



RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT  
Office of Water Resources

<b>DEM USE ONLY</b>	
Date Received	_____

## RIPDES SMALL MS4 ANNUAL REPORT GENERAL INFORMATION PAGE

RIPDES PERMIT #RIR0400 15 \_\_\_\_\_

REPORTING PERIOD:       **YEAR 21**  
Jan 2024-Dec 2024

**OPERATOR OF MS4**

Name: Town of West Warwick			
Mailing Address: 10 Junior Street			
City: West Warwick	State: RI	Zip: 02893	Phone: (401) 822-9225
Contact Person: Jeff Caldwell	Title: Director of Public Works		
	Email: jcaldwell@westwarwickri.org		
Legal status (circle one):			
PRI - Private	<u>PUB - Public</u>	BPP - Public/Private	STA - State      FED - Federal
Other (please specify):			

**OWNER OF MS4 (if different from OPERATOR)**


Name:			
Mailing Address:			
City:	State:	Zip:	Phone: (   )
Contact Person:	Title:		
	Email:		

**CERTIFICATION**

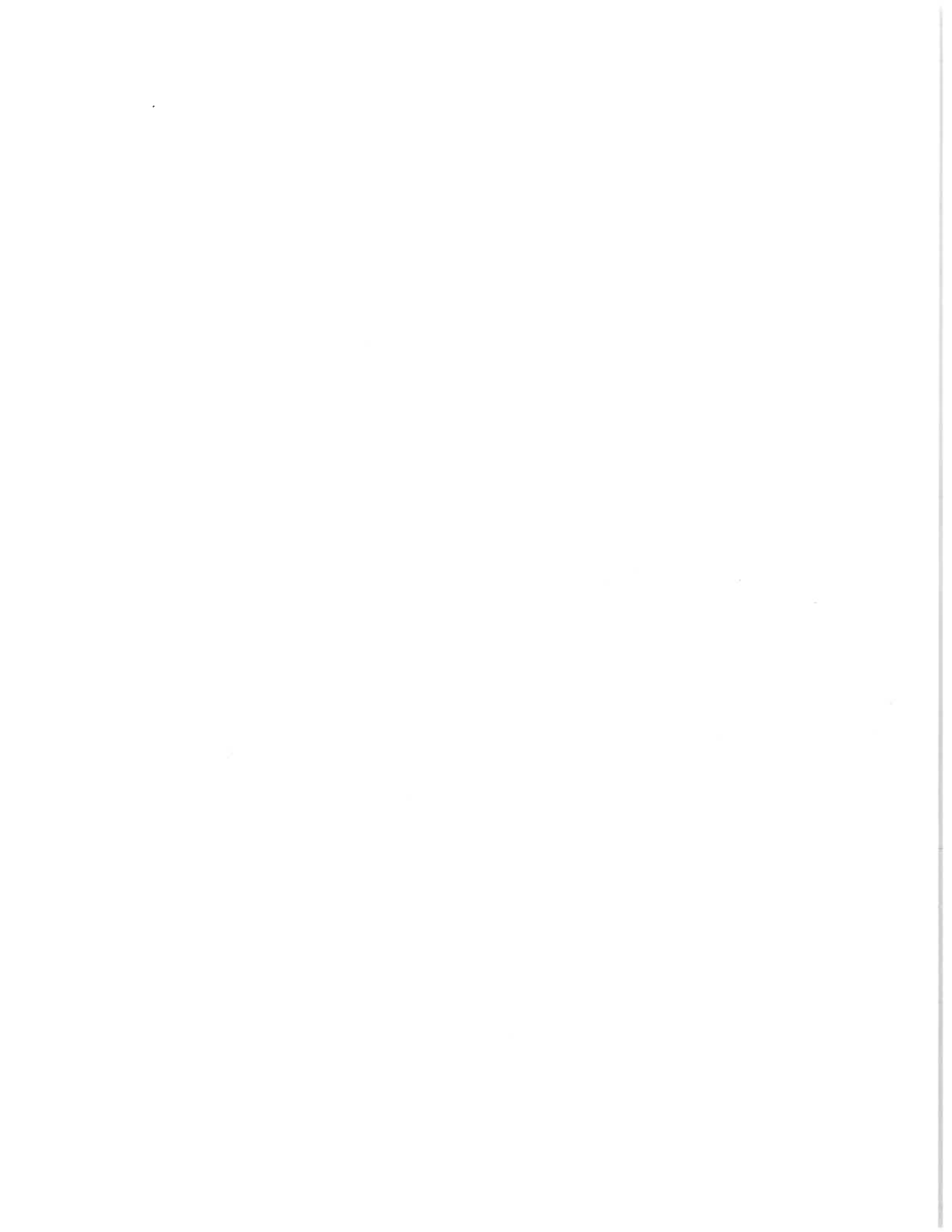
I certify under penalty of law that this document and all attachments were prepared under the direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that 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.

Print Name    Mark Knott

Print Title    Town Manager

Signature    

Date 3/3/25





**MINIMUM CONTROL MEASURE #1:  
PUBLIC EDUCATION AND OUTREACH (Part IV.B.1 General Permit)**

**SECTION I. OVERALL EVALUATION:**

**GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:**

Include information relevant to the implementation of each measurable goal, such as activities, topics addressed, audiences and pollutants targeted. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for choosing the education activity to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (\*) if this person/entity is different from last year.)

**Responsible Party Contact Name & Title:** Jeff Caldwell, Director of Public Works

**Phone:** (401) 822-9225 **Email:** icaldwell@westwarwickri.org

IV.B.1.b.1 Use the space below to provide a General Summary of activities implemented to educate your community on how to reduce stormwater pollution. For TMDL affected areas, with stormwater associated pollutants of concern, indicate rationale for choosing the education activity. List materials used for public education and topics addressed. Summarize implementation status and discuss if the activity is appropriate and effective.

The Town helps educate the community through annual Earth Day Clean Ups, river walks, and other community events. On Saturday, May 4, 2024 the Town supplied dumpsters and collected garbage bags to assist the volunteer cleanup crews for the Arctic Village Association Earth Day event. This event was held in collaboration with the Rhode Island Jaycees. The Town also held an Eco-Depot event on June 15, 2024, at the West Warwick Civic Center. Residents were able to schedule an appointment to drop-off household hazardous waste (Attachment 1).

In 2024, one new application was received by the Town for the "Adopt an Island Program" which provides opportunities for members of the community to adopt a city traffic island or other similar city-owned space to beautify and improve the site.

In 2023, the DPW installed 3 new educational signs that alert the public to the location of a catch basin and to avoid littering entering the MS4 drainage system. This also helps to ensure that staff are aware of the location of the catch basin and to prevent dirt and debris from entering the drains. No additional signs were installed in 2024.

The Town's website includes information about recycling, hazardous waste disposal and yard waste disposal. The Town has a partnership with IndieCycle to recycle small electronic waste. The Town has a submittal location at the DPW facility where residents can drop off any electronic waste free of charge. Information about electronic waste recycling in West Warwick is available on the website at [https://westwarwick.govoffice.com/index.asp?SEC=9ADA1F47-0F1E-448F-B89B-C0B29D7C761D&Type=B\\_BASIC&pri=0](https://westwarwick.govoffice.com/index.asp?SEC=9ADA1F47-0F1E-448F-B89B-C0B29D7C761D&Type=B_BASIC&pri=0).

Information about different types of hazardous waste, how it can harm the environment and how to properly dispose of hazardous waste is available on the Town website at [https://www.westwarwickri.org/index.asp?SEC=6A1F4584-C941-4906-AA4F-8B9F605DA52A&Type=B\\_BASIC](https://www.westwarwickri.org/index.asp?SEC=6A1F4584-C941-4906-AA4F-8B9F605DA52A&Type=B_BASIC).

MTG Disposal, LLC. (MEGA Disposal) offers yard waste pickup for residents twice a month until the first snowfall, usually concluding pickup services around December and resuming in April each year.

IV.B.1.b.2 Use the space below to provide a general summary of how the public education program was used to educate the community on how to become involved in the municipal or statewide stormwater program. Describe partnerships with governmental and non-governmental agencies used to involve your community.

In previous years, the Town has used the Storm Water Education and Outreach Program in cooperation with the URI Cooperative Extension NEMO (Nonpoint Education for Municipal Officials) Program to meet the goals of this measure. The Town did not participate in any NEMO workshop events in 2020 or 2021 but has since resumed participation. The Town is continually in the process of selecting and updating outreach materials to be posted on the Town website.

