

Municipality/Organization: Rochester, New Hampshire

EPA NPDES Permit Number: NHR041028 2005 MAR -5 AM 8:39

MaDEP Transmittal Number: W-

Annual Report Number
& Reporting Period: No. 2: March 04-March 05

NPDES PII Small MS4 General Permit Annual Report

Part I. General Information

Contact Person: Thomas H. Willis, Jr., PE

Title: City Engineer

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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 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, 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.

Signature:



Printed Name: Robert D. Steele

Title: City Manager

Date:

4/25/05



City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

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May 2, 2005

U. S. Environmental Protection Agency
Water Technical Unit
PO Box 8127
Boston, MA 02114

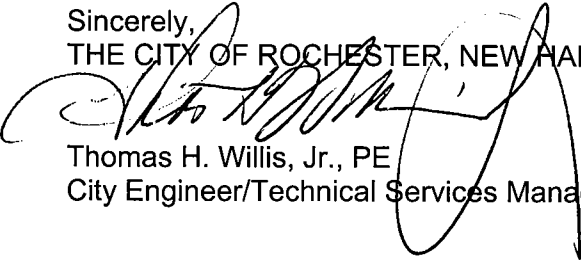
RE: NPDES Stormwater Annual Report – Rochester, New Hampshire – EPA ID No. NHRO41028

Dear Ms. Murphy:

Enclosed, please find the annual stormwater report for the City of Rochester, New Hampshire. We trust that this information provided meets the reporting requirements of the general permit.

If you need additional information, please call me at (603) 332-4096 or via e-mail at tom.willis@rochesternh.net

Sincerely,
THE CITY OF ROCHESTER, NEW HAMPSHIRE


Thomas H. Willis, Jr., PE
City Engineer/Technical Services Manager

Encl: Stormwater Annual Report No. 2 – March 2004 to March 2005

CC: Robert Steele, City Manager
Melodie Esterberg, PE, Commissioner of Public Works
File

Part II. Self-Assessment

The City of Rochester has been working to comply with the requirements of the Stormwater General Permit. All efforts have been performed using existing staff. There have been no permanent staff hired dedicated to stormwater rather, existing staff have been training themselves on stormwater requirements and attempting to implement them in association with their normal duties. The City of Rochester did hire two summer interns (one a civil engineering student at the University of New Hampshire and the other a high school senior with a goal to pursue engineering). They were trained on the use of Geographical Positioning Systems data collectors and located outfalls and drainage structures. The college intern continued working part time through the winter and transferred this data into the City's GIS system. This has been the most notable accomplishment during this second year of the permit.

Additionally, we collected samples from 30 of 172 outfalls that were located in the city. These outfalls had effluent coming out of them while the mapping operations were underway. Sample analysis of nine of the outfall suggested that additional research is needed to further identify whether there are illicit connections to these outfalls. These efforts will occur in the coming year.

Plan New Hampshire conducted a planning charrette of the Rochester downtown area in 2004. A focus of the charrette was using the Cocheco River as an amenity and focused public attention on the river has an amenity for the city. The Community Organization for Rochester Enhancement (CORE) {www.core-nh.org}, a grass roots organization of downtown merchant having a primary goal of improving downtown Rochester, has embraced the results of the charrette and is beginning to promote the development of the riverfront as a destination. This group is a good group to promote public outreach on the importance of stormwater management to achieve these goals.

The City is nearly complete with the comprehensive rezoning process and has begun revising the subdivision regulations. The planning and public works departments are working to ensure that stormwater management is an important component of all development projects. As these tools are updated we intend to include many of the latest best management practices for stormwater management as development requirements.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|------------------|------------------------------------|--|---|---|---|
| 01-01 Revised | Prepare Stormwater Video | Public Works /Commissioner | Cable Access, school and library showings | Continue promotion and showing of video to as wide an audience as possible. Video was frequently shown on City’s government channel early in the period and then pulled for other programming. Lent copies to other non-profit and other municipalities for showings. Copy given to library for local lending opportunities | Plan to recycle program on the City’s government channel along with other programming. Continue to lend out to interested parties. |
| 01-02 Revised | Support Annual Hazardous Waste Day | Public Works/ Office Manager | Coordinate & fund w/ Strafford Planning Commission; publicity | Community held household hazardous waste collection in Rochester on April 23, 2005. Managed and coordinated regional collection with 8 surrounding communities. Collected approximately XXXX gallons of hazardous waste from local residents. \$20K budgeted for effort w/ 50 percent grant from NHDES. | City will continue to manage, publicize, and finance this regional effort annually. Depending on result of next two annual days, will evaluate whether to hold collection 2 times per year. |
| 01-03 Revised | Produce a Stormwater Brochure | Public Works/ City Engineer | Have available for public access locations in city | Continued local production. Handed out brochure to appropriate events – HHW day. | Have professional printing co. print large quantities for a more professional look and greater attention. |
| 01-04 Revised | Localized Website | Cochecho Watershed Coalition; Public Works | Tie in with City Webpage | Little progress was made on creating a dedicated webpage in the city’s website. Have incorporated references to stormwater, when informing public through the web when appropriate. | Greater emphasis will be made to establish content and for city to develop greater working relationship w/ Cochecho River Coalition. |

