

MS4 Annual Report/Interim Progress Certification—2025

version 1.0

(Submission #: HQ9-TYQV-HWBVM, version 1)

Details

Originally Started By Catherine Brosnan

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Status Draft

Form Input

MS4 Operator Information

Municipality Name or Legal Entity Name
Town of Cortlandt

Permit ID #:
NYR20A181

MS4 Operator Type
Traditional land use control

Traditional Land Use Control
Town

Traditional Land Use Control

Traditional land use control MS4 Operator requirements are found in Part VI of the MS4 General Permit.

Legal Municipal/Entity Mailing address

1 Heady St
 Cortlandt Manor, NY 10567
 Westchester

Ranking Official

Official Title	First and Last Name	Phone	Email
Town Supervisor	Richard Becker	914-734-1002	richardb@townofcortlandt.com

Report Preparer

Report Preparer Title	First and Last Name	Phone	Email
Municipal Engineer	Michael Preziosi	914-734-1060	michaelp@townofcortlandt.com

Stormwater Program Coordinator

Coordinator Title	First and Last Name	Phone	Email
Stormwater Program Coordinator	Michael Preziosi	914-734-1060	michaelp@townofcortlandt.com

Part IV

Was the information in this section completed as part of a coalition/group?

No

MS4 General Permit Resources

Use the following webpages for more information on the permit and fact sheet:

[MS4 Permit Webpage](#)

[MS4 Toolbox](#)

SWMP Plan

Annually: Have the alternative implementation agreements in the SWMP Plan been updated? (Part IV.A.1.e.)

Yes

Annually: Has the SWMP been updated? (Part IV.B.3.)

Yes

Mapping

Annually: Has the comprehensive system mapping been updated? (Part IV.D.)

Yes

What tools are used to satisfy the comprehensive system mapping requirements? (e.g. paper maps, GIS, web mappers, etc.)

Paper maps, GIS, and web mappers

Within three (3) years of the EDC: Has Phase I of the comprehensive mapping been completed? (Part IV.D.2.a.)

No

Please clarify the reason for selecting "No" for this item.

Basemap and infrastructure completed. Storm sewersheds and priority sites being mapped and updated.

Within five (5) years of the EDC: Has Phase II of the comprehensive mapping been completed? (Part IV.D.2.b.)

No

Please clarify the reason for selecting "No" for this item.

Basemap and infrastructure completed. Storm sewersheds and priority sites being mapped and updated.

Legal Authority

Within three (3) years of the EDC: For newly designated MS4 Operators, has adequate legal authority been developed and implemented? (Part IV.E.)

Yes

Please enter any comments related to the questions in this section below:

The Town will continue to update its SWMP and work towards meeting the objects and requirements of the SPDES General Permit.

Part V

In Year 5: Has the SWMP Plan been evaluated? (Part V.C.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Part VI

Which MCMs in this Part were completed as a coalition/group, if any?

NONE PROVIDED

Minimum Control Measure 1

Within three (3) years of the EDC: Have the focus areas been identified? (Part VI.A.1.a.)

Yes

What focus areas were identified?

Areas discharging to waters with Class AA-S, A-S, AA, A, B, SA, or SB waters (mapped in accordance with Part IV.D.1.e.ii.a))

TMDL watersheds listed in Table 3 (subject to Part IX. requirements; mapped in accordance with Part IV.D.1.e.ii.c))

Areas with on-site wastewater systems (subject to Part VIII. or Part IX. requirements)

Residential, commercial, and industrial areas (mapped in accordance with Part IV.D.1.e.iii.)

Areas with construction activities

Sewersheds for impaired waters listed in Appendix C (subject to Part VIII. requirements; mapped in accordance with Part IV.D.1.c. for MS4 Operators continuing coverage and Part IV.D.2.a.ii. for newly designated MS4 Operators)

Within three (3) years of the EDC: Have the target audience(s) and associated pollutant generating activities been identified? (Part VI.A.1.b.)

Yes

What target audience(s) and associated pollutant generating activities were identified?

Residents

Industrial: Owners and staff

Construction: Developers, contractors, and design professionals

MS4 Operator's municipal staff

Commercial: Business owners and staff

Institutions: Managers, staff, and students

Within three (3) years of the EDC: Have the education and outreach topics been identified and how the education and outreach topics will reduce the potential for pollutants explained? (Part VI.A.1.c.)

Yes

What education and outreach topics were identified?

Phosphorus reduction within watersheds identified as TMDL with POC being phosphorus.

In Year 5: Has the method(s) used for distribution of educational messages been identified? (Part VI.A.2.a.)

Yes

What is the method(s) used for distribution of educational messages?

Printed materials (e.g., mail inserts, brochures, and newsletters)

Electronic materials (e.g., websites, email listservs)

Social Media (e.g., Facebook, Twitter, blogs)

Displays in public areas (e.g., town halls, library, parks)

In Year 5: Has one educational message been delivered to each target audience(s) for each focus area based on the education and outreach topic(s)? (Part VI.A.2.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item is not due this year

In Year 4 and Year 5: Have target audiences, focus areas, and/or education and outreach topics been updated? (Part VI.A.2.c.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item is not due this year

Please enter any comments related to the questions in this section below:

Storm water educational material is made available on the Town's Website along with the annual MS4 report. Public notices to upcoming Town events such as Community Day are also posted. Literature is distributed at these events. Storm water information is included in the recreational brochures which were mailed twice this year to all 15,000 plus parcels. Direct mailings are annually sent to property owners within a 303/d listed storm shed.

Minimum Control Measure 2

Annually: Has an opportunity for public involvement/participation in the development and implementation of the SWMP been provided? (Part VI.B.1.a.)

Yes

What was the opportunity for public involvement/participation in the SWMP?

Reporting concerns about activities or behaviors observed

Public hearings or meetings

Annually: Has the public been informed about the opportunity for their involvement in the development and implementation of the SWMP and how they can get involved? (Part VI.B.1.b.)

