



<b>DEM USE ONLY</b>	
Date Received	_____

## RIPDES SMALL MS4 ANNUAL REPORT GENERAL INFORMATION PAGE

RIPDES PERMIT #RIR040018

REPORTING PERIOD:      **X YEAR 5**                      **X YEAR 2**                      **X YEAR 3**  
    Jan 08-Dec 08                      Jan 05-Dec 05                      Jan 06-Dec 06

**OPERATOR OF MS4**

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

**OWNER OF MS4 (if different from OPERATOR)**

Name:			
Mailing Address:			
City:	State:	Zip:	Phone: (   )
Contact Person:		Title:	

**CERTIFICATION**

<p>I certify under penalty of law that this document and all attachments were prepared under the direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.</p>	
Print Name	<b><u>Diane C. Mederos</u></b>
Print Title	<b><u>Town Administrator</u></b>
Signature	_____ Date _____



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

**SECTION I. OVERALL EVALUATION:**

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

**Include information relevant to the implementation of each measurable goal, such as activities, topics addressed, audiences and pollutants targeted. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for choosing the education activity to address the pollutant of concern.**

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

IV.B.1.b.1	Provide a General Summary of activities implemented to educate your community on how to reduce storm water pollution. For TMDL affected areas, with storm water associated pollutants of concern, indicate rationale for choosing the education activity. List materials used for public education and topics addressed. Summarize implementation status and discuss if the activity is appropriate and effective.
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The Town Planner is responsible for achieving this goal. Public education information was provided by the Town as well as various community groups including the Kickemuit River Council, Save Bristol Harbor, Save the Bay, Roger Williams University (RWU) and Mosaico Community Development Corporation (CDC). Public education has been centered on stormdrain stenciling, shoreline cleanups, and pet waste disposal.

**Year 2** – In 2005, The Kickemuit River Council, Mosaico CDC, Save the Bay, and the Town’s Keep Bristol Clean taskforce (operated by DPW) organized shoreline cleanups across the town. The Town’s DPW assisted with the cleanups by removing, recycling or disposing of all items collected. On April 16<sup>th</sup>, approximately 250 volunteers participated in the Town’s Keep Bristol Clean program by spending 3 to 4 hours cleaning refuse and debris from 37 sites throughout the town (approximately 875 volunteer hours). With assistance from Save the Bay, Mosaico CDC organized and undertook a shoreline cleanup and stormwater catch basin stenciling program with elementary students from local schools. On June 6<sup>th</sup>, 46 4<sup>th</sup> grade students, 2 adult Mosaico CDC volunteers, 2 teachers, 2 parents, and 1 Save the Bay volunteer leader each spent 2.5 hours cleaning the Bristol Harbor shoreline for a total of 132.5 hours. On August 29<sup>th</sup>, 150 Roger Williams University (RWU) students and 1 volunteer Save the Bay leader each spent 2.5 hours cleaning the shoreline along the East Bay Bike Path, Bristol Harbor, and throughout Colt State Park for a total of 377.5 hours. In addition, private citizen volunteers documented over 204 hours throughout the year on voluntary shoreline cleanup efforts along the Bristol Harbor shoreline. In June, students involved with the Mosaico CDC “Sense of Pride” program, stenciled approximately 15 storm drains in the downtown area.

**Year 3** – In 2006, The Kickemuit River Council, Mosaico CDC, Save the Bay, and the Town’s Keep Bristol Clean taskforce (operated by DPW) organized shoreline cleanups across the town. The Town’s DPW assisted with the cleanups by removing, recycling or disposing of all items collected. On April 8<sup>th</sup>, approximately 150 volunteers participated in the Town’s Keep Bristol Clean program by spending 3 to 4 hours cleaning refuse and debris from 37 sites throughout the town (approximately 525 volunteer hours). With assistance from Save the Bay, Mosaico CDC organized and undertook a shoreline cleanup and stormwater catch basin stenciling program with elementary students from local schools. In June, fourth grade students and 3 adult volunteers spent a total of 75 hours cleaning the Bristol Harbor shoreline. Private citizen volunteers documented over 280 hours throughout the year on voluntary shoreline cleanup efforts along the Bristol Harbor shoreline. In June, students involved with the Mosaico CDC “Sense of Pride” program, stenciled approximately 18 storm drains in the downtown area. In April 2006, the Town’s Community Development Department distributed educational brochures and posters relating to construction site soil erosion and sediment control to all builders, contractors, and engineers working in town. These items were also made available to the public at Town Hall and the DPW office. Information relating to the Town’s Soil Erosion, Runoff and Sediment Control Ordinance was also posted on the Town’s web site.

**Year 5** – In 2008, The Kickemuit River Council, Mosaico CDC, Save the Bay, and the Town’s Keep Bristol Clean taskforce (operated by DPW) organized shoreline cleanups across the town. The Town’s DPW assisted with the cleanups by removing, recycling or disposing of all items collected. On April 26<sup>th</sup>, approximately 200 volunteers participated in the Town’s Keep Bristol Clean program by spending 3 to 4 hours cleaning refuse and debris from 37 sites throughout the town (approximately 700 volunteer hours). With assistance from Save the Bay, Mosaico CDC organized and undertook a shoreline cleanup and stormwater catch basin stenciling program with elementary students from local schools. In June, approximately 40 fourth grade students involved with the Mosaico CDC “Sense of Pride” program, along with their teachers and Mosaico CDC and Save the Bay volunteers spent 3 hours cleaning the Bristol Harbor shoreline for a total of 135 hours. In May, approximately 40 fourth grade students, along with their teachers and Mosaico CDC and Save the Bay volunteers marked approximately 50 storm drains in the downtown area. On several occasions during August, September and October, students from RWU and Mt. Hope High School installed a total of approximately 145 storm drain markers (In lieu of stencils) along streets in the downtown and to the north along Hope Street (Rt. 114) and several side streets. In addition, private citizen volunteers documented over 360 hours throughout the year on voluntary shoreline cleanup efforts along the Bristol Harbor shoreline. Throughout the Spring, volunteers from Save Bristol Harbor, using a realistic watershed model, presented educational activities on watershed hydrology and stormwater pollution to approximately 130 fourth grade students from three elementary schools.

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

IV.B.1.b.2

Provide a general summary of how the public education program was used to educate the community on how to become involved in the municipal or statewide storm water program. Describe partnerships with governmental and non-governmental agencies used to involve your community.

The Town Planner is responsible for achieving this goal. The Town of Bristol also utilized activities and membership of the Kickemuit River Council, Save Bristol Harbor, Save the Bay, and Mosaico Community Development Corporation to assist with this goal.

**Year 2** – In 2005, with the assistance of the Kickemuit River Council, Save the Bay, and Mosaico CDC, the Town used the cleanup and storm drain stenciling events as opportunities to educate the community on the stormwater program. These events include town-wide cleanup and Earth Day activities, and storm drain marker programs coordinated with schools, including elementary, high school and college aged students.

**Year 3** – In 2006, with the assistance of the Kickemuit River Council, Save the Bay, and Mosaico CDC, the Town used the cleanup and storm drain stenciling events as opportunities to educate the community on the stormwater program. These events include town-wide cleanup and Earth Day activities, and storm drain marker programs coordinated with schools, including elementary, high school and college aged students. In April 2006, upon passage of the Soil Erosion, Runoff and Sediment Control Ordinance, the Town distributed and made available educational materials relating to construction site soil erosion and sediment control to all builders, contractors, and engineers working in town. These items were also made available to the public and the topic was discussed in newspaper advertisements relating to the ordinance. Information relating to the ordinance was also posted on the Town's web site.