1a. Additions

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|-------|--------------------|-----------------------------------|--|---|--|
| 01-05 | School Involvement | Various Teachers/ Public Works | Promote Stormwater as a topic in the classroom | No city agencies made dedicated presentations to city school children during this reporting period. | Promote topic to School Districts curriculum director. |
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2. Public Involvement and Participation

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|----------|---|--|---|--|---|
| 02-01 | Promote Riverbank Cleanups | Conservation Commission/ Cocheco River Watershed Coal. | Periodic Cleanup Days. | Watershed Coalition continued with canoe trips down Cocheco River to draw attention to the river quality. Held cleanup days on 10/02/04 and 04/23/05. Groups went to clean up along riverbanks downtown and elsewhere. | City needs to promote greater awareness of the importance of stormwater runoff to this group, so membership can be savvier in noticing, identifying, and reporting problems. More of the same. |
| Revised | | Dept of Recreation Arena and Youth Services. | | | |
| 02-02 | Watershed Monitoring | Conservation Commission and Cocheco Watershed Coalition | Periodic Reviews of Watershed | Cocheco Watershed Coalition has been active in monitoring. | Public Works will begin to bring focus to Conservation Commission After stormwater system mapping (BMP 03-01) and outfall locational work is complete (BMP 03-02). Development of data to find locations of emphasis for monitoring underway. Much data collected and now under evaluation. |
| Revised | | | | | |
| 02-03 | Greater Involvement of Dept of Recreation Arena and Youth Services (RAYS) | RAYS Neighborhood Coordinator | Greater awareness and participation among city's neighborhood groups. | RAYS has been spearheading neighborhood cleanup days (October 2, 2004 and April 23, 2005). Continues to be a conduit for outreach to local neighborhoods. | Continue to foster and build on this relationship. Promote stormwater as a cause. |
| Revised | | | | | |

2a. Additions

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|-------|--|------------------------------|--|---|---|
| 02-04 | Downtown River Walk <i>NEW</i> | Planning Dept – CORE-NH – | Focus attention on Cocheco River in Downtown area - Downtown Enhancement | Planning Department held charrette with PLAN-NH on improving downtown. Much focus on developing river walk and greater focus on river as an amenity in downtown area. CORE (core-nh.org) spearheading effort | Downtown improvement and associated tie-in to nearby Cocheco River will continue to evolve with assistance and involvement by key city departments. |
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3. Illicit Discharge Detection and Elimination

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|------------------|--|-------------------------------|---|---|---|
| 03-01 Revised | Identify and map outfalls and receiving waters | Engineering Division | Map all outfalls in GIS by Spring '05. | Hired two interns and collected outfall locations (172 outfalls located and applied to GIS database). Also located and mapped almost 3,000 structures (drainage catch basins and sewer or drain manholes) with GPS and transferred to GIS database. | Expand coverage and then identify more detailed data about each structure and catalog on GIS. Purchase GPS unit to assist. Existing intern due to graduate in May 2005, work conditional on hiring another intern for FY 2006 |
| 03-02 Revised | Screen outfalls for Illicit Connections | Public Works | Screen all outfalls by Spring '05. | Hired two interns and collected samples from each outfall with effluent during summer 2004 (30 outfalls analyzed). All samples were analyzed for fecal coliform to determine the presence of illicit connection. Raw data to be analyzed | Process raw data and collect confirmatory samples from positive outfalls. Begin investigating contributing system and identify sources of illicit connections. Existing intern due to graduate in May 2005, work conditional on hiring another intern for FY 2006 |
| 03-03 Revised | Review and Development Stormwater Ordinance | Public Works/City Council | Adoption of Ordinance by Fall of 2006 | No work has been done, until Public Works receives a model ordinance developed by a regional entity. Bulk of work on this project was dedicated for third year of permit. | As model ordinance is developed by a regional or state entity, the city will use this as model the then modify it to meet needs and city's situation. We will not reinvent the wheel, as this community does not have the staffing to "go it alone". SWMP called for bulk of work to be done this year. |
| 03-04 Revised | Illicit Connection Elimination Plan | Public Works Documentation | Plan Development by Summer 2006, assuming meaningful data is obtained during 03-02 effort | Mapping efforts conducted this year has identified nine outfalls that need additional investigation. | Plan to focus efforts on tracing the path of these outfalls and locating possible illicit connections, first by sampling outfalls of interest for e. coli bacteria. Existing intern due to graduate in May 2005, work conditional on hiring another intern for FY 2006. |

3a. Additions

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4. Construction Site Stormwater Runoff Control

