

AGENDA
Village Board of East Aurora
May 4, 2026 Regular Meeting at 7 pm

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. PUBLIC HEARINGS

- A. Village of East Aurora Annual MS-4 Report.

3. SPEAKERS & COMMUNICATIONS – Agenda Items Only

4. CONSENT CONSIDERATIONS

- A. Minutes of Village Board Meeting for April 20, 2026
- B. Payment for May 4 Abstract 2025/2026 fiscal year for a total of \$248,622.22.
- C. Permission for the Mayor or his designee to sign the MS4 report
- D. Temporary Use Permit for EA Union Free School, Jackey Rabey - 5th & 6th Grade Field Day on June 9th (rain date June 10th), from 7:30 am -1:30 pm.
- E. Temporary Use Permit for The Roycroft Campus Corp, Samantha Lehsten, Summer Art and Antique Show on June 27th - 28th, from 10 am-5 pm.
- F. Temporary Use Permit for The Roycroft Campus Corp, Samantha Lehsten, Fall Festival October 3rd - 4th 10 am-5 pm
- G. Permission for the Chief of Police Patrick Welch to attend a technology training summit with Axon June 2-3 Scottsdale, AZ
- H. Permission for the Mayor or his designee to sign the PERMA Workers' Comp Insurance renewal for 2026/27
- I. Permission for the Mayor or his designee to sign the GIS Service renewal for 2026/27
- J. Permission for the Mayor or his designee to sign the ESRI Service renewal for 2026/27
- K. Permission for the Mayor or his designee to sign the Lift Off renewal for 2026- 2029
- L. Permission for the Mayor or his designee to sign the Village Engineer, Barton Loguidice, renewal for 2026/27
- M. Intermunicipal Agreement for joint ERT contract with the Town of Orchard Park, as written May 5, 2025
- N. New members of the East Aurora Fire Department: Roy Draves & John Phillips (Out of district), Kenneth Craft, and Bobby Eccleston Jr
- O. Budget modification for the 2025-26 fiscal year
- P. Declare surplus properties for Auction a 2016 Chevy and a 1988 Sidewalk Plow

5. OFFICIAL CONSIDERATIONS

- A. Appoint Patrick Richey & Monique Brannon to the Historic Preservation Commission for a 4-year term ending April 1, 2030
- B. Assign Christine Cappola to the duties of "Fire Department Clerk" commencing June 1, 2026

6. OLD BUSINESS

- A. Local law amending the Village Code Chapter §112 Demolitions.
- B. Pine Street traffic study

7. NEW BUSINESS

- A. Village Engineer Water Report/Plan

8. SPEAKERS & COMMUNICATIONS (II)

- A. Town application - GML 239-m Referral Area Variance request 559 South Street

9. DEPARTMENT HEAD REPORT

10. EXECUTIVE SESSION

11. ADJOURNMENT

MS4 Annual Report/Interim Progress Certification—2026

version 1.1

(Submission #: HQK-YQSQ-PHFD3, version 1)

Details

Originally Started By Brian Halt

Alternate Identifier NYR20A159

Submission ID HQK-YQSQ-PHFD3

Status Draft

Form Input

MS4 Operator Information

Permit ID #:
NYR20A159

Municipality Name or Legal Entity Name
Village of East Aurora

Report Preparer

Report Preparer Title	First and Last Name	Phone	Email
Stormwater Program Coordinator	Brian Halt	7166526057	brian.halt@east-aurora.ny.us

MS4 Operator Type
Traditional land use control

Part IV

Was the information in this section completed as part of a coalition/group?
Yes

MS4 General Permit Resources

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

MS4 Permit Webpage

MS4 Toolbox

SWMP Plan

Annually: Have the alternative implementation agreements in the SWMP Plan been updated? (Part IV.A.1.e.)

Yes

Annually: Has the SWMP been updated? (Part IV.B.3.)

Yes

Mapping

Annually: Has the comprehensive system mapping been updated? (Part IV.D.)

Yes

What tools are used to satisfy the comprehensive system mapping requirements? (e.g. paper maps, GIS, web mappers, etc.)

GIS, full size system maps, map books, online stormwater mapper

Within three (3) years of the EDC: Has Phase I of the comprehensive mapping been completed? (Part IV.D.2.a.)

No

Please clarify the reason for selecting "No" for this item.

Compliance deliverable is not due

Within five (5) years of the EDC: Has Phase II of the comprehensive mapping been completed? (Part IV.D.2.b.)

No

Please clarify the reason for selecting "No" for this item.

Compliance deliverable is not due

Legal Authority

Within three (3) years of the EDC: For newly designated MS4 Operators, has adequate legal authority been developed and implemented? (Part IV.E.)

N/A

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

Not a newly designated MS4 Operator

Enforcement Tracking

This reporting year, how many enforcement actions were undertaken for illicit discharges (e.g. verbal warnings, citations, stop work orders)? (Part IV.F.2.)

0.0

This reporting year, how many enforcement actions were undertaken for construction sites (e.g. verbal warnings, citations, stop work orders)? (Part IV.F.2.)

0.0

This reporting year, how many enforcement actions were undertaken for post-construction SMPs (e.g. verbal warnings, citations, stop work orders)? (Part IV.F.2.)

0.0

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

NONE PROVIDED

Part V

In Year 5: Has the SWMP Plan been evaluated? (Part V.C.)

No

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

Compliance deliverable is not due

Part VI

Which MCMs in this Part were completed as a coalition/group, if any?

MCM 1

MCM 2

MCM 3

Minimum Control Measure 1

Within three (3) years of the EDC: Have the focus areas been identified? (Part VI.A.1.a.)

No

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

Compliance deliverable is not due

Within three (3) years of the EDC: Have the target audience(s) and associated pollutant generating activities been identified? (Part VI.A.1.b.)

No

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

Compliance deliverable is not due

Within three (3) years of the EDC: Have the education and outreach topics been identified and how the education and outreach topics will reduce the potential for pollutants explained? (Part VI.A.1.c.)

No

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

Compliance deliverable is not due

In Year 5: Has the method(s) used for distribution of educational messages been identified? (Part VI.A.2.a.)

No

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

Compliance deliverable is not due

In Year 5: Has one educational message been delivered to each target audience(s) for each focus area based on the education and outreach topic(s)? (Part VI.A.2.b.)

No

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

Compliance deliverable is not due

In Year 4 and Year 5: Have target audiences, focus areas, and/or education and outreach topics been updated? (Part VI.A.2.c.)

No

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

Compliance deliverable is not due

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

NONE PROVIDED

Minimum Control Measure 2

Annually: Has an opportunity for public involvement/participation in the development and implementation of the SWMP been provided? (Part VI.B.1.a.)

Yes

What was the opportunity for public involvement/participation in the SWMP?

Public hearings or meetings

Reporting concerns about activities or behaviors observed

Coordination with other pre-existing public involvement/participation opportunities

Annually: Has the public been informed about the opportunity for their involvement in the development and implementation of the SWMP and how they can get involved? (Part VI.B.1.b.)

Yes

What is the method(s) used for distribution to inform the public of the opportunity for involvement?

Public notice

Annually: Has an opportunity to review and comment on the publicly available SWMP Plan been provided? (Part VI.B.2.a.)

Yes

Annually: Has an opportunity to review and comment on the draft annual report been provided? (Part VI.B.2.b.i.)

Yes

What opportunity for review and comment on the draft annual report has been provided?

Presentation of the draft Annual Report

Annually: Have the comments received on the SWMP Plan been summarized? (Part VI.B.2.c.i.)

No

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

No Comments

Annually: Have the comments received on the draft annual report been summarized? (Part VI.B.2.c.i.)

No

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

No Comments

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

NONE PROVIDED

Minimum Control Measure 3

Within three (3) years of the EDC: Has an inventory of monitoring locations been developed? (Part VI.C.1.c.i.)

No

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

Compliance deliverable is not due

How many MS4 outfalls are on the inventory?

60

How many interconnections are on the inventory?

8

How many municipal facility intraconnections are on the inventory?

0

In Year 4 and Year 5: Has the monitoring location inventory been updated? (Part VI.C.1.c.ii.)

No

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

Compliance deliverable is not due

Within three (3) years of the EDC: Have monitoring locations been prioritized? (Part VI.C.1.d.i.)

No

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

Compliance deliverable is not due

In Year 4 and Year 5: Has the monitoring location prioritization been updated? (Part VI.C.1.d.iii.)

No

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

Compliance deliverable is not due

Within two (2) years of the EDC: Has a monitoring locations inspection and sampling program been developed and implemented? (Part VI.C.1.e.)

No

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

Compliance deliverable is not due

In Year 5: Every five (5) years following the most recent inspection, have all the monitoring locations been inspected? (Part VI.C.1.e.i.a))

No

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

Compliance deliverable is not due

Every five (5) years following the most recent inspection, how many monitoring locations have been inspected?

14

In Year 5: Has training on the MS4 Operator's monitoring locations inspection and sampling procedures been provided? (Part VI.C.1.e.ii.)

No

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

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received monitoring locations inspection and sampling training been updated? (Part VI.C.1.e.iii.)

No

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

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the monitoring locations inspection and sampling procedures been updated? (Part VI.C.1.e.iv.)

No

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

Compliance deliverable is not due

Within two (2) years of the EDC: Has an illicit discharge track down program been developed and implemented? (Part VI.C.2.)

No

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

Compliance deliverable is not due

In Year 5: Has training on the MS4 Operator's illicit discharge track down procedures prior to conducting illicit discharge track down been provided? (Part VI.C.2.b.)

No

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

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge track down procedures training been updated? (Part VI.C.2.c.)

No

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

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the illicit discharge track down procedures been reviewed and updated? (Part VI.C.2.d.)

No

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

Compliance deliverable is not due

Within two (2) years of the EDC: Has an illicit discharge elimination program been developed and implemented? (Part VI.C.3.)

No

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

Compliance deliverable is not due

In Year 5: Has training on the MS4 Operator's illicit discharge elimination procedures prior to conducting illicit discharge elimination been provided? (Part VI.C.3.b.)

No

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

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge elimination procedures training been updated? (Part VI.C.3.c.)

No

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

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the illicit discharge elimination procedures been reviewed and updated? (Part VI.C.3.d.)

No

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

Compliance deliverable is not due

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

NONE PROVIDED

Minimum Control Measure 4

Within one (1) year of the EDC: Has a construction oversight program been developed and implemented? (Part VI.D.3)

Yes

In Year 5: Has training on the MS4 Operator's construction oversight procedures prior to conducting construction oversight been provided? (Part VI.D.3.b.)

No

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

Compliance deliverable is not due

In Year 2, Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received construction oversight procedures training been updated? (Part VI.D.3.c.)

Yes

In Year 2, Year 3, Year 4, and Year 5: Have the construction oversight procedures been reviewed and updated? (Part VI.D.3.e.)

Yes

Annually: Has the inventory of construction sites been updated? (Part VI.D.4.b.)

Yes

How many construction sites are on the inventory?

12

Within one (1) year of the EDC: Have construction sites been prioritized? (Part VI.D.5.a.)

Yes

In Year 2, Year 3, Year 4, and Year 5: Has the construction site prioritization been updated? (Part VI.D.5.c.)

No

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

Compliance deliverable is not due

How many high priority construction sites are on the inventory?

0

Within three (3) years of the EDC: Have the individuals responsible for reviewing SWPPPs for acceptance received 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 prior to conducting SWPPP reviews and/or approvals? (Part VI.D.6.a.i.)

Yes

Annually: Have the names, titles, and contact information for the individuals who have received 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, for individuals responsible for reviewing SWPPPs been updated? (Part VI.D.6.d.)

Yes

Are pre-construction meetings conducted prior to the commencement of construction activity? (Part VI.D.7.)

Yes

Within three (3) years of the EDC: Have the individuals responsible for construction site inspections received 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 prior to conducting construction site inspections? (Part VI.D.8.a.i.)

Yes

Annually: Have all sites with construction activity identified in the inventory been inspected during active construction after the pre-construction meeting, or sooner if deficiencies are noted that require attention? (Part VI.D.8.c.)

Yes

Annually: Have the names, titles, and contact information for the individuals who have received 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, for individuals responsible for construction site inspections been updated? (Part VI.D.8.d.)

Yes

Are final construction site inspections conducted? (Part VI.D.9.)

Yes

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

NONE PROVIDED

Minimum Control Measure 5

Annually: Has the inventory of post-construction SMPs been updated? (Part VI.E.2.c.)

Yes

How many post-construction SMPs are on the inventory?

4

Within five (5) years of the EDC: Have the required components been included in the post-construction SMP inventory? (Part VI.E.2.d.)

No

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

Compliance deliverable is not due

Within one (1) year of the EDC: Has a post-construction SMP inspection and maintenance program been developed and implemented? (Part VI.E.4.)

Yes

Has each post-construction SMP identified in the inventory been inspected at the required frequency? (Part VI.E.4.a.)

Yes

In Year 5: Has training on the MS4 Operator's post-construction SMP inspection and maintenance procedures prior to conducting post-construction SMP inspection and maintenance been provided? (Part VI.E.4.b.)

No

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

Compliance deliverable is not due

Annually: Have names, titles, and contact information for the individuals who have received post-construction SMP inspection and maintenance procedures training updated? (Part VI.E.4.c.)

Yes

In Year 2, Year 3, Year 4, and Year 5: Have the post-construction SMP inspection and maintenance procedures been reviewed and updated? (Part VI.E.4.d.)

No

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

Compliance deliverable is not due

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

NONE PROVIDED

Minimum Control Measure 6

Within three (3) years of the EDC: Have best management practices (BMPs) been incorporated into the municipal facility program and municipal operations program? (Part VI.F.1.)

No

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

Compliance deliverable is not due

Within three (3) years of the EDC: Has a municipal facility program been developed and implemented? (Part VI.F.2.a.)

No

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

Compliance deliverable is not due

In Year 5: Has training on the MS4 Operator's municipal facility procedures prior to conducting municipal facility procedures been provided? (Part VI.F.2.a.ii.)

No

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

Compliance deliverable is not due

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal facility procedures training been updated? (Part VI.F.2.a.iii.)

No

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

Compliance deliverable is not due

In Year 4 and Year 5: Have the municipal facility procedures been updated? (Part VI.F.2.a.iv.)

No

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

Compliance deliverable is not due

Within two (2) years of the EDC: Has a municipal facility inventory been developed? (Part VI.F.2.b.i.)

No

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

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Has the municipal facility inventory been updated? (Part VI.F.2.b.ii.)

No

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

Compliance deliverable is not due

Within three (3) years of the EDC: Have the municipal facilities been prioritized? (Part VI.F.2.c.i.)

No

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

Compliance deliverable is not due

In Year 4 and Year 5: Has the municipal facility prioritization been updated? (Part VI.F.2.c.iii.)

No

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

Compliance deliverable is not due

Within five (5) years of the EDC: Has a municipal facility specific SWPPP for each high priority municipal facility been developed? (Part VI.F.2.d.i.)

No

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

Compliance deliverable is not due

How many municipal facility specific SWPPPs for high priority municipal facilities have been developed?

0

In Year 5: Has all wet weather visual monitoring of the monitoring locations at all high priority municipal facilities been conducted? (Part VI.F.2.d.ii.a))

No

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

Compliance deliverable is not due

At how many high priority municipal facilities was wet weather visual monitoring completed?

0

At how many monitoring locations was wet weather visual monitoring completed?

0

In Year 5: Has a comprehensive site assessment for each high priority municipal facility been completed? (Part VI.F.2.d.ii.c))

No

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

Compliance deliverable is not due

At how many high priority municipal facilities was a comprehensive site assessment completed?

0

In Year 5: Has a comprehensive site assessment for each low priority municipal facility been completed? (Part VI.F.2.e.ii.c))

No

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

Compliance deliverable is not due

At how many low priority municipal facilities was a comprehensive site assessment completed?

0

Within three (3) years of the EDC: Has a municipal operations program been developed? (Part VI.F.3.a.)

No

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

Compliance deliverable is not due

In Year 5: Has training on the MS4 Operator's municipal operations procedures prior to conducting municipal operations been provided? (Part VI.F.3.a.ii.)

No

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

Compliance deliverable is not due

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal operations procedures training been updated? (Part VI.F.3.a.iii.)

No

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

Compliance deliverable is not due

In Year 4 and Year 5: Have the municipal operations procedures been reviewed and updated? (Part VI.F.3.a.iv.)

No

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

Compliance deliverable is not due

Within three (3) years of the EDC: Have catch basins in need of inspection been identified? (Part VI.F.3.c.i.)

No

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

Compliance deliverable is not due

Within three (3) years of the EDC: Has catch basin inspection information been inventoried? (Part VI.F.3.c.ii.)

No

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

Compliance deliverable is not due

In Year 5: Have all streets, bridges, parking lots, and right of ways been swept? (Part VI.F.3.d.i.a))

Yes

Annually: Have all streets in business districts and commercial areas been swept? (Part VI.F.3.d.i.b))

Yes

Within five (5) years of the EDC: Have roads, bridges, parking lots, and right of way maintenance specific BMPs been implemented? (Part VI.F.3.d.ii.)

No

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

Compliance deliverable is not due

Within five (5) years of the EDC: Have winter road maintenance specific BMPs been implemented? (Part VI.F.3.d.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.
Compliance deliverable is not due

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?
No

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

Interim Progress Status

Interim Progress Resources

Use the following webpages for more information on the permit and fact sheet:
MS4 Permit Webpage

MS4 Toolbox

Have you reviewed compliance items due within three years of EDC?
Yes

Have you reviewed compliance items due within four years of EDC?
Yes

Have you reviewed compliance items due within five years of EDC?
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.

NONE PROVIDED

Comment

NONE PROVIDED

Stormwater Management Program Plan (SWMP Plan)

Village of East Aurora



**SPDES General Permit for Stormwater Discharges from Municipal
Separate Storm Sewer Systems (MS4s)
Permit No. GP-0-24-001**

Effective Date: January 3, 2024
Expiration Date: January 2, 2029

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List of Appendices

Appendix A: Map of Erie and Niagara County MS4 Regulated Area

Appendix B: SWMP Plan Compliance Documentation

Appendix C: Monitoring Locations Inspection and Sampling Field Sheet

Appendix D: Illicit Discharge Detection and Elimination Track Down Program

Appendix E: Construction Activities that Require SWPPP

Appendix F: SWPPP Review Checklist

Appendix G: Construction Site Inspection Report Form

Appendix H: No Exposure Certification

Appendix I: Storm Event Data Form; Visual Monitoring Form

Appendix J: Municipal Facility Assessment Form

Appendix K: Notice of Intent

Appendix L: Staffing Plan/Organizational Chart

Appendix M: WNY Stormwater Coalition Online Mapper/SOP

Appendix N: Resolution: Local Laws

Appendix O: Enforcement Response Plan

Appendix P: Part VIII: Enhanced Requirements for Impaired Waters

Village of East Aurora

Stormwater Management Program Contacts

Stormwater Program Coordinator oversees the development, implementation, and enforcement of the SWMP; coordinates all elements of the SWMP to ensure compliance with this SPDES general permit; and develops and submits the Annual Report.

Name: Brian Halt
Title: Storm Water Management Officer
Phone: 716-652-6057
Email: brian.halt@east-aurora.ny.us

Stormwater Management Officer for questions related to this Stormwater Management Program (SWMP) Plan, or to obtain compliance-related documentation cited throughout this document.

Name: Brian Halt
Title: Storm Water Management Officer
Phone: 716-652-6057
Email: brian.halt@east-aurora.ny.us

Local point of contact to receive and respond to public concerns/complaints regarding stormwater management and compliance with permit requirements:

Name: Brian Halt
Title: SMO
Phone: 716-652-6057
Email: brian.halt@east-aurora.ny.us

To report illicit discharges in the Village of East Aurora contact:

Name: Elizabeth Cassidy
Title: SMO, Code Enforcement Officer
Phone: 716-652-7591
Email: ecassidy@townofaurora.com

To report **stormwater complaints related to construction activity** in the **Village of East Aurora** contact:

Name: Elizabeth Cassidy

Title: SMO, Code Enforcement Officer

Phone: 716-652-7591

Email: ecassidy@townofaurora.com

Alternative Implementation Agreements

Inventory of Other Entities Assisting with Implementation of SWMP Plan

List any entities assisting with any portion of the SWMP development, implementation, or enforcement.

Name of Entity	Permit Requirement
Town of Aurora	MCM 3,4,5 Construction/post construction inspections, IDDE
GHD	MCM 6- SWPPP Review
WNY Stormwater Coalition	MCM 1, 2, 3, 4, 5, 6 Education, Training, Development

Although not included as an Appendix, Alternative Implementation Agreements are considered part of this SWMP Plan, and are available by contacting the Stormwater Program Coordinator or Stormwater Management listed Officer on page 2 of this document.

SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s) Permit No. GP-0-24-001

A. MCM1 – Public Education and Outreach Program

The MS4 Operator must develop and implement an education and outreach program to increase public awareness of pollutant generating activities and behaviors. This MCM is designed to inform the public about the impacts of stormwater on water quality, the general sources of stormwater pollutants, and the steps the general public can take to reduce pollutants in stormwater runoff.

1. Development

Within three (3) years

a. Focus Areas

i. Surface waters classified as Class A-S, A or B

Listed below are surface waters classified as Class A-S, A or B according to New York State's Part 701 Classifications--Surface Waters and Groundwaters. Areas discharging to these waters are focus areas for the education and outreach program. Because the Class A-S, Class A and Class B surface waters have nearly identical best uses, and because all MS4 Operators in Erie and Niagara County are in within the watershed of a Class A-S, Class A surface water (i.e. Lake Erie, Niagara River or Lake Ontario), the focus area for education and outreach will encompass the entire geographical area of GP-0-24-001 regulated MS4s as depicted in Appendix A. All education and outreach materials will approach water quality protection from the high standards inherent in Class A-S, A and B surface waters.

Class A-S and Class A fresh surface waters are a source of water supply for drinking, culinary or food processing purposes; primary and secondary contact recreation; and fishing. The waters are suitable for fish, shellfish and wildlife propagation and survival.

- Lake Erie Class A-S
- Niagara River Class A-S
- Lake Ontario Class A
- Eighteen Mile Creek, Middle, and tribs (0104-0017): Class A
- Eighteenmile Creek, Upper, and tribs (0104-0039): Class A
- Buffalo Creek, Lower, and tribs (0103-0004): Class A
- Buffalo Creek, Upper, and minor tribs (0103-0003): Class A

Class B fresh surface waters are primary and secondary contact recreation and fishing. These waters are suitable for fish, shellfish and wildlife propagation and survival.

- Cayuga Creek, Middle, and minor tribs (0103-0017): Class B
- Eighteenmile Creek, Lower, minor tribs (0104-0030): Class B
- S. Branch Eighteenmile, Lower, and tribs (0104-0016): Class B
- Scajaquada Creek, Upper, and tribs (0101-0034): Class B
- Ellicott Creek, Lower, and tribs (0102-0018): Class B
- Grand Island, all tribs to Niagara R (0101-0011): Class B
- Hampton Brook and Tribs (0104-0041): Class B

- Hyde Park Lake (0101-0030): Class B
- Tonawanda Creek, Middle, Main Stem (0101-0006): Class B

ii. Sewersheds for impaired waters

N/A: For the **Village of East Aurora**, there are no surface waters identified as impaired in Appendix C of the MS4 General Permit (GP-0-24-001).

iii. TMDL watersheds:

N/A: there are no TMDL watersheds in Erie County or Niagara County.

iv. Areas with construction activities:

Education will be targeted to specific construction sites/operators that are identified during Construction General Permit oversight and/or inspections as impacting water quality/generating stormwater pollutants. In addition, construction-related activities are an education and outreach topic for the following target audiences: contractors, developers, design professionals, and **Village of East Aurora** municipal staff.

v. Areas with on-site wastewater systems:

Education will be targeted to specific sewersheds that are identified during illicit discharge detection monitoring as discharging pathogens/fecal coliform. In addition, on-site wastewater treatment systems (i.e. septic systems) are an education and outreach topic for the residential target audience.

vi. Residential, commercial, and industrial areas

Education will take a variety of forms for these audiences. Residential/household education will include tabling at community and regional events, stormwater displays in the main municipal building, school-based programming such as the annual rain barrel painting contest, and classroom presentations. Commercial audiences will be targeted for education on topics most relevant to their primary operation (i.e. restaurants, landscaping and lawn care, mobile washers); industrial areas will be targeted for education on outdoor materials storage and other issues as they are discovered.

vii. Stormwater hotspots; and

Stormwater hotspots targeted for education: commercial container nurseries, vehicle fueling stations, and vehicle service and maintenance facilities.

viii. Areas with illicit discharges.

Education will be targeted to specific sewersheds that are identified during illicit discharge detection monitoring as discharging stormwater pollutants, specifically related to discharges from activities such as landscaping and lawn care, dog waste; household hazardous waste disposal, vehicle washing.

b. Target Audiences and Associated Pollutant Generating Activities

Within three (3) years

- i. Residents: landscaping and lawn care; dog waste; household hazardous waste disposal; vehicle washing
- ii. Commercial: Business owners and staff: landscaping and lawn care; vehicle fueling; vehicle service and maintenance; uncovered materials exposure/storage
- iii. Institutions: Managers, staff, and students: uncovered materials exposure/storage (institutions not subject to SPDES MS4 Stormwater Permit)
- iv. Construction: Developers, contractors, and design professionals: soil disturbance (erosion and sediment control); uncontained construction waste
- v. Industrial: Owners and staff: uncovered materials exposure/storage (ONLY industry not subject to SPDES MSGP Stormwater Permit)
- vi. MS4 Operator's municipal staff: uncovered materials exposure; preventative maintenance; spill prevention and response; erosion and sediment controls; managing vegetated areas and open space; salt storage; waste, garbage and floatable debris.

c. Education and Outreach Topics

Within three (3) years

The table below summarizes the education and outreach topics, target audience(s), and how the education and outreach topics reduce the potential for pollutants to be generated by the target audience(s) for the focus area(s).

Topic	Target Audience	How Topic Reduces Potential for Pollutants to be Generated by Target Audience(s)
Household Guide	Residents	Addresses common household activities that contaminate stormwater and how to prevent
Rain Garden How-To-Guide	Residents	Reduces stormwater runoff and potential to carry pollutants to the MS4
Your Septic System	Residents, MS4 staff	Addresses proper use and maintenance of septic systems to ensure they are functioning as designed
Pet Waste	Residents, MS4 staff	Addresses the importance of cleaning up and proper disposal of pet waste to ensure pathogens are not exposed to runoff
Illicit Discharge Citizen's Guide	Residents, MS4 staff	Provides information on storm sewers, illicit discharges, how to

		recognize them and where to report the incident
Stormwater Ponds	Residents, MS4 staff, Commercial sites, HOAs	Provides information on stormwater ponds, their purpose and maintenance.
DIY Rain Barrel & Home Composting	Residents	Reduces stormwater runoff, use of lawn care chemicals and potential to carry pollutants to the MS4
Rain Barrel Use/Installation	Residents	Reduces stormwater runoff and potential to carry pollutants to the MS4
Litter in Waterways	Residents, MS4 staff	Addresses how litter pollutes and impacts local waterways
Moving Dirt/Soil Disturbance/ Construction General Permit	Contractors, developers, MS4 staff	Addresses soil disturbance, the CGP, and importance of erosion and sediment control

d. Illicit Discharge Education

Within six (6) months

The brochure entitled: *Illicit Discharge Detection and Elimination: A Citizen's Guide to Identifying and Preventing Stormwater Pollution* will be made available to municipal employees, businesses, and the public as follows:

- i. Municipal employees: email announcement
- ii. Businesses: municipal web page; public library
- iii. Public: municipal web page; public library

2. Implementation and Frequency

a. Distribution Method of Educational Messages

A variety of the following methods of distribution will be utilized:

- Printed materials (e.g., mail inserts, brochures, and newsletters);
- Electronic materials (e.g., websites, email listservs);
- Mass media (e.g., newspapers, public service announcements on radio or cable);
- Workshops or focus groups;
- Displays in public areas (e.g., town halls, library, parks); or
- Social Media (e.g., Facebook, Twitter, blogs).

b. Frequency

Once every 5 years, the **Village of East Aurora** directs an educational message to each target audience(s) for each focus area(s) based on the defined education and outreach topic(s) listed in this Stormwater Management Program Plan; and, documents the date of completion and method of distribution for each message.

Compliance documentation is listed in Appendix B.

c. Updates to the Public Education and Outreach Program

Annually, by April 1: The **Village of East Aurora** reviews and updates, if necessary, the focus areas, target audiences, and/or education and outreach topics.

Compliance documentation is listed in Appendix B.

B. MCM 2 - Public Involvement/Participation

The MS4 Operator must provide opportunities to involve the public in the development, review, and implementation of the SWMP. This MCM is designed to give the public the opportunity to include their opinions in the implementation of this SPDES general permit.

1. Public Involvement/Participation

Public involvement/participation in the development and implementation of the Village of East Aurora Stormwater Management Program includes opportunities to: review the SWMP Plan; submit comments; ask questions; and, become involved in the SWMP.

The Village of East Aurora informs the public of the opportunity they have to review the SWMP Plan; submit comments; ask questions; and, become involved in the SWMP via the following avenues of communication:

- Public hearings or meetings
- Coordination with other pre-existing public involvement/participation opportunities
- Reporting concerns about activities or behaviors observed
- Stewardship activities

Methods of distribution used to inform public of opportunity:

- Printed materials (e.g., mail inserts, brochures, and newsletters);
- Electronic materials (e.g., websites, email listserves);
- Mass media (e.g., newspapers, public service announcements on radio or cable);
- Workshops or focus groups;
- Displays in public areas (e.g., town halls, library, parks); or

Compliance documentation is listed in Appendix B.

a. **Local point of contact** to receive and respond to public concerns regarding stormwater management and compliance with permit requirements:

Name: Brian Halt

Title: Storm Water Management Officer

Phone: 716-652-6057

Email: brian.halt@east-aurora.ny.us

The name or title of this individual, with contact information, will be published on public outreach and public participation materials.

2. Public Notice and Input Requirements

a. Public Notice and Input Requirements for SWMP Plan

This requirement is included above in B.1 Public Involvement/Participation

b. Public Notice and Input Requirements for Draft Annual Report

Annually, provide an opportunity for the public to review and comment on the draft Annual Report. Document the opportunity below.

1. For public review and comment, the draft Annual Report will be presented at a regular meeting of an existing board (e.g., administrative, planning, zoning) or a separate meeting specifically for stormwater, as designated by the MS4 or if requested by the public. The public must have the ability to ask questions about and make comments on the draft annual report during that presentation; or
2. For public review and comment, the draft Annual Report will be posted on the **Village of East Aurora** website: **www.east-aurora.ny.us/government/public-works-department** . The website includes information on the timeframes and procedures to submit comments and/or request a meeting. If a public meeting is requested by two or more persons, the MS4 Operator must hold such a meeting.

Compliance documentation is listed in Appendix B.

c. Consideration of Public Input

Annually, the **Village of East Aurora** documents a summary of comments received on the SWMP Plan and draft Annual Report.

Compliance documentation is listed in Appendix B.

C. MCM 3 - Illicit Discharge Detection and Elimination

The **Village of East Aurora** has a program to systematically detect illicit discharges to its municipal separate storm sewer system (MS4), track down the source of the illicit discharge, and eliminate it. This program is designed to manage the MS4 so it is not conveying pollutants associated with flows other than those directly attributable to stormwater runoff. The **Village of East Aurora** Illicit Discharge Detection and Elimination Program is supported by Local law **12-2007** [Village of East Aurora, NY Stormwater Management \(ecode360.com\)](http://www.ecode360.com/Village%20of%20East%20Aurora%20Stormwater%20Management)

1. Illicit Discharge Detection

a. Public Reporting of Illicit Discharges

i. To report illicit discharges in the **Village of East Aurora** contact:

Contact: Elizabeth Cassidy _____

Phone: 716-652-7591

Email: ecassidy@townofaurora.com

ii. Within thirty (30) days of an illicit discharge, each report of an illicit discharge is documented in the **Village of East Aurora** SWMP Plan.

Compliance documentation is listed in Appendix B.

b. Monitoring Locations

The three types of monitoring locations used to detect illicit discharges are identified as follows:

- i. **MS4 outfalls:** Any point of stormwater discharge from pipes, ditches, and swales, as well as other points of concentrated flow, to surface waters of New York State from the **Village of East Aurora** municipal separate storm sewer system (MS4).
- ii. **Interconnections:** Any point of stormwater discharge from pipes, ditches, and swales, as well as other points of concentrated flow, to another MS4 or private storm sewer system.
- iii. Municipal facility **intraconnections:** Any point where stormwater is conveyed from a municipal facility property to its own MS4. This is the most down-drainage end of the MS4 infrastructure located on the municipal facility prior to discharge to the MS4.

c. Monitoring Locations Inventory

The **Village of East Aurora** maintains an inventory of monitoring locations that are within the boundaries of its MS4 Regulated area (see Appendix A). The inventory is available for public review and comment as follows:

- Appendix B
- Upon request: contact the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document

- On the **Village of East Aurora** webpage: **www.east-aurora.ny.us/government/public-works-department**
- At the **Village of East Aurora** municipal building as follows:
 - Hardcopy: DPW
 - Electronically:
 - Public: Upon Request
- Internally: **C:\Users\Water Foreman\Documents\Storm Water\Monitoring Locations**
 -

For each monitoring location, the following information is included:

a) Inventory information for MS4 outfalls

- ID;
- Prioritization (high or low);
- Type of monitoring location;
- Name of MS4 Operator's municipal facility, if located at a municipal facility;
- Receiving waterbody name and class;
- Receiving waterbody WI/PWL Segment ID;
- Land use in drainage area;
- Type of conveyance (open drainage or closed pipe);
- Material;
- Shape;
- Dimensions;
- Submerged in water; and
- Submerged in sediment.

b) Inventory information for interconnections

- ID;
- Prioritization (high or low);
- Type of monitoring location;
- Name of MS4 Operator receiving discharge or private storm system;
- Name of MS4 Operator's municipal facility, if located at a municipal facility; and
- Receiving waterbody name and class.

c) Inventory information for municipal facility intraconnections

- ID;
- Prioritization (high or low);
- Type of monitoring location;
- Name of MS4 Operator's municipal facility; and
- Receiving waterbody name and class.

- ii. Annually, the **Village of East Aurora** updates the inventory if monitoring locations are constructed or discovered; or if information for existing monitoring locations change. Prioritization determinations and updates, as noted below, are also addressed in the update.

Compliance documentation pertaining to updating the monitoring locations inventory is listed in Appendix B.

d. Monitoring Locations Prioritization

- i. The **Village of East Aurora** prioritizes its monitoring locations which are included in the monitoring locations inventory as follows:
- a) High priority monitoring locations are as follows:
- At a high priority municipal facility, defined as a municipal facility that has one or more of the following on site and exposed to stormwater:
 - o Storage of chemicals, salt, petroleum, pesticides, fertilizers, antifreeze, lead-acid batteries, tires, waste/debris;
 - o Fueling stations; and/or
 - o Vehicle or equipment maintenance/repair.
 - Discharging to impaired waters;
 - Discharging within a TMDL watershed (Not applicable in the **Village of East Aurora**);
 - Directly discharging to waters with Class AA-S, A-S, AA, A, B, SA, or SB; and/or
 - Confirmed citizen complaints on three or more separate occasions in the last twelve (12) months.
- b) All other monitoring locations are considered low priority.
- ii. Monitoring locations that are newly constructed, or discovered, will be prioritized within 30 days; and
- iii. Annually, the **Village of East Aurora** updates the monitoring location prioritization in the inventory based on information gathered as part of the monitoring location inspection and sampling program.

Compliance documentation pertaining to updating prioritization for monitoring locations in the inventory is listed in Appendix B. The inventory is available for public review and comment as indicated above.

e. Monitoring Locations Inspection and Sampling Program

The **Village of East Aurora** has a program to inspect monitoring locations and sample dry weather flow discharging from the MS4.

- i. The monitoring locations inspection and sampling procedures are as follows:
- a) During dry weather, one (1) inspection of each monitoring location identified in the inventory every five (5) years;
- b) Inspections and sampling results (if flowing during dry weather) are documented with a Monitoring Locations Inspection and Sampling Field Sheet (Appendix C).

Although not included as an appendix, all completed forms for inspection and sampling are considered part of this SWMP Plan and are available for public review and comment as follows:

- Upon request: contact the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Village of East Aurora** municipal building as follows:
 - o Hardcopy: (DPW
 - o Electronically:
 - Public: Upon Request

c) Following a monitoring location inspection, all inspections which resulted in a “suspect” or “obvious” illicit discharge characterization are subject to sampling unless the source of the illicit discharge is clear and discernable (e.g., sewage), in which case sampling is not necessary;

d) Sampling is conducted using field test strips and/or field instrumentation that are sufficiently sensitive to detect the parameter below the sampling action level used. As per the MS4 General Permit (Part VI.C.d), analytical methods are not subject to New York State’s 40 CFR Part 136 requirements for approved methods and certified laboratories;

e) Source track down is initiated for monitoring locations that are characterized as “suspect” or “obvious” illicit discharge, or that exceed any sampling action level used;

f) All monitoring locations are re-inspected within thirty (30) days of the initial inspection, if there is a physical indicator not related to flow, that is indicative of an intermittent or transitory discharges. In layman’s terms, a monitoring location may not be flowing at the time of the dry weather inspection, but there may be evidence (i.e. physical indicators) of an illicit discharge such as oil stains or toilet paper. If those same physical indicators persist, the **Village of East Aurora** will initiate illicit discharge track down procedures.

ii. The **Village of East Aurora**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing Illicit Discharge Detection and Elimination procedures. This training engages employees in a classroom setting as well as in hands-on monitoring location Inspection, sampling, results interpretation, and source track down and elimination.

a) All new staff that are charged with performing monitoring location inspections and sampling procedures will receive training on procedures prior to doing so;

b) All existing staff, that are charged with performing monitoring location inspections and sampling procedures will receive training on procedures prior to doing so, and, once every five (5) years, thereafter; and

c) If the monitoring locations inspection and sampling procedures are updated, all staff will receive training on the updates prior to conducting monitoring locations inspections and sampling.

iii. The names, titles, and contact information for the individuals who have received monitoring locations inspection and sampling procedures training is updated annually; and

iv. Annually, by April 1, the **Village of East Aurora** reviews and updates its monitoring location inspection and sampling procedures based on results (e.g., trends, patterns, areas with illicit discharges, and common problems).

Compliance documentation is listed in Appendix B for:

- **Staff that have received monitoring location inspection and sampling procedures training; and,**
- **Updates to the monitoring location inspection and sampling procedures.**

2. Illicit Discharge Track Down Program

Within two (2) years

The **Village of East Aurora** has an illicit discharge track down program to identify the source of illicit discharges and the responsible party.

a. The illicit discharge track down program includes the following:

i. The illicit discharge track down program is part of the Illicit Discharge Detection and Elimination Track Down Program detailed in Appendix D. It includes procedures and steps to take for illicit discharge track down;

ii. Timeframes to initiate illicit discharge track down are as follows:

- a) Within twenty-four (24) hours of discovery, or 72 hours of dry weather conditions, the **Village of East Aurora** will initiate track down procedures for flowing MS4 monitoring locations with obvious illicit discharges;
- b) Within two (2) hours of discovery, the **Village of East Aurora** will initiate track down procedures for obvious illicit discharges of sanitary wastewater that would affect bathing areas during bathing season, shell fishing areas or public water intakes and report orally or electronically to the NYSDEC Regional Water Engineer and local health department; and
- c) Within five (5) days of discovery, or 72 hours of dry weather conditions, the **Village of East Aurora** will initiate track down procedures for suspect illicit discharges.

b. As noted above, the **Village of East Aurora**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing Illicit Discharge Detection and Elimination procedures. This training includes source track down. Requirements pertaining to employee training for existing staff, new staff and updates to the illicit discharge source track down procedures are identical.

c. The names, titles, and contact information for the individuals who have received illicit discharge track down procedures training is updated annually; and

d. Annually, by April 1, the **Village of East Aurora** reviews and updates its illicit discharge track down procedures.

Compliance documentation is listed in Appendix B for:

- **Staff that have received illicit discharge track down procedures training; and,**
- **Updates to the illicit discharge track down procedures.**

3. Illicit Discharge Elimination Program

Within two (2) years

The **Village of East Aurora** has an illicit discharge elimination program. Once an illicit discharge is track down and a source identified, steps are taken to eliminate the source/discharge. As noted previously, the **Village of East Aurora** Illicit Discharge Detection and Elimination Program is supported by Local law **12-2007** [Village of East Aurora, NY Stormwater Management \(ecode360.com\)](http://ecode360.com)

- Although not included in this SWMP Plan, documentation of enforcement measures to eliminate illicit discharges is available upon request by contacting the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document.

a. The illicit discharge elimination procedures including

i. Provisions for escalating enforcement and tracking enforcement actions are in the **Village of East Aurora** Enforcement Response Plan detailed in Appendix O;

ii. To confirm the corrective actions have been taken, the monitoring location will be inspected, and sampled if flowing, within 30 days of receiving notice that the source of contamination has been eliminated;

iii. Steps taken for illicit discharge elimination procedures; and

iv. Timeframes for illicit discharge elimination are as follows:

- Within twenty-four (24) hours of identification of an illicit discharge that has a reasonable likelihood of adversely affecting human health or the environment, the **Village of East Aurora** will eliminate the illicit discharge;
- Within five (5) days of identification of an illicit discharge that does not

have a reasonable likelihood of adversely affecting human health or the environment, the **Village of East Aurora** will eliminate the illicit discharge; and

- Where elimination of an illicit discharge within the specified timeframes above is not possible, the **Village of East Aurora** will notify the NYSDEC Regional Water Engineer.

b. As noted above, the **Village of East Aurora**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing Illicit Discharge Detection and Elimination procedures. This training includes illicit discharge elimination procedures. General requirements pertaining to employee training for existing staff, new staff and updates to the illicit discharge elimination are identical.

c. The names, titles, and contact information for the individuals who have received illicit discharge elimination procedures training is updated annually; and

d. Annually, by April 1, the **Village of East Aurora** reviews and updates the illicit discharge elimination procedures.

Compliance documentation is listed in Appendix B for:

- **Staff that have received illicit discharge elimination procedures training; and,**
- **Updates to the illicit discharge elimination procedures.**

D. MCM 4 - Construction Site Stormwater Runoff Control

The **Village of East Aurora** has a program to ensure construction sites subject to the NYSDEC General Permit for Stormwater Discharges from Construction Activity (CGP) are effectively controlled. This program is designed to prevent pollution from construction related activities, as well as ensure for proper planning and installation of post-construction SMPs. The **Village of East Aurora** Construction Site Stormwater Runoff Control Program is supported by Local law **11-2007** [Village of East Aurora, NY Stormwater Management \(ecode360.com\)](http://ecode360.com)

1. Applicable Construction Activities/Projects/Sites

- a. The construction site stormwater runoff control program addresses stormwater runoff to the MS4 from sites with construction activities that:
 - i. Result in a total land disturbance of greater than or equal to one acre; or
 - ii. Disturb less than one acre if part of a larger common plan of development or sale (even if additional development/phase is years away).
- b. For construction activities where the **Village of East Aurora** is listed as the owner/operator on the Notice of Intent for coverage under the CGP. The **Village of East Aurora** will ensure its own compliance with the CGP. The additional requirements for Section 3: Construction Oversight; Section 6: SWPPP Review; Section 7: Pre-Construction Meeting; Section 8: Construction Site Inspection; and Section 9: Construction Close-Out below are not required.

2. Public Reporting of Construction Site Complaints

- a. To report stormwater complaints related to construction in the **Village of East Aurora** contact:

Contact: Elizabeth Cassidy_____

Phone: 716-652-7591

Email: ecassidy@townofaurora.com

- b. The **Village of East Aurora** documents reports of construction site complaints with the following information:

- i. Date of the report;
- ii. Location of the construction site;
- iii. Nature of complaint;
- iv. Follow up actions taken or needed; and
- v. Inspection outcomes and any enforcement taken.

Although not included as an appendix, this documentation is considered part of the **Village of East Aurora** SWMP Plan. It is available for public review upon request; contact the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document www.east-aurora.ny.us/government/public-works-department.

3. Construction Oversight Program

Within one (1) year of the EDC

The **Village of East Aurora** has a construction oversight program. It is important to note that the program encompasses the entire municipality, within and beyond the MS4 regulated area.

a. Construction oversight procedures in the **Village of East Aurora** are as follows:

i. The construction site stormwater control program applies to all construction sites that are subject to the NYSDEC General Permit for Stormwater Discharges from Construction Activity (GP-0-20-001);

ii. As per the NYSDEC General Permit for Stormwater Discharges from Construction Activity (GP-0-20-001), construction activities that require a Stormwater Pollution Prevention Plan (SWPPP) are listed in Appendix E;

iii. Procedures for submitting SWPPPs to the **Village of East Aurora** are as follows:

a. For all land development activities subject to review and approval by the Planning Commission or Village Board of the Village of East Aurora under floodplain development permit or subdivision regulations, the applicant or developer shall be required to submit an SWPPP that complies with the requirements of the Village code chapter 220 to the Storm Water Management Officer. [Village of East Aurora, NY Stormwater Management \(ecode360.com\)](http://www.villageofeastaurora.org/11-2007-Village-of-East-Aurora-NY-Stormwater-Management-ecode360.com)

b. For all land development activities not subject to review by the Planning Commission or Village Board of the Village of East Aurora, the applicant or developer shall be required to submit an SWPPP prepared in accordance with the standards contained in Village code chapter 220 to the Storm Water Management Officer.

iv. The **Village of East Aurora** reviews Stormwater Pollution Prevention Plans (SWPPPs) for all CGP-regulated constructed projects for conformance with NYS standards (Detailed below in Part 6: SWPPP Review);

v. Prior to commencement of CGP-regulated construction activity, the **Village of East Aurora** requires a pre-construction meeting (Detailed below in Part 7: Pre-Construction Meeting);

vi. The **Village of East Aurora** inspects CGP-regulated construction sites to ensure compliance with the conditions of the CGP and is authorized to escalate enforcement actions as is necessary by [11-2007 Village of East Aurora, NY Stormwater Management \(ecode360.com\)](http://www.villageofeastaurora.org/11-2007-Village-of-East-Aurora-NY-Stormwater-Management-ecode360.com). (Detailed below in Part 8: Construction Site Inspections);

vii. All CGP-regulated construction projects in the **Village of East Aurora** are subject to construction site close-out requirements in conformance with the CGP (Detailed below in

Part 9: Construction site close-out);

viii. The **Village of East Aurora** follows an enforcement process that includes expectations for compliance for CGP-regulated construction sites that fail to comply with the conditions of the CGP and their SWPPP. See Appendix O for the Enforcement Response Plan. For information on enforcement actions pertaining to specific construction sites in the **Village of East Aurora** contact:

Contact: Elizabeth Cassidy_____

Phone: 716-652-7591

Email: ecassidy@townofaurora.com

ix. Although not included in this SWMP Plan, documentation of enforcement measures addressing non-compliance with the Construction General Permit (GP-0-20-001) is available upon request by contacting the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document.

x. Other procedures associated with the control of stormwater runoff from applicable construction activities.