**Year 5** – In 2008, with the assistance of the Save Bristol Harbor, the Kickemuit River Council, Save the Bay, and Mosaico CDC, the Town used the cleanup and storm drain stenciling events as opportunities to educate the community on the stormwater program. These events include town-wide cleanup and Earth Day activities, and storm drain marker programs coordinated with schools, including elementary, high school and college aged students. In October 2008, the Town began a partnership with Save Bristol Harbor and the Mt. Hope High School's senior marine science class to locate, inspect and document all Town-owned stormwater outfalls. Students and volunteers were trained by the Town's engineering consultant in the classroom and in the field prior to conducting inspections. The students, along with adult volunteers and Town staff inspected approximately 142 outfalls throughout the town, continuing into the early months of 2009. This effort was recognized in an article in the local newspaper which served to inform local residents of the work. Outfall inspection data will be included in an electronic spreadsheet database where it will be used to prioritize locations for our outfall sampling program to commence in 2009. The Town will continue to partner with Save Bristol Harbor and Mt. Hope High School to conduct further inspections and outfall sampling.

Additional Measurable Goals and Activities: If the municipality has committed to participate in the URI NEMO storm water public education and outreach program, please indicate if the following training sessions were attended and list the name(s) and municipal position of all staff who attended the training.

Attendance at the following trainings:

2/27/2008 Erosion and Sediment Control: Installation, Maintenance and Inspection 1

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

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

OR

3/10/2008 Erosion and Sediment Control: Installation, Maintenance and Inspection 2

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

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

4/24/2008 Recent Advances in Lawn and Landscape Management

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

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

4/29/2008 Storm Water System Maintenance

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

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

11/13/2008 Reaching Out to Residents: Municipal Strategies for Public Storm Water Involvement

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

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

Other Trainings: The Town will improve its attendance at future training sessions in the next permit year(s) by sending at least one representative to each training event to ensure compliance with the URI NEMO storm water public education and outreach program.



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

SECTION I. OVERALL EVALUATION:

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

Include information relevant to the implementation of each measurable goal, such as types of activities and audiences/groups engaged. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

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

IV.B.2.b.2.ii	Describe audiences targeted for the public involvement minimum measure, include a description of the groups engaged, and activities implemented and if a particular pollutant(s) was targeted. If addressing TMDL requirements indicate how the audience(s) and/or activity address the pollutant(s) of concern. Name of person(s) and/or parties responsible for implementation of activities identified. Assess the effectiveness of BMP and measurable goal.
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The Town Planner is responsible for achieving the measurable goals. The Town of Bristol utilized the membership and activities of the Kickemuit River Council, Save Bristol Harbor, Mosaico CDC, Save the Bay, and the Bristol-Warren School Department to assist with this goal.

The public participates in the stormwater management program primarily through the cooperation of several nonprofit organizations operating in town. The Kickemuit River Council, Save Bristol Harbor, Mosaico CDC, Save the Bay, and the Bristol-Warren School Department all provide public education opportunities that are supported by the Town through shoreline cleanup activities, storm drain stenciling programs, coastal water quality monitoring, and educational talks. These activities are generally directed towards elementary and middle school aged children and their families. Coastal cleanup and storm drain stenciling programs were conducted during Year 2, Year 3, and Year 5. In addition, during Year 5 the Town began an outfall inspection and monitoring program through a partnership with Save Bristol Harbor that involved senior students from Mt. Hope High School.

**Additional Measurable Goals and Activities**

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

Year 2 (2005) the Stormwater Steering Committee did not meet.

Year 3 (2006) the Stormwater Steering Committee met twice.

Year 5 (2008) the Stormwater Steering Committee did not meet; however, the Town's drainage committee met approximately six times during the year to review known drainage problems and appropriate improvements to the municipal storm drain system.

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

The storm drain stenciling and marking program was continued by Mosaico CDC and Save The Bay with the help of local elementary, high school, and college students during Permit Years 2, 3, and 5.

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

Year 2 (2005) the Town of Bristol has contracted with an engineering consultant to update the GIS to include all storm drains and outfall locations. This work continued during Year 3 and 5.

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

The Town of Bristol has contracted with an engineering consultant to update the GIS. The Town works with Mosaico CDC and Save the Bay to coordinate an annual storm drain stenciling program. GIS was not utilized when identifying and prioritizing storm drains for stenciling since GIS layer is still under development. The focus of the stenciling program in Years 2 and 3 was on the downtown area with dense population close to neighborhood elementary schools. In Year 5, the stenciling program was extended to the north along Hope Street (Rt. 114). Drains in these areas discharge directly to Bristol Harbor or Silver Creek.

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

Year 2 (2006) Volunteers in the Town of Bristol stenciled approximately 15 storm drains.

Year 3 (2006) Volunteers in the Town of Bristol stenciled approximately 18 storm drains.

Year 4 (2007) Volunteers in the Town of Bristol installed approximately 100 storm drain markers.

Year 5 (2008) Volunteers in the Town of Bristol installed approximately 145 storm drain markers.

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

Year 2 (2005) Approximately 1,549 volunteer hours were spent cleaning shorelines and other areas throughout town.

Year 3 (2006) Approximately 880 volunteer hours were spent cleaning shorelines and other areas throughout town.

Year 5 (2008) Approximately 1,195 volunteer hours were spent cleaning shorelines and other areas throughout town.

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

Year 2 (2005) The Town of Bristol held a town-wide clean up day on April 16, 2005.

Year 3 (2006) The Town of Bristol held a town-wide clean up day on April 8, 2006.

Year 5 (2008) The Town of Bristol held a town-wide clean up day on April 26, 2008.

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

Date of Public Notice: <i>Thursday, July 23, 2009</i>	How public was notified: <i>Newspaper Legal Advertisement, Public Meeting Postings at Town Hall and Post Office, and Town Web Site Posting</i>
Was public meeting held? <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>	
Date: <i>Wednesday, August 5, 2009</i>	Where: <i>Town Council Chambers, Bristol Town Hall</i>
Summary of public comments received: No comments were received from the public.	
Planned responses or changes to the program: None.	



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

**SECTION I. OVERALL EVALUATION:**

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

Include information relevant to the implementation of each measurable goal, such as activities implemented (when reporting tracked and eliminated illicit discharges, please explain the rationale for targeting the illicit discharge) to comply with on-going requirements, and illicit discharge public education activities, audiences and pollutants targeted. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

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

IV.B.3.b.1:	Indicate if the outfall map was not completed, reasons why, proposed schedule for completion of requirement and person(s)/ Department responsible for completion. <b>Electronic submission of the RIDEM provided Outfall Location EXCEL Tables is required for this 2008 reporting year. Date of Completion:</b>
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The Town of Bristol completed its outfall map in 2008. Prior to that the map was a “working document” that was being revised as plans and site surveys became available.  
 In Year 2, the Town entered into a contract with an engineering consultant to update the existing GIS to include additional stormwater / drainage layers.  
 In Year 3, the first version of the drainage map, including outfall locations, was completed.  
 In Year 5, the Town revised the outfall map with updates from record drawings and new data. The outfall map was field checked for accuracy in the Fall 2008 and Winter 2009 by Town staff and volunteers from Save Bristol Harbor and the Mt. Hope High School senior marine science program as part of our outfall inspection and dry weather investigation program. In the next year, the Town plans to finalize the outfall map by further investigating the relatively small number of outfalls whose location could not be verified in the field. In addition, the Town has entered into a contract with an engineering consultant to conduct necessary field work to further investigate and improve the accuracy of our storm drainage GIS layer. This will include accurately locating catch basins and determining drain pipe locations and direction of flow to complete a detailed storm drain GIS layer.

IV.B.3.b.2	Indicate if your municipality chose to implement the tagging of outfalls activity under the IDDE minimum measure, activities and actions undertaken under the 2008 calendar year.
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Since the Town has used its GIS and GPS unit to map outfalls, this requirement is optional. The Town has not tagged outfalls.

