

## Appendix F: MS4 Interim Progress Certification

# MS4 Interim Progress Certification—6 Month Requirements

version 1.0

(Submission #: HQ6-Q8Z6-ECM8A, version 1)

## Details

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**Originally Started By** David O'Shea**Alternate Identifier** NYR20A134**Submission ID** HQ6-Q8Z6-ECM8A**Status** Submitting**Active Steps** Form Submitted

## Form Input

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### MS4 Operator Information

**Municipality Name or Legal Entity Name**

Town of Ithaca MS4

**Permit ID #:**

NYR20A134

**MS4 Operator Type**

Traditional land use control

**Traditional Land Use Control**

Town

**Traditional Land Use Control**

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

**Legal Municipal/Entity Mailing address**

215 N. Tioga St  
ITHACA, NY 14850  
Tompkins

**Ranking Official**

Official Title	First and Last Name	Phone	Email
Town Supervisor	Rod Howe	6072731721	rhowe@town.ithaca.ny.us

**Report Preparer**

Report Preparer Title	First and Last Name	Phone	Email
Stormwater Program Coordinator	David O'Shea	6072731656	doshea@towithacany.gov
Municipal Engineer	Justin McNeal	6072731656	jmcneal@towithacany.gov

**Stormwater Program Coordinator**

Coordinator Title	First and Last Name	Phone	Email
Stormwater Program Coordinator	David O'Shea	6072731656	doshea@towithacany.gov

## **Part I-V**

### **MS4 General Permit Resources**

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

[MS4 Permit Webpage](#)

[MS4 Toolbox](#)

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## **Part II**

### **Obtaining Permit Coverage**

**Has a complete Notice of Intent (NOI) been submitted? (Part II.A.)**

Yes

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## **Part IV**

### **Administrative**

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**Has a written staffing/organizational chart, which includes job titles and other entities as identified in Part IV.A.1, and the roles and responsibilities for each, corresponding to the required elements of the SWMP been developed? (Part IV.A.2.)**

Yes

### **SWMP Plan**

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**Has the current SWMP Plan, and any documentation associated with the implementation of the SWMP Plan, been made available during normal business hours? (Part IV.B.2.a.)**

Yes

**Is a copy of the current SWMP Plan available for public inspection during normal business hours at a location that is accessible to the public, or on a public website? (Part IV.B.2.b.)**

Yes

### **Mapping**

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**Are the required components included in the comprehensive system mapping? (Part IV.D.1.)**

Yes

### **Legal Authority**

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**Has adequate legal authority been maintained? (Part IV.E.)**

Yes

### **Enforcement Measures & Tracking**

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**Has an enforcement response plan (ERP) which clearly describes the action(s) to be taken for violations that the MS4 Operator has enacted for illicit discharge been developed? (Part IV.F.1.)**

Yes

**Has an enforcement response plan (ERP) which clearly describes the action(s) to be taken for violations that the MS4 Operator has enacted for construction been developed? (Part IV.F.1.)**

Yes

**Has an enforcement response plan (ERP) which clearly describes the action(s) to be taken for violations that the MS4 Operator has enacted for post-construction been developed? (Part IV.F.1.)**

Yes

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

NONE PROVIDED

## **Part VI & VII**

### **Minimum Control Measure 1**

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**Has information related to the prevention of illicit discharges been made available? (Part VI/VII.A.1.d.)**

Yes

### **Minimum Control Measure 2**

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**Has a local point of contact to receive and respond to public concerns regarding stormwater management and compliance with permit requirements been identified? (Part VI/VII.B.1.c.)**

Yes

### **Minimum Control Measure 3**

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**Has an email or phone number to allow the public to report illicit discharges been established? (Part VI/VII.C.1.a.i.)**

Yes

### **Minimum Control Measure 4**

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**Has an email or phone number to allow the public to report complaints related to construction stormwater activity been established? (Part VI/VII.D.2.a.)**

Yes

**Has a construction site inventory been developed? (Part VI/VII.D.4.a.)**

Yes

### **Minimum Control Measure 5**

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**Has the inventory of post-construction stormwater management practices (SMPs) been maintained from previous iterations of this SPDES general permit? (Part VI/VII.E.2.a.i.)**

Yes

**Has the inventory of post-construction stormwater management practices (SMPs) been developed as they are approved/discovered or after the owner/operator of the construction activity has filed the Notice of Termination? (Part VI/VII.E.2.a.ii.)**

Yes

### **Minimum Control Measure 6**

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**Have procedures for sweeping and/or cleaning of municipal streets, bridges, parking lots, and right of ways been developed? (Part VI/VII.F.3.d.i.)**

Yes

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

NONE PROVIDED

## **Part VIII**

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

Yes

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

Phosphorus

Silt/Sediment

### **Phosphorus**

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**Has information on how phosphorus is being addressed by implementation of the MS4 Operator's local law or legal mechanism with content equivalent to the model local law been made available? (Part VIII.A.2.a.)**

No

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

The TMDL was just passed in July. We are currently working through the process of including the new TMDL requirements into our local law.