Yes

What is the method(s) used for distribution to inform the public of the opportunity for involvement?

Electronic materials (e.g., websites, email listservs)
Social Media (e.g., Facebook, Twitter, blogs)

Annually: Has an opportunity to review and comment on the publicly available SWMP Plan been provided? (Part VI.B.2.a.)

Yes

Annually: Has an opportunity to review and comment on the draft annual report been provided? (Part VI.B.2.b.i.)

Yes

What opportunity for review and comment on the draft annual report has been provided?

Posting of draft Annual Report on a public website
Presentation of the draft Annual Report

Annually: Have the comments received on the SWMP Plan been summarized? (Part VI.B.2.c.i.)

Yes

How many comments were received on the SWMP Plan?

0

Annually: Have the comments received on the draft annual report been summarized? (Part VI.B.2.c.i.)

Yes

How many comments were received on the draft annual report?

0

Please enter any comments related to the questions in this section below:

A draft version of the MS4 annual report will be discussed at the Town Board's regularly scheduled March 2025 meeting. This is a public meeting in which attendees may ask questions regarding any agenda item. Reports are also uploaded to the Town's website and posted on the storm water page.

Minimum Control Measure 3

Within three (3) years of the EDC: Has an inventory of monitoring locations been developed? (Part VI.C.1.c.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 4 and Year 5: Has the monitoring location inventory been updated? (Part VI.C.1.c.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within three (3) years of the EDC: Have monitoring locations been prioritized? (Part VI.C.1.d.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 4 and Year 5: Has the monitoring location prioritization been updated? (Part VI.C.1.d.iii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within two (2) years of the EDC: Has a monitoring locations inspection and sampling program been developed and implemented? (Part VI.C.1.e.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 5: Have all the monitoring locations been inspected? (Part VI.C.1.e.i.a))

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 5: Has training on the MS4 Operator's monitoring locations inspection and sampling procedures been provided? (Part VI.C.1.e.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received monitoring locations inspection and sampling training been updated? (Part VI.C.1.e.iii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 3, Year 4, and Year 5: Have the monitoring locations inspection and sampling procedures been updated? (Part VI.C.1.e.iv.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within two (2) years of the EDC: Has an illicit discharge track down program been developed and implemented? (Part VI.C.2.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 5: Has training on the MS4 Operator's illicit discharge track down procedures prior to conducting illicit discharge track down been provided? (Part VI.C.2.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge track down procedures training been updated? (Part VI.C.2.c.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 3, Year 4, and Year 5: Have the illicit discharge track down procedures been reviewed and updated? (Part VI.C.2.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within two (2) years of the EDC: Has an illicit discharge elimination program been developed and implemented? (Part VI.C.3.)

Yes

In Year 5: Has training on the MS4 Operator's illicit discharge elimination procedures prior to conducting illicit discharge elimination been provided? (Part VI.C.3.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge elimination procedures training been updated? (Part VI.C.3.c.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 3, Year 4, and Year 5: Have the illicit discharge elimination procedures been reviewed and updated? (Part VI.C.3.d.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Please enter any comments related to the questions in this section below:

Town Code Ch. 262 - Stormwater Management and Erosion and Sedimentation Control

Town Code Ch. 263 - Storm Sewers

Both have been adopted and are in place.

The Department of Technical Services (DOTS) will continue to monitor the Town and coordinate with various departments to enforce local ordinances. Similarly, efforts will continue to be taken by Staff to work cooperatively with those agencies having approval jurisdiction (e.g. NYSDEC, WCDOH).

Minimum Control Measure 4

Within one (1) year of the EDC: Has a construction oversight program been developed and implemented? (Part VI.D.3)

Yes

In Year 5: Has training on the MS4 Operator's construction oversight procedures prior to conducting construction oversight been provided? (Part VI.D.3.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 2, Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received construction oversight procedures training been updated? (Part VI.D.3.c.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 2, Year 3, Year 4, and Year 5: Have the construction oversight procedures been reviewed and updated? (Part VI.D.3.e.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Annually: Has the inventory of construction sites been updated? (Part VI.D.4.b.)

Yes

How many construction sites are on the inventory?

9

Within one (1) year of the EDC: Have construction sites been prioritized? (Part VI.D.5.a.)

Yes

How many high priority construction sites are on the inventory?

0

In Year 2, Year 3, Year 4, and Year 5: Has the construction site prioritization been updated? (Part VI.D.5.c.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item is not due this year

Within three (3) years of the EDC: Have the individuals responsible for reviewing SWPPPs for acceptance received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity prior to conducting SWPPP reviews and/or approvals? (Part VI.D.6.a.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Annually: Have the names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for reviewing SWPPPs been updated? (Part VI.D.6.d.)

Yes

Are pre-construction meetings conducted prior to the commencement of construction activity? (Part VI.D.7.)

Yes

Within three (3) years of the EDC: Have the individuals responsible for construction site inspections received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity prior to conducting construction site inspections? (Part VI.D.8.a.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Annually: Have all sites with construction activity identified in the inventory been inspected during active construction after the pre-construction meeting, or sooner if deficiencies are noted that require attention? (Part VI.D.8.c.)

Yes

Annually: Have the names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for construction site inspections been updated? (Part VI.D.8.d.)

Yes

Are final construction site inspections conducted? (Part VI.D.9.)

Yes

Please enter any comments related to the questions in this section below:

Pre-construction meetings with contractors are held on all projects requiring the implementation of SWPPP. Contractors are required to follow SPDES regulations for erosion control inspections. In addition the Town supplements inspections on active construction sites requiring SWPPPS. Inspection frequency varies by site, but typically one inspection per week occurs.

Minimum Control Measure 5

Annually: Has the inventory of post-construction SMPs been updated? (Part VI.E.2.c.)

Yes

How many post-construction SMPs are on the inventory?