**PUBLIC EDUCATION AND OUTREACH cont'd**

Check all topics that were included in the Public Education and Outreach program during this reporting period. For each of the topics selected, provide:

**Target Audience(s):** Public Employees, Residents, General Public, Businesses, Industries, Restaurants, Contractors, Developers, Agriculture, Other (describe);

**Target Pollutant(s):** (e.g. pet waste, fertilizers, Total Suspended Solids, etc.);

**Strategies/Media:** Direct Mailings, List Servs, Kiosks or Other Displays, Newspaper Ads or Articles, Public Events or Presentations, School Programs, Printed Materials, Direct Trainings, Videos, Webpage, Other (describe)

Topic	Target Audience(s)	Target Pollutant(s)	Strategies/Media
<input checked="" type="checkbox"/> Construction Sites	Contractors	Suspended solids	Town webpage
<input checked="" type="checkbox"/> Pesticide and Fertilizer Application	Residents	Nutrients, pesticides	Town webpage
<input checked="" type="checkbox"/> General Stormwater Management Info	Residents	Nutrients, pathogens	Town webpage
<input type="checkbox"/> Pet Waste Management			
<input checked="" type="checkbox"/> Household Hazardous Waste Disposal	Residents	Hazardous waste	Town webpage, public events
<input checked="" type="checkbox"/> Recycling	Residents	Recyclables	Town webpage, public events
<input type="checkbox"/> Illicit Discharge Detection and Elimination			
<input type="checkbox"/> Riparian Corridor Protection/Restoration			
<input checked="" type="checkbox"/> Infrastructure Maintenance	Public employees	Stormwater runoff	Presentation
<input checked="" type="checkbox"/> Trash Management	Residents	Trash in public areas and adjacent to waterbodies	Town webpage, public events
<input type="checkbox"/> Smart Growth			
<input type="checkbox"/> Vehicle Washing			
<input checked="" type="checkbox"/> Storm Drain Marking	Public Employees, General Public	Stormwater Runoff	Public signage
<input checked="" type="checkbox"/> Water Conservation	Residents	Nutrients, pathogens, suspended solids	Town webpage
<input checked="" type="checkbox"/> Green Infrastructure/Better Site Design/LID	Developers	Nutrients, pathogens, suspended solids	Town webpage
<input checked="" type="checkbox"/> Wetland Protection	Public employees	Stormwater runoff	Presentation
<input type="checkbox"/> Other:			
<input type="checkbox"/> None			

**Additional Measurable Goals and Activities**

Please list all stormwater training attended by your staff during the 2024 calendar year and list the name(s) and position of all staff who attended the training.

Trainings:

Town staff including Jeff Caldwell, Kevin Kelley and foreman staff are planning to attend the Central Massachusetts Regional Stormwater Coalition, Illicit Discharge Detection and Elimination (IDDE) Workshop.

Attending name of staff and title: \_\_\_\_\_

Attending name of staff and title: \_\_\_\_\_



**MINIMUM CONTROL MEASURE #2:  
PUBLIC INVOLVEMENT/PARTICIPATION (Part IV.B.2 General Permit)**

**SECTION I. OVERALL EVALUATION:**

**GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:**

Include information relevant to the implementation of each measurable goal, such as types of activities and audiences/groups engaged. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (\*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: Jeff Caldwell, Director of Public Works

Phone: (401) 822-9225 Email: jcaldwell@westwarwickri.org

IV.B.2.b.2.ii Use the space below to describe audiences targeted for the public involvement minimum measure, include a description of the groups engaged, and activities implemented and if a particular pollutant(s) was targeted. If addressing TMDL requirements indicate how the audience(s) and/or activity address the pollutant(s) of concern. Name of person(s) and/or parties responsible for implementation of activities identified. Assess the effectiveness of BMP and measurable goal.

The Town plans to continue clean-up projects throughout the term of this permit. These clean-ups are typically coordinated with local groups (e.g., scouting troops, Arctic Village Association, River Walk Association, Pawtuxet River Authority) and volunteers are encouraged.

In 2024, the Town supported a clean-up event on May 4<sup>th</sup> in Arctic Village with the Arctic Village Association leading volunteer efforts. This event collected enough trash to fill one dumpster. The DPW provided waste containers and collected garbage bags for the events. It is appropriate and effective to include public involvement in clean-up projects.

Opportunities provided for public participation in implementation, development, evaluation, and improvement of the Stormwater Management Program Plan (SWMPP) during this reporting period. Check all that apply:

- Cleanup Events
- Comments on SWMPP Received
- Community Hotlines
- Community Meetings
- Other (describe)
- Storm Drain Markings
- Stakeholder Meetings
- Volunteer Monitoring
- Plantings

**Additional Measurable Goals and Activities**

In 2024, the DPW staff collected trash from 12 unhousted encampments. The cleanups help reduce leftover waste that could contribute to stormwater pollution, particularly in areas adjacent to water bodies.

**SECTION II. Public Notice Information (Parts IV.G.2.h and IV.G.2.i) \*Note: attach copy of public notice**

Was the availability of this Annual Report and the Stormwater Management Program Plan (SWMPP) announced via public notice?  YES  NO

If YES, Date of Public Notice:

How was public notified:

- List-Serve (Enter # of names in List: \_\_\_\_\_)
- TV/Radio Notices
- Website
- Newspaper Advertising
- Town Hall posting
- Other:

Enter Web Page URL: \_\_\_\_\_

Was public meeting held?  YES  NO

Date:

Where:

Summary of public comments received:

Planned responses or changes to the program:



**MINIMUM CONTROL MEASURE #3:  
ILLCIT DISCHARGE DETECTION AND ELIMINATION (Part IV.B.3 General Permit)**

**SECTION I. OVERALL EVALUATION:**

**GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS**

Include information relevant to the implementation of each measurable goal, such as activities implemented (when reporting tracked and eliminated illicit discharges, please explain the rationale for targeting the illicit discharge) to comply with on-going requirements, and illicit discharge public education activities, audiences and pollutants targeted. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (\*) if this person/entity is different from last year.)

Responsible Party Contact Name & Title: Jeff Caldwell, Director of Public Works

Phone: (401) 822-9225 Email: jcaldwell@westwarwickri.org

Has *this person* received training on Illicit Discharge Detection and Elimination (IDDE)? Yes

If yes, when and where? Jeff Caldwell received a Stormwater Collection License from the Newport Water Authority in 2019, valid until 2024. He is in the process of renewing.

If no, who is trained on IDDE? Truax staff are also trained on IDDE detection and reporting.

IV.B.3.b.1: If the outfall map was not completed, use the space below to indicate reasons why, proposed schedule for completion of requirement and person(s)/ Department responsible for completion. (The Department recommends electronic submission of updated EXCEL Tables if this information has been amended.)  
**Number of Outfalls Mapped within regulated area:** 181  
**Percent Complete:** 100%  
**If 100% Complete, Provide Date of Completion:** 2008

The outfall map has been completed and was originally submitted with the Year 5 Annual Report in 2008. An electronic Microsoft Excel table of outfall locations and the results of the high-groundwater survey were submitted via email to Jennifer Stout on January 27, 2011. The results of the low-groundwater survey were sent on January 6, 2012. Three new outfalls were discovered in 2023, bringing the total number of mapped outfalls to 187. These outfalls have been mapped on paper and will be added to GIS mapping when Town personnel are available. The outfalls were located on 1) East Main Street, 2) Brayton Street, and Pulaski Street. As of the end of this permit year, the Town has been unable to add these additional outfalls to its GIS mapping data layers.

IV.B.3.b.2 Indicate if your MS4 chose to implement the tagging of outfalls activity under the IDDE minimum measure, activities and actions undertaken under the 2024 calendar year.

Outfalls have been located by handheld GPS and thus tagging is not necessary.

IV.B.3.b.3 Use the space below to provide a summary of the implementation of recording of system additional elements (catch basins, manholes, and/or pipes). Indicate if the activity was implemented as a result of the tracing of illicit discharges, new MS4 construction projects, and inspection of catch basins required under the IDDE and Pollution Prevention and Good Housekeeping Minimum Measures, and/or as a result of TMDL related requirements and/or investigations. Assess effectiveness of the program minimizing water quality impacts.

The Town has mapped approximately 90% of the stormwater system using a GPS unit that the Town owns. There are currently no GIS personnel at the Town to map the remaining stormwater components. However, the Town will continue to map the stormwater system when Town personnel become available. New elements of the stormwater system will be tracked as construction and new development occurs or as routine catch basin inspections are conducted annually, as staffing and funding allow. Mapping the stormwater system is effective for tracking repair needs and tracing illicit discharges, should it be warranted in the future.

IV.B.3.b.4 Indicate if the IDDE ordinance was not developed, adopted, and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement.  
**Date of Adoption:** 2009  
 If the Ordinance was amended in 2024, please indicate why changes were necessary.

The ordinance was passed in 2009 and a copy of the Ordinance was provided with the Year 6 Annual Report in 2009. A solicitor letter was submitted to RIDEM in 2010. The Ordinance was not amended in 2024.