Not Applicable

b. The **Village of East Aurora**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing its Construction Site Stormwater Runoff Control Program. This training engages employees in a classroom setting, and as appropriate, a SWPPP compliance inspection at a construction site.

i) All new staff that are charged with conducting any construction oversight activities will receive training on procedures prior to doing so;

ii) All existing staff, that are charged with conducting any construction oversight activities will receive training on procedures prior to doing so, and, once every five (5) years, thereafter; and

iii) If the construction oversight procedures are updated, all staff will receive training on the updates prior to conducting construction oversight.

c. The names, titles, and contact information for the individuals who have received construction oversight training are updated annually;

d. All individuals involved in construction activity in the **Village of East Aurora** (e.g., contractor, subcontractor, qualified inspector, SWPPP reviewers) will be certified and maintain four (4) hours of NYSDEC endorsed training in proper erosion and sediment control principles by attending the NYSDEC 4-Hour Erosion and Sediment Control Training. This training is offered annually by Erie and Niagara County Soil and Water Conservation Districts, as well as online by other Soil and Water Conservation Districts across the state.

i) Individuals responsible for reviewing SWPPPs on behalf of the **Village of East Aurora** will maintain certification.

ii) In conformance with the NYS CGP, contractors, subcontractors and qualified inspectors will maintain certification throughout the project. Contractors and subcontractors will include a current copy of their NYS certification in the on-site SWPPP.

e. Annually, by April 1, the **Village of East Aurora** reviews and updates its construction oversight procedures.

Compliance documentation is listed in Appendix B for:

- **Staff that have received construction oversight training;**
- **Updates to the construction oversight procedures; and,**
- **NYSDEC 4-Hour Erosion and Sediment Control Training for individuals involved in construction activity.**

4. Construction Site Inventory & Inspection Tracking

Within six (6) months of the EDC

a. The **Village of East Aurora** maintains an inventory of CGP-regulated construction sites that encompasses the entire municipality, within and beyond the MS4 regulated area. Although not included as an appendix, the inventory is considered part of the **Village of East Aurora** SWMP Plan. The inventory is available for public review and comment as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Village of East Aurora** municipal building as follows:
 - Hardcopy: DPW
 - Electronically:
 - Public: Upon Request
 - Internally: C:\Users\Water Foreman\Documents\Storm Water\Construction Sites

The following information is included in the inventory:

- Location of the construction site;
- Owner/operator contact information, if other than the MS4 Operator;
- Receiving waterbody name and class;
- Receiving waterbody WI/PWL Segment ID;
- Prioritization (high or low);
- Construction project SPDES identification number;
- SWPPP approval date;
- Inspection history, including dates and ratings (satisfactory, marginal, or unsatisfactory, when available); and

- Current status of the construction site/project (i.e., active, temporarily shut down, complete).

b. Annually, the **Village of East Aurora** updates the inventory if construction projects are approved or completed.

5. Construction Site Prioritization

Within one (1) year

a. The **Village of East Aurora** prioritizes all CGP-regulated construction sites which are included in the construction site inventory as follows:

i. High priority construction sites include construction sites:

a) With a direct conveyance (e.g., channel, ditch, storm sewer) to a surface water of the State:

i) Classified as impaired by silt/sediment, phosphorus, or nitrogen as the Pollutant of Concern;

ii) Classified as AA-S, AA, or A; or

b) With greater than five (5) acres of disturbed earth at any one time;

c) With earth disturbance within one hundred (100) feet of any lake or pond; and/or

d) Within fifty (50) feet of any rivers or streams.

ii. All other construction sites are considered low priority.

b. All CGP-regulated construction sites are prioritized within thirty (30) days of becoming active; and

c. Annually, after the initial prioritization, the **Village of East Aurora** updates the construction site prioritization in the inventory based on information gathered as part of the construction oversight.

i. If the prioritization of the construction site changes priority based on information gathered as part of the construction oversight program, the MS4 Operator must comply with the requirements that apply to that prioritization.

As noted above, the CGP-regulated construction sites inventory is available for public review and comment as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Village of East Aurora** municipal building as follows:
 - o Hardcopy: DPW

- o Electronically:
 - Public: Upon Request
 - Internally: C:\Users\Water Foreman\Documents\Storm Water\Construction Sites

6. SWPPP Review

a. All individual(s) responsible for reviewing SWPPPs for acceptance will complete four (4) hours of NYSDEC endorsed training in proper erosion and sediment control principles by attending the NYSDEC 4-Hour Erosion and Sediment Control Training. This training is offered annually by Erie and Niagara County Soil and Water Conservation Districts, as well as online by other Soil and Water Conservation Districts across the state. This training will be completed within three (3) years of the EDC and every three (3) years thereafter to maintain active certification.

b. SWPPP reviewers for the Village of East Aurora receive this training prior to conducting SWPPP reviews for acceptance.

i. Individuals without these trainings cannot review SWPPPs for acceptance.

ii. Individuals who meet the definition of a qualified professional or qualified inspector are exempt from this requirement.

c. To ensure individuals responsible for reviewing SWPPPs review all SWPPPs for applicable construction activities and for conformance with the requirements of the CGP, the NYSDEC SWPPP Review Checklist will be utilized (Appendix F). SWPPP reviews will include the following:

i. Erosion and sediment controls will be reviewed for conformance with the

NYS Standards and Specifications for Erosion and Sediment Control 2016, or equivalent;

ii. Individuals responsible for review of post-construction SMPs must be qualified professionals or under the supervision of a qualified professional; and

iii. Post-construction SMPs must be reviewed for conformance with the NYS Stormwater Management Design Manual (NYS SWMDM) 2015 or equivalent, including:

- All post-construction SMPs must meet the sizing criteria contained in the CGP and NYS SWMDM 2015.
- Deviations from the performance criteria of the NYS SWMDM 2015 must demonstrate that they are equivalent.
- The SWPPP must include an Operation & Maintenance Plan that includes inspection and maintenance schedules and actions to ensure continuous and effective operation of each post-construction SMP. The SWPPP must identify the entity that will be responsible for the long-term operation and maintenance of each practice.

Compliance documentation is listed in Appendix B for:

- **Staff involved in SWPPP reviews that have received NYSDEC 4-Hour Erosion and Sediment Control Training**

d. Although not included as an appendix, SWPPP reviews, as documented by the NYSDEC SWPPP Review Checklist, are considered part of the **Village of East Aurora** SWMP Plan. The SWPPP reviews are available for public review and comment as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 this document
- At the **Village of East Aurora** municipal building as follows:
 - o Hardcopy: DPW
 - o Electronically:
 - Public: Upon Request
 - Internally: C:\Users\Water Foreman\Documents\Storm Water\SWPP

e. As new construction activities are added to the construction site inventory, they will be prioritized as noted previously; and

f. The **Village of East Aurora** will notify construction site owner/operators that their SWPPP has been accepted using the MS4 SWPPP Acceptance Form created by the Department and required by the CGP, signed in accordance with Part X.J: Signatories and Certifications (MS4 General Permit: GP-0-24-001).

7. Pre-Construction Meeting

Prior to commencement of construction activities, the **Village of East Aurora** requires a pre-construction meeting. The date and content of the preconstruction inspection/meeting is documented in the construction site inventory of this SWMP Plan. The owner/operator listed on the CGP NOI, the **Village of East Aurora**, contractor(s) responsible for implementing the SWPPP for the construction activity, and the qualified inspector (if required for the construction activity) must attend the meeting in order to:

- a. Confirm the approved project has received, or will receive²⁶, coverage under the CGP or an individual SPDES permit;
- b. Verify contractors and subcontractors selected by the owner/operator of the construction activity have identified at least one individual that has received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District or other endorsed entity as required by the CGP; and, a copy of the certification(s) for those individuals is added to the on-site SWPPP.
- c. Verify each of the contractors and subcontractors identified have signed a copy of the following certification statement below before they commence any construction activity:

"I hereby certify under penalty of law that I understand and agree to comply with the terms and conditions of the SWPPP and agree to implement any

corrective actions identified by the *qualified inspector* during a site inspection. I also understand that the *owner or operator* must comply with the terms and conditions of the most current version of the New York State Pollutant Discharge Elimination System ("SPDES") general permit for stormwater *discharges from construction activities* and that it is unlawful for any person to cause or contribute to a violation of *water quality standards*. Furthermore, I am aware that there are significant penalties for submitting false information, that I do not believe to be true, including the possibility of fine and imprisonment for knowing violations"

In addition to providing the certification statement above, the certification page must also identify the following:

- Specific elements of the SWPPP that each contractor and subcontractor will be responsible for, and include the name and title of the person providing the signature;
- The name and title of the *trained contractor* responsible for SWPPP implementation;
- The name, address and telephone number of the contracting firm;
- The address (or other identifying description) of the site; and
- The date the certification statement is signed.

The owner or operator of the Construction General Permit must attach the certification statement(s) to the copy of the SWPPP that is maintained at the construction site. If new or additional contractors are hired to implement measures identified in the SWPPP after construction has commenced, they must also sign the certification statement and provide the information listed above.

- d. Review the construction oversight program and expectations for compliance.

8. Construction Site Inspections

The **Village of East Aurora** inspects CGP-regulated construction sites to ensure they are in compliance with the SWPPP that pertains to the site.

- a. All individual(s) responsible for construction site inspection will complete four (4) hours of NYSDEC endorsed training in proper erosion and sediment control principles by attending the NYSDEC 4-Hour Erosion and Sediment Control Training. This training is offered annually by Erie and Niagara County Soil and Water Conservation Districts, as well as online by other Soil and Water Conservation Districts across the state. This training will be completed every three (3) years thereafter to maintain active certification.
- b. All MS4 Construction Site Inspectors will receive this training prior to conducting construction site inspections.
 - i. Individuals without these trainings cannot inspect construction sites.
 - ii. Individuals who meet the definition of a qualified professional or qualified inspector are exempt from this requirement.

- c. All sites with construction activity identified in the inventory will be inspected annually during active construction, after the pre-construction meeting, or sooner if deficiencies are noted that require attention.
 - i. Follow up to construction site inspections must confirm corrective actions are completed within timeframes established by the CGP and the MS4 Operator's Enforcement Response Plan.
- d. The names, titles, and contact information for the individuals who have received the NYSDEC 4-Hour Erosion and Sediment Control Training are updated annually;
- e. All construction inspections are documented using the NYSDEC Construction Site Inspection Report Form (Appendix G) or an equivalent form containing the same information. The completed Construction Site Inspection Reports are considered part of the **Village of East Aurora** SWMP Plan and are available as follows:
 - Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
 - At the **Village of East Aurora** municipal building as follows:
 - o Hardcopy: DPW
 - o Electronically:
 - Public: Upon Request
 - Internally: C:\Users\Water Foreman\Documents\Storm Water\Construction Inspections

Compliance documentation is listed in Appendix B for:

- **Staff conducting construction inspections that have received NYSDEC 4-Hour Erosion and Sediment Control Training**

9. Construction Site Close-out

a. To close out a CGP-regulated construction site, the **Village of East Aurora** conducts and documents a final construction site inspection. The final construction site inspection is documented using the Construction Site Inspection Report Form (Appendix G), or an equivalent form containing the same information, or accept the construction site owner/operator's qualified inspector final inspection certification that is required by the CGP. The completed (final) Construction Site Inspection Reports are considered part of the **Village of East Aurora** SWMP Plan and are available as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Village of East Aurora** municipal building as follows:
 - o Hardcopy: DPW
 - o Electronically:

- Public: Upon Request
- Internally: C:\Users\Water Foreman\Documents\Storm Water\Construction Inspections

b. The Notice of Termination (NOT) is signed by the **Village of East Aurora** as required by the CGP for projects determined to be complete. The NOT is signed in accordance with Part X.J: Signatories and Certifications (MS4 General Permit: GP-0-24-001).

E. MCM 5 – Post-Construction Stormwater Management

The **Village of East Aurora** has a program to ensure proper operation and maintenance of post-construction Stormwater Management Practices (SMPs) for new or redeveloped sites. This program is designed to promote the long-term performance of post-construction SMPs in removing pollutants from stormwater runoff. The **Village of East Aurora** Post-Construction Stormwater Management Program is supported by Local law **11-2007** [Village of East Aurora, NY Stormwater Management \(ecode360.com\)](http://ecode360.com)

1. Applicable Post-Construction SMPs

The **Village of East Aurora** post-construction SMP program addresses stormwater runoff to the MS4 from publicly owned/operated and privately owned/operated post-construction SMPs that meet the following:

- a. Post-construction SMPs that have been installed as part of any CGP regulated construction site or individual SPDES permit since March 10, 2003; and
- b. All new post-construction SMPs constructed as part of the construction site stormwater runoff control program.

2. Post-Construction SMP Inventory & Inspection Tracking

The **Village of East Aurora** maintains an inventory of post-construction SMPs that encompasses the entire municipality, within and beyond the MS4 regulated area.

- a. The **Village of East Aurora** under its continuing MS4 General Permit coverage:
 - i. Maintains the inventory from previous iterations of the MS4 General Permit requirement for post-construction SMPs installed after March 10, 2003; and
 - ii. Will update the inventory for post-construction SMPs installed after March 10, 2003 as post-construction SMPs are approved or discovered; or after an owner/operator of CGP-regulated construction activity has filed a NOT with the NYSDEC.
- b. Annually, the **Village of East Aurora** updates the inventory of post-construction SMPs to include the post-construction SMPs as noted above.
- c. Within five (5) years
The following information will be included in the inventory either by using **Village of East Aurora** maintenance records or by verification of maintenance records provided by the owner of the post-construction SMP:
 - i. Street address or tax parcel;
 - ii. Type;
 - iii. Receiving waterbody name and class;
 - iv. Receiving waterbody WI/PWL Segment ID
 - v. Date of installation (if available) or discovery;

- vi. Ownership;
- vii. Responsible party for maintenance;
- viii. Contact information for party responsible for maintenance;
- ix. Location of documentation depicting O&M requirements and legal agreements for post-construction SMP;
- x. Frequency for inspection of post-construction SMP, as specified in the New York State Department of Environmental Conservation Maintenance Guidance: Stormwater Management Practices, March 31, 2017 (NYS DEC Maintenance Guidance 2017) or as specified in the O&M plan contained in the approved SWPPP;
- xi. Reason for installation (e.g., new development, redevelopment, retrofit, flood control), if known;
- xii. Date of last inspection;
- xiii. Inspection results; and
- xiv. Any corrective actions identified and completed.

d. Although the **Village of East Aurora** inventory of post-construction SMPs is considered part of this SWMP Plan and is available as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Village of East Aurora** municipal building as follows:
 - Hardcopy: (Department Info)
 - Electronically:
 - Public: Upon Request
 - Internally: C:\Users\Water Foreman\Documents\Storm Water\Post Construction Inventory

3. SWPPP Review

As noted above, post-construction SMP SWPPP review requirements address the following:

- a. Individuals responsible for review of post-construction SMPs must be qualified professionals or under the supervision of a qualified professional; and
- b. Post-construction SMPs must be reviewed for conformance with the NYS Stormwater Management Design Manual (NYS SWMDM) 2015 or equivalent, including:

- i. All post-construction SMPs must meet the sizing criteria contained in the CGP and NYS SWMDM 2015.
 - ii. Deviations from the performance criteria of the NYS SWMDM 2015 must demonstrate that they are equivalent.
- c. The SWPPP must include an O&M plan that includes inspection and maintenance schedules and actions to ensure continuous and effective operation of each post-construction SMP. The SWPPP must identify the entity that will be responsible for the long-term operation and maintenance of each practice.

4. Post-Construction SMP Inspection & Maintenance Program

Within one (1) year

The **Village of East Aurora** has an inspection and maintenance program for publicly owned/operated and privately owned/operated post-construction SMPs.

- a. The post-construction SMP inspection and maintenance procedures are as follows:
- i. All post-construction SMPs identified in the inventory are inspected at the frequency specified in the NYSDEC Maintenance Guidance 2017 or as specified in the O&M plan contained in the approved SWPPP, if available;
 - ii. The Post-Construction SMP Inspection Checklist in the NYSDEC Maintenance Guidance or an equivalent form containing the same information must be used to document post-construction SMP inspections. The **Village of East Aurora** will only accept Level 1 inspections (NYS DEC Maintenance Guidance 2017) by private owners inspecting post-construction SMPs. Level 2 and Level 3 inspections must be performed by qualified individuals as indicated in the checklist document.

The completed Post-Construction SMP Inspection Checklists are considered part of this SWMP Plan and are available as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
 - At the **Village of East Aurora** municipal building as follows:
 - o Hardcopy: DPW
 - o Electronically:
 - Public: Upon Request
 - Internally: C:\Users\Water Foreman\Documents\Storm Water\Post Construction Inspections
- iii. Upon receipt of a completed inspection checklist, the **Village of East Aurora** will inform the owner that follow-up actions indicated on the checklist (i.e. maintenance, repair, or higher level inspection) must occur within thirty (30) days of the post-construction SMP inspection; and

iv. The **Village of East Aurora** will initiate enforcement within sixty (60) days of the inspection if follow-up actions are not complete. See Appendix O Enforcement Response Plan for course of action.

v. Although not included in this SWMP Plan, documentation of enforcement measures pertaining to inspection and maintenance of post-construction stormwater management practices is available upon request by contacting the Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document.

b. The **Village of East Aurora**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing its post-construction SMP inspection and maintenance procedures. This training utilizes the NYSDEC Maintenance Guidance and includes a classroom setting, followed by a post-construction SMP inspection.

i) All new staff that are charged with conducting post-construction SMP inspection and maintenance activities will receive training on procedures prior to doing so;

ii) All existing staff, that are charged with conducting any post-construction SMP inspection and maintenance activities will receive training on procedures prior to doing so, and, once every five (5) years, thereafter; and

iii) If the post-construction SMP inspection and maintenance procedures are updated, all staff will receive training on the updates prior to conducting post-construction SMP inspection and maintenance.

iv) All inspectors will meet minimum qualifications for Level 1, 2, 3 inspections as per the NYSDEC Maintenance Guidance document (2017).

c. The names, titles, and contact information for the individuals who have received post-construction SMP inspection and maintenance procedures training are updated annually;

d. Annually, by April 1, the **Village of East Aurora** reviews and updates its post-construction SMP inspection and maintenance procedures.

Compliance documentation is listed in Appendix B for:

- **Staff that have received post-construction SMP inspection and maintenance procedures training; and,**
- **Updates to the post-construction SMP inspection and maintenance procedures.**

F. MCM 6 – Pollution Prevention and Good Housekeeping

The **Village of East Aurora** has a pollution prevention and good housekeeping program for municipal facilities and municipal operations to minimize pollutant discharges. This MCM is designed to ensure the **Village of East Aurora**'s own activities do not contribute pollutants to surface waters of the State.

1. Best Management Practices (BMPs) for Municipal Facilities & Operations

Within three (3) years

The **Village of East Aurora** has a municipal facility program and municipal operations program with best management practices (BMPs) that will minimize the discharge of pollutants associated with municipal facilities and municipal operations, respectively. The BMPs to be considered are as follows and are documented in this SWMP Plan:

a. Minimize Exposure

- i. Exposure of materials to rain, snow, snowmelt, and runoff must be minimized, unless not technologically possible or not economically practicable and achievable in light of best industry practices, including areas used for loading and unloading, storage, disposal, cleaning, maintenance, and fueling operations, with the following BMPs:
 - a) Locate materials and activities inside or protect them with storm resistant coverings;
 - b) Use grading, berming, or curbing to prevent runoff of contaminated flows and divert run-on away from these areas;
 - c) Locate materials, equipment, and activities so leaks and spills are contained in existing containment and diversion systems;
 - d) Clean up spills and leaks promptly using dry methods (e.g., absorbents) to prevent the discharge of pollutants;
 - e) Store leaky vehicles and equipment indoors or, if stored outdoors, use drip pans and absorbents;
 - f) Use spill/overflow protection equipment;
 - g) Perform all vehicle and/or equipment cleaning operations indoors, under cover, or in bermed areas that prevent runoff and run-on and also captures any overspray;
 - h) Drain fluids, indoors or under cover, from equipment and vehicles that will be decommissioned, and, for any equipment and vehicles that will remain unused for extended periods of time, inspect at least monthly for leaks; and/or
 - i) Minimize exposure of chemicals by replacing with a less toxic alternative (e.g., use non-hazardous cleaners).

ii. No Exposure Certification for High Priority Municipal Facilities

a) Municipal facilities may qualify for No Exposure Certification (Appendix H) when all activities and materials are completely sheltered from exposure to rain, snow, snowmelt and/or runoff.

b) High priority municipal facilities with uncovered parking areas for vehicles awaiting maintenance may be considered a low priority municipal facility if only routine maintenance is performed inside and all other no exposure criteria are met. Details on high/low priority municipal facilities are addressed later in this section.

c) Municipal facilities accepting or repairing disabled vehicles and/or vehicles that have been involved in accidents are not eligible for the No Exposure Certification.

d) Municipal facilities must maintain the No Exposure Certification and document in the SWMP Plan. The No Exposure Certification ceases to apply when activities or materials become exposed.

b. Follow a Preventive Maintenance Program

i. The **Village of East Aurora** has a preventative maintenance program that includes routine inspection, testing, maintenance, and repair of all fueling areas, vehicles and equipment and systems to prevent leaks, spills and other releases.

This includes:

a) Performing inspections and preventive maintenance of stormwater drainage, source controls, treatment systems, and plant equipment and systems;

b) Maintaining non-structural BMPs (e.g., keep spill response supplies available, personnel appropriately trained, containment measures, covering fuel areas); and

c) Ensuring vehicle washwater is not discharged to the MS4 or to surface waters of the State. Washing equipment/vehicles in a designated and/or covered area where washwater is collected to be recycled or discharged to the sanitary sewer is required.

ii. Routine maintenance is performed to ensure BMPs are operating properly.

iii. When a BMP is not functioning to its designed effectiveness and needs repair or replacement:

a) Maintenance is performed before the next anticipated storm event, or as necessary to maintain the continued effectiveness of stormwater controls. If maintenance prior to the next anticipated storm event is impracticable, maintenance must be scheduled and accomplished as soon as practicable; and

b) Interim measures are taken to prevent or minimize the discharge of pollutants until the final repair or replacement is implemented, including cleaning up any contaminated surfaces so that the material will not be discharged during subsequent

storm events.

c. **Spill Prevention and Response Procedures**

i. The **Village of East Aurora** follows Spill Prevention and Response Procedures designed to minimize the potential for leaks, spills and other releases that may be exposed to stormwater and provide for effective response to such spills if or when they occur. The Spill Prevention and Response Procedures are as follows:

- a) Store materials in appropriate containers;
- b) Label containers (e.g., "Used Oil," "Spent Solvents," "Fertilizers and Pesticides") that could be susceptible to spillage or leakage to encourage proper handling and facilitate rapid response if spills or leaks occur;
- c) Implement procedures for material storage and handling, including the use of secondary containment and barriers between material storage and traffic areas, or a similarly effective means designed to prevent the discharge of pollutants from these areas;
- d) Develop procedures for stopping, containing, and cleaning up leaks, spills, and other releases. As appropriate, execute such procedures as soon as possible;
- e) Keep spill kits on-site, located near areas where spills may occur or where a rapid response can be made;
- f) Develop procedures for notification of the appropriate facility personnel, emergency response agencies, and regulatory agencies when a leak, spill, or other release occurs. If possible, one of these individuals should be a member of the stormwater pollution prevention team. Any spills must be reported in accordance with 6 NYCRR 750-2.7; and
- g) Following any spill or release, the MS4 Operator must evaluate the adequacy of the BMPs identified in the municipal facility specific SWPPP. If the BMPs are inadequate, the SWPPP must be updated to identify new BMPs that will prevent reoccurrence and improve the emergency response to such releases.

ii. Measures for cleaning up spills or leaks must be consistent with applicable petroleum bulk storage, chemical bulk storage, or hazardous waste management regulations at 6 NYCRR Parts 596-599, 613 and 370-373.

iii. This SPDES general permit does not relieve the **Village of East Aurora** of any reporting or other requirements related to spills or other releases of petroleum or hazardous substances. Any spill of a hazardous substance must be reported in accordance with 6 NYCRR 597.4. Any spill of petroleum must be reported in accordance with 6 NYCRR 613.6 or 17 NYCRR 32.3.

d. Erosion and Sediment Controls³¹

i. Stabilize exposed areas and control runoff using structural and/or nonstructural controls to minimize onsite erosion and sedimentation.

ii. The **Village of East Aurora** will consider:

a) Structural and/or non-structural controls found in the NYS E&SC 2016;

b) Areas that, due to topography, land disturbance (e.g., construction), or other factors, have potential for significant soil erosion;

c) Whether structural, vegetative, and/or stabilization BMPs are needed to limit erosion;

d) Whether velocity dissipation devices (or equivalent measures) are needed at discharge locations and along the length of any channel to provide a non-erosive flow velocity from the structure to a water course; and

e) Address erosion or areas with poor vegetative cover, especially if the erosion is within fifty (50) feet of a surface water of the State.

e. Manage Vegetated Areas and Open Space on Municipal Property

i. Maintain vegetated areas on **Village of East Aurora** owned/operated property and right of ways:

a) Specify proper use, storage, and disposal of pesticides, herbicides, and fertilizers including minimizing the use of these products and using only in accordance manufacturer's instruction;

b) Use lawn maintenance and landscaping practices that are protective of water quality. Protective practices include: reduced mowing frequencies; proper disposal of lawn clippings; and use of alternative landscaping materials (e.g., drought resistant planting);

c) Place pet waste disposal containers and signage concerning the proper collection and disposal of pet waste at all parks and open space where pets are permitted; and

d) Address waterfowl congregation areas where needed to reduce waterfowl droppings from entering the MS4.

f. Salt Storage Piles or Pile Containing Salt

Enclose or cover storage piles of salt, or piles containing salt, used for deicing or maintenance of paved surfaces, except during loading, unloading, and handling. Implement appropriate measures (e.g., good housekeeping, routine sweeping, diversions, containment) to minimize exposure resulting from adding to or removing materials from the pile.

g. Waste, Garbage, and Floatable Debris

- i. Keep all dumpster lids closed when not in use. For dumpsters and roll off boxes that do not have lids and could leak, ensure that discharges have a control (e.g., secondary containment, treatment); and
- ii. Keep exposed areas free of waste, garbage, and debris or intercept them before they are discharged:
 - a) Manage trash containers at parks and open space (scheduled cleanings; sufficient number);
 - b) Pick up trash and debris on **Village of East Aurora** owned/operated property and rights of way; and
 - c) Clean out catch basins within the appropriate timeframes as noted later in this section.

h. Alternative Implementation Options

When alternative implementation options are utilized, require the parties performing municipal operations as contracted services, including but not limited to street sweeping, snow removal, and lawn/grounds care, to meet permit requirements as the requirements apply to the activity performed.

2. Municipal Facilities³³

a. Municipal Facility Program

Within three (3) years

The **Village of East Aurora** has a municipal facility program that includes BMPs to minimize stormwater pollution from municipal operations, differentiation of BMPs applicable to high or low priority facilities, and employee training. The municipal facility program is documented for this SWMP Plan as follows:

- i. Municipal facility procedures:
 - a) All BMPs incorporated into the municipal facility program;
 - b) High priority municipal facility requirements, that are specific to municipal operations occurring at each high priority facility; and
 - c) Low priority municipal facility requirements that are specific to municipal operations occurring at each low priority facility.
- ii. The **Village of East Aurora**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing its municipal facility procedures. This training addresses on-site facility operations and is conducted concurrently with municipal operations procedures.
 - a) All new staff that are charged with conducting municipal facility procedures/BMPs will receive training on procedures prior to doing so;

- b) All existing staff, that are charged with conducting any municipal facility procedures/BMPs will receive training on procedures prior to doing so, and, once every five (5) years, thereafter; and
 - c) If the municipal facility procedures/BMPs are updated, all staff will receive training on the updates prior to conducting municipal facility procedures.
- iii. The names, titles, and contact information for the individuals who have received municipal facility procedures training are updated annually;
- iv. Annually, by April 1, the **Village of East Aurora** reviews and updates its municipal facility procedures.

Compliance documentation is listed in Appendix B for:

- **Staff that have received municipal facility procedures training; and,**
- **Updates to the municipal facility procedures.**

b. Municipal Facility Inventory

i. Within two (2) years

The **Village of East Aurora** maintains an inventory of all municipal facilities in the SWMP Plan. The following information is included in the inventory:

- a) Name of municipal facility;
- b) Street address;
- c) Type of municipal facility;
- d) Prioritization (high or low);
- e) Receiving waterbody name and class;
- f) Receiving waterbody WI/PWL Segment ID;
- g) Contact information;
- h) Responsible department;
- i) Location of SWPPP (if high priority; when completed);
- j) Type of activities present on site;
- k) Size of facility (acres);
- l) Date of last assessment;

m) BMPs identified; and

n) Projected date of next comprehensive site assessment as per the municipal facility prioritization.

ii. Annually, the **Village of East Aurora** updates the inventory if new municipal facilities are added.

c. Municipal Facility Prioritization

i. Within three (3) years

The **Village of East Aurora** prioritizes all known municipal facilities as follows:

a) High priority municipal facilities include municipal facilities that have one or more of the following on site and exposed to stormwater:

i) Storage of chemicals, salt, petroleum, pesticides, fertilizers, antifreeze, lead-acid batteries, tires, waste/debris;

ii) Fueling stations; and/or

iii) Vehicle or equipment maintenance/repair.

b) Low priority municipal facilities include any municipal facilities that do not meet the criteria for a high priority municipal facility.

c) High priority municipal facilities which qualify for a No Exposure Certification (Appendix H) are low priority municipal facilities.

ii. Within thirty (30) days of when a municipal facility is added to the inventory, the **Village of East Aurora** prioritizes it; and

iii. Annually, after the initial prioritization, the **Village of East Aurora** will update the municipal facility prioritization in the inventory based on information gathered as part of the municipal facility program, including cases where a No Exposure Certification ceases to apply. Although not included as an appendix, the inventory and all required updates is considered part of the **Village of East Aurora** SWMP Plan. The inventory is available for public review and comment as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Village of East Aurora** municipal building as follows:
 - Hardcopy: DPW
 - Electronically:
 - Public: Upon Request
 - Internally: C:\Users\Water Foreman\Documents\Storm Water\Municipal Facilities

d. High Priority Municipal Facility Requirements

i. Municipal Facility Specific SWPPP

Within five (5) years

The **Village of East Aurora** has a municipal facility specific SWPPP for each high priority municipal facility. A copy of the municipal facility specific SWPPP is retained on site at the respective municipal facility. The **Village of East Aurora** SWPPP contains the following:

a) Stormwater Pollution Prevention Team

The municipal facility specific SWPPP must identify the individuals (by name and/or title) and their role/responsibilities in developing, implementing, maintaining, and revising the municipal facility specific SWPPP. The activities and responsibilities of the team must address all aspects of the municipal facility specific SWPPP.

b) General Site Description

A written description of the nature of the activities occurring at the municipal facility with a potential to discharge pollutants, type of pollutants expected, and location of key features as detailed in the site map.

c) Summary of potential pollutant sources

The municipal facility specific SWPPP must identify each area at the municipal facility where materials or activities are exposed to stormwater or from which authorized non-stormwater discharges originate, including any potential pollutant sources for which the municipal facility has reporting requirements under the Emergency Planning and Community Right-To-Know Act (EPCRA), Section 313.

i) Materials or activities include: machinery; raw materials; intermediate products; byproducts; final products or waste products; and, material handling activities which includes storage, loading and unloading, transportation or conveyance of any raw material, intermediate product, final product or waste product.

ii) For each separate area identified, the description must include:

- Activities - A list of the activities occurring in the area (e.g., material storage, equipment fueling and cleaning);
- Pollutants - A list of the associated pollutant(s) for each activity. The pollutant(s) list must include all materials that are exposed to stormwater; and
- Potential for presence in stormwater - For each area of the municipal facility that generates stormwater discharges, a prediction of the direction of flow, and the likelihood of the activity to contaminate the stormwater discharge. Factors to consider include the toxicity of chemicals, quantity of chemicals used, produced or discharged, the likelihood of contact with stormwater; and history of leaks or spills of toxic or hazardous pollutants.

d) Spills and Releases

For areas that are exposed to precipitation or that otherwise drain to a stormwater conveyance to be covered under this SPDES general permit, the municipal facility specific

SWPPP must include a list of spills or releases of petroleum and hazardous substances or other pollutants, including unauthorized non-stormwater discharges, that may adversely affect water quality that occurred during the last three-year period. The list must be updated when spills or releases occur.

e) Site Map

The municipal facility specific SWPPP must include a site map identifying the following, as applicable:

- i) Property boundaries and size in acres;
- ii) Location and extent of significant structures (including materials shelters), and impervious surfaces;
- iii) Monitoring locations with its approximate sewershed. Each monitoring location must be labeled with the monitoring location identification;
- iv) Location of all post-construction SMPs and MS4 infrastructure (i.e. storm sewer system);
- v) Locations of discharges authorized under other SPDES permits;
- vi) Locations where potential spills or releases can contribute to pollutants in stormwater discharges and their accompanying drainage points;
- vii) Locations of haul and access roads;
- viii) Rail cars and tracks;
- ix) Arrows showing direction of stormwater flow;
- x) Location of all receiving waters in the immediate vicinity of the municipal facility, indicating if any of the waters are impaired and, if so, whether the waters have TMDLs established for them;
- xi) Locations where stormwater flows have significant potential to cause erosion;
- xii) Location and source of run-on from adjacent property containing significant quantities of pollutants and/or volume of concern to the municipal facility; and
- xiii) Locations of the following areas where such areas are exposed to precipitation or stormwater:
 - (a) Fueling stations;
 - (b) Vehicle and equipment maintenance and/or cleaning areas;

- (c) Loading/unloading areas;
- (d) Locations used for the treatment, storage or disposal of wastes;
- (e) Liquid storage tanks;
- (f) Processing and storage areas;
- (g) Locations where significant materials, fuel or chemicals are stored and transferred;
- (h) Locations where vehicles and/or machinery are stored when not in use;
- (i) Transfer areas for substances in bulk;
- (j) Location and description of non-stormwater discharges (Part I.A.3.);
- (k) Locations where spills³⁵ or leaks have occurred; and
- (l) Locations of all existing structural BMPs.

f) Stormwater Best Management Practices (BMPs)

The municipal facility specific SWPPP also documents the location and type of BMPs implemented at the municipal facility. The municipal facility specific SWPPP must describe how each BMP is being implemented for all the potential pollutant sources.

g) Municipal facility assessments

The municipal facility specific SWPPP includes a schedule for completing and recording results of routine and comprehensive site assessments.

ii. Municipal Facility Assessments

a) Wet Weather Visual Monitoring (High Priority Municipal Facilities ONLY)

i) Once every five (5) years, the **Village of East Aurora** conducts wet weather visual monitoring at all monitoring locations and other sites of stormwater leaving the site that are discharging stormwater from fueling areas, storage areas, vehicle and equipment maintenance/fueling areas, material handling areas and similar potential pollutant generating areas.

(a) All samples must be collected from discharges resulting from a qualifying storm event. The storm event must be documented using the Storm Event Data Form (Appendix I) and kept with the municipal facility specific SWPPP. The sample must be taken during the first thirty (30) minutes (or as soon as practical, but not to exceed one hour) of the discharge at the monitoring location.

(b) No analytical tests are required to be performed on the samples

for the purpose of meeting the visual monitoring requirements.

(c) The visual examination must document observations of color, odor, clarity, floating solids, settled solids, suspended solids, foam, oil sheen, and any other obvious indicators of stormwater pollution.

(d) The visual examination of the sample must be conducted in a well-lit area.

(e) Where practicable, the same individual should carry out the collection and examination of discharges for the entire permit term for consistency.

(f) The MS4 Operator must document the visual examination using the Visual Monitoring Form (Appendix I) and keep it with the municipal facility specific SWPPP to record:

(i) Monitoring location ID;

(ii) Examination date and time;

(iii) Personnel conducting the examination;

(iv) Nature of the discharge (runoff or snowmelt);

(v) Visual quality of the stormwater discharge including observations of color, odor, clarity, floating solids, settled solids, suspended solids, foam, oil sheen, and other obvious indicators of stormwater pollution; and

(vi) Probable sources of any observed stormwater contamination.

(vii) Corrective and follow up actions – If the visual examination indicates the presence of color, odor, floating solids, settled solids, suspended solids, foam, oil sheen, or other indicators of stormwater pollution, at minimum, the **Village of East Aurora** will complete and document the following actions:

(1) Evaluate the facility for potential sources;

(2) Remedy the problems identified;

(3) Revise the municipal facility specific SWPPP; and

(4) Perform an additional visual inspection during the first qualifying storm event following implementation of the corrective action. If the first qualifying storm event does not occur until the next visual monitoring period, this follow up action may be used as the next visual inspection.

b) The monitoring locations inspection and sampling program (MCM 3: Illicit Discharge Detection and Elimination) includes all Village of East Aurora municipal facilities.

c) Comprehensive Site Assessments

i) Once every five (5) years following the most recent assessment, the Village of East Aurora will complete a comprehensive site assessment for each high priority municipal facility as identified in the inventory using the Municipal Facility Assessment Form (Appendix J) or an equivalent form containing the same information, and document it in the municipal facility specific SWPPP and SWMP Plan that:

(a) The municipal facility is in compliance with the terms and conditions of the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-24-001);

(b) Deficiencies were identified and all reasonable steps taken to minimize any discharge in violation of the permit, which has a reasonable likelihood of adversely affecting human health or the environment;

(i) Within twenty-four (24) hours, the MS4 Operator must prepare a schedule that includes corrective actions and specific interim milestones to be implemented until the corrective action is implemented; or

(c) Deficiencies were identified and all reasonable steps taken to minimize any discharge in violation of the permit, which does not have a reasonable likelihood of adversely affecting human health or the environment;

(i) Within seven (7) days, the MS4 Operator must prepare a schedule that includes corrective actions and specific interim milestones to be implemented until the corrective action is implemented.

e. Low Priority Municipal Facility Requirements

i. The MS4 Operator must identify procedures outlining BMPs for the types of activities that occur at the low priority municipal facilities. A municipal facility specific SWPPP is not required.

ii. Municipal Facility Assessments

a) Low priority municipal facilities are not required to conduct wet weather visual monitoring.

b) The monitoring locations inspection and sampling program is conducted at the municipal facility.

c) Comprehensive Site Assessments

i) Once every five (5) years following the most recent assessment, the Village of East Aurora will complete a comprehensive site assessment for each low priority municipal facility as identified in the inventory using the Municipal Facility

Assessment Form (Appendix J) or an equivalent form containing the same information, and document in the SWMP Plan that:

(a) The municipal facility is in compliance with the terms and conditions of the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-24-001);

(b) Deficiencies were identified and all reasonable steps taken to minimize any discharge in violation of the permit, which has a reasonable likelihood of adversely affecting human health or the environment;

- Within twenty-four (24) hours, the **Village of East Aurora** must prepare a schedule that includes corrective actions and specific interim milestones to be implemented until the corrective action is implemented; or

(c) Deficiencies were identified and all reasonable steps taken to minimize any discharge in violation of the permit, which does not have a reasonable likelihood of adversely affecting human health or the environment;

- Within seven (7) days, the MS4 Operator must prepare a schedule that includes corrective actions and specific interim milestones to be implemented until the corrective action is implemented.

3. Municipal Operations & Maintenance

a. Municipal Operations Program

Municipal operations in the **Village of East Aurora** are: street and bridge maintenance; winter road maintenance; MS4 maintenance; open space maintenance; solid waste management; new construction and land disturbances; right-of-way maintenance.

Within three (3) years

The **Village of East Aurora** has a municipal operations program. The municipal operations program is documented in the SWMP Plan specifying:

i. The municipal operations procedures as follows:

a) The BMPs incorporated into the municipal operations program;

b) The municipal operations corrective actions requirements;

d) Roads, bridges, parking lots, and right of way maintenance requirements; and

e) All other municipal operations maintenance requirements.

ii. The **Village of East Aurora**, in partnership with the Western NY Stormwater Coalition, has an employee training program addressing its municipal operations procedures. This training addresses municipal operations procedures and is conducted concurrently with municipal facility procedures.

- a) All new staff that are charged with conducting municipal operations procedures will receive training prior to conducting municipal operations procedures;
 - b) All existing staff, that are charged with conducting any municipal operations procedures will receive training prior to conducting municipal operations procedures and, once every five (5) years, thereafter; and
 - c) If the municipal operations procedures are updated, all staff will receive training on the updates prior to conducting municipal operations procedures.
- iii. The names, titles, and contact information for the individuals who have received municipal operations procedures training is updated annually;
- iv. Annually, by April 1, the **Village of East Aurora** reviews and updates its municipal operations procedures.

Compliance documentation is listed in Appendix B for:

- **Staff that have received municipal operations procedures training; and,**
- **Updates to the municipal operations procedures.**

b. Municipal Operations Corrective Actions

- i. For municipal operations, **Village of East Aurora** must either:
- a) Ensure compliance with the terms and conditions of the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-24-001; or
 - b) Implement corrective actions according to the following schedule and, after implementation, ensure the operations are in compliance with the terms and conditions of the NYSDEC SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (GP-0-24-001):
 - i) Within twenty-four (24) hours of discovery for situations that have a reasonable likelihood of adversely affecting human health or the environment;
 - ii) Initiated within seven (7) days of inspection and completed within thirty (30) days of inspection for situations that do not have a reasonable likelihood of adversely affecting human health or the environment; and
 - iii) For corrective actions that require special funding or construction that will take longer than thirty (30) days to complete, a schedule will be prepared that specifies interim milestones to ensure compliance in the shortest reasonable time.

c. Catch Basin Inspection and Maintenance

Within three (3) years of the EDC,

The **Village of East Aurora** has a catch basin inspection and maintenance program that targets its MS4 Regulated area (see map Appendix A). The program entails the following:

- i. Identifies when catch basin inspection is needed with consideration for:
 - a) Areas with construction activities;
 - b) Residential, commercial, and industrial areas;
 - c) Recurring or history of issues; or
 - d) Confirmed citizen complaints on three or more separate occasions in the last twelve (12) months.
- ii. An inventory of catch basin inspection information is maintained and includes the following information
 - a) Date of inspection;
 - b) Approximate level of trash, sediment, and/or debris captured at time of clean-out
 - no trash, sediment, and/or debris;
 - <50% of the depth of the sump;
 - >50% of the depth of the sump);
 - c) Depth of structure;
 - d) Depth of sump; and
 - e) Date of clean out, if applicable.
- iii. Based on inspection results, catch basins will be cleaned out within the following timeframes:
 - a) Within six (6) months after the catch basin inspection, catch basins which had trash, sediment, and/or debris exceeding 50% of the depth of the sump must be cleaned out;
 - b) Within one (1) year after the catch basin inspection, catch basins which had trash, sediment, and/or debris at less than 50% of the depth of the sump must be cleaned out; and
 - c) MS4 Operators are not required to clean out catch basins if the catch basins are operating properly and:
 - i. There is no trash, sediment, and/or debris in the catch basin; or
 - ii. The sump depth of the catch basin is less than or equal to two (2) feet.

iv. The **Village of East Aurora** catch basin inspection and maintenance program includes the following practices for properly managing materials removed from catch basins during clean out operations (handling and disposal) so that:

- a) Water removed during the catch basin cleaning process will not reenter the MS4 or surface waters of the State;
- b) Material removed from catch basins is disposed of in accordance with any applicable environmental laws and regulations; and
- c) Material removed during the catch basin cleaning process will not reenter the MS4 or surface waters of the State.

v. The catch basin inspection and maintenance operations process can be used to determine if there are signs/evidence of illicit discharges and procedures for referral/follow-up if illicit discharges are encountered.

d. Roads, Bridges, Parking Lots, & Right of Way Maintenance

i. Sweeping

Within six (6) months

The **Village of East Aurora** has procedures for sweeping and/or cleaning municipal streets, bridges, parking lots, and right of ways owned/operated by the **Village of East Aurora**.

a) All roads, bridges, parking lots, and right of ways must be swept and/or cleaned once every five (5) years in the spring (following winter activities such as sanding). This requirement is not applicable to:

- i) Uncurbed roads with no catch basins;
- ii) High-speed limited access highways; or
- iii) Roads defined as interstates, freeways and expressways, or arterials by the United States Department of Transportation, Federal Highway Administration, Highway Functional Classification Concepts, Criteria and Procedures, 2013.

b) Annually, from April 1 through October 31, roads in business and commercial areas must be swept. This requirement is not applicable to:

- i) Uncurbed roads with no catch basins;
- ii) High-speed limited access highways; or
- iii) Roads defined as interstates, freeways and expressways, or arterials by the USDOT 2013.

ii. Maintenance

Within five (5) years

In addition to the BMPs, the **Village of East Aurora** adheres to the following provisions:

- a) Pave, mark, and seal in dry conditions;
- b) Stage road operations and maintenance activity (e.g., patching, potholes) to reduce the potential discharge of pollutants to the MS4 or surface waters of the State;
- c) Restrict the use of herbicides/pesticide application to roadside vegetation; and
- d) Contain pollutants associated with bridge maintenance activities (e.g., paint chips, dust, cleaning products, other debris).

iii. Winter Road Maintenance

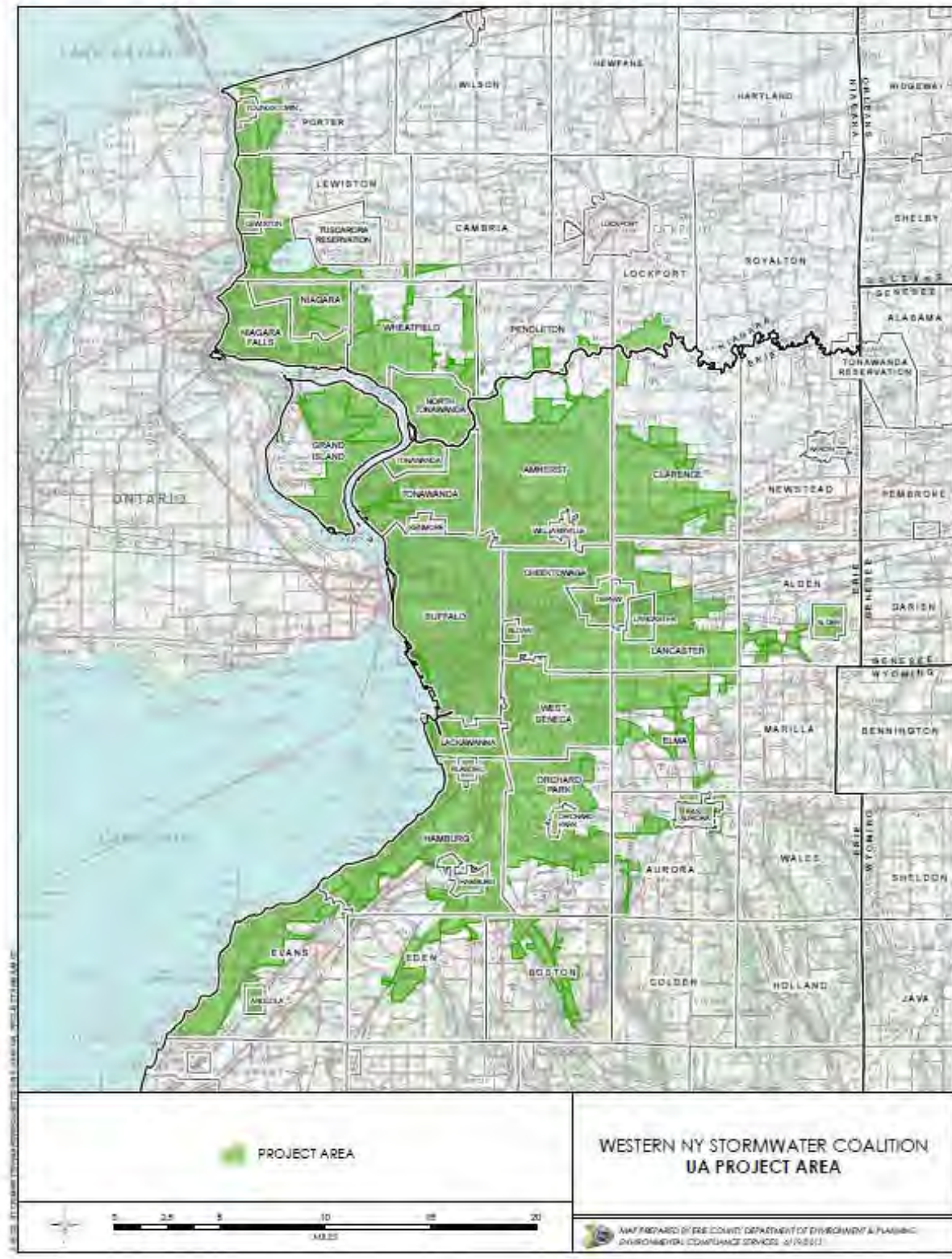
Within five (5) years

In addition to the BMPs, the **Village of East Aurora** adheres to the following provisions:

- a) Routinely calibrate equipment to control salt/sand application rates; and
- b) Ensure that routine snow disposal activities comply with the Division of Water Technical and Operation Guidance Series 5.1.11, Snow Disposal.