3

Within five (5) years of the EDC: Have the required components been included in the post-construction SMP inventory? (Part VI.E.2.d.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within one (1) year of the EDC: Has a post-construction SMP inspection and maintenance program been developed and implemented? (Part VI.E.4.)

Yes

Has each post-construction SMP identified in the inventory been inspected at the required frequency? (Part VI.E.4.a.)

Yes

In Year 5: Has training on the MS4 Operator's post-construction SMP inspection and maintenance procedures prior to conducting post-construction SMP inspection and maintenance been provided? (Part VI.E.4.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Annually: Have names, titles, and contact information for the individuals who have received post-construction SMP inspection and maintenance procedures training updated? (Part VI.E.4.c.)

Yes

In Year 2, Year 3, Year 4, and Year 5: Have the post-construction SMP inspection and maintenance procedures been reviewed and updated? (Part VI.E.4.d.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Please enter any comments related to the questions in this section below:

The Town is continuing to re-inventory all storm water best management practices. Inspection efforts have also increased. Regular inspection of practices are being scheduled.

GIS will constantly be updated. The Town is attempting to link its file registry with each site having a BMP, in order to have record drawings and maintenance protocols accessible for various departments.

Information has also be consolidated on a shared network folder and most paper plans digitized for ease of access.

Minimum Control Measure 6

Within three (3) years of the EDC: Have best management practices (BMPs) been incorporated into the municipal facility program and municipal operations program? (Part VI.F.1.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within three (3) years of the EDC: Has a municipal facility program been developed and implemented? (Part VI.F.2.a.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 5: Has training on the MS4 Operator's municipal facility procedures prior to conducting municipal facility procedures been provided? (Part VI.F.2.a.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal facility procedures training been updated? (Part VI.F.2.a.iii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 4 and Year 5: Have the municipal facility procedures been updated? (Part VI.F.2.a.iv.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within two (2) years of the EDC: Has a municipal facility inventory been developed? (Part VI.F.2.b.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year. Staff has begun inventory all facilities and updating good housekeeping procedures and maintenance protocols in an effort to meet this deadline.

In Year 3, Year 4, and Year 5: Has the municipal facility inventory been updated? (Part VI.F.2.b.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year, however the Town has an updated inventory and will continue to organize in a manner to address the MS4 permit requirements.

Within three (3) years of the EDC: Have the municipal facilities been prioritized? (Part VI.F.2.c.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year. Initial prioritization has been completed and will be incorporated into the SWMP and MS4 Permit for next year.

In Year 4 and Year 5: Has the municipal facility prioritization been updated? (Part VI.F.2.c.iii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within five (5) years of the EDC: Has a municipal facility specific SWPPP for each high priority municipal facility been developed? (Part VI.F.2.d.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year. Staff is evaluating each site to ensure compliance will met by year 5.

In Year 5: Has all wet weather visual monitoring of the monitoring locations at all high priority municipal facilities been conducted? (Part VI.F.2.d.ii.a))

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 5: Has a comprehensive site assessment for each high priority municipal facility been completed? (Part VI.F.2.d.ii.c))

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year, but has been discussed and being scheduled.

In Year 5: Has a comprehensive site assessment for each low priority municipal facility been completed? (Part VI.F.2.e.ii.c))

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year, but has been discussed and being scheduled.

Within three (3) years of the EDC: Has a municipal operations program been developed? (Part VI.F.3.a.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 5: Has training on the MS4 Operator's municipal operations procedures prior to conducting municipal operations been provided? (Part VI.F.3.a.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal operations procedures training been updated? (Part VI.F.3.a.iii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

In Year 4 and Year 5: Have the municipal operations procedures been reviewed and updated? (Part VI.F.3.a.iv.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Within three (3) years of the EDC: Have catch basins in need of inspection been identified? (Part VI.F.3.c.i.)

Yes

Within three (3) years of the EDC: Has catch basin inspection information been inventoried? (Part VI.F.3.c.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year. The Town had implemented a work order management system to capture repairs and inspections of catch basins. The system captures most information but not in the manner identified in the MS4 Permit. Staff will re-evaluate record retention and how the inventory is completed to comply.

In Year 5: Have all streets, bridges, parking lots, and right of ways been swept? (Part VI.F.3.d.i.a))

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year, however, streetsweeping occurs annually.

Annually: Have all streets in business districts and commercial areas been swept? (Part VI.F.3.d.i.b))

Yes

Within five (5) years of the EDC: Have roads, bridges, parking lots, and right of way maintenance specific BMPs been implemented? (Part VI.F.3.d.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year.

Within five (5) years of the EDC: Have winter road maintenance specific BMPs been implemented? (Part VI.F.3.d.iii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year.

Please enter any comments related to the questions in this section below:

Catch Basins are cleaned annually along with necessary repairs. Sumps are vacuumed cleaned and sidewalls and tops are repaired as necessary. Staff is focusing on all catch basins throughout the Town with emphasis on catch basins within the EOH watershed area.

The SWMP will be re-evaluated annually to modify procedures related to street, bridge, and right-of-way maintenance.

The Town has implemented a Park Committee to discuss ongoing maintenance and use of its parks.

Logs are kept for road miles swept, catch basins inspected and stormwater best management practices inspected and cleaned when necessary.

Staff re-inventoried all public BMPs and digitized any paper copies of reports and maintenance protocols.

Part VIII

Does the MS4 Operator discharge to an impaired water listed in Appendix C of GP-0-24-001?

Yes

For which pollutant(s) is the waterbody impaired? Select the pollutants for all the impaired waters listed in Appendix C of GP-0-24-001 to which the MS4 Operator discharges.

Phosphorus

Which requirements in this Part were completed as a coalition/group, if any?

NONE PROVIDED

Phosphorus

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include MS4 infrastructure and sewershed information for each MS4 outfall and ADA MS4 outfall discharging to a phosphorus impaired water listed in Appendix C? (Part VIII.A.1.a.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year, Most sewersheds and infrastructure has been mapped already. Efforts will be taken to continue mapping and updates.

