



PUTNAM VALLEY CENTRAL SCHOOL DISTRICT

**CONSTRUCTION SITE
STORMWATER RUNOFF CONTROL
PROGRAM**

MS4 PERMIT ID NO. NYR20A506

OCTOBER 2025



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1 INTRODUCTION

The Putnam Valley Central School District (District) has prepared the Construction Site Stormwater Runoff Control Program (CSSRCP) to address requirements of the United States Environmental Protection Agency's 2025 State Pollutant Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) Permit. This program addresses Minimum Control Measures (MCM) 4 of MCMs for Traditional Non-Land Use Control & Non-Traditional MS4 Operators (Part VII.F) of the SPDES General Permit. This program is part of the overall Stormwater Management Program (SWMP). This plan, as well as the SWMP, will be updated accordingly during the permit term as the District's activities are modified.

Storm Water Pollution Prevention Plan (SWPPP) and Construction General Permit (CGP) requirements are not governed under an MS4 permit; however, this Program documents the MS4 Operator's compliance with those requirements and provides additional insight into construction projects that disturb less than 1 acre or combined areas under 1 acre that are not regulated under the SPDES Construction General Permit. This program outlines procedures for site plan review, inspections, enforcement, and public involvement as it relates to construction activities.

The MS4 Permit requires that within one (1) year of the estimated date of completion (EDC), the District must develop and implement a construction oversight program. To fulfill MCM 4, Construction Site Stormwater Runoff Control, the District aims to describe and implement procedures that minimize pollutant discharges from construction activities. Ultimately, the program ensures that the District's activities do not contribute pollutants to surface waters of the State.

1.1 APPLICABLE CONSTRUCTION ACTIVITIES/PROJECTS/SITES

The CSSRCP addresses stormwater runoff to the MS4 from sites with construction activities permitted, approved, funded, or owned/operated by the District that results in a total land disturbance of greater than or equal to one acre. In the case of a larger common plan of development or sale, a CSSRCP must still be implemented for construction that disturbs less than one acre.

For construction activities where the District is listed as the owner/operator on the Notice of Intent for coverage under the SPDES General Permit for Stormwater from Construction Activities, GP-0-20-001 (CGP), the District must ensure compliance with the CGP.

2 CONSTRUCTION OVERSIGHT PROGRAM

2.1 SWPPP REVIEW REQUIREMENTS

The SWPPP submission process requires the preparation of a comprehensive plan comprising a site description, identification of potential pollutants, and Best Management Practices (BMPs). This plan must be submitted to the regulatory authority for review and approval. It is imperative to include effective erosion and sediment control measures, detailed site specifications, annual reviews, and documentation of any modifications.

The District must ensure the individuals responsible for reviewing SWPPPs for acceptance receive four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity. This training must be completed within three (3) years of the EDC and every three (3) years thereafter. Individuals without this training cannot review SWPPPs for acceptance, however those who meet the definition of a qualified professional or qualified inspector are exempt from this requirement. The completion of this requirement will be documented in the SWMP Plan.

Additionally, the District must ensure the individuals responsible for reviewing SWPPPs review all SWPPPs for applicable construction activities and for conformance with the requirements of the CGP. New construction activities will be prioritized by the District. Post-construction Stormwater Management Practices (SMP) must be identified within the SWPPP, along with an Operation and Maintenance (O&M) plan that includes a detailed inspection and maintenance schedule.

Lastly, the District will also notify construction site owner/operators that their SWPPP has been accepted using the MS4 SWPPP Acceptance Form.

2.2 PRE-CONSTRUCTION OVERSIGHT REQUIREMENTS

Prior to the commencement of construction activities, the District must ensure a pre-construction meeting is conducted, with the date and content of the meeting documented in the SWMP Plan. The Director of Facilities, Operations & Maintenance Manager, lead environmental consultant, trained contractors, and the qualified inspector must attend the pre-construction meeting in order to confirm coverage, verify trained contractors, and review the Construction Oversight Program (COP).

