

WATER QUALITY IMPROVEMENT PROJECTS



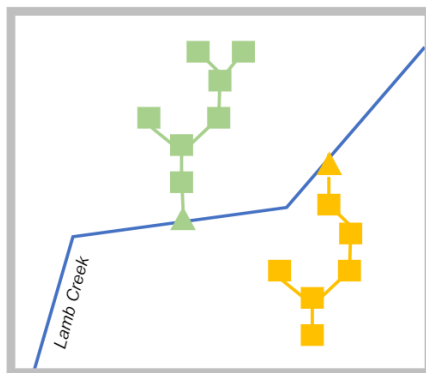
Department of
Environmental
Conservation

Catch Basin Inspection and Clean-Out Plan Requirements Template

The MS4 Operators and waterbodies used throughout this template are fictional. The fictional information used to complete this catch basin clean out plan is included in italics. Additional guidance is included in brackets and red text. **DISCLAIMER:** This is just an example and variation between MS4 Operators is expected.

A. Overview

- I. Participating regulated MS4 Operator(s): **[Which MS4 Operators are participating in this grant?]**
 - i. *Carin County, NYR20A998*
 - ii. *Village of Dith, NYR20A999*
- II. Planned area being serviced by the vacuum truck; include map of catch basins and waterbody information **[What area is intended to be serviced by this vacuum truck? Attach a map of the catch basins and waterbodies in the area. The example map below also includes conveyance system with MS4 outfalls; neither the conveyance nor the MS4 outfalls are required to be in the application, but can be included. Applications will likely have more robust conveyance systems than what is depicted below.]**



- Municipal Boundary
- Waterbody Inventory/Priority Waterbody List
- Carin County Conveyance System
- Carin County Catch Basin
- ▲ Carin County MS4 Outfall
- Village of Dith Conveyance System
- Village of Dith Catch Basin
- ▲ Village of Dith MS4 Outfall

- III. Total number of catch basins for each participating regulated MS4 Operator
 - i. *Carin County, 500 total catch basins*
 - ii. *Village of Dith, 1000 total catch basins*
- IV. Total number of catch basins being serviced by this vacuum truck annually, broken out by the total annually serviced for each MS4 Operator
 - i. *Carin County, 200 total catch basins serviced annually*
 - ii. *Village of Dith, 400 total catch basins serviced annually*

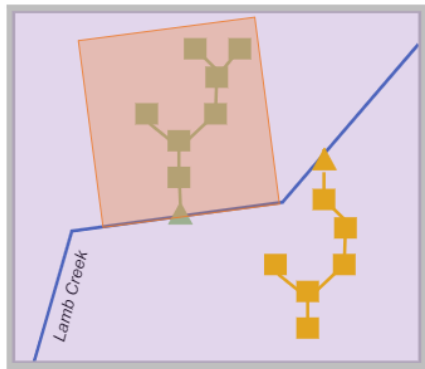
- V. Number of catch basins which service an area discharging to an impaired waterbody listed in Appendix C of [GP-0-24-001](#)
- i. Carin County, 50 catch basins discharge to an impaired waterbody listed in Appendix C of GP-0-24-001
 - ii. Village of Dith, 0 catch basins discharge to an impaired waterbody listed 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). *[This question can be answered in different ways. OPTION 1: List all of the Focus Areas listed under basic and intermediate mapping elements of the Comprehensive Mapping Worksheet and indicate if any catch basins which will be serviced by the vacuum truck are present within that Focus Area (see below). OPTION 2: Add Focus Areas to the map of the catch basins already developed as part of this plan (see below).]*

OPTION 1:

Focus Area	Has catch basins to be serviced by this vacuum truck	Does not have catch basins to be serviced by this vacuum truck
Areas with onsite wastewater systems (subject to Part IX of GP-0-24-001 requirements)		X
TMDL watersheds (subject to Part IX of GP-0-24-001 requirements)		X
Areas discharging to waters with Class AA-S, A-S, AA, A, B, SA, or SB		X
Sewersheds for impaired waters listed in Appendix C of GP-0-24-001	X	
Areas with construction activities		X
Residential Areas	X	
Commercial Areas		X
Industrial Areas		X
Stormwater hotspots		X
Areas with illicit discharges		X