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include the listed items for each MS4 outfall discharging to a phosphorus impaired water listed in Appendix C? (Part VIII.A.1.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year. Outfalls have been mapped and are being updated to include the information required of the current MS4 permit.

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include ADA MS4 outfalls discharging to a phosphorus impaired water listed in Appendix C? (Part VIII.A.1.c.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year. Outfalls have been mapped and are being updated to include the information required of the current MS4 permit.

Minimum Control Measure 1

Twice a year, in Year 4 and Year 5: Have educational messages with information specific to phosphorus been provided? (Part VIII.A.2.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year. The Town does send targeted mailings to properties within storm sewer sheds that discharge to Lake Mohegan, Wallace Pond/Westchester Lake and Lake Meahagh. Twice annually the Town sends a recreation brochure townwide to 15000 parcels containing storm water information.

Minimum Control Measure 3

Within five (5) years of the EDC: Has the number of each item listed in Part VIII.A.1.b. been included on the MS4 outfall inventory for each associated MS4 outfall? (Part VIII.A.4.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Minimum Control Measure 4

How many high priority construction sites discharge to the phosphorus impaired water(s)?

0

Minimum Control Measure 6

In Year 4 and Year 5: Have all streets located in sewersheds discharging to phosphorus impaired segments been swept? (Part VIII.A.7.a.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year. The Town does attempt to sweep as many road miles as possible each year.

Please enter any comments related to the questions in this section below:

The Town has a vector truck that allows for quicker maintenance and clean-up of catch basins town wide.

In 2024, the Town conducted multiple water quality studies to assist in the elimination of harmful algal blooms associated with phosphorus. Wallace Pond/Westchester Lake was evaluated and is listed as an impaired waterbody.

Part IX

Does the MS4 Operator discharge to a TMDL listed in Table 3 of GP-0-24-001?

Yes

To which TMDL does the MS4 Operator discharge?

New York City East of Hudson Watershed

Which requirements in this Part were completed as a coalition/group, if any?

NONE PROVIDED

New York City East of Hudson Watershed

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include the areas with potential to contribute phosphorus to the TMDL waterbody? (Part IX.A.1.a.)

Yes

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include the additional information for post-construction SMPs? (Part IX.A.1.b.)

Yes

Minimum Control Measure 1

Twice a year, in Year 4 and Year 5: Have educational messages with information specific to phosphorous been made available? (Part IX.A.2.b.)

Yes

Minimum Control Measure 3

Within five (5) years of the EDC: Has the number of each item listed in Part IX.A.1.a. been included on the MS4 outfall inventory for each associated MS4 outfall? (Part IX.A.4.a.)

Yes

Once every five (5) years: Has the proper operation of on-site wastewater systems been ensured? (Part IX.A.4.b.i.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Minimum Control Measure 4

How many high priority construction sites discharge to the TMDL?

0

Minimum Control Measure 5

Within one (1) year of the EDC: Has a retrofit plan that identifies the required components been submitted to the Department? (Part IX.A.6.f.i.a))

Yes

Within five (5) years of the EDC: Have all retrofit projects been constructed to achieve the five (5) year phosphorus reduction assigned to the MS4 Operator, as required by the Croton Watershed Phase II TMDL Implementation Plan, January 2009? (Part IX.A.6.f.i.b))

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

The East of Hudson Corporation has updated its 5-year plan in which the Town of Cortlandt is a member of.

In Year 2, Year 3, Year 4, and Year 5: Have changes made to the retrofit plan including information in Part IX.A.f.i. been submitted to the Department? (Part IX.A.6.f.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

This is being completed by the East of Hudson Corporation.

Minimum Control Measure 6

How many catch basins are located in the TMDL watershed?

435

Twice a year: Have all catch basins located in the TMDL watershed been inspected? (Part IX.A.7.a.)

Yes

In Year 4 and Year 5: Have all streets located in the TMDL watershed been swept? (Part IX.A.7.b.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Item not due this year

Please enter any comments related to the questions in this section below:

<https://eohwc.org/>

The year 11-15 workplan to reduce phosphorus within the East of Hudson Watershed has been submitted the EOHWC. The Town of Cortlandt is a participating member.

Interim Progress Status

Interim Progress Resources

Use the following webpages for more information on the permit and fact sheet:

[MS4 Permit Webpage](#)

[MS4 Toolbox](#)

Have you reviewed compliance items due within two years of EDC?

Yes

Have you reviewed compliance items due within three years of EDC?

Yes

Have you reviewed compliance items due within four years of EDC?

Yes

Have you reviewed compliance items due within five years of EDC?

Yes

Have you reviewed compliance items which need to be completed routinely (annually, every five (5) years, etc.)?

Yes

Please enter any comments related to the questions in this section.

The Town will continue to evaluate the requirements on a semi-annual basis and begin implementing strategies to address these requirements.

Certification

The ranking elected official or Principal Executive Officer for the MS4 Operator will be signing the form.

Yes

As the Ranking Elected Official or Principal Executive Officer, please download the certification form using the link below. Complete and sign the certification. Then, upload the certification form to this Interim Progress Certification and/or Annual Report.

[Certification Form](#)

Attach completed certification form.

Town of Cortlandt MS4_signed.pdf - 03/14/2025 10:13 AM

Comment

NONE PROVIDED

Attachments

Date	Attachment Name	Context	User
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Date	Attachment Name	Context	User
3/14/2025 10:13 AM	Town of Cortlandt MS4_signed.pdf	Attachment	Catherine Brosnan

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water, Bureau of Water Permits
625 Broadway, Albany, New York 12233-3505
P: (518) 402-8111 | F: (518) 402-9029
www.dec.ny.gov

MS4 Operator Certification Form for eReports
SPDES General Permit for
Stormwater Discharges From
Municipal Separate Storm Sewer Systems (GP-0-24-001)

Instructions

As required by Part V.B.2. and Part V.B.3. of GP-0-24-001, the MS4 Operator must submit the Annual Report and the Interim Progress Certification, respectively. As stated in Part V.B.5. of GP-0-24-001, all reports must be signed in accordance with Part X.J. of GP-0-24-001.