**ILLICIT DISCHARGE DETECTION AND ELIMINATION cont'd**

IV.B.3.b.5.ii, iii, iv, & v	Use the space below to provide a summary of the implementation of procedures for receipt and consideration of complaints, tracing the source of an illicit discharge, removing the source of the illicit discharge and program evaluation and assessment as a result of removing sources of illicit discharges. Identify person(s) / Department and/or parties responsible for the implementation of this requirement.
<p>The measurable goals under permit sections IV.B.3.b.5.ii, iii, iv, and v were completed in the SWMPP development process prior to Year 1. Currently all complaints that are received regarding stormwater are addressed by DPW staff. Procedures for tracking and removing sources of illicit discharges are in place.</p> <p>Eight new illicit discharges were identified in 2024 on both Vincenzo Drive and Harding Street. Corrective actions were taken, and letters were delivered to homeowners in addition to an in-person visit. All illicit discharges have been rectified. The Town developed an Excel spreadsheet tracking form at the end of 2009 and started tracking complaints and work orders each year. The DPW maintains these records. In 2023, the Town purchased a camera with spec lines and GPS to inspect stormwater pipes for illicit connections. The camera has been tested and was used for inspections in 2024, as warranted.</p>	
IV.B.3.b.5.vi	<p>Use the space below to provide summary of implementation of catch basin and manhole inspections for illicit connections and non-stormwater discharges. If the required measurable goal of inspecting all catch basins and manholes for this purpose was not accomplished, please indicate reasons why, the proposed schedule of completion and identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement. The operator must keep records of all inspections and corrective actions required and completed.</p> <p><b>Number of Catch Basins and Manholes Inspected for illicit connections/IDDE:</b> <u>1700</u></p> <p><b>Percent Complete:</b> <u>92</u> %</p> <p><b>Date of Completion:</b> <u>October 2023</u></p>
<p>The Town's contracted catch basin cleaner, Truax, inspects catch basins and will report illicit discharges or connections to the DPW, if discovered. Town staff accompany Truax staff during catch basin cleaning. The DPW follows up on the report and takes appropriate action(s) on an as needed basis. Catch basins are inspected and cleaned on an annual basis. Records of inspections and corrective actions are maintained by the DPW department.</p>	
IV.B.3.b.5.vii	<p>If dry weather surveys including field screening for non-stormwater flows and field tests of selected parameters and bacteria were not completed, indicate reasons why, proposed schedule for the completion of this measurable goal and person(s) / Department and/or parties for the completion of this requirement. Evaluate effectiveness of the implementation of this requirement. <b>The results of the dry weather survey investigations should be submitted to RIDEM electronically, if not already submitted or if revised since 2009, in the RIDEM-provided EXCEL Tables and should include visual observations for all outfalls during both the high and low water table timeframes, as well as sampling results for those outfalls with flow. The EXCEL Tables must include a report of all outfalls and indicate the presence or absence of dry weather discharges.</b></p> <p><b>Number of Outfalls Surveyed Jan-Apr:</b> <u>181</u>      <b>Number of Outfalls Surveyed Jul-Oct:</b> <u>181</u></p> <p><b>Percent Complete:</b> <u>100</u> %</p> <p><b>Date of Completion:</b> <u>2012</u></p>
<p>The Town hired Fuss &amp; O'Neill to perform both dry-weather surveys. The consultant conducted the low groundwater table dry weather survey in the Summer/Fall of 2010 and the high groundwater dry weather survey during the Winter/Spring of 2011. An electronic Excel table of results from the low groundwater dry weather survey was submitted via email to Jennifer Stout on January 27, 2011. Results for the high groundwater, which was completed over the summer 2011, were submitted in January 2012. The submitted information has not been revised since submission.</p>	
IV.B.3.b.7	Use the space below to provide a description of efforts and actions taken as a result of for coordinating with other physically interconnected MS4s, including State and federal owned or operated MS4s, when illicit discharges were detected or reported. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.
<p>The Town monitors interconnections, as needed, based on reports or indications of illicit discharges. The DPW director is responsible for contacting and coordinating with interconnected MS4s. No such reports or indications were noted during this reporting period. To date this has proven an effective measure.</p>	
IV.B.3.b.8	Use the space below to provide a description of efforts and actions taken for the referral to RIDEM of non-stormwater discharges not authorized in accordance to Part I.B.3 of this permit or another appropriate RIPDES permit, which the operator has deemed appropriate to continue discharging to the MS4, for consideration of an appropriate permit. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.
<p>The DPW director is responsible for contacting RIDEM when violations need to be reported. Effectiveness has yet to be determined because no illicit discharges have required referral.</p>	



**ILLICIT DISCHARGE DETECTION AND ELIMINATION cont'd**

IV.B.3.b.9	<p>Use the space below to provide a description of efforts and actions taken to inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste, as well as allowable non-stormwater discharges identified as significant contributors of pollutants. Include a description on how this activity was coordinated with the public education minimum measure and the pollution prevention/good housekeeping minimum measure programs. Identify person(s) / Department and/or parties responsible for the implementation of this requirement. Evaluate effectiveness of the implementation of this requirement.</p>
<p>The Town's catch basin cleaning company, Truax, provided stormwater management training to two DPW employees in 2021. Though this did not happen in 2024, the Town is open to similar training opportunities for employees. Additionally, the DPW director provides informal training to the field staff about stormwater related topics, particularly employees inspecting catch basins. The DPW also uses online educational materials such as those available from the Central Massachusetts Regional Stormwater Coalition:  <a href="https://www.centralmstormwater.org/toolbox/pages/training-presentations">https://www.centralmstormwater.org/toolbox/pages/training-presentations</a>.</p> <p>The formal and Informal training sessions have been effective in educating the municipal staff about proper stormwater and disposal management. The Town has used the Storm Water Education and Outreach Program in cooperation with the URI Cooperative Extension (Nonpoint Education for Municipal Officials) for training and will continue to make use of the program in future years as workshops are offered. The Town provides information on the Town website about stormwater pollution prevention and proper disposal of hazardous waste, trash, e-waste, recyclables, and yard waste to inform the public. This measure is appropriate and effective to educate municipal employees and the public about the storm water concerns in the Town. The DPW director is responsible for this measure.</p>	
<p>Additional Measurable Goals and Activities</p>	

**SECTION II.A Other Reporting Requirements - Illicit Discharge Investigation and System Mapping (Part IV.G.2.m)**

# of Illicit Discharges Identified in 2024: 8	# of Illicit Discharges Tracked in 2024: 8																																																
# of Illicit Discharges Eliminated in 2024: 8	# of Complaints Received: 8																																																
# of Complaints Investigated: 8	# of Violations Issued: 8																																																
# of Violations Resolved: 8	# of Unresolved Violations Referred to RIDEM: 0																																																
Total # of Illicit Discharges Identified to Date (since 2003): 8	Total # of Illicit Discharges remaining unresolved at the end of 2024: 0																																																
<p>Summary of Enforcement Actions:                  The DPW director is responsible for contacting RIDEM when violations need to be reported. Effectiveness has yet to be determined because no illicit discharges have required referral.</p>																																																	
<p>Total # of Outfalls identified and mapped to date: 184</p> <p>Total # of Interconnections with other MS4s identified and mapped to date: 35</p> <p>Extent to which the MS4 system has been mapped (% complete): 90%</p>																																																	
Identify how the following components of the MS4 system have been mapped:	<table border="1"> <thead> <tr> <th></th> <th>Not mapped</th> <th>GIS</th> <th>Auto CAD</th> <th>Paper</th> <th>Other (please specify)</th> </tr> </thead> <tbody> <tr> <td>Catch basins</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Manholes</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Pipes, ditches, and other conduits</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Flow direction and connectivity</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Interconnections with other regulated MS4s</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>MS4-owned stormwater controls (BMPs, not including catch basins or manholes)</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Delineation of outfall catchment/drainage areas</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </tbody> </table>		Not mapped	GIS	Auto CAD	Paper	Other (please specify)	Catch basins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Manholes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pipes, ditches, and other conduits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flow direction and connectivity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interconnections with other regulated MS4s	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MS4-owned stormwater controls (BMPs, not including catch basins or manholes)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Delineation of outfall catchment/drainage areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**ILLICIT DISCHARGE DETECTION AND ELIMINATION cont'd**

**SECTION II.B Interconnections (Parts IV.G.2.k and IV.G.2.l)**

Interconnection:	Date Found:	Location:	Name of MS4:	Originating Source:	Planned and Coordinated Efforts and Activities with Connectee:
Town of Coventry	Unknown	Shippee Avenue	Town of Coventry	Town of Coventry	Ongoing as needed
Town of Coventry	Unknown	LaChance Street	Town of Coventry	Town of Coventry	Ongoing as needed
RIDOT	Unknown	Roberts St and Ottawa St	RIDOT	RIDOT	Ongoing as needed
RIDOT	Unknown	New London Ave and Centreville Rd (Rt. 117)	RIDOT	RIDOT	Ongoing as needed
RIDOT	Unknown	Main St (Rte. 115)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	East Main St (Rte. 115) and Cross St	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	East Main St (Rte. 115) and Elm St	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Providence St (Rte. 115) and Pawtuxet River	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Providence St (Rte. 115)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Providence St (Rte. 115)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Main St	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Main St and Ellison St	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Main St (Rt. 33) and Archambault Ave	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Main St (Rt. 33) and Archambault Ave	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Legion Way	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Main St. (Rte. 33) & Weaver St.	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Main St. (Rte. 33) & Weaver St.	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Legion Way & Bank St.	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Legion Way & St. Marys St.	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Roberts St. and Brookside Ave	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Roberts St.	Town of West Warwick	Town of West Warwick	Ongoing as needed

**ILLICIT DISCHARGE DETECTION AND ELIMINATION cont'd**

RIDOT	Unknown	Washington St. & West St.	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Washington St.	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	W Warwick Ave. (Rte. 117) & Laramie Ave	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	W Warwick Ave. (Rte. 117) & Brookside Ave	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Legris Ave. (Rte. 117)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Legris Ave. (Rte. 117) & Centre St.	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Centreville Rd. (Rte. 117)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Centreville Rd. (Rte. 117) & Lexington Ave	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Centreville Rd. (Rte. 117) & Tampa St.	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	E. Greenwich Ave & Main St. (Rte. 3)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Cowesett Ave (Rte. 3)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Cowesett Ave (Rte. 3)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Cowesett Ave (Rte. 3)	Town of West Warwick	Town of West Warwick	Ongoing as needed
RIDOT	Unknown	Cowesett Ave (Rte. 3)	Town of West Warwick	Town of West Warwick	Ongoing as needed



**MINIMUM CONTROL MEASURE #4:  
CONSTRUCTION SITE STORMWATER RUNOFF CONTROL  
(Part IV.B.4 General Permit)**

**SECTION I. OVERALL EVALUATION:**

**GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:**

Include information relevant to the implementation of each measurable goal, such as activities implemented to support the review, issuance and tracking of permits, inspections and receipt of complaints. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (\*) if this person/entity is different from last year.)

