

WATER QUALITY IMPROVEMENT PROJECTS



Department of
Environmental
Conservation

Catch Basin Inspection and Clean-Out Plan Requirements

This documentation is required for all applications for vacuum trucks. The intent of this documentation is to demonstrate that regulated MS4 Operator(s) have identified where a vacuum truck will be used and have coordinated the use of the equipment between multiple regulated MS4 entities, as needed. The information in this plan must include, at a minimum (Elements A, B, and C):

A. Overview

- I. Participating regulated MS4 Operator(s)
- II. Planned area being serviced by the vacuum truck; include map of catch basins and waterbody information
- III. Total number of catch basins for each participating regulated MS4 Operator
- IV. Total number of catch basins being serviced by this vacuum truck annually, broken out by the total annually serviced for each MS4 Operator
- V. Number of catch basins which service an area discharging to an impaired waterbody listed in in Appendix C of [GP-0-24-001](#)
- VI. Focus areas serviced by the catch basins (see Comprehensive Mapping Worksheet¹; must include at least those Focus areas listed under basic and intermediate mapping elements; if a Focus Area will not be serviced by the catch basins, explain that)
- VII. Brief description of the coordination required to share the equipment efficiently, scheduled use, share service agreements; include vacuum truck operation and maintenance for long-term use
- VIII. Best management practices in place for catch basin spoils disposal
- IX. Pollutant(s) addressed (e.g., phosphorus)

B. Minimum Information to Include in Catch Basin Clean-Out Procedure

- I. Safety/traffic control; include number of staff and equipment needs
- II. Preparation/Inspection
- III. Clean-out Process
- IV. Documentation; include information collected as part of the catch basin inspection and clean out inventory below, total accumulative waste removed (*weight or volume*), and the areas in which catch basins require the most cleaning

C. Catch Basin Inspection and Clean Out Inventory

- I. Date of inspection
- II. Approximate level of trash debris captured at time of clean-out (*no debris, <50% sump capacity, >50% sump capacity*)
- III. Depth of structure
- IV. Depth of sump
- V. Date of clean out
- VI. Any comments or problems discovered

¹ See Comprehensive Mapping Worksheet for MS4 Projects: <https://dec.ny.gov/get-involved/aprant-applications/wqip-program>