IV.B.3.b.3	Provide a summary of the implementation of recording of system additional elements (catch basins, manholes, and/or pipes). Indicate if the activity was implemented as a result of the tracing of illicit discharges, new MS4 construction projects, and inspection of catch basins required under the IDDE and Pollution Prevention and Good Housekeeping Minimum Measures, and/or as a result of TMDL related requirements and/or investigations. Assess effectiveness of the program minimizing water quality impacts.
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In Year 2 and Year 3, the Town worked with its engineering consultant to GIS locate and record additional elements within the MS4 system. This program included the conversion of paper record plans depicting the locations of drainage system components (catch basins, manholes, pipes, outfalls) into a GIS data layer. Draft maps of the drainage layer were produced by the consultant and reviewed by Town staff. Through the end of Year 4, the Town had inspected and recorded the drainage system within over 25% of the town’s land area, including some of the most densely developed areas located within the Silver Creek and Tanyard Brook watersheds. Throughout these permit years Town staff and consultants utilized hand held GPS units to collect additional data on additional elements of the MS4.  
 In Year 5, the Town of Bristol recorded additional catch basins, manholes, and pipes as part of its ongoing GIS mapping efforts by converting additional paper and digital plans in specified areas where mapping was not complete.  
 In the next permit year, the Town of Bristol and its consulting engineer will conduct necessary field work to identify and map remaining components of its storm drainage system, including all catch basins, manholes, and pipes.

IV.B.3.b.4	Indicate if the IDDE ordinance was <b>not</b> developed, adopted and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement. <b>Date of Adoption: October 22, 2008</b>
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In Year 2, the Town of Bristol did not develop an IDDE ordinance.  
 In Year 3, the Town of Bristol did not develop an IDDE ordinance.  
 In Year 5, the Town of Bristol developed an IDDE ordinance. It was submitted to RIDEM on November 12, 2008 with a letter from the Town Solicitor. A copy of this letter and ordinance is attached to this report.

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

<p>IV.B.3.b.5.ii, iii, iv, &amp; v</p>	<p>Provide a summary of the implementation of procedures for receipt and consideration of complaints, tracing the source of an illicit discharge, removing the source of the illicit discharge and program evaluation and assessment as a result of removing sources of illicit discharges. Identify person(s) / Department and/or parties responsible for the implementation of this requirement.</p>
<p>Throughout this permit cycle, the Department of Public Works and the Wastewater Department worked together to investigate complaints or other evidence of potential illicit connections to the Town's drainage system. Complaints or direct observations by Town employees or consultants are investigated by the DPW and their sources identified and removed (if necessary). Priority areas for illicit discharge detection include the downtown district and industrial areas, and residential areas in the vicinity of the Town Beach.</p> <p>In Year 5, the Town passed the IDDE ordinance. The Town continued to investigate complaints and is currently logging complaints in paper format, while working with its consulting engineer to evaluate and chose an appropriate method to track the complaints.</p> <p>For the next year, the Town plans to continue this process and to implement a tracking system. In addition, the Town plans to enforce the IDDE ordinance where necessary. If a non-storm water discharge is identified, the Town will follow the guideline set forth in the IDDE ordinance to refer the discharge to RIDEM.</p>	
<p>IV.B.3.b.5.v</p>	<p>Provide summary of implementation of catch basin and manhole inspections for illicit connections and non-storm water discharges. Please indicate if the required measurable goal of inspecting all catch basins and manholes for this purpose was not accomplished reasons why, proposed schedule and Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement. The operator must keep records of all inspections and corrective actions required and completed.</p>
<p>The Department of Public Works is responsible for the implementation of this requirement.</p> <p>In Permit Year 2 (2005), the Town did not develop formal procedures for inspections of catch basins for illicit connections. A total of 121 catch basins were cleaned and inspected by DPW staff. If suspected illicit connections were identified, they were investigated in the field by DPW staff.</p> <p>In Permit Year 3 (2006), the Town did not develop formal procedures for inspections of catch basins for illicit connections. A total of 286 catch basins were cleaned and inspected by DPW staff. If suspected illicit connections were identified, they were investigated in the field by DPW staff.</p> <p>In Permit Year 5 (2008), the Town cleaned 351 catch basins. In September 2007, the Town purchased a new vacuum truck for use in cleaning catch basins and manholes. This truck replaced an older less efficient model that had become a maintenance burden. All catch basins that were cleaned were also inspected for illicit connections by DPW staff. If suspected illicit connections were identified, they were investigated in the field by DPW staff.</p> <p>The Town plans to inspect catch basins and manholes for illicit connections by the end of 2009. In addition, the Town is working with its engineering consultant to implement an electronic catch basin inspection and cleaning database to track field inspections and document all suspected illicit connections. This database will be linked to the GIS and each drainage structure will have a unique identification number. DPW staff will input field inspection information into the database for tracking purposes.</p>	
<p>IV.B.3.b.5.vii</p>	<p>If dry weather surveys including field screening for non-storm water flows and field tests of selected parameters and bacteria were not completed, indicate reasons why, proposed schedule for the completion of this measurable goal and person(s) / Department and/or parties for the completion of this requirement. Evaluate effectiveness of the implementation of this requirement. The operator must include a measurable goal of performing a minimum of two surveys, one to be conducted between January 1<sup>st</sup> - April 30<sup>th</sup> and one between July 1<sup>st</sup> - October 31<sup>st</sup> by the end of calendar year 2007. <b>The results of the dry weather surveys investigations must be submitted electronically in the attached EXCEL Tables.</b></p>
<p>The Town Planner is responsible for this goal.</p> <p>In Permit Year 2, no procedures were developed for this goal.</p> <p>In Permit Year 3, no procedures were developed for this goal.</p> <p>In Permit Year 5, the Town of Bristol implemented a dry weather survey program. In October 2008, the Town began a partnership with Save Bristol Harbor and the Mt. Hope High School's senior marine science class to locate, inspect, and document flow conditions at all Town-owned stormwater outfalls. Students and volunteers were trained by the Town's engineering consultant in the classroom and in the field prior to conducting inspections. The students, along with adult volunteers and Town staff inspected approximately 142 outfalls throughout the town. This effort continued into 2009 and was completed in March 2009. Outfall inspection data will be included in an electronic spreadsheet database where it will be used to prioritize locations for our outfall sampling program to commence in 2009. A second round of dry weather surveys will be conducted between July 1<sup>st</sup> and October 31<sup>st</sup> 2009.</p> <p>The results of the dry weather surveys are attached and they will be submitted electronically. The EXCEL tables have been completed to the best of our ability.</p>	
<p>IV.B.3.b.7</p>	<p>Provide a description of efforts and actions taken as a result of for coordinating with other physically interconnected MS4s, including State and federal owned or operated MS4s, when illicit discharges were detected or reported. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.</p>

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

RIDOT owns storm drains along Metacom Avenue (Rt. 136) and Hope Street (Rt. 114) as well as several connecting streets (Chestnut Street, Gooding Avenue, and others). The drains on these streets are interconnected with the Town's storm drains. The DPW contacts RIDOT whenever a problem is identified with the State-owned system. Also, if requested by the State, the Town will assist RIDOT with cleaning of structures.

IV.B.3.b.8	Provide a description of efforts and actions taken for the referral to RIDEM of non-storm water discharges not authorized in accordance to Part I.B.3 of this permit or another appropriate RIPDES permit, which the operator has deemed appropriate to continue discharging to the MS4, for consideration of an appropriate permit. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.
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The Department of Public Works is responsible for the implementation of this requirement.  
 In Permit Year 2, no procedures were developed for this goal  
 In Permit Year 3, no procedures were developed for this goal  
 In Permit Year 5, the Town passed the IDDE ordinance in October 2008. If a non-storm water discharge is identified, the Town will follow the guideline set forth in the IDDE ordinance to refer the discharge to RIDEM.