MS4 Operator Name: TOWN OF CORTLANDT

Permit ID: NYR20A 181

eReport Submission Number: HQ9-TYQV-HWBVM

MS4 Operator Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated 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, 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.

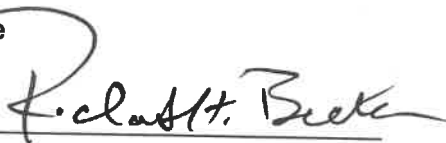
Name (please print or type)

Richard H. Becker

Title

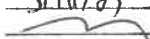
Town Supervisor

Signature



Date

3/11/2025

APPROVED
TOWN ATTORNEY
Date: 3/11/25




Department of
Environmental
Conservation

OUTFALL RECONNAISSANCE INVENTORY/ SAMPLE COLLECTION FIELD SHEET

Section 1: Background Data

Subwatershed: Croton River Basin		Outfall ID: OUT_434	
Today's date: 8/1/2024		Time (Military): 10:43	
Investigators: Katie Brosnan & Katherine Couch		Form completed by: Katherine Couch	
Temperature (°F): 84°F	Rainfall (in.): Last 24 hours: 0.038 Last 48 hours: 0.038		
Latitude: 41.278306	Longitude: -73.852056	GPS Unit: 41°16'41.9"N 73°51'07.4"W	GPS LMK #:
Land Use in Drainage Area (Check all that apply):			
<input type="checkbox"/> Industrial	<input type="checkbox"/> Open Space		
<input type="checkbox"/> Ultra-Urban Residential	<input type="checkbox"/> Institutional		
<input checked="" type="checkbox"/> Suburban Residential	Other: _____		
<input type="checkbox"/> Commercial	Known Industries: _____		