2.3 CONSTRUCTION SITE INSPECTION REQUIREMENTS

The District must ensure individuals responsible for construction site inspections receive the NYS DEC 4-Hour Erosion & Sediment Control Training. Individuals without this training cannot conduct construction site inspections, however individuals who meet the definition of a qualified professional or qualified inspector are exempt from this requirement. The completion of this requirement must be documented in the SWMP Plan.

Every year, the District is responsible for inspecting all sites with construction activity identified in the Construction Site Inventory during active construction following the pre-construction meeting or sooner if deficiencies are found that require attention. A follow-up to construction site inspections must confirm any corrective actions are completed within timeframes established by the CGP and the District's Emergency Response Plan (ERP).

All inspections will be documented using the Construction Site Inspection Report Form, which can be found in Appendix D of the SWMP Plan.

2.4 CONSTRUCTION SITE CLOSE-OUT REQUIREMENTS

The District must ensure a final construction site inspection is conducted. Documentation must be presented using the Construction Site Inspection Report Form in Appendix D of the SWMP Plan.

The Notice of Termination (NOT) must be signed by the District as required by the CGP for projects determined to be complete.

2.5 ENFORCEMENT PROCESS

Enforcement of SWPPP compliance involves regular inspections and monitoring to ensure adherence to the SWPPP, issuing verbal warnings, notices of violation, stop work orders, and administrative citations for non-compliance. In cases of serious violations, civil or criminal penalties may be imposed. Additionally, the impact of public opinion and community feedback is considered in enforcement actions.

Compliance monitoring will be done through inspections and reports. In the case of a violation response, notices of violation (NOVs) for non-compliance will be issued and corrective actions will be required within a specified timeframe. Penalties for continued non-compliance will be fines.

2.6 TRAINING PROVISIONS

Training on the MS4 Operator's construction oversight procedures must be given to all new staff before conducting any construction stormwater oversight and to existing staff every five years thereafter. Updates to the procedures must be provided as needed and training on the updates must be provided to all staff. The construction oversight program can be looped into safety orientations for contractors to ensure they are knowledgeable about MS4 requirements.

Refer to Appendix A for the names, titles, and contact information for the individuals who have received construction oversight training. This list will be updated annually.

Records of all site plans, inspection reports, enforcement actions, and public complaints will be documented and maintained as part of SWMP. Documentation of the completion of all requirements listed in this Program will be added to the SWMP Plan and recorded in the interim progress reports and/or annual reports submitted to NYSDEC.

2.7 PROGRAM UPDATES

Annually, by April 1, the District will review and update the construction oversight procedures and document the completion of this requirement in the SWMP plan.

3 CONSTRUCTION SITE INVENTORY & PRIORITIZATION

3.1 CONSTRUCTION SITE INVENTORY

Within six (6) months of the EDC, the District must develop and maintain an inventory of all applicable construction sites in the SWMP Plan. Refer to Appendix B for the Construction Site Inventory.

3.2 CONSTRUCTION SITE PRIORITIZATION

Within one (1) year of the EDC, the District is responsible for prioritizing all construction sites included in the construction site inventory. Within thirty (30) days of when a construction site becomes active, the District must prioritize those construction sites. Annually, the District must update the construction site prioritization in the inventory based on information gathered as part of the construction oversight program. The completion of this permit requirement must be documented in the SWMP Plan.

Construction Oversight Program | Appendix A
CONSTRUCTION OVERSIGHT TRAINING CONTACTS

Name	Title	Training Received Date	Contact Information

Construction Oversight Program | Appendix B
CONSTRUCTION SITE INVENTORY

Construction site	
Owner/operator contact information	
Receiving waterbody name and class	
Receiving waterbody WI/PWL Segment ID	
Prioritization (high/low)	
Construction project SPDES identification number	
SWPPP approval date	
Inspection history, including dates and ratings (satisfactory, marginal, or unsatisfactory)	
Status of the construction site/project (active, temporarily shut down, complete)	

Table B.1 – Inspection History

[illegible]