IV.B.3.b.9	Provide a description of efforts and actions taken for informing inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste as well as allowable non-storm water discharges identified as significant contributors of pollutants. Include a description on how this activity was coordinated with the public education minimum measure and the pollution prevention/good housekeeping minimum measure programs. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.
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The Town Planner and Department of Public Works are responsible for the implementation of this goal.  
 In **Year 2** (2005), no procedures were developed for this goal. The Town did inform and train DPW and wastewater department personnel in spill prevention and good housekeeping to eliminate improper disposal of materials that may impact stormwater.  
 In **Year 3** (2006), With the passage of the Soil Erosion, Runoff and Sediment Control Ordinance in April 2006, the Town distributed and made available educational materials that included information on improper waste disposal to all builders, contractors, and engineers working in town. These items were also made available to the public at Town Hall and the DPW office, and the topic was discussed in newspaper advertisements relating to the ordinance. The Town also collects many waste items (including waste oil) for proper disposal at its transfer station and coordinated a hazardous waste collection day with Rhode Island Resource Recovery.  
 In **Year 5** (2008), the Town passed the IDDE ordinance in October 2008. Notice of this ordinance was placed in the local newspaper and a televised public hearing was held where Town staff explained the rationale for the ordinance and problems associated with the improper disposal of wastes in stormwater. The Town also utilizes and assists private groups such as Save Bristol Harbor, Save the Bay, and Mosaico CDC to educate residents and students about improper waste disposal and stormwater impacts. The Town web site includes stormwater pollution education information, including the IDDE ordinance. The Town also collects many waste items (including waste oil) for proper disposal at its transfer station and coordinated a hazardous waste collection day with Rhode Island Resource Recovery.  
 For the next permit year, the Town plans to continue these activities. In addition, the Town will partner with community groups to provide an education program with specific information to educate the public on IDDE and improper waste disposal. The Town also plans to add additional waste disposal and recycling information to its website.

**Additional Measurable Goals and Activities**  
 BMP ID 3-9: (Develop a strategy for illicit discharge education)  
 In Year 2 (2005) and Year 3 (2006), the Town of Bristol was working on putting an IDDE ordinance into place.  
 In Year 5 (2008), the Town of Bristol adopted its IDDE ordinance and began researching for education materials to specifically inform the community about illicit discharge and improper disposal of waste (see discussion above). In the next permit year, the Town plans to continue these activities and to partner with community groups to provide an education program with specific information to educate the public on IDDE and improper waste disposal. The Town also plans to add additional waste disposal and recycling information to its website.

BMP ID 3-4: (Inspect all town outfalls)  
 In Year 2 (2005), and Year 3 (2006), Town staff and engineering consultants had inspected approximately 40 outfalls.  
 In Year 5 (2008), the Town of Bristol inspected 142 outfalls. In October 2008, the Town began a partnership with Save Bristol Harbor and the Mt. Hope High School's senior marine science class to locate, inspect, and document flow conditions at all Town-owned stormwater outfalls. Students and volunteers were trained by the Town's engineering consultant in the classroom and in the field prior to conducting inspections. The students, along with adult volunteers and Town staff inspected approximately 142 outfalls throughout the town. This effort continued into 2009 and was completed in March 2009. Outfall inspection data will be included in an electronic spreadsheet database where it will be used to prioritize locations for our outfall sampling program to commence in 2009. A second round of dry weather sampling will be conducted between July 1<sup>st</sup> and October 31<sup>st</sup> 2009.

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

**SECTION II.A Other Reporting Requirements - Illicit Discharge Inspections to Date (Part IV.G.2.m)**

Total Illicit Discharges Identified: 0	Total Illicit Discharges Tracked: 0
Total Illicit Discharges Eliminated: 0	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
<p>Summary of Enforcement Actions:                  The Department of Public Works and the Wastewater Department currently work together to investigate complaints or other evidence of potential illicit connections to the Town's drainage system. Complaints or direct observations by Town employees or consultants are investigated by the DPW and their sources identified and removed (if necessary). No illicit discharges were identified during Year 5.</p>	
<p>Extent to which the MS4 system has been mapped:</p> <p>The mapping of the MS4 is nearly complete. The Town continues to work with its engineering consultant to GIS locate and record additional elements within the MS4 system. This program included the conversion of paper record plans depicting the locations of drainage system components (catch basins, manholes, pipes, outfalls) into a GIS data layer. During the past two permit years, Town staff and consultants utilized hand held GPS units to collect additional data on additional elements of the MS4. In Year 5, the Town of Bristol recorded additional catch basins, manholes, and pipes as part of its ongoing GIS mapping efforts by converting additional paper and digital plans in specified areas where mapping was not complete. Though an estimated 85% of the MS4 has been mapped to date, the Town has identified several neighborhoods where the mapping is incomplete due to a lack of historic mapping. In the next permit year, the Town of Bristol and its consulting engineer will conduct necessary field work to identify and map the remaining components of its storm drainage system, including catch basins, manholes, and pipes.</p>	

**SECTION II.B 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:
RIDOT		Metacom Avenue (Rt. 136)	RIDOT		Contact RIDOT if catch basin is full of sediment.
RIDOT		Hope Street (Rt. 114)	RIDOT		Contact RIDOT if catch basin is full of sediment.



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

**SECTION I. OVERALL EVALUATION:**

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

**Include information relevant to the implementation of each measurable goal, such as activities implemented to support the review, issuance and tracking of permits, inspections and receipt of complaints. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.**

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

IV.B.4.b.1	Indicate if the Sediment and Erosion Control and Control of Other Wastes at Construction Sites ordinance was <b>not</b> developed, adopted and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement. <b>Date of Adoption: January 25, 2006</b>
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The ordinance was adopted on January 25, 2006 and was amended on January 23, 2008. It was submitted to RIDEM on November 12, 2008 with a letter from the Town Solicitor. A copy of this letter and ordinance is attached to this report.

IV.B.4.b.6	Describe actions taken as a result of receipt and consideration of information submitted by the public.
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Year 2, Year 3, and Year 5: Complaints or comments are received by the Building Inspector, DPW staff, the Planning Department, or the Code Compliance Coordinator. All comments submitted by the public are follow up quickly and any site modifications or repairs to erosion/sediment controls that may be necessary are discussed with the site contact. In nearly all instances, Town staff members are aware of construction activities, as some type of permit is required, and site contact information is readily available. In the following permit year, the Town will track any comments or complaints received from the public in a computer spreadsheet database program. This program will specifically track the issuance of soil erosion, runoff and sediment control permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.

IV.B.4.b.8	Describe activities and actions taken as a result of referring to the State non-compliant construction site operators. The operator may rely on the Department for assistance in enforcing the provisions of the RIPDES General Permit for Storm Water Discharges Associated with Construction Activity to the MS4 if the operator of the construction site fails to comply with the local and State requirements of the permit and the non-compliance results or has the potential to result in significant adverse environmental impacts.
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Year 2 (2005): The Town of Bristol did not yet adopt the Soil Erosion, Runoff, & Sediment Control Ordinance. Thus, the Town did not use the assistance of RIDEM to enforce provisions of the ordinance. The Town did contact RIDEM or CRMC if a wetland violation is observed.  
 Year 3 (2006): The Town of Bristol did not use the assistance of RIDEM to enforce the Erosion, Runoff, & Sediment Control Ordinance. The Town did contact RIDEM or CRMC if a wetland violation is observed.  
 Year 5 (2008): The Town of Bristol did not use the assistance of RIDEM to enforce the Erosion, Runoff, & Sediment Control Ordinance. The Town did contact RIDEM or CRMC if a wetland violation is observed.

**Additional Measurable Goals and Activities**

BMP ID 4-8 (Track the number of non-compliant sites reported)  
 Since the Soil Erosion, Runoff, & Sediment Control Ordinance was adopted in Year 3, we have inspected 100% of construction projects within the regulated area, including most small projects such as single-family house lots. Compliance inspections are performed by Town officials (Principal Planner, Building Inspector, DPW foreman, or Code Compliance Officer) and in many cases by a professional engineer consultant contracting with the Planning Board. Where non-compliant sites are found, the applicant's and/or contractors are notified and follow up inspections are performed to ensure compliance. While all projects are inspected periodically, many of these inspections are not well documented or tracked. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.

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

**SECTION II. A Plan and SWPPP Reviews during Year 5 (2008) Part IV.B.4.b.2:** Issuance of permits and/or implementation of policies and procedures for all construction projects resulting in land disturbance of greater than 1 acre.

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

# of Construction Reviews completed: All construction projects greater than 1 acre.

Summary of Reviews and Findings, include an evaluation of the effectiveness of the program. Identify person(s) /Department and/or parties responsible for the implementation of this requirement.