### **Silt/Sediment**

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**Has information on how silt/sediment is being addressed by implementation of the MS4 Operator's local law or legal mechanism with content equivalent to the model local law been made available? (Part VIII.B.2.a.)**

Yes

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

NONE PROVIDED

## **Part IX**

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

No

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

NONE PROVIDED

## **Compliance Schedule Review**

### **Compliance Schedule Resources**

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Use the following links for more information on the permit and compliance schedule:

[MS4 Permit Webpage](#)

[MS4 Toolbox](#)

**What is the status for compliance items due within one year of effective date of coverage (EDC), January 2, 2025?**

Citation	Compliance Items	Compliance Progress
Part VI/VII.D.3.	Develop and implement a construction oversight program	Completed
Part VI/VII.D.5.a.	Prioritize construction sites	In Progress
Part VI/VII.E.4.	Develop and implement a post-construction stormwater management practice inspection and maintenance program	In Progress
Part VIII.C.7.b.iv.	Evaluate the effectiveness of deterrents, population controls, and other measures that may reduce bird related pathogen contributions	Not Applicable
Part VIII.C.7.c.	Make dog waste receptacles available in areas where pets/domestic animals may frequent	Not Applicable
Part IX.A.6.f.i.a. and IX.B.6.f.i.a.	Submit to the Department a retrofit plan that identifies the required components	Not Started

**Please clarify the reason for selecting "Not Applicable" for one or more of the compliance items above.**

Part VIII.C.7.b.iv and VIII.C.7.c are not applicable, Cayuga Lake is not pathogen impaired.

Part IX.A.6.f.i.a and IX.B.6.f.i.a. are not applicable. Cayuga Lake is not listed in either of the TMDL's listed in the permit (Croton Watershed TMDL or Greenwood Lake Watershed TMDL Plan)

**Have you reviewed compliance items due within two years of EDC, January 2, 2026?**

Yes

**Have you reviewed compliance items due within three years of EDC, January 2, 2027?**

Yes

**Have you reviewed compliance items due within four years of EDC, January 2, 2028?**

Yes

**Have you reviewed compliance items due within five years of EDC, January 2, 2029?**

Yes

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

Yes

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

NONE PROVIDED

## Certification

**I am the ranking elected official or Principal Executive Officer for the MS4 Operator and will be signing the form electronically.**

Yes

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

[Certification Form](#)

**Attach completed certification form.**

Town of Ithaca MS4 Certification for Interim Report.pdf - 09/30/2024 09:58 AM

**Comment**

NONE PROVIDED

## Attachments

Date	Attachment Name	Context	User
9/30/2024 9:58 AM	Town of Ithaca MS4 Certification for Interim Report.pdf	Attachment	David O'Shea

## Status History

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	User	Processing Status
9/17/2024 2:37:38 PM	David O'Shea	Draft
9/30/2024 10:38:18 AM	David O'Shea	Submitting

## Processing Steps

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Step Name	Assigned To/Completed By	Date Completed
Form Submitted		
Review		

# MS4 Interim Progress Certification 18 Month Requirements

version 1.1

(Submission #: HQE-3HP8-EWCSC, version 1)

## Details

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**Submitted** 9/25/2025 (0 days ago) by David O'Shea

**Alternate Identifier** NYR20A134

**Submission ID** HQE-3HP8-EWCSC

**Status** Deemed Complete

## Form Input

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### MS4 Operator Information

**Municipality Name or Legal Entity Name**

Town of Ithaca MS4

**Permit ID #:**

NYR20A134

**MS4 Operator Type**

Traditional land use control

**Traditional Land Use Control**

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**Report Preparer**

Report Preparer Title	First and Last Name	Phone	Email
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Municipal Engineer	Justin McNeal	6072731656	jmcneal@townithacany.gov

**Stormwater Program Coordinator**

Coordinator Title	First and Last Name	Phone	Email
Stormwater Program Coordinator	David O'Shea	6072731656	engineering@townithacany.gov

# Compliance Schedule Review

## Compliance Schedule Resources

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[MS4 Toolbox](#)

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Yes

**Have you reviewed compliance items due within three years of EDC, January 2, 2027?**

Yes

**Have you reviewed compliance items due within four years of EDC, January 2, 2028?**

Yes

**Have you reviewed compliance items due within five years of EDC, January 2, 2029?**

Yes

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

Yes

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

NONE PROVIDED

## Certification

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

Yes

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

[Certification Form](#)

**Attach completed certification form.**

ms4.pdf - 09/09/2025 06:48 AM

**Comment**

NONE PROVIDED

## Attachments

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Date	Attachment Name	Context	User
9/9/2025 6:48 AM	ms4.pdf	Attachment	David O'Shea

## Status History

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	User	Processing Status
7/15/2025 6:51:36 AM	David O'Shea	Draft
9/25/2025 10:22:17 AM	David O'Shea	Submitting
9/25/2025 10:22:31 AM	David O'Shea	Submitted
9/25/2025 10:22:32 AM	David O'Shea	Deemed Complete

# Processing Steps

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Step Name	Assigned To/Completed By	Date Completed
Form Submitted	David O'Shea	9/25/2025 10:22:31 AM
Accepted	David O'Shea	9/25/2025 10:22:32 AM

**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION**

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

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

**Instructions**

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

MS4 Operator Name: Town of Ithaca

Permit ID: NYR20A 134

eReport Submission Number: HQE - 3HP8 - EWCSC

**MS4 Operator Certification**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (please print or type)

Pod Howe

Title

Supervisor

Signature

[Handwritten Signature]

Date

9/8/2025



Department of  
Environmental  
Conservation