Although not included as an appendix in the SWMP Plan, documentation of the procedures and completion of permit requirements pertaining to Pollution Prevention and Good Housekeeping for Municipal Operations are available as follows:

- Upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document
- At the **Village of East Aurora** municipal building as follows:
 - o Hardcopy: DPW
 - o Electronically:
 - Public: Upon Request
 - Internally: C:\Users\Water Foreman\Documents\Storm Water\Good Housekeeping for Municipal Operations



**A. MCM1 – Public Education and Outreach Program
Compliance Documentation**

Once every 5 years, the **Village of East Aurora** directs an educational message to target audience(s) for each focus area(s) based on the defined education and outreach topic(s) listed in this Stormwater Management Program Plan. Listed below are the date(s) of completion and method of distribution for each message.

i. Residents:Landscaping and lawn care:

Date of completion: January 2, 2024 - present

Method used: Brochure Household Guide to Preventing Stormwater Pollution

posted online: www.erie.gov/stormwater; [\[aurora.ny.us/government/public-works-department\]\(http://aurora.ny.us/government/public-works-department\); brochure handout at public
education tabling events \(2024: 14; 2025: 18\); brochure available at municipal
building](http://www.east-</u></p></div><div data-bbox=)

Dog waste:

Date of completion: January 2, 2024 - present

Method used: Brochure Pick Up Your Pet Waste: It's Your Doody posted online:

www.erie.gov/stormwater; [www.east-aurora.ny.us/government/public-works-](http://www.east-aurora.ny.us/government/public-works-department)
department; brochure handout Pick Up Your Pet Waste: It's Your Doodie at public
education tabling events (2024: 14; 2025: 18); brochure available at municipal
building

Household hazardous waste disposal:

Date of completion: Annually

Method used: : Brochure Household Guide to Preventing Stormwater Pollution at
public education tabling events (2024: 14; 2025: 18); brochure available at municipal
building

- Erie County: County website, multiple press releases, County newsletters;
multiple social media posts

- Niagara County: Direct mailing throughout each host community and adjacent municipalities; County website, Email list-serve; multiple County press releases

Vehicle washing:

Date of completion: January 2, 2024 - present

Method used: Brochure Household Guide to Preventing Stormwater Pollution posted online: www.erie.gov/stormwater; www.east-aurora.ny.us/government/public-works-department; brochure handout at public education tabling events (2024: 14; 2025: 18); brochure available at municipal building

Illicit Discharge:

Date of completion: June 15, 2024 (libraries); January 2, 2024 – present

Method used: Distributed Illicit Discharge Detection and Elimination: A Citizen's Guide to Identifying and Preventing Stormwater Pollution brochure to Erie and Niagara Public Libraries; posted online: www.erie.gov/stormwater; ; www.east-aurora.ny.us/government/public-works-department ; brochure at public education events (2024: 14; 2025: 18); brochure available at municipal building

li. Commercial: Business Owners and Staff:

Landscaping and lawn care:

Date of completion: _____

Method used: Stormwater pollution prevention information provided at time of municipal fire inspections (1x/3 year)

Vehicle fueling:

Date of completion: _____

Method used: Stormwater pollution prevention information provided at time of municipal fire inspections (1x/3 year)

Vehicle maintenance:

Date of completion: _____

Method used: Stormwater pollution prevention information provided at time of municipal fire inspections (1x/3 year)

Uncovered materials exposure/storage:

Date of completion: _____

Method used: Stormwater pollution prevention information provided at time of municipal fire inspections (1x/3 year)

Illicit Discharge:

Date of completion: _____

Method used: Stormwater pollution prevention information provided at time of municipal fire inspections (1x/3 year)

lii. Institutions: Managers, Staff, and Students (Institutions Not Subject to SPDES MS4/MSGP Stormwater Permitting)

Uncovered materials exposure/storage:

Date of completion: _____

Method used: Stormwater pollution prevention information provided at time of municipal fire inspections (1x/3 year)

iv. Construction: Developers, Contractors, And Design Professionals:

Soil disturbance:

Date of completion: 1/1/2025; 2/19/2025; 1/14/2026; 2/10/2026

Method used: NYSDEC 4 Hour Erosion & Sediment Control Training

Uncontained construction waste:

Date of completion: 1/1/2025; 2/19/2025; 1/14/2026; 2/10/2026

Method used: NYSDEC 4 Hour Erosion & Sediment Control Training

V. Industrial: Owners and Staff: (Industry Not Subject to SPDES MSGP Stormwater Permit)

Uncovered materials exposure/storage:

Date of completion: _____

Method used: Stormwater pollution prevention information provided at time of municipal fire inspections (1x/3 year)

Vi. MS4 Operator's Municipal Staff:

Uncovered materials exposure/storage

Date of completion: 10/14/25

Method used: Pollution Prevention - Good Housekeeping Training

Preventative maintenance:

Date of completion: 10/14/25

Method used: Pollution Prevention - Good Housekeeping Training

Spill prevention and response:

Date of completion: 10/14/25

Method used: Pollution Prevention - Good Housekeeping Training

Erosion and Sediment Controls:

Date of completion: 10/14/25

Method used: Pollution Prevention - Good Housekeeping Training

Vegetated areas and open space:

Date of completion: 10/14/25

Method used: Pollution Prevention - Good Housekeeping Training

Salt storage:

Date of completion: 10/14/25

Method used: Pollution Prevention - Good Housekeeping Training

Waste, garbage and floatable debris:

Date of completion: 10/14/25

Method used: Pollution Prevention - Good Housekeeping Training

Illicit Discharge:

Date of completion: 10/7/25

Method used: Illicit Discharge Detection & Elimination Training

Updates to the Public Education and Outreach Program

Annually, by April 1: The **Village of East Aurora** reviews and updates, if necessary, the focus areas, target audiences, and/or education and outreach topics. Listed below are the date(s) of review and description of update.

Date of Review	Description of Update (including "No Update")
3/23/26	No Update

SWMP Plan Compliance Documentation

Appendix B (continued)

B. MCM 2 - Public Involvement/Participation

Public involvement/participation in the development and implementation of the **Village of East Aurora** SWMP includes opportunities to: review the SWMP Plan; submit comments; ask questions; and, become involved in the SWMP.

To document (annually), enter date(s) of completion:

Public hearings or meetings

Description: _____

Method used: _____

Dates of completion: _____

Coordination with other pre-existing public involvement/participation opportunities

Description: _____

Method used: _____

Dates of completion: _____

Reporting concerns about activities or behaviors observed

Description: _____

Method used: _____

Dates of completion: _____

Public Notice and Input Requirements for Draft Annual Report

Annually, the **Village of East Aurora** provides an opportunity for the public to review and comment on the draft Annual Report. Listed below are the date(s) of review and description of the opportunity provided.

Date of Review	Description of Opportunity
3/23/26	No Update

Consideration of Public Input

Annually, the **Village of East Aurora** documents a summary of comments received on the SWMP Plan and draft Annual Report. Listed below are the comments and date received (if no comments were received, date and note in description).

Date Received	Description of SWMP Plan Comments

Date Received	Description of Draft Annual Report Comments

Within thirty (30) days of when public input is received, the MS4 Operator must update the SWMP Plan, where appropriate, based on the public input received. Listed below are the updates and effective date (if no updates are made, note in description).

Date of Update	Description of SWMP Plan Update or “No Update” if applicable

SWMP Plan Compliance Documentation

Appendix B (continued)

C. MCM 3 - Illicit Discharge Detection and Elimination

1. Illicit Discharge Detection

Public Reporting of Illicit Discharges

Within thirty (30) days of an illicit discharge, each report of an illicit discharge is documented below.

Date of the report: _____

Location of the illicit discharge: _____

Nature of the illicit discharge: _____

Follow up actions taken or needed (including response times): _____

Inspection outcomes and any enforcement taken: _____

.....

Date of the report: _____

Location of the illicit discharge: _____

Nature of the illicit discharge: _____

Follow up actions taken or needed (including response times): _____

Inspection outcomes and any enforcement taken: _____

.....

Date of the report: _____

Location of the illicit discharge: _____

Nature of the illicit discharge: _____

Follow up actions taken or needed (including response times): _____

Inspection outcomes and any enforcement taken: _____

Annually, the **Village of East Aurora** updates the inventory for new monitoring locations that are constructed or discovered; or if information for existing monitoring locations change. Prioritization determinations and updates are also addressed below.

Date of Update	Description Inventory Update(s); or “No Update” if applicable
3/23/26	No Update

Annually, the **Village of East Aurora** reviews and updates the names, titles, and contact information for the individuals who have received illicit discharge training on the following:

- Monitoring locations inspection;
- Sampling procedures;
- Results interpretation;
- Source track down; and,
- Source elimination.

The Illicit Discharge Detection and Elimination training provided by the Western New York Stormwater Coalition is comprehensive and addresses all training requirements applicable to the IDDE Program.

Date of Update	Name, title & email of individual trained	Training Date
3/23/26	Brian Halt, SMO, brian.halt@east-aurora.ny.us	10/7/25

Annually, by April 1, the **Village of East Aurora** reviews and updates its monitoring location inspection and sampling procedures based on results (e.g., trends, patterns, areas with illicit discharges, and common problems).

Date of Update	Description Inspection and Sampling Procedures Update(s); or “No Update” if applicable
6/9/25	Updated Inspection Forms

SWMP Plan Compliance Documentation **Appendix B (continued)**

D. MCM 3 – Construction Site Stormwater Runoff Control

Annually, the **Village of East Aurora** reviews and updates the names, titles, and contact information for the individuals who have received **Construction Oversight Training**.

Date of Update	Name, Title & Email of Individual Trained	Training Date
3/23/26	Elizabeth Cassidy, SMO, Code Enforcement Officer	1/15/2021

Annually, by April 1, the **Village of East Aurora** reviews and updates its construction oversight procedures.

Date of Update	Description Construction Oversight Procedures Update(s); or “No Update” if applicable
3/23/26	No Update

Annually, the **Village of East Aurora** updates it CGP-regulated construction sites inventory.

Date of Update	Description Inventory Update(s); or “No Update” if applicable
3/23/26	No Update

Individuals **involved in construction activity, SWPPP review, construction site inspections** in the **Village of East Aurora** have received 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. Individuals who meet the definition of a qualified professional or qualified inspector are exempt from this requirement.

Date of Training	Name, Title & Email of Individual Trained	Task : Oversight; SWPPP Review; Inspection

6/30/24	Elizabeth Cassidy, SMO, Code Enforcement Officer	All
6/30/24	Camie Jarell, PE GHD	SWPPP Review

SWMP Plan Compliance Documentation**Appendix B (continued)****E. MCM 5 – Post-Construction Stormwater Management**

Annually, the **Village of East Aurora** reviews and updates the names, titles, and contact information for the individuals who have received **Post-Construction SMP Inspection And Maintenance Training**.

Date of Update	Name, Title & Email of Individual Trained	Training Date
3/23/26	Elizabeth Cassidy	1/15/21

Annually, the **Village of East Aurora** updates its inventory of post-construction SMPs.

Date of Update	Description Inventory Update(s); or “No Update” if applicable
3/23/26	No Update

Annually, by April 1, the **Village of East Aurora** reviews and updates its post-construction SMP inspection and maintenance procedures.

Date of Update	Description Post-construction SMP Inspection and Maintenance Procedures Update(s); or “No Update” if applicable
3/23/26	No Update

SWMP PLAN COMPLIANCE**Appendix B (continued)****F. MCM 6 – Pollution Prevention and Good Housekeeping**

Annually, the **Village of East Aurora** reviews and updates the names, titles, and contact information for the individuals who have received **Municipal Facility Procedures Training And Municipal Operations Procedures Training**.

Date of Update	Name, Title & Email of Individual Trained	Training Date
6/30/24	Brian Halt, SMO	10/14/25

Annually, by April 1, the **Village of East Aurora** reviews and updates its municipal facility procedures and its municipal operations procedures.

Date of Update	Description Municipal Facility Procedures Update(s)
August 2026	Updated existing municipal facility BMPs to conform to new MS4 Permit.

Date of Update	Description Municipal Operations Procedures Update(s)
August 2026	Updated existing municipal operations BMPs to conform to new MS4 Permit.

Annually, the **Village of East Aurora** updates its inventory of all municipal facilities.

Date of Update	Description Inventory Update(s); or “No Update” if applicable
3/23/26	Municipal Facilities Mapped

Monitoring Locations Inspection and Sampling Field Sheet

Section 1: Background Data

Subwatershed:		Monitoring Location ID:	
Today's date:		Time (Military):	
Investigators:		Form completed by:	
Temperature (°F):	Rainfall (in.):	Last 24 hours:	Last 48 hours:
Latitude:	Longitude:	GPS Unit:	GPS LMK #:
Camera:		Photo #s:	
Land use in Drainage Area (Check all that apply):			
☐ Industrial ☐ Ultra-Urban Residential ☐ Suburban Residential ☐ Commercial		☐ Open Space ☐ Institutional Other: _____ Known Industries: _____	
Notes (e.g., origin, if known):			

Section 2: Monitoring Location Description

LOCATION	MATERIAL	SHAPE	DIMENSIONS (IN.)	SUBMERGED
☐ Closed Pipe	☐ RCP ☐ CMP ☐ PVC ☐ HDPE ☐ Steel ☐ Other: _____	☐ Circular ☐ Single ☐ Elliptical ☐ Double ☐ Box ☐ Triple ☐ Other: _____ ☐ Other: _____	Diameter/Dimensions: _____	In Water: ☐ No ☐ Partially ☐ Fully With Sediment: ☐ No ☐ Partially ☐ Fully
☐ Open drainage	☐ Concrete ☐ Earthen ☐ Rip-Rap ☐ Other: _____	☐ Trapezoid ☐ Parabolic ☐ Other: _____	Depth: _____ Top Width: _____ Bottom Width: _____	
☐ In-Stream	(applicable when collecting samples)			
Flow Present?	☐ Yes ☐ No <i>If No, Skip to Section 5</i>			
Flow Description (if present)	☐ Trickle ☐ Moderate ☐ Substantial			

Section 3: Quantitative Characterization

FIELD DATA FOR FLOWING MONITORING LOCATIONS				
PARAMETER		RESULT	UNIT	EQUIPMENT
☐ Flow #1	Volume		Liter	Bottle
	Time to fill		Sec	
☐ Flow #2	Flow depth		in	Tape measure
	Flow width	____' ____"	ft, in	Tape measure
	Measured length	____' ____"	ft, in	Tape measure
	Time of travel		s	Stopwatch
Temperature			°F	Thermometer
pH			pH Units	Test strip/Probe
Ammonia			mg/L	Test strip

Monitoring Locations Inspection and Sampling Field Sheet

Section 4: Physical Indicators for Flowing Monitoring Locations Only

Are Any Physical Indicators Present in the flow? ☐ Yes ☐ No (If No, Skip to Section 5)

INDICATOR	CHECK IF Present	DESCRIPTION	RELATIVE SEVERITY INDEX (1-3)		
Odor	☐	☐ Sewage ☐ Rancid/sour ☐ Petroleum/gas ☐ Sulfide ☐ Other:	☐ 1 - Faint	☐ 2 - Easily detected	☐ 3 - Noticeable from a distance
Color	☐	☐ Clear ☐ Brown ☐ Gray ☐ Yellow ☐ Green ☐ Orange ☐ Red ☐ Other:	☐ 1 - Faint colors in sample bottle	☐ 2 - Clearly visible in sample bottle	☐ 3 - Clearly visible in flow
Turbidity	☐	See severity	☐ 1 - Slight cloudiness	☐ 2 - Cloudy	☐ 3 - Opaque
Floatables -Does Not Include Trash!!	☐	☐ Sewage (Toilet Paper, etc.) ☐ Suds ☐ Petroleum (oil sheen) ☐ Other:	☐ 1 - Few/slight; origin not obvious	☐ 2 - Some; indications of origin (e.g., possible suds or oil sheen)	☐ 3 - Some; origin clear (e.g., obvious oil sheen, suds, or floating sanitary materials)

Section 5: Physical Indicators for Both Flowing and Non-Flowing Monitoring Locations

Are physical indicators that are not related to flow present? ☐ Yes ☐ No (If No, Skip to Section 6)

INDICATOR	CHECK IF Present	DESCRIPTION	COMMENTS
Monitoring Location Damage	☐	☐ Spalling, Cracking or Chipping ☐ Peeling Paint ☐ Corrosion	
Deposits/Stains	☐	☐ Oily ☐ Flow Line ☐ Paint ☐ Other:	
Abnormal Vegetation	☐	☐ Excessive ☐ Inhibited	
Poor pool quality	☐	☐ Odors ☐ Colors ☐ Floatables ☐ Oil Sheen ☐ Suds ☐ Excessive Algae ☐ Other:	
Pipe benthic growth	☐	☐ Brown ☐ Orange ☐ Green ☐ Other:	

Section 6: Overall Monitoring Location Characterization

☐ Unlikely ☐ Potential (presence of two or more indicators) ☐ Suspect (one or more indicators with a severity of 3) ☐ Obvious

Section 7: Data Collection

1. Sample for the lab?	☐ Yes ☐ No
2. If yes, collected from:	☐ Flow ☐ Pool
3. Intermittent flow trap set?	☐ Yes ☐ No If Yes, type: ☐ OBM ☐ Caulk dam

Section 8: Any Non-Illicit Discharge Concerns (e.g., trash or needed infrastructure repairs)?

OUTFALL AND MONITORING LOCATIONS GUIDANCE

Procedures for Dry Weather Inspection, Sampling, Track Down and Elimination

Dry weather: No precipitation/snow melt for at least 48 hours (minimum; consider longer during periods of prolonged wet weather).

- I. **Choose Monitoring Locations (outfalls, interconnections, intraconnections)**
 - a. Review previous outfall inspections; identify monitoring locations/outfalls requiring inspection or any that may require re-inspection.
 - b. Prepare for dry weather inspection: Monitoring Locations Inspection and Sampling Field Sheet, outfall report/current data for all to be inspected, storm system maps/route, clip board, pen.
 - c. Each outfall has a detailed report listing dimensions/composition of the pipe or ditch and also visual observations of the flow, if it was flowing at the time data were collected.
 - d. The outfall report should be updated to reflect any changes, especially the “Outfall Discharging” answer.
 - i. Submit an Outfall Map Update Request form.
OR
 - ii. The Outfall Editor App can be used in the field to make real time changes to your outfall report, including a new picture. Do not change ownership or Outfall IDs.
- II. **Inspect/Sample Monitoring Locations/Outfalls**

Dry weather inspections and sampling can be done at the same time.

 - a. Inspection
 - i. Inspect each monitoring location scheduled for the year.
 - ii. If you cannot find the end of the pipe or ditch, or it is inaccessible or unsafe to reach, locate the first upstream catch basin/access point to determine whether there is flow. Note the inspection point on the form if it deviates from the mapped monitoring location. Make a note in your files for future inspections.
 - iii. If no flow is present, complete Sections 1, 2 and 5 on the Monitoring Locations Inspection and Sampling Field Sheet. If flow is present, complete Sections 4 and 6 too.
 - b. Sampling
 - i. Schedule (or proceed with) sampling for monitoring locations discharging flow during dry weather based on completion of Sections 2, 4, 5 and 6 of the Monitoring Locations Inspection and Sampling Field Sheet. Complete Sections

3 and 7 if sampling. If the source of the illicit discharge is clear and discernable (e.g. sewage), sampling is not necessary.

ii. Suggested sampling equipment and supplies

Note: The equipment listed below, including the black light, was provided to all WNY Stormwater Coalition members in 2011.

The WNY Stormwater Coalition has test strips and equipment available to borrow. Purchasing information can be provided upon request.

Contact for both: Mary Rossi at mary.rossi@erie.gov.

- Equipment

- Hanna pH/Temp/Conductivity/TDS Meter
- 6' Dipper Sample Collector
- Nalgene Wash Bottle
- Safety Glasses
- 600 mL plastic beakers (2)
- Glass jar/bottle with tight lid
- Disposable Gloves
- Tape Measure
- Distilled Water
- Paper Towels
- Trash Bag
- Hand Sanitizer
- Black Light Fixture and Cotton Pads

- Test Strips

- Ammonia (Hach # 4315-70)
- pH (LaMotte # 5049-36)
- Total Chlorine (LaMotte # 5049-36)
- Nitrite (LaMotte # 5049-39)
- Nitrate (LaMotte # 5049-39)
- Phosphate (Hach # 4315-75)

iii. Use the **Outfall and Monitoring Location Sampling Guide** (follows) to conduct on-site sampling using field meter and test strips; if detergent contamination is suspected (bubbles/suds/etc.), a sample will need to be brought back for exposure to black light. Record results in Section 3 on the Monitoring Locations Inspection and Sampling Field Sheet.

c. Retain forms as documentation of inspection/sampling for 5 years.

III. **Illicit Discharge Track Down**

For all flows characterized as “suspect” or “obvious” in Section 6 of the Monitoring Locations Inspection and Sampling Field Sheet, source track down must be conducted according to the following timeframe:

- a. Following inspection and sampling, within twenty-four (24) hours of discovery, the MS4 Operator must initiate track down procedures for flowing MS4 monitoring locations with **obvious** illicit discharges.
- b. Within two (2) hours of discovery, the MS4 Operator must initiate track down procedures for **obvious** illicit discharges of sanitary wastewater that would affect bathing areas during bathing season, shell fishing areas or public water intakes and report orally or electronically to the NYSDEC Regional Water Engineer and local health department; and
- c. Within five (5) days of discovery, the MS4 Operator must initiate track down procedures for **suspect** illicit discharges.
- d. Consult sewer and land use maps to evaluate potential contributing area and characteristics of the area.
- e. Visually inspect catch basins/manholes/ditches progressively upstream from the outfall/monitoring location to identify contributing areas with no flow that can be eliminated from further consideration.
- f. It is possible that the visual inspections indicate the source of flow/contamination is from another MS4 entering your system at an interconnection. Contact their stormwater coordinator, in writing, and describe your findings along with a precise location for the point where flow from their system enters your system. Keep this documentation for 5 years. Add a note in your files or on the outfall report itself to save time and trouble for the next inspection.
- g. See Track Down Techniques table for additional track down options.

Track Down Techniques to Locate the Discharge		
<i>Technique</i>	<i>Best Applications</i>	<i>Limitations</i>
Dye Testing	Discharge limited to a very small drainage area (<10 properties is ideal) • Discharge probably caused by a connection from an individual property • Commercial or industrial land use	• May be difficult to gain access to some properties
Video Testing	• Continuous discharges • Discharge limited to a single pipe segment • Communities who own equipment for other investigations	• Relatively expensive equipment • Cannot capture non-flowing discharges • Often cannot capture discharges from pipes submerged in the storm drain
Smoke Testing	• Cross-connection with the sanitary sewer • Identifying other underground sources (e.g., leaking storage techniques) caused by damage to the storm drain	• Poor notification to public can cause alarm • Cannot detect all illicit discharges

(Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assistance, Center for Watershed Protection October 2004)

IV. **Illicit Discharge Elimination**

- a. Eliminate source of contamination or if nature of the source prohibits elimination, utilize targeted education to inform/minimize the source (e.g. pet waste or pool/spa water disposed in storm sewers: distribute information on proper disposal throughout neighborhood).
- b. The following timeframes are required for illicit discharge elimination:
 - i. Within twenty-four (24) hours of identification of an illicit discharge that has a reasonable likelihood of adversely affecting human health or the environment, the MS4 Operator must eliminate the illicit discharge;
 - ii. Within five (5) days of identification of an illicit discharge that does not have a reasonable likelihood of adversely affecting human health or the environment, the MS4 Operator must eliminate the illicit discharge;
 - iii. Where elimination of an illicit discharge within the specified timeframes is not possible, the MS4 Operator must notify the Regional Water Engineer.
- c. Refer to your Stormwater Management Plan (Appendix O) for detailed provisions for escalating enforcement and tracking. Your municipality has a local law specific to illicit discharges to assist with enforcement as needed.

V. **Documentation**

The Monitoring Locations Inspection and Sampling Field Sheet completed in the field is to be filed and retained as compliance documentation for inspection and sampling. You may also scan the completed forms. If you opt to scan, create a new folder for each year or indicate year of inspection in the file name (this will be helpful for planning inspections to meet your compliance goal and for state/federal compliance audits). Retain all documentation for 5 years.

- a. Inspection Frequency (20%/year)
 - i. Completed Monitoring Locations Inspection and Sampling Field Sheets.
 - ii. Record monitoring locations inspected on spreadsheet or whatever you use to track inspections. It doesn't have to be elaborate, just a tool to identify outfalls inspected and those in need of inspection.
e.g. Outfall ID and date inspected are adequate. Additional information such as whether it was flowing and a "Notes" column are also useful.
- b. Sampling
The Monitoring Locations Inspection and Sampling Field Sheet documents both inspection and sampling.
- c. Track Down and Elimination
All steps and actions utilized to track down and eliminate illicit discharges should be carefully documented. There is no "one size fit" as each instance will be unique. Documentation should include all efforts taken to identify and eliminate the source of contamination: how track down was done, results of track down, actions to eliminate source of contamination, additional details, and any enforcement measures utilized.

Outfall and Monitoring Location Sampling Guide

This document was prepared to serve as quick reference for sampling flowing outfalls using your Hanna meter for pH, temperature, Total Dissolved Solids (TDS) and Conductivity, test strips for Ammonia, pH, Total Chlorine, Nitrite/Nitrate and Phosphate, and black light/cotton pad for detergents. Depending on the results and visual observations at the outfall, source identification and elimination of that source may be necessary as well as additional sampling.

Sample collection

1. When possible, sample flow directly in a clean, wide mouth beaker (rinse dipper and beakers 2x with flow for conditioning). Dump the contents downstream from sample collection point.
2. Collect two samples: one for the field meter analyses and one for the test strips.
Note: I use the beaker for one sample and the dipper for the second.

pH, Temperature, Total Dissolved Solids (TDS) and Conductivity (Hanna Meter)

This meter should be calibrated periodically as per the instruction manual. If you cannot find your meter, there is a test strip for pH (below) and a basic thermometer will work.

1. Turn on the Hanna Instruments pH /Temperature/Conductivity meter.
2. Remove cap on probe and rinse the probe end with distilled water.
3. In the field, place the probe in the sample collected for on-site analyses.
4. Record the results on the Monitoring Locations Inspection and Sampling Field Sheet.
5. Rinse the probe with distilled water and replace the cap. **For extended time of storage, probe cap must be filled with pH Electrode Storage Solution or pH 4 Buffer solution.**
Detailed instructions in folder see ***Care and Storage of pH Electrode***.



Test Strips

When using test strips, keep wet fingers out of the container. Close cap tightly after use. Store in a cool, dry place.

Ammonia (HACH # 4315-70)

Ammonia levels are tested to indicate presence of **sanitary sewage** in stormwater. Should high levels be detected, further investigation and source track down are required. If the illicit discharge is clearly and discernably sewage, sampling is not necessary.

1. Dip strip into water sample.
2. Vigorously move it up and down in water sample for 30 seconds, making sure both pads are always submerged.
3. Remove test strip and shake off excess water.
4. Hold the strip level, with pad side up, for 30 seconds.



5. To read the result, turn the test strip over so that both pads face away from you.
6. Compare the color of the small pad to the color chart on the container.
7. Read the result through the clear plastic of the test strip.
8. Record the result on the Monitoring Locations Inspection and Sampling Field Sheet.



pH and Total Chlorine (LaMotte # 5049-36)

pH is measured to indicate **potential industrial discharges**.

Total chlorine is measured to indicate a **tap water** leak into the storm sewer system or possibly discharge of chlorinated **pool/spa water**.

1. Immerse test strip and remove with pads face up.
2. Do not shake off excess water.
3. Wait 15 seconds and immediately hold up vertically against the color chart on container.
4. Record the pH result on the Monitoring Locations Inspection and Sampling Field Sheet.
5. Using the same strip, record the results for Total Chlorine



Nitrite and Nitrate (LaMotte # 5049-39)

Sources of nitrite (NO_2) and nitrate (NO_3) in urban stormwater runoff include **lawn and garden fertilizers, pet waste and failing septic tanks**.

1. Using at least a cup-size sample, immerse test strip for 2 seconds and remove with pads face up.
2. Do not shake off excess water.
3. Wait 60 seconds and immediately hold up vertically against the color chart on container.
4. Record the Nitrite result on the Monitoring Locations Inspection and Sampling Field Sheet.
5. Using the same strip, record the results for Nitrate.



Phosphate (HACH # 4315-75)

Sources of phosphate/phosphorus in urban runoff include **plant and leaf litter, soil particles, pet waste, road salt and lawn fertilizer**. Lawns and roads account for the greatest loading.

1. Dip a strip into water for 5 seconds and remove.
2. Hold the strip level, with pad side up, for 45 seconds.
3. Do not shake excess water from the strip.
4. Compare the color of the small pad to the color chart on the container.
5. Record the result on the Monitoring Locations Inspection and Sampling Field Sheet.



Additional Testing

Detergents – Black Light/Cotton Pad

Indicates presence of optical brighteners, used in detergents to whiten fabrics, which fluoresce under ultraviolet light. Sources of detergents include failing septic systems, improperly connected laundry discharges and industrial sources.

1. Soak cotton pad with sample.
2. Place under black light. If it fluoresces, detergents are present.
3. Under bright light conditions, you may have to move to a dark area or devise a box to block light.
4. Record the detection or absence of detergents on the Monitoring Locations Inspection and Sampling Field Sheet.

Note: If an intermittent discharge is suspected, the cotton pad can be secured at the outfall or an upstream point (such as suspended in a storm DI) for a given length of time during dry weather before black light exposure. A suet feeder cage works well.



Construction Activities that Require SWPPP

Appendix E

(from NYS Construction General Permit (GP-0-20-001))

Appendix B-Table 1 and Table 2

Table 1
Construction Activities that Require the Preparation of a SWPPP That Only
Includes Erosion and Sediment Controls

The following construction activities that involve soil disturbances of one (1) or more acres of land, but less than five (5) acres:

- Single family home not located in one of the watersheds listed in Appendix C or not directly discharging to one of the 303(d) segments listed in Appendix E
- Single family residential subdivisions with 25% or less impervious cover at total site build-out and not located in one of the watersheds listed in Appendix C and not directly discharging to one of the 303(d) segments listed in Appendix E
- Construction of a barn or other *agricultural building*, silo, stock yard or pen.

The following construction activities that involve soil disturbances between five thousand (5000) square feet and one (1) acre of land:

All construction activities located in the watersheds identified in Appendix D that involve soil disturbances between five thousand (5,000) square feet and one (1) acre of land.

The following construction activities that involve soil disturbances of one (1) or more acres of land:

- Installation of underground, linear utilities; such as gas lines, fiber-optic cable, cable TV, electric, telephone, sewer mains, and water mains
- Environmental enhancement projects, such as wetland mitigation projects, stormwater retrofits and stream restoration projects
- Pond construction
- Linear bike paths running through areas with vegetative cover, including bike paths surfaced with an impervious cover
- Cross-country ski trails and walking/hiking trails
- Sidewalk, bike path or walking path projects, surfaced with an impervious cover, that are not part of residential, commercial or institutional development;
- Sidewalk, bike path or walking path projects, surfaced with an impervious cover, that include incidental shoulder or curb work along an existing highway to support construction of the sidewalk, bike path or walking path.
- Slope stabilization projects
- Slope flattening that changes the grade of the site, but does not significantly change the runoff characteristics

Table 1 (Continued) CONSTRUCTION ACTIVITIES THAT REQUIRE THE PREPARATION OF A SWPPP THAT ONLY INCLUDES EROSION AND SEDIMENT CONTROLS

The following construction activities that involve soil disturbances of one (1) or more acres of land:

- Spoil areas that will be covered with vegetation
- Vegetated open space projects (i.e. recreational parks, lawns, meadows, fields, downhill ski trails) excluding projects that *alter hydrology from pre to post development conditions*,
- Athletic fields (natural grass) that do not include the construction or reconstruction of *impervious area* and do not *alter hydrology from pre to post development conditions*
- Demolition project where vegetation will be established, and no redevelopment is planned
- Overhead electric transmission line project that does not include the construction of permanent access roads or parking areas surfaced with *impervious cover*
- Structural practices as identified in Table II in the "Agricultural Management Practices Catalog for Nonpoint Source Pollution in New York State", excluding projects that involve soil disturbances of greater than five acres and construction activities that include the construction or reconstruction of impervious area
- Temporary access roads, median crossovers, detour roads, lanes, or other temporary impervious areas that will be restored to pre-construction conditions once the construction activity is complete

Table 2
CONSTRUCTION ACTIVITIES THAT REQUIRE THE PREPARATION OF A SWPPP THAT INCLUDES
POST-CONSTRUCTION STORMWATER MANAGEMENT PRACTICES

The following construction activities that involve soil disturbances of one (1) or more acres of land:

- Single family home located in one of the watersheds listed in Appendix C or *directly discharging* to one of the 303(d) segments listed in Appendix E
- Single family home that disturbs five (5) or more acres of land
- Single family residential subdivisions located in one of the watersheds listed in Appendix C or *directly discharging* to one of the 303(d) segments listed in Appendix E
- Single family residential subdivisions that involve soil disturbances of between one (1) and five (5) acres of land with greater than 25% impervious cover at total site build-out
- Single family residential subdivisions that involve soil disturbances of five (5) or more acres of land, and single family residential subdivisions that involve soil disturbances of less than five (5) acres that are part of a larger common plan of development or sale that will ultimately disturb five or more acres of land
- Multi-family residential developments; includes duplexes, townhomes, condominiums, senior housing complexes, apartment complexes, and mobile home parks
- Airports
- Amusement parks
- Breweries, cideries, and wineries, including establishments constructed on agricultural land
- Campgrounds
- Cemeteries that include the construction or reconstruction of impervious area (>5% of disturbed area) or *alter the hydrology from pre to post development conditions*
- Commercial developments
- Churches and other places of worship
- Construction of a barn or other *agricultural building* (e.g. silo) and structural practices as identified in Table II in the "Agricultural Management Practices Catalog for Nonpoint Source Pollution in New York State" that include the construction or reconstruction of *impervious area*, excluding projects that involve soil disturbances of less than five acres.
- Golf courses
- Institutional development; includes hospitals, prisons, schools and colleges
- Industrial facilities; includes industrial parks
- Landfills
- Municipal facilities; includes highway garages, transfer stations, office buildings, POTW's, water treatment plants, and water storage tanks
- Office complexes
- Playgrounds that include the construction or reconstruction of impervious area
- Sports complexes
- Racetracks; includes racetracks with earthen (dirt) surface
- Road construction or reconstruction, including roads constructed as part of the construction activities listed in Table 1

Table 2 (Continued)

CONSTRUCTION ACTIVITIES THAT REQUIRE THE PREPARATION OF A SWPPP THAT INCLUDES POST-CONSTRUCTION STORMWATER MANAGEMENT PRACTICES

The following construction activities that involve soil disturbances of one (1) or more acres of land:

- Parking lot construction or reconstruction, including parking lots constructed as part of the construction activities listed in Table 1
- Athletic fields (natural grass) that include the construction or reconstruction of impervious area (>5% of disturbed area) or *alter the hydrology from pre to post development conditions*
- Athletic fields with artificial turf
- Permanent access roads, parking areas, substations, compressor stations and well drilling pads, surfaced with *impervious cover*, and constructed as part of an over-head electric transmission line project, wind-power project, cell tower project, oil or gas well drilling project, sewer or water main project or other linear utility project
- Sidewalk, bike path or walking path projects, surfaced with an impervious cover, that are part of a residential, commercial or institutional development
- Sidewalk, bike path or walking path projects, surfaced with an impervious cover, that are part of a highway construction or reconstruction project
- All other construction activities that include the construction or reconstruction of *impervious area* or *alter the hydrology from pre to post development conditions*, and are not listed in Table 1

**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER
SPDES General Permit for Stormwater Discharges from Construction Activity (GP-0-15-002)
Stormwater Pollution Prevention Plan Review Checklist**

Project Name:	☐ Basic SWPPP (E&SC Plan)	☐ Full SWPPP
Site Address:	Watershed:	Date:
Municipality:	Appendix E 303(d) segment:	SPDES General Permit ID Number:
County:		NYR1 _____
Owner/Operator:	Phone:	Reviewer:
Address:	Fax:	

General Requirements

Yes	No	N/A or N/R		Citation
☐	☐	☐	SWPPP contains completed final NOI	III.A.1.
☐	☐	☐	SWPPP identifies potential sources of pollutants in runoff	III.A.2.
☐	☐	☐	SWPPP identifies Trained Contractor.	III.A.6.
☐	☐	☐	Contractor/Subcontractor certification statements have been signed.	III.A.6.
☐	☐	☐	SWPPP is signed by responsible corporate officer, general partner, proprietor, principal executive officer, ranking elected official, or duly authorized representative.	VII.H.2.
☐	☐	☐	MS4 requirements...?	
☐	☐	☐	OPRHP documentation...?	

Erosion & Sediment Control Requirements

Yes	No	N/A or N/R		Citation
☐	☐	☐	Location, type and size of project are described.	III.B.1.a.
☐	☐	☐	Phasing plan and sequence of operations are described.	III.B.1.d.
☐	☐	☐	HSG is identified.	III.B.1.c.
☐	☐	☐	SWPPP identifies contractor/subcontractor responsible for installing, constructing, repairing, replacing, inspecting and maintaining the E&SCs.	III.A.6.
☐	☐	☐	SWPPP documents selection, design, dimensions, material specifications, installation details, implementation & maintenance of E&SCs, including soil stabilization plans	III.A.1. III.B.1.f. III.B.1.h.
☐	☐	☐	E&SCs are designed in conformance with the NYS Standards and Specifications for Erosion and Sediment Control; or equivalence to this standard is demonstrated and reason for the alternative is provided.	III.B.1. III.B.1.i.
☐	☐	☐	Maps of general location and site are present showing: Legend, scale, north arrow total area, all improvements, areas disturbed and not disturbed, existing vegetation, onsite and adjacent offsite surface waters, floodplain/floodway boundaries, wetlands and drainage patterns that could be affected the project.	III.B.1.b. III.B.1.

**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER**

SPDES General Permit for Stormwater Discharges from Construction Activity (GP-0-15-002)
Stormwater Pollution Prevention Plan Review Checklist

☐	☐	☐	existing and final contours, locations of soil types & boundaries, material/waste/borrow/equipment storage areas, locations of stormwater discharges, and location/size/length of each E&SC	III.B.1.g.
☐	☐	☐	Location and sizing of any temporary sediment basins or structural practices planned to divert flows from exposed soils are included	III.B.1.h.
☐	☐	☐	Maintenance inspection schedule, in accordance with the NYS Standards & Specs for E&SCs is included	III.B.1.i.
☐	☐	☐	Pollution Prevention measures to control litter, chemicals, debris are described.	III.B.1.j.
☐	☐	☐	Description & location of any industrial stormwater discharges (i.e., concrete, asphalt, etc.) is included	III.B.1.k.

Post-construction Stormwater Management Practices

<u>Yes</u>	<u>No</u>	<u>N/A or N/R</u>		<u>Citation</u>
☐	☐	☐	SWPPP is prepared by a Qualified Professional.	III.A.3.
☐	☐	☐	SWPPP identifies contractor/subcontractor responsible for constructing the SMPs.	III.A.6.
☐	☐	☐	Design Manual planning process for reducing runoff is employed: <u>Site planning</u> to preserve natural features and reduce impervious cover, <u>Calculation of the WQ_x</u> for the site, <u>Incorporation of runoff reduction</u> techniques and standard SMPs with Runoff Reduction Volume (RR _v) capacity, <u>Determine minimum RR_v required</u> , <u>Use of standard SMPs</u> , where applicable, <u>to treat the remaining WQ_x</u> not addressed by runoff reduction techniques and standard SMPs with RR _v capacity, <u>design of volume and peak rate control</u> practices where required	III.B.2.
☐	☐	☐	SWPPP documents selection, design, installation, implementation and maintenance of SMPs	III.A.1.
☐	☐	☐	SMPs are designed in conformance with the applicable sizing and performance criteria in the NYS Stormwater Management Design Manual (Jan. 2015); or equivalence to this standard is demonstrated and reason for the alternative is provided.	III.B.2. III.B.2.c.vi.
☐	☐	☐	All SMPs are identified, including dimensions, material specs & installation details.	III.B.2.a.
☐	☐	☐	Location & size of SMPs are shown on a site map or construction drawing.	III.B.2.b.
☐	☐	☐	SWPPP includes a <u>Stormwater Modeling and Analysis Report</u> that contains: <u>Predevelopment map</u> w/ watershed/subcatchment boundaries, flow paths & design points, (list further detail per App. G Design Manual?) <u>post-development map</u> showing same plus SMPs, <u>hydrology & hydraulic results</u> for required storm events including supporting calculations, methodology and a summary table comparing pre & post-development runoff rates & volumes for the different storm events, <u>summary table w/ calculations</u> showing that ea. SMP conforms w/ the Design Manual sizing criteria	III.B.2.c.