The Town of Bristol adopted its Soil Erosion, Runoff & Sediment Control Ordinance in January 2006. Since that time, we have reviewed 100% of plans for construction projects resulting in land disturbance of 1-5 acres (and many smaller projects including single-family house lots). Prior to this ordinance, the Town relied on soil erosion and runoff control regulations contained in Article IX, Division 3 of the Zoning Ordinance (adopted in September 1996) and the design and construction standards included in Appendix F of the Planning Board's Subdivision & Development Review Regulations (adopted in September 1995). These regulatory mechanisms remain in place today. All plans are reviewed by Town officials and in many cases also by a professional engineer consultant contracting with the Planning Board. A permit is issued for each project and files are maintained, including compliance inspections and follow up. However, we have not maintained this information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.

In Year 2 An undetermined number of construction site reviewed were performed under regulations administered by the Planning Board.

In Year 3 the Town reviewed soil erosion, runoff and sediment control plans for 17 construction sites

In Year 5, the Town reviewed soil erosion, runoff and sediment control plans for 31 construction sites.

**SECTION II.B Erosion and Sediment Control Inspections during Year 5 (2008) (Part IV.G.2.n) Part IV.B.4.b.7:** Inspection of 100% of all construction projects within the regulated area that discharge or have the potential to discharge to the MS4 (the program must include two inspections of all construction sites, first inspection to be conducted during construction for compliance of the Erosion and Sediment controls at the site, the second to be conducted after the final stabilization of the site).

# of Site Inspections: approximately 60

# of Complaints Received: 5

# of Violations Issued: 2

# of Unresolved Violations Referred to RIDEM: 0

Summary of Enforcement Actions, include an evaluation of the effectiveness of the program. Identify person(s) /Department and/or parties responsible for the implementation of this requirement.

The Principal Planner, Building Inspector, and DPW are responsible for implementing this requirement. All construction sites are inspected for erosion and sediment controls and compliance with permits. Approximately 60 site inspections were conducted during permit Year 5, though many more informal "drive by" inspections occur by Town staff during routine operations. Several sites required compliance / enforcement and follow-up. In nearly all cases, compliance is accomplished with a phone call or personal conversation with the applicant or site contractor. If compliance is not accomplished by these means, a notice of inspection letter is sent to the applicant/property owner. Two such letters were sent in Year 5. Violations were corrected after written contact by the town. No formal recorded violation notices were issued for erosion and sediment controls in Year 5. A file is maintained for each project, including permits, plans, compliance inspection notes and follow up. However, we have not maintained this information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.



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

**SECTION I. OVERALL EVALUATION:**

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

Include information relevant to the implementation of each measurable goal, such as activities implemented to support the review, issuance and tracking of permits, inspections and receipt of complaints, etc. Please indicate if any projects have incorporated the use of Low Impact Development techniques. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

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

IV.B.5.b.5 Describe activities and actions taken to coordinate with existing State programs requiring post-construction storm water management.

In Year 2, Year 3, and Year 5, the Town of Bristol reviewed all plans under the Town's ordinances and regulations including Subdivision and Development Plan Review Regulations and the Soil Erosion, Runoff, and Sediment Control Ordinance. In most cases these regulatory mechanisms require the same design standards as state regulations. The Soil Erosion, Runoff, and Sediment Control Ordinance requires that if any approval from Rhode Island Freshwater Wetlands Permit or a Coastal Resource Management Council Assent contains provisions for soil erosion, runoff and sediment controls that the approved site plan be a component of the overall soil erosion, runoff and sediment control plan.

IV.B.5.b.6 Describe actions taken for the referral to RIDEM of new discharges of storm water associated with industrial activity as defined in RIPDES Rule 31(b)(15) (the operator must implement procedures to identify new activities that require permitting, notify RIDEM, and refer facilities with new storm water discharges associated with industrial activity to ensure that facilities will obtain the proper permits).

In Year 2, Year 3, and Year 5, the Town of Bristol has not referred new discharges of storm water associated with industrial activity to the State.

IV.B.5.b.9 Indicate if the Post-Construction Runoff from New Development and Redevelopment Ordinance was **not** developed, adopted and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement.  
**Date of Adoption: January 2006**

The Town of Bristol adopted its Soil Erosion, Runoff & Sediment Control Ordinance in January 2006 (Year 3). Since that time, (Year 3, Year 4 & Year 5) we have reviewed 100% of plans for post-construction BMP's at construction projects resulting in land disturbance of greater than one acre. We also review plans for many smaller commercial and residential projects where post-construction BMP's may be required. Prior to this ordinance (Year 2), the Town relied on soil erosion and runoff control regulations contained in Article IX, Division 3 of the Zoning Ordinance (adopted in September 1996) and the design and construction standards included in Appendix F of the Planning Board's Subdivision & Development Review Regulations (adopted in September 1995). These regulatory mechanisms remain in place today and are currently under review with the Town Solicitor to identify what required items may be missing or in need of revising to meet the Small MS4 General Permit requirements. Needed amendments to both the Ordinance and Regulations will be considered for adoption by the Town Council and Planning Board respectively in the next permit year. Under the above regulatory mechanisms, we review all design plans for post-construction BMP's for construction sites with resulting land disturbance greater than one acre. These plans are reviewed by Town officials and in many cases also by a professional engineer consultant. A permit is issued for each project and files are maintained, including compliance inspections and follow up. However, we have not maintained this information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared. For the next permit year, the Town of Bristol will continue to implement the ordinance, develop a method to track the permits, and to implement the tracking of the permits. .

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

IV.B.5.b.12	Describe activities and actions taken to identify existing storm water structural BMPs discharging to the MS4 with a goal of ensuring long term O&M of the BMPs.
<p>The Town of Bristol has not adopted an ordinance specific to the installation and maintenance of post-construction BMP's. However, as stated above, we will be amending existing regulatory mechanisms to achieve all of the goals of the "Post-Construction Ordinance" requirement including the requirement for long-term maintenance and reporting. We are currently working with the Town Solicitor to review our existing regulations and ordinances to identify what required items may be missing or in need of revising to meet all of the Small MS4 GP requirements found in Part IV.B.5.b. Amendments to the Ordinances and Regulations will be considered for adoption by the Town Council and Planning Board respectively within the following permit year. In Permit Year 2, Year 3 and Year 5, the Town of Bristol did not inventory existing structural BMP's belonging to private entities. In the following permit year, the Town of Bristol will conduct an inventory based upon their knowledge of private developments in the past 20 years. These property owners will be notified as to specific requirements for O&amp;M of the BMP's once the proper regulatory mechanisms are in place.</p>	
<p>Additional Measurable Goals and Activities</p>	

**SECTION II.A. Plan and SWPPP Reviews during Year 5 (2008) Part IV.B.5.b.4:** Review 100% of post-construction BMPs for the control of storm water runoff from new development and redevelopment projects that result in discharges to the MS4 which incorporates consideration of potential water quality impacts (the program requires reviewing 100% of plans for development projects greater than 1 acre, not reviewed by other State programs).