**Responsible Party Contact Name & Title:** Marilyn Shellman, Town Planner and Jeff Caldwell, Director of Public Works

**Phone:** (401) 827-9025; (401) 822-9225 **Email:** mshellman@westwarwickri.org; jcaldwell@westwarwickri.org

IV.B.4.b.1 Indicate if the Sediment and Erosion Control and Control of Other Wastes at Construction Sites ordinance was **not** developed, adopted, and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement.  
**Date of Adoption:** 2010  
If the Ordinance was amended in 2024, please indicate why changes were necessary and provide references to the amended portions of the local codes/ordinances.

The Town currently has a Soil Erosion and Sediment Control ordinance and a solicitor's letter that has been submitted to RIDEM. No amendments were made in 2024.

IV.B.4.b.6 Use the space below to describe actions taken as a result of receipt and consideration of information submitted by the public.

The Town responds to information submitted by the public by conducting a site visit to the complaint area, instructing the operator to fix, repair, or modify the erosion and sediment controls to prevent future discharges as needed. Occasionally, street sweeping or other good housekeeping measures are indicated as a result of improper construction site management. The Town sweeps the street, if necessary, or instructs the operator to remove sediment that is not in the road. No public comments were received regarding construction site stormwater runoff control in 2024.

IV.B.4.b.8 Use the space below to describe activities and actions taken as a result of referring to the State non-compliant construction site operators. The operator may rely on the Department for assistance in enforcing the provisions of the RIPDES General Permit for Stormwater Discharges Associated with Construction Activity to the MS4 if the operator of the construction site fails to comply with the local and State requirements of the permit and the non-compliance results or has the potential to result in significant adverse environmental impacts.

There were no non-compliant site operators identified in 2024, therefore no site operators were referred to the State.

Additional Measurable Goals and Activities

**SECTION II. A - Plan and SWPPP/SESC Plan Reviews during Year 21 (2024), Part IV.B.4.b.2:** Issuance of permits and/or implementation of policies and procedures for all construction projects resulting in land disturbance of greater than 1 acre. **Part IV.B.4.b.4:** Review 100% of plans and SWPPPs/SESC Plans for construction projects resulting in land disturbance of 1-5 acres, not reviewed by other State programs, must be conducted by adequately trained personnel and incorporate consideration of potential water quality impacts.

# of Construction Applications Received: 54

# of Construction Reviews Completed: 2

# of Permits/Authorizations Issued: 54

**CONSTRUCTION SITE STORMWATER RUNOFF CONTROL cont'd**

Summary of Reviews and Findings, include an evaluation of the effectiveness of the program.  
There were no new construction projects in 2024.

Identify person(s) /Department and/or parties responsible for the implementation of this requirement:  
Marilyn Shellman (Town Planner), Jeff Caldwell (Director of Public Works)

Identify the type and date of training this person(s)/parties has/have received to be considered "adequately trained":  
The Director of Public Works received a Stormwater Collection License from the Newport Water Authority in 2019 (good for 5 years), has a Grade 2 Collections and Inspections License, and has also received on-the-job training during his 14+ years of employment with the State of Rhode Island, in the private sector, and with the Town.

**SECTION II.B - Erosion and Sediment Control Inspections during Year 21 (2024), Parts IV.G.2.n and IV.B.4.b.7:**

Inspection of 100% of all construction projects within the regulated area that discharge or have the potential to discharge to the MS4. (The program must include two inspections of all construction sites, first inspection to be conducted during construction for compliance of the Erosion and Sediment controls at the site, the second to be conducted after the final stabilization of the site.) Inspections must be conducted by adequately trained personnel.

# of Active Construction Projects: 3	
# of Site Inspections: 1	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0

Summary of Enforcement Actions, include an evaluation of the effectiveness of the program.  
No violations were identified in 2024, so no enforcement actions were required. Program effectiveness will be assessed as enforcement actions are pursued in future.

Identify person(s) /Department and/or parties responsible for the implementation of this requirement:  
Marilyn Shellman (Town Planner), Jeff Caldwell (Director of Public Works)

Identify the type and date of training this person(s)/parties has/have received to be considered "adequately trained":  
The Director of Public Works received a Stormwater Collection License from the Newport Water Authority in 2019 (good for 5 years), has a Grade 2 Collections and Inspections License, and has also received on-the-job training during his 14+ years of employment



**MINIMUM CONTROL MEASURE #5:  
POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND  
REVELOPMENT  
(Part IV.B.5 General Permit)**

**SECTION I. OVERALL EVALUATION:**

**GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:**

Include information relevant to the implementation of each measurable goal, such as activities implemented to support the review, issuance and tracking of permits, inspections and receipt of complaints, etc. Please indicate if any projects have incorporated the use of Low Impact Development techniques. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (\*) if this person/entity is different from last year.)

**Responsible Party Contact Name & Title:** Marilyn Shellman, Town Planner and Jeff Caldwell, Director of Public Works

**Phone:** (401) 827-9025; (401) 822-9225 **Email:** mshellman@westwarwickri.org; jcaldwell@westwarwickri.org

IV.B.5.b.5 Use the space below to describe activities and actions taken to coordinate with existing State programs requiring post-construction stormwater management.

Plans that require approval from RIDEM are commented as such and the requirement is made known to the design engineer and/or contractor (applicant). Building permits are not issued until confirmation is received from RIDEM.

IV.B.5.b.6 Use the space below to describe actions taken for the referral to RIDEM of new discharges of stormwater associated with industrial activity as defined in §1.4(A)(111) in the *Regulations for the Rhode Island Pollutant Discharge Elimination System (RIPDES Regulations)* (the operator must implement procedures to identify new activities that require permitting, notify RIDEM, and refer facilities with new stormwater discharges associated with industrial activity to ensure that facilities will obtain the proper permits).

No new industrial discharges were identified in 2024; therefore, referrals to RIDEM were not warranted.

IV.B.5.b.9 Indicate if the Post-Construction Runoff from New Development and Redevelopment Ordinance was **not** developed, adopted, and submitted to RIDEM, explain reasons why, submit proposed schedule for completion and identify person(s) / Department and/or parties responsible for the completion of this requirement.

**Date of Adoption:** 2001

If the Ordinance was amended in 2024, please indicate why changes were necessary. Please also indicate if amendments have been made based on the 2010 *RI Stormwater Design and Installation Standards Manual*, and provide references to the amended portions of the local codes/ordinances.

A Post-Construction Runoff from New Development and Redevelopment Ordinance was passed in 2009. A copy of the ordinance was attached with the Year 6 Annual Report in 2009. A solicitor letter was submitted to RIDEM in 2010. The ordinance was amended (2011) for compliance with the Meshanticut Brook TMDL. The ordinance was provided as an attachment to the TMDL amendment for the Meshanticut Brook. As required in the 2010 RI Stormwater Manual, the ordinance requires LID as the principal means of managing stormwater in its "technical standards" section and cites the manual "as amended" in multiple locations. The Town adopted the revised ordinance in 2012. No amendments were made in 2024.

IV.B.5.b.12 Use the space below to describe activities and actions taken to identify existing stormwater structural BMPs discharging to the MS4 with a goal of ensuring long term O&M of the BMPs.

The Town has four BMPs currently in place and inspects and maintains them regularly as needed. This goal is appropriate and effective for ensuring long term O&M of the BMPs.

Additional Measurable Goals and Activities

**SECTION II.A. - Plan and SWPPP/SWMP Reviews during Year 21 (2024), Part IV.B.5.b.4:** Review 100% of post-construction BMPs for the control of stormwater runoff from new development and redevelopment projects that result in discharges to the MS4 which incorporates consideration of potential water quality impacts (the program requires reviewing 100% of plans for development projects greater than 1 acre, not reviewed by other State programs). Plan reviews must be conducted by adequately trained personnel.

**POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**  
*cont'd*

# of Post-Construction Applications Received: 0
# of Post-Construction Reviews Completed: 0
# of Permits/Authorizations Issued: 0
Summary of Reviews and Findings, include an evaluation of the effectiveness of the program. There were 3 construction projects with over 1 acre of land disturbance completed in 2024.
Identify person(s) /Department and/or parties responsible for the implementation of this requirement: Marilyn Shellman (Town Planner), Jeff Caldwell (Director of Public Works)
Identify the type and date of training this person(s)/parties has/have received to be considered "adequately trained": The Director of Public Works received a Stormwater Collection License from the Newport Water Authority in 2019 (good for 5 years), has a Grade 2 Collections and Inspections License, and has also received on-the-job training during his 14+ years of employment with the State of Rhode Island, in the private sector, and with the Town.

**SECTION II.B. - Post Construction Inspections during Year 21 (2024), Parts IV.G.2.o and IV.B.5.b.10 - Proper Installation of Structural BMPs:** Inspection of BMPs, to ensure these are constructed in accordance with the approved plans (the program must include inspection of 100% of all development greater than one acre within the regulated areas that result in discharges to the MS4 regardless of whom performs the review). Inspections must be conducted by adequately trained personnel.

