

Jefferson County Highway Dept. Construction Oversight Program

Jefferson County Stormwater Coalition

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Approval Signature:

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Date

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Abbreviations:

CGP- Construction General Permit

MS4- Municipal Separate Storm Sewer System; refer to maps in SWMP Plan to determine which areas in your municipality apply

SMP- Stormwater Management Practice

SWCD- Soil and Water Conservation District; also referred to as Soil and Water

SWMP- Stormwater Management Program

SWMP Plan- Stormwater Management Program Plan

SWPPP- Stormwater Pollution Prevention Plan

When this program applies:

This MS4 Construction Oversight Program addresses stormwater runoff from construction activities that a.) result in a total land disturbance of an acre or more or b.) disturb less than an acre, but are part of a larger common plan of development (e.g. a single sub-one acre lot in a housing development.)

- General rule of thumb: if construction lies within, or outlets to, an MS4 and a SWPPP is required this program applies.
 - Refer to maps in SWMP Plan to determine MS4 area

*Note: if the MS4 operator is listed as the owner/ operator on the Notice of Intent for coverage under the Construction General Permit (CGP), these additional oversights are not required. That said, these sites should still be ranked as high or low priority and appear on the MS4's Construction Site Inventory. MS4 Operators must follow CGP guidance and MS4 good housekeeping procedures.

Goals of this program:

While the main objective of this program is to achieve compliance with the municipality's MS4 Stormwater permit, it also sets the stage for effective post-construction runoff control in the community. Over the past few years, the North Country has begun to experience a greater number of high-intensity rainfall events with this trend expected to continue into the future.

This necessitates a greater emphasis on stormwater planning in community design and careful consideration of the stormwater impacts of new development. By designing sites with proper residence time¹ the impacts of new development on stormwater runoff can be mitigated, protecting downstream neighbors from increased flooding. Considering the potential stormwater impacts of new development, and following best practices from the planning stage and beyond, allows communities to take an active role in minimizing the impacts of intense rainfall events.



Flooding at expanded Lowville Hospital site after intense rainstorm

¹ Residence time is an engineering term, which in this context would describe the amount of time it takes a drop of water falling on the site to leave the site. Post-construction SMPs should be designed to hold this raindrop for at least the same amount of time it would have taken to leave the site before development.

SWPPPS

Construction activity that requires a SWPPP:

Refer to Appendix B of the Construction General Permit 0-20-001 for a list of construction activities. Table 1 contains activities that require the preparation of a SWPPP that only includes Erosion and Sediment Controls. Table 2 contains activities that require the preparation of a SWPPP that includes post-construction stormwater management practices (SMPs).

Procedures for submission of SWPPPs:

If a submitted project is listed in either Table 1 or Table 2 of Appendix B in the Construction General Permit, then a SWPPP shall be submitted for review and acceptance prior to the commencement of ground-disturbing activities.

SWPPP submission process:

-- This is a newly enacted system using the NYSDEC DEC nForm portal. --

1. Determine whether the criteria for the project meets the requirements for a SPDES Construction General Permit and if so are any of the supplemental documents required as well. This information can be found on the NYSDEC website under Stormwater Permit for Construction Activity. There are additional forms if the project is within or drains to an MS4 operating district.
2. To gain permit coverage, the owner/operator of the project must submit an eNOI (E notice of intent) to the NYSDEC using the DEC nForm portal. To use this portal, users must be registered with NY.gov with a NY.govID.
3. If the project is within the MS4 district, the MS4 Owner/Operator must review and accept the SWPPP using the MS4 SWPPP Acceptance form.
4. Once accepted, a SPDES Identification Number and an eNOI Submission Number will be issued and the Construction General Permit must be filled out. These numbers are part of the information needed for the permit along with the Owner/Operator Information. Example... Jefferson County Highway Department. Owner/Operator Contact Information... County Highway Superintendent name, phone # and email address and work mailing address. Site Information... The project site with address, DEC Region Number (6) and the Site Latitude and Longitude Coordinates. Project Details... answer the questions on the permit.

5. The weekly and monthly inspection data does not need to be sent to NYSDEC, but a copy of this information must remain on site in an area (job trailer) or mailbox marked SWPPP for review at any time.
6. When the project is complete, an eNOT (e Notice of Termination) must be filled out and submitted to NYSDEC using the DEC nForm portal. The required forms can be downloaded from the site, filled out and uploaded back to the site for submission. If the project is within the MS4 district, there is an additional MS4 document to be filled out using the same process and can be found in the same area of the website and the other documents.

SWPPP documentation required for inclusion in the SWMP Plan:

- **Annually**, the SWMP Plan must be updated with the names, titles, and contact information of the individuals who have received 4-hour erosion and sediment control training. Any individual inspecting sites for SWPPP compliance with the Construction General Permit (CGP) must have this training.
- Add accepted SWPPPs to the table in the SWMP Plan and **report to Jefferson County SWCD within 30 days**
 - Consult with Jefferson County Soil and Water Conservation District to **prioritize sites as high or low priority** based on criteria outlined in MS4 general permit 0-24-001 section VI.D.5.a.

Report completed close-outs to Jefferson County Soil and Water Conservation District within 30-days and update “Current Project Status” to “Complete” on the construction site inventory in your municipality’s SWMP Plan.