<p># of Post-Construction Reviews completed: 5 - All projects greater than 1 acre have been reviewed.</p>
<p>Summary of Reviews and Finding, include an evaluation of the effectiveness of the program. Identify person(s) /Department and/or parties responsible for the implementation of this requirement.</p> <p>The Town of Bristol adopted its Soil Erosion, Runoff &amp; Sediment Control Ordinance in January 2006. Since that time, we have reviewed 100% of plans for post-construction BMP's at construction projects resulting in land disturbance of greater than one acre. We also review plans for many smaller commercial and residential projects where post-construction BMP's may be required. Prior to this ordinance, the Town relied on soil erosion and runoff control regulations contained in Article IX, Division 3 of the Zoning Ordinance (adopted in September 1996) and the design and construction standards included in Appendix F of the Planning Board's Subdivision &amp; Development Review Regulations (adopted in September 1995). These regulatory mechanisms remain in place today. Under the above regulatory mechanisms, we review all design plans for post-construction BMP's for construction sites with resulting land disturbance greater than one acre. These plans are reviewed by Town officials and in many cases also by a professional engineer consultant. A permit is issued for each project and files are maintained, including compliance inspections and follow up. However, we have not maintained this information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of these permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.</p> <p>In Year 5 (2008), we reviewed plans for post-construction BMP's at five sites greater than one acre in size. Three of these sites were located on the campus of Roger Williams University, one was a 19 unit condominium development, and one was a new Town-owned fire and rescue headquarters station. These plans were all reviewed by Town staff and an engineering consultant retained by the Planning Board.</p>

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

**SECTION II.B. Post Construction Inspections during Year 5 (2008): Parts IV.G.2.o and IV.B.5.b.10 Proper Installation of Structural BMPs:** Inspection of BMPs, to ensure these are constructed in accordance with the approved plans (the program must include inspection of 100% of all development greater than one acre within the regulated areas that result in discharges to the MS4 regardless of whom performs the review).

# of Site Inspections: approximately 40	# of Complaints Received: 1
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
<p>Summary of Enforcement Actions:</p> <p>The Town of Bristol inspects 100% of post-construction BMP's at development and redevelopment sites greater than one acre (and many smaller ones) to ensure that they are constructed in accordance with the approved plans. In addition to periodic inspections by adequately trained Town officials, these sites are inspected regularly by professional engineer consultants contracted through the Planning Board. When deficiencies are found, the engineering consultants submit reports to the Town and these reports are maintained with each project file. Property owners and their contractor are notified of any deficiencies or violations and these are usually corrected after verbal or written notification from the Town. Final inspections are conducted prior to the release of all conditions, bonds, or Certificates of Occupancy. The regulatory mechanism used to achieve these inspections is the Planning Board's Subdivision &amp; Development Review Regulations. Review and approval by the Planning Board under these regulations is required for all projects involving the subdivision of land and for nearly all other commercial or residential developments. The regulations require applicants to pay engineering review fees that include inspections by the Town's consultant. While there are very few or no development projects occurring in Bristol disturbing more than one acre of land that would not trigger review under these regulations, amendments to the Ordinances and Regulations capturing all land disturbances greater than or equal to one acre are currently under review with the Town Solicitor and will be considered for adoption by the Town Council and Planning Board respectively within the next permit year. While we are currently inspecting all sites, we have not maintained this information in a tracking database. We are currently in the process of implementing a computer spreadsheet database program to specifically track the issuance of permits, inspections, and compliance issues. Each municipal department with an interest in these projects will be provided access to the database where construction projects will be identified and permit compliance information will be clearly visible and information easily shared.</p>	

**SECTION II.C. Post Construction Inspections during Year 5 (2008): Parts IV.G.2.p and IV.B.5.b.11 Proper Operation and Maintenance of Structural BMPs (Part)** Describe activities and actions taken to track required Operations and Maintenance (O&M) actions for site inspections and enforcement of the O&M of structural BMPs. Tracking of required O&M actions for site inspections and enforcement of the O&M of structural BMPs.

# of Site Inspections: 0	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
<p>Summary of Activities and Enforcement Actions. Evaluate the effectiveness of the Program in minimizing water quality impacts. Identify person(s) /Department and/or parties responsible for the implementation of this requirement.</p> <p>The Town of Bristol has not adopted an ordinance specific to the installation and maintenance of post-construction BMP's. However, as stated above, we will be amending existing regulatory mechanisms to achieve all of the goals of the "Post-Construction Ordinance" requirement including the requirement for long-term maintenance and reporting. We are currently working with the Town Solicitor to review our existing regulations and ordinances to identify what required items may be missing or in need of revising to meet all of the Small MS4 GP requirements found in Part IV.B.5.b. Amendments to the Ordinances and Regulations will be considered for adoption by the Town Council and Planning Board respectively within the following permit year. In Permit Year 2, Year 3 and Year 5, the Town of Bristol did not inventory existing structural BMP's belonging to private entities. In the following permit year, the Town of Bristol will conduct an inventory based upon their knowledge of private developments in the past 20 years. These property owners will be notified as to specific requirements for O&amp;M of the BMP's once the proper regulatory mechanisms are in place.</p>	



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

**SECTION I. OVERALL EVALUATION:**

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

**Include information relevant to the implementation of each measurable goal, such as activities and practices used to address on-going requirements, and personnel responsible. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.**

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

IV.B.6.b.1.i	Describe activities and actions taken to identify structural BMPs owned or operated by the small MS4 operator (the program must include identification and listing of the specific location and a description of all structural BMPs in the SWMPP and update the information in the Annual Report). Evaluate appropriateness and effectiveness of this requirement.
The Town of Bristol owns and operates structural BMP's connected to its roadway drainage system. These BMP's include detention/retention basins and ponds, swales, subsurface infiltration systems, and proprietary water quality structures. The vast majority of these structures were constructed in the past two decades as part of residential subdivisions. A list of each structural BMP owned and operated by the Town, including specific locations and a description of each is included in Section IIIA below.	
IV.B.6.b.1.ii	Describe activities and actions taken for inspections, cleaning and repair of detention/retention basins, storm sewers and catch basins with appropriate scheduling given intensity and type of use in the catchment area. Evaluate appropriateness and effectiveness of this requirement.
In Permit Years 2, 3, and 5, the DPW routinely inspected detention/retention basins, storm sewers and catch basins as part of its routine inspections of MS4 components. In the following permit year, the Town of Bristol plans to continue this practice.	
IV.B.6.b.1.iii	Describe activities and actions taken to support the requirement of yearly inspection and cleaning of all catch basins (a lesser frequency of inspection based on at least two consecutive years of operational data indicating the system does not require annual cleaning might be acceptable). Evaluate appropriateness and effectiveness of this requirement.
The Town of Bristol has implemented a town-wide catch basin inspection and cleaning program. Catch basins are inspected throughout the year and cleaned using a vacuum truck. Emphasis for catch basin cleaning is on known problem areas such as those with flooding and/or those where outfalls have been identified with heavy sedimentation. Many catch basins are cleaned more than once per year, while others may not require cleaning for several years. Each catch basin inspection/cleaning is documented on a log sheet (copy attached) that is recorded and maintained at the Department of Public Works. We are currently working with our engineering consultant to implementing a computer spreadsheet database program to track the inspection and cleaning of each catch basin. Each catch basin will be given a unique identification within the database and will be linked to our GIS stormwater/drainage utility layer. We will then have the ability to print reports and graphically identify each basin that has been inspected. We anticipate that this database will be completed and operational in the next permit year.	
IV.B.6.b.1.iv	Describe activities and actions taken to minimize erosion of road shoulders and roadside ditches by requiring stabilization of those areas. Evaluate appropriateness and effectiveness of this requirement.
In Permit Years 2, 3, and 5, the DPW routinely inspected public roadways for structural deficiencies, including erosion of road shoulders and roadside ditches. As the majority of the Town's roadways include a closed storm drainage system, erosion of road shoulders is not considered a significant widespread problem. On those roadways that are not served by a closed subsurface drainage system, stabilization of road shoulders and roadside ditches is accomplished by the installation of a bituminous asphalt berm to direct runoff away from problem areas, the placement of rip rap stone and/or gravel along the road shoulder, and/or the placement of loam and seed to stabilize the area. The Town's drainage committee, with representatives of the DPW, Planning Department, and consulting engineer, meets approximately quarterly to discuss maintenance and repairs of areas with problematic flooding or erosion along roadside shoulders and ditches. In the following permit year, the Town of Bristol plans to continue these practices.	