# of Active Construction Projects: 3	# of Construction Projects Completed: 0
# of Site Inspections for proper Installation of BMPs: 1	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Enforcement Actions: There were 3 active construction projects on structural BMPs in 2024.	
Identify person(s) /Department and/or parties responsible for the implementation of this requirement: Marilyn Shellman (Town Planner), Jeff Caldwell (Director of Public Works)	
Identify the type and date of training this person(s)/parties has/have received to be considered "adequately trained": The Director of Public Works received a Stormwater Collection License from the Newport Water Authority in 2019 (good for 5 years), has a Grade 2 Collections and Inspections License, and has also received on-the-job training during his 14+ years of employment with the State of Rhode Island, in the private sector, and with the Town.	

**SECTION II.C. - Post Construction Inspections during Year 21 (2024), Parts IV.G.2.p and IV.B.5.b.11 - Proper Operation and Maintenance of Structural BMPs:** Describe activities and actions taken to track required Operations and Maintenance (O&M) actions for site inspections and enforcement of the O&M of structural BMPs. Tracking of required O&M actions for site inspections and enforcement of the O&M of structural BMPs.

# of Site Inspections for proper O&M of BMPs: 1	# of Complaints Received: 0
# of Violations Issued: 0	# of Unresolved Violations Referred to RIDEM: 0
Summary of Activities and Enforcement Actions. Evaluate the effectiveness of the Program in minimizing water quality impacts. There was 1 site inspection conducted on a BMP located at 21 Brayton Street in 2024, and no enforcement actions were needed.	
Identify person(s) /Department and/or parties responsible for the implementation of this requirement: Marilyn Shellman (Town Planner), Jeff Caldwell (Director of Public Works)	

**POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**  
*cont'd*

**Strategies for requiring the use of non-structural Low Impact Development (LID) site design practices and techniques into stormwater management designs for new and redevelopment projects, check all that apply in your municipality/MS4:**

- None
- Ordinances or by-laws requiring LID standards (e.g. reduced road widths, % conservation land, etc.)
- Ordinances or by-laws requiring LID design at conceptual review (i.e., Pre-application and/or Master Plan) stages for municipal review prior to plans being engineered.
- Ordinances or by-laws requiring LID standards only in impaired waterbody drainage areas
- Local development regulations requiring use of LID to the maximum extent practicable
- LID Guidance available in written form
- LID Guidance available at pre-application meetings
- Other strategies to ensure incorporation of LID to the maximum extent practicable, describe:  
\_\_\_\_\_  
\_\_\_\_\_

Person(s)/Department responsible for reviewing submissions for LID:

Planning Department

Person(s)/Department/Board responsible for approving submissions for LID at Preliminary and/or Final Review, if applicable:

Planning Department and DPW Director

**Are you aware of the Municipal LID Self-Assessment that was introduced by the DEM and RI NEMO in 2019 and finalized and distributed in March 2020?**

- Yes  No

**A final version of the Municipal LID Self-Assessment is available on the DEM's website:**

<http://www.dem.ri.gov/programs/benviron/water/permits/ripdes/stwater/t4guide/lid-checklist-primer.pdf>

**Additional guidance is also available:**

<http://www.dem.ri.gov/programs/benviron/water/permits/ripdes/stwater/t4guide/lid-assessment-fs.pdf>

<http://www.dem.ri.gov/programs/benviron/water/permits/ripdes/stwater/pdfs/lidfactsheet.pdf>

<http://www.dem.ri.gov/programs/benviron/water/permits/ripdes/stwater/t4guide/lidplan.pdf>

**Did your community complete the Municipal LID Self-Assessment?**  Yes  No

**If yes and it was completed in 2024, please provide a copy as an attachment to this Annual Report, if you have not already submitted it.**

**If no, does your community plan to complete it?**

- Yes  No

If No, why not? \_\_\_\_\_  
\_\_\_\_\_



**POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**  
cont'd

**Strategies being implemented to ensure long-term Operation and Maintenance (O&M) of privately-owned structural stormwater BMPs, check all that apply in your municipality/MS4:**

- None
- Ordinances or by-laws identify BMP inspection responsible party
- Ordinances or by-laws identify BMP maintenance responsible party
- Ordinances or by-laws identify BMP inspections and maintenance requirements
- Ordinances or by-laws provide for easements or covenants for inspections and maintenance
- Ordinances or by-laws require for every constructed BMP an inspections and maintenance agreement
- Ordinances or by-laws contain requirements for documenting and detailing inspections
- Ordinances or by-laws contain requirements for documenting and detailing maintenance
- Ordinances or by-laws contain authority to enforce for lack of maintenance or BMP failure
- The MS4 is responsible for inspections of all privately-owned BMPs
- The MS4 is responsible for maintenance of all privately-owned BMPs
- Establishment of escrow account for use in case of failure of BMP
- Other strategies to ensure long-term O&M of privately-owned BMPs, describe:

The Town requires that O&M requirements and responsibilities be set up in planning documents prior to initiation of BMP construction. The Town does not take ownership of structural BMPs after construction on private property for new developments. The Town cleans out all the retention ponds to keep them functional.

Does your municipality/MS4 require the use BMPs Operations and Maintenance Agreements?  YES  NO  
 If YES, please indicate if the Operations and Maintenance Agreements include the following:

a. Party responsible for the long-term O&M of permanent stormwater management BMPs	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
b. A description of the permanent stormwater BMPs that will be operated and maintained	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
c. The location of the permanent stormwater BMPs that will be operated and maintained	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
d. A timeframe for routine and emergency inspections and maintenance of all permanent stormwater management BMPs	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
e. A requirement that all inspections and maintenance activities are documented	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
f. Annual submission of inspection/maintenance certification/documentation to the MS4	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
g. Stormwater management easement for access for inspections and maintenance or the preservation of stormwater runoff conveyance, infiltration, and detention areas and other stormwater controls and BMPs by persons other than the property owner	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
h. Steps available for addressing a failure to maintain the stormwater controls and BMPs	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

Please elaborate, if appropriate:  
The Town cleans out all the retention ponds to keep them functional.

Does your municipality/MS4 keep an inventory of privately-owned BMPs?  YES  NO

**For privately-owned structural BMPs, does your municipality/MS4 have a system for tracking:**

a. Agreements and arrangements to ensure O&M of BMPs?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
b. Inspections?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
c. Maintenance and schedules?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
d. Complaints?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
e. Non-Compliance?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
f. Enforcement actions?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections, and maintenance?  YES  NO

If yes, please elaborate on which tools are used:  
 \_\_\_\_\_  
 \_\_\_\_\_

*NOTE: BMP maintenance tasks can be a great way to involve and educate the community to their purpose and function. BMPs have the potential to create a highly interactive environment for community members and volunteers to get involved.*



**MINIMUM CONTROL MEASURE #6:  
POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS  
(Part IV.B.6 General Permit)**

**SECTION I. OVERALL EVALUATION:**

**GENERAL SUMMARY, STATUS, APPROPRIATENESS AND EFFECTIVENESS OF MEASURABLE GOALS:**

Include information relevant to the implementation of each measurable goal, such as activities and practices used to address on-going requirements, and personnel responsible. Discuss activities to be carried out during the next reporting cycle. If addressing TMDL requirements, please indicate rationale for the activities chosen to address the pollutant of concern.

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (\*) if this person/entity is different from last year.)

**Responsible Party Contact Name & Title:** Jeff Caldwell, Director of Public Works

**Phone:** (401) 822-9225 **Email:** jcaldwell@westwarwickri.org

IV.B.6.b.1.i	<p>Use the space below to describe activities and actions taken to identify structural BMPs (these include but are not limited to: retention/detention basins, vegetated treatment, infiltration and pre-treatment controls, etc.) owned or operated by the small MS4 operator (the program must include identification and listing of the specific location and a description of all structural BMPs in the SWMPP and update the information in the Annual Report). Evaluate appropriateness and effectiveness of this requirement.</p> <p><b>Do you have an inventory of MS4-owned/operated BMPs?</b>      <input checked="" type="checkbox"/> YES                      <input type="checkbox"/> NO</p> <p><b>Total # of MS4-owned/operated BMPs</b> (does not include CBs or MHs): <u>36</u></p>
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The Town plans to develop GIS mapping to incorporate any new Town-owned structures as they are added. The Town currently owns roughly 36 structural BMPs and intends to update the inventory as funding and staffing allow. The DPW is responsible for maintaining existing GIS mapping. Adding Town-owned structures to the GIS mapping is appropriate to identify controls for which the Town is responsible.

