

## **MS4 Annual Report Summary As of 3/9/11**

The Town of Shelter Island was added to SPDES General Permit for Stormwater Discharges No. GP 0-008-02 on October 23, 2010, after filing a Notice of Intent on September 23, 2010.

### **MINIMUM CONTROL MEASURE 1. PUBLIC EDUCATION AND OUTREACH**

#### **I. Measures taken within 3/10/10 to 3/9/11**

- March 2, March 23, March 30, May 5, May 11, June 8, August 3, October 12, November 9, November 30, December 7, December 12, January 25, March 1
- Town Board has a MS4 Committee. Committee met on July 14 , November 23, December 13, January 22 and February 14
- Town Board adopted Model Illicit discharge law on April 30 after a public hearing. The Town has also adopted enforcement policies and posted them on its website, so that people seeing a violation know where to report it.
- Signs and bags for Pet Waste Collection continue at Town Beaches and remain there year-round
- The Town has held a STOP program one day each month for disposal of hazardous materials and advertised in the newspaper of each date
- Water Advisory Committee places ads in Shelter Island Reporter throughout year advising public on proper disposal of pharmaceuticals, minimize use of fertilizers
- Highway Superintendent helps organize annual “Earth Day” trash collection in April to clean up trash throughout Town of Shelter Island and accepts the trash for free to encourage such activity
- Town held environmental fair on May 1, 2010, with special presentations on MS4 and stormwater runoff and televised the presentations on eco-friendly lawn maintenance, composting leaves, energy conservation, MS4 activities of the town and outdoor youth education.
- Town maintains year-round kiosk area in Town Hall with multiple handouts on the impacts of stormwater runoff, illicit discharges, and the value of protecting the water

- Town has prepared Homeowner Handbook, available at <http://www.shelterislandtown.us/gallery/pdfs/1.pdf> with information about stormwater runoff and wetland protection. These are distributed with new building permits and made available in kiosk area for public dissemination
- The Town adopted Chapter 110 re Illicit Discharges in May 2010 and developed an enforcement protocol which is posted on the town's website at <http://www.shelterislandtown.us/gallery//illicitdischargeenforcementpolicy.pdf> . There is also information on what is an illicit discharge at <http://www.shelterislandtown.us/gallery//IdentifyingIllicitDischarges.pdf> . An illicit discharge is the discharge of something other than stormwater into the drainage system. An example is a failed septic system that discharges into the road.
- The Town is preparing a Construction Stormwater Runoff Law, following the model law required by the NYSDEC. The goal is to ensure that the disturbed soil surrounding constructions sites does not contaminate nearby roads, properties and waters. It should be in place by 2012.
- The Town has adopted Chapter 129 of the Shelter Island Town Code which establishes a 100' undeveloped area between the wetlands and any new construction. Any disturbance within that regulated area requires Town Board review, with mitigation measures designed to prevent or mitigate runoff issues. Each permit involves televised public hearings and extensive discussions about the impacts of runoff and measures necessary to protect against it, so that town residents are frequently exposed to this information. There were nine such hearings held and permits issued between March 2010 and March 2011. The Town code is available for public viewing at <http://www.ecode360.com/?custId=SH0746>
- The Town has adopted Chapter 133 of the Shelter Island Town Code which establishes a Near Shore Overlay Zone along the perimeter of the entire Island, with special limitations on activities that affect runoff in this area. These limitations include requirements that septic systems be >100' from the wetlands, driveways must be of permeable material to discourage runoff, roof runoff must

be directed into a drywell, and drains into wetlands are prohibited. The building inspectors review all construction applications for compliance with this code prior to issuance of a C.O. The Town code is available for public viewing at

<http://www.ecode360.com/?custId=SH0746>

- The Town has adopted Chapter 82 of the Shelter Island Town Code which regulates irrigation. Pursuant to Section 82-5 of the Town Code, any new irrigation system is prohibited, and most pre-existing irrigation systems must be phased out of operation by September 1, 2013. The building inspector advises all applicants of this code. The Town code is available for public viewing at <http://www.ecode360.com/?custId=SH0746>
- The Town has included information about Stormwater on it's website at <http://www.shelterislandtown.us/hwyStormWater.ihtml>
- The Town has included information about proper disposal of medicines, hazmat and e-waste on its website at <http://www.shelterislandtown.us/hwyrecycle.ihtml>
- Operation Medicine Cabinet has been held at least twice between March 2010 and March 2010 in which the town police, pharmacy and medical center cooperated to collect and properly dispose of medications
- The Town has a Conservation Advisory Committee to review actual and potential environmental threats and recommend corrections and mitigation. The minutes of their deliberations and recommendations are posted on the Town's website at <http://www.shelterislandtown.us/Minutes.ihtml> . The Committee has participated in educational efforts including the Environmental Fair
- The Town has a Water Advisory Committee to review the quality of the groundwater and steps necessary to protect it. The minutes of their deliberations and recommendations are posted on the Town's website at <http://www.shelterislandtown.us/Minutes.ihtml> . The Committee has participated in educational efforts including the Environmental Fair.
- The Town has appointed a Water Management Advisory Committee to review the health and protection of the town's saltwater creeks and bays. The minutes of their deliberations and recommendations are posted on the Town's website at <http://www.shelterislandtown.us/Minutes.ihtml>