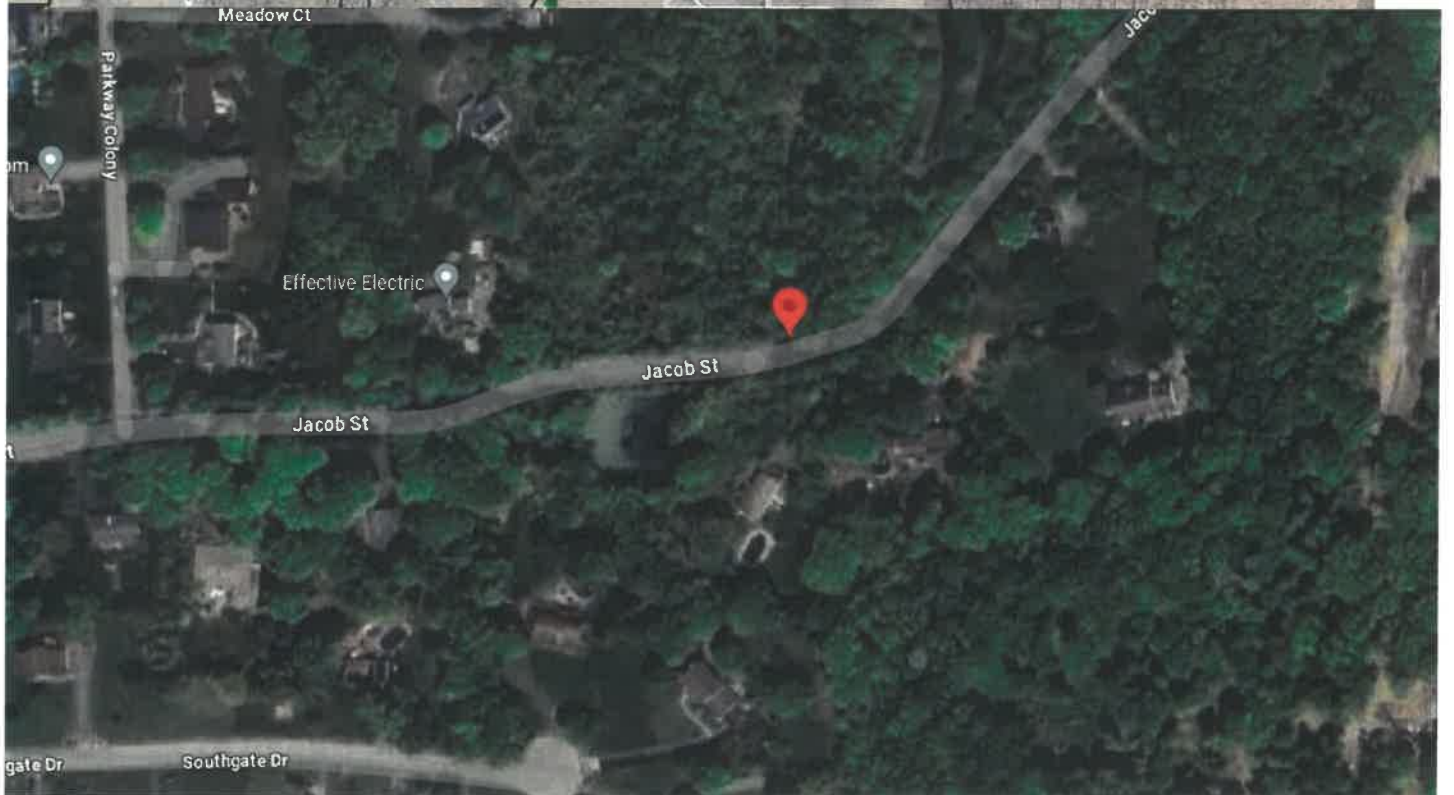
Section 2: Outfall Description

LOCATION	MATERIAL	SHAPE	DIMENSIONS (IN.)	SUBMERGED
<input checked="" type="checkbox"/> Closed Pipe	<input type="checkbox"/> RCP <input type="checkbox"/> CMP <input type="checkbox"/> PVC <input checked="" type="checkbox"/> HDPE <input type="checkbox"/> Steel <input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Circular <input type="checkbox"/> Elliptical <input type="checkbox"/> Box <input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Double <input type="checkbox"/> Triple <input type="checkbox"/> Other: _____	Diameter/Dimensions: 18" _____ In Water: <input type="checkbox"/> No <input checked="" type="checkbox"/> Partially <input type="checkbox"/> Fully With Sediment: <input checked="" type="checkbox"/> No <input type="checkbox"/> Partially <input type="checkbox"/> Fully
<input type="checkbox"/> Open drainage	<input type="checkbox"/> Concrete <input type="checkbox"/> Earthen <input type="checkbox"/> rip-rap <input type="checkbox"/> Other: _____	<input type="checkbox"/> Trapezoid <input type="checkbox"/> Parabolic <input type="checkbox"/> Other: _____	Depth: _____ Top Width: _____ Bottom Width: _____	
Flow Description (If present)	<input type="checkbox"/> Trickle <input type="checkbox"/> Moderate <input type="checkbox"/> Substantial <input type="checkbox"/> No Flow			
Flow Characteristics (If present)	<input type="checkbox"/> Odor <input type="checkbox"/> Color <input type="checkbox"/> Turbidity			

Section 3: Photos



Across the street from 1853 Jacob St, Cortlandt (On 3 Meadow CT)



Maintain Your System

Regularly pump-out your septic tank when needed.

Keep a record of pumping, inspections, maintenance and repairs.

Map out septic tank and other system components. Either have a map or locate components with permanent stakes. This is useful for accessing the system and will prevent damaging system components when doing home maintenance or yard work.

Don't park or drive heavy vehicles or equipment over the septic system or any of its components.

Don't build structures, such as decks, patios or swimming pools, that would cover the absorption field or limit access to the septic tank and distribution box.

Don't flush or use strong chemicals and bacteria-destroying products, such as drain cleaners, solvents, paint, paint thinners, floor cleaners, sink cleaners, motor oil, antifreeze, pesticides, and photo chemicals. These may disrupt septic tank or absorption system operation. Household bleach, disinfectants, cleansers, antibacterial soaps, when used in normal household applications should not affect system operations.

Don't flush materials that don't easily degrade, such as paper towels, cotton swabs, personal hygiene products, condoms, medications, disposable diapers, coffee grounds, cat litter, cooking fats/oils, facial tissues, dental floss, cigarette butts, plastics, grease or bones.

Avoid septic tank additives. A septic tank that is properly sized and maintained will adequately manage household wastewater without the use of additives.

Avoid garbage disposals or grinders because these substantially increase the accumulation

of solids in the septic tank and in the absorption field. If they are used, the septic tank size should be increased and pumped-out more often.

Direct water treatment system discharges to a separate soil absorption system, if possible, to minimize discharges to the septic system. However, as long as the system is well maintained and can accommodate the additional flow, water treatment system discharges can be directed to the septic tank in many cases.

Direct drainage away from the septic system from roof, cellar/footing (sump pump) and surface water run-off.

Plant grass and other shallow-rooted plants over the absorption field. Keep trees and long-rooted plants and shrubs away from the immediate area of the absorption area. Roots can grow into the pipes and clog the system.

Conserve water. Check for defective toilet tank valves, repair leaky fixtures, and install appliances and fixtures that use less water and avoid wasteful practices.

Regularly inspect and maintain any effluent pumps and alarms that may be part of your septic system.

Find Out More

Contact the New York State Department of Health
Ph: (518) 402-7650, E-mail: bpwsp@health.ny.gov
health.ny.gov/DrinkingWater