IV.B.6.b.1.ii	<p>Use the space below to describe activities and actions taken for inspections, cleaning and repair of detention/retention basins, storm sewers and catch basins with appropriate scheduling given intensity and type of use in the catchment area. Evaluate appropriateness and effectiveness of this requirement.</p> <p><b># of MS4-owned/operated BMPs inspected in 2024:</b> <u>1794</u></p> <p><b># of MS4-owned/operated BMPs maintained/cleaned in 2024:</b> <u>1794</u></p> <p><b># of MS4-owned/operated BMPs repaired in 2024:</b> <u>47</u></p> <p>Does your municipality/MS4 have a system for tracking:</p> <table style="width: 100%;"> <tr> <td>a. Inspection schedules of MS4-owned BMPs?</td> <td><input checked="" type="checkbox"/> YES</td> <td><input type="checkbox"/> NO</td> </tr> <tr> <td>b. Maintenance/cleaning schedules of MS4-owned BMPs?</td> <td><input checked="" type="checkbox"/> YES</td> <td><input type="checkbox"/> NO</td> </tr> <tr> <td>c. Repairs, corrective actions needed?</td> <td><input checked="" type="checkbox"/> YES</td> <td><input type="checkbox"/> NO</td> </tr> <tr> <td>d. Complaints?</td> <td><input checked="" type="checkbox"/> YES</td> <td><input type="checkbox"/> NO</td> </tr> </table> <p>Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track stormwater BMPs, inspections, and maintenance?</p> <p style="text-align: right;"><input checked="" type="checkbox"/> YES                      <input type="checkbox"/> NO</p>	a. Inspection schedules of MS4-owned BMPs?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	b. Maintenance/cleaning schedules of MS4-owned BMPs?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	c. Repairs, corrective actions needed?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	d. Complaints?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
a. Inspection schedules of MS4-owned BMPs?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO											
b. Maintenance/cleaning schedules of MS4-owned BMPs?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO											
c. Repairs, corrective actions needed?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO											
d. Complaints?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO											



**POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd**

IV.B.6.b.1.vi	<p>Use the space below to indicate if all streets and roads within the urbanized area were swept annually and if not indicate reason(s). The operator is required to sweep all streets and roads within the regulated area annually unless a lesser frequency can be justified based on at least two consecutive years of data indicating the street or road does not require annual sweeping. Evaluate appropriateness and effectiveness of this requirement.</p> <p><b>Total roadway miles within regulated area (including SRPW and TMDL areas):</b> 250 lane miles</p> <p><b>Roadway miles that were swept in 2024:</b> 155 lane miles    <b>% of Total swept:</b> 62%</p> <p>Type of sweeper used:    <input checked="" type="checkbox"/> Rotary brush street sweeper    <input type="checkbox"/> Vacuum street sweeper</p> <p>If determined, approximate quantity of sand/debris collected by sweeping of streets and roads: 210 cubic yards</p> <p>Location used for the disposal of debris: <u>Rhode Island Resource Recover</u></p> <p>Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track the annual sweeping of streets and roads?    <input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO</p>
<p>The Town aims to sweep all roads at least once a year in the spring. Some roads are swept more than once as required. Winter road de-icing procedures use only salt as to reduce the amount of sand and debris collected during street sweeping.</p>	
IV.B.6.b.1.vii	<p>Use the space below to describe activities and actions taken for controls to reduce floatables and other pollutants from the MS4. Evaluate appropriateness and effectiveness of this requirement.</p>
<p>The DPW has a street sweeping program to reduce trash and debris entering the stormwater system. Trash cans are also provided at frequented pedestrian areas including the downtown area. The Town requires hoods and trash screens on catch basins in new developments. Frequent sweeping has been effective for reducing floatables as well as sediment.</p> <p>The Town switched to an all-salt winter road maintenance option as of the 2020/2021 season. The Town constructed a salt shed in 2020. The shed sits on a paved impermeable surface and has a dome covering the salt pile. This measure is intended to reduce sand application, as well as street sweeping and catch basin cleaning.</p>	
IV.B.6.b.1.viii	<p>Use the space below to describe the method for disposal of waste removed from MS4s and waste from other municipal operations, including accumulated sediments, floatables and other debris and methods for record-keeping and tracking of this information.</p> <p>Do you have a system for tracking actions to remove and dispose of waste?    <input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO</p>
<p>The Town continues to dispose of wastes properly. Municipal waste is properly disposed at Central Landfill. The Town provides electronic-waste collection pods through Office Recycling Solutions at the transfer station for residents. The Town also provides collection of white goods, waste oil, and household hazardous waste for disposal at the transfer station.</p>	
IV.B.6.b.2	<p>Use the space below to describe any operations under the MS4's legal control, including activities and facilities, that have the potential to introduce pollutants into stormwater runoff, such as pesticide/herbicide/fertilizer application, chemical and waste handling and storage, vehicle fueling, vehicle washing, vehicle maintenance, sand/salt storage, snow disposal, facilities such as public works facilities with maintenance and storage yards, waste transfer stations, municipal wastewater and water treatment facilities, and municipal parking owned and operated by the MS4.</p> <p>Does your MS4 have any salt piles, or piles containing salt, used for deicing?    <input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO</p> <p>If yes:</p> <p>Are these piles covered to prevent exposure to rain, snow, snowmelt and/or runoff?    <input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO</p> <p>If yes, check the type of cover used:</p> <p><input checked="" type="checkbox"/> Weatherproof permanent structure/shelter</p> <p><input type="checkbox"/> A temporary, secured, durable, waterproof covering (e.g., tarpaulin, polyethylene, polyurethane)</p> <p>Are these piles located on impermeable surfaces?    <input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO</p>
<p>The Town constructed a salt shed in 2020. The shed sits on a paved impermeable surface and has a dome covering the salt pile.</p>	

**POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd**

<p>IV.B.6.b.5</p>	<p>For all facilities with discharges of stormwater associated with industrial activity, use the space below to describe and indicate activities and corrective actions for the evaluation of compliance. This evaluation must include visual quarterly monitoring; routine visual inspections of designated equipment, processes, and material handling areas for evidence of, or the potential for, pollutants entering the drainage system or point source discharges to waters of the State; and inspection of the entire facility at least once a year for evidence of pollution, evaluation of BMPs that have been implemented, and inspection of equipment. A Compliance Evaluation report summarizing the scope of the inspection, personnel making the inspection, major observations related to the implementation of the Stormwater Management Plan (formerly known as a Stormwater Pollution Prevention Plan), and any actions taken to amend the Plan must be kept for record-keeping purposes.</p>
<p>Inspections of facilities owned and operated by the Town are performed on a regular basis. A grease and oil trap at the DPW Facility is cleaned twice per year by a private contractor. Inspections and follow-up repair or maintenance activities have been appropriate and effective in limiting pollutant discharges to the stormwater collection system by municipally owned industrial facilities. The DPW is responsible for this measure.</p>	
<p>IV.B.6.b.6</p>	<p>Use the space below to describe all employee training programs used to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance for the past calendar year, including MS4 staff participation in trainings offered by other parties (e.g. SNEP, EPA) and all in-house training conducted by the municipality/MS4. Evaluate appropriateness and effectiveness of this requirement.</p> <p>How many stormwater management trainings have been provided to <i>municipal/MS4 employees</i> during this reporting period? 0</p> <p>Town staff including Jeff Caldwell, Kevin Kelley and foreman staff are planning to attend the Central Massachusetts Regional Stormwater Coalition, Illicit Discharge Detection and Elimination (IDDE) Workshop.</p> <p>What percent of <i>municipal/MS4 employees</i> in relevant positions and departments received stormwater management training? 0%</p> <p>Have <i>municipal/MS4 employees</i> that are responsible for inspecting or cleaning catch basins also been trained to detect and report illicit connections or non-stormwater discharges?</p> <p><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</p>
<p>In 2020, the DPW provided training to all plow operators on road salt application techniques as part of the practice change from sand to salt in winter road maintenance. In 2023, the DPW provided their annual training on road salt application prior to the winter season, all 17 staff members attended the training. In 2023, all 21 DPW staff members and 100% of municipal employees in relevant positions and departments received stormwater management training. The DPW plans to provide their annual training on road salt application in 2025.</p> <p>Training of the DPW staff is effective in keeping the employees that most frequently work with stormwater infrastructure informed of stormwater concerns.</p>	
<p>IV.B.6.b.7</p>	<p>Use the space below to describe actions taken to ensure that new flow management projects undertaken by the operator are assessed for potential water quality impacts and existing projects are assessed for incorporation of additional water quality protection devices or practices. Evaluate appropriateness and effectiveness of this requirement.</p>

**POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd**

New flow management projects are assessed for water quality impacts during the project planning stages of Town projects. The Town incorporates additional water quality protection practices into flow management practices when possible. In 2019, the Town completed a drainage improvement project on Shippee Avenue. In addition to improving drainage of the road and reducing flooding, a subsurface infiltration system was installed to help improve water quality.

The Town has been working with its consultant Fuss & O'Neill to design flood mitigation measures for the Brayton Street neighborhood. The project comprises stormwater detention and conveyance measures that extend to the North Branch of the Pawtuxet River. The Town received a grant and construction started in the Spring/Summer 2024. As of the end of 2024, the project is largely complete with limited remaining work (i.e., grass plantings) scheduled for the Spring of 2025. During the design and permitting process, a violation was issued to the private property landowner. Corrective actions were performed and the project is now considered to be compliant.

Additional Measurable Goals and Activities

**SECTION II.A - Structural BMPs (Part IV.B.6.b.1.i)** These include but are not limited to: retention/detention basins, vegetated treatment, infiltration, and pre-treatment controls, etc.