## II. Measures anticipated

- Annual Trash Mash to be continued in 2011
- Annual Environmental Fair to be continued in 2012
- Construction and Post-construction Stormwater Law will be adopted

## MINIMUM CONTROL MEASURE 2. PUBLIC INVOLVEMENT/PARTICIPATION

### I. Measures taken to date

- Earth Day and post-Thanksgiving events inviting all citizens to clean up trash throughout Town of Shelter Island Public Hearing on MS4 Annual Report to be held in April 2010
- Public Comment received at nine wetland permit hearings held March 2010 to March 2011, relating to storm water runoff issues during and after construction
- Public service ads placed in Shelter Island Reporter regarding water protection and conservation measures
- Environmental Fair held May 1, 2010 at Legion Hall and school. It included displays on stormwater control, native plants, appropriate construction materials, methods to protect the aquifer. Many Shelter Island citizens were directly involved in the presentations and approximately 80 attended the event.
- The Annual Report was presented to the public on May 5, 2010 and the meeting was televised for the following week. Public comment was accepted for over five weeks. The 2010 Annual Report was posted on the town's website for almost a year.
- The Town MS4 committee has been having regular meetings, and the minutes of those meetings are posted on the town's website at <http://www.shelterislandtown.us/Minutes.ihtml>

- MS4 is frequently discussed at Town Board work sessions, including a Powerpoint presentation on Green Alternatives on March 1, 2011. The Town Board work sessions are televised.

## II. Measures anticipated

- Town is revising Comprehensive Plan and has been funded to perform LWRP visioning study about development near waterfront, which will provide insights into necessary storm water measures. Public meetings and hearing are an integral part of this grant project
- Town and Village of Dering Harbor have received joint funding to perform a Watershed Management Plan through the Department of State. The Department of State is in the process of preparing a work plan and contract that would allow the project to proceed. Public meetings and hearing are an integral part of this grant project

## MINIMUM CONTROL MEASURE 3. ILLICIT DISCHARGE DETECTION AND ELIMINATION

### I. Measures taken to date

- The Town does not have Auto Recyclers, Commercial Carwashes, Commercial Laundry, Distribution Centers, Food Processing Facilities, Hospitals, Industrial Process Water, Metal Plating Operations, Printing businesses and very little industry, which are a major focus of the MS4 requirements
- The Town adopted Chapter 110 re Illicit Discharges in May 2010 and developed an enforcement protocol which is posted on the town's website at <http://www.shelterislandtown.us/gallery//illicitdischargeenforcementpolicy.pdf> . There is also information on what is an illicit discharge at <http://www.shelterislandtown.us/gallery//IdentifyingIllicitDischarges.pdf> . An illicit discharge is the discharge of something other than stormwater into the

drainage system. An example is a failed septic system that discharges into the road.

- The Town has developed an enforcement protocol for reporting and enforcing illicit discharges (primarily done by the building inspectors and police, with highway providing support services). The protocol is posted on the towns website at <http://www.shelterislandtown.us/gallery//illicitdischargeenforcementpolicy.pdf>
- The Town has been mapping the town storm drains. Only about 75% are mapped to date, and the count at this point is 420 storm drains.
- Approximately five illicit discharges have been detected the past year. They consist primarily of overflowing septic systems or discharges resulting from vehicle accidents.
- The Town has adopted Chapter 82 of the Shelter Island Town Code which regulates irrigation. Pursuant to Section 82-5 of the Town Code, any new irrigation system is prohibited, and most pre-existing irrigation systems must be phased out of operation by September 1, 2013. The building inspector advises all applicants of this code and actively enforces it. The Town code is available for public viewing at <http://www.ecode360.com/?custId=SH0746>
- Any new construction or substantial renovation or addition is referred to the Suffolk County Health Department to review and upgrade the existing well and septic systems. This usually results in the elimination of older nonconforming septic systems or greywater discharges and replacement with modern systems which are located >100' from the wetlands.

