p> <p>The strategies developed under Minimum Control Measure #6 will effectively meet the goals of the RIPDES General Permit for Regulated Small MS4's.</p>



PART III: ADDITIONAL ANNUAL REPORT REQUIREMENTS

SECTION 1. Please provide an assessment of the progress towards meeting the requirements for the control of storm water identified in an approved TMDL (Part IV.G.2.d).

Not Applicable as the Town's drainage system does not discharge to a waters with approved TMDL's.

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

Date of Public Notice:	How public was notified:
Was public meeting held? YES NO	
Date:	Where:
Summary of public comments received: No public notice was provided and no public meeting was held to discuss the draft Annual Report for Year 1. The Town of Bristol will provide public notice and hold a public meeting to discuss this Annual Report along with the draft Year 2 Annual Report in March 2006.	
Planned responses or changes to the program: Public notice will be given and a public meeting will be held to discuss draft annual reports for the remainder of the Permit.	

SECTION 3. Note any planned municipal construction projects/opportunities to incorporate water quality BMPs, low impact development, or activities to promote infiltration and recharge (Part IV.G.2.j)

Repairs and improvements to the existing drainage system located in the vicinity of the intersection of Everett and Sherman Avenues. Proposed drainage improvements in Year 2 will include the installation of a Vortech water quality unit to treat stormwater prior to its discharge to the Kickemuit River.

SECTION 4. Interconnections (Part IV.G.2.k and IV.G.2.l)

Interconnection:	Date Found:	Location:	Connectee:	Originating Source:	Planned and Coordinated Efforts and Activities with Connectee:
None found in 2004					

SECTION 5. Illicit Discharge Inspections to Date (Part IV.G.2.m)

Total Illicit Discharges Identified: none in 2004	# of Complaints Received: none in 2004
# of Violations Issued: none in 2004	# of Unresolved Violations Referred to RIDEM: none in 2004
Summary of Enforcement Actions:	
<p>Extent to which the MS4 system has been mapped: All Town drainage structures located within the watershed of Tanyard Brook have been inspected and mapped as part of the Tanyard Brook Watershed Study. The Town has contracted with a consultant to develop a GIS system and identify/map all drainage structures. The GIS system will be functioning in Year 2 and will include drainage structures such as catch basins and manholes. Further mapping and inspections of drainage pipelines and outfalls will be conducted in Year 3.</p>	

SECTION 6. Erosion and Sediment Control Inspections (Part IV.G.2.n)

# of Site Inspections: not determined	# of Complaints Received: not determined
# of Violations Issued: none	# of Unresolved Violations Referred to RIDEM: none
Summary of Enforcement Actions:	
<p>The Town of Bristol conducted numerous inspections of construction sites and responded to many complaints from residents regarding improper or missing erosion and sediment controls. The Building Official, Code Compliance Coordinator, or DWP personnel conducted these actions. In many cases the Town required responsible parties to remedy these situations to limit improve erosion and sediment control. However, these activities were not formally documented as part of a comprehensive enforcement program.</p>	

SECTION 7. Post Construction Inspections: Proper Installation of Structural BMPs (Part IV.G.2.o)

# of Site Inspections: not determined	# of Complaints Received: not determined
# of Violations Issued: none	# of Unresolved Violations Referred to RIDEM: none
Summary of Enforcement Actions: The Town of Bristol conducts numerous inspections of development sites approved through the subdivision and development plan review approval process. These inspections by the Town's engineering consultants include evaluations of the design and construction of stormwater management systems during construction. Where deficiencies in construction or maintenance are identified, they are brought to the attention of the property owner and/or developer and addressed.	

SECTION 8. Post Construction Inspections: Proper Operation and Maintenance of Structural BMPs (Part IV.G.2.p)

# of Site Inspections: not determined	# of Complaints Received: not determined
# of Violations Issued: none	# of Unresolved Violations Referred to RIDEM: none
Summary of Enforcement Actions: The Town of Bristol does not have a formal policy or procedures for inspections of post-construction stormwater management systems. When complaints are received or Town personnel identify problems, they are discussed with the property owner/manager and remedied at that time.	

SECTION 9. Structural BMPs (Part IV.B.6.b.1.i)

BMP ID:	Location:	Name of BMP Owner/Operator:	Description of BMP:
	Viking Drive	Town of Bristol	Vortechnics water quality unit installed in Year 1.
	Viking Drive	Town of Bristol	Second Vortechnics water quality unit installed in Year 1.

SECTION 10. Discharges Causing Scouring or Excessive Sedimentation (Part IV.B.6.b.1.v)

Outfall ID:	Location:	Description of Problem:	Description of Remediation Taken:	Receiving Water Body Name/Description:
	None Identified			

SECTION 11. Please include a summary of results of any other information that has been collected and analyzed. This includes any type of data (Part IV.G.2.e).

