










Municipal Separate Storm Sewer System Program Activities Timeline

Disclaimer

This document was prepared by the New York State Department of Environmental Conservation. It outlines start and end dates for specific activities and tasks during the first three years of developing a Stormwater Management Program and Plan. It is meant to be used as a tool for any regulated traditional land use control MS4 and not to replace the requirements outline in the Municipal Separate Storm Sewer System (MS4) General Permit (GP-0-10-002). Some of the activities, tasks, and schedules that are presented in this timeline are recommended by the NYS Department of Environmental Conservation and not necessarily required under the General Permit. For information about when and what activities are required to be initiated and completed, as well as, a more thorough discussion of the requirements under each minimum control measure (MCM), the reader is referred to the General Permit (GP-0-10-002).




















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Status	NOTES:	MCM	Task Description	180 Days	Year 1	Year 2	Year 3
		1	List and describe (if necessary) all pollutants of concern				
		1	Assess educational and outreach needs				
		2	Identify primary Stormwater Management Program contact person and publish contact information				
		3	Identify priority areas of concern, available equipment, staff, funding, etc				
		4	Identify responsible personnel for receipt and consideration of information submitted by the public				
		4	Identify personnel responsible for educating and training construction site operators about requirements to develop and implement a SWPPP				
		6	Identify the municipal operations and facilities that will be considered for inclusion in the pollution prevention and good housekeeping program				
		6	Identify the staff and equipment available for pollution prevention and good housekeeping program				
		1	Develop Public Education Outreach Program				

Status	NOTES:	MCM	Task Description	180 Days	Year 1	Year 2	Year 3
		2	Plan/outline Public Involvement/Participation Program		→		
		3	Develop procedures for identifying priority areas of concern for IDDE program		→		
		4	Develop and implement procedures for the receipt and consideration of information submitted by the public		→		
		4	Assess local codes and initiate development of local law or ordinance to ensure construction site runoff protection		→		
		5	Assess local codes and initiate development of local law or ordinance to ensure post-construction stormwater management		→		
		6	Develop the pollution prevention and good housekeeping program priorities		→		
		6	Develop (or modify) management practices, policies, procedures, ect. relating to pollution prevention and good housekeeping program		→		
		1	Implementation of education and outreach activities to priority audiences underway			→	
		2	Assess public involvement and participation needs and identify key stake holders		→		

Status	NOTES:	MCM	Task Description	180 Days	Year 1	Year 2	Year 3
		2	Develop public involvement/participation plan based on MS4's needs and priorities		→		
		3	Develop procedures for identifying , locating, and eliminating illicit discharges		→		
		3	Develop program to provide information about the hazards associated with illegal discharges		→		
		4	Develop procedures and activities to educate and train construction site operators about requirements to develop and implement a SWPPP		→		
		4	Process to adopt local law or ordinance to ensure construction site runoff protection underway		→		
		1	Implementation of education and outreach activities for the general public underway			→	
		2	Develop public involvement/participation activities			→	
		3	Develop procedures for enforcing against illicit discharges and documentation of actions			→	
		5	Develop regulatory mechanism for enforcing post-construction stormwater management			→	

Status	NOTES:	MCM	Task Description	180 Days	Year 1	Year 2	Year 3
		3	Develop regulatory mechanism for enforcing against illicit discharges				
		2	Implementation of initial involvement activities with key stakeholders underway				
		4	Training of staff for local law or ordinance to ensure construction site runoff protection underway				
		6	Develop training program for the employee pollution prevention and good housekeeping program				
		1	Full and ongoing implementation of Public Education and Outreach Program				
		2	Full Public Involvement/Participation Program implementation				
		4	Develop Procedures for SWPPP review that incorporates consideration of potential water quality impacts and ensures consistency with local sediment and erosion control requirements				
		4	Adoption of local law or ordinance to ensure construction site runoff protection.				
		4	Develop procedures for construction site inspections				

Status	NOTES:	MCM	Task Description	180 Days	Year 1	Year 2	Year 3
		5	Adopt and implement regulatory mechanism for enforcing post-construction stormwater management.				
		5	Develop Procedures for SWPPP review to ensure that post-construction stormwater management practices meet the most current version of the state technical standards				
		5	Develop procedures for inspections and maintenance of post-construction management practices				
		4	Develop procedures for enforcement of control measures and sanctions to ensure compliance of construction site stormwater runoff control				
		3	Adopt regulatory mechanism for enforcing against illicit discharges. Certify that the regulatory mechanism is equivalent to the State's model IDDE law				
		5	Develop procedures for enforcement and penalization for violations or post-construction stormwater management				
		6	Implement training program for the employee pollution prevention and good housekeeping program and report on number of staffed trained				
		6	Complete description of management practices for pollution prevention and good housekeeping program				
		3	Outfall Mapping: Steady progress should be made each year with a complete outfall map by the end of year three	