## II. Measures anticipated

- Continued enforcement of the Illicit Discharge Law
- Better tracking of illicit discharge enforcement activities

## MINIMUM CONTROL MEASURE 4 & 5. CONSTRUCTION SITE AND POST CONSTRUCTION CONTROL

### *I. Measures taken to date*

- The Town has prepared a Construction Stormwater Runoff Law, following the model law required by the NYSDEC. The goal is to ensure that the disturbed soil surrounding construction sites does not contaminate nearby roads, properties and waters. It has been referred to the Planning Board for comment. The town's MS4 permit requires that this be adopted by November 1, 2011. Because the law only applies to construction sites involving over an acre of soil disturbance, it is not anticipated to have a significant impact on Shelter Island.
- Section 133-25 of the Shelter Island Town Code provides that "No stormwater runoff or natural drainage water on any piece of property shall be so diverted as to overload existing drainage systems or create flooding or the need for additional drainage structures on other private properties or public lands". The Town code is available for public viewing at <http://www.ecode360.com/?custId=SH0746>. The building inspectors enforce this provision of the Town Code during regular building inspections and upon complaint.
- The Town has adopted Chapter 129 of the Shelter Island Town Code which establishes a 100' undeveloped area between the wetlands and any new construction. Any disturbance within that regulated area requires Town Board review, with mitigation measures designed to prevent or mitigate runoff issues. Controls to prevent construction runoff are an integral part of each review and permit. There were nine such hearings held and permits issued between March 2010 and March 2011. The Town code is available for public viewing at <http://www.ecode360.com/?custId=SH0746>

### *II. Measures anticipated*

- Adoption of Model SWMPP Law prior to November 2011.
- Training of building inspectors and local contractors

## MINIMUM CONTROL MEASURE 5. POST CONSTRUCTION STORMWATER MANAGEMENT

### I. Measures taken to date

- The Town has a grant to prepare a town and village-wide Watershed Study. The MS4 Committee has been working with the NYS Dpt of State to review the scope of the project and hire a consultant to assist with the work. The study is planned to be substantially completed by the end of 2011.
- The Town has obtained a grant from the Peconic Estuary Program, based on the Horsley Witten report on West Neck Bay, to install a bioretention facility and micro-bio inlet in this area, which are advanced technologies the town may use as a model for other areas
- The Town has been mapping town storm drains. 75% are mapped to date and the count at this point is 420 storm drains. After identifying the existing stormwater control measures in place, the town will assess them for necessary retrofits.
- The Peconic Estuary Program has hired Horsley Witten to prepare another watershed study of Dering Harbor, which is currently classified by the DEC as an “impaired” waterbody. The study will include Chase and Gardiners Creeks as well. The study is scheduled to be completed by the end of 2011. Its focus will be on existing stormwater control measures and opportunities for retrofit to make them more effective at preventing runoff and contamination into Dering Harbor.
- The Town has adopted the Near Shore Overlay Zone to impose strict regulation on activities on properties with an elevation of 2’, including all waterfront properties. These limitations include requirements that septic systems be >100’ from the wetlands, driveways must be of permeable material to discourage runoff, roof runoff must be directed into a drywell, and drains into wetlands are prohibited. The building inspectors review all construction applications for compliance with this code prior to issuance of a C.O. The Town code is available for public viewing at <http://www.ecode360.com/?custId=SH0746> .

## II. Measures anticipated

- Preparation of town and village-wide watershed study with public input
- Horsely Witten watershed study of Dering Harbor
- Adoption of Model SWMPP Law
- Training of building inspectors and residents
- Preparation of town-wide watershed study

## MINIMUM CONTROL MEASURE 6. STORMWATER MANAGEMENT FOR MUNICIPAL OPERATIONS

### I. Measures taken to date

- The MS4 Committee has mapped the Highway building/Recycling Center site with respect to stormwater runoff and good housekeeping activities. An analysis has been drafted of areas of concern and efforts to date which will go to the Town Board for consideration. Following completion of the analysis of this site, other town properties will undergo an similar analysis.
- The Town stenciled 12 storm drains to prevent illicit discharges
- The Town has acquired a StormVac truck and regularly cleans out drywells to keep them functioning properly and to collect and properly dispose of stormwater runoff. The Town has used this equipment to clean out 98 drywells in the period between March 9, 2010 and March 9, 2011.
- The Town plans to contract with private and public entities to vacuum private storm drains.
- The Town sweeps the roads twice annually sweeping 106 miles of road in the reporting period
- The Town has continued the Doggie Bags dispensers Town beaches and Parks, together with signage
- The Town provides Haz-Mat collection at the transfer station facility on the first Saturday of each month

- Five acres of parking lots were swept during the reporting period
- The Town Department of Public Works prepares Recycling fliers in-house and puts them out for distribution

## II. Measures anticipated

- To complete the mapping of town stormwater discharge systems
- To complete the Highway building/Recycling Center analysis with estimates on appropriate retrofits if necessary
- To continue to continuously clean catch basin/drywells and sweeping of roads
- To expand public education on recycling issues
- To continue and expand on the installation of doggie bag dispensers at town parks and beaches

## **FUTURE MS4 DEADLINES**

<b>September 9, 2011</b>	completed preliminary mapping of their storm sewershed boundaries
<b>November 1, 2011</b>	adopted stormwater construction law
<b>October 23, 2012</b>	have fully developed SWMP and are implementing it
<b>July 8, 2014</b>	complete assessment of the effectiveness of the program in reducing/preventing loading of pollutants of concern to impaired waters (Dering Harbor)