

Municipal Facilities Inventory of Activities & BMPs Implemented

For Each Municipally-Owned Facility, Place an "X" in the Box if the Activity Occurs

| Information on the Best Management Practices (BMPs) listed below is in the Western NY Stormwater Coalition's <i>Pollution Prevention/Good Housekeeping for Municipal Operations: Best Management Practices & Inspection Checklists</i> and is detailed in the <i>Standard Operating Procedures</i> for each BMP. | DPW Garage | Parks & Recreation | Municipal Hall | Senior Center | Community Center | Pubic Library Bldg. | Sewer Department | Waste Transfer Station | Fire Department | Animal Shelter | Marina | Golf Course | Water Department | | | | | |
|--|------------|--------------------|----------------|---------------|------------------|---------------------|------------------|------------------------|-----------------|----------------|--------|-------------|------------------|--|--|--|--|--|
| Landscaping & Lawncare | | | | | | | | | | | | | | | | | | |
| Fertilizer Application | | | | | | | | | | | | | | | | | | |
| Pesticide Application | | | | | | | | | | | | | | | | | | |
| Fertilizer/Pesticide Storage | | | | | | | | | | | | | | | | | | |
| Outside Contractor Used | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Limit Purchase/Storage to One Year Supply | | | | | | | | | | | | | | | | | | |
| Slow Release Fertilizers | | | | | | | | | | | | | | | | | | |
| Zero/low input lawns | | | | | | | | | | | | | | | | | | |
| Alternative Landscaping Techniques: Naturescaping/Xeriscaping | | | | | | | | | | | | | | | | | | |
| Use Compost/Natural Fertilizers | | | | | | | | | | | | | | | | | | |
| Grass Clippings Left on Lawn | | | | | | | | | | | | | | | | | | |
| Integrated Pest Management | | | | | | | | | | | | | | | | | | |
| Recordkeeping Fertilizer & Pesticide Use (lbs. applied & acreage) | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |
| Third Party Certification Signed by Outside Contractor | | | | | | | | | | | | | | | | | | |
| Spill Response & Prevention | | | | | | | | | | | | | | | | | | |
| Aboveground Storage Tanks (oils, fuels, antifreeze, etc.) | | | | | | | | | | | | | | | | | | |
| Drums for Liquid Storage | | | | | | | | | | | | | | | | | | |
| Chemicals Storage (fertilizer, pesticides, herbicides, etc.) | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Secondary Containment Systems | | | | | | | | | | | | | | | | | | |
| Oil/Water Separator | | | | | | | | | | | | | | | | | | |
| Spill Prevention & Response Plan | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |

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| Pest Control | | | | | | | | | | | | | | | | | | |
| Rodent Bait Boxes | | | | | | | | | | | | | | | | | | |
| Ant Traps | | | | | | | | | | | | | | | | | | |
| Flying Insect Spray | | | | | | | | | | | | | | | | | | |
| Outside Contractor Used | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Limit Purchase/Storage to One Year Supply | | | | | | | | | | | | | | | | | | |
| Minimize Use of Pesticides | | | | | | | | | | | | | | | | | | |
| Avoid Wet Weather Use | | | | | | | | | | | | | | | | | | |
| Employee(s) NYS Certified Applicator | | | | | | | | | | | | | | | | | | |
| Integrated Pest Management | | | | | | | | | | | | | | | | | | |
| Use Alternatives to Pesticides | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |
| Third Party Certification Signed by Outside Contractor | | | | | | | | | | | | | | | | | | |
| Pet Waste Collection | | | | | | | | | | | | | | | | | | |
| Pet Waste Present | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Animals house in enclosed, roofed structure (Municipal Shelter) | | | | | | | | | | | | | | | | | | |
| Pet Waste Control (bag stations; waste receptacles) | | | | | | | | | | | | | | | | | | |
| Pooper Scooper Regulations (signage present) | | | | | | | | | | | | | | | | | | |
| Pet Waste Education (signage, brochures) | | | | | | | | | | | | | | | | | | |
| Septic System Management | | | | | | | | | | | | | | | | | | |
| On Site Septic System | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Routine Maintenance Performed (pump out) | | | | | | | | | | | | | | | | | | |
| Inspections & Record Keeping | | | | | | | | | | | | | | | | | | |
| Vehicle/Equipment Maintenance | | | | | | | | | | | | | | | | | | |
| Repairs Done Outside | | | | | | | | | | | | | | | | | | |
| Hazardous Material Storage | | | | | | | | | | | | | | | | | | |