BMP ID:	Location:	Name of BMP Owner/Operator:	Description of BMP:	Frequency of Inspection:
1	West Warwick Avenue	Natco (Owner and Partial Operator), Town (Partial)	A fire water pond that also takes in	Inspection and maintenance is the
2	Whisper Court	Private Homeowner's Association	A stormwater retention basin	Inspection and maintenance is the responsibility of the private owner
3	Starlite Court	Town	A stormwater retention basin that the Town mows and maintains.	Annually
4	Gilcrest Drive	Town	A grassed swale that the Town mows and maintains.	Annually
5	Megan Court	Town	A grassed swale that the Town mows and maintains.	Annually
6	Gendron Street	Town	An infiltration system that the town maintains. Stormwater from Kenmore Street is diverted into a series of infiltration chambers located under Gendron Street.	Annually
7	Shippee Avenue	Town	A subsurface infiltration system (arched chambers) that the town maintains.	Annually
8	Louis Drive and Dyer Ave.	Town	Detention Basin	Annually

**SECTION II.B - Discharges Causing Scouring or Excessive Sedimentation (Part IV.B.6.b.1.v)**

Outfall ID:	Location:	Description of Problem:	Description of Remediation Taken, include dates:	Receiving Water Body Name/Description:
None				

**SECTION II.C - Note any planned municipal/MS4-owned construction projects/opportunities to incorporate water quality BMPs, low impact development, or activities to promote infiltration and recharge (Part IV.G.2.j).**

**POLLUTION PREVENTION AND GOOD HOUSEKEEPING IN MUNICIPAL OPERATIONS cont'd**

The Town is working with its consultant Fuss & O'Neill to design flood mitigation measures for the Brayton Street neighborhood. The project comprises stormwater detention and conveyance measures that extend to the North Branch of the Pawtuxet River. The Town received a grant and construction started in the Spring/Summer 2024. The remaining work is scheduled for the Spring of 2025

**SECTION II.D - Please include a summary of results of any other information that has been collected and analyzed. This includes any type of data (Part IV.G.2.e).**



# TOTAL MAXIMUM DAILY LOAD (TMDL) or other Water Quality Determination REQUIREMENTS

**SECTION I. If you have been notified that discharges from your MS4 require non-structural or structural stormwater controls based on an approved TMDL or other water quality determination, please provide an assessment of the progress towards meeting the requirements for the control of stormwater identified in the approved TMDL (Part IV.G.2.d). Please indicate rationale for the activities chosen to address the pollutant of concern.**

(Note: Identify parties responsible for achieving the measurable goals and reference any reliance on another entity for achieving measurable goals. Mark with an asterisk (\*) if this person/entity is different from last year.)

**Responsible Party Contact Name & Title:** Jeff Caldwell, Director of Public Works

**Phone:** (401) 822-9225 **Email:** jcaldwell@westwarwickri.org

LIST OF IMPAIRED WATERS:			
Impaired Water Body: Meshantic Brook and tributaries  WBID: RI0006017R-02	Pollutants Causing Impairments: Enterococcus (TMDL)	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Impaired Water Body: Pawtuxet River South  WBID: RI0006014R-04B	Pollutants Causing Impairments: Lead	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Impaired Water Body: Hardig Brook and tributaries  WBID: RI0007025R-01	Pollutants Causing Impairments: Fecal Coliform (TMDL) Lead	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Impaired Water Body: Saddle Brook  WBID: RI0007025R-16	Pollutants Causing Impairments: Fecal Coliform (TMDL)	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Impaired Water Body: Fry Brook and tributaries  WBID: RI0007028R-02	Pollutants Causing Impairments: Fecal Coliform (TMDL)	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Impaired Water Body: Hawkinson Brook and tributaries  WBID: RI0006014R-01	Pollutants Causing Impairments: Enterococcus	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Impaired Water Body: Pawtuxet River Main Stem  WBID: RI0006017R-03	Pollutants Causing Impairments: Enterococcus Non-Native Aquatic Plants Total Phosphorus Mercury in Fish Tissue	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Impaired Water Body: Meshantic Brook and tributaries  WBID: RI0006017R-02	Pollutants Causing Impairments: Enterococcus (TMDL)	Has TMDL been completed? Has MS4 been notified of TMDL requirements? Has MS4 developed a Scope of Work or TMDL Implementation Plan?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
What kind of public education and outreach strategy does the MS4 implement to target each pollutant of concern? (e.g., signage on installed stormwater controls, resources on website, pamphlets about litter, pet waste, grass clippings, fertilizer use, etc.)			



**TOTAL MAXIMUM DAILY LOAD (TMDL) OR OTHER WATER QUALITY DETERMINATION REQUIREMENTS cont'd**

<p>Pollutant of Concern: Pathogens, nutrients, metals</p>	<p>Strategy: The Town provides links to stormwater informational material on the town website available at: <a href="https://www.westwarwickri.org/index.asp?SEC=A51F9D10-A4CE-4EE5-B49B-21358915BD4A&amp;Type=B">https://www.westwarwickri.org/index.asp?SEC=A51F9D10-A4CE-4EE5-B49B-21358915BD4A&amp;Type=B</a> BASIC Topics covered on the linked websites include proper use of fertilizer on lawns, pet waste disposal, water conservation, and erosion and sediment control. The Town also provides information about proper hazardous waste disposal on the website, available at: <a href="https://www.westwarwickri.org/index.asp?SEC=6A1F4584-C941-4906-AA4F-8B9F605DA52A&amp;Type=B">https://www.westwarwickri.org/index.asp?SEC=6A1F4584-C941-4906-AA4F-8B9F605DA52A&amp;Type=B</a> BASIC</p>	<p>Target Audience: Residents General Public</p>
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Has the MS4 installed stormwater BMPs or required the installation of stormwater BMPs on private property to address impairments?  YES     NO

If yes, indicate the name of the impaired water body associated with the stormwater control, type of stormwater control, date installed, ownership, and who is responsible for maintenance:

Impaired water body	Type of Stormwater Control:	Date Installed:	<input type="checkbox"/> Municipally/MS4-Owned <input type="checkbox"/> Privately-Owned	Who maintains it?
Pawtuxet River South	Subsurface Infiltration System on Shippee Avenue	2018	<input checked="" type="checkbox"/> Municipally Owned <input type="checkbox"/> Privately Owned	The Town

Additional enhanced minimum measures used to address water quality issues (e.g., increased street sweeping or catch basin cleaning in areas with high pollutant loading, installation of floatable traps/screens, etc.):

The Town amended its SWMPP in 2012 to address the Greenwich Bay Total Maximum Daily Load, focusing on the comments for Hardig Brook. This amendment comprises a separate, stand-alone document that serves as an addendum to the Town's original SWMPP. As per TMDL requirements, the Town has also developed a SWMPP amendment for Meshanticut Brook as well as a revised post-construction stormwater management ordinance for Meshanticut Brook and South Branch Pawtuxet River. The Town adopted the revised ordinance in 2012.



## SPECIAL RESOURCE PROTECTION WATERS (SRPWs)

**SECTION I.** In accordance with Title 250 RICR-150-10-1 (“RIPDES Regulations”) §1.32(A)(5)(a)(7), on or after March 10, 2008, any discharge from a small municipal separate storm sewer system to any Special Resource Protection Waters (SRPWs) or impaired water bodies within its jurisdiction must obtain permits if a waiver has not been granted in accordance with RIPDES Regulations §1.32(G)(5)(c). A list of SRPWs can be found in Title 250-RICR-150-05-1 (“Water Quality Regulations”) §1.28 at this link:

<https://rules.sos.ri.gov/regulations/part/250-150-05-1>

**The State of Rhode Island 2024 Impaired Waters Report (April 2024) can be found here:**

<https://dem.ri.gov/sites/g/files/xkqbur861/files/2024-10/ridem-impaired-waters-report-24.pdf>

**If you have discharges from your MS4 (regardless of its location) to any of the listed SRPWs or impaired waters (including impaired waters when a TMDL has not been approved), please provide an assessment of the progress towards expanding the MS4 Phase II Stormwater Program to include the discharges to the aforementioned waters and adapting the Six Minimum Control Measures to include the control of stormwater in these areas. Please indicate a rationale for the activities chosen to protect these waters. Please note that all of the measurable goals and BMPs required by the 2003 MS4 General Permit may not be applicable to these discharges.**

There are no SWRP's to which the MS4 discharges. The Town continues to make progress towards completing activities which address approved TMDLs and impaired waterbodies.



**RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL  
MANAGEMENT**

Office of Water Resources



**INSTRUCTIONS FOR THE RI POLLUTANT DISCHARGE ELIMINATION SYSTEM  
(RIPDES)**

**SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS AND INDUSTRIAL ACTIVITY AT ELIGIBLE FACILITIES OPERATED  
BY REGULATED SMALL MS4s  
ANNUAL REPORT FORM**

**WHO MUST SUBMIT AN ANNUAL REPORT:**

Owners/Operators of regulated small municipal separate storm sewer systems (MS4s) and industrial activities authorized to discharge stormwater under the Rhode Island Pollutant Discharge Elimination System (RIPDES) Stormwater General Permit for Small Municipal Separate Storm Sewer Systems and Industrial Activity at Eligible Facilities Operated by Regulated Small MS4s (hereafter referred to as "the General Permit"), must submit an Annual Report, outlined in Part IV.G of the permit. The Report must be submitted each year after permit issuance **by March 10<sup>th</sup>** to track progress of compliance. If you have questions regarding this Annual Report Form contact Jennifer Stout of the Rhode Island Department of Environmental Management (RIDEM), Office of Water Resources, Permitting Section at (401) 537-4170.