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

DIVISION OF WATER

SPDES General Permit for Stormwater Discharges from Construction Activity (GP-0-15-002)

Stormwater Pollution Prevention Plan Review Checklist

Identification of any Design Manual sizing criteria that are not required under the General Permit

- | | | | | |
|--------------------------|--------------------------|--------------------------|---|------------|
| ☐ | ☐ | ☐ | Soil testing results and locations of test pits and borings are included | III.B.2.d. |
| ☐ | ☐ | ☐ | Infiltration test results are included if needed | III.B.2.e. |
| ☐ | ☐ | ☐ | O&M plan, including inspection & maintenance schedules, is included and identifies the responsible entity | III.B.2.f. |
| ☐ | ☐ | ☐ | Enhanced Phosphorus Removal Standards sizing criteria are included if required. | III.B.3. |



**NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER**



 Department of Environmental Conservation New York State Department of Environmental Conservation Construction Site Inspection Report for SPDES MS4 General Permit GP-0-24-001			
Project Name:		Date:	
Project Location:		Weather:	
Permit # (if any): NYR	Contacted: ☐ Yes ☐ No	Entry Time:	Exit Time:
Name of SPDES Permittee:	Inspection Type: ☐ NOT ☐ Complaint ☐ Compliance ☐ Referral		
Phone Number(s):			
On-site Representative(s) and Company(s):		MS4 Operator Name:	
		MS4 Permit ID: NYR20A	

SPDES Authority

Yes No N/A

- | | |
|--|-------------------------------------|
| 1. ☐ ☐ ☐ Does the project have permit coverage? | Citation
GP-0-20-001: I.A & II.B |
| 2. ☐ ☐ ☐ Is a copy of the NOI and Acknowledgment Letter available on site and accessible for viewing? | GP-0-20-001: II.D.2 |
| 3. ☐ ☐ ☐ Is a copy of the MS4 SWPPP Acceptance Form available on site and accessible for viewing? | GP-0-20-001: II.D.2 |
| 4. ☐ ☐ ☐ Is an up-to-date copy of the signed SWPPP retained at the construction site? | GP-0-20-001: II.D.2 & III.A.4 |
| 5. ☐ ☐ ☐ Is a copy of the SPDES General Permit retained at the construction site? | GP-0-20-001: II.D.2 |
| 6. ☐ ☐ ☐ Does the NOI accurately report the number of acres to be disturbed? | GP-0-20-001: II.B.4 |

SWPPP Content

Yes No N/A

- | | |
|--|------------------------------------|
| 7. ☐ ☐ ☐ Does the SWPPP describe and identify the erosion and sediment control measures to be employed? | Citation
GP-0-20-001: III.B.1.e |
| 8. ☐ ☐ ☐ Does the SWPPP provide an inspection schedule and maintenance requirements for the E&SC measures? | GP-0-20-001: III.B.1.i |
| 9. ☐ ☐ ☐ Does the SWPPP describe and identify the stormwater management practices to be employed? | GP-0-20-001: III.B.2 |
| 10. ☐ ☐ ☐ Does the SWPPP identify the contractor(s) and subcontractor(s) responsible for each measure? | GP-0-20-001: III.A.6 |
| 11. ☐ ☐ ☐ Does the SWPPP identify at least one trained individual from each contractor(s) and subcontractor(s) companies? | GP-0-20-001: III.A.6 |
| 12. ☐ ☐ ☐ Does the SWPPP include all the necessary Contractor Certification Statements and signatures? | GP-0-20-001: III.A.6 |
| 13. ☐ ☐ ☐ Is the SWPPP signed by the permittee? | GP-0-20-001: VII.H.2 |
| 14. ☐ ☐ ☐ Is the SWPPP prepared by a qualified professional (if post-construction stormwater management required)? | GP-0-20-001: III.A.3 |
| 15. ☐ ☐ ☐ Do the SMPs conform to the Enhanced Phosphorus Removal Standards (projects in TMDL watersheds)? | GP-0-20-001: III.B.3 |

Recordkeeping

Yes No N/A

- | | |
|---|---------------------------------------|
| 16. ☐ ☐ ☐ Are self-inspections performed as required by the permit (weekly, or twice weekly for >5 acres disturbed)? | Citation
GP-0-20-001: IV.C.2.a & b |
| 17. ☐ ☐ ☐ Are the self-inspections performed and signed by a qualified inspector and retained on site? | GP-0-20-001: ILC.2., IV.C.6 & VII.H.3 |
| 18. ☐ ☐ ☐ Do the qualified inspector's reports include the minimum reporting requirements? | GP-0-20-001: IV.C.4 |
| 19. ☐ ☐ ☐ Do inspection reports identify corrective measures that have not been implemented or are recurring? | GP-0-20-001: IV.C.5 |



NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER



Visual Observations

Yes	No	N/A		Citation
20.	☐	☐	Are all erosion and sediment control measures installed properly?	GP-0-20-001: VII.L
21.	☐	☐	Are all erosion and sediment control measures being maintained properly?	GP-0-20-001: IV.A.1
22.	☐	☐	Was written authorization issued for any disturbance greater than 5 acres?	GP-0-20-001: II.D.3
23.	☐	☐	Have stabilization measures been implemented in inactive areas per Permit (>5 acres) or EGC Standard?	GP-0-20-001: II.D.3.b & III.B.1.f
24.	☐	☐	Are post-construction stormwater management practices constructed/installed correctly?	GP-0-20-001: III.B.2
25.	☐	☐	Has final site stabilization been achieved and temporary E&SC measures removed prior to NOT submittal?	GP-0-20-001: V.A.2
26.	☐	☐	Was there a discharge from the site on the day of inspection?	
27.	☐	☐	Is there evidence that a discharge caused or contributed to a violation of water quality standards?	ECL 17-0501, 6 NYCRR 703.2 & GP-0-20-001: I.D

Water Quality Observations

Describe the discharge(s): location, source(s), impact on receiving water(s), etc.

Describe the quality of the receiving water(s) both upstream and downstream of the discharge.

Describe any other water quality standards or permit violations.



NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER



Additional Comments:

☐ Photographs attached

Overall Inspection Rating: ☐ Satisfactory ☐ Marginal ☐ Unsatisfactory	
Name/Agency of Lead Inspector:	Signature of Lead Inspector:
Names/Agencies of Other Inspectors:	

 NEW YORK STATE Department of Environmental Conservation NO EXPOSURE CERTIFICATION For High Priority Municipal Facilities in SPDES MS4 General Permit, GP-0-24-001 The completed No Exposure Certification must be documented in the SWMP Plan. Please do not submit this form to the Department unless requested.				
I. Owner/Facility Information				
Owner/Operator Name:				
Mailing Address:		City/State/Zip:		
Contact Name:		Phone No.:		
Facility Name:				
Street Address:		City/State/Zip:		
County:	Latitude:	Longitude:		
II. Exposure Checklist				
Are any of the following materials or activities exposed to precipitation, now or in the foreseeable future? (Please check either "Yes" or "No" in the appropriate box.) If you answer "Yes" to any of these questions (1) through (11), you are not eligible for no exposure.			YES	NO
1	Using, storing or cleaning machinery or equipment, and areas where residuals from using, storing or cleaning machinery or equipment remain and are exposed to stormwater			
2	Materials or residuals on the ground or in stormwater inlets from spills/leaks			
4	Material handling equipment (except adequately maintained vehicles)			
5	Materials or products during loading/unloading or transporting activities			
6	Materials or products stored outdoors (except final products intended for outside use [e.g., new cars] where exposure to stormwater does not result in the discharge of pollutants)			
7	Materials contained in open, deteriorated or leaking storage drums, barrels, tanks, and similar containers			
8	Materials or products handled/stored on roads or railways owned or maintained by the discharger			
9	Waste material (except waste in covered, non-leaking containers [e.g., dumpster])			
III. Certification				
I certify under penalty of law that I have read and understand the eligibility requirements for claiming a condition of "no exposure" and obtaining an exclusion from SPDES stormwater permitting. I certify under penalty of law that there are no discharges of storm water contaminated by exposure to industrial activities or materials from the industrial facility or site identified in this document (except as allowed under 40 CFR 122.26(g)(2)). I understand that I am obligated to submit a no exposure certification form upon request to the NPDES permitting authority or to the operator of the local municipal separate storm sewer system (MS4) into which the facility discharges (where applicable). I understand that I must allow the SPDES permitting authority, or MS4 Operator where the discharge is into the local MS4, to perform inspections to confirm the condition of no exposure and to make such inspection reports publicly available upon request.				
Printed Name:			Title/Position:	
Signature:			Date:	

Storm Event Data Form
Visual Monitoring Form

Appendix I

 NEW YORK STATE	Department of Environmental Conservation	Storm Event Data Form for SPDES MS4 General Permit, GP-0-24-001										
Do not submit this form to the Department; keep this form with the municipal facility's SWPPP and in the MS4 Operator's SWMP Plan.												
Permit Number:												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">N</td> <td style="width: 5%;">Y</td> <td style="width: 5%;">R</td> <td style="width: 5%;">2</td> <td style="width: 5%;">0</td> <td style="width: 5%;">A</td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> </tr> </table>			N	Y	R	2	0	A				
N	Y	R	2	0	A							
Facility Name:												
Contact First Name:												
Contact Last Name:												
Contact Phone:												
Contact Email:												
Storm Event Date:												
Storm Duration (in hours):												
Rainfall Measurement from Storm Event (in inches):												
Date of Last Measurable Storm Event:												
Duration Between Storm Event Sampled and End of Previous Measurable Storm (in hours):												
<u>Certification</u> 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. <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: bottom;"> Facility Operator First Name (please print or type): Date: </td> <td style="width: 50%; vertical-align: bottom;"> Facility Operator Last Name (please print or type): Signature: </td> </tr> </table>			Facility Operator First Name (please print or type): Date:	Facility Operator Last Name (please print or type): Signature:								
Facility Operator First Name (please print or type): Date:	Facility Operator Last Name (please print or type): Signature:											

m

Storm Event Data Form
Visual Monitoring Form

Appendix I (continued)



Department of
Environmental
Conservation

**Visual
Monitoring Form
MS4 GP-0-24-001**

All high priority municipal facilities covered under the MS4 GP-0-24-001 must perform Visual Monitoring twice a permit term, separated by a minimum of one (1) year. Please see the permit Part VI E/VII F for additional requirements. This form is part of the facilities records and should be retained onsite with the facility's Stormwater Pollution Prevention Plan. *Please do not submit this form to the Department.*

MS4 Operator Permit ID	Facility Name

Outfall Number	Examiner's Name	Examiner's Title

Reporting Year	Rainfall Amount	Qualifying Storm?	Rainfall Source?
		☐ Yes ☐ No	☐ Rainfall ☐ Snowmelt

Date/Time Collected	Date/Time Examined
/ / : AM / PM	/ / : AM / PM

1. Does the stormwater appear to be polluted? ☐ Yes ☐ No

If yes, describe

2. Is the stormwater clear or transparent? ☐ Yes ☐ No

If yes, which of the following best describes the clarity of the stormwater? ☐ Clear ☐ Milky ☐ Opaque

3. Can you see a rainbow sheen effect on the water surface? ☐ Yes ☐ No

If yes, which best describes the sheen? ☐ Rainbow Sheen ☐ Floating Oil Globules

4. Does the sample have an odor? ☐ Yes ☐ No

Storm Event Data Form
Visual Monitoring Form

Appendix I (continued)

If yes, describe:

7. Is there something floating on the surface of the sample? _____

☐ Yes ☐ No

If yes, describe:

8. Is there anything suspended in the water column of the sample? _____

☐ Yes ☐ No

If yes, describe:

9. Is there something settled on the bottom of the sample? _____

☐ Yes ☐ No

If yes, describe:

10. Is there some material forming on the top of the sample surface? _____

☐ Yes ☐ No

If yes, describe:

Detail any concerns/observative actions taken and any other indicators of pollution present in the sample:

 Department of Environmental Conservation		Municipal Facility Assessment Form For SPDES MS4 General Permit, GP-0-24-001	
Assessments must be conducted by a person with the knowledge and skills to assess conditions and activities that could impact stormwater quality at the facility and evaluate the effectiveness of best management practices required by the SPDES MS4 General Permit (GP-0-24-001).			
MS4 Permit ID:		MS4 Operator Name:	
Facility Name:		Facility Type:	Date:
Weather Conditions:			
Is stormwater runoff present during this assessment? ☐ Yes ☐ No			
Comments:			

<u>General</u>		Yes	No
1	Is this a high priority municipal facility?	☐	☐
2	If this is a high priority municipal facility, does the facility qualify for a No Exposure Certification?	☐	☐
3	If this is a high priority municipal facility, is there a completed SWPPP available?	☐	☐
4	Does the facility have any MS4 outfalls?	☐	☐
5	Does the facility have any interconnections?	☐	☐
6	Does the facility have any municipal facility intraconnections?	☐	☐
Comments:			
<u>Good Housekeeping</u>		Yes	No
7	Are paved surfaces free of trash, sediment, and/or debris?	☐	☐
8	Date the paved area was last swept or vacuumed:	☐	☐
9	Do outdoor waste receptacles have covers?	☐	☐
10	Are the waste receptacles emptied on a regular basis?	☐	☐
11	Are there signs of leaks, contaminants or overflowing at the waste receptacle area?	☐	☐
12	Are the following facility areas free of accumulated trash, sediment, debris, contaminants, and spills:	☐	☐
	- Soil storage areas	☐	☐
	- Container storage areas	☐	☐
	- Maintenance areas	☐	☐

Municipal Facility Assessment Form
Appendix J (continued)

	- Staging areas	☐	☐
	- Material stockpile areas	☐	☐
Comments:			
<u>Vehicle and Equipment Areas</u>		☐ <u>N/A</u>	Yes No
13	Are vehicle/equipment parked indoors or under a roof?	☐	☐
14	Are vehicles/equipment washed in only designated areas?	☐	☐
15	Are vehicles washed regularly to remove contamination and prevent them from polluting stormwater?	☐	☐
16	Is all wash water treated in an oil/water separator prior to discharge?	☐	☐
17	Is all wash water managed so it does not enter the MS4?	☐	☐
Comments:			
<u>Vehicle/Equipment Maintenance</u>		☐ <u>N/A</u>	Yes No
18	Is equipment stored under shelter or elevated and covered?	☐	☐
19	Are fluids drained over a drip pan or pad?	☐	☐
20	Are funnels or pumps used when transferring fluids?	☐	☐
21	Are waste rags and used absorbent pads disposed of properly?	☐	☐
22	Are any vehicles and/or equipment leaking fluids?	☐	☐
23	Are drip pans immediately placed under leaks?	☐	☐
24	Are materials, equipment, and activities located so that leaks are contained in existing containment and diversion systems (confine the storage of leaky or leak-prone vehicles and equipment awaiting maintenance to protected areas)?	☐	☐
25	Are vehicles inspected daily for leaks?		
Comments:			
<u>Fueling areas</u>		☐ <u>N/A</u>	Yes No
26	Is fueling performed under a canopy or roof?	☐	☐
27	Are spill cleanup materials available at the fueling area?	☐	☐
28	Are breakaway valves used on fueling hoses?	☐	☐
29	Is the fueling handle lock disconnected so the operator must attend the fueling?	☐	☐
30	Is stormwater runoff from fueling area treated in an oil/water separator?	☐	☐
31	Is the fueling automatic stop inspected regularly to ensure it is working properly?	☐	☐
32	Are all fuel deliveries monitored?	☐	☐
Comments:			

Municipal Facility Assessment Form
Appendix J (continued)

<u>Salt Storage Piles or Pile Containing Salt</u>		☐ N/A	Yes	No
33	is salt stored in a salt storage building or under a roof?		☐	☐
34	Are controls in place to minimize spills while adding or removing material from the pile?		☐	☐
35	Are salt spills cleaned up promptly?		☐	☐
36	is overflow and tracked salt removed promptly from loading areas?		☐	☐
37	is stormwater draining away from the salt pile directed to a vegetated filter area		☐	☐
Comments:				
<u>Fluids Management</u>		☐ N/A	Yes	No
38	Are all drums and containers of fluids stored with proper cover and containment?		☐	☐
39	Are fluids stored in appropriate containers and/or storage cabinets?		☐	☐
40	Are all fluids kept in original containers or labeled in a manner that describes the contents adequately?		☐	☐
41	Are Material Safety Data Sheets (MSDS/SDS) readily available?		☐	☐
42	Are all containers that are stored free of leaks or deposits?		☐	☐
43	Are containers of product inspected regularly?		☐	☐
44	is used oil and antifreeze stored indoors and/or on spill containment pallets?		☐	☐
45	is used oil and antifreeze properly disposed of or recycled?		☐	☐
Comments:				
<u>Lead Acid Batteries</u>		☐ N/A	Yes	No
46	Are lead-acid batteries stored indoors on spill containment pallets or in bins?		☐	☐
47	Are intact batteries stored on an acid-resistant rack or tub?		☐	☐
48	Are cracked or leaking batteries stored in labeled, closed, leak-proof containers?		☐	☐
49	is the date each battery was placed in storage recorded?		☐	☐
50	Are batteries stacked more than 5 high?		☐	☐
51	Are batteries inspected regularly for leaks?		☐	☐
Comments:				
<u>Spill Prevention and Response Procedures</u>		☐ N/A	Yes	No
52	Are vehicles inspected daily for leaks?		☐	☐

Municipal Facility Assessment Form

Appendix J (continued)

53.	Is spill control equipment and absorbents readily available?	☐	☐
54.	Are emergency phone numbers posted in conspicuous areas?	☐	☐
55.	Are spills contained and cleaned up immediately?	☐	☐
Comments:			
General Material Storage Areas		☐ <u>N/A</u>	
56.	Are leaking or damaged materials stored inside a building or another type of storm resistance shelter?	☐	☐
57.	Are all material stockpiles within containment structures (e.g., concrete barriers, earthen berms) or stored in a manner that does not allow discharge of impacted stormwater?	☐	☐
58.	Are used fuel tanks and other scrap metal and parts drained of fluids and stored under cover?	☐	☐
59.	Are outdoor containers covered?	☐	☐
60.	Are piles of spoils, asphalt, debris, etc. stored under a roof or cover?	☐	☐
61.	Are spills of material or debris cleaned up promptly?	☐	☐
62.	Are used tire storage piles placed away from storm drains or conveyances?	☐	☐
63.	Are tires recycled frequently to keep the number of stored tires manageable?	☐	☐
Comments:			
Stormwater Management		Yes	No
64.	Are employees trained on the municipal facility procedures?	☐	☐
65.	Are BMPs and treatment structures working as designed?	☐	☐
67.	Are BMPs and treatment structures free from debris buildup or overgrown vegetation that may impair function?	☐	☐
68.	Catch basins should be cleaned in accordance with the timeframes listed in Part V.I.F.3.c.III. / Part VII.F.3.c.III, depending on the MS4 Operator type. Based on this, do any catch basins need to be cleaned?	☐	☐
69.	Are berms, curbing or other methods used to divert and direct discharges adequate and in good condition?	☐	☐
70.	Are rooftop drains directed to areas away from pavement?	☐	☐
Comments:			
Erosion and Sediment Controls		Yes	No
71.	Are soil stabilization measures (e.g., seed and mulch, rolled erosion control products) considered in areas that have the potential for significant soil erosion?	☐	☐
72.	Are natural buffers maintained around surface waters?	☐	☐
73.	Are flow velocity dissipation devices in place at monitoring locations and channel outlets (rock riprap, stone check dams, concrete baffles)?	☐	☐
74.	Do controls conform to the NYS Standards and Specifications for Erosion and Sediment Control (2016), or equivalent?	☐	☐

Comments:			
<u>Corrective Actions and Comment</u>			
Describe inspection findings and (if necessary, the corrective actions taken:			
Inspector Signature		Date:	

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water
625 Broadway, Albany, New York 12242
Tel: 518/402-8230 • Fax: 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
Please review Part X.J. of GP-0-24-001 before signing this form. A signature by an unauthorized person will delay permit coverage.

This form must be signed by one of the following:

1. For a corporation: by a responsible corporate officer
2. For a partnership: by a general partner
3. For a sole proprietorship: by the proprietor
4. For a municipality, state, federal or other public agency: by a principal executive officer or ranking elected official

MS4 Operator Name: Village of East Aurora

eReport Submission Number: HQ1-E6HC-N8Y2T

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.

Peter Mercurio
Name (please print or type)

Mayer
Title

Village of East Aurora
Organization

[Signature]
Signature

2/15/24
Date

 NEW YORK
State
Department of
Environmental
Conservation

Village of East Aurora
Departments at the Village Responsible for Implementation of the
Six Minimum Control Measures (MCM)
MS4 Coordinator - Stormwater Management Officer - Brian Halt

MCM 1	MCM 2	MCM 3	MCM 4	MCM 5	MCM 6
PUBLIC EDUCATION	PUBLIC INVOLVEMENT	ILLCIT DISCHARGE DETECTION AND ELIMINATION	CONSTRUCTION SITES	POST CONSTRUCTION MANAGEMENT	GOOD HOUSEKEEPING
WNYSC The Coalition creates graphics and designs presentations. Prepares postcards and mailers. Creates K-12 Education Packages. Organizes a stormwater conference once in 2 years, invites Guest speakers, Engineering Consultants, Landscape Architects and MS4 communities.	WNYSC WNYSC schedules 2 public meetings a year to educate key individuals and groups.	DPW (B.Halt) - Inspects outfalls, and field reconnaissance associated with regular inspections and potential illicit discharge. Conducts staff training, performs inspections, and issues notices of violation.	Building Department Once the SWPPP is approved and before any clearing activities can take place a kick-off meeting is held on site to be attended by the Project Manager, Site Superintendent and Owner's SWPPP Inspector. Construction sites are monitored by the Building Department.	Building Department All long term post construction measures are inspected by the Building Department before construction is completed and NOT signed by E. Cassidy or Village Supervisor.	DPW Implements best management practices for operational and capital improvements. Staff is trained annually.
Makes presentations to educate MS4 Communities and Town Boards when needed. Maintains a website related to stormwater management.	TOA presents the draft Annual Report at a public meeting to educate key individuals and for public input.	(B.Halt) - Receives calls from residents, Code Enforcement Officers, Highway employees, regarding illicit discharges into storm system. The complaints are investigated and necessary violations issued.	E. Cassidy closely monitors the construction sites by reviewing the weekly inspection reports and issuing notice of violations (NOV) if necessary. Fourth NOV maybe accompanied with an administrative fine. A stop work order may also be issued with the help of the Code Enforcement Officer.	The owner signs a maintenance agreement and files it at County Clerk's office to ensure that the post-construction measures will not be altered without notification and will be maintained in the future. Also the owner file an easement agreement the County Clerk's office to allow for period inspections by TOA.	DPW maintains facilities including buildings, salt storage, fueling station, Village roadways, and drainage infrastructures, and village facilities.
TOA posts the draft SWMP Plan on the website, has a Stormwater Management webpage, reviews the SWMP Plan at a public meeting, and has a brochure display in the Municipal Center.	TOA participates in different Environmental groups that have interest in the stormwater management program. These local groups assist with public education and involvement.		After the NOV is issued the site is inspected again in 14 days as a follow up on the violations	DPW - Maintains Village maintenance facilities including buildings, salt storage, fueling station, Village roadways, drainage infrastructures.	

Guide to Utilizing the Online Stormwater Mapper

WNY Stormwater Coalition

PURPOSE:

This web application was created using ArcGIS enterprise to provide the WNY Stormwater Coalition members with a method for viewing all of their stormwater conveyance data in an online interactive map.

Online mapper Link:

<https://erieny.maps.arcgis.com/apps/webappviewer/index.html?id=717984bd03e74f23b0296461e3ea9957>

After clicking the above link, you are prompt for an ArcGIS Login to sign into Erie County.

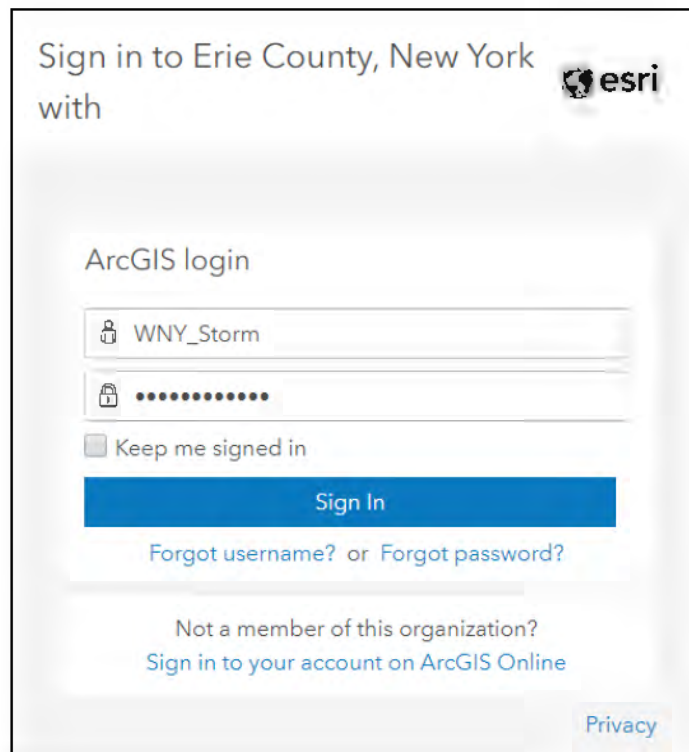
Login Credentials:

Username: WNY_Storm

Password: \$tormW@ter20

Recommended Web Browsers:

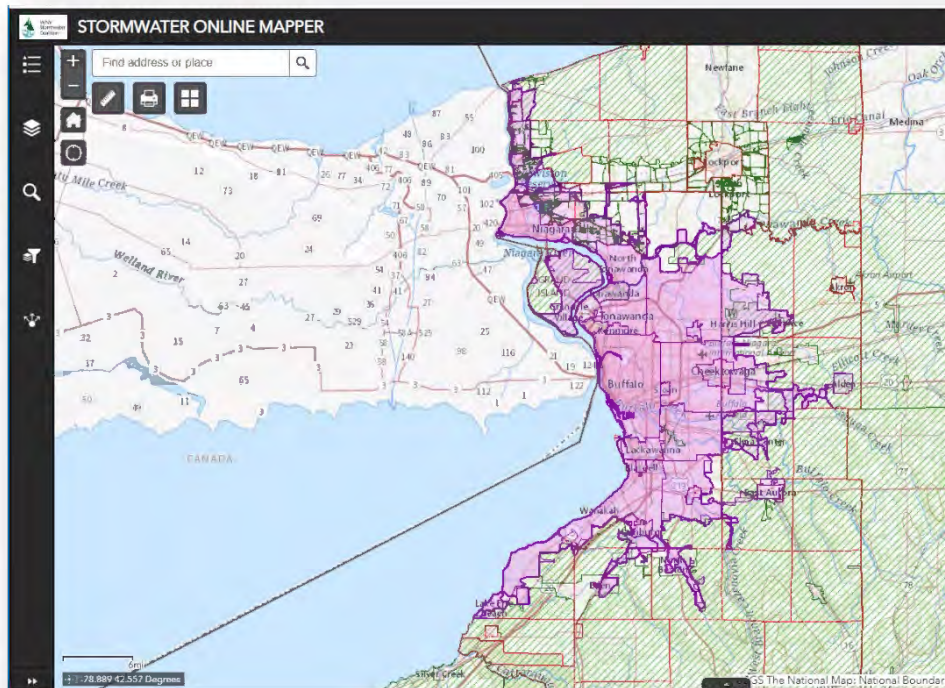
- Google Chrome
- Internet Explorer
- iOS Safari



LEGEND:

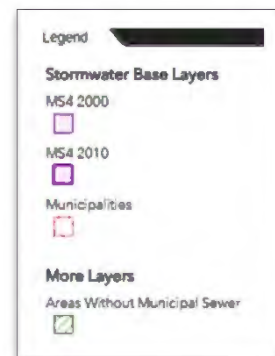


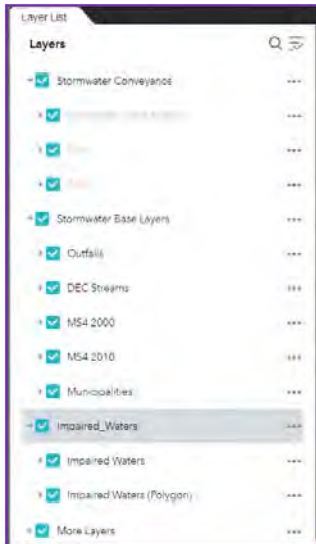
Upon opening the mapper, layers automatically turn on. As you zoom in more layers become visible. To view the legend click the icon above, located in the upper left corner of the mapper.



The Legend is dynamic and will change to show you which layers are active as you zoom in and out of the map. At the default scale you see MS4 boundaries (2000,2010), Municipalities and Areas Without Municipal Sewer are the active layers.

LAYER LIST: 





The layer list is located to the right of the legend in the upper left portion of the mapper. The layer list is also dynamic, similar to the legend. Data layers that are not visible at certain scales appear greyed out. The image on the left shows that *Stormwater Point Features*, *Flow and Ditch* layers appearing grey. These layers will only turn on at a larger scale as they are not clearly visible at smaller scales. You can also turn on/off any layers you choose by simply checking the blue box. Notice the three little dots next to each layer.



When you click the three little dots a menu appears:



Zoom to: Zooms to the scale of the entire layer

Transparency: Allows you to adjust the transparency of the layer

Visibility Range: Lets you turn on/off layers at range of scales

Enable Pop-up: Lets you turn on/off pop capability on a layer

Move Up/Down: Will move a layer up or down in ranking in the TOC

View in Attribute Table: Pulls up attribute table for the feature

Stormwater Point Features			
Options Filter by map extent Zoom to Clear selection			
MUNIID	OUTOWNER	OUTID	PIPESIZEIN
WS362	Town of West Seneca	Interconnect	12
EC1312	Erie County - Aurora District	Outfall	18

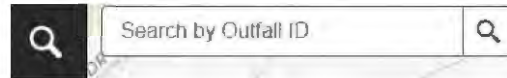
Show Item Details: Takes you to the item detail page on ArcGIS online

SEARCH BY OUTFALL



ID:

The search widget is in the upper-left hand portion of the mapper next to the layer list icon. Once clicked the widget panel drop downs on the left side and a small search box appears next to the search symbol.



The search box gives you results as you begin to type the outfall ID.



MUNICIPAL



FILTER:

Municipal Filter

Filter Outfalls and Stormwater Features by Municipality

Choose filter type

Outfalls and Stormwater Conveyance by Municipality

Choose a municipality then click Apply

Town of Evans

Apply Reset

- This widget allows you to apply a filter to all of the stormwater conveyance and outfall data based on municipality.
- Once you select a municipality, click *Apply*. It will zoom to that municipality and the only data showing on the map will be for that particular municipality.
- Depending on the size of the municipality, you may need to zoom in further to see the stormwater data.
- Notice in the attribute table pull up, the only data available is the selected municipality

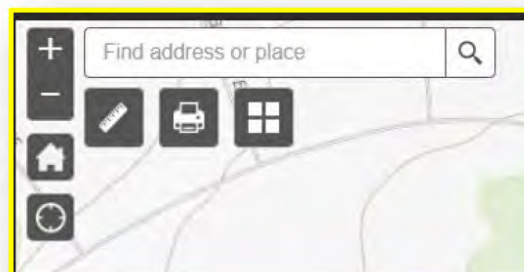
Stormwater Point Features												
Flow Ditch Outfalls DEC Streams MS4 2000 MS4 2010 Municipalities Impaired Waters Impaired Waters (Polygon) Areas Without Municipal Sewer												
Options Filter by map extent Zoom to Clear selection Refresh												
TYPE	MUNICIPALITY	CONDITION	BMP	CONSTRUC	EP_POSIT	EP_INVERT	EP_DIAM	EP_COMP	EP_BMP	IP1_POSIT	IP1_INVERT	IP1_DI
CB	Town of Evans	Fair	None	Precast	NW	27.00	8	HDPE		SE	26.00	8
CB	Town of Evans	Fair	None	Precast	NW	42.00	12	Concrete		SE	40.00	12
CB	Town of Evans	Clean me	None	Precast		0.00					0.00	
CB	Town of Evans	Good	None	Precast	N	30.50	18	HDPE		W	30.50	18
CB	Town of Evans	Good	None	Precast	W	18.00	10	CMF		E	19.00	6
CB	Town of Evans	Good	None	Precast	N	42.50	12	HDPE		E	42.50	10
CB	Town of Evans	Good	None	Precast	NE	23.75	8	HDPE		SW	22.50	8
CB	Town of Evans	Clean me	None	Precast	W	26.00	8	HDPE		E	25.00	8

110 features 0 selected

OTHER WIDGETS:

Notice a few other remaining widgets on the inside portion of the mapper.

Basic Zoom Function: You can use these buttons to zoom. You can also use your mouse capability to scroll in/out to zoom throughout the mapper. Double-clicking any area on the map will also do a partial zoom-in.



Home Button:

The home button takes you to the default extent of the map.



My Location:



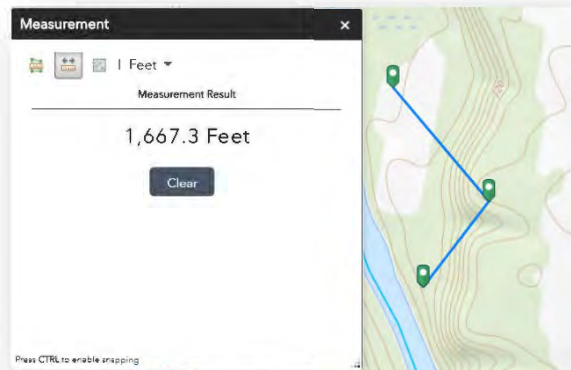
The button uses your device's location when you have it enabled. This is particularly helpful if using the mapper in the field.

Measurement:

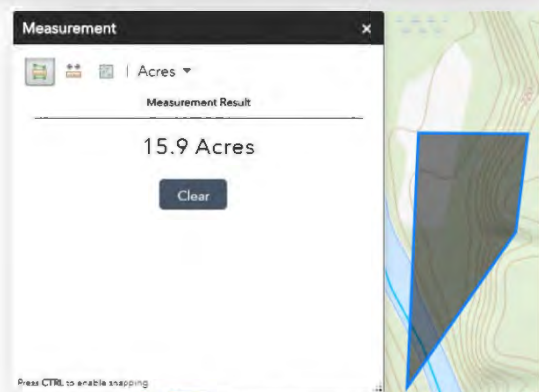


Allows you to measure Area, Distance and can give you a precise location.

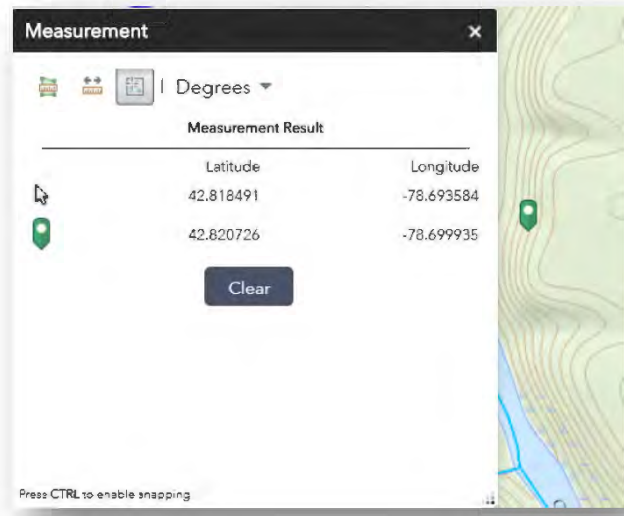
To measure distance, select the middle icon and then single click your starting point and as many points in between your last point. To end your segment, double-click on the last point in your measurement. You can change your measure type from feet to miles etc. in the drop down list.



To measure area use the icon on the far left. Single click to begin drawing your polygon, and double-click to finish it. Use the measurement type drop-down to change your area measurement unit.



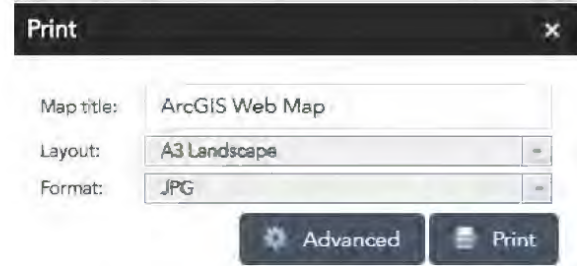
To capture the precise location of a point select the third icon to the right. It will take the location of your mouse at all times, and then also allow you to click a point on the map to give you precise location in longitude/latitude based on either Decimal Degrees, or Degree, Minutes, Seconds. (use drop-down)



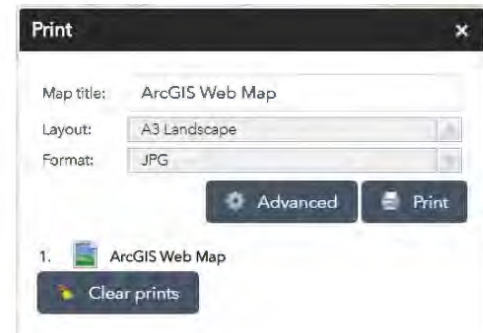
***For all three measurements, you can use CTRL (on your keyboard) to enable snapping to features in the map such as manholes, pipes, ditches, outfalls etc. This makes tracing polygons very easy.**

Printing Widget: 

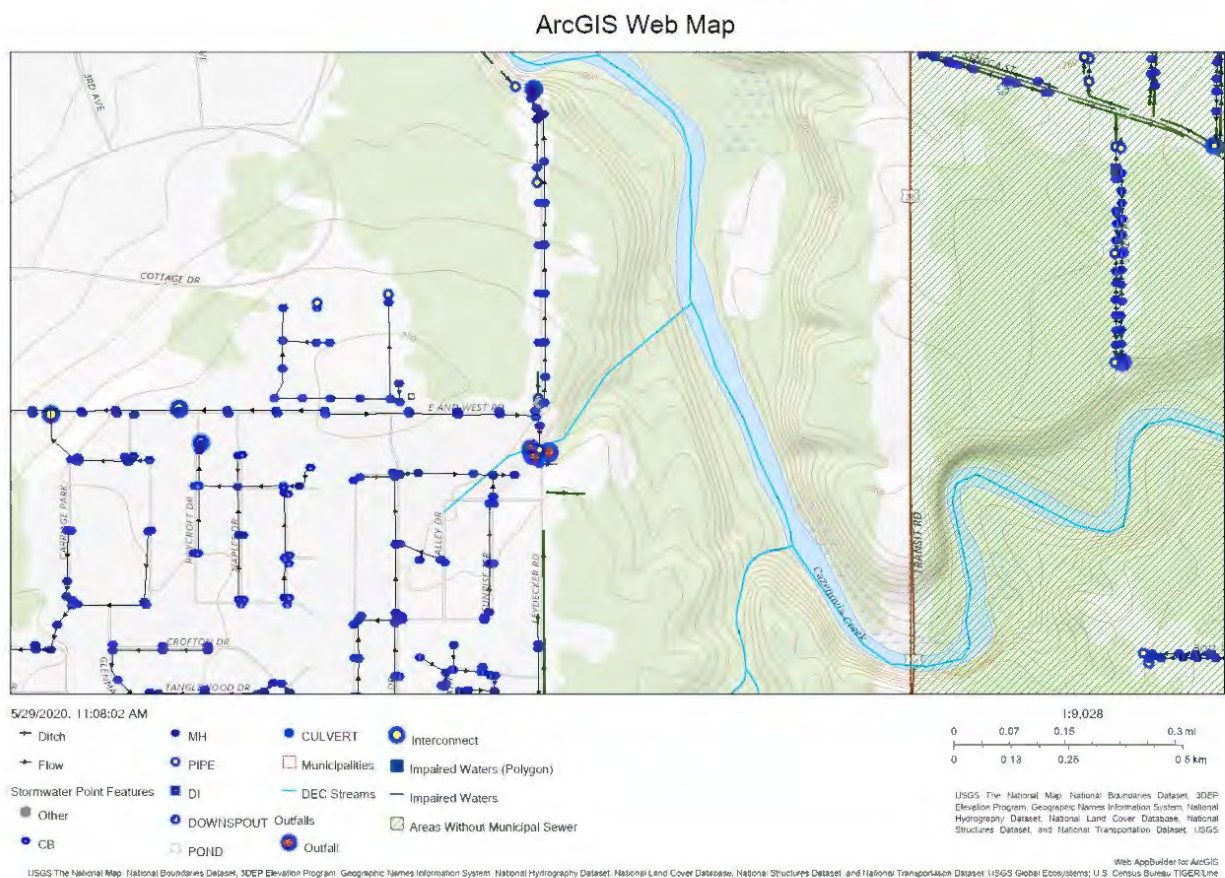
The print widget lets you export the map to various file types to be saved or printed. The current view of the map generates when you click print. The default layout is “A3 Landscape” and default format is JPG. You have the option to select different types in the drop down. You can title your map.



A file is generated after clicking print. To view the file click on the file name. It will open the map in another tab in your browser.

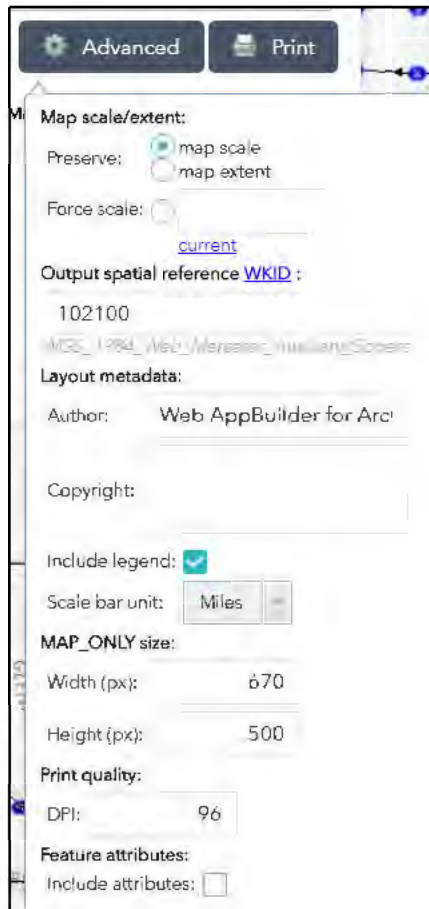


Below is an example of a JPG map generated from the widget



Notice that all of the active layers in your current map view are included in the legend at the bottom of the map. Also included are map data references, a scale, and the title of the map.

To start over the print process, select *Clear Prints* button.



The *Advanced* print button lets the user:

- Adjust the map scale/extent
- Edit the spatial reference
- Add an author and copyright to the map
- Option to include the legend
- Change the unit used for the scale bar
- Edit the size of the map portion of the print
- Change the DPI of the file output
- Option to include attributes in the map

Basemap



Gallery:

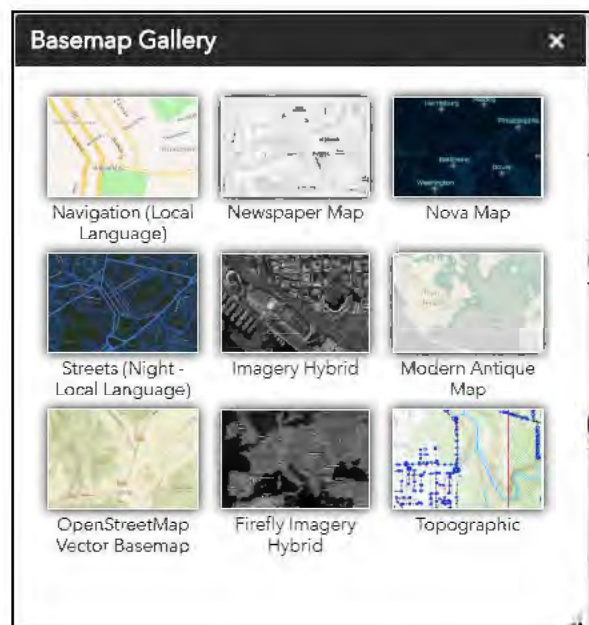
This lets the user change active basemap used in the mapper. The default basemap is called 'Topographic'

Depending on how you're using the mapper, other basemaps might be more useful than others.

Full Screen:



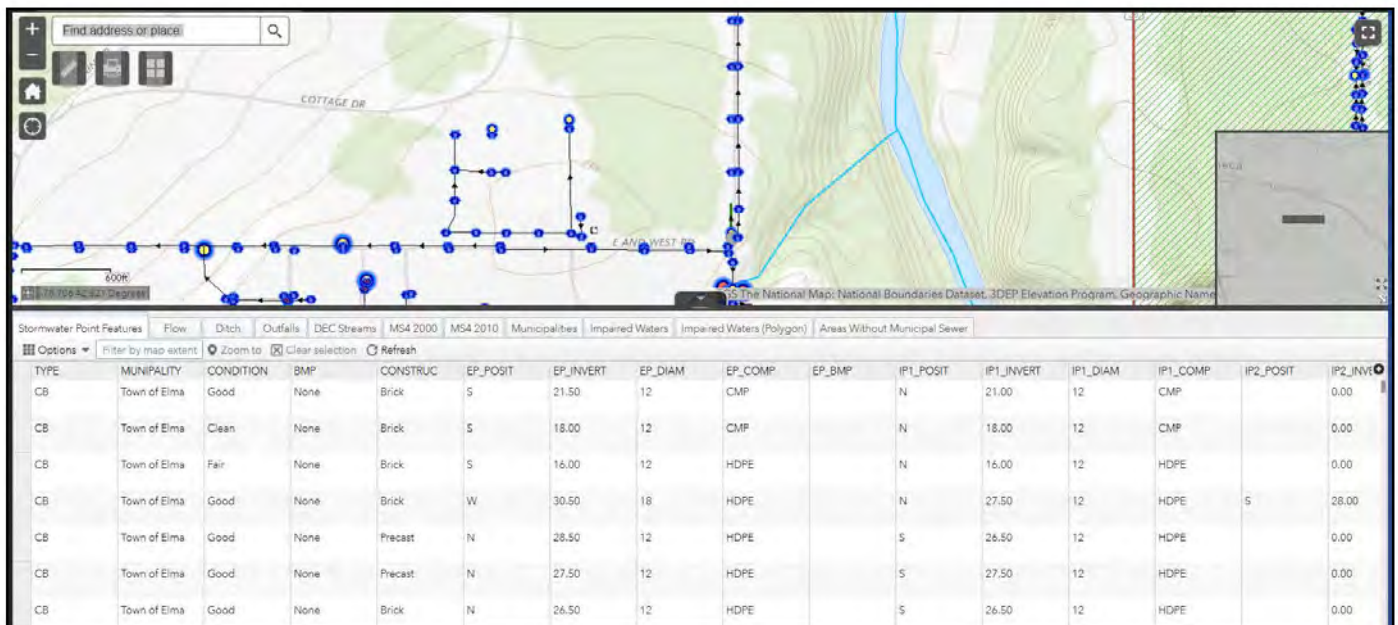
This button will set the mapper to fill your entire screen rather than just within your browser.



The Attribute Table:

The attribute table can be pulled up from the bottom of the map screen at any time. All layers that contain attributes can be found in the table. Each layer has its own tab. By default 'Filter by map extent' is checked. This means that you can only see attributes for features that are currently displayed in the map. Feel free to uncheck this setting, but it may slow down you mapper due to the large amounts data stored in each layer.

1



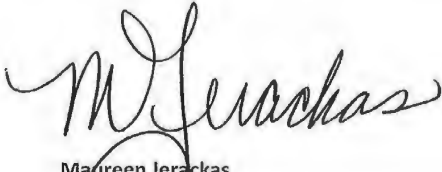
TYPE	MUNICIPALITY	CONDITION	BMP	CONSTRUCT	EP_POSIT	EP_INVERT	EP_DIAM	EP_COMP	EP_BMP	IP1_POSIT	IP1_INVERT	IP1_DIAM	IP1_COMP	IP2_POSIT	IP2_INVERT
CB	Town of Elma	Good	None	Brick	S	21.50	12	CMP		N	21.00	12	CMP		0.00
CB	Town of Elma	Clean	None	Brick	S	18.00	12	CMP		N	18.00	12	CMP		0.00
CB	Town of Elma	Fair	None	Brick	S	16.00	12	HDPE		N	16.00	12	HDPE		0.00
CB	Town of Elma	Good	None	Brick	W	30.50	18	HDPE		N	27.50	12	HDPE	S	28.00
CB	Town of Elma	Good	None	Precast	N	28.50	12	HDPE		S	26.50	12	HDPE		0.00
CB	Town of Elma	Good	None	Precast	N	27.50	12	HDPE		S	27.50	12	HDPE		0.00
CB	Town of Elma	Good	None	Brick	N	26.50	12	HDPE		S	26.50	12	HDPE		0.00

1

I, Maureen Jerackas, Village Clerk-Treasurer of the Village of East Aurora, Erie County, New York, do hereby certify that the attached motion is a true copy of the original motions adopted by the Village Board of the Village of East Aurora, at a meeting of the said Board held on the 26th day of November 2007.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Village of East Aurora, New York, this 26th day of September 2024.