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

OPTION 2:



- Municipal Boundary
- Waterbody Inventory/Priority Waterbody List
- Carin County Conveyance System
- Carin County Catch Basin
- ▲ Carin County MS4 Outfall
- Village of Dith Conveyance System
- Village of Dith Catch Basin
- ▲ Village of Dith MS4 Outfall
- Sewershed for impaired water listed in Appendix C of GP-0-24-001
- Residential Area

Catch basins intended to be serviced by this vacuum truck can be found in the following Focus Areas: 1) sewersheds for impaired waters listed in Appendix C of GP-0-24-001 and 2) residential areas. Catch basins intended to be serviced by this vacuum truck are not in any of the other Focus Areas listed in the Comprehensive Mapping Worksheet.

- 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
 - i. The vacuum truck will be stored indoors at the Village of Dith Department of Public Works (DPW) located at 1 Village Lane.
 - ii. The Village of Dith DPW shall be responsible for the operation, maintenance, and scheduled use of the vacuum truck.
 - iii. The Village of Dith and Carin County have an intermunicipal agreement for shared use of the vacuum truck.
 - iv. The vacuum truck will be maintained in accordance with the manufacturer's recommendations, and will include daily, monthly, and annual maintenance.
- VIII. Best management practices in place for catch basin spoils disposal
 - i. The catch basin spoils disposal area is located at the Village of Dith's DPW Maintenance yard where the silt/sediment, floatable, etc. get placed in a container. The container is picked up on an as-needed basis by a contracted waste hauler that delivers the waste to a NYSDEC permitted/licensed facility.
- IX. Pollutant(s) addressed (e.g., phosphorus)
 - i. Nitrogen and Phosphorus; generated from fertilizers, soil erosion, grass clippings.
 - ii. Trash/Floatables; generated from municipal solid waste.
 - iii. Silt/Sediment; generated from soil erosion.

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

- I. Safety/traffic control; include number of staff and equipment needs

- i. The location of the catch basin that will be cleaned will dictate the number of staff needed to operate the vacuum truck and control traffic.
- ii. Staff will follow the garbage pick-up route.

II. Preparation/Inspection

- i. Work Zone traffic control measures will be deployed.
- ii. The vacuum truck operator arrives to each site approximately (2) feet from the catch basins with assistance from DPW staff assigned to traffic control.
- iii. DPW staff will carefully open the catch basin grate using a metal pry bar, hook, etc.
- iv. The catch basin grate will be adequately secured and/or placed away from the catch basin to avoid falling back or into the catch basin.

III. Clean-out Process

- i. The vacuum truck boom will lower the hose into the catch basin to begin the cleaning procedure.
- ii. The combination vacuum truck may need to connect to a fire hydrant (with an approved backflow prevention device) to obtain water during cleaning; this may be avoided if the vacuum truck contains an on-vehicle water recycling system to separate liquid and solids.
- iii. Pressurized water will be sprayed to loosen compacted material within the catch basin; shovels will be used as necessary.
- iv. DPW staff will inspect the catch basin once the spoil material is adequately removed from the structure.
- v. DPW staff will note odors, stains, sheens, discoloration, etc. (if observed) of the catch basin spoil material on the catch basin inspection form.
- vi. The catch basin grate will be placed back on the structure.
- vii. Catch basin spoil material will be properly handled as indicated above (A.VIII).

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

- i. The information below will be collected as part of the catch basin clean out procedure using a Catch Basin Clean Out form:

<i>Date of Inspection</i>	<i>Inspector</i>	<i>Catch Basin ID/Location</i>	<i>Level of debris at clean out (none, >50%, <50%)</i>	<i>Depth of structure</i>	<i>Depth of sump</i>	<i>Date of clean out</i>	<i>Comments or problems?</i>

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