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

IV.B.6.b.1.v	Describe activities and actions taken to identify and report known discharges causing scouring at outfall pipes or outfalls with excessive sedimentation, for the Department to determine on a case-by-case basis if the scouring or sedimentation is a significant and continuous source of sediments. Evaluate appropriateness and effectiveness of this requirement.
<p>In Year 5, the Town revised the outfall map with updates from record drawings and new data. The outfall map was field checked for accuracy in the Fall 2008 and Winter 2009 by Town staff and volunteers from Save Bristol Harbor and the Mt. Hope High School senior marine science program as part of our outfall inspection and dry weather investigation program. Approximately 142 outfalls were inspected throughout the town. Outfall inspection data, including scouring and excessive sedimentation, will be included in an electronic spreadsheet database where it will be used to prioritize locations for our outfall sampling program to commence in 2009. In the next year, the Town plans to further refine and finalize the outfall map by further investigating the relatively small number of outfalls whose location could not be verified in the field. During the 2008/2009 surveys, the Town identified 11 outfalls with scouring and 48 outfalls with sedimentation. Using the information, the town plans to prioritize outfalls for maintenance and sediment cleaning or the installation of rip-rap. In addition, the Town also plans to conduct a second round of dry weather surveys between July 1<sup>st</sup> and October 31<sup>st</sup> 2009.</p>	
IV.B.6.b.1.vi	Indicate if all streets and road within the urbanized area were swept and if not indicate reason(s). Evaluate appropriateness and effectiveness of this requirement.
<p>The Department of Public Works currently conducts an annual road-sweeping program that includes all public roadways. The town sweeps all streets twice per year and many within the downtown area are swept more often. The Town owns and operates two sweeping trucks to complete this task. This requirement has been very effective in reducing the amount of contaminants entering the storm drainage system. The Town maintains approximately 117 miles of improved public roadways. In Year 3 (2006), the Town sweepers logged a total of 1,850 miles of roads swept. In Year 5 (2008), the Town sweepers logged a total of 1,440 miles of roads swept.</p>	
IV.B.6.b.1.vii	Describe activities and actions taken for controls to reduce floatables and other pollutants from the MS4. Evaluate appropriateness and effectiveness of this requirement.
<p>In Permit Years 2, 3, or 5, the Town has provided public education about littering through coordination with the schools and other community organizations. The Town's Keep Bristol Clean taskforce, operated by DPW, organizes an annual town-wide cleanup to remove litter. Trash receptacles are available and maintained by the Town in public areas throughout the downtown, the town common, public recreation areas, several public transit bus stops, and at the town beach. In addition, many stormwater catch basins have been fitted with hoods to reduce the amount of floatables within the system. For the following permit year, the Town of Bristol plans to continue this practice.</p>	
IV.B.6.b.1.viii	Describe the method for disposal of waste removed from MS4s and waste from other municipal operations, including accumulated sediments, floatables and other debris and methods for record-keeping and tracking of this information.
<p>All wastes collected from roadway sweeping and catch basin cleaning operations are dewatered in a designated dewatering area at the Town's transfer station (former landfill) and are used for landfill cover.</p>	

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

<p>IV.B.6.b.4 and IV.B.6.b.5</p>	<p>Describe and indicate activities and corrective actions for the evaluation of compliance. This evaluation must include visual quarterly monitoring; routine visual inspections of designated equipment, processes, and material handling areas for evidence of, or the potential for, pollutants entering the drainage system or point source discharges to a waters of the State; and inspection of the entire facility at least once a year for evidence of pollution, evaluation of BMPs that have been implemented, and inspection of equipment. A Compliance Evaluation report summarizing the scope of the inspection, personnel making the inspection, major observations related to the implementation of the Storm Water Pollution Prevention Plan, and any actions taken to amend the Plan must be kept for record-keeping purposes.</p>
<p>The Department of Public Works has developed and implemented a spill prevention and good housekeeping plan for their primary maintenance and storage facility on Mt. Hope Avenue. The plan has been approved by RIDEM &amp; EPA and includes provisions for fuel storage, salt and sand storage, vehicle washing, and stormwater management. The plan was approved in March 2005 (Permit Year 2). In 2006 (Permit Year 3), the town constructed a new vehicle washing building. The Town's transfer station (closed and capped landfill) was constructed under the direction of RIDEM and includes a spill prevention and good housekeeping plan approved by RIDEM along with a stormwater management system specifically designed for the property's use as a transfer station with appropriate water quality BMP's. The Town's Wastewater Treatment Facility, located off of Wood Street, also has pollution prevention procedures in place to prevent the release of hazardous materials or other contaminants to the environment. This facility is not served by any stormwater drainage structures, and runoff is directed from impervious areas to vegetated swales and woodlands. The facility is inspected annually by RIDEM. In 2008 (Permit Year 5), the Town continued these practices. For the following permit year, the Town of Bristol plans to continue these practices.</p>	
<p>IV.B.6.b.6</p>	<p>Describe all employee training programs used to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance for the past calendar year, including staff municipal participation in the URI NEMO storm water public education and outreach program and all in-house training conducted by municipality or other parties. Evaluate appropriateness and effectiveness of this requirement.</p>
<p>All new DPW employees are trained on good housekeeping and spill prevention plan procedures to reduce storm water pollution from municipal operations. In addition, some municipal staff has attended the URI NEMO training along with other training offered by RIDEM. These training programs have been effective in minimizing storm water pollution from municipal operations at DPW facilities and from equipment uses throughout the town by municipal employees.</p>	
<p>IV.B.6.b.7</p>	<p>Describe actions taken to ensure that new flow management projects undertaken by the operator are assessed for potential water quality impacts and existing projects are assessed for incorporation of additional water quality protection devices or practices. Evaluate appropriateness and effectiveness of this requirement.</p>
<p>The Town's drainage committee, with representatives of the DPW, Planning Department, and consulting engineer, met approximately quarterly during Year 2, Year 3 and Year 5 to prioritize and coordinate maintenance and repairs to areas with problematic flooding or drainage problems. Any repairs to existing or installations of new stormwater management structures are assessed by the committee for water quality impacts and appropriate structures and BMP's are selected for a given location. In the following permit year, the Town of Bristol plans to continue these practices. In Permit Year 5 (2008), the Town of Bristol installed new stormwater management structures including catch basins, a rip-rap swale, and a grassed swale with check dram at the Town Beach to reduce water quality impacts from uncontrolled stormwater runoff from the three acre parking lot. In the following permit year, the Town of Bristol plans to develop and implement a plan to reduce water quality impacts from two storm drain outlet pipes that discharge directly to Narragansett Bay near the Town Beach. Additional drainage improvement project were undertaken by the Town at the following locations during Year 2, Year 3 and Year 5: Wheeler Avenue, Hillside Road, Reservoir Avenue, Tupelo Street, Surf Drive, Berry Lane, Vernon Street, Dartmouth Avenue, Scott / Rosedale &amp; Robin Drive, Pawtucket Avenue, and Elbow Street.</p>	
<p>Additional Measurable Goals and Activities          BMP ID 6-4 (Sweep environmentally sensitive areas twice per year)          The Department of Public Works currently conducts an annual road-sweeping program that includes all public roadways. The town sweeps all streets twice per year and many within the downtown area are swept more often. The Town owns and operates two sweeping trucks to complete this task.</p>	