The Annual Report must be submitted to:  
RIDEM, Office of Water Resources  
RIPDES Municipal and Industrial Stormwater Program  
235 Promenade Street  
Providence, RI 02908  
ATTN: Jennifer Stout

An electronic copy of the Annual Report may be emailed to [jennifer.stout@dem.ri.gov](mailto:jennifer.stout@dem.ri.gov).

**INSTRUCTIONS FOR COMPLETION:**

**GENERAL INFORMATION PAGE:**

**"RIPDES Permit #"**

Include your permit ID # to ensure proper tracking.

**"Operator of MS4"**

Give the legal name of the person, firm, public (municipal) organization, or any other entity that is responsible for day-to-day operations of the MS4 described in this application (as defined in Title 250 RICR-150-10-1 ("RIPDES Regulations") §§1.3 and 1.12). Enter the complete address and telephone number of the operator. Circle the appropriate choice to indicate the legal status of the operator of the MS4.

**"Owner of MS4"**

If the owner is the same as the operator do not complete this section. Give the legal name of the person, firm, public (municipal) organization, or any other entity that owns the MS4 described in this application (RIPDES

Regulations §§1.3 and 1.12). Do not use a colloquial name. Enter the complete address and telephone number of the owner.

**"Certification"**

State and federal statutes provide for severe penalties for submitting false information on this application form. State and federal regulations require this application to be signed as follows (RIPDES Regulations §1.12);

*For a corporation:* by a responsible corporate officer, which means: (i) president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions, or (ii) the manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiating and directing other comprehensive measures to assure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken to gather complete and accurate information or permit application requirements; and where authority to sign documentation has been assigned or delegated to the manager in accordance with corporate procedures;

*For a partnership or sole proprietorship:* by a general partner or the proprietor;

*For a Municipality, State, Federal or other public site:* by either a principal executive officer or ranking elected official.

**SECTION I- OVERALL EVALUATION OF BMPS AND MEASURABLE GOALS:**

One or more pages, front and back, are provided to report on the status of measurable goals which have been developed to aid in the implementation of strategies, procedures, and programs used to achieve each of the six minimum control measures in Part IV.B of the General Permit. This section provides narrative space for a descriptive explanation and evaluation of the actions taken to satisfy each of the minimum control measures for the 2024 calendar year. Please type or print. If additional space is needed, modify as necessary. Please submit attachments to the appropriate minimum control measure following the format provided.

A Permit ID # has been provided, which refers to the part of the permit where you can find a listing or description of the required measurable goal.

Please provide a general summary of actions taken (implementation of BMPs, development of procedures, events, etc.) to meet the measurable goals of the minimum measure. **Be sure to identify parties responsible for achieving each measurable goal** and reference any reliance on another entity for achieving any measurable goal. Mark with an asterisk (\*) if this person/entity is different from last year.

Describe whether each measurable goal was completed within the time proposed in the General Permit or your Stormwater Management Program Plan (SWMPP). Why or why not? Provide a progress report and discussion of activities that will be carried out during the next reporting cycle to satisfy the requirements of the minimum measures. If applicable, assess the appropriateness of the actions taken to meet the requirements of the minimum measure. In determining appropriateness, you may want to consider at a minimum the local population targeted, pollution sources addressed, receiving water concerns, integration with local management procedures, and available resources and violations or environmental impacts eliminated or minimized.

Also, discuss the effectiveness of the implementation of BMPs to meet the requirements of the minimum measure and the overall effectiveness of the minimum measure. Describe your progress towards achieving the overall goal of reducing the discharge of pollutants. Please include assessment parameters/indicators used to measure the success of the minimum measure. Also include a discussion of any proposed changes to BMPs or measurable goals.

After evaluation, it may be necessary to make changes or modifications to your Implementation Schedule if the time frame, appropriateness or effectiveness cannot be assured. If so, please include descriptions of changes or modifications, and detailed justification in the appropriate sections.

## **SECTION II- ADDITIONAL ANNUAL REPORT REQUIREMENTS**

Section II refers to additional reporting requirements that the General Permit requires to be submitted to the Department as part of the Annual Report. Section II requirements apply to Minimum Control Measures 2 through 6.

**Minimum Control Measure #2: Section II:**  
Specify the date of and how the annual report was public noticed. If a public meeting was needed, provide the date and place. Include a summary of public comments received

in the public comment period of the draft annual report and planned responses or changes to the program (new or revised BMP's and measurable goals, partnerships, etc.). Be sure to attach a copy of your public notice (Parts IV.G.2.h and IV.G.2.i) to the Annual Report.

**Minimum Control Measure #3: Section II.A:**  
Provide the number of illicit discharges identified in 2024, number of illicit discharges tracked in 2024, number of illicit discharges eliminated in 2024, complaints received, complaints investigated, violations issued and resolved with a summary of enforcement actions, number of unresolved violations that have been referred to RIDEM, the total number of illicit discharges identified to date, and the total number of illicit discharges remaining unresolved at the end of 2024. Include a short narrative describing the extent to which your system has been mapped (Part IV.G.2.m), and the total number of outfalls identified to date.

**Minimum Control Measure #3: Section II.B:**  
List identified MS4 interconnections, including location, date found, operator of the physically interconnected MS4, and originating source of newly identified physical interconnections with other small MS4s. Also note any planned or coordinated activities with the physically interconnected MS4 (Part IV.G.2.k and IV.G.2.l).

**Minimum Control Measures #4 & 5: Section II.A:**  
Identify the number of construction and post-construction plan and SWPPP/SESC Plan reviews completed during Year 21 (2024) and any additional information. This includes, but is not limited to a summary of the reviews, responsible parties, and types of projects reviewed.

**Minimum Control Measure #4: Section II.B:**  
Construction inspection information for erosion and sediment control should be submitted annually as stated in Part IV.G.2.n. Provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

**Minimum Control Measure #5: Section II.B:**  
Post-construction inspection information for proper installation of post-construction structural BMPs should be submitted annually as stated in Part IV.G.2.o. This should provide a summary of the number of site inspections conducted, inspections that have resulted in enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

**Minimum Control Measure #5: Section II.C:**  
Inspection information for proper operation and maintenance of post-construction structural BMPs should be submitted annually as stated in Part IV.G.2.p. This should provide a summary of the number of site inspections conducted, inspections that have resulted in

enforcement actions, violations that have been resolved and of those unresolved, referred to RIDEM.

**Minimum Control Measure #6: Section II.A:**

As prescribed in Part IV.B.6.b.1.i of the General Permit, the MS4 operator must identify and list the specific location and description of all structural BMPs in the SWMPP at the time of application and update the information in the annual report.

**Minimum Control Measure #6: Section II.B:**

Part IV.B.6.b.1.v of the General Permit states to identify and report annually, as part of the annual report, known discharges causing scouring at outfall pipes or outfalls with excessive sedimentation. Include Outfall ID #, location, description of the problem, any remediation taken, and the ultimate receiving water body.

**Minimum Control Measure #6: Section II.C:**

As noted in Part IV.G.2.j of the General Permit, specify any planned municipal/MS4-owned construction projects or opportunities to include water quality BMPs, low impact development, or seek to promote infiltration and recharge.

**Minimum Control Measure #6: Section II.D:**

Please include a summary of results of any other information that has been collected and analyzed. This includes any type of data, including, but not limited to, dry weather survey data (Part IV.G.2.e).

**TOTAL MAXIMUM DAILY LOAD (TMDL) or other Water Quality Determination REQUIREMENTS**

**Section I:**

Complete this section only if your MS4 is subject to an approved TMDL. TMDL requirements may require the implementation of the six minimum control measures to address the pollutants of concern, and/or additional structural stormwater controls or measures that are necessary to meet the provisions of the approved TMDL. Be sure to identify the approved TMDL and assess the progress towards meeting the requirements for the control of stormwater (Part IV.G.2.d).

Provide a progress report on the present status and discussion of activities that have been accomplished or will be carried out during the next reporting cycle to satisfy the requirements of the TMDL. If applicable, assess the appropriateness of the BMPs selected under each of the six minimum control measures to meet the requirements of the TMDL. In determining appropriateness, you may want to consider violations or environmental impacts eliminated or minimized.

Please include assessment parameters/indicators that will be used to measure the success of the selected BMPs. Also include a discussion of any proposed changes to BMPs or measurable goals.

**SPECIAL RESOURCE PROTECTION WATERS (SRPWs)**

**Section I:**

Complete this section only if your MS4, located outside Urbanized Areas or Densely Populated Areas, discharges to:

a SRPW as listed in §1.28 of Title 250-RICR-150-05-1 ("Water Quality Regulations") at this link:

<https://rules.sos.ri.gov/regulations/part/250-150-05-1>

or

an impaired water body including water bodies with no approved TMDL as listed in the *State of Rhode Island 2024 Impaired Waters Report, April 2024* at this link:

<https://dem.ri.gov/sites/g/files/xkqbur861/files/2024-10/ridem-impaired-waters-report-24.pdf>

In accordance with the RIPDES Regulations §1.32(A)(5)(a)(7), MS4s were required to incorporate any discharges to these waterbodies into their MS4 Program on or after March 10, 2008 unless a waiver has been granted in accordance with RIPDES Regulations §1.32(G)(5)(c).

Provide a progress report on the present status and discussion of activities that have been accomplished or will be carried out during the next reporting cycle to incorporate these areas into the MS4's Phase II Stormwater Program.