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|---|------------|--------------------|----------------|---------------|------------------|---------------------|------------------|------------------------|-----------------|----------------|--------|-------------|------------------|--|--|--|--|--|
| Vehicle/Equipment Maintenance (continued) | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Repairs Done Inside | | | | | | | | | | | | | | | | | | |
| Protect Storm Drain Inlets during Outside Maintenance | | | | | | | | | | | | | | | | | | |
| Use Dry Clean Up Methods (e.g. Speedy Dri) | | | | | | | | | | | | | | | | | | |
| Oil/Water Separator | | | | | | | | | | | | | | | | | | |
| Spill Prevention & Response Plan | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |
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| Vehicle/Equipment Washing | | | | | | | | | | | | | | | | | | |
| Vehicle Washing Outside | | | | | | | | | | | | | | | | | | |
| Washwater Drains to Storm Sewer | | | | | | | | | | | | | | | | | | |
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| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Vehicle Washing Inside; Single Purpose Bay (floor drain area) | | | | | | | | | | | | | | | | | | |
| Steam Cleaning without Soap (oil/water separator) | | | | | | | | | | | | | | | | | | |
| Pressurized Cold Water w/out Soap (storm discharge) | | | | | | | | | | | | | | | | | | |
| Biodegradeable Soaps (sanitary discharge) | | | | | | | | | | | | | | | | | | |
| Washwater Drains to Oil/Water Separator | | | | | | | | | | | | | | | | | | |
| Washwater Drains to Sanitary Sewer | | | | | | | | | | | | | | | | | | |
| Lawncare Equipment Rinsed on Vegetated Area | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| Roadway & Bridge Maintenance | | | | | | | | | | | | | | | | | | |
| Roadway Patching, Resurfacing, Sealing | | | | | | | | | | | | | | | | | | |
| Maintenance of Unpaved Roads | | | | | | | | | | | | | | | | | | |
| Bridge & Structure Maintenance | | | | | | | | | | | | | | | | | | |
| Graffiti Removal | | | | | | | | | | | | | | | | | | |
| Painting/Paint Removal | | | | | | | | | | | | | | | | | | |
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| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Dry Weather Paving | | | | | | | | | | | | | | | | | | |
| Cover Catch Basins & Manholes Prior to Paving | | | | | | | | | | | | | | | | | | |
| Fluid Leaks/Spills from Paving Cleaned Immediatley | | | | | | | | | | | | | | | | | | |
| Sweeping/Vacuuming Roads | | | | | | | | | | | | | | | | | | |
| Maintain Roadside Vegetation | | | | | | | | | | | | | | | | | | |
| Herbicide/Pesticide Application Restricted to Vegetation | | | | | | | | | | | | | | | | | | |

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| Roadway & Bridge Maintenance (BMPs continued) | | | | | | | | | | | | | | | | | | |
| Sweeping/Vacuuming Prior to Bridge Washing | | | | | | | | | | | | | | | | | | |
| Control Particulate Matter from Bridge Sandblasting | | | | | | | | | | | | | | | | | | |
| Cover Storm Drain Inlets When Sandblasting/Painting | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |
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| Chlorinated Water Discharges | | | | | | | | | | | | | | | | | | |
| Municipal Swimming Pool | | | | | | | | | | | | | | | | | | |
| Chlorine Storage | | | | | | | | | | | | | | | | | | |
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| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Dechlorinate Water Prior to Discharge/Draining | | | | | | | | | | | | | | | | | | |
| Non-Chlorine Disinfection (Identify:) | | | | | | | | | | | | | | | | | | |
| Backwash Water Discharged to Sanitary or Vegetated Area | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |
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| Hazardous & Waste Materials Management | | | | | | | | | | | | | | | | | | |
| Operational By Products/Wastes | | | | | | | | | | | | | | | | | | |
| Oil/Antifreeze Use and/or Storage | | | | | | | | | | | | | | | | | | |
| Paints, Thinners, Solvents Use and/or Storage | | | | | | | | | | | | | | | | | | |
| Cleaning Agents Use and/or Storage | | | | | | | | | | | | | | | | | | |
| Illegal Dumping Occurs | | | | | | | | | | | | | | | | | | |
| Recycle Drop Off Location | | | | | | | | | | | | | | | | | | |
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| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Limit Purchase/Storage to One Year Supply | | | | | | | | | | | | | | | | | | |
| Proper Storage; Away from Floor Drains/Storm Drains | | | | | | | | | | | | | | | | | | |
| Oil & Antifreeze Recycling | | | | | | | | | | | | | | | | | | |
| Household Hazardous Waste Collected | | | | | | | | | | | | | | | | | | |
| Litter Control Program | | | | | | | | | | | | | | | | | | |
| Inspection of Material Storage Areas | | | | | | | | | | | | | | | | | | |
| No Dumping Signs | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| Catch Basin & Storm Drain System Cleaning | | | | | | | | | | | | | | | | | | |
| Catch Basin Cleaning | | | | | | | | | | | | | | | | | | |
| Disposal of Vactor Spoils | | | | | | | | | | | | | | | | | | |
| Ditch Scraping | | | | | | | | | | | | | | | | | | |