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|----------|--|---|--|---|---|
| 04-01 | Review Stormwater Features during land development process | Planning/chief planner and Public Works/city engineer | Development of Site Review Standards | Technical staff continues to meet bi-weekly to review and discuss all new development proposals before going to planning board. Each proposal is scrutinized for stormwater impacts. | Continue emphasize state of the art stormwater management on new development projects where prudent in the context of current regulations until a planned revisions of subdivision/site plan regulations begins (likely in late 2005). Development of plan review checklists to ensure review consistency |
| Revised | | | | | |
| 04-02 | Revise Subdivision and Site Plan Regulations | Planning/chief planner | Adoption of Site Plan Regulations | Comprehensive rezoning draft completed in March 2005. Offered to City Council for review, consideration, and adoption. Planning board has prepared a draft of revised subdivision regulations on April 18, 2005 | City Council reviews and adopts comprehensive rezoning plan. Planning and Public Works Departments will review draft subdivision regulation revisions and make revisions ensuring a strong stormwater management program. |
| Revised | | | | | |
| 04-03 | Construction Monitoring of Site Development | Public Works/ Inspection Engineer | Visit each site; engage in corrective action | Engineering personnel visit each site plan and subdivision at regular intervals. Stormwater management, erosion control, and adherence to construction plans and city standards are emphasized. 2004 reporting year continued rapid pace of development and limited staffing has resulted in city not visiting projects as often as desired, however significant violations are enforced when identified. | Continue with current practices as resources permit. |
| Revised | | | | | |
| 04-04 | Public Information / Pamphlet for Site Developers | Planning/ Conservation Commission | Pamphlet for site developers | This goal has not been met. Information to developers is transmitted during mandatory pre-construction meetings with city staff before the project start. Topics such as completion of NOI and other stormwater requirements are discussed. | Create pamphlet to hand out to developers and contractors during pre-construction meetings. |

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| Revised | | | Significant projects are required to have a preconstruction meeting w/ city staff to outline requirements | | |
| Revised | | | | | |
| Revised | | | | | |

4a. Additions

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5. Post-Construction Stormwater Management in New Development and Redevelopment

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 2 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 3 |
|----------|--|-------------------------------|------------------------------------|---|--|
| 05-01 | Establish Drainage Maintenance Agreement Program | Planning/Public Works | Adopt as part of planning process. | City has established a program as part of the planning process, which requires owners of site plans with stormwater conveyance and detention systems to maintain these systems so they work as designed. Failure to maintain gives city the right to access the property to maintain them and recover the costs from the owner. | Continue with the drainage maintenance agreement process. |
| Revised | | | | | |
| 05-02 | Revise Regulations for Stormwater Management | Planning/Public Works | Adoption of Regulations | | |
| Revised | | | | No progress has been made on this BMP. In process of identifying the extent of stormwater system by implementing BMPs 03-01 and 03-02. Estimate 70 percent of structures have been identified and input into GIS. | Begin identifying and reviewing regulations in other municipalities as model ordinances with a goal of determining what is effective elsewhere and then begin to tailor a that will work in Rochester as the extent of the stormwater system becomes known. Collection of data will aid in how to proceed with development of regulations. |
| Revised | | | | | |
| Revised | | | | | |

5a. Additions

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6. Pollution Prevention and Good Housekeeping in Municipal Operations

| BMP ID # | BMP Description | Responsible Dept./Person Name | Measurable Goal(s) | Progress on Goal(s) – Permit Year 1 (Reliance on non-municipal partners indicated, if any) | Planned Activities – Permit Year 2 |
|----------|------------------------------|---------------------------------------|---|--|---|
| 06-01 | Catch Basin Cleaning Program | Public Works/Highway Lead or Foreman | Establish Priorities | City uses VAC-Con truck to clean catch basins and manholes. Try to get to each of them every two years. Prioritized to the down town area where they are cleaned more frequently. Staffing levels do not allow a dedicated crew to do this everyday. Two Vortechnic units were installed and became operational in 2004. | Continue as previously. City will be maintaining Vortechnic units on a recurring schedule as well as upstream catch basins. Focus on Routine maintenance of Vortechnic units (May and November). |
| Revised | | Public Works/Highway/Fleet Supervisor | | | |
| 06-02 | Street Sweeping Year Road | Public Works/Highway Lead or Foreman | Install heating System in Garage for winter sweeper storage | City has two street sweepers. All winter sand is removed from the streets and sidewalks beginning in April and is an annual priority until complete. Throughout the spring, summer, and fall months both sweepers sweep and remove debris throughout the city. Downtown areas emphasized. Winter sand cannot be removed in winter because there is no heated place to store them, so they must be winterized to prevent freeze-ups. Reduced the quantity of winter sand spread on streets during winter 2004-05. | Continue the same. In order to have street sweeping capabilities during the winter months, two garage bays will need to have heat installed or new heated garage bays installed. Will continue to use less sand to treat roads during winter snow removal. Results in less debris getting into catch basins and drainage courses. |
| Revised | | Public Works/Highway/Fleet Supervisor | | | |
| Revised | | | | | |

6a. Additions

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