Contact Your Local Health Department
www.health.ny.gov/EnvironmentalContacts

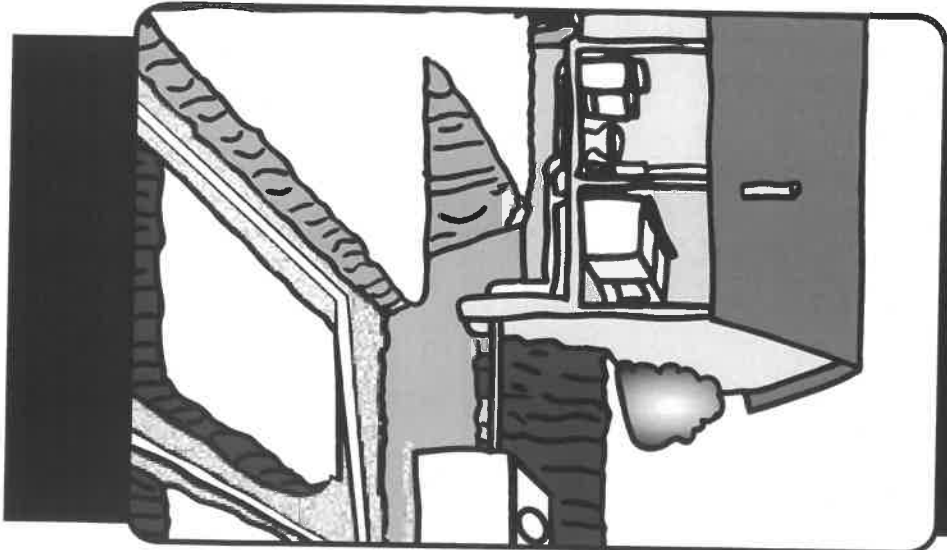


Department
of Health

3208

4/18

Septic System Operation and Maintenance

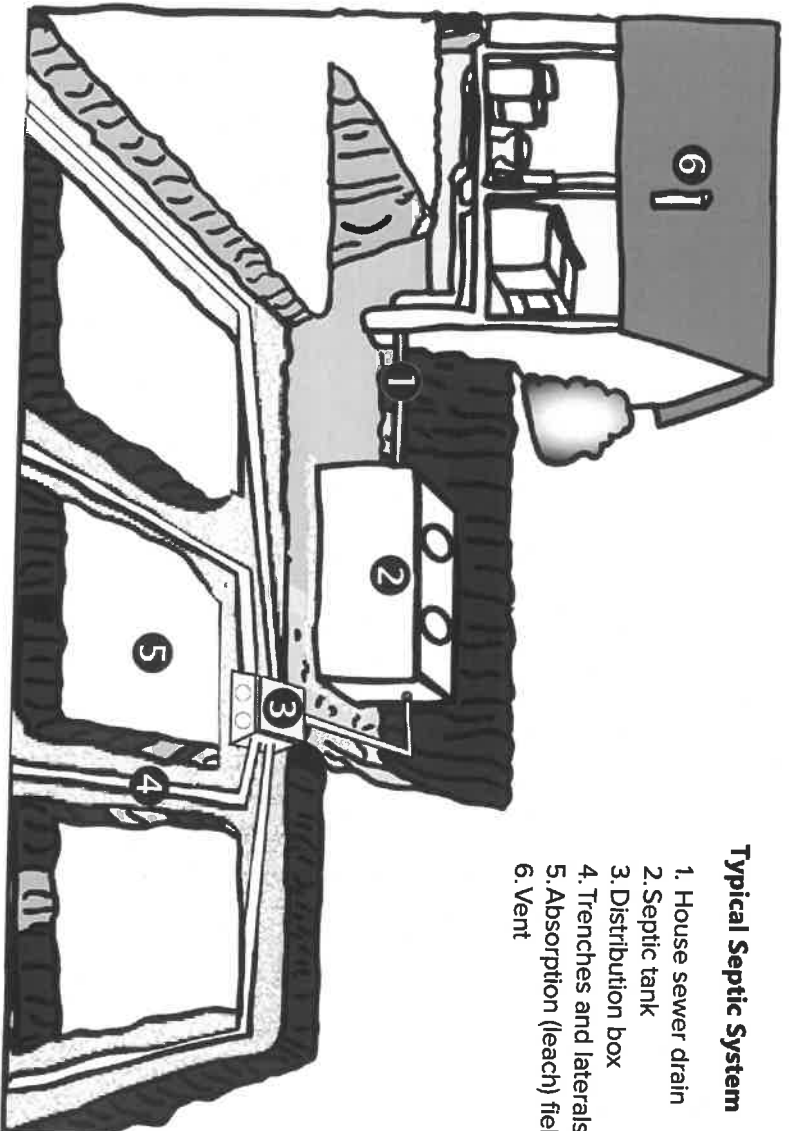


A septic system will serve a home for a long time if it is properly located, designed, constructed and maintained. However, even the best designed and installed septic system will eventually fail without periodic maintenance. This guide briefly describes septic system components and how they should be maintained.

Septic System Components

A septic system, also called an onsite wastewater treatment system (OWTS), is made up of a **house sewer drain**, **septic tank**, **distribution box** and **soil absorption (leach) field** (see *Typical Septic System diagram, right*).

1. **The house sewer drain** collects all the discharge from home fixtures, such as toilets, sinks, showers and laundry and connects to the septic tank.
2. **The septic tank** collects all the discharges from household plumbing and provides the needed time for wastes to settle or float. The heavy solids settle to the bottom of the tank where they are broken down by bacteria to form sludge. The lighter solids, fats and grease, partially decompose and rise to the surface to form a layer of scum. This process allows the partially treated wastewater to be released to the absorption field.
3. **The distribution box** evenly distributes wastewater from the septic tank to pipes in the trenches of the absorption field. It is important that each trench receives an equal amount of flow to prevent overloading to one part of the absorption field.
4. **Trenches** receive partially treated sewage.
5. **The absorption (leach) field** is a system of trenches and distribution pipes where wastewater is biologically treated by the surrounding soil. The system is partially filled with washed gravel, stone or a gravelless product. The absorption field must be properly sized, constructed and maintained to assure satisfactory operation and long life.
6. **The vent** permits gases that build up in the plumbing to exit the system.



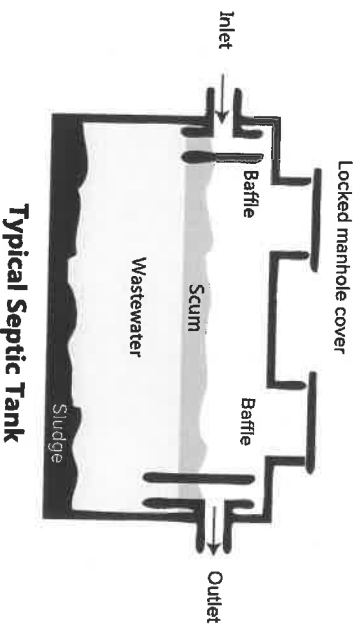
Typical Septic System

1. House sewer drain
2. Septic tank
3. Distribution box
4. Trenches and laterals
5. Absorption (leach) field
6. Vent

Septic Tank Maintenance

A septic tank should be pumped out every two to three years.

A septic waste transporter (septic tank pumper) that is licensed by the New York State Department of Environmental Conservation can inspect, measure tank layers and pump out the tank when necessary.



Typical Septic Tank

CAUTION! Never enter a septic tank because it contains toxic gases that can be deadly.

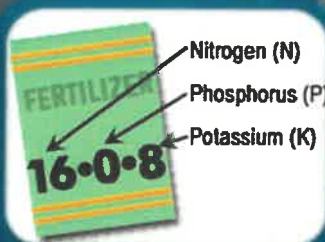
SOLUTIONS TO STORMWATER POLLUTION

EASY THINGS YOU CAN DO EVERY DAY TO PROTECT OUR WATER

Stormwater is water from rain or melting snow that flows from rooftops, paved areas, and lawns that doesn't soak into the ground. Instead, it runs off into waterways, streams, ponds, lakes, and rivers. As it flows, stormwater runoff collects and transports soil, animal waste, salt, fertilizers, oil and grease, pesticides, litter, and other potential pollutants. This pollution can enter groundwater, streams, lakes, ponds, and rivers. It can even affect the quality of our drinking water!