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

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

<b>BMP ID:</b>	<b>Location:</b>	<b>Name of BMP Owner/Operator:</b>	<b>Description of BMP:</b>
1	Patricia Anne Drive	Town of Bristol	Retention Basin
2	Elm Farm Road	Town of Bristol	Detention Basin
3	White Tail Drive	Town of Bristol	Detention Basin
4	Deer Run Road	Town of Bristol	Detention Basin
5	Quenton Lane	Town of Bristol	Detention Basin
6	St. Louis Avenue	Town of Bristol	Water Quality Unit
7	Sherman Avenue @ Everett Street	Town of Bristol	Water Quality Unit
8	Sandy Lane #1	Town of Bristol	Detention Basin
9	Sandy Lane #2	Town of Bristol	Detention Basin
10	Michael Drive @ Metacom Avenue	Town of Bristol	Subsurface Infiltration Units
11	Casey Drive	Town of Bristol	Detention Basin
12	Lisa Lane	Town of Bristol	Detention Basin
13	Anchorage Court	Homeowners Association	Detention / Infiltration Basins
14	Cox Court	Town of Bristol	Detention / Infiltration Basins
15	Tina Court @ Metacom Avenue	Town of Bristol	Detention Basin
16	Broadcommon Road	Town of Bristol	Vegetated Swales to Duck Pond Retention Area
17	Ballou Boulevard	Town of Bristol	Retention Basins and Vegetated Swales
18	Town Beach Parking Lot	Town of Bristol	Vegetated Swale
19	Hillside Road	Town of Bristol	Rip Rap & Vegetated swale
20	Hamlet Court	Town of Bristol	Detention Basin
21	Liberty Lane	Town of Bristol	Detention / Infiltration Basin
22	Varnum Avenue	Town of Bristol	Detention Basin
23	Elbow Street	Town of Bristol	Vegetated Swales
24	Highview Drive	Town of Bristol	Detention Basin
25	Fransesca Lane	Town of Bristol	Vegetated Swale
26	Viking Drive #1	Town of Bristol	Water Quality Unit
27	Viking Drive #2	Town of Bristol	Water Quality Unit
28	Portside Drive	Town of Bristol	Rip Rap Swale
29	West Harbor Road	Town of Bristol	Vegetated Swales
30	State Street	Town of Bristol	State Street Reservoir Retention Area
31	Minturn Farm Road	Town of Bristol	Transfer Station BMP's swales and water quality units.
32	Vanwinkle Lane	Town of Bristol	Vegetated Swales and Infiltration Basin

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

Outfall ID:	Location:	Description of Problem:	Description of Remediation Taken, include dates:	Receiving Water Body Name/Description:
See attached list of outfall inspection logs.				

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

In the following permit year, the Town of Bristol plans to reduce water quality impacts from a 12 inch and 36-inch storm drain pipe that outlets directly to Narragansett Bay near the Town Beach. The Town of Bristol has received a 319 grant to assist with completion of this project. The Town is also studying the feasibility of redesigning the Town Beach parking lot to incorporate low impact development techniques to further improve water quality from runoff entering the Town Beach area.

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

During Year 5, the Town of Bristol continued work with its engineering consultant on the design and permitting of the Tanyard Brook culvert improvement project. The purpose of this project is to reduce severe neighborhood flooding within the Tanyard Brook watershed.

As part of the Town's regular town-wide property re-valuation program, inspections of residential basements were completed during Year 5 to identify sump pumps or other devices that may be discharging to sanitary or storm sewer lines. When a connection to storm drain or sewer was identified, the information was logged and homeowners were notified of the potential need to disconnect the discharge.

In Year 5, the Town of Bristol and its engineering consultant continued to investigate a number of suspected locations where flat roof structures (with internal roof drains) and to a lesser extent external roof leaders are connected to the sanitary sewer system. The Town performed dye-testing, wet weather observations, and reviewed old records to determine where the tie-ins exist. Illicit connections to the sanitary sewer system will be identified and made to disconnect.



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

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

At this time, the Town of Bristol has not received notification for discharges that require storm water controls based on an approved TMDL or other water quality determination. There is a TMDL for the Kickemuit River; however, the Town of Bristol was not listed as part of the TMDL.



# 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 10<sup>th</sup> to track progress of compliance. If you have questions regarding this Annual Report Form contact Margarita Chatterton of the Rhode Island Department of Environmental Management (RIDEM), Office of Water Resources, Permitting Section at (401) 222-4700 ext. 7605.

The Annual Report must be submitted to:

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

### **INSTRUCTIONS FOR COMPLETION:**

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

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

Include your permit ID # to ensure proper tracking.

##### **"Operator of MS4"**

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

##### **"Owner of MS4"**

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

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

##### **"Certification"**

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

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

#### **SECTION I- OVERALL EVALUATION OF BMPS AND MEASURABLE GOALS:**

One or more pages, front and back, are provided to report on the status of measurable goals which have been developed to aid in the implementation of strategies, procedures, and programs used to achieve each of the six minimum control measures in Part IV.B of the General Permit. This section provides narrative space for a descriptive explanation and evaluation of the actions taken to satisfy each of the minimum control measures for the 2008 calendar year. Please type or print. If additional space is needed modify as necessary, please submit attachments to the appropriate minimum control measure following the format provided.

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

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

Describe whether each measurable goal was completed within the time proposed in the MS4 General Permit or your Storm Water Management Program Plan (SWPPP). Why or why not? Provide a progress report and discussion of activities that will be carried out during the next reporting cycle to satisfy the requirements of the minimum measures. If applicable, assess the appropriateness of the actions taken to meet the requirements of the minimum measure. In determining appropriateness, you may want to consider at a minimum the local population targeted, pollution sources addressed, receiving water concerns, integration with local management procedures, and available resources and violations or environmental impacts eliminated or minimized.

Also, discuss the effectiveness of the implementation of BMPs to meet the requirements of the minimum measure and the overall effectiveness of the minimum measure. Describe your progress towards achieving the overall goal of reducing the discharge of pollutants. Please include assessment parameters/indicators used to measure the success of the minimum measure. Also include a discussion of any proposed changes to BMPs or measurable goals.

After evaluation, it may be necessary to make changes or modifications to your Implementation Schedule if the time frame, appropriateness or effectiveness cannot be assured. If so, please include descriptions of changes or modifications, and detailed justification in the appropriate sections.

## **SECTION II- ADDITIONAL ANNUAL REPORT REQUIREMENTS**

Section III refers to additional reporting requirements that the MS4 General Permit is required to submit to the Department as part of the Annual Report. Section II requirements apply to Minimum Control Measures 2 through 6.

**Minimum Control Measure #2: Section II:**  
Specify the date of and how the annual report was public noticed. If a public meeting was needed, provide the date and place. Include a summary of public comments

received in the public comment period of the draft annual report and planned responses or changes to the program (new or revised BMP's and measurable goals, partnerships, etc.). Be sure to attach a copy of your public notice (Parts IV.G.2.h and IV.G.2.i).

**Minimum Control Measure #3: Section II.A:**  
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).

**Minimum Control Measure #3: Section II.B:**  
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).

**Minimum Control Measures #4 & 5: Section II.A:**  
Identify the number of construction and post-construction plan and SWPPP reviews completed during Year 4 (2007) and any further information. This includes, but is not limited to a summary of the reviews, responsible parties, and types of projects reviewed.

**Minimum Control Measure #4: Section II.B:**  
Construction inspection information for erosion and sediment control should be submitted annually as stated in Part IV.G.2.n. Provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

**Minimum Control Measure #5: Section II.B:**  
Post-construction inspection information for proper installation of post-construction structural BMPs should be submitted annually as stated in Part IV.G.2.o. This should provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

**Minimum Control Measure #5: Section II.C:**  
Inspection information for proper operation and maintenance of post-construction structural BMPs should be submitted annually as stated in Part IV.G.2.p. This should provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

**Minimum Control Measure #6: Section II.A:**  
As prescribed in Part IV.B.6.b.1.i of the General Permit, the MS4 operator must identify and list the specific

location and description of all structural BMPs in the SWMPP at the time of application and update the information in the annual report.

Minimum Control Measure #6: Section II.B:

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

Minimum Control Measure #6: Section II.C:

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

Minimum Control Measure #6: Section II.D:

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

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

Section I:

Complete this section only if your MS4 is subject to an approved TMDL. TMDL requirements may require the implementation of the six minimum control measures to address the pollutants of concern, and/or additional structural storm water controls or measures that are necessary to meet the provisions of the approved TMDL. Be sure to identify the approved TMDL and assess the progress towards meeting the requirements for the control of storm water (Part IV.G.2.d).

Provide a progress report: present status and discussion of activities that have been accomplished or will be carried out during the next reporting cycle to satisfy the requirements of the TMDL. If applicable assess the appropriateness of the BMPs selected under each of the six minimum control measures to meet the requirements of the TMDL. In determining appropriateness you may want to consider, violations or environmental impacts eliminated or minimized.

Please include assessment parameters/indicators that will be used to measure the success of the selected BMPs. Also include a discussion of any proposed changes to BMPs or measurable goals.