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| Catch Basin & Storm Drain System Cleaning (BMPs continued) | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Catch Basin Inspection | | | | | | | | | | | | | | | | | | |
| Catch Basin Maintenance, Repair & Cleaning | | | | | | | | | | | | | | | | | | |
| Open Ditch Maintenance | | | | | | | | | | | | | | | | | | |
| Conserve a Buffer of Downstream Vegetation after Scraping | | | | | | | | | | | | | | | | | | |
| Dispose/Store Vector Waste Properly | | | | | | | | | | | | | | | | | | |
| Record Keeping & Frequency Tracking | | | | | | | | | | | | | | | | | | |
| Street Cleaning & Maintenance | | | | | | | | | | | | | | | | | | |
| Street Sweeping | | | | | | | | | | | | | | | | | | |
| Disposal of Sweeper Waste | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Sweep in a Pattern to Avoid Storm Inlets & Catch Basins | | | | | | | | | | | | | | | | | | |
| Maintain Roadside Vegetation | | | | | | | | | | | | | | | | | | |
| Dispose/Store Sweeper Waste Properly | | | | | | | | | | | | | | | | | | |
| Record Keeping & Frequency Tracking | | | | | | | | | | | | | | | | | | |
| Road Salt Storage & Application | | | | | | | | | | | | | | | | | | |
| Road Salting Performed | | | | | | | | | | | | | | | | | | |
| Salt Storage On-site | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Covered Salt Storage Facility | | | | | | | | | | | | | | | | | | |
| Spreaders Calibrated & Maintained | | | | | | | | | | | | | | | | | | |
| Diversion Berms to Minimize Run-On to Storage Area | | | | | | | | | | | | | | | | | | |
| Alternative Materials Used (Identify: _____) | | | | | | | | | | | | | | | | | | |
| Clean Up "Track Out" After Storm Events | | | | | | | | | | | | | | | | | | |
| Establish Low Salt &/or Sand Areas for Sensitive Environs | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |
| Roadkill Composting | | | | | | | | | | | | | | | | | | |
| Roadkill Collected for Composting | | | | | | | | | | | | | | | | | | |
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| Roadkill Composting (continued) | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Site Pile on Well Drained Surface w/ Minimal Slope | | | | | | | | | | | | | | | | | | |
| Locate Piles at Least 200' from Waterways/Wetlands | | | | | | | | | | | | | | | | | | |
| Identify Proper Types for Composting (typically deer) | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| Marina Operations | | | | | | | | | | | | | | | | | | |
| Fueling Station | | | | | | | | | | | | | | | | | | |
| Sanitary Waste Disposal | | | | | | | | | | | | | | | | | | |
| Fish Cleaning | | | | | | | | | | | | | | | | | | |
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| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| Sanitary Waste Pump Out Station | | | | | | | | | | | | | | | | | | |
| Fish Cleaning Station | | | | | | | | | | | | | | | | | | |
| Trash Receptacles at Fueling Stations | | | | | | | | | | | | | | | | | | |
| Spill Clean Up Materials at Fueling Stations | | | | | | | | | | | | | | | | | | |
| Maintenance Areas Away from Water & Storm Drains | | | | | | | | | | | | | | | | | | |
| Minimize Impervious Surfaces | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| Construction & Land Disturbance | | | | | | | | | | | | | | | | | | |
| Land disturbance >1 acre | | | | | | | | | | | | | | | | | | |
| Linear Roadway Projects >1 acre (soil exposed) | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| Current Best Management Practices (BMPs) in Place | | | | | | | | | | | | | | | | | | |
| NOI for Stormwater Permit for Construction Activities (>1 acre) | | | | | | | | | | | | | | | | | | |
| Install Erosion Control Practices Before Disturbing Soil | | | | | | | | | | | | | | | | | | |
| Record Keeping as per Construction Permit | | | | | | | | | | | | | | | | | | |
| Staff Training on Stormwater Pollution Prevention | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| Building Maintenance | | | | | | | | | | | | | | | | | | |
| Outside Contractor Used | | | | | | | | | | | | | | | | | | |
| Exterior Building Washing Performed | | | | | | | | | | | | | | | | | | |
| Sidewalk Cleaning (powerwashing) | | | | | | | | | | | | | | | | | | |
| Sidewalk Salting | | | | | | | | | | | | | | | | | | |
| Roof Drainage Systems | | | | | | | | | | | | | | | | | | |
| Flourescent/Other (Universal Waste) Lighting | | | | | | | | | | | | | | | | | | |
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