Maureen Jerackas
Village Clerk - Treasurer

20071126

Motion for Local Law # 11 of 2007

On a motion by Trustee McDonnell, seconded by Trustee Mercurio to Approve a LOCAL LAW amending Chapter 142, Flood Damage Prevention; Chapter 227, Subdivision of Land; and Chapter 285, Zoning, of the Code of the Village of East Aurora, in relation to stormwater pollution prevention was passed with all Trustees voting in favor.

**VILLAGE OF EAST AURORA
LOCAL LAW NO. 11-2007**

A LOCAL LAW amending Chapter 142, Flood Damage Prevention; Chapter 227, Subdivision of Land; and Chapter 285, Zoning, of the Code of the Village of East Aurora, in relation to stormwater pollution prevention.

BE IT ENACTED BY THE VILLAGE BOARD OF THE VILLAGE OF EAST AURORA AS FOLLOWS:

Section 1.

STATUTORY AUTHORITY. In accordance with Section 10 of the Municipal Home Rule Law of the State of New York, the Board of Trustees of the Village of East Aurora has the authority to enact local laws and amend local laws for the purpose of promoting the health, safety or general welfare of the Village of East Aurora and for the protection and enhancement of its physical environment. In addition, Section 10 of the Municipal Home Rule Law of the State of New York grants the Board of Trustees of the Village of East Aurora the authority to exercise any of the powers granted to it in the Statute of Local Governments, including the power to adopt, amend, or repeal zoning regulations, through the enactment of local laws or the amendment of local laws. In any such local law, the Village Board of Trustees may provide for the appointment of any municipal officer, employee, or independent contractor to effectuate, administer and enforce such local law.

Section 2.

Section 285-8 of Chapter 285, Zoning, of the Code of the Village of East Aurora is hereby amended by adding the following definitions:

AGRICULTURAL ACTIVITY – The activity of an active farm, including grazing and watering livestock, irrigating crops, harvesting crops, using land for growing agricultural products, and cutting timber for sale, but shall not include the operation of a dude ranch or similar operation, or the construction of new structures associated with agricultural activities.

APPLICANT - A property owner or agent of a property owner who has filed an application for a land development activity as defined herein.

CHANNEL - A natural or artificial watercourse with a definite bed and banks that conducts continuously or periodically flowing water.

CLEARING - Any activity that removes the vegetative surface cover.

CODE – The Code of the Village of East Aurora

DEDICATION - The deliberate appropriation of property by its owner for general public use.

DEPARTMENT - The New York State Department of Environmental Conservation.

DESIGN MANUAL - The *New York State Stormwater Management Design Manual* (New York State Department of Environmental Conservation), most recent version or its successor, including applicable updates, which serves as the official guide for stormwater management principles, methods and practices.

DEVELOPER - A person who undertakes land development activities.

EROSION CONTROL MANUAL - The *New York Standards and Specifications for Erosion and Sediment Control* (Empire State Chapter of the Soil and Water Conservation Society, 2004), most current version or its successor, commonly known as the "*Blue Book*."

GRADING - Excavation or fill of material, including the resulting conditions thereof.

IMPERVIOUS COVER - Those surfaces, improvements and structures that cannot effectively infiltrate rainfall, snow melt and water (e.g., building rooftops, pavement, sidewalks, driveways, etc.).

INDUSTRIAL STORMWATER PERMIT - a State Pollutant Discharge Elimination System (SPDES) permit issued to a commercial industry or group of industries which regulates the pollutant levels associated with industrial stormwater discharges or specifies on-site pollution control strategies.

INFILTRATION - The process of percolating stormwater into the subsoil.

JURISDICTIONAL WETLAND - An area that is inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions, commonly known as "hydrophytic vegetation."

LAND DEVELOPMENT ACTIVITY - Construction activity including clearing, grading, excavating, soil disturbance or placement of fill that results in land disturbance of equal to or greater than one acre, or activities disturbing less than one acre of total land area that is part of a larger common plan of development or sale [Editor's Note: There may be text missing here; perhaps the phrase "and/or" or "or."] disturbing one acre or more in the aggregate, even though multiple separate and distinct land development activities may take place at different times on different schedules.

LANDOWNER - The legal or beneficial owner of land, including those holding the right to purchase or lease the land, or any other person holding proprietary rights in the land.

MAINTENANCE AGREEMENT - A legally recorded document that acts as a property deed restriction, and which provides for long-term maintenance of stormwater management practices.

NONPOINT SOURCE POLLUTION - Pollution from any source other than from any discernible, confined, and discrete conveyances, and shall include, but not be limited to, pollutants from agricultural, silvicultural, mining, construction, subsurface disposal and urban runoff sources.

PHASING - Clearing a parcel of land in distinct pieces or parts, with the stabilization of each piece completed before the clearing of the next.

PLANNING BOARD – The Planning Board of the Village of East Aurora.

POLLUTANT OF CONCERN - Sediment or a water quality measurement that addresses sediment (such as total suspended solids, turbidity or siltation) and any other pollutant that has been identified as a cause of impairment of any water body that will receive a discharge from the land development activity.

PROJECT - A land development activity.

RECHARGE - The replenishment of underground water reserves.

SEDIMENT CONTROL - Measures that prevent eroded sediment from leaving the site.

SENSITIVE AREAS - Cold-water fisheries, shellfish beds, swimming beaches, groundwater recharge areas, water supply reservoirs, or habitats for threatened, endangered or special concern species.

SPDES GENERAL PERMIT FOR CONSTRUCTION ACTIVITIES GP-02-01 - A permit under the New York State Pollutant Discharge Elimination System (SPDES) issued to developers of construction activities to regulate disturbance of one or more acres of land.

SPDES GENERAL PERMIT FOR STORMWATER DISCHARGES FROM MUNICIPAL SEPARATE STORMWATER SEWER SYSTEMS GP-02-02 - A permit under the New York State Pollutant Discharge Elimination System (SPDES) issued to municipalities to regulate discharges from municipal separate storm sewers for compliance with EPA-established water quality standards and/or to specify stormwater control standards.

STABILIZATION - The use of practices that prevent exposed soil from eroding.

STOP-WORK ORDER - An order issued which requires that all construction activity on a site be stopped.

STORMWATER - Rainwater, surface runoff, snowmelt and drainage.

STORMWATER HOTSPOT - A land use or activity that generates higher concentrations of hydrocarbons, trace metals or toxicants than are found in typical stormwater runoff, based on monitoring studies.

STORMWATER MANAGEMENT - The use of structural or nonstructural practices that are designed to reduce stormwater runoff and mitigate its adverse impacts on property, natural resources and the environment.

STORMWATER MANAGEMENT FACILITY - One or a series of stormwater management practices installed, stabilized and operating for the purpose of controlling stormwater runoff.

STORMWATER MANAGEMENT OFFICER (SMO) - An employee or officer of the Village of East Aurora designated by the Village Board to accept and review stormwater pollution prevention plans (SWPPPs), forward the plans to such agency or board of the Village of East Aurora which may be reviewing any application for a land development activity requiring submission of a SWPPP, and inspect stormwater management practices.

STORMWATER MANAGEMENT PRACTICES (SMPs) - Measures, either structural or nonstructural, that are determined to be the most effective, practical means of preventing flood damage and preventing or reducing point source or nonpoint source pollution inputs to stormwater runoff and water bodies.

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) - A plan for controlling stormwater runoff and pollutants from a site during and after construction activities.

STORMWATER RUNOFF - Flow on the surface of the ground, resulting from precipitation.

SURFACE WATERS OF THE STATE OF NEW YORK - Lakes, bays, sounds, ponds, impounding reservoirs, springs, wells, rivers, streams, creeks, estuaries, marshes, inlets, canals, the Atlantic Ocean within the territorial seas of the State of New York and all other bodies of surface water, natural or artificial, inland or coastal, fresh or salt, public or private (except those private waters that do not combine or effect a junction with natural surface or underground waters), which are wholly or partially within or bordering the state or within its jurisdiction. Storm sewers and waste treatment systems, including treatment ponds or lagoons which also meet the criteria of this definition, are not waters of the state. This exclusion applies only to man-made bodies of water which neither were originally created in waters of the state (such as a disposal area in wetlands) nor resulted from impoundment of waters of the state.

VILLAGE BOARD- The Board of Trustees of the Village of East Aurora.

WATERCOURSE - A permanent or intermittent stream or other body of water, either natural or man-made, which gathers or carries surface water.

WATERWAY - A channel that directs surface runoff to a watercourse or to the public storm drain.

Section 3.

Chapter 285, Zoning, of the Code of the Village of East Aurora is hereby amended by adding a new Article XV, entitled Stormwater Management, to read as follows:

ARTICLE XV Stormwater Management

§ 285-77. Findings; purpose.

A. Findings. It is hereby determined that:

- (1) Land development activities and associated increases in site impervious cover often alter the hydrologic response of local watersheds and increase stormwater runoff rates and volumes, flooding, stream channel erosion, or sediment transport and deposition;
- (2) This stormwater runoff contributes to increased quantities of water-borne pollutants, including siltation of aquatic habitat for fish and other desirable species;
- (3) Clearing and grading during construction tends to increase soil erosion and add to the loss of native vegetation necessary for terrestrial and aquatic habitat;

- (4) Improper design and construction of stormwater management practices can increase the velocity of stormwater runoff, thereby increasing stream bank erosion and sedimentation;
 - (5) Impervious surfaces allow less water to percolate into the soil, thereby decreasing groundwater recharge and stream baseflow;
 - (6) Substantial economic losses can result from these adverse impacts on the waters of the Village;
 - (7) Stormwater runoff, soil erosion and nonpoint source pollution can be controlled and minimized through the regulation of stormwater runoff from land development activities;
 - (8) The regulation of stormwater runoff discharges from land development activities in order to control and minimize increases in stormwater runoff rates and volumes, soil erosion, stream channel erosion, and nonpoint source pollution associated with stormwater runoff is in the public interest and will minimize threats to public health and safety; and
 - (9) Regulation of land development activities by means of performance standards governing stormwater management and site design will produce development compatible with the natural functions of a particular site or an entire watershed and thereby mitigate the adverse effects of erosion and sedimentation from development.
- B. Purpose. The purpose of this article is to establish minimum stormwater management requirements and controls to protect and safeguard the general health, safety, and welfare of the public residing within this jurisdiction and to address the findings of fact in § 285-77A of this chapter. This article seeks to meet those purposes by achieving the following objectives:
- (1) Meet the requirements of minimum measures 4 and 5 of the New York State Department of Environmental Conservation State Pollutant Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Municipal Separate Stormwater Sewer Systems (MS4s), Permit No. GP-02-02 or as amended or revised;
 - (2) Require land development activities to conform to the substantive requirements of the New York State Department of Environmental Conservation State Pollutant Discharge Elimination System (SPDES) General Permit for Construction Activities, Permit No. GP-02-01 or as amended or revised;
 - (3) Minimize increases in stormwater runoff from land development activities in order to reduce flooding, siltation, increases in stream temperature, and streambank erosion and maintain the integrity of stream channels;
 - (4) Minimize increases in pollution caused by stormwater runoff from land development activities which would otherwise degrade local water quality;
 - (5) Minimize the total annual volume of stormwater runoff which flows from any specific site during and following development to the maximum extent practicable; and
 - (6) Reduce stormwater runoff rates and volumes, soil erosion and nonpoint source pollution, wherever possible, through stormwater management practices and ensure that these management practices are properly maintained and eliminate threats to public safety.

§ 285-78. Applicability; exemptions; conflicts with other requirements.

- A. Applicability. This article shall be applicable to all land development activities within the Village of East Aurora.
- B. Exemptions. The following activities shall be exempt from review under this article:
- (1) Agricultural activity;
 - (2) Silvicultural activity, except that landing areas and log haul roads are subject to this article;
 - (3) Routine maintenance activities that disturb fewer than five acres and are performed to maintain the original line and grade, hydraulic capacity or original purpose of a facility;
 - (4) Repairs to any stormwater management practice or facility deemed necessary by the SMO;
 - (5) Any part of a subdivision if a plat for the subdivision has been approved by the Village of East Aurora on or before the effective date of this article;
 - (6) Land development activities for which a building permit has been approved on or before the effective date of this article;
 - (7) Cemetery graves;
 - (8) Installation of fence, sign, telephone, and electric poles and other kinds of posts or poles;
 - (9) Emergency activity immediately necessary to protect life, property or natural resources;
 - (10) Activities of an individual engaging in home gardening by growing flowers, vegetables or other plants primarily for use by that person and his or her family; and
 - (11) Landscaping and horticultural activities in connection with an existing structure.
- C. Conflict. Where the conditions imposed by any provisions of this article are either more restrictive or less restrictive than comparable conditions imposed by any other applicable law, ordinance, resolution, rule or regulation of any kind, the regulations which are more restrictive and impose higher standards or requirements shall govern.

§ 285-79. Review and approval of stormwater pollution prevention plans.

- A. The Village of East Aurora shall designate an SMO, who shall accept and review all SWPPPs. The SMO may:
- (1) Review the SWPPPs;
 - (2) Upon approval by the Village Board, engage the services of a registered professional engineer to review the SWPPPs, specifications and related documents at a cost not to exceed a fee schedule established by the Village Board; or
 - (3) Accept the certification of a licensed professional that the SWPPPs conform to the requirements of this article.
- B. For all land development activities subject to review and approval by the Planning Board or Village Board of the Village of East Aurora under floodplain development permit or subdivision regulations, the applicant or developer shall be required to submit a SWPPP that complies with the requirements in this article to the SMO, and the land development activity shall be reviewed subject to the standards contained in this article. Within 45 days of receipt of a SWPPP, the SMO shall forward the SWPPP, together with his or her written recommendation to approve, approve with modifications, or disapprove the SWPPP, to such agency or board of the Village of East Aurora which may be reviewing the application for approval of a land development activity requiring submission of a SWPPP. A recommendation of approval shall only be given if the SWPPP complies with the requirements of this

article. In making a recommendation to approve with modifications or disapprove the SWPPP, the SMO shall state the reasons for the decision in writing. If the SMO recommends to approve with modifications or disapprove the SWPPP, the applicant shall revise such SWPPP in accordance with the recommendations of the SMO and shall submit the revised SWPPP to the SMO for review. The agency or board of the Village of East Aurora reviewing the application for approval of a land development activity shall not approve such application unless the SWPPP complies with the requirements of this article.

- C. For all land development activities not subject to review by the Planning Board or Village Board of the Village of East Aurora as stated in § 285-79B of this chapter, the applicant or developer shall be required to submit a SWPPP prepared in accordance with the standards contained in this article to the SMO. Within 45 days of receipt of a SWPPP, the SMO shall approve, approve with modifications, or disapprove the SWPPP. Approval shall only be given if the SWPPP complies with the requirements of this article. In approving with modifications or disapproving the SWPPP, the SMO shall state the reasons for the decision in writing. In order to be approved, an applicant shall revise a SWPPP that has been approved with modifications or disapproved in accordance with the recommendations of the SMO and shall submit the revised SWPPP to the SMO for review.

§ 285-80. Stormwater pollution prevention plans required; contents.

- A. Stormwater pollution prevention plan requirement. No application for approval of a land development activity shall be reviewed until the SMO or such agency or board of the Village of East Aurora which may be reviewing any application for approval of a land development activity requiring submission of a SWPPP has received a SWPPP prepared in accordance with the specifications in this article.
- B. Contents of stormwater pollution prevention plans.
- (1) All SWPPPs shall provide the following background information and erosion and sediment controls:
- (a) Background information about the scope of the project, including the location, type and size of the project;
 - (b) Site map/construction drawing(s) for the project, including a general location map. The site map should be at a scale of no smaller than one inch to 100 feet. At a minimum, the site map should show the total site area; all improvements; areas of disturbance; areas that will not be disturbed; existing vegetation; on-site and adjacent off-site surface water(s); wetlands and drainage patterns that could be affected by the land development activity; existing and final slopes; locations of off-site material, waste, borrow or equipment storage areas; and location(s) of the stormwater discharge(s);
 - (c) Description of the soil(s) present at the site;
 - (d) Construction phasing plan describing the intended sequence of construction activities, including clearing and grubbing, excavation and grading, utility and infrastructure installation and any other activity at the site that results in soil disturbance. Consistent with the Erosion Control Manual, not more than five acres shall be disturbed at any one time unless pursuant to an approved SWPPP;
 - (e) Description of the pollution prevention measures that will be used to control litter, construction chemicals and construction debris from becoming a pollutant source in stormwater runoff;
 - (f) Description of construction and waste materials expected to be stored on site with updates as appropriate, and a description of controls to reduce pollutants from these materials, including storage practices to minimize exposure of the materials to stormwater, and spill prevention and response;
 - (g) Temporary and permanent structural and vegetative measures to be used for soil stabilization, runoff control and sediment control for each stage of the project, from initial land clearing and grubbing to project close-out;

- (h) A site map/construction drawing(s) specifying the location(s), size(s) and length(s) of each erosion and sediment control practice;
 - (i) Dimensions, material specifications and installation details for all erosion and sediment control practices, including the siting and sizing of any temporary sediment basins;
 - (j) Temporary practices that will be converted to permanent control measures;
 - (k) Implementation schedule for staging temporary erosion and sediment control practices, including the timing of initial placement and duration that each practice should remain in place;
 - (l) Maintenance schedule to ensure continuous and effective operation of the erosion and sediment control practice;
 - (m) Name(s) of the receiving water(s);
 - (n) Delineation of SWPPP implementation responsibilities for each part of the site;
 - (o) Description of structural practices designed to divert flows from exposed soils, store flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site to the degree attainable; and
 - (p) Any existing data that describes the stormwater runoff at the site.
- (2) Land development activities meeting Condition A, B or C below shall also include water quantity and water quality controls (postconstruction stormwater runoff controls) as set forth in § 285-80B(3) of this chapter as applicable:
- (a) Condition A: Stormwater runoff from land development activity discharging a pollutant of concern to either an impaired water identified on the Department's 303(d) list of impaired waters or a total maximum daily load (TMDL) designated watershed for which pollutants in stormwater have been identified as a source of the impairment.
 - (b) Condition B: Stormwater runoff from land development activity disturbing five or more acres.
 - (c) Condition C: Stormwater runoff from land development activity disturbing between one acre and five acres of land during the course of the project, exclusive of the construction of single-family residences and construction activities at agricultural properties.
- (3) SWPPP requirements for Condition A, B or C (postconstruction stormwater runoff controls):
- (a) All information in § 285-80B(1) of this chapter;
 - (b) Description of each postconstruction stormwater management practice;
 - (c) Site map/construction drawing(s) showing the specific location(s) and size(s) of each postconstruction stormwater management practice;
 - (d) Hydrologic and hydraulic analysis for all structural components of the stormwater management system for the applicable design storms;
 - (e) Comparison of postdevelopment stormwater runoff conditions with predevelopment conditions;
 - (f) Dimensions, material specifications and installation details for each postconstruction stormwater management practice;
 - (g) Maintenance schedule to ensure continuous and effective operation of each postconstruction stormwater management practice;
 - (h) Maintenance easements to ensure access to all stormwater management practices at the site for the purpose of inspection and repair. Easements shall be recorded on the plan and shall remain in effect with transfer of title to the property;

- (i) Inspection and maintenance agreement binding on all subsequent landowners served by the on-site stormwater management measures in accordance with § 285-82 of this chapter.
- (4) The SWPPP shall be prepared by a landscape architect, certified professional or professional engineer and must be signed by the professional preparing the plan, who shall certify that the design of all stormwater management practices meets the requirements in this article.
- C. Other environmental permits. The applicant shall assure that all other applicable environmental permits have been or will be acquired for the land development activity prior to approval of the final stormwater design plan. Any notice of intent (NOI) submitted to the Department pursuant to the SPDES General Permit for Construction Activities GP-02-01 shall be submitted to the SMO concurrently therewith.
- D. Contractor certification.
 - (1) Each contractor and subcontractor identified in the SWPPP who will be involved in soil disturbance and/or stormwater management practice installation shall sign and date a copy of the following certification statement before undertaking any land development activity: "I certify under penalty of law that I understand and agree to comply with the terms and conditions of the Stormwater Pollution Prevention Plan. I also understand that it is unlawful for any person to cause or contribute to a violation of water quality standards."
 - (2) The certification must include the name and title of the person providing the signature, address and telephone number of the contracting firm; the address (or other identifying description) of the site; and the date the certification is made.
 - (3) The certification statement(s) shall be included with and become part of the SWPPP for the land development activity.
- E. A copy of the SWPPP shall be retained at the site of the land development activity during construction, from the date of initiation of construction activities to the date of final stabilization.

§ 285-81. Performance and design criteria for stormwater management and erosion and sediment control.

All land development activities shall be subject to the following performance and design criteria:

- A. Technical standards. For the purposes of this article, the following documents shall serve as the official guides and specifications for stormwater management. Stormwater management practices that are designed and constructed in accordance with these technical documents shall be presumed to meet the standards imposed by this article:
 - (1) The Design Manual; and
 - (2) The Erosion Control Manual.
- B. Equivalence to technical standards. Where stormwater management practices are not in accordance with technical standards set forth in § 285-81A of this chapter, the applicant or developer must demonstrate equivalence to such technical standards.
- C. Water quality standards. No land development activity shall cause an increase in turbidity that will result in substantial visible contrast to natural conditions in surface waters of the State of New York.

§ 285-82. Maintenance, inspection and repair of stormwater facilities.

- A. Maintenance and inspection during construction.
 - (1) The applicant or developer of the land development activity or his or her representative shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances)

which are installed or used by the applicant or developer to achieve compliance with the conditions of this article. Sediment shall be removed from sediment traps or sediment ponds whenever their design capacity has been reduced by 50%.

- (2) For land development activities meeting Condition A, B or C in § 285-80B(2) of this chapter, the applicant shall have a qualified professional conduct site inspections and document the effectiveness of all erosion and sediment control practices every seven days and within 24 hours of any storm event producing 0.5 inch of precipitation or more. Inspection reports shall be maintained in a site log book.
- B. Maintenance easement(s). Prior to the issuance of any approval that has a stormwater management facility as one of the requirements, the applicant or developer must execute a maintenance easement agreement that shall be binding on all subsequent landowners served by the stormwater management facility. The easement shall provide for access to the facility at reasonable times for periodic inspection by the Village of East Aurora to ensure that the facility is maintained in proper working condition to meet design standards and any other provisions established by this article. The easement shall be recorded by the grantor in the office of the County Clerk after approval by the counsel for the Village of East Aurora.
- C. Maintenance after construction. The owner or operator of permanent stormwater management practices installed in accordance with this article shall ensure they are operated and maintained to achieve the goals of this article. Proper operation and maintenance also includes, at a minimum, the following:
- (1) A preventive/corrective maintenance program for all critical facilities and systems of treatment and control (or related appurtenances) which are installed or used by the owner or operator to achieve the goals of this article.
 - (2) Written procedures for operation and maintenance and training new maintenance personnel.
 - (3) Discharges from the SMPs shall not exceed design criteria or cause or contribute to water quality standard violations in accordance with § 285-81 of this chapter.
 - (4) Maintenance agreements. The Village of East Aurora shall approve a formal maintenance agreement for stormwater management facilities binding on all subsequent landowners and recorded in the office of the County Clerk as a deed restriction on the property prior to final plan approval. The maintenance agreement shall be consistent with the terms and conditions of Appendix A of this chapter, entitled "Sample Stormwater Control Facility Maintenance Agreement." The Village of East Aurora, in lieu of a maintenance agreement, at its sole discretion, may accept dedication of any existing or future stormwater management facility, provided such facility meets all the requirements of this article and includes adequate and perpetual access and sufficient area, by easement or otherwise, for inspection and regular maintenance.

§ 285-83. Inspections; administration and enforcement; penalties for offenses.

A. Construction inspections.

- (1) Erosion and sediment control inspection.
- (a) The SMO may require such inspections as necessary to determine compliance with this article and may either approve that portion of the work completed or notify the applicant wherein the work fails to comply with the requirements of this article and the SWPPP as approved. To obtain inspections, the applicant shall notify the SMO at least 48 hours before any of the following, as required by the SMO:
 - [1] Start of construction;
 - [2] Installation of sediment and erosion control measures;
 - [3] Completion of site clearing;
 - [4] Completion of rough grading;

- [5] Completion of final grading;
 - [6] Close of the construction season;
 - [7] Completion of final landscaping; or
 - [8] Successful establishment of landscaping in public areas.
- (b) If any violations are found, the applicant and developer shall be notified in writing of the nature of the violation and the required corrective actions. No further work shall be conducted, except for site stabilization, until any violations are corrected and all work previously completed has received approval by the SMO.
 - (2) Stormwater management practice inspections. The SMO is responsible for conducting inspections of SMPs. All applicants are required to submit "as-built" plans for any SMPs located on site after final construction is completed. The plan must show the final design specifications for all stormwater management facilities and must be certified by a professional engineer.
 - (3) Inspection of stormwater facilities after project completion. Inspection programs shall be established on any reasonable basis, including, but not limited to: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of businesses or industries of a type associated with higher than usual discharges of contaminants or pollutants or with discharges of a type which are more likely than the typical discharge to cause violations of state or federal water or sediment quality standards or the SPDES stormwater permit; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include, but are not limited to: reviewing maintenance and repair records; sampling discharges, surface water, groundwater, and material or water in drainage control facilities; and evaluating the condition of drainage control facilities and other stormwater management practices.
 - (4) Submission of reports. The SMO may require monitoring and reporting from entities subject to this article as are necessary to determine compliance with this article.
 - (5) Right-of-entry for inspection. When any new stormwater management facility is installed on private property or when any new connection is made between private property and the public stormwater system, the landowner shall grant to the Village of East Aurora the right to enter the property at reasonable times and in a reasonable manner for the purpose of inspection as specified in § 285-83A(3) of this chapter.
- B. Performance guarantees; recordkeeping.
- (1) Construction completion guarantee. In order to ensure the full and faithful completion of all land development activities related to compliance with all conditions set forth by the Village of East Aurora in its approval of the SWPPP, the Village of East Aurora may require the applicant or developer to provide, prior to construction, a performance bond, cash escrow, or irrevocable letter of credit from an appropriate financial or surety institution which guarantees satisfactory completion of the project and names the Village of East Aurora as the beneficiary. The security shall be in an amount to be determined by the Village of East Aurora based on submission of final design plans, with reference to actual construction and landscaping costs. The performance guarantee shall remain in force until the surety is released from liability by the Village of East Aurora, provided that such period shall not be less than one year from the date of final acceptance or such other certification that the facility(ies) has (have) been constructed in accordance with the approved plans and specifications and that a one-year inspection has been conducted and the facilities have been found to be acceptable to Village of East Aurora. Per-annum interest on cash escrow deposits shall be reinvested in the account until the surety is released from liability.
 - (2) Maintenance guarantee. Where stormwater management and erosion and sediment control facilities are to be operated and maintained by the developer or by a corporation that owns or manages a commercial or industrial facility, the developer, prior to construction, may be required to provide the Village of East Aurora

with an irrevocable letter of credit from an approved financial institution or surety to ensure proper operation and maintenance of all stormwater management and erosion control facilities both during and after construction, and until the facilities are removed from operation. If the developer or landowner fails to properly operate and maintain stormwater management and erosion and sediment control facilities, the Village of East Aurora may draw upon the account to cover the costs of proper operation and maintenance, including engineering and inspection costs.

- (3) Recordkeeping. The Village of East Aurora may require entities subject to this article to maintain records demonstrating compliance with this article.

C. Enforcement and penalties.

- (1) Notice of violation. When the SMO determines that a land development activity is not being carried out in accordance with the requirements of this article, it may issue a written notice of violation to the landowner. The notice of violation shall contain:
 - (a) The name and address of the landowner, developer or applicant;
 - (b) The address, when available, or a description of the building, structure or land upon which the violation is occurring;
 - (c) A statement specifying the nature of the violation;
 - (d) A description of the remedial measures necessary to bring the land development activity into compliance with this article and a time schedule for the completion of such remedial action;
 - (e) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed; and
 - (f) A statement that the determination of violation may be appealed to the Village by filing a written notice of appeal within 15 days of service of the notice of violation.
- (2) Stop-work orders. The SMO may issue a stop-work order for violations of this article. Persons receiving a stop-work order shall be required to halt all land development activities, except those activities that address the violations leading to the stop-work order. The stop-work order shall be in effect until the SMO confirms that the land development activity is in compliance and the violation has been satisfactorily addressed. Failure to address a stop-work order in a timely manner may result in civil, criminal, or monetary penalties in accordance with the enforcement measures authorized in this article.
- (3) Violations. Any land development activity that is commenced or is conducted contrary to this article may be restrained by injunction or otherwise abated in a manner provided by law.
- (4) Penalties. In addition to or as an alternative to any penalty provided herein or by law, any person who violates the provisions of this article shall be subject to penalties as set forth in § 286-65 of this chapter.
- (5) Withholding of certificate of occupancy. If any building or land development activity is installed or conducted in violation of this article, the SMO may prevent the occupancy of said building or land.
- (6) Restoration of lands. Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, the Village of East Aurora may take necessary corrective action, the cost of which shall become a lien upon the property until paid.

- D. Fees for services. The Village of East Aurora may require any person undertaking land development activities regulated by this article to pay reasonable costs at prevailing rates for review of SWPPPs, inspections, or SMP maintenance performed by the Village of East Aurora or performed by a third party for the Village of East Aurora. The fee shall be set by the Village Board by resolution.

Section 4.

Section 142-13 of Chapter 142, Flood Damage Prevention, of the Code of the Village of East Aurora is hereby amended by adding the following subsection:

- H. A stormwater pollution prevention plan (SWPPP), if required for the proposed development under Article XV, Stormwater Management, of Chapter 285, Zoning, of this Code, together with the recommendation of the Stormwater Management Officer to approve, approve with modifications, or disapprove the SWPPP pursuant to § 285-79B of this Code.

Section 5.

Section 142-14A of Chapter 142, Flood Damage Prevention, of the Code of the Village of East Aurora is hereby amended by adding the following subsection:

- (5) If a stormwater pollution prevention plan (SWPPP) was submitted together with the development permit application pursuant to § 142-13H, determine that the SWPPP and proposed development meet the performance and design criteria and standards in Article XV, Stormwater Management, of Chapter 285, Zoning, of this Code.

Section 6.

Section 142-15A of Chapter 142, Flood Damage Prevention, of the Code of the Village of East Aurora is hereby amended to read as follows:

- A. Subdivision proposals. The following standards apply to all new subdivision proposals and other proposed development in areas of special flood hazard (including proposals for manufactured home and recreational vehicle parks and subdivisions):
 - (1) Proposals shall be consistent with the need to minimize flood damage;
 - (2) Public utilities and facilities such as sewer, gas, electrical and water systems shall be located and constructed so as to minimize flood damage; and
 - (3) Adequate drainage shall be provided to reduce exposure to flood damage. Drainage facilities shall comply with any stormwater pollution prevention plan submitted pursuant to § 142-13H of this chapter.

Section 7.

Section 227-6D of Chapter 227, Subdivision of Land, of the Code of the Village of East Aurora, is hereby amended to read as follows:

D. Separate documents.

(1) Draft of any protective covenants whereby the subdivider proposes to regulate land use in the subdivision and to otherwise protect the proposed development.

(2) A stormwater pollution prevention plan (SWPPP), if required for the proposed subdivision under Article XV, Stormwater Management, of Chapter 285, Zoning, of this Code, together with the recommendation of the Stormwater Management Officer to approve, approve with modifications, or disapprove the SWPPP pursuant to § 285-79B of this Code. If a SWPPP is submitted together with a preliminary plat pursuant to this section, such plat shall not be approved unless the SWPPP and plat meet the performance and design criteria and standards in Article XV, Stormwater Management, of Chapter 285, Zoning, of this Code.

Section 8.

Section 227-14B of Chapter 227, Subdivision of Land, of the Code of the Village of East Aurora is hereby amended to read as follows:

B. Separate documents.

(1) Agreements covering the improvement and maintenance of unceded public spaces and the conditions and time limits, if any, applying to site reservations.

(2) A statement by the Village Attorney approving as to legal sufficiency all offers of cession, all covenants governing the maintenance of unceded public open space and any action taken to establish or extend water and/or sewer districts, and also approving the legal sufficiency of any bond or agreement offered in lieu of the completion of required subdivision improvements.

(3) Protecting covenants in form for recording.

(4) A stormwater pollution prevention plan (SWPPP), if required for the proposed subdivision under Article XV, Stormwater Management, of Chapter 285, Zoning, of this Code, together with the recommendation of the Stormwater Management Officer to approve, approve with modifications, or disapprove the SWPPP pursuant to § 285-79B of this Code. If a SWPPP is submitted together with a final plat pursuant to this section, such plat shall not be approved unless the SWPPP and plat meet the performance and design criteria and standards in Article XV, Stormwater Management, of Chapter 285, Zoning, of this Code.

(5) Other requirements. Such other certificates, affidavits, endorsements or other agreements as may be required by the Village Board in the enforcement of these regulations. In special cases where there are potential hazards of flooding or other hazards, the Village Board may require the services of an independent engineer or expert to recommend conditions under which the subdivision may be approved. The expense of such engineer or expert shall be borne by the subdivider.

Section 9.

Section 227-16A(17) of Chapter 227, Subdivision of Land, is hereby amended by adding to read as follows:

- (17) Except in accordance with an approved Stormwater Pollution Prevention Plan, in order to facilitate drainage, no street grade shall be less than 2% when possible, but in no event less than 1%.

Section 10.

Section 227-16A of Chapter 227, Subdivision of Land, is hereby amended to add the following subsection:

- (18) Streets shall be designed in accordance with any stormwater pollution prevention plan submitted pursuant to the requirements of this chapter.

Section 11.

Section 227-21 of Chapter 227, Subdivision of Land, is hereby amended to read as follows:

§ 227-21. Minor subdivision application.

- A. Any owner of a parcel of land applying for minor subdivision approval shall submit to the Village Board a request for minor subdivision approval on a form provided by the Village of East Aurora. In addition thereto, such owner shall submit a survey showing the following:
 - (1) Required setbacks.
 - (2) Existing water and sewer mains.
 - (3) Natural features.
 - (4) Existing and proposed improvements.
 - (5) Finished floor elevation of all structures.
 - (6) Drives, parking and all paved areas.
 - (7) Existing structures on adjoining properties.
 - (8) Direction of surface water runoff.
 - (9) All trees greater than four inches in diameter.
 - (10) Sewer and water service locations.
- B. The provisions of the State Environmental Quality Review Act shall apply to minor subdivisions.
- C. A stormwater pollution prevention plan (SWPPP), if required for the proposed subdivision under Article XV, Stormwater Management, of Chapter 285, Zoning, of this Code, shall be submitted, together with the recommendation of the Stormwater Management Officer to approve, approve with modifications, or disapprove the SWPPP pursuant to § 285-79B of this Code. If a SWPPP is submitted together with a minor subdivision plat pursuant to this section, such plat shall not be approved unless the SWPPP and plat meet the performance and design criteria and standards in Article XV, Stormwater Management, of Chapter 285, Zoning, of this Code.

- D. The Village Board of Trustees shall review such request for minor subdivision approval and, after holding a public hearing thereon, approve or disapprove of the same.
- E. No building permit shall be issued for a parcel of land constituting a minor subdivision as defined herein prior to the approval of such minor subdivision by the Village Board of Trustees as provided for herein.

Section 12.

Section 285-31B of Chapter 285, Zoning, of the Code of the Village of East Aurora, is hereby amended by adding the following subsection:

- (3) Fewer spaces would reduce stormwater runoff rates and volumes, soil erosion, and/or nonpoint source pollution in accordance with Article XV, Stormwater Management, of this chapter.

Section 13.

SEVERABILITY. If the provisions of any article, section, subsection, paragraph, subdivision or clause of this local law shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision or clause of this local law.

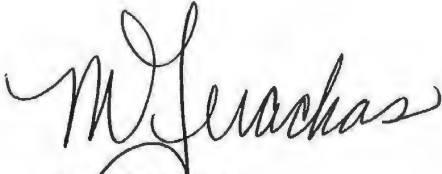
Section 14.

EFFECTIVE DATE. This local law shall be effective on the first day after it shall have been filed with the Office of the Secretary of State pursuant to Section 27 of the New York State Municipal Home Rule Law and Section 7-706 of the Village Law.

I, Maureen Jerackas, Village Clerk-Treasurer of the Village of East Aurora, Erie County, New York, do hereby certify that the attached motion is a true copy of the original motions adopted by the Village Board of the Village of East Aurora, at a meeting of the said Board held on the 26th day of November 2007.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Village of East Aurora, New York, this 26th day of September 2024.




Maureen Jerackas
Village Clerk - Treasurer

20071126

Motion for Local Law # 12 of 2007

On a motion by Trustee McDonnell, seconded by Trustee Scheer to Approve, a LOCAL LAW amending Chapter 205, Sewers, of the Code of the Village of East Aurora, in relation to the prohibition of illicit discharges, activities, and connections to the municipal separate storm sewer system was passed with all Trustees voting in favor.

**VILLAGE OF EAST AURORA
LOCAL LAW NO. 12-2007**

BE IT ENACTED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF EAST AURORA AS FOLLOWS:

A LOCAL LAW amending Chapter 205, Sewers, of the Code of the Village of East Aurora, in relation to the prohibition of illicit discharges, activities, and connections to the municipal separate storm sewer system.

Section 1.

LEGISLATIVE INTENT. The purpose of this local law is to provide for the health, safety, and general welfare of the citizens of the Village of East Aurora through the regulation of non-stormwater discharges to the municipal separate storm sewer system to the maximum extent practicable as required by federal and state law. This local law establishes methods for controlling the introduction of pollutants into the Municipal Separate Storm Sewer System in order to comply with the requirements of the State Pollutant Discharge Elimination System (SPDES) General Permit for Municipal Separate Storm Sewer Systems (MS4s). In addition, this local law establishes the legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this local law.

Section 2.

Chapter 205, Sewers, of the Code of the Village of East Aurora, is hereby amended by adding the following definitions to Section 205-1A:

303(d) LIST — A list of all surface waters in the state for which beneficial uses of the water (drinking, recreation, aquatic habitat, and industrial use) are impaired by pollutants, prepared periodically by NYSDEC as required by Section 303(d) of the Clean Water Act. 303(d) listed waters are estuaries, lakes and streams that fall short of state surface water quality standards and are not expected to improve within the next two years.

BEST MANAGEMENT PRACTICES (BMPs) — Schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

CLEAN WATER ACT — The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

CONSTRUCTION ACTIVITY — Any activity requiring authorization under the SPDES permit for stormwater discharges from construction activity, GP-02-01, as amended or revised, including construction projects resulting in land disturbance of one or more acres. Construction activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

HAZARDOUS MATERIALS — Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

ILLCIT CONNECTION — Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the MS4, including, but not limited to:

- (1) Any conveyance which allows any nonstormwater discharge including treated or untreated sewage, process wastewater, and wash water to enter the MS4 and any connection to the storm sewer system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency; or
- (2) Any drain or conveyance connected from a commercial or industrial land use to the MS4 which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

ILLCIT DISCHARGE — Any direct or indirect non-stormwater discharge to the MS4, except as exempted in § 205-57 of this article.

INDUSTRIAL ACTIVITY — Activities requiring the SPDES permit for discharges from industrial activities except construction, GP-98-03, as amended or revised.

MS4 — Municipal separate storm sewer system.

MUNICIPAL SEPARATE STORM SEWER SYSTEM — A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm sewers):

- (1) Owned or operated by the Village of East Aurora;
- (2) Designed or used for collecting or conveying stormwater;
- (3) Which is not a combined sewer; and
- (4) Which is not part of a publicly owned treatment works (POTW) as defined at 40 CFR 122.2.

NONSTORMWATER DISCHARGE — Any discharge to the MS4 that is not composed entirely of stormwater.

POLLUTANT — Dredged spoil, filter backwash, solid waste, incinerator residue, treated or untreated sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand and industrial, municipal, and agricultural waste and ballast discharged into water, any of which may cause or might reasonably be expected to cause pollution of the waters of the state in contravention of water quality standards.

PREMISES — Any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips.

SPECIAL CONDITIONS —

- (1) Discharge compliance with water quality standards. The condition that applies where the

Village has been notified that the discharge of stormwater authorized under its MS4 permit may have caused or has the reasonable potential to cause or contribute to the violation of an applicable water quality standard. Under this condition, the Village must take all necessary actions to ensure future discharges do not cause or contribute to a violation of water quality standards.

- (2) 303(d) listed waters. The condition in the Village's MS4 permit that applies where the MS4 discharges to a 303(d) listed water. Under this condition, the stormwater management program must ensure no increase of the listed pollutant of concern to the 303(d) listed water.
- (3) Total maximum daily load (TMDL) strategy. The condition in the Village's MS4 permit where a TMDL including requirements for control of stormwater discharges has been approved by the EPA for a water body or watershed into which the MS4 discharges. If the discharge from the MS4 did not meet the TMDL stormwater allocations prior to September 10, 2003, the Village was required to modify its stormwater management program to ensure that reduction of the pollutant of concern specified in the TMDL is achieved.
- (4) The condition in the Village's MS4 permit that applies if a TMDL is approved in the future by the EPA for any water body or watershed into which an MS4 discharges. Under this condition, the Village must review the applicable TMDL to see if it includes requirements for control of stormwater discharges. If an MS4 is not meeting the TMDL stormwater allocations, the Village must, within six months of the TMDL's approval, modify its stormwater management program to ensure that reduction of the pollutant of concern specified in the TMDL is achieved.

STATE POLLUTANT DISCHARGE ELIMINATION SYSTEM (SPDES) STORMWATER DISCHARGE PERMIT — A permit issued by NYSDEC that authorizes the discharge of pollutants to waters of the state.

STORMWATER — Rainwater, surface runoff, snowmelt and drainage.

STORMWATER MANAGEMENT OFFICER (SMO) — An employee or officer designated by the Village of East Aurora to enforce the illicit discharge provisions of this chapter [Editor's Note: or "Article XI, Storm Sewers, of this chapter."]. The SMO shall, within the time prescribed by law, obtain such basic training, in-service training, advanced in-service training and other training as the State of New York shall require for code enforcement personnel.

TMDL — Total maximum daily load.

TOTAL MAXIMUM DAILY LOAD — The maximum amount of a pollutant to be allowed to be released into a water body so as not to impair uses of the water, allocated among the sources of that pollutant.

WASTEWATER — Water that is not stormwater, is contaminated with pollutants and has been or will be discarded.

Section 3.

Chapter 205, Sewers, of the Code of the Village of East Aurora, is hereby amended by adding a new Article XI, entitled Storm Sewers, to read as follows:

ARTICLE XI Storm Sewers

§ 205-55. Purpose and intent.

The purpose of this article is to provide for the health, safety, and general welfare of the citizens of the Village of East Aurora through the regulation of nonstormwater discharges to the MS4 to the maximum extent practicable as required by federal and state law. This article establishes methods for controlling the introduction of pollutants into the MS4 in order to comply with the requirements of the SPDES General Permit for MS4s. The objectives of this article are:

- A. To meet the requirements of the SPDES General Permit for Stormwater Discharges from MS4s, Permit No. GP-02-02 or as amended or revised;
- B. To regulate the contribution of pollutants to the MS4 since such systems are not designed to accept, process or discharge nonstormwater wastes;
- C. To prohibit illicit connections, activities and discharges to the MS4;
- D. To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this article; and
- E. To promote public awareness of the hazards involved in the improper discharge of trash, yard waste, lawn chemicals, pet waste, wastewater, grease, oil, petroleum products, cleaning products, paint products, hazardous waste, sediment and other pollutants into the MS4.

§ 205-56. Applicability; administration; conflict with other provisions.

- A. Applicability. This article shall apply to all water entering the MS4 generated on any developed or undeveloped lands unless explicitly exempted by an authorized enforcement agency.
- B. Responsibility for administration. The SMO shall administer, implement, and enforce the provisions of this article. Such powers granted or duties imposed upon the authorized enforcement official may be delegated in writing by the SMO as may be authorized by the Village.
- C. Conflict. Where the conditions imposed by any provisions of this article are either more restrictive or less restrictive than comparable conditions imposed by any other applicable law, ordinance, resolution, rule or regulation of any kind, the regulations which are more restrictive and impose higher standards or requirements shall govern.

§ 205-57. Discharge prohibitions; exceptions.

- A. Prohibition of illegal discharges. No person shall discharge or cause to be discharged into the MS4 any materials other than stormwater except as provided below. The commencement, conduct or continuance of any illegal discharge to the MS4 is prohibited except as described as follows:

- (1) The following discharges are exempt from discharge prohibitions established by this article, unless NYSDEC or the Village has determined them to be substantial contributors of pollutants: water line flushing or other potable water sources, landscape irrigation or lawn watering, existing diverted stream flows, rising groundwater, uncontaminated groundwater infiltration to storm sewers, uncontaminated pumped groundwater, foundation or footing drains, crawl space or basement sump pumps, air-conditioning condensate, irrigation water, springs, water from individual residential car washing, natural riparian habitat or wetland flows, dechlorinated swimming pool discharges, residential street wash water, water from fire-fighting activities, and any other water source not containing pollutants. Such exempt discharges shall be made in accordance with an appropriate plan for reducing pollutants.
- (2) Discharges approved in writing by the SMO to protect life or property from imminent harm or damage are permitted, provided that such approval shall not be construed to constitute compliance with other applicable laws and requirements, and further provided that such discharges may be permitted for a specified time period and under such conditions as the SMO may deem appropriate to protect such life and property while reasonably maintaining the purpose and intent of this article.
- (3) Dye testing in compliance with applicable state and local laws is an allowable discharge, but requires a verbal notification to the SMO prior to the time of the test.
- (4) The prohibition of illegal discharges shall not apply to any discharge permitted under an SPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of NYSDEC, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the MS4.