None



RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Office of Water Resources



INSTRUCTIONS FOR THE RI POLLUTANT DISCHARGE ELIMINATION SYSTEM (RIPDES) SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS AND INDUSTRIAL ACTIVITY AT ELIGIBLE FACILITIES OPERATED BY REGULATED SMALL MS4s ANNUAL REPORT FORM

WHO MUST SUBMIT AN ANNUAL REPORT:

Owners/Operators of regulated small municipal separate storm sewer systems (MS4s) and industrial activities authorized to discharge storm water under the Rhode Island Pollutant Discharge Elimination System (RIPDES) Storm Water General Permit for Small Municipal Separate Storm Sewer Systems and Industrial Activity at Eligible Facilities Operated by Regulated Small MS4s, must submit an Annual Report, outlined in Part IV.G of the permit. The Report must be submitted each year after permit issuance by March 10th to track progress of compliance. If you have questions regarding this Annual Report Form contact Margarita Chatterton of the Rhode Island Department of Environmental Management (RIDEM), Office of Water Resources, Permitting Section at (401) 222-4700 ext. 7605.

The Annual Report must be submitted to:

RIDEM
Office of Water Resources
RIPDES Program
Permitting Section
235 Promenade Street
Providence, RI 02908
ATTN: Margarita Chatterton

INSTRUCTIONS FOR COMPLETION:

GENERAL INFORMATION PAGE:

“RIPDES Permit #”

Include your permit ID # to ensure proper tracking.

“Reporting Period”

Please check the appropriate annual reporting period.

“Operator of MS4”

Give the legal name of the person, firm, public (municipal) organization, or any other entity that is responsible for day-to-day operations of the MS4 described in this application (RIPDES Rules 3 & 12). Enter the complete address and telephone number of the operator. Circle the appropriate choice to indicate the legal status of the operator of the MS4.

“Owner of MS4”

If the owner is the same as the operator do not complete this section. Give the legal name of the person, firm,

public (municipal) organization, or any other entity that owns the MS4 described in this application (RIPDES Rules 3 & 12). Do not use a colloquial name. Enter the complete address and telephone number of the owner.

“Certification”

State and federal statutes provide for severe penalties for submitting false information on this application form. State and federal regulations require this application to be signed as follows (RIPDES Rule 12);

For a corporation: by a responsible corporate officer, which means: (i) president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information or permit application requirements; and where authority to sign documentation has been assigned or delegated to the manager in accordance with cooperate procedures;

For a partnership or sole proprietorship: by a general partner or the proprietor;

For a Municipality, State, Federal or other public site: by either a principal executive officer or ranking elected official.

PART 1- MEASURABLE GOALS:

One page, front and back, is provided to report on the status and effectiveness of measurable goals which have been developed to aid the implementation of strategies, procedures, and programs used to achieve each of the six minimum control measures in Part IV.B of the General Permit. Please type or print in the appropriate areas only. If additional space is needed please submit attachments to the appropriate minimum control measure following the format provided.

The first section entitled "Required Measurable Goals" include mainly strategies, procedures, and programs which MUST be developed/implemented by a specific year as mandated by the permit.

The second section entitled "Additional Measurable Goals" provides space to include your own MS4-specific measurable goals not prescribed in the permit (though noted in your Storm Water Management Program Plan), but are intended to aid in the implementation of strategies, procedures, and programs outlined in the permit to comply with each minimum measure.

Example: Public Education and Outreach

"Required Measurable Goals"- Sections IV.B.1.b.2 and IV.B.1.b.4 are considered "Required Measurable Goals" because strategies on how to inform the community on how to become involved in the storm water program and how operators will utilize partnerships, and strategies to list target pollutant sources MUST be developed within the first year. These are considered "Required Measurable Goals" because the development of such strategies has a deadline.

"Additional Measurable Goals"- Any further establishment of deadlines, percentages, etc. used to aid the implementation of strategies, procedures, or programs are considered "Additional Measurable Goals." Examples may include: informing 70% of residents about proper fertilizer use; introduction of an ordinance to control pet waste by the end of the third year. These would classify as "Additional Measurable Goals" because they are not prescribed by the permit but are fulfilling overall minimum measure requirements.

"Permit ID #"

The Permit ID # is the part of the permit where you can find a listing or description of the required measurable goal.

"BMP ID #"

The BMP ID # refers to the number assigned to a specific requirement or BMP and reported to the Department in the Storm Water Management Program Plan.

"List Measurable Goal"

A brief description of the measurable goal with the year it must be completed by in parentheses.

"Was Goal Met?"

- Check YES if...the goal was accomplished in its entirety on or before schedule.
- Check NO if...the goal was not met in its entirety on schedule.
- Check ON TRACK if...you are currently working to complete the goal on schedule.