Increase in impervious surfaces cause more stormwater runoff. Because less water is soaking into the ground flooding can become more frequent and more destructive. The Town of Cortlandt is a regulated community and has enacted updated Town ordinances governing stormwater. To learn more, visit our website at: www.townofcortlandt.com/stormwater

WHAT CAN YOU DO TO HELP WITH STORMWATER ISSUES?



LAWN CARE

Most lawns tested in Westchester County DO NOT need more phosphorus. If you must fertilize, use phosphorus-free fertilizer (where the middle number on the bag is zero). Excess fertilizer flows into streams, lakes, rivers, and reservoirs, where it can degrade drinking water, lead to algae and plant growth and contribute to fish kills. Don't fertilize when rain is expected. Leave grass clippings on the lawn to recycle nutrients. More information on lawn care is available in the Town of Cortlandt Recycling brochure.

SEPTIC SYSTEM MAINTENANCE

Failing septic systems can contaminate groundwater, drinking water and surface flows. Most of the Town of Cortlandt is serviced by individual septic systems. Your septic system should be pumped and inspected regularly. Generally, septic tanks should be cleaned out every 3-5 years, depending on the size of the tank. Do not pour chemicals, paints, fats, or excess medications down your pipes. Driving on or parking on septic field may damage them.



LANDSCAPING HELPS

Keep vegetation and organic material on the soil, especially on slopes. Landscape to limit the steepness or length of slopes. Build a buffer of vegetation by watercourses to help filter sediment. Replace the lawn at water's edge with shrubs, hedges or trees. Anything that slows the flow of water will help us give time for the pollution to be removed.



CARE FOR YOUR CAR

Little drops of oil and gas add up. One pint of oil can cause an oil slick the size of a football field. Take used motor oil to gas stations. NEVER pour it down the drain. Take other fluids to approved recycling locations. Use saw dust or kitty litter to clean up leaks and spills in your driveway. Wash your car on your lawn if possible to capture runoff.

SCOOP THE POOP

Please pick up after your dog. It doesn't matter the size of the animal- all animal waste has an impact. Pet waste contains harmful bacteria and phosphorus that can promote the growth of weeds and algae.

REPORTING STORMWATER POLLUTERS

Your actions or the action of your neighbor affects our water resources. We are all downstream of someone. No polluted water should be allowed to go into our stormwater system. If you notice pollution of Stormwater you can report the details to DOTS - Engineering at 914-734-1010.



Wallace Pond has been classified by the NYSDEC as an impaired waterbody due to excessive phosphorus.

The Town has taken action to help restore Wallace Pond by performing water quality studies, invasive species, management, and cleaning cash basins.

Now we ask **YOU** to please take initiative and protect the health and beauty of **Wallace Pond** for the future:

- Pump your septic regularly
- Pick up pet waste
- Eliminate use of fertilizers
- Bag and dispose leaves and lawn clippings

**THANK YOU FOR YOUR
COOPERATION!**

Town of Cortlandt
Michael Preziosi, P.E.
Director
Dept. of Technical Services

Useful Links:

<https://www.health.ny.gov/publications/3208.pdf>
<https://www.health.ny.gov/septic/systems>
<https://www.townofcortlandt.com/projects>



Protect

WALLACE POND

for the

FUTURE

Rain Gardens



Rain Barrels



Regularly



pump and inspect



Your septic system

Wallace Pond

**Annual Stormwater
Prevention**

July 2024

Town of Cortlandt
1 Heady Street
Cortlandt Manor, NY 10567
914-734-1060



HOW TO PREVENT POLLUTED STORMWATER RUNOFF FOR WALLACE POND

Stormwater Education & Outreach

The pollutants in stormwater runoff are a potential contributor to the condition of Wallace Pond and are a concern for flooding.

Stormwater runoff refers to the excess rain or melted snow that cannot be absorbed by the soil.

It flows off roofs, and over yards, parking lots, and streets picking up contaminants along the way. Eventually, it enters a storm drain system where it is transported to a waterbody.

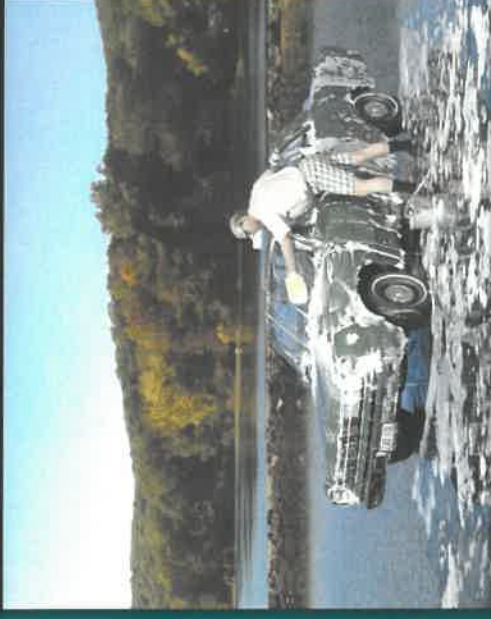
Therefore, our actions on land eventually effects our water resources.

When your pet goes on the ground



it goes into Wallace Pond

When you wash your car in the driveway



you're washing your car in Wallace Pond

When you fertilize your lawn



you're fertilizing Wallace Pond

When your car leaks oil



oil leaks into Wallace Pond

Submission Complete

MS4 Annual Report/Interim Progress Certification—2025

Alternate Identifier NYR20A181 Submission [HQ9-TYQV-HWBVM](#) Revision 1
Form Version 1.0