B. Prohibition of illicit connections.

- (1) The construction, use, maintenance or continued existence of illicit connections to the MS4 is prohibited.
- (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- (3) A person is considered to be in violation of this article if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.

§ 205-58. Prohibition against activities contaminating stormwater.

A. Activities contaminating stormwater are prohibited. Activities that are subject to the requirements of this section are those types of activities that:

- (1) Cause or contribute to a violation of the Village's MS4 SPDES stormwater discharge permit; or
- (2) Cause or contribute to the Village being subject to a special condition.

B. Such activities include improper management of pet waste or any other activity that causes or contributes to violations of the Village's MS4 SPDES permit authorization.

C. Upon notification to a person that he or she is engaged in activities that cause or contribute to violations of

the Village's MS4 SPDES stormwater discharge permit authorization, that person shall take all reasonable actions to correct such activities such that he or she no longer causes or contributes to violations of the Village's MS4 SPDES stormwater discharge permit authorization.

§ 205-59. Use of best management practices to prevent, control and reduce stormwater pollutants.

Where the SMO has identified illicit discharges or an activity contaminating stormwater, as defined in § 205-58 of this article, the Village may require implementation of BMPs to control those illicit discharges and activities.

- A. The owner or operator of a commercial or industrial establishment shall provide, at its own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the MS4 through the use of structural and nonstructural BMPs.
- B. Any person responsible for a property or premises which is, or may be, the source of an illicit discharge, or an activity contaminating stormwater, as defined in § 205-58 of this article, may be required to implement, at said person's expense, additional structural and nonstructural BMPs to reduce or eliminate the source of pollutant(s) to the MS4.
- C. Compliance with all terms and conditions of a valid SPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this article.

§ 205-60. Industrial or construction activity discharges.

Any person subject to an industrial or construction activity SPDES stormwater discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Village prior to the allowing of discharges to the MS4.

§ 205-61. Suspension of access to MS4.

- A. Illicit discharges in emergency situations. The SMO may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, to the health or welfare of people, or to the MS4. The SMO shall notify the person of the reasons for the suspension, in writing, within a reasonable time thereafter. If the violator fails to comply with a suspension order issued in an emergency, the SMO may take such steps as deemed necessary to prevent or minimize damage to the MS4 or to minimize danger to people.
- B. Suspension due to the detection of illicit discharge. Any person discharging to the MS4 in violation of this article may have his or her MS4 access terminated if such termination would abate or reduce an illicit discharge. The SMO will notify a violator in writing of the proposed termination of its MS4 access and the reasons therefor. The violator may petition the SMO for a reconsideration and hearing. Access may be granted by the SMO if he/she finds that the illicit discharge has ceased and the discharger has taken steps to prevent its recurrence. Access may be denied if the SMO determines in writing that the illicit discharge has not ceased or is likely to reoccur. A person commits an offense if the person reinstates MS4 access to the premises terminated pursuant to this article, without the prior approval of the SMO.

§ 205-62. Access to facilities; monitoring of discharges.

Page 6 of 10

- A. Applicability. This section applies to all facilities that the SMO must inspect to enforce any provision of this article, or whenever the authorized enforcement agency has cause to believe that there exists, or potentially exists, in or upon any premises any condition which constitutes a violation of this article.
- B. Access to facilities.
- (1) The SMO shall be permitted to enter and inspect facilities subject to regulation under this article as often as may be necessary to determine compliance with this article. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to the SMO.
 - (2) Facility operators shall allow the SMO ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records as may be required to implement this article.
 - (3) The Village shall have the right to set up on any facility subject to this article such devices as are necessary, in the opinion of the SMO, to conduct monitoring and/or sampling of the facility's stormwater discharge.
 - (4) The Village has the right to require the facilities subject to this article to install monitoring equipment as is reasonably necessary to determine compliance with this article. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.
 - (5) An unreasonable delay in allowing the SMO access to a facility subject to this article is a violation of this article. A person who is the operator of a facility subject to this article commits an offense if the person denies the SMO reasonable access to the facility for the purpose of conducting any activity authorized or required by this article.
 - (6) If the SMO has been refused access to any part of the premises from which stormwater is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this article, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this article or any order issued hereunder, then the SMO may seek issuance of a search warrant from any court of competent jurisdiction.

§ 205-63. Notification of spills.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation, has information of any known or suspected release of materials which is resulting or may result in illegal discharges or pollutants discharging into the MS4, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials, said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of nonhazardous materials, said person shall notify the Village in person or by telephone or facsimile no later than the next business day. Notifications in person or by telephone shall be confirmed by written notice addressed and mailed to the Village within three business days of the telephone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

§ 205-64. Enforcement; penalties for offenses.

A. Notice of violation.

- (1) When the SMO finds that a person has violated a prohibition or failed to meet a requirement of this article, he or she may order compliance by written notice of violation to the responsible person. Such notice may require, without limitation:
 - (a) The elimination of illicit connections or discharges;
 - (b) That violating discharges, practices, or operations shall cease and desist;
 - (c) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
 - (d) The performance of monitoring, analyses, and reporting;
 - (e) Payment of a fine; and
 - (f) The implementation of source control or treatment BMPs.
- (2) If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore before the established deadline, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

B. Penalties. In addition to or as an alternative to any penalty provided herein or by law, any person who violates the provisions of this article shall be guilty of a violation punishable by a fine not exceeding \$350 or imprisonment for a period not to exceed six months, or both, for conviction of a first offense; for conviction of a second offense, both of which were committed within a period of five years, punishable by a fine not less than \$350 nor more than \$700 or imprisonment for a period not to exceed six months, or both; and upon conviction for a third or subsequent offense, all of which were committed within a period of five years, punishable by a fine not less than \$700 nor more than \$1,000 or imprisonment for a period not to exceed six months, or both. However, for the purposes of conferring jurisdiction upon courts and judicial officers generally, violations of this article shall be deemed misdemeanors, and for such purpose only all provisions of law relating to misdemeanors shall apply to such violations. Each week's continued violation shall constitute a separate additional violation.

§ 205-65. Appeal of notice of violation.

Any person receiving a notice of violation may appeal the determination of the SMO to the Village Board within 15 days of its issuance, which Board shall hear the appeal within 30 days after the filing of the appeal, and, within five days of making its decision, file its decision in the office of the Village Clerk and mail a copy of its decision by certified mail to the discharger.

§ 205-66. Corrective measures after appeal.

- A. If the violation has not been corrected pursuant to the requirements set forth in the notice of violation, or, in the event of an appeal, within five business days of the decision of the Village Board upholding the decision of the SMO, then the SMO shall request the owner's permission for access to the subject private property to take any and all measures reasonably necessary to abate the violation and/or restore the

property.

- B. If refused access to the subject private property, the SMO may seek a warrant in a court of competent jurisdiction to be authorized to enter upon the property to determine whether a violation has occurred. Upon determination that a violation has occurred, the SMO may seek a court order to take any and all measures reasonably necessary to abate the violation and/or restore the property. The cost of implementing and maintaining such measures shall be the sole responsibility of the discharger.

§ 205-67. Injunctive relief.

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this article. If a person has violated or continues to violate the provisions of this article, the SMO may petition for a preliminary or permanent injunction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

§ 205-68. Alternative remedies.

- A. Where a person has violated a provision of this article, he/she may be given alternative remedies in lieu of a civil penalty, upon recommendation of the Village Attorney and concurrence of the SMO, where:

- (1) The violation was unintentional;
- (2) The violator has no history of previous violations of this chapter;
- (3) Environmental damage was minimal;
- (4) The violator acted quickly to remedy violation; and/or
- (5) The violator cooperated in investigation and resolution.

- B. Alternative remedies may consist of one or more of the following:

- (1) Attendance at compliance workshops;
- (2) Storm sewer stenciling or storm sewer marking; and/or
- (3) River, stream, or creek cleanup activities.

§ 205-69. Violations deemed public nuisance.

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this article is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

§ 205-70. Remedies not exclusive.

The remedies listed in this article are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the authorized enforcement agency to seek cumulative remedies.

Section 4.

Section 205-23 of Chapter 205, Sewers, of the Code of the Village of East Aurora, is hereby amended to read as follows:

§ 205-23. Permitted discharge of stormwater and other unpolluted waters; prohibited discharge of materials other than stormwater. [Amended 7-15-1985 by L.L. No. 22-1985]

- A. Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers or to a natural outlet approved by the Village. Industrial cooling waters or unpolluted process waters may be discharged, on approval of the Village, to a storm sewer or natural outlet.
- B. Notwithstanding any other provisions of this chapter, no materials other than stormwater or water containing no pollutants shall be discharged into the storm sewers except as provided in Article XI of this chapter.

Section 205-41 of Chapter 205, Sewers, of the Code of the Village of East Aurora, is hereby amended to read as follows:

§ 205-41. Penalties for offenses.

Except as provided in Article XI, § 205-64, any person violating any of the provisions of this chapter shall be guilty of a misdemeanor and shall be punished, upon conviction, by a fine of not less than \$500 nor more than \$1,000 for each violation. Each day that a violation of or failure to comply with any provision of this enactment or any regulation promulgated hereunder by the Board of Trustees occurs, shall constitute a separate and distinct misdemeanor.

Section 5.

SEVERABILITY. The provisions of this local law are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this local law or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this local law.

Section 6.

EFFECTIVE DATE. This local law shall be effective immediately upon filing with the Office of the New York Secretary of State, in accordance with Section 27 of the New York State Municipal Home Rule Law.

Enforcement Response Plan

Appendix O

The Enforcement Response Plan (ERP) describes the action(s) to be taken for violations pertaining to MCM 3: Illicit Discharge Detection and Elimination, MCM 4: Construction Site Stormwater Runoff Control, and MCM 5: Post-Construction Stormwater. The ERP provides a protocol to address repeat and continuing violations through progressively stricter responses (i.e., escalation of enforcement) as needed to achieve compliance with the terms and conditions of the MS4 General Permit (GP-0-24-001) and/or Construction General Permit (GP-0-20-001). Enforcement responses are based on the type, magnitude, and duration of the violation, effect of the violation on the receiving water, compliance history of the violator(s), and good faith of the violator(s) in compliance efforts. See subsequent pages for specific illicit discharge, construction, and post-construction stormwater management practice enforcement responses.

Efforts to obtain a voluntary correction of deficiencies through informal enforcement, such as verbal warnings or written notices, must not exceed sixty (60) days in duration from the time of initial determination of the violation(s) until a return to compliance.

The **Village of East Aurora** will use the following types of enforcement responses or combination of responses for illicit discharge, construction, and post-construction stormwater management practice violations per Village of East Aurora Code Chapter 220-12: [Village of East Aurora, NY Stormwater Management \(ecode360.com\)](http://ecode360.com)

Customize: you must describe/explain process for all listed below and include the title and department of the person(s) responsible for each enforcement response listed below.

- i. Verbal warnings; given directly to contractor/job foreman on site, property owner, or operator with description of violation and instructions on remedy, timeframe in which it is to be completed
- ii. Written notices; When the SMO determines that a land development activity is not being carried out in accordance with the requirements, it may issue a written notice of violation to the landowner.
- iii. Citations (and associated fines);
- iv. Stop work orders; The SMO may issue a stop-work order for violations. Persons receiving a stop-work order shall be required to halt all land development activities, except those activities that address the violations leading to the stop-work order. The stop-work order shall be in effect until the SMO confirms that the land development activity is in compliance and the violation has been satisfactorily addressed. Failure to address a stop-work order in a timely manner may result in civil, criminal, or monetary penalties in accordance with the enforcement measures
- v. Withholding of plan approvals or other authorizations affecting the ability to *discharge* to the *MS4*; If any building or land development

activity is installed or conducted in violation of this chapter, the SMO may prevent the occupancy of said building or land.

- vi. Additional measures, supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations.

Enforcement Tracking

The **Village of East Aurora** documents instances of non-compliance in this SWMP Plan. The enforcement case documentation includes, at a minimum, the following:

- a. Name of the owner/operator of the facility or site of the violation (can be redacted from the publicly available SWMP Plan);
- b. Location of the *stormwater* source (e.g., construction project);
- c. Description of the violation;
- d. Schedule for returning to compliance;
- e. Description of enforcement response used, including escalated responses if repeat violations occur or violations are not resolved in a timely manner;
- f. Accompanying documentation of enforcement response (e.g., notices of noncompliance, notices of violations);
- g. Any referrals to different departments or agencies; and
- h. Date violation was resolved.

All documentation pertaining to Enforcement Response is considered part of this SWMP Plan and is available upon request: contact Stormwater Program Coordinator or Stormwater Management Officer listed on page 2 of this document (Internally: C:\Users\Water Foreman\Documents\Storm Water\Enforcement Response

Enforcement Response Plan:
Illicit Discharge Detection and Elimination

Appendix O (continued)

Enforcement Response Plan: Illicit Discharge Detection and Elimination		
Violation	Issue	Minimum Response
Unauthorized discharge to MS4	i) Any direct or indirect non-stormwater discharge to the MS4	i) Warning letter with schedule for correction/implementation of BMPs (NOV Optional)
	ii) Failure to eliminate discharge/cease practice or implement BMPs in accordance with schedule: violation continued for 30 or more days after notice	ii) NOV
	iii) Failure to eliminate discharge/cease practice or implement BMPs in accordance with schedule: violation continued for 60 or more days after notice	iii) Formal Enforcement/Fines
Unauthorized/Illicit Connection to MS4	i) Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the MS4	i) Warning letter with schedule for correction/implementation of BMPs (NOV Optional)
	ii) Failure to eliminate illicit connection to the MS4 in accordance with schedule: violation continued for 30 or more days after notice	ii) NOV
	iii) Failure to eliminate illicit connection to the MS4 in accordance with schedule: violation continued for 60 or more days after notice	iii) Formal Enforcement/Fines

**Enforcement Response Plan:
Construction General Permit**

Appendix O (continued)

Enforcement Response Plan: Construction General Permit		
Violation	Issue	Minimum Response
Failure to obtain coverage under the Construction General Permit <u>WITH appropriate erosion & sediment control practices</u>	i) One or more acres of disturbed area	i) Notice of Violation
	ii) One or more acres of disturbed area - violation continued for 30 or more days after discovery	ii) Cease and Desist
	iii) One or more acres of disturbed area - violation continued for 60 or more days after discovery	iii) Formal Enforcement/Fines
Failure to obtain coverage under the Construction General Permit and <u>WITHOUT or MINIMAL erosion & sediment control practices</u>	i) One up to five acres of disturbed area	i) Notice of Violation
	ii) One up to five acres of disturbed area - violation continued for 15 or more days, after discovery	ii) Cease and Desist
	iii) One up to five acres of disturbed area - violation continued for 30 or more days after discovery	iii) Formal Enforcement/Fines
	iv) Five or more acres	iv) Cease and Desist
	v) Five or more acres - violation continued for 30 or more days after discovery	v) Formal Enforcement/Fines
Has coverage under the Construction General Permit and has significant violations of permit	i) One up to five acres of disturbed area	i) Warning letter with schedule for corrective action(s) (NOV Optional)
	ii) Failure to correct deficiencies in accordance with schedule: One up to five acres of disturbed area	ii) NOV and/or Stop Work Order
	iii) Five or more acres	iii) NOV and/or Stop Work Order
Failure to meet significant permit requirements. Including, but not limited to: - lack of or a substantially inadequate SWPPP; - failure to implement or maintain BMPs; - failure to perform required inspections	i) Unsatisfactory compliance inspection	i) Warning letter with Inspection report listing deficiencies and schedule for corrective action(s)
	ii) Failure to correct deficiencies in accordance with schedule	ii) NOV and/or Stop Work Order
	iii) Duration of noncompliance is longer than 60 days.	iii) Formal Enforcement/Fines

Enforcement Response Plan:

Appendix O (continued)

Post-Construction Stormwater Management Practice Inspection & Maintenance

Enforcement Response Plan: Post-Construction Stormwater Management Practice Inspection & Maintenance		
Violation	Issue	Minimum Response
Failure to perform required inspections and/or submit inspection report. NYS DEC Stormwater Management Practices Inspection Checklists 2017: https://www.dec.ny.gov/docs/water_pdf/smpin_spcchklist.pdf	i) No SMP inspection report submitted	i) Warning letter with schedule for correction (NOV Optional)
	ii) No inspection report submitted - violation continued for 30 or more days after notice	ii) NOV
	iii) No inspection report submitted - violation continued for 60 or more days after notice	iii) Formal Enforcement/Fines
Failure to perform required maintenance as called for in the Maintenance Agreement associated with the post-construction stormwater management practice(s); or, in the absence of a formal Maintenance Agreement, NYS DEC Maintenance Guidance for Stormwater Management Practices 2017: https://extapps.dec.ny.gov/docs/water_pdf/smpaintguidance.pdf	i) SMP maintenance not performed	i) Warning letter with schedule for correction (NOV Optional)
	ii) Maintenance not performed - violation continued for 30 or more days after notice	ii) NOV
	iii) Maintenance not performed - violation continued for 60 or more days after notice	iii) Formal Enforcement/Fines
Failure to address deficiencies, corrective actions, or further investigation (if recommended in inspection report)	i) Failure to correct SMP deficiencies	i) Warning letter with schedule for correction (NOV Optional)
	ii) Failure to correct deficiencies in accordance with schedule: violation continued for 30 or more days after notice	ii) NOV
	iii) Failure to correct deficiencies in accordance with schedule: violation continued for 60 or more days after notice	iii) Formal Enforcement/Fines

VILLAGE OF EAST AURORA VILLAGE BOARD MEETING

April 20, 2026 – 7:00 PM

Present:

Trustee Lazickas
Trustee Cameron
Trustee Kamp
Trustee Rabey
Trustee Root
Mayor Wochensky

Also Present:

Maureen Jerackas, Clerk-Treasurer
Pat Welch, Police Chief
Jeff Stoll, General Foreman
Chris Trapp, Village Attorney
Liz Cassidy, Code Enforcement Officer
19 Members of the public

PUBLIC HEARINGS

- Mayor Wochensky opened the Public Hearing at 7:04 pm to consider the Special Use Permit from Michelle Baco, Store Manager of Five Below at 123 Grey Street, to stage merchandise for sale outside of the storefront.
Mayor Wochensky closed the Public Hearing at 7:04 pm
- Mayor Wochensky opened a Public Hearing at 7:04 pm to consider a Special Use Permit from Erin Redding and Zachary Goodrich of 533 Prospect Ave to construct a 22'x45' detached garage with a one-bedroom ADU for the owner-occupied single-family dwelling.
 - Susan Russell- 159 Sycamore- She said that she is located in the rear, adjacent to the property, and is in favor of this application. She said that the applicant is extremely considerate of all the neighbors. She said that she supports the ADU and improves her yard by giving her more privacy.
 - Kevin Lewandowski- 122 Sycamore- He expressed concerns over the size of the variance, and he said that he would be against the property being used as an Airbnb.Mayor Wochensky closed the Public Hearing at 7:08 pm
- Mayor Wochensky re-opened a Public Hearing to consider approving the 2026-2027 Tentative Village Budget and Capital Plan.
 - Mayor Wochensky did a presentation of the Village BudgetMayor Wochensky closed the Public Hearing at 7:08 pm

SPEAKERS & COMMUNICATIONS (I) - None

CONSENT CONSIDERATIONS

- A Motion by Trustee Rabey to
 - Approve the Village Board minutes for April 20, 2026
 - Approve the payment of Abstract for April 20, 2026, with a total of \$41,454.10
 - Refer to the Planning Commission, May 5, at Special Use Permit for application for 635 Main St, Sylvia Walworth of Valvoline Instant Oil Change, for a vehicle service shop
 - Set a Public Hearing on May 18, for the Site Plan application for the Aurora Village Shopping Center at 123 Grey Street to replace the existing parking lot lighting with new quad, dark sky-compliant LED fixtures.
 - Approve a Hamlin Park Temporary Use Permit for Aurora Players for theatrical productions on various dates in the summer of 2026.
 - Approve a Temporary Use Permit for East Aurora Art Society, Sarah Tobin, for a Fine Art Exhibit and Sale June 27th & 28th, 11 am-5 pm, contingent on receipt of certificate of insurance at the Clerk-Treasurer's office.
 - Approve a Temporary Use Permit for Roycroft Campus Curt Maranto, for their Founder's Day celebration on June 6th, 4:30-7:30 pm.
 - Approve a Temporary Use Permit for Victoria Stuman, EA Chamber of Commerce, Sun to Sunset in EA on July 24th, 12-8 pm.
 - Approve a Temporary Use Permit for Victoria Stuman, EA Chamber of Commerce, EA Summer Street Festival on July 25th 10-4 pm.
 - Approve a Temporary Use Permit for Victoria Stuman, EA Chamber of Commerce Taste of East Aurora on September 12th 11-3 pm.
 - Approve a Temporary Use Permit for the Town of Aurora, Backyard Bash Concert Series on Thursdays July 9- August 30 from 4-9 pm
 - Approve budget adjustments for the 2025-2026 fiscal year

Budget Transfers	2025-2026				
FROM			TO		
A.5.5142.0470	Highway Snow Removal-Equ	\$ 1,200.00	A.5.1640.0431	Central Garage-Electric	\$ 1,200.00
A.5.3410.0200	Fire Equipment	\$ 3,500.00	A.5.3410.0431	Fire Dept- Electric	\$ 3,500.00
A.5.9010.0801	Police Retirement	\$11,000.00	A.5.5182.0431	Street Lighting- Electric	\$ 11,000.00
A.5.5142.0470	Highway Snow Removal-Equ	\$ 300.00	A.5.7140.0431	Playground- Electric	\$ 300.00
A.5.5142.0470	Highway Snow Removal-Equ	\$ 2,000.00	A.5.1620.0431	Buildings- Electric	\$ 2,000.00
A.5.5110.0420	Streets- Maintenance	\$10,000.00	A.5.1640.0460	Central Garage- Vehicle Maint & Parts	\$ 10,000.00
A.5.1670.0420	Central Printing & Mail- Maint	\$ 2,000.00	A.5.1670.0470	Central Printing & Mailing- Postage	\$ 2,000.00
A.5.5142.0470	Highway Snow Removal-Equ	\$ 100.00	A.5.1640.0433	Central Garage- Water	\$ 100.00
A.5.5142.0470	Highway Snow Removal-Equ	\$ 7,000.00	A.5.1640.0460	Central Garage- Vehicle Maint & Parts	\$ 7,000.00
A.5.8560.0410	Shade Trees- Contract	\$ 335.00	A.5.8560.0420	Shade Trees- Maint & Repairs	\$ 335.00
A.5.5110.0420	Streets- Maintenance	\$ 1,600.00	A.5.1620.0470	Buildings- Department Supplies	\$ 1,600.00
A.5.3120.0460	Police Dept- Vehicle Maint	\$ 1,000.00	A.5.3120.0465	Police Dept- Accident Repair	\$ 100.00
F.5.8340.0480	Transfs & Dist- Uniforms	\$ 136.00	F.5.8340.0490	Transfs & Dist- Water Testing	\$ 136.00
F.5.1380.0410	Fiscal Agent Fees	\$ 1,000.00	F.5.8310.0403	Water Postage	\$ 1,000.00
F.5.8340.0126	Transfs & Dist- Def Comp	\$ 100.00	F.5.8340.0140	Transfs & Dist- Overtime	\$ 100.00

- BE IT RESOLVED, the Clerk-Treasurer is hereby authorized to modify the 2025/2026 Budget in the following manner:

Revenue – 4.2770 Unclassified - \$ 6,657.55

Expenditures – 5.3120.0465 Police- Accident Repairs, Ins - \$6,657.55

Car accident insurance payment

Revenue – 4.2770 Unclassified - \$ 2,472.33

Expenditures – 5.3120.0465 Police- Accident Repairs, Ins - \$ 2,472.33

Car accident insurance payment

Revenue – 4.2770 Unclassified - \$ 500.00

Expenditures – 5.8560.0430 Shade Trees-Tree Purchase - \$ 500.00

Donation for trees, Arbor Day

Revenue – 4.2770 Unclassified - \$ 762.00

Expenditures – 5.7140.0018 Park Recreation Bathroom - \$ 762.00

Refund check

Seconded by Trustee Kamp and unanimously approved.

OFFICIAL CONSIDERATIONS

- A motion by Trustee Lazickas,
An Application of a Request for an Amended Special Use Permit, received by the Office of the Village Clerk on May 27, 2025, is hereby:
APPROVED, as submitted, for applicant Michelle Baco, Store Manager for Five Below, for staging merchandise outside of their storefront for sale.
The Village Board shall be Lead Agency under the State Environmental Quality Review Act (SEQRA). A Negative Declaration is made under SEQRA, and said application is determined to be an Unlisted Action.
The following findings and conditions from the Village Planning Commission are incorporated herein:
Findings:
The proposed action will not interfere with pedestrian traffic flow on the sidewalk or create any unsafe situations.
The proposed action is consistent with the practice of other stores in the Plaza.
Conditions:
Merchandise is displayed only during the hours of operation of the store.
The outdoor displays cannot impede ADA or pedestrian access on the sidewalk.
If approved, the following additional language should be part of the approval:
Approval is granted for the above-referenced Special Use Permit Application, as written and submitted, and with the following additional modifications and/or conditions*:

seconded by Trustee Root, and unanimously approved.

- A motion by Trustee Lazickas
An Application of a Request for an Amended Special Use Permit, received by the Office of the Village Clerk on January 16, 2026, is hereby:
APPROVED, as submitted, for applicant Erin Redding & Zachary Goodrich of 533 Prospect Avenue to construct a 22'x45' detached garage with an Accessory Dwelling Unit (ADU). The ADU will at grade and at the rear of the structure with side entry. The one-bedroom ADU will be for family and occasional guests of the property owners that owner-occupy the primary singlefamily dwelling on the property. The current 12.86'x23.53' (303 sq. ft.) detached garage will be demolished for the construction of this new proposed structure.
The Village Board shall be Lead Agency under the State Environmental Quality Review Act (SEQRA). A Negative Declaration is made under SEQRA and said application is determined to be an Unlisted Action.
The following findings and conditions from the Village Planning Commission are incorporated herein:
1. The application architecture, roof pitch, siding, windows, and colors will match the main house.
2. The applicant has committed to not removing any mature trees.
3. The application meets the intent of the ADU code in providing Village residents with the ability to provide temporary residence to family.
If approved, the following additional language should be part of the approval:

Approval is granted for the above-referenced Special Use Permit Application, as written and submitted, and with the following additional modifications and/or conditions*:

seconded by Trustee Root, and unanimously approved.

- Code Enforcement Officer Cassidy said the current regulation is that you're only allowed a one-bedroom. She said that's fairly size-limited, but an accessory building in the village is maxed out at 25% of the rear yard. She said that she always checks that if it gets close, but it's very rare that it happens. She said that this is a one-bedroom to be used for their purposes, and the planning commission did have a discussion with them about the fact that a short-term rental is not allowed.

- A motion by Trustee Cameron, to approve the 2026-2027 Capital Plan as submitted by the Capital Committee, seconded by Trustee Root, and unanimously approved.

- **ADOPT 2026-2027 BUDGET**

Trustee Kamp, offered the following resolution and moved for its adoption:

BE IT RESOLVED, the Budget for the Village of East Aurora for the fiscal year 2026/2027 is hereby ADOPTED with a tax rate of \$ 22.657 per thousand.

BE IT FURTHER RESOLVED, the pay raises for the nonunion staff for the 2026/2027 fiscal year are included in the budget.

The following resolution was seconded by Trustee Bojanowski, and duly put to a roll call vote which resulted in the following:

Trustee Lazickas - Aye

Trustee Cameron - Aye

Trustee Bojanowski – Aye

Trustee Kamp- Aye

Trustee Rabey- Aye

Trustee Root- Aye

Mayor Wochensky – Aye

- **RESOLUTION April 20, 2026**

ADOPT 2026-2027 WATER BUDGET AND RATE SCHEDULE

Trustee Cameron, offered the following resolution and moved for its adoption:

BE IT RESOLVED, the \$1,884,358 Water Budget for the

2026-2027 WATER RATES

2026-27 ECWA RATES			
2025-26 RATE	2026-27 RATE	INCREASE	PERCENT
4.04	4.37	\$ 0.33	8.17%

Inside Village		RATE/1000 Gallons	
Consumption	Current	Proposed	Difference
0-5	\$5.62	\$5.95	\$0.33
6-75	\$7.09	\$7.42	\$0.33

OVER 75	\$6.71	\$7.04	\$0.33
Outside Village			
Consumption	Current	Proposed	Difference
0-5	\$8.43	\$8.93	\$0.50
6-75	\$10.62	\$11.12	\$0.50
OVER 75	\$10.01	\$10.51	\$0.50

Inside Village	RATE/CUBIC FEET (748 Gallons)		
Consumption	Current	Proposed	Difference
0-6	\$4.22	\$4.46	\$0.24
7-100	\$5.32	\$5.57	\$0.24
OVER 100	\$5.03	\$5.28	\$0.25

DEBT SERVICE COST			
	2024-25	2025-26	
	Current	Proposed	Difference
	\$30.75	\$26.26	-\$4.49

Operation and Maintenance			
	2024-25	2025-26	
	Current	Proposed	Difference
5/8"	\$40.58	\$44.74	\$4.16
1"	\$54.92	\$60.41	\$5.49
1.5"	\$78.44	\$86.29	\$7.85
2"	\$133.36	\$146.70	\$13.34
3"	\$156.89	\$172.58	\$15.69
4"	\$313.77	\$345.15	\$31.38
6"	\$549.10	\$604.01	\$54.91
8"	\$705.99	\$776.59	\$70.60

The following resolution was seconded by Trustee Rabey, and duly put to a roll call vote which resulted in the following:

Trustee Lazickas - Aye
Trustee Cameron - Aye
Trustee Bojanowski – Aye
Trustee Kamp- Aye
Trustee Rabey- Aye
Trustee Root- Aye
Mayor Wochensky – Aye

- A motion by Trustee Lazickas, to give permission for the mayor to sign the 2026-2027 Tax Warrant, seconded by Trustee Kamp, and duly put to a roll call vote, which resulted in the following:
Trustee Lazickas - Aye

Trustee Cameron - Aye
Trustee Bojanowski – Aye
Trustee Kamp- Aye
Trustee Rabey- Aye
Trustee Root- Aye
Mayor Wochensky – Aye

- No motion was made to approve a local law amending the Village Code Chapter §112 Demolitions
 - Trustee Kamp has some concerns with the demo code changes. He thanked Code Enforcement Officer Cassidy for all of her help. He believes that the proposed demo code is restrictive to homeowners and said that he thinks the 40% definition is arbitrary. He said that he is concerned about the affordability for families and wants to reopen the public hearing. Trustee Root agreed and spoke of her own home. Trustee Lazickas asked how we should proceed. Mayor Wochensky asked about a subcommittee of Trustees and Code Enforcement Officer Cassidy. Trustee Kamp would like this process to be done quickly, as he knows there are building applications waiting. He discussed having a public comment on this at the next meeting. Trustee Cameron suggested that the HPC should be invited because they did a lot of work on the proposed code. Mayor Wochensky said Trustee Bojanowski, Trustee Root, and Trustee Lazickas will be on the committee to review.
- A motion by Trustee Rabey, to Permission for the mayor to sign a contract with Robbyn Drake as an independent contractor for Grant writing services at a rate of \$77.00 per hr, seconded by Trustee Cameron, and unanimously approved.
 - Mayor Wochensky spoke about her history working with the town and WNY Land Conservancy. He said that she is highly recommended and will be meeting with him, the Trustees, and Clerk-Treasurer Jerackas to see what opportunities are worth using her to do the grants. Trustee Lazickas spoke about funding for the playground and park improvements.
- A motion by Trustee Kamp, to appoint Mark Hartley to the position of Emergency Manager and Dan Dytchkowsky as Deputy Emergency Manager for a term of one year to expire April 5, 2027, seconded by Trustee Root, and unanimously approved.
 - Mayor Wochensky reviewed the emergency managers and their duties. He also spoke about emerging management training for the new trustees.
- A motion by Trustee Lazickas, to give permission for the Mayor to sign a contract in conjunction with the Town of Aurora for Skylihter for the 3rd of July Fireworks, seconded by Trustee Bojanowski, and unanimously approved.
 - Mayor Wochensky spoke about this program. He said that there is no cost to taxpayers and that the town gets donations.

OLD BUSINESS- None

NEW BUSINESS

- Social Media Policy- Mayor Wochensky discussed a social media policy for using multiple platforms to keep the Village residents informed. He also discussed how to use social media to inform more people about Code Red. Trustee Kamp offered to assist.

SPEAKERS & COMMUNICATIONS

- Susan Russell- 159 Sycamore- She said that National Fuel is doing work by her house and wanted to know if they would be coming back to fix the mess they made of her landscaping. General Foreman Stoll said that he will follow up, but would imagine it would be in May.

- Mayor Wochensky spoke about the road repairs by the utility companies in the Village. He said that he met with the county executive and asked if they would come out and do a presentation on the Maple Road project and how it would impact the community. Trustee Root noted that 15 trees are coming out with that project and will be replaced, but maybe not in the same place. Mayor Wochensky asked when the project would start, and General Foreman Stoll said maybe June.
- Chris Contento- 2434 Latham Rd- He said he has concerns about the demolition moratorium. He says that he believes in the intent of the moratorium, but said that small projects are being held up because of it. He asked if the moratorium could be adjusted. Mayor Wochensky said that he believes that the demolition code should be done soon, and that it is a better solution in the end rather than just adjusting the moratorium.

Department Head and Trustee Reports

General Foreman- He said electronics recycling pick up is this week. The Hamlin Park trees are finished with Bradley Tree Company and said that they are coming back in May for the aeration of 20 trees. He said that the DPW has a few more removals to do. He said that he has a meeting to discuss and schedule milling and paving.

Police Chief- He has been working on budget considerations. The police department escorted the bike bus last Friday. He said that he is starting to put speed monitoring devices out where he feels that there may be problems, and also take input from the community on where as well. They are pulling over more people for cell phone distracted driving because of the governor's safety grant. He is hoping that the new grant writer can find ways around the Villages' demographics to get more funding. He said that he would like to increase the full-time dispatcher number to five, especially with the surveillance trailer in Hamlin Park. He thanked General Foreman Stoll because the Lyons Club reached out to him and wants to help remodel and repair the police satellite office building at Hamlin Park. He said that McDonald's reached out and wanted to do more community engagement, so they are hosting a coffee with a cop on Saturday, May 2nd, from 9 am-11 am. He said that Mayor Wochensky and Safety Pup will be there as well. Mayor Wochensky and Trustee Kamp thanked Police Chief Welch for the bike bus escort.

Code Enforcement Officer- She said that 326 Olean had a fire last March, and they have been in contact with a demolition contractor to get it taken down due to it being a safety hazard. She said that it is not affected by the demolition moratorium, but the property will have to be cleaned up in the next few weeks. They have received two of the three permits for the land on Pine and Girard. They are looking into storm drainage on Olean Road. She reminded everyone that yard bags are not going to get picked up anymore, so you either need to put them in your bins or take them to the DPW on Saturday mornings. Mayor Wochensky and Clerk-Treasurer Jerackas will be meeting with Waste Management soon to talk and see if there are any potential options to tweak the contract.

Village Clerk-Treasurer- She said that she attended the GFOA training last week and got a lot of information on AI and phishing schemes. She said that she will be working on implementing the new tax software this week.

Trustee Lazickas- He said that last week was his first meeting with the tree board, and it was great. He had a Hamlin Park Committee meeting and discussed Rotary making a donation to help replenish trees. He said that they saw a playground presentation and discussed the new playground. He said that the park bathrooms will hopefully be done in June, and hope to get the plumbing cost reduced. He would like stronger language on signs in the park to prevent damage and theft. He thanked the Rotary and the Lyons for their donations toward improvements.

Trustee Cameron- She would like more traffic studies from the county during the warmer season. She said on Pine and on Center and South St., Mayor Wochensky suggested a public comment and is looking for feedback on the area.

Trustee Root- She attended the Tree Board meeting and was very hopeful after the meeting with NYSEG.

Trustee Rabey- none

Trustee Kamp- none

Trustee Bojanowski- He attended the HPC, ZBA, and Hamlin Park meetings. He was at the Great Wolf Lodge and spoke with the Mayor of Niagara Falls, Canada. Mayor Wochensky said that he reached out to the mayor of Niagara-on-the-Lake about beautification and would like to set up a meeting with General Stoll and their crew.

Mayor Wochensky- We are continuing to get applications and are doing interviews for the Administrator position. Trustee Rabey and Trustee Kamp are helping with interviews and thanked Trustee Rabey for ranking the applications. He said that he met with NYSEG and is waiting for an agreement to come, and he hopes it will help in the future. He spoke at the American Legion for Vietnam Veterans dinner, and he was very thankful for the invitation. He will be attending Arbor Day activities at the High School and at Parkdale. He will attend the Association of Erie County Governments meeting on Thursday. He is meeting with the engineers tomorrow and talking about converting our contract for the windows at the police station to include a more thorough look at the facility. The July 4th committee meeting is tomorrow. He is still looking for anyone interested in being on the Climate Smart communities. He met with the county executive today and discussed projects that the county is doing in the Village. He said that the Pedestrian Bike Board is meeting tomorrow. He said that on April 27th the governor's office is sending representatives to discuss some things to look forward to, including grant opportunities. Village Attorney Trapp said that in regard to the demolition code change, if major changes are made that it would require a public hearing. Trustee Kamp said that he does plan to make changes that would be considered major.

- A motion by Trustee Kamp, to set a Public Hearing on 5/18/2026 for Local Law Amending chapter 112 Demolition , seconded by Trustee Lazickas, and unanimously approved.

Trustee Lazickas asked about the sign change or new signs being put up for pickleball and said that he will come up with the language. Mayor Wochensky said that he will have someone order that.

ADJOURNMENT

A motion was made by Trustee Bojanowski to adjourn the meeting at 8:23pm, seconded by Trustee Lazickas and unanimously carried.

Respectfully submitted,

Maureen Jerackas
Village Clerk-Treasurer



Village of East Aurora, NY

Expense Approval Report 5.4.2026

By Vendor Name

Payable Dates 5/4/2026 - 5/4/2026 Post Dates 5/4/2026 - 5/4/2026

Payable Number	Vendor Name	Payable Date	Description (Item)	Account Number	Account Name	Purchase Order Number	Amount
Vendor: 10033 - ADVANCED ALARM							
inv 0109153	ADVANCED ALARM	05/04/2026	DPW fire alarm inspections	A.5.1640.0420	CENTRAL GARAGE - MAINT &...		270.00
Vendor 10033 - ADVANCED ALARM Total:							270.00
Vendor: 10054 - Amazon							
17W6-T7RG-H99R	Amazon	05/04/2026	Charging Cords for PO Cars & HDMI Transmitter	A.5.3120.0403	POLICE DEPT - OFFICE SUPPLI...		97.94
1G3C-GR9F-GT77	Amazon	05/04/2026	VEA supplies	A.5.1325.0403	VILLAGE ADMIN - OFFICE SU...		23.79
1G3C-GR9F-GT77	Amazon	05/04/2026	Pickleball Balls	A.5.7140.0420	PLAYGROUNDS & REC CTRS. -...		56.36
1G9M-7H4J-JDNR	Amazon	05/04/2026	Drop ceiling hooks, desk & office supplies	A.5.1325.0403	VILLAGE ADMIN - OFFICE SU...		231.25
1GCX-L9XD-7WGR	Amazon	05/04/2026	VEA Office Supplies	A.5.1325.0403	VILLAGE ADMIN - OFFICE SU...		25.41
1GCX-L9XD-7WGR	Amazon	05/04/2026	EAPD TV mount	A.5.3120.0403	POLICE DEPT - OFFICE SUPPLI...		45.09
2026000193	Amazon	05/04/2026	EAFD Amazon order- ems & supplies order	A.5.3410.0200	FIRE DEPT - EQUIP	2026000193	900.20
2026000193	Amazon	05/04/2026	presentation remote	A.5.3410.0440	FIRE DEPT - TRAINING, TRAV...	2026000193	28.16
2026000193	Amazon	05/04/2026	EAFD Amazon order- ems & supplies order	A.5.3410.0497	FIRE DEPT-EMS SUPPLIES	2026000193	16.88
Vendor 10054 - Amazon Total:							1,425.08
Vendor: 10058 - American Heart Association							
20260000195	American Heart Association	05/04/2026	EMS training	A.5.3410.0440	FIRE DEPT - TRAINING, TRAV...	2026000195	173.00
Vendor 10058 - American Heart Association Total:							173.00
Vendor: 11386 - Arthur J. Gallagher Risk Management Services LLC							
6089366	Arthur J. Gallagher Risk Management Services LLC	05/04/2026	Pollution Liability Renewal	A.5.1910.0410	UNALLOCATED INSURANCE -...		4,048.49
Vendor 11386 - Arthur J. Gallagher Risk Management Services LLC Total:							4,048.49
Vendor: 10165 - Boston Hill Nursery Inc							
inv 89665	Boston Hill Nursery Inc	05/04/2026	HS arbor day trees	A.5.8560.0430	SHADE TREES - TREE PURCHA...		450.00
Vendor 10165 - Boston Hill Nursery Inc Total:							450.00
Vendor: 10170 - BRADLEY TREE & LANDSCAPE							
16075-2	BRADLEY TREE & LANDSCAPE	05/04/2026	HP pruning project	A.5.7140.0420	PLAYGROUNDS & REC CTRS. -...		45,000.00
Vendor 10170 - BRADLEY TREE & LANDSCAPE Total:							45,000.00
Vendor: 10229 - Charter Communications							
115006201041426	Charter Communications	05/04/2026	EAPD INTERNET	A.5.1480.0410	PUBINFO SVCS-PUB INFO SUP..		449.00
115006201041426	Charter Communications	05/04/2026	EAFD CABLE	A.5.1480.0410	PUBINFO SVCS-PUB INFO SUP..		59.95
115006201041426	Charter Communications	05/04/2026	TAXES & FEES - FRANCHISE FEE	A.5.1480.0410	PUBINFO SVCS-PUB INFO SUP..		2.97

Expense Approval Report 5.4.2026

Payable Dates: 5/4/2026 - 5/4/2026 Post Dates: 5/4/2026 - 5/4/2026

Payable Number	Vendor Name	Payable Date	Description (Item)	Account Number	Account Name	Purchase Order Number	Amount
115006201041426	Charter Communications	05/04/2026	EAFD INTERNET	A.5.1480.0410	PUBINFO SVCS-PUB INFO SUP..		160.00
Vendor 10229 - Charter Communications Total:							671.92
Vendor: 10240 - CINTAS CORPORATION							
2026000150	CINTAS CORPORATION	05/04/2026	building mats/uniforms	A.5.1620.0420	BUILDINGS - MAINT & REPAI...	2026000150	319.50
2026000150	CINTAS CORPORATION	05/04/2026	building mats/uniforms	A.5.1640.0420	CENTRAL GARAGE - MAINT &...	2026000150	319.04
2026000150	CINTAS CORPORATION	05/04/2026	building mats/uniforms	A.5.1640.0480	CENTRAL GARAGE - UNIFOR...	2026000150	295.68
Vendor 10240 - CINTAS CORPORATION Total:							934.22
Vendor: 10275 - Conway Beam Truck Group							
inv 103467	Conway Beam Truck Group	05/04/2026	DPW #507 repairs	A.5.1640.0460	CENTRAL GARAGE - VEHICLE...		210.60
Vendor 10275 - Conway Beam Truck Group Total:							210.60
Vendor: 10296 - CSEA EMPL BENEFIT FUND							
12314052May2026	CSEA EMPL BENEFIT FUND	05/04/2026	Dental/ Vision	A.5.9061.0807	DENTAL INS - DENTAL INS		6,644.04
12314052May2026	CSEA EMPL BENEFIT FUND	05/04/2026	Dental/ Vision	A.5.9062.0808	OPTICAL - OPTICAL		1,066.65
12314052May2026	CSEA EMPL BENEFIT FUND	05/04/2026	Dental/ Vision	F.5.9061.0807	DENTAL INS - DENTAL INS		511.08
12314052May2026	CSEA EMPL BENEFIT FUND	05/04/2026	Dental/ Vision	F.5.9062.0808	OPTICAL - OPTICAL		82.05
Vendor 10296 - CSEA EMPL BENEFIT FUND Total:							8,303.82
Vendor: 10318 - DELACY FORD							
inv 609117/519189	DELACY FORD	05/04/2026	EAPD vehicle repairs	A.5.3120.0460	POLICE DEPT - VEHICLE MAI...		894.14
Vendor 10318 - DELACY FORD Total:							894.14
Vendor: 10320 - DELL MARKETING L.P.							
2026000200	DELL MARKETING L.P.	05/04/2026	Dell Pro Micro QCM1250 & Keyboard & Mouse-KM5221W	A.5.3420.0200	POLICE & FIRE DISPATCH - E...	2026000200	1,919.25
Vendor 10320 - DELL MARKETING L.P. Total:							1,919.25
Vendor: 10348 - E J PRESCOTT INC.							
inv 6624330	E J PRESCOTT INC.	05/04/2026	Water service parts	F.5.8340.0470	TRANSFS & DIST - SUPPLIES &..		53.50
Vendor 10348 - E J PRESCOTT INC. Total:							53.50
Vendor: 10359 - EAST AURORA AUTO PARTS							
March and April invoices	EAST AURORA AUTO PARTS	05/04/2026	751474/751693/751793/752242/753359/753856	A.5.1640.0460	CENTRAL GARAGE - VEHICLE...		267.02
March and April invoices	EAST AURORA AUTO PARTS	05/04/2026	751474/751693/751793/752242/753359/753856	A.5.3410.0460	FIRE DEPT - VEHICLE MAINT ...		36.28
Vendor 10359 - EAST AURORA AUTO PARTS Total:							303.30
Vendor: 10376 - EIGHTY FOUR LUMBER							
inv 756074/756098/756412	EIGHTY FOUR LUMBER	05/04/2026	hamlin park lumber	A.5.7140.0420	PLAYGROUNDS & REC CTRS. -...		202.60
Vendor 10376 - EIGHTY FOUR LUMBER Total:							202.60
Vendor: 10403 - ERIE COUNTY COMPTROLLER							
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	571 Main St Village Hall Acct 7933856	A.5.1620.0431	BUILDINGS - ELECTRIC		519.31
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	Pine St DPW Offices and garage acct 256115	A.5.1640.0431	CENTRAL GARAGE - ELECTRIC		193.06