"If not met..."

Complete this section only if you have checked NO or ON TRACK in the previous section. If you have not met the

measurable goal on time OR are on track with meeting the measurable goal on time, please provide a brief description as to why the goal has not been met, the current status of actions needed to meet the goal, any current plans, and the date you foresee the goal to be completed by. Please keep this section brief. Additional space is available on the reverse side to expand.

"Effective"

To the best of your knowledge please note if the measurable goal has been effective.

"TMDL"

Please note if the completion of this measurable goal will satisfy a remedial requirement of an approved TMDL. Please see Addendum A for additional requirements.

PART II- OVERALL EVALUATION:

This section provides narrative space for a more descriptive explanation and evaluation of the actions taken to satisfy each of the minimum control measures. After evaluation, it may be necessary to make changes or modifications to your Implementation Schedule if the time frame, appropriateness or effectiveness cannot be assured. If so, please include descriptions of changes or modifications, and detailed justification in the appropriate sections.

"General Summary"

Please provide a general summary of actions taken (implementation of BMPs, development of procedures, events, etc.) to meet the measurable goals of the minimum measure. Please note how successful those actions were on the overall minimum control measure. Be sure to identify parties responsible for achieving each measurable goal and reference any reliance on another entity for achieving any measurable goal.

"Status of Measurable Goal"

Describe whether each measurable goal was completed within the time proposed in the MS4 General Permit or your Storm Water Management Program Plan (SWMP). Why or why not? Provide a progress report and discussion of activities that will be carried out during the next reporting cycle to satisfy the requirements of the minimum measures. Also include a discussion of any proposed changes to BMPs or measurable goals.

"Appropriateness"

Assess the appropriateness of the actions taken to meet the requirements of the minimum measure. In determining appropriateness you may want to consider, but not limited to, the local population, pollution sources, receiving water concerns, integration with local management procedures, and available resources.

“Effectiveness and Measures of Success”

Discuss the effectiveness of the implementation of BMPs to meet the requirements of the minimum measure and the overall effectiveness of the minimum measure. Describe your progress towards achieving the overall goal of reducing the discharge of pollutants. Please include assessment parameters/indicators used to measure the success of the minimum measure.

PART III- ADDITIONAL ANNUAL REPORT REQUIREMENTS

Section 1: Complete this section only if your MS4 is subject to an approved TMDL and you have checked the TMDL column in Part I of the Annual Report if any measurable goal satisfies requirements of an approved TMDL. Be sure to identify the approved TMDL and assess the progress towards meeting the requirements for the control of storm water (Part IV.G.2.d).

Section 2: Specify the date of and how the annual report was public noticed. If a public meeting was needed, provide the date and place. Include a summary of public comments received in the public comment period of the draft annual report and planned responses or changes to the program (new or revised BMP's and measurable goals, partnerships, etc.). Be sure to attach a copy of your public notice (Part IV.G.2.h and IV.G.2.i).

Section 3: As noted in Part IV.G.2.j of the General Permit, specify any planned municipal construction projects or opportunities to include water quality BMPs, low impact development, or seek to promote infiltration and recharge.

Section 4: List location, date found, operator of the physically interconnected MS4, and originating source of newly identified physical interconnections with other small MS4s. Also note any planned or coordinated activities with the physically interconnected MS4 (Part IV.G.2.k and IV.G.2.l).

Section 5: Provide the number of illicit discharges identified, complaints received, violations with a summary of enforcement actions, and unresolved violations that have been referred to RIDEM. Include a short narrative describing the extent to which your system has been mapped (Part IV.G.2.m).

Section 6: Construction inspection information for erosion and sediment control should be submitted annually as stated in Part IV.G.2.n. Provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and those unresolved, referred to RIDEM.

Section 7: Post construction inspection information for proper installation of post construction structural BMPs should be submitted annually as stated in Part IV.G.2.o. This should provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and those unresolved, referred to RIDEM.

Section 8: Inspection information for proper operation and maintenance of post construction structural BMPs should be submitted annually as stated in Part IV.G.2.p. This should provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and those unresolved, referred to RIDEM.

Section 9: As prescribed in Part IV.B.6.b.1.i of the General Permit, the MS4 operator must identify and list the specific location and a description of all structural BMPs in the SWMPP at the time of application and update the information in the annual report.

Section 10: Part IV.B.6.b.1.v of the Permit states to identify and report annually, as part of the annual report, known discharges causing scouring at outfall pipes or outfalls with excessive sedimentation. Include Outfall ID #, location, description of the problem, any remediation taken, and the ultimate receiving water body.

Section 11: Please include a summary of results of any other information that has been collected and analyzed. This includes any type of data, including, but not limited to, dry weather survey data (Part IV.G.2.e).