Expense Approval Report 5.4.2026

Payable Dates: 5/4/2026 - 5/4/2026 Post Dates: 5/4/2026 - 5/4/2026

Payable Number	Vendor Name	Payable Date	Description (Item)	Account Number	Account Name	Purchase Order Number	Amount
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	33 Center St	A.5.3410.0431	FIRE DEPT - ELECTRIC		662.60
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	ST LIGHTING R2 ACCT 719336	A.5.5182.0431	STREET LIGHTING - ELECTRIC		298.12
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	Elmwood & Chestnut Hill Booster Pump Station Acct	A.5.5182.0431	STREET LIGHTING - ELECTRIC		248.58
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	Elm St Signal Acct 3514288	A.5.5182.0431	STREET LIGHTING - ELECTRIC		3.29
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	Girard Ave Acct 893560	A.5.5182.0431	STREET LIGHTING - ELECTRIC		0.94
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	ST LIGHTING ACCT 4086039	A.5.5182.0431	STREET LIGHTING - ELECTRIC		441.31
1800083892	ERIE COUNTY COMPTROLLER	05/04/2026	PINE ST WATER PLANT ACCT 288597	F.5.1620.0431	BUILDINGS - ELECTRIC		14.81
Vendor 10403 - ERIE COUNTY COMPTROLLER Total:							2,382.02
Vendor: 10406 - ERIE COUNTY PUBLIC HEALTH LAB							
2026000166	ERIE COUNTY PUBLIC HEALTH LAB	05/04/2026	Water Samples- Sept	F.5.8340.0490	TRANSFS & DIST - WATER TE...	2026000166	126.00
Vendor 10406 - ERIE COUNTY PUBLIC HEALTH LAB Total:							126.00
Vendor: 10436 - Firematic Supply Co. Inc.							
2026000188	Firematic Supply Co. Inc.	05/04/2026	Engine #1 seatbelt replacement	A.5.3410.0460	FIRE DEPT - VEHICLE MAINT ...	2026000188	695.73
Vendor 10436 - Firematic Supply Co. Inc. Total:							695.73
Vendor: 11385 - Gable Automatic Sprinkler Co Inc							
2026000198	Gable Automatic Sprinkler Co Inc	05/04/2026	sprinkler inspection work/testing at EAFD bldg	A.5.3410.0420	FIRE DEPT - DEPT SUPPLIES	2026000198	1,750.00
2026000199	Gable Automatic Sprinkler Co Inc	05/04/2026	additional sprinkler inspection work at EAFD bldg	A.5.3410.0420	FIRE DEPT - DEPT SUPPLIES	2026000199	900.00
Vendor 11385 - Gable Automatic Sprinkler Co Inc Total:							2,650.00
Vendor: 11387 - Gorenflo's Buffalo Wholesale Lock							
192427	Gorenflo's Buffalo Wholesale Lock	05/04/2026	Key with shipping cost	A.5.1325.0403	VILLAGE ADMIN - OFFICE SU...		30.32
Vendor 11387 - Gorenflo's Buffalo Wholesale Lock Total:							30.32
Vendor: 10511 - GRAINGER							
inv 9891040058	GRAINGER	05/04/2026	EAPD cable ties	A.5.1640.0420	CENTRAL GARAGE - MAINT &...		18.28
Vendor 10511 - GRAINGER Total:							18.28
Vendor: 10529 - HAMBURG OVERHEAD DOOR							
inv 541197	HAMBURG OVERHEAD DOOR	05/04/2026	black rolls of track for doors	A.5.3410.0420	FIRE DEPT - DEPT SUPPLIES		500.00
Vendor 10529 - HAMBURG OVERHEAD DOOR Total:							500.00
Vendor: 10547 - Highmark Blue Cross & Blue Shield of Western New York							
260420371805	Highmark Blue Cross & Blue Shield of Western New York	05/04/2026	Health Insurance	A.5.9060.0805	HOSPITAL & MEDICAL INS - H...		46,236.80
260420371805	Highmark Blue Cross & Blue Shield of Western New York	05/04/2026	Health Insurance	A.5.9060.0806	HOSPITAL & MEDICAL INS - H...		20,178.64
260420371805	Highmark Blue Cross & Blue Shield of Western New York	05/04/2026	Health Insurance	F.5.9060.0805	HOSPITAL & MEDICAL INS - H...		4,811.89

Expense Approval Report 5.4.2026

Payable Dates: 5/4/2026 - 5/4/2026 Post Dates: 5/4/2026 - 5/4/2026

Payable Number	Vendor Name	Payable Date	Description (Item)	Account Number	Account Name	Purchase Order Number	Amount
260420371805	Highmark Blue Cross & Blue Shield of Western New York	05/04/2026	Health Insurance	F.5.9060.0806	HOSPITAL & MEDICAL INS - H...		950.51
Vendor 10547 - Highmark Blue Cross & Blue Shield of Western New York Total:							72,177.84
Vendor: 10559 - Home Depot Credit Services							
inv 1457325	Home Depot Credit Services	05/04/2026	DPW desk	A.5.1490.0403	PUBLIC WORKS ADMIN - OFF...		87.78
Vendor 10559 - Home Depot Credit Services Total:							87.78
Vendor: 10645 - KURK FUEL COMPANY							
inv 75902	KURK FUEL COMPANY	05/04/2026	DPW diesel fuel 3/3/26-4/9/26	A.5.1640.0450	CENTRAL GARAGE - GASOLIN...		3,744.19
inv 75902	KURK FUEL COMPANY	05/04/2026	EAFD diesel fuel 3/3/26-4/9/26	A.5.3410.0450	FIRE DEPT - GASOLINE, OIL &...		621.57
Vendor 10645 - KURK FUEL COMPANY Total:							4,365.76
Vendor: 10669 - Lardon Construction Corp.							
inv 8943	Lardon Construction Corp.	05/04/2026	topsoil/park	A.5.7140.0420	PLAYGROUNDS & REC CTRS. -...		680.00
Vendor 10669 - Lardon Construction Corp. Total:							680.00
Vendor: 10691 - LINSTAR INC.							
129405	LINSTAR INC.	05/04/2026	ID cards for PT Disp K. DiJoseph	A.5.3420.0470	POLICE & FIRE DISPATCH - D...		25.60
Vendor 10691 - LINSTAR INC. Total:							25.60
Vendor: 10706 - M and T BANK							
April 2026 Credit Card	M and T BANK	05/04/2026	Buffalo News	A.5.1325.0403	VILLAGE ADMIN - OFFICE SU...		36.99
April 2026 Credit Card	M and T BANK	05/04/2026	Marriott - Maureen hotel stay for conference	A.5.1325.0440	VILLAGE ADMIN - TRAINING, ...		300.00
April 2026 Credit Card	M and T BANK	05/04/2026	ZOOM INV348408063	A.5.1480.0410	PUBINFO SVCS-PUB INFO SUP..		149.90
April 2026 Credit Card	M and T BANK	05/04/2026	ADOBE	A.5.1480.0410	PUBINFO SVCS-PUB INFO SUP..		21.74
April 2026 Credit Card	M and T BANK	05/04/2026	JetBlue - EAPD Chief to Conference	A.5.3120.0440	POLICE DEPT - TRAINING, TR...		426.80
April 2026 Credit Card	M and T BANK	05/04/2026	ASP - Instructor Course for Lt. O'Hara	A.5.3120.0440	POLICE DEPT - TRAINING, TR...		100.00
April 2026 Credit Card	M and T BANK	05/04/2026	IACP Conference Registration - Police Chief	A.5.3120.0440	POLICE DEPT - TRAINING, TR...		500.00
April 2026 Credit Card	M and T BANK	05/04/2026	Amazon - EAPD Supplies	A.5.3120.0470	POLICE DEPT - DEPTAL SUPPL...		89.21
Vendor 10706 - M and T BANK Total:							1,624.64
Vendor: 10720 - Manny's Ace Hardware							
2026000179	Manny's Ace Hardware	05/04/2026	Misc Supplies- Oct	A.5.1620.0420	BUILDINGS - MAINT & REPAI... 2026000179		40.23
2026000179	Manny's Ace Hardware	05/04/2026	Misc Supplies- Oct	A.5.1640.0420	CENTRAL GARAGE - MAINT &...2026000179		82.56
2026000179	Manny's Ace Hardware	05/04/2026	EAFD purchases	A.5.3410.0420	FIRE DEPT - DEPT SUPPLIES		49.93
2026000179	Manny's Ace Hardware	05/04/2026	park supplies	A.5.7140.0420	PLAYGROUNDS & REC CTRS. -...		90.06
Vendor 10720 - Manny's Ace Hardware Total:							262.78

Expense Approval Report 5.4.2026

Payable Dates: 5/4/2026 - 5/4/2026 Post Dates: 5/4/2026 - 5/4/2026

Payable Number	Vendor Name	Payable Date	Description (Item)	Account Number	Account Name	Purchase Order Number	Amount
Vendor: 11324 - MAUREEN JERACKAS							
Reimbursement 4/15/26	MAUREEN JERACKAS	05/04/2026	Milage and tolls - NYGFO conference	A.5.1325.0440	VILLAGE ADMIN - TRAINING, ...		437.67
Vendor 11324 - MAUREEN JERACKAS Total:							437.67
Vendor: 10767 - MES SERVICE COMPANY LLC							
inv 2467662	MES SERVICE COMPANY LLC	05/04/2026	repair of jaws for EAFD	A.5.3410.0200	FIRE DEPT - EQUIP		1,125.00
Vendor 10767 - MES SERVICE COMPANY LLC Total:							1,125.00
Vendor: 10746 - Michael Lennon							
Reimbursement 4/2026	Michael Lennon	05/04/2026	MILEAGE AND LODGING - NYS PRESERVATION CONFERENCE	A.5.7520.0440	HISTORIC PRESERVATION - T...		483.94
Vendor 10746 - Michael Lennon Total:							483.94
Vendor: 10829 - NYS Assoc. of Fire Chiefs							
2026000189	NYS Assoc. of Fire Chiefs	05/04/2026	EMS training	A.5.3410.0440	FIRE DEPT - TRAINING, TRAV...	2026000189	625.00
Vendor 10829 - NYS Assoc. of Fire Chiefs Total:							625.00
Vendor: 10864 - NYSEG							
1001-0483-419 2/19-	NYSEG	05/04/2026	ELMWOOD & CHEST 1 PH 2/19-	A.5.5182.0431	STREET LIGHTING - ELECTRIC		361.94
1001-1111-704 3/19-4/20/26	NYSEG	05/04/2026	400 Pine St 3/19-4/20/26	A.5.1640.0431	CENTRAL GARAGE - ELECTRIC		291.19
1001-1111-712 3/19-4/20/26	NYSEG	05/04/2026	Pine St 3/19-4/20/26	F.5.1620.0431	BUILDINGS - ELECTRIC		51.30
1001-3143-531 3/12-4/10/26	NYSEG	05/04/2026	NEAR 21 ELM ST SIGNL 3/12-4/10/26	A.5.5182.0431	STREET LIGHTING - ELECTRIC		29.36
1003-3707-877 3/20-4/21/26	NYSEG	05/04/2026	Near 163 Main St @ Trfic Cir 3/20-4/21/26	A.5.5182.0431	STREET LIGHTING - ELECTRIC		47.68
1003-3707-893 3/20-4/21/26	NYSEG	05/04/2026	Buffalo Rd @ Grey St 3/20-4/21/26	A.5.5182.0431	STREET LIGHTING - ELECTRIC		23.12
1004-1637-827 3/19-4/20/26	NYSEG	05/04/2026	33 Center St 3/19-4/20/26	A.5.3410.0431	FIRE DEPT - ELECTRIC		558.25
Vendor 10864 - NYSEG Total:							1,362.84
Vendor: 10874 - OFFICE DEPOT							
2026000203	OFFICE DEPOT	05/04/2026	CD's, DVD's, Sleeves	A.5.3120.0403	POLICE DEPT - OFFICE SUPPLI...	2026000203	75.37
2026000203	OFFICE DEPOT	05/04/2026	Copy paper	A.5.3120.0403	POLICE DEPT - OFFICE SUPPLI...	2026000203	226.75
2026000203	OFFICE DEPOT	05/04/2026	Highlighters, sharpie pens, tape, white out + disc	A.5.3120.0403	POLICE DEPT - OFFICE SUPPLI...	2026000203	55.33
2026000203	OFFICE DEPOT	05/04/2026	Copy paper	A.5.3420.0470	POLICE & FIRE DISPATCH - D...	2026000203	226.75
2026000203	OFFICE DEPOT	05/04/2026	Highlighters, sharpie pens, tape, white out + disc	A.5.3420.0470	POLICE & FIRE DISPATCH - D...	2026000203	55.32
2026000203	OFFICE DEPOT	05/04/2026	CD's, DVD's, Sleeves	A.5.3420.0470	POLICE & FIRE DISPATCH - D...	2026000203	75.36
Vendor 10874 - OFFICE DEPOT Total:							714.88
Vendor: 10950 - QUALIFICATION TARGETS INC							
2026000197	QUALIFICATION TARGETS INC	05/04/2026	Immigrations and Customs Enforcement Qualification	A.5.3120.0470	POLICE DEPT - DEPTAL SUPPL...	2026000197	33.50
2026000197	QUALIFICATION TARGETS INC	05/04/2026	NYS Division of Criminal Justice 23" X 35"	A.5.3120.0470	POLICE DEPT - DEPTAL SUPPL...	2026000197	33.50

Expense Approval Report 5.4.2026

Payable Number	Vendor Name	Payable Date	Description (Item)	Account Number	Account Name	Purchase Order Number	Amount
2026000197	QUALIFICATION TARGETS INC	05/04/2026	5 Bullseyes-3 Shaded Zones- 23" X 35" - Green Ink	A.5.3120.0470	POLICE DEPT - DEPTAL SUPPL...	2026000197	33.50
2026000197	QUALIFICATION TARGETS INC	05/04/2026	FREIGHT	A.5.3120.0470	POLICE DEPT - DEPTAL SUPPL...	2026000197	58.66
2026000197	QUALIFICATION TARGETS INC	05/04/2026	USPSA/IPSC Target on Paper - Black Ink - 23" X 35"	A.5.3120.0470	POLICE DEPT - DEPTAL SUPPL...	2026000197	35.00
2026000197	QUALIFICATION TARGETS INC	05/04/2026	ProTimerBT shot timer(CEI-4720) built-in Bluetooth	A.5.3120.0470	POLICE DEPT - DEPTAL SUPPL...	2026000197	167.95
Vendor 10950 - QUALIFICATION TARGETS INC Total:							362.11
Vendor: 11016 - SAF-GARD SAFETY SHOE CO.							
inv 4652702	SAF-GARD SAFETY SHOE CO.	05/04/2026	DPW workboots- Shane Goerke	A.5.5110.0480	STREET MAINT - UNIFORMS		184.99
Vendor 11016 - SAF-GARD SAFETY SHOE CO. Total:							184.99
Vendor: 11033 - Schroder Joseph & Associates LLP							
27310	Schroder Joseph & Associates LLP	05/04/2026	SERVICES FOR MARCH 2026	A.5.1420.0411	VILLAGE ATTORNEY - OTHER ...		710.70
Vendor 11033 - Schroder Joseph & Associates LLP Total:							710.70
Vendor: 11052 - SEWING TECHNOLOGY UNIFORM							
51487	SEWING TECHNOLOGY UNIFORM	05/04/2026	Flashlight for new PO Pierce	A.5.3120.0127	POLICE DEPT - UNIFORM ALL...		159.99
51488	SEWING TECHNOLOGY UNIFORM	05/04/2026	ERT Helmet & Vest panel patches Lt. OHara	A.5.3120.0470	POLICE DEPT - DEPTAL SUPPL...		976.67
51517	SEWING TECHNOLOGY UNIFORM	05/04/2026	Shirts & Embroidered Chief	A.5.3120.0480	POLICE DEPT - UNIFORMS, B...		80.99
Vendor 11052 - SEWING TECHNOLOGY UNIFORM Total:							1,217.65
Vendor: 11133 - THE HARTFORD							
509153856593	THE HARTFORD	05/04/2026	Life Insurance	A.5.9045.0803	LIFE INS - LIFE INS		858.00
509153856593	THE HARTFORD	05/04/2026	Life Insurance	A.5.9045.0804	LIFE INS - LIFE INS-RETIRES		468.85
509153856593	THE HARTFORD	05/04/2026	Life Insurance	F.5.9045.0803	LIFE INS - LIFE INS		88.00
509153856593	THE HARTFORD	05/04/2026	Life Insurance	F.5.9045.0804	LIFE INS - LIFE INS-RETIRES		30.97
Vendor 11133 - THE HARTFORD Total:							1,445.82
Vendor: 11169 - TRI-COUNTY TOOL RENTAL & SALES							
inv 33982	TRI-COUNTY TOOL RENTAL & SALES	05/04/2026	concrete- HP	A.5.7140.0420	PLAYGROUNDS & REC CTRS. -...		15.98
Vendor 11169 - TRI-COUNTY TOOL RENTAL & SALES Total:							15.98
Vendor: 11185 - Tyler Technologies Inc.							
025-549535	Tyler Technologies Inc.	05/04/2026	Incode Annual SaaS Fees - Year 3	A.5.1480.0410	PUBINFO SVCS-PUB INFO SUP..		37,118.00
025-549757	Tyler Technologies Inc.	05/04/2026	Preparing Property Tax Software	A.5.1325.0400	VILLAGE ADMIN - OPERATING..		240.00
Vendor 11185 - Tyler Technologies Inc. Total:							37,358.00
Vendor: 11225 - VERIZON WIRELESS							
6140161759	VERIZON WIRELESS	05/04/2026	716-344-7361 DPW GIS	A.5.1490.0434	PUBLIC WORKS ADMIN - TEL...		37.29

Expense Approval Report 5.4.2026

Payable Dates: 5/4/2026 - 5/4/2026 Post Dates: 5/4/2026 - 5/4/2026

Payable Number	Vendor Name	Payable Date	Description (Item)	Account Number	Account Name	Purchase Order Number	Amount
6140161759	VERIZON WIRELESS	05/04/2026	716-344-5189 PATRICK WELCH	A.5.3120.0434	POLICE DEPT - TELEPHONE		37.29
6140161759	VERIZON WIRELESS	05/04/2026	716-359-0911 DETECTIVE OFFICE	A.5.3120.0434	POLICE DEPT - TELEPHONE		37.29
6140161759	VERIZON WIRELESS	05/04/2026	716-913-1761 POLICE SUPERVISOR (LIETENANTS)	A.5.3120.0434	POLICE DEPT - TELEPHONE		37.29
6140161759	VERIZON WIRELESS	05/04/2026	716-383-4934 Fire Dept EMS Tablet 2	A.5.3410.0434	FIRE DEPT - TELEPHONE		20.00
6140161759	VERIZON WIRELESS	05/04/2026	716-383-4933 Fire Dept EMS Tablet 1	A.5.3410.0434	FIRE DEPT - TELEPHONE		20.00
6140161759	VERIZON WIRELESS	05/04/2026	716-256-0983 FIRE CHIEF MOBILE WIFI	A.5.3410.0434	FIRE DEPT - TELEPHONE		37.99
6140161759	VERIZON WIRELESS	05/04/2026	716-383-4936 Fire Dept EMS Tablet 3	A.5.3410.0434	FIRE DEPT - TELEPHONE		20.00
Vendor 11225 - VERIZON WIRELESS Total:							247.15
Vendor: 11357 - WM CORPORATE SERVICES INC.							
5260772-1342-3	WM CORPORATE SERVICES INC.	05/04/2026	Hand Pickup Town Barrels	A.5.8160.0410	REFUSE & GARBAGE		1,170.00
5260772-1342-3	WM CORPORATE SERVICES INC.	05/04/2026	Curb Service Curbside Collections	A.5.8160.0410	REFUSE & GARBAGE		48,751.51
Vendor 11357 - WM CORPORATE SERVICES INC. Total:							49,921.51
Vendor: 11287 - WNYNETWORKS							
00006526	WNYNETWORKS	05/04/2026	IT SERVICES FOR MARCH 2026 - VEA	A.5.1480.0410	PUBINFO SVCS-PUB INFO SUP..		875.00
00006526	WNYNETWORKS	05/04/2026	IT SERVICES FOR MARCH 2026 - DPW	A.5.1490.0420	PUBLIC WORKS ADMIN - MA...		187.50
00006526	WNYNETWORKS	05/04/2026	IT SERVICES FOR MARCH 2026 - EAPD	A.5.3120.0420	POLICE DEPT - MAINT. SERVI...		500.00
00006526	WNYNETWORKS	05/04/2026	IT SERVICES FOR MARCH 2026 - EAFD	A.5.3410.0420	FIRE DEPT - DEPT SUPPLIES		250.00
Vendor 11287 - WNYNETWORKS Total:							1,812.50
Grand Total:							248,512.41

Report Summary

Fund Summary

Fund	Expense Amount
A - GENERAL FUND	241,792.30
F - ENTERPRISE WATER	6,720.11
Grand Total:	248,512.41

Account Summary

Account Number	Account Name	Expense Amount
A.5.1325.0400	VILLAGE ADMIN - OPER...	240.00
A.5.1325.0403	VILLAGE ADMIN - OFFICE...	347.76
A.5.1325.0440	VILLAGE ADMIN - TRAIN...	737.67
A.5.1420.0411	VILLAGE ATTORNEY - OT...	710.70
A.5.1480.0410	PUBINFO SVCS-PUB INFO..	38,836.56
A.5.1490.0403	PUBLIC WORKS ADMIN -...	87.78
A.5.1490.0420	PUBLIC WORKS ADMIN -...	187.50
A.5.1490.0434	PUBLIC WORKS ADMIN -...	37.29
A.5.1620.0420	BUILDINGS - MAINT & R...	359.73
A.5.1620.0431	BUILDINGS - ELECTRIC	519.31
A.5.1640.0420	CENTRAL GARAGE - MAI...	689.88
A.5.1640.0431	CENTRAL GARAGE - ELEC...	484.25
A.5.1640.0450	CENTRAL GARAGE - GAS...	3,744.19
A.5.1640.0460	CENTRAL GARAGE - VEH...	477.62
A.5.1640.0480	CENTRAL GARAGE - UNI...	295.68
A.5.1910.0410	UNALLOCATED INSURA...	4,048.49
A.5.3120.0127	POLICE DEPT - UNIFORM...	159.99
A.5.3120.0403	POLICE DEPT - OFFICE S...	500.48
A.5.3120.0420	POLICE DEPT - MAINT. S...	500.00
A.5.3120.0434	POLICE DEPT - TELEPHO...	111.87
A.5.3120.0440	POLICE DEPT - TRAINING,..	1,026.80
A.5.3120.0460	POLICE DEPT - VEHICLE ...	894.14
A.5.3120.0470	POLICE DEPT - DEPTAL S...	1,427.99
A.5.3120.0480	POLICE DEPT - UNIFORM...	80.99
A.5.3410.0200	FIRE DEPT - EQUIP	2,025.20
A.5.3410.0420	FIRE DEPT - DEPT SUPPLI...	3,449.93
A.5.3410.0431	FIRE DEPT - ELECTRIC	1,220.85
A.5.3410.0434	FIRE DEPT - TELEPHONE	97.99
A.5.3410.0440	FIRE DEPT - TRAINING, T...	826.16
A.5.3410.0450	FIRE DEPT - GASOLINE, O...	621.57
A.5.3410.0460	FIRE DEPT - VEHICLE MA...	732.01
A.5.3410.0497	FIRE DEPT-EMS SUPPLIES	16.88
A.5.3420.0200	POLICE & FIRE DISPATCH...	1,919.25
A.5.3420.0470	POLICE & FIRE DISPATCH...	383.03

Account Summary

Account Number	Account Name	Expense Amount
A.5.5110.0480	STREET MAINT - UNIFO...	184.99
A.5.5182.0431	STREET LIGHTING - ELEC...	1,454.34
A.5.7140.0420	PLAYGROUNDS & REC C...	46,045.00
A.5.7520.0440	HISTORIC PRESERVATION..	483.94
A.5.8160.0410	REFUSE & GARBAGE	49,921.51
A.5.8560.0430	SHADE TREES - TREE PU...	450.00
A.5.9045.0803	LIFE INS - LIFE INS	858.00
A.5.9045.0804	LIFE INS - LIFE INS-RETIR...	468.85
A.5.9060.0805	HOSPITAL & MEDICAL IN...	46,236.80
A.5.9060.0806	HOSPITAL & MEDICAL IN...	20,178.64
A.5.9061.0807	DENTAL INS - DENTAL INS	6,644.04
A.5.9062.0808	OPTICAL - OPTICAL	1,066.65
F.5.1620.0431	BUILDINGS - ELECTRIC	66.11
F.5.8340.0470	TRANSFS & DIST - SUPPL...	53.50
F.5.8340.0490	TRANSFS & DIST - WATER..	126.00
F.5.9045.0803	LIFE INS - LIFE INS	88.00
F.5.9045.0804	LIFE INS - LIFE INS-RETIR...	30.97
F.5.9060.0805	HOSPITAL & MEDICAL IN...	4,811.89
F.5.9060.0806	HOSPITAL & MEDICAL IN...	950.51
F.5.9061.0807	DENTAL INS - DENTAL INS	511.08
F.5.9062.0808	OPTICAL - OPTICAL	82.05
Grand Total:		248,512.41

Project Account Summary

Project Account Key	Expense Amount
None	248,512.41
Grand Total:	248,512.41

Authorization Signatures

***** Certificate of Financial Officer *****

I hereby certify that the attached Voucher Listing is complete and accurate to the best of my knowledge, and payment is hereby approved.

Signed:

Date:



VILLAGE OF EAST AURORA

APPLICATION FOR TEMPORARY USE PERMIT

Not less than 60 days or more than 75 days before date of activity

\$25.00 Application Fee _____ \$50.00 Permit Fee _____
\$100.00 Mailer Fee (300 feet for road/public parking lot closure and/or outdoor music) _____

Date Application Filed: 4/22/26

Date of V.B. Action: 05/04/26

Approved: _____ Disapproved: _____

Conditions of approval will be listed in the permit.

Sect. 285-52 Participants of an area activity, such as, but not necessarily limited to, a sidewalk sale, art, antique, craft show and/or sales, farmers market, or community/civic promotion activities and similar.

Please type or print legibly

Name of Organization: East Aurora Union Free School District

Is Organization a: not-for-profit Charitable/Service Business School Government

Name & Address of Individual Responsible: Jackie Rabey, 430 Main St. East Aurora, NY

Phone Number: 687-2453 E-mail: Jrabey@ea12.org

Event Name: 5th + 6th Grade Field Day

Date(s) of Event: Tuesday June 9th Time(s) of Event: 1:30am - 1:30pm Estimated # of People: 300

Rain date - Wednesday, June 10th

Please describe activity/purpose of this event: Students will participate in a variety of organized activities for friendly competition

Location (include all areas of the event): From the baseball diamond, back to the little loop football field
(attach map)

Will this event be donating a portion of proceeds to one or more charities and publicizing that in promotional material? Yes No

If yes, list charities and the percentage of proceeds to be donated: _____

Will this event be held entirely in the Village of East Aurora? Yes No

If no, specify: _____

Will the event include more than one vendor/organization? Yes No (if Yes, attach list of vendors/participants)

Will the event involve a street or parking lot closure/usage? Yes No If yes, please note:

Road/Lot Name(s): _____

Date(s) of Closure: _____ Time(s): _____

Will the event include:

Parade or motorcade Yes No

Walk or Run Yes No

(If Yes, attach Map of route)

(If Yes, attach Map of route)

Will there be outdoor music? Yes No

Amplification: Yes No

Time & Location: _____

Type: Live DJ Multiple/Mixed

Will you be providing or selling alcohol? Yes No

Will people be allowed to bring alcohol? Yes No

Will there be Security Guards? Yes No

Please List Entity Name _____

Volunteers or Private Paid Entity

Will there be temporary food stands? Yes No

How many? _____

Food Truck? If yes, name of vendor: _____

(additional permit required)

Will a tent or other structure be erected for the event? Yes No Size: _____

Date & Time to be installed _____ Date & Time to be removed _____

Will any prep work be done on/or before the event? Yes ☒ No

Please describe: _____

Set up Date: _____ Time: _____

Clean up Date: _____ Time: _____

Will additional **garbage cans** be needed? Yes ☒ No How many _____ Drop Off Location: _____

Do you have a **Recycling Plan**? Yes ☒ No Please describe: N/A

Will each vendor/organization be responsible for their own garbage? Yes No - N/A - no real garbage

Will a **dumpster** be used? Yes ☒ No If yes, location: _____

Will there be **portable lavatories**? Yes ☒ No How Many? _____
Location(s): _____

Will there Bell Jar or Games of Chance? Yes ☒ No (if yes, separate permit required)

What is the source of **electricity**, if applicable? N/A

Please list any extras e.g. Light show, loudspeakers, decorations, paints, or dyes:

None

Police Services Requested: None

(Crossing Guards may be required dependent upon event and is a decision of the Police Department)

DPW Services Requested: None

Fire/Other: None

- Attach a map or sketch showing the location of the event. Such map shall include:

Location of parking facilities, indicating number of parking spaces being provided; location of toilet facilities including the location of port-a-potties; location of public entrance(s) and exit(s) to the event site; location of vendor facilities (if applicable) including booths, tents and food service facilities; explanation of steps being taken to control traffic and provide security (if applicable) and the number of security personnel that will be present.

☒ **Requesting organization shall attach a completed Certificate of Insurance with minimum limits including public liability coverage of limits of \$1,000,000 each occurrence; property damage insurance with limits of \$1,000,000 each occurrence. The policy shall be endorsed to include Village of East Aurora as an additional named insured.**

☒ **Requesting organization shall attach Indemnification Agreement on organization letterhead, signed by authorized applicant or officer of company and duly notarized (sample included)**

"Applicant named herein is fully responsible for obtaining any & all licensing with regard to the presentation or playing of music, pursuant to music copyright laws. The Village of East Aurora assumes no liability in this regard".

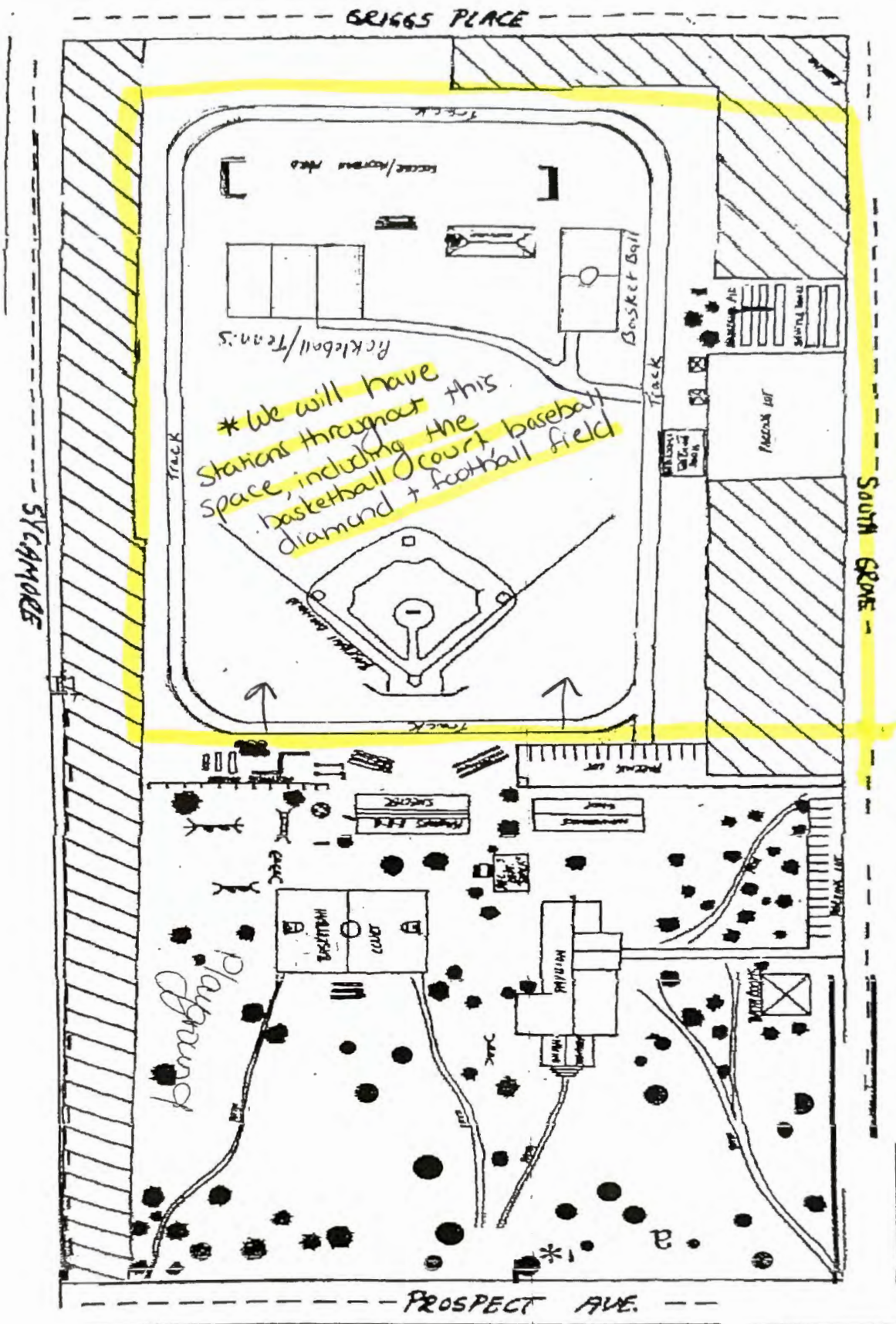
Police Department: Conditions/Comments _____

Dept of Public Works: Conditions/Comments _____

Fire Dept/Disaster Coordinator: Conditions/Comments _____

Sign Permits are to be obtained from the Town of Aurora Building Department 575 Oakwood Ave, 716.652.7591

Clerk Shared/Forms/Village Permit Application Forms/Application Temporary Use Permit



2



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/16/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, LLC
200 Delaware Avenue
Suite 1100
Buffalo NY 14202

CONTACT NAME:	
PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS: CertRequests@ajg.com	
INSURER(S) AFFORDING COVERAGE	
INSURER A: Utica National Insurance Company of Ohio	NAIC # 13998
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
East Aurora Union Free School District
430 Main Street
East Aurora 14052

EASTAUR-05

COVERAGES

CERTIFICATE NUMBER: 1301178357

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER ☐ POLICY ☐ PRO-JECT ☒ LOC ☐ OTHER	Y		CPP4051326	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			BAC4051327	7/1/2025	7/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000			CULP4055492	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Event: 5th and 6th grade Field Day at Hamlin Park on 6/9/26 (with a rain date of 6/10/26).

Village of East Aurora is included as Additional insured is on the GL under form number 8E3042, as per written and executed contract.

CERTIFICATE HOLDER

CANCELLATION

Village of East Aurora
585 Oakwood Avenue
East Aurora NY 14052

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



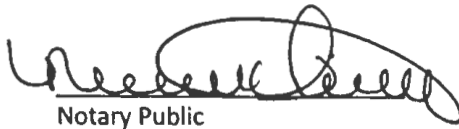
Indemnification Agreement

To the fullest extent permitted by law, I/We shall indemnify and hold harmless the Village of East Aurora and its employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of our work under this contract, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, including the loss of use resulting there from but only to the extent caused in whole or in part by negligent acts or omissions of our organization, anyone directly or indirectly employed by us or for anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to otherwise exist as to a party or person described in this paragraph.


Authorized Applicant or Officer

State of New York)
County of Erie)

Subscribed and sworn to before me this 14 day of April, 2026


Notary Public

MELISSA A WEBSTER
Notary Public, State of New York
Reg. No. 01WE6394780
Qualified in Erie County
Commission Expires 07/15/2027

Qualified in Erie County, New York
My commission expires: 7/15/2027



VILLAGE OF EAST AURORA

APPLICATION FOR TEMPORARY USE PERMIT

Not less than 60 days or more than 75 days before date of activity

\$25.00 Application Fee 25 \$50.00 Permit Fee 50
\$100.00 Mailer Fee (300 feet for road/public parking lot closure and/or outdoor music) _____

Date Application Filed: 4/22/20

Date of V.B. Action: 5/4/20

Approved: _____ Disapproved: _____

Conditions of approval will be listed in the permit.

Sect. 285-52 Participants of an area activity, such as, but not necessarily limited to, a sidewalk sale, art, antique, craft show and/or sales, farmers market, or community/civic promotion activities and similar.

Please type or print legibly

Name of Organization: Roycroft Campus Corp.
Is Organization a: not-for-profit Charitable/Service Business School Government East
Name & Address of Individual Responsible: Samantha Lehsten, 31 South Grove St., Aurora
Phone Number: 716-655-0261 E-mail: SLehsten@roycroftcampuscorp.com
Event Name: Roycroft Campus Summer Art & Antique Show
Date(s) of Event: June 27 + 28 Time(s) of Event: 10am-5pm Estimated # of People: 2000

Please describe activity/purpose of this event: Roycroft Art & Antique Show on Campus Grounds

Location (include all areas of the event): Map attached
(attach map)

Will this event be donating a portion of proceeds to one or more charities and publicizing that in promotional material? Yes No

If yes, list charities and the percentage of proceeds to be donated: _____

Will this event be held entirely in the Village of East Aurora? Yes No

If no, specify: _____

Will the event include more than one vendor/organization? Yes No (if Yes, attach list of vendors/participants)

Will the event involve a street or parking lot closure/usage? Yes No If yes, please note:

Road/Lot Name(s): all parking lots on the Roycroft Campus

Date(s) of Closure: June 26 - 28 Time(s): 5pm - 5pm

Will the event include:

Parade or motorcade Yes No

(If Yes, attach Map of route)

Walk or Run Yes No

(If Yes, attach Map of route)

Will there be outdoor music? Yes No

Time & Location: _____

Amplification: Yes No

Type: Live DJ Multiple/Mixed

Will you be providing or selling alcohol? Yes No

Will people be allowed to bring alcohol? Yes No

Will there be Security Guards? Yes No Volunteers or Private Paid Entity
Please List Entity Name _____

Will there be temporary food stands? Yes No

How many? 3-5

Food Truck? If yes, name of vendor: Maine Bite, World of Desserts, Outback Kettle Korn
(additional permit required)

Will a tent or other structure be erected for the event? Yes No Size: Multiple 10x10 tents

Date & Time to be installed Friday, June 26th Date & Time to be removed Sunday, June 28th 5pm

Will any prep work be done on/or before the event? ☒ Yes No

Please describe: vendors will be setting up booths

Set up Date: June 26th Time: 12 pm

Clean up Date: June 28th Time: 5 pm

Will additional **garbage cans** be needed? Yes ☒ No How many Drop Off Location:

Do you have a **Recycling Plan**? Yes ☒ No Please describe:

Will each vendor/organization be responsible for their own garbage? ☒ Yes No

Will a **dumpster** be used? ☒ Yes No If yes, location: behind Copper Shop

Will there be **portable lavatories**? Yes ☒ No How Many?
Location(s):

Will there Bell Jar or Games of Chance? Yes ☒ No (if yes, separate permit required)

What is the source of **electricity**, if applicable? N.A.

Please list any extras e.g. Light show, loudspeakers, decorations, paints, or dyes:

None

Police Services Requested:

(Crossing Guards may be required dependent upon event and is a decision of the Police Department)

DPW Services Requested:

Fire/Other:

- Attach a map or sketch showing the location of the event. Such map shall include:

Location of parking facilities, indicating number of parking spaces being provided; location of toilet facilities including the location of port-a-potties; location of public entrance(s) and exit(s) to the event site; location of vendor facilities (if applicable) including booths, tents and food service facilities; explanation of steps being taken to control traffic and provide security (if applicable) and the number of security personnel that will be present.

X **Requesting organization shall attach a completed Certificate of Insurance with minimum limits including public liability coverage of limits of \$1,000,000 each occurrence; property damage insurance with limits of \$1,000,000 each occurrence. The policy shall be endorsed to include Village of East Aurora as an additional named insured.**

X **Requesting organization shall attach Indemnification Agreement on organization letterhead, signed by authorized applicant or officer of company and duly notarized (sample included)**

"Applicant named herein is fully responsible for obtaining any & all licensing with regard to the presentation or playing of music, pursuant to music copyright laws. The Village of East Aurora assumes no liability in this regard".

Police Department: Conditions/Comments

Dept of Public Works: Conditions/Comments

Fire Dept/Disaster Coordinator: Conditions/Comments

Sign Permits are to be obtained from the Town of Aurora Building Department 575 Oakwood Ave, 716.652.7591

Clerk Shared/Forms/Village Permit Application Forms/Application Temporary Use Permit

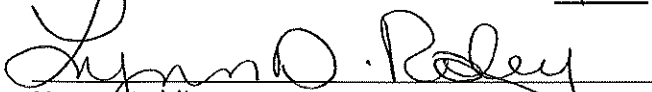
Indemnification Agreement

To the fullest extent permitted by law, ~~I/we~~ shall indemnify and hold harmless the Village of East Aurora and its employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of our work under this contract, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including loss of use resulting there from but only to the extent caused in whole or in part by negligent acts or omissions of our organization, anyone directly or indirectly employed by us or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to otherwise exist as to a party or person described in this paragraph.



Authorized Applicant or Officer

Subscribed and sworn to before me this 20th day of April, 2026



Notary Public

LYNN D. RILEY
Notary Public, State of New York
Qualified in Erie County
My Commission Expires
November 8, 2026

To E.A. Art Society Show
(E.A. Middle School)

Main St.

To RALA Show
(Classic Rink)

South
Grove

Rosies
Ice
Cream

60

Truck D

Truck C

Truck B

Tr A

59

58

57

56

55

54

53

52

51

50

49

48

47

46

45

43

44

42

Stage

41

Print Shop

40

39

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74

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Well

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Truck E

Power
House

Antique
Vendors

To Roycroft
Inn

To Furniture
Shop
(Roycroft Antiques)

Copper
Shop



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/16/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 200 Delaware Avenue Suite 1100 Buffalo NY 14202	CONTACT NAME: Client Service Team	
	PHONE (A/C, No, Ext): 800-716-8314 FAX (A/C, No): 855-595-4605	
	E-MAIL ADDRESS: GGB.BU2.CL.Srv@ajg.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Federal Insurance Company	20281
	INSURER B: Hartford Accident and Indemnity Company	22357
	INSURER C: Great Northern Insurance Company	20303
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1320082783 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
C	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC OTHER:	Y	Y	36072784	9/8/2025	9/8/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	Y	73623863	9/8/2025	9/8/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000	Y	Y	78194752	9/8/2025	9/8/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	01WECAF0PVF	3/16/2026	3/16/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Event Name: 2026 Roycroft Art & Antique Show | Event Date: June 27th and 28th |

CERTIFICATE HOLDER**CANCELLATION**Town of East Aurora
575 Oakwood Ave
East Aurora, NY 14052

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

April 20, 2026

VILLAGE OF EAST AURORA

June 2026 – May 2027 GIS Services

Maureen Jerackas, CMFO, RMC
Village Clerk Treasurer
585 Oakwood Ave
East Aurora, NY 14052



esri Partner Network
Bronze

SUBJECT: VILLAGE OF EAST AURORA 2026-2027 GIS SERVICES

Dear Ms. Jerackas:

Wendel is pleased to submit this proposal for professional services associated with the Village of East Aurora's GIS. Since 2010, Wendel has administered the Village's GIS, which assists staff with the management of their infrastructure and assets. The following scope of work outlines the annual administrator and GIS data hosting fee for Wendel to manage the Village of East Aurora's ArcGIS Online Account from June 2026 to May 2027.



A. SCOPE OF WORK

The following represents our understanding of the scope of services required of Wendel for this term agreement.

ArcGIS Online Annual Subscription

As of March 2026, the Village has the following license types in their ArcGIS Online annual subscription:

License Type	# of Users	Currently Assigned
Creator	1	True Capalbo, Wendel
Editor	1	Christine Cappola
Mobile Worker	2	Jeff Stoll, Brian Halt
Viewer	2	Melanie Walker, Maureen Jerackas

Task 1 – Annual GIS Data Hosting and ArcGIS Online Administration

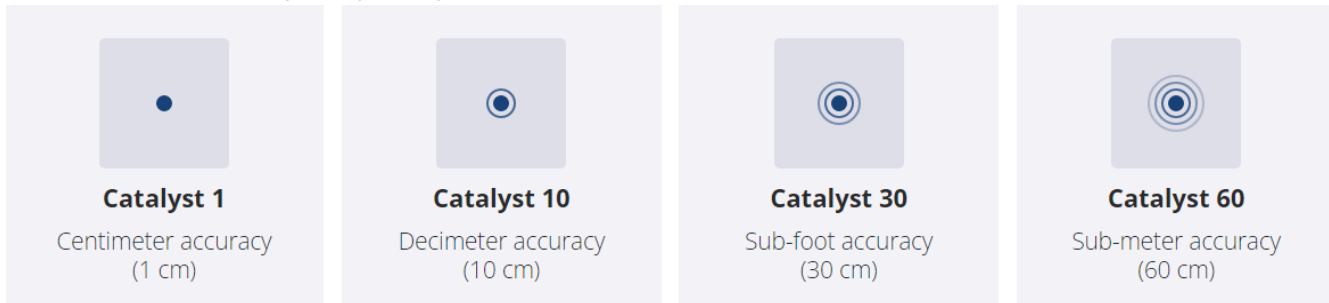
Wendel will host the Village's GIS data on our secure ArcGIS Server environment. This data is then served to the Village via Esri's ArcGIS Online environment. Wendel will host the data and provide the Village with access to their data from June 1, 2026, to May 31, 2027. The Village of East Aurora owns any data collected and maintained with this GIS solution. Should the Village want a copy of their GIS data, Wendel will provide an Esri file geodatabase containing all of the Village's GIS data layers that are maintained on Wendel's ArcGIS Server.

Wendel will administer and maintain the Village of East Aurora's ArcGIS Online account and named users so staff can continue to focus on their daily tasks regarding the Village's operations. Wendel will provide base layer data updates for the Village's ArcGIS Online which shall include updates of parcel information and environmental data when available.

Task 2 – Trimble Catalyst DA2 Annual Subscription

In December 2022, the Village purchased a Trimble Catalyst DA2 GNSS Receiver for GPS data collection. The Trimble Catalyst Receiver is a subscription-based GPS unit, meaning the unit is purchased, and then each year after that, a subscription is paid for the specific accuracy required. The Village is currently subscribed to the sub-meter accuracy (60cm) plan.

Below are the subscription plan options that Trimble offers:



Please note that the pricing for the annual subscription is subject to price changes that are dictated by Trimble.

Task 3 – GIS/GPS Support Services

Wendel will provide ongoing GIS/GPS technical support and training for the Village's GIS solution. The support and training include but are not limited to; training sessions for staff on the use of the GIS Web Map apps and/or mobile GPS, answering technical GIS or database and computer-related questions from staff, providing guidance and recommendations of GIS procedures, and adding new data layers to the GIS Web Map apps and GPS data collection app (Field Maps). The above-listed training and support services may be provided via phone, remote web access and/or site visits.

Should any tasks/requested services go above and beyond the yearly allotted GIS/GPS Support budget, Wendel shall prepare a new proposal with an associated fee schedule.

B. ASSUMPTIONS



C. PROPOSAL FEE:

We trust the above scope of work meets the Village of East Aurora's requirements. The proposed fee for the project is detailed below.

<u>PROPOSAL FEE</u>	
Task	Proposed Fee
Annual ArcGIS Online Subscription – Paid to Esri	\$1,565 (Lump Sum)^{1,2}
Task 1 – Annual GIS Data Hosting and ArcGIS Online Administration	\$3,600 (Lump Sum)
Task 2 – Trimble Catalyst DA2 Annual Subscription	\$ 501 (Lump Sum)²
Task 3 – GIS/GPS Support Services	\$2,000 (Time & Expense)³
TOTAL	\$7,666

¹To be purchased by the Village of East Aurora through that vendor.

²Please note that this amount is subject to change as dictated by the vendor.

³Time & Expense – this line item will only be billed if work is requested by the Village.

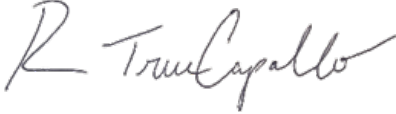
Fee Notes:

- 1.) Should Wendel be required to perform additional services beyond those outlined above, Wendel shall be compensated on an hourly or fixed-sum basis for a mutually agreed scope of services.
- 2.) Our fee and schedule proposal is valid for 60 days. If we do not receive a signed notice to proceed before that date, we reserve the right to re-evaluate our proposal.
- 3.) The Village of East Aurora's ArcGIS Online Subscription is paid through June 13, 2026.

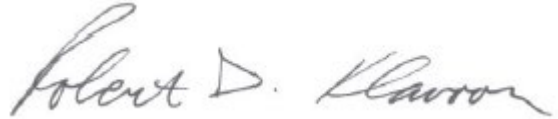
TERMS

This proposal and the attached Professional Services Terms are intended to represent the entire contractual relationship. Please contact me if you have any questions. If this proposal and attached general conditions are acceptable to you, please indicate your acceptance by signing both originals and return one (1) executed original to our office.

Respectfully Submitted,



True Capalbo
GIS Manager



Robert D. Klavoon, PE
Project Sponsor

Enc.

Should Wendel's proposal be accepted, Wendel Consulting Services, LLC, that is part of a consolidated group of Wendel Companies, will contract to undertake the work. Our letterhead and plans will still prominently say "Wendel" and we will refer to ourselves as Wendel throughout the project.

ACCEPTANCE / AUTHORIZATION:

Accepted this _____ day of _____, 20____

Print Name: _____

Signature: _____

Title: _____

RETURN TO:

Wendel
Attn: True Capalbo
375 Essjay Road, Suite 200
Williamsville, NY 14221



Esri Inc
380 New York St
Redlands CA 92373-8118

Subject: Renewal Quotation

Date: 03/15/2026
To: Maureen Jerackas
Organization: Village of East Aurora
Village Hall
Fax #: **Phone #:** (716) 652-6000

From: Pete Bennett
Fax #: 909-307-3083 **Phone #:** + 19093692063 Ext. 2063
Email: pbennett@esri.com

Number of pages transmitted
(including this cover sheet): 4

Quotation #26342737
Document Date: 03/15/2026

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level
<https://www.esri.com/en-us/cp/maintenance>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.

**esri**

380 New York St
 Redlands, CA 92373-8118
 Phone: + 190936920632063
 Fax #: 909-307-3083

Quotation

Date: 03/15/2026**Quotation Number:** 26342737**Contract Number:** 00044013.6

Village of East Aurora
 Village Hall
 585 Oakwood Ave
 East Aurora NY 14052-2353
Attn: Maureen Jerackas
Email: maureen.jerackas@east-aurora.ny.us
Phone: 716-652-6000
Customer Number: 230697

For questions regarding this document, please contact Customer Service at 888-377-4575.

Send Purchase Orders To:

Environmental Systems Research Institute, Inc.
 380 New York Street
 Redlands, CA 92373-8100
 Attn: Pete Bennett

Please include the following remittance address on your Purchase Order:

Environmental Systems Research Institute, Inc.
 P.O. Box 741076
 Los Angeles, CA 90074-1076

Item	Qty	Material#	Unit Price	Extended Price
For customers purchasing from the State of New York Centralized Contract No. PM67345/Esri Contract No. 305303, supplemental licensing terms and conditions for the Esri products also apply and can be found here http://www.esri.com/legal/software-license				
10	2	153147 ArcGIS Online Viewer User Type Annual Subscription Start Date: 06/14/2026 End Date: 06/13/2027 Subscription ID: 1062800389	123.92	247.84
1010	1	153148 ArcGIS Online Creator User Type Annual Subscription Start Date: 06/14/2026 End Date: 06/13/2027 Subscription ID: 1062800389	689.13	689.13
2010	1	165531 ArcGIS Online Contributor (formerly Editor) User Type Annual Subscription Start Date: 06/14/2026 End Date: 06/13/2027	246.84	246.84

Please note Esri has introduced a price change and this quote reflects current pricing for your organization. It is important to us that we are able to continue to deliver value through enhancements to products, solutions, and capabilities.

Your renewal provides access to all the benefits you are familiar with, which you can review at <https://go.esri.com/maintenance>
 For questions related to the price change, please reach out to your assigned Esri Account Manager.

Quotation is valid for 90 days from document date.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

To expedite your order, please reference your customer number and this quotation number on your purchase order.



esri[®]

380 New York St
Redlands, CA 92373-8118
Phone: + 190936920632063
Fax #: 909-307-3083

Quotation

Page 2

Date: 03/15/2026

Quotation Number: 26342737

Contract Number: 00044013.6

Item	Qty	Material#	Unit Price	Extended Price
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Subscription ID: 1062800389

3010	2	165533	393.93	787.86
ArcGIS Online Mobile Worker User Type Annual Subscription				
Start Date: 06/14/2026				
End Date: 06/13/2027				
Subscription ID: 1062800389				

Item Subtotal	1,971.67
Estimated Tax	0.00
Total	USD 1,971.67

DUNS/CEC: 06-313-4175 **CAGE:** 0AMS3

**esri**[®]

380 New York St
Redlands, CA 92373-8118
Phone: + 190936920632063
Fax #: 909-307-3083

Quotation

Page 3

Date: 03/15/2026

Quotation No: 26342737

Customer No: 230697

Contract No: 00044013.6

Item Qty Material#

Unit Price

Extended Price

To expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, EA, GSA, BPA) on your ordering document.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <http://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.



QUOTE

as of 4/17/2026

Bill to:

Village of East Aurora, NY
585 Oakwood Avenue
East Aurora, NY 14052

Ship to:

Village of East Aurora, NY
585 Oakwood Avenue
East Aurora, NY 14052

Reseller (Remit To):

LiftOff LLC
Attn: Ron Braatz
1667 Patrice Circle
Crofton, MD 21114

Terms:

Due on Receipt

Payment Options:

ACH Payment (preferred) or check

Quote Description

G SKU Item Name	Part Number	Term in Months	Price/User/Month	Licenses	Cost/Year
Exchange Online Plan 1 GCC	3MS-00001	12	3.80	50	\$2,280.00
Office 365 G3 GCC	AAA-11894	12	27.83	6	\$2,003.76
M365 Apps GCC	3WS-00001	12	13.20	1	\$158.40

Total: \$4,442.16

Pricing Information:

- All prices are displayed in United States Dollars.
- Product and pricing data are updated frequently and may change without notice.
- Pricing valid for 14 days
- License orders are paid up front, are non-refundable, and are one-year licenses that renew each year.
- License reductions, upgrades, or cancellations may only occur at the annual renewal date.

In order to proceed, send a Purchase Order to 365licensing@liftoffonline.com. Once we have the Purchase Order, we will order the licenses from Microsoft. We will immediately invoice the full amount when we place the order.

Customer Terms for Cloud Services Agreement

US Public Sector

This agreement is between **LiftOff LLC** (“we”, “us”, and “our”) and **Village of East Aurora, NY** (“you” and “your”). It is effective when we accept it. Key terms are defined in § 8.

1. General.

Right to use. You may access and use Office 365, and install and use a Client (if any) included with your Subscription, only as described in this agreement. All other rights are reserved.

Acceptable use. You will use Office 365 only per the AUP. You will not use Office 365 in any way that infringes a third party’s patent, copyright, or trademark or misappropriates its trade secret. You may not reverse engineer, decompile, work around technical limits in, or disassemble Office 365, except if applicable law permits despite this limit. You may not rent, lease, lend, resell, transfer, or host Office 365 to or for third parties.

Compliance. You will comply with all laws and regulations applicable to your use of Office 365. In providing Office 365, we and our Providers will comply with all laws and regulations (including applicable security breach notification law) that generally apply to IT service providers. You will obtain any consents required: (1) to allow you to access, monitor, use, and disclose user data; and (2) for us to provide Office 365. If you are an educational institution, you will obtain any parental consent for end users’ use of Office 365 as required by applicable law.

Customer Data. Customer Data is used only to provide you Office 365. This use may include troubleshooting to prevent, find and fix problems with Office 365’s operation. It may also include improving features for finding and protecting against threats to users. Neither we nor our Providers will derive information from Customer Data for any advertising or other commercial purposes. We will enable you to keep Customer Data separate from consumer services. Customer Data will not be disclosed unless required by law or allowed by this agreement. Your contact information may be provided so that a requestor can contact you. If law requires disclosure, we will use commercially reasonable efforts to notify you, if permitted. Customer Data may be transferred to, and stored and processed in, any country we or our Providers maintain facilities, unless you provision your tenant in the United States. If you do, Microsoft will provide Office 365 from data centers in the United States, and storage of the following customer data at rest will be located in data centers only in the United States: (i) Exchange Online mailbox content (e-mail body, calendar entries, and the content of e-mail attachments), and (ii) SharePoint Online site content and the files stored within that site.

Changes. Office 365 may be changed periodically, after which you may need to agree to new terms. You may be required to run a client software upgrade on devices using Office 365 after a change to maintain full functionality.

Use rights. Use rights specific to Office 365 are posted online at the link to the AUP.

2. Confidentiality and Security.

We and our Providers will (a) maintain appropriate technical and organizational measures, internal controls, and data security routines intended to protect Customer Data against accidental loss or change, unauthorized disclosure or access, or unlawful destruction and (b) not disclose Customer Data, except as required by law or expressly allowed. Neither party will make any public statement about this agreement’s terms without the other’s prior written consent.

3. Term, Termination, and Suspension.

Term and termination. This agreement will remain in effect for three years subject to your right under applicable law to terminate for convenience.

Customer Data. You may extract Customer Data at any time. If your Subscription expires or terminates, we will keep your Customer Data in a limited account for at least 90 days so you may extract it. We may delete your Customer Data after that.

Regulatory. If a government rule or regulation applies to us or our Providers, but not generally to other businesses, and makes it difficult to operate Office 365 without change, or we or our Providers believe this agreement or Office 365 may conflict with the rule or regulation, we may change Office 365 or terminate the agreement. If we change Office 365 to come into compliance, and you do not like the change, you may terminate.

Suspension. We may suspend use of Office 365: (1) if reasonably needed to prevent unauthorized Customer Data access; (2) if you do not promptly respond under §5 to intellectual property claims; or (3) for non-payment; or (4) if you violate the AUP. A suspension will be in effect only while the condition or need exists and, if under clause (1) or (2), will apply to the minimum extent necessary. We will notify you before we suspend, unless doing so may increase damages. We will notify you at least 30 days before suspending for non-payment. If you do not fully address the reasons for suspension within 60 days after we suspend, we may terminate your Subscription.

4. Limited warranty; disclaimer.

We warrant that Office 365 will meet the SLA terms during the Subscription; your only remedy for breach of warranty is stated in the SLA. *We provide no (and disclaim to the extent permitted by law any) other warranties, express, implied, or statutory, including warranties of merchantability or fitness for a particular purpose.*

5. Duty to protect.

Defense. We or our Providers will defend you against any claims made by an unaffiliated third party that Office 365 infringes its patent, copyright, or trademark or misappropriates its trade secret.

Remedies. If we or our Providers reasonably believe that a claim under §5 may bar your use of Office 365, we or our Providers will seek to: (1) obtain the right for you to keep using it; or (2) modify or replace it with a functional equivalent and notify you to stop use of the prior version. If these options are not commercially reasonable, we or our Providers may terminate your rights to Office 365 and refund any payments for unused Subscription rights.

Other obligations. To the extent permitted by law, you will (1) notify us promptly of a claim under this §5 and (2) allow us or our Providers to assist in your defense or settlement. You will provide reasonable help to defend. We or our Providers will reimburse you for reasonable out-of-pocket expenses incurred in giving that help and pay the amount of any resulting adverse final judgment (or settlement the protecting party consents to). Neither we nor our Providers will be bound by any settlement to which we do not agree in writing, this § 5 provides the exclusive remedy for these claims.

Limits. The obligations of us and our Providers in this §5 won't apply to a claim or award based on: (1) Customer Data; (2) software not provided by us or our Providers; (3) modifications you make to Office 365, or materials you provide or make available as part of using Office 365; (4) your combination of Office 365 with, or damages based on the value of, a product, data, or business process not provided by us or our Providers; or (5) your use of a Microsoft trademark without their express, written consent, or your use of Office 365 after being notified to stop due to a third-party claim.

6. Limited liability.

Each party's (and our Providers') maximum aggregate liability for any claim related to this agreement is limited to direct damages up to the fees that you paid for Office 365 during the 12 months before the claim arose (or \$5,000.00 if you paid no fees). *Neither party nor our Providers will be liable for lost revenues or indirect, special, incidental, consequential, punitive, or exemplary damages, even if the party knew they were possible.* The limits and exclusions in this §6 apply to the extent permitted by law, but do not apply to (1) obligations under §5; or (2) intellectual property infringement or misappropriation.

7. Agreement mechanics.

You must send notice by regular mail, return receipt requested, to the address on the Portal (effective when delivered). We may email notice to your account administrators (effective when sent). You may not assign this agreement, or any right or duty under it. If part of this agreement is held unenforceable, the rest remains in force. Failure to enforce this agreement is not a waiver. The parties are independent contractors. This agreement does not create an agency, partnership, or joint venture. This agreement is governed by the laws applicable to Customer, without regard to conflict of laws. This agreement (including the SLA and AUP) and our price sheet are the parties' entire agreement on this subject and supersedes any concurrent or prior communications. Agreement terms that require performance, or apply to events that may occur, after termination or expiration will survive, including §5. Office 365 and the Client are subject to U.S. export jurisdiction. You must comply with the U.S. Export Administration Regulations, the International Traffic in Arms Regulations, and end-user, end-use, and destination restrictions. For more information, see <http://www.microsoft.com/exporting/>. Our Providers may deliver Office 365, and the rights granted to us also apply to them.

8. Definitions.

"AUP" means the acceptable use policy at <http://www.microsoftvolumelicensing.com/Downloader.aspx?DocumentId=5502>.

"Client" means device software that we or our Providers provide you with Office 365.

"Customer Data" means all data, including all text, sound, or image files that are provided to us or our Providers by, or on behalf of, you through your use of Office 365.

"Office 365" means (1) Exchange Online, Exchange Online Archiving, SharePoint Online, Lync Online, and Office Web Apps included in Office 365 Enterprise Plans E1, E2, E3, E4, K1, and K2; and Office 365 Government Plans G1, G2, G3, G4, K1, and K2; and (2) Exchange Online Archiving; Exchange Online Protection; Exchange Online Plans 1, 2, Basic, and Kiosk; SharePoint Online Plans 1, 2, and Kiosk; Office Web Apps Plans 1 and 2; and Lync Online Plans 1, 2, and 3.

"Portal" means the Online Services Portal for Office 365 (see <http://www.microsoft.com/online>).

"Providers" means our affiliates, licensors, and suppliers, including Microsoft and its applicable affiliates.

"SLA" means the service level commitments we or our Providers make regarding delivery and performance of Office 365 (see <http://www.microsoft.com/licensing/contracts>).

"Subscription" means an order for a quantity of Office 365.

MASTER SERVICES AGREEMENT
BETWEEN
VILLAGE OF EAST AURORA
AND
BARTON & LOGUIDICE, D.P.C.
FOR
PROFESSIONAL SERVICES

It is hereby agreed by and between the Village of East Aurora, 585 Oakwood Avenue, East Aurora, New York (hereinafter referred to as "Village") and Barton & Loguidice (hereinafter referred to as "Engineer"), that the Engineer is retained for the purposes of providing professional services to the Village pursuant to the following terms and conditions:

1. The initial term of this Agreement shall be from April 1, 2026, until March 31, 2027, but may be extended by the Village for additional one-year periods thereafter.
2. General Considerations:
 - A. The standard of care for all professional or related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services.
 - B. Engineer and its Subconsultants may use and rely upon the information, work product and services provided or performed by others, including, but not limited to, Village's representatives, contractors, and suppliers.
 - C. Engineer shall commence to provide its services upon the full execution of this Agreement and shall provide those services within a reasonable time. In no event shall Engineer be obligated to perform services on a schedule which, in the Engineer's professional judgement, does not provide Engineer sufficient time to perform in accordance with the aforesaid standard of care.
 - D. If, through no fault of Engineer, the orderly and continuous progress of Engineer's services is impaired, its services are delayed or suspended, or the Village authorizes changes in the scope, extent, or character of the Project, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
 - E. The Village shall notify the Engineer within seven (7) days from when the Village becomes aware of any fault or defect in any of the services provided, including errors, omissions, or inconsistencies on the Engineer's Instruments of Service.

- F. All design documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Engineer grants Village a limited license to use the instruments of service exclusively for: (1) performance of design or operation, (2) Project construction as is the intended purpose of the documents, and (3) the purpose of maintenance and repair of the Project, or (4) other documents, reports, details and plans as defined in the project Scope of Work.
- G. The Contract Documents for construction contracts prepared as a service under this Agreement are to be the Engineer's template Contract Documents, including but not limited to General Conditions, General Requirements, Information for Bidders and bidding documents, as may be amended by the Village.
- H. Absent an agreement to the contrary, Engineer shall not at any time supervise, direct, or have control over any contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.
- I. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Village and such contractor.
- J. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decisions regarding, or interpretations or clarifications of, the construction contract or Instruments of Service made by Village or any third party without the advice and consultation of Engineer.
- K. Engineer shall be responsible only for those Construction Phase services expressly required of Engineer by the Task Authorization. With the exception of such expressly required services in each Task Authorization, Engineer shall have no design, Shop Drawing review, or other obligations during construction, and Village assumes all responsibility for the application and interpretation of the Construction Contract Documents, review and response to Contractor claims, Construction Contract administration, processing of Change Orders and submittals, revisions to the Construction Contract Documents during construction, construction observation and review, review of Contractor's payment applications, and all other necessary Construction Phase administrative, engineering, and professional services, unless otherwise added to the Task Authorization by supplemental agreement.

- L. If the Construction Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Engineer shall specify the appropriate performance and design criteria that such services must satisfy. The Engineer shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Engineer. The Engineer's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Engineer shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.
- M. Village shall bear full responsibility and liability for the generation, existence, or presence of any toxic, hazardous, radioactive, infectious, mutagenic, teratogenic, carcinogenic, explosive, combustible, or other dangerous substances ("hazardous materials") pre-existing at the site. Village affirms certain additional responsibilities under the Agreement, including without limitation the following:
1. Village shall grant or cause to be granted a license of right-of-way to Engineer to access all sites necessary for the performance of the Services under this Agreement.
 2. Village shall furnish or cause to be furnished to Engineer all documents and information known to Village that relate to the identity, location, quantity, nature, or characteristics of any hazardous materials at or near the site(s).
 3. Unless otherwise required by law or set forth in this Agreement, Village shall be responsible for accurately locating and prominently marking all buried, concealed, or submerged pipes, tanks, cables, utilities or other man-made obstructions ("underground facilities") that may affect or be affected by Engineer's services.
- N. Unless otherwise included under this Agreement, the parties acknowledge that Engineer's Task Authorization does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). Village represents to Engineer that, to the best of its knowledge, a Hazardous Environmental Condition does not exist at the Site, except as expressly disclosed to the Engineer in writing. If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Village: (i) retains appropriate specialist Engineers or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

- O. The services to be provided by Engineer under this Agreement DO NOT INCLUDE advice or recommendations with respect to the issuance, structure, timing, terms or any other aspect of municipal securities, municipal derivatives, guaranteed investment contracts or investment strategies. Any opinions, advice, information or recommendations provided by Engineer are understood by the parties to this Agreement to be strictly *engineering or other technical* opinions, advice, information or recommendations. Engineer is not a “municipal advisor” as defined by 15 U.S.C. 780-4 or the related rules of the Securities and Exchange Commission. The other parties to this Agreement should determine independently whether they require the services of a municipal advisor.
- P. The Engineer shall not be required to execute certificates, guarantees, warranties, or make representations that would, in its professional judgment, require knowledge, services or responsibilities beyond the scope of this Agreement.
- Q. Village and Engineer may transmit, and shall accept, Project-related correspondence, Documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol. If the Scope of Services does not establish protocols for electronic or digital transmittals, then Village and Engineer shall jointly develop such protocols. When transmitting items in electronic media or digital format, the transmitting party makes no representations as to long term compatibility, usability, or readability of the items resulting from the recipient’s use of software application packages, operating systems, or computer hardware differing from those used in the drafting or transmittal of the items, or from those established in applicable transmittal protocols. The Village may nevertheless require hard copies of any correspondence, drawings, documents, and graphics for its use at no additional cost.
- R. The Village and Engineer may rely on the initial information provided by both parties, with both recognizing that such information may materially change which may result in adjustments to the scope of any work or services.
- S. Except with the Village’s knowledge and consent, the Engineer shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Engineer’s professional judgment with respect to any work.

3. Engineering Services

Engineering Services may include, but not be limited to:

- a. Review of contracts relating to the construction and/or reconstruction of new buildings;
- b. Review of matters referred to him/her to determine propriety of procedure;
- c. Development and review of any plans proposed for the construction of any buildings in the Village;

- d. Attendance at any Regular meetings, including any meetings involving the local ZBA, Planning Commission, and/or Village Board or other meetings as may be requested from time to time;
- e. The Engineer shall contact the governmental authorities required to approve any Construction Documents and the entities providing utility services to the Project;
- f. The Engineer shall assist the Village in connection with the Village's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.
- g. The Engineer shall review any construction project within the Village and other information, including, but not limited to any budget and/or cost estimates as well as any laws, codes, and regulations applicable to the Engineer's services;
- h. During the development of any Construction Documents on any Village project, the Engineer shall assist the Village in the review of: (1) selection and procurement information that describes the time, place and conditions of selection, including bidding or proposal forms; (2) the form of agreement between the Village and any Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions;
- i. The Engineer shall review and respond to requests for information about any construction projects;
- j. The Engineer shall forward to the Village any of the following information received from any party: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds; and (3) any other documentation required as part of any development or construction project in the Village that must be reviewed by the Village and/or any board associated with the Village; and,
- k. Such other duties as may be assigned.

4. Specific Task Authorization for Individual Matters

Engineer shall provide, or cause to be provided, the services set forth in each Task Authorization, and Village shall pay Engineer for such services as set forth in such Task Authorization. Once duly signed by Village and Engineer, each Task Authorization will be deemed a part of and incorporated in this Agreement by reference. A template for Task Authorizations is provided herein as Exhibit A. In the event of any inconsistency between a particular Task Authorization and the terms of this Agreement, the terms of this Agreement shall control.

5. Engineer shall not provide any services to the Village without the prior direction of the Village or any individual representative provided with such authority.

- a. The Engineer shall perform its services consistent with the professional skill and care ordinarily provided by Engineers practicing in the same or similar locality under the same or similar circumstances. The Engineer shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.
- b. In the event that the Engineer employs others to work on the Project on behalf of the Village, the Engineer shall provide the Village with the requisite information to identify such individuals and the Engineer shall remain responsible for the services provided to the Village by such individuals.

6. Costs and Fees.

- a. The Village shall be responsible for all costs and disbursements (e.g., filing fees, permit fees, delivery charges, copies, long distance charges, etc.) necessarily incurred on behalf of the Village by the Engineer. The charge for such services would be without a retainer required.
- b. Such charges shall not include the time of travel to and from the Engineer's office. All billings by Engineer for design and related services rendered to the Village shall be submitted to the designated individual along with a description of the work performed, the date such work was performed, the individual performing such services, and the amount of time expended in the nearest quarter of an hour for each such service provided. Invoices shall be submitted to the designated individual on a monthly basis. Unless otherwise directed by Village, separate invoices shall be submitted for each Task Authorization, based on payment methods and amounts set forth in each Task Authorization. Supporting information will be provided with each invoice.
- c. Payment of Invoices. Invoices are due and payable within thirty (30) days of the date of the invoice. If Village fails to make a timely payment due Engineer, then Engineer may, without liability, after giving seven (7) days' written notice to Village, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges.
- d. Fees for Task Authorizations and hourly rates are hereto attached as Exhibit B.

7. The parties agree that from time-to-time certain design, engineering, or construction matters may arise requiring a certain specialization which Engineer would be compelled to refer the matter to another individual possessing the necessary specialization. In such event, Engineer agrees to submit to the Village a recommendation for such referral. The intent of the parties herein is that all legal matters referred to any outside individual shall be the responsibility of the outside individual for the proper resolution of such matters.

8. Insurance

The Engineer shall maintain the following insurance for the duration of this Agreement. All insurance required under this section shall be provided by a New York State licensed insurer with an AM Best rating of "secure" or better.

- a. Comprehensive General Liability (CGL) coverage naming the Village as an additional insured in the amount of \$1,000,000.00 per occurrence/aggregate.
- b. Worker's Compensation Insurance/New York State Disability Insurance/ Employer's Liability Insurance: Statutory
- c. Professional Liability Insurance affording coverage for all professional services rendered to the Village: \$500,000.00
- d. Proof of insurance shall be provided to the Village upon execution of this Agreement and the Village shall be notified of any change in coverage within ten (10) calendar days of such change.

9. Indemnification

For all matters arising out of the Engineer's professional services, the Engineer agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Village, its officers, and employees against damages, liabilities, and costs, including reasonable attorney's fees, to the extent caused by the negligent performance of the Engineer, or third parties under the direction or control of the Engineer, in the performance of professional services under this Agreement.

For all matters other than those arising out of the Engineer's professional services (such other matters commonly referred to as "General Liability Claims"), the Engineer shall defend, indemnify, and hold harmless the Village, its Trustees, employees, and representatives from any and all claims, suits, causes of action, regardless of how instituted, as a result of the negligent acts and/or omissions of the Engineer or its employees, and resulting from negligence, culpable conduct, misrepresentation, or recklessness, or any manner whatsoever, of the Engineer and/or its employees in the negligent performance, in any way related to the services under this Agreement.

10. Dispute Resolution

Village and Engineer agree to negotiate all disputes between them in good faith for a period of thirty (30) days from the date of notice by either party of the existence of the dispute. If a dispute involves matters other than a claim by Engineer for payment of fees and the parties fail to resolve the dispute through negotiation then Village and Engineer agree that they shall first submit any and all such unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("Disputes") to mediation by a mutually acceptable mediator. Village

and Engineer agree to participate in the mediation process in good faith and to share the cost of the mediation equally. The process shall be conducted on a confidential basis and shall be completed within 150 days of the date of notice by either party of the existence of the dispute. If such mediation is unsuccessful in resolving a Dispute, then (either party may seek to have the Dispute resolved by a court of competent jurisdiction.

11. Jurisdiction and Venue

This agreement shall be construed pursuant to the laws of the State of New York with venue in the County of Erie.

12. Assignment

Neither Village nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. This provision shall not preclude Engineer from retaining Subcontractors as it deems reasonably necessary for the completion of the services rendered hereunder.

13. Termination

This Agreement may be terminated by either party upon thirty (30) days written notice to the other party.

14. Third Party Beneficiary

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against the Engineer.

15. Waiver

Non-enforcement of any provisions by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

16. Confidentiality

A. Village and Engineer agree that:

1. neither party nor any of their employees or authorized representatives will disclose, sell, transfer or make available to third parties any Confidential Information (as defined below) of the other party except to employees, agents or subconsultants who need to know such Confidential Information in the performance of their duties;
2. each party will use the Confidential Information solely for the purposes of carrying out their responsibilities and obligations under the terms of this Agreement or a Task Authorization;
3. each party will take those precautions reasonably necessary to maintain the confidentiality of the other party's Confidential Information; and
4. upon request from the other party, each party shall return, or at the request of the other party destroy, all copies of the other party's Confidential Information, once it is no longer needed or permitted for use.

B. For purposes of this Agreement, Confidential Information shall mean all trade secrets, proprietary information, know-how, processes, and other information and any tangible evidence, record or representation thereof, financial information, business information and documents, the intellectual property of each party and other information, not generally known to the public, which is confidential or proprietary. Confidential Information shall not, however, include information which:

1. was published or was otherwise available to the public prior to its being disclosed hereunder;
2. is published or otherwise becomes available to the public after its receipt from the disclosing party through no act or failure on the part of the receiving party;
3. was known to the receiving party prior to its receipt from the disclosing party as established by the recipient's written records; or
4. was acquired by the receiving party from a third party under no obligation to maintain its confidentiality.

C. Village and Engineer agree that this confidentiality provision shall continue in force for a period of one year subsequent to the date of the last Project invoice sent by Engineer to Village.

17. Entire Agreement

This Agreement, including any expressly incorporated Exhibits, constitutes the entire Agreement between Village and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument. If any term or condition of this Agreement shall, to any extent, be found invalid, void or unenforceable, the remaining provisions shall remain in full force and effect to the extent allowed by applicable law.

VILLAGE: Village of East Aurora

ENGINEER: Barton & Loguidice, D.P.C.

By: _____

By:  _____

Title: _____

Title: Kenneth M. Knutsen, P.E.
Senior Vice President

Date
Signed: _____

Date
Signed: 4/28/2026

Address for giving notices:

Village of East Aurora

Address for giving notices:

Barton & Loguidice, Attn: President

585 Oakwood Avenue

443 Electronics Parkway

East Aurora, NY 14052

Liverpool, New York 13088

Exhibit A – Template for Task Authorizations

Village of East Aurora Professional Services

Barton & Loguidice, D.P.C. Master Services Agreement

Task Authorization 26-__

[INSERT PROJECT NAME]

Village of East Aurora (“Village”) entered in to a Master Services Agreement with Barton & Loguidice, D.P.C. (“Engineer” or “B&L”) with an effective date of [INSERT DATE]. In accordance with that Master Services Agreement, the following Task Authorization is hereby approved and Engineer is authorized by Village to proceed with the services as delineated below. This is Engineer’s [e.g., 1st, 2nd] Task Authorization for the term April 1, 2026 through March 31, 2027.

Effective Date of this Task Authorization:

B&L Project Number/Name:

B&L Phase Number/Name:

B&L Project Manager:

Owner’s Project Manager:

Fee Limit for this Task Authorization, if any:

Payment Method: [e.g., Time & Expense per hourly billing rates; lump sum]

Engineer’s Scope of Services:

[insert **description** of services, deliverables, schedule, services not included, etc.]

Approved for Village By: _____
[insert signature and date of signature]

Type Name and Title of Owner’s Approver:

Approved for B&L By: _____
[insert signature and date of signature]

Type Name and Title of B&L Approver:

Exhibit B – Consultant’s Hourly Billing Rates Schedule

Note: The billing rates schedule shown below will be in effect for the entire calendar year indicated on the rates schedule, and will be replaced with Consultant’s new billing rates schedule effective on January 1st of each and every subsequent year of this Agreement.

Barton & Loguidice Billing Rates for Calendar Year 2026

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Rate
Principal	320.00
Senior Vice President	320.00
Vice President	282.00
Senior Associate	252.00
Associate	237.00
Senior Managing Engineer	227.00
Senior Managing Hydrogeologist	225.00
Senior Managing Industrial Hygienist	215.00
Senior Managing Landscape Architect	200.00
Chief Asset Management Specialist	260.00
Chief Engineer	227.00
Senior Project Manager	227.00
Senior Construction Manager	200.00
Managing Architect	180.00
Managing Asset Management Specialist	225.00
Managing Community Planner	162.00
Managing Engineer	200.00
Managing Environmental Scientist	160.00
Managing Hydrogeologist	200.00
Managing Industrial Hygienist	162.00
Managing Landscape Architect	177.00
Consultant	216.00
Lead Architect	180.00
Lead Asset Management Specialist	245.00
Lead Engineer	200.00
Lead Environmental Scientist	195.00
Lead Hydrogeologist	200.00
Lead Landscape Architect	165.00
Project Manager	190.00
Senior Land Surveyor	150.00
Construction Manager	180.00
Senior Staff Sustainability Specialist	150.00
Senior Project Community Planner	140.00
Senior Project Engineer	180.00
Senior Project Environmental Scientist	152.00
Senior Project Hydrogeologist	135.00
Senior Project Landscape Architect	152.00

Barton & Loguidice Billing Rates for Calendar Year 2026

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Rate
Construction Management Technician II	151.00
Senior Staff Engineer	180.00
Senior Staff Environmental Scientist	152.00
Senior Staff Hydrogeologist	135.00
Land Surveyor	137.00
Construction Management Technician I	120.00
Senior Staff Water Quality Scientist	150.00
Project Architect	165.00
Project Community Planner	132.00
Project Engineer	163.00
Project Environmental Scientist	120.00
Staff Architectural Designer	150.00
Staff Asset Management Specialist	215.00
Staff Engineer	163.00
Staff Environmental Scientist	128.00
Staff Field Scientist	135.00
Staff Hydrogeologist	130.00
Staff Industrial Hygienist	135.00
Staff Landscape Architect	150.00
Crew Chief	135.00
Asset Management Specialist II	160.00
Assistant Landscape Architect II	135.00
Community Planner II	116.00
Engineer II	150.00
Environmental Scientist II	115.00
Hydrogeologist II	116.00
Industrial Hygienist II	111.00
Assistant Landscape Architect I	133.00
Engineer I	135.00
Environmental Scientist I	105.00
Field Scientist I	95.00
Industrial Hygienist I	110.00
Architectural Designer II	135.00
Engineering Designer II	168.00
Architectural Designer I	123.00
Engineering Designer I	137.00
Senior Engineering Technician	150.00

Barton & Loguidice

Billing Rates for Calendar Year 2026

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Rate
Engineering Technician	124.00
Environmental Technician	102.00
Resident Engineer	152.00
Inspector	128.00
Construction Monitor	126.00
Instrument Operator	91.00
Director of Risk Management	164.00
Senior Project Accountant	105.00
Project Accountant	90.00
Senior Marketing Specialist	105.00
Senior Communications Specialist	123.00
UAS Operator	123.00
Marketing Specialist	90.00
Communications Specialist	123.00
Receptionist	90.00
Engineering Aide	124.00
Office Administrator	90.00
Senior Group Technical Assistant	105.00
Project Administrator	105.00
Group Technical Assistant	90.00
Intern - Technical	92.00

MODIFY 2025/2026 BUDGET

May 4, 2026

Trustee _____, offered the following resolution and moved for its adoption:

BE IT RESOLVED, the Clerk–Treasurer is hereby authorized to modify the 2025/2026 Budget in the following manner:

Revenue – 4.2770 Unclassified - \$ 100.00

Expenditures – 5.8560.0430 Shade Trees-Tree Purchase - \$ 100.00

Donation for trees, Arbor Day

The following resolution was seconded by Trustee _____ and unanimously approved

RESOLUTION

May 04, 2026

DECLARE SURPLUS PROPERTY

Trustee _____, offered the following resolution and moved for its adoption:

BE IT RESOLVED, the Department of Public Works has a 2016 Chevy 2500 (#502) VIN 1GC1KUEG0GF106998 and 1988 Sidewalk Plow SW-48 Chassis-001881059 for surplus property and is due to be auctioned within the next 90 days.

The foregoing resolution was seconded by Trustee _____ and unanimously approved.

RESOLUTION 20260504

A motion by Trustee _____ to Appoint fire department clerk

WHEREAS, the Village of East Aurora Fire Department needs additional support for administrative tasks, and

WHEREAS, the fire department needs tasks like required trainings tracked properly, purchasing policies documents need to be properly recorded, and required reporting reviewed to ensure that they are submitted by the department in a timely manner, and

WHEREAS, Christine Cappola, Sr. Administrative Assistant of the DPW, has agreed to assist with these clerical tasks for the Fire Department Chief and Clerk-Treasurer; and

WHEREAS, the positions shall be paid a stipend for this work; and

NOW, THEREFORE, BE IT RESOLVED that Christine Cappola is appointed as the Fire Department clerk starting June 1, 2026, with a stipend of \$2,000 per year. The stipend will be paid out biweekly as long as this task is assigned to the employee. Seconded by Trustee _____,

Chapter 112
BUILDINGS, DEMOLITION OF
AND/OR SUBSTANTIAL MODIFICATION TO

§ 112-1. Purpose; intent.

- A. It is the purpose of this chapter to protect the public health, safety, and welfare with respect to the demolition of and/or substantial modification to structures within the Village of East Aurora; to protect structures of special value to the community; and to enhance the visual environment of the Village by regulating total and partial demolition and substantial modifications to structures in the Village of East Aurora.
- B. This chapter is intended to:
 - 1. Protect people and properties from unsafe demolition practices and exposure to hazardous substances or unsafe situations occurring before, during, or after demolition.
 - 2. Protect and preserve those structures of special historic, aesthetic, cultural, or economic value.
 - 3. Ensure that after demolition, sites are developed and maintained.
 - 4. Ensure that development proposals that include demolition of and/or substantial modification, or a combination of the two, are consistent with Village policies regarding land use, visual character, health, and safety.
 - 5. Allow for careful consideration of development proposals which include demolition of and/or substantial modification, or a combination of the two, with respect to the architectural design, style, appearance, scale, and character of the existing structure and the surrounding neighborhood.

§ 112-2. Title.

This chapter shall be known and may be cited as the “Demolition of and/or Substantial Modification to Buildings.”

§ 112-3. Applicability.

- A. No demolition activities and/or proposed substantial modification to an existing building or structure shall be performed before first obtaining a demolition/substantial modification permit, approved by the Village Board of Trustees and signed by the Code Enforcement Officer, allowing such demolition of and/or substantial modification based on the following conditions:
 - (1) Demolition of and/or substantial modification of buildings/structures with an aggregate area up to and including 1,200 square feet, where 50 % or more of the roof area and/or any exterior walls or an addition that increases the total floor area of the building by 50% or more, or a combination of the two; or
 - (2) Demolition of and/or substantial modification of buildings/structures 1,201 square feet to 2,500 square feet in aggregate area where 40% or more of the roof area and/or any exterior walls or an addition that increases the total floor area of the building by 40% or more, or a combination of the two; or
 - (3) Demolition of and/or substantial modification of buildings/structures 2,501 square feet or greater in aggregate area where 30% or more of the roof area and/or any exterior walls or an addition that increases the total floor area of the building by 30% or more, or a combination of the two.
- B. Any demolition activities and/or substantial modification to a structure that requires a permit pursuant to **§285-53.5**, or any other provision of the Village Code, shall be in conformance with the provisions set forth herein. However, any building or structure that is damaged or destroyed by fire, flood, wind, other

calamity, act of God, or act of the public enemy, or any building or structure subject to Chapter 113, Buildings, Unsafe, is not subject to this chapter.

§ 112-4. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

APPLICATION FOR DEMOLITION/SUBSTANTIAL MODIFICATION — The application for a permit to demolish a building or structure or for the substantial modification of a building or structure.

BASEMENT — That portion of a building that is partly below grade and which has more than half of its height, measured from floor level to ceiling, above the average established curb level or finished grade of the ground adjoining the building.

BUILDING — A combination of any materials, whether portable or fixed, as a structure wholly or partially enclosed within exterior walls or within exterior or party walls and having a roof, affording shelter to persons, animals or property. The word "building" shall be construed, when used herein, as though followed by the words "or part or parts thereof."

CELLAR — That portion of a building that is partly or entirely below grade, which has more than half its height, measured from floor to ceiling, below the average established curb level or finished grade of the ground adjoining the building.

CODE ENFORCEMENT OFFICER — The Code Enforcement Officer for the Village of East Aurora or its agent under contract with the Village to assist in the enforcement of this chapter.

CONTRACTOR — That person, firm or corporation employed by the owner of the property, empowered by written consent of the owner to perform the specific duty of demolition or substantial modification as may be specified in authorizing permits.

DEMOLITION or DEMOLISH — The dismantling, razing, or removal of a building or structure, or any wall, roof, beam, or other exterior constructed or essential element of any structure, where such element cannot be easily reused in its same configuration without reconstruction

DEMOLITION/SUBSTANTIAL MODIFICATION PERMIT — The permit for demolition of an existing building or structure or for the substantial modification of a building or structure.

LOCATION — The actual confines of the demolition or substantial modification. The location as described in the application for permit and as approved by the Code Enforcement Officer therein shall be the only area approved for the demolition or substantial modification.

OWNER and PROPERTY OWNER — The person who has the legal title to land together with ownership of the building or structure located thereon, whose name appears on the most recent tax assessment rolls of the Village of East Aurora.

PUBLIC WAY — A street, alley, sidewalk or other thoroughfare or easement permanently established for passage of persons or vehicles. The term "public way" shall be construed, when used herein, as though followed by the words "or part thereof."

SALVAGE — Component parts of a building or structure being demolished, removed or to be removed from said building or structure for reuse or resale.

SALVAGE CONTRACTOR — A person, firm or corporation identified in the application for demolition, authorized by the owner, in writing, to remove items of salvage from premises, which may or may not be the same person, firm or corporation designated by the owner as the demolition contractor.

STRUCTURE — A combination of materials, other than a building, to form a construction that is safe and stable, and includes, among other things, stadiums, platforms, radio towers, sheds and storage bins.

SUBSTANTIAL MODIFICATION – an alteration to a building or structure involving demolition and/or an addition.

§ 112-5. Permit requirements; fees. Permit procedures.

- ~~A. No person shall demolish an existing building or structure having a gross floor area of 500 square feet or more or propose a substantial modification without first obtaining a demolition permit, approved by the Village Board of Trustees and signed by the Code Enforcement Officer, allowing such demolition. Such permit shall be applied for and issued to the owner of the property. If such building or structure is 50 or more years in age, the Village Board of Trustees shall refer the application to the Village of East Aurora Historic Preservation Commission before making a decision. The Commission shall promptly review the possible historic significance of such building or structure and shall make a recommendation to the Village Board of Trustees with respect to the proposed demolition or substantial modification.~~
- A. Before any demolition of and/or substantial modification activity commences, a demolition/substantial modification permit application shall be applied for by the property owner(s) or the property owner(s) agent with the Code Enforcement Officer.
- B. An application and permit fee as set forth in Chapter 137, Article II, of this Code shall accompany all demolition/substantial modification permit applications. Permits and fees are further established by § 285-62D of the Code of the Village of East Aurora.
- C. Prior to Village Board review, the permit application shall be referred to the Village of East Aurora Historic Preservation Commission at the next available meeting.
- (1) The Commission shall promptly review the proposed demolition of and/or substantial modification for the exterior architectural design and scale, and the impact on the character of the existing structure and the surrounding neighborhood.
 - (2) The Commission shall promptly review the possible historic significance of such buildings or structures that are 50 or more years in age.
 - (3) The Commission shall make a written recommendation to the Village Board of Trustees with respect to the proposed demolition of and/or substantial modification for the Village Board of Trustees to review at the next available Village Board meeting.
- D. Upon review, the Village Board shall provide a written statement to the applicant stating whether or not the application is approved, conditionally approved, or disapproved. A copy of the appropriate Village Board minutes shall be a sufficient report.
- E. Upon approval, the Code Enforcement Official shall issue a demolition/substantial modification permit pursuant to §108-4 and §285-53.5 of the Code of the Village of East Aurora.
- F. Any decision rendered shall be subject to §285-55.8 of the Code of the Village of East Aurora.

§ 112-6. Permit requirements.

- A. Form; contents.
- (1) Written application for a demolition permit shall be on the forms provided by the Code Enforcement Officer.
 - (2) Said application for demolition of and/or substantial modification shall require the name, address, telephone number, and email address of the owner; the names, addresses and telephone numbers of all contractors (general, special or salvage) authorized by the owner to perform work; and contractor's insurance certificates.
 - (3) A written description of the building or structure to be removed and/or a demolition plan prepared

by a registered design professional.

- (4) Architectural plans for substantial modification, including a demolition plan prepared by a registered design professional.
- (5) An asbestos survey pursuant to New York State Industrial Code Rule 56 (12 NYCRR 56).
- (6) Starting and completion dates;
- (7) Written list of materials to be salvaged;
- (8) Provision for disposal of refuse;
- (9) A statement as to security and/or barricades to safeguard premises from unauthorized entry during the demolition work as well as the protection of the general public;
- (10) A site plan application and documentation as required by Village Code Chapter 285-51.

§ 112-7. Certificate of insurance.

- A. Certificates of insurance for liability, Worker's Compensation, or the applicable waiver, and Disability shall be delivered to the Code Enforcement Officer, as agent for the Village of East Aurora. The minimum limits of said liability for the demolition of buildings and structures, whether in a homeowner's insurance policy or separate liability policy, shall be in an amount as required by the Village.
- B. All insurance certificates shall include the Village of East Aurora as an additional named insured.
- C. Insurance certificates or agreements in a form approved by the Village Attorney, holding the Village of East Aurora, its officers and employees from liability resulting from work allowed by a demolition permit, shall be delivered to the Code Enforcement Officer as agent for the Village of East Aurora.

§ 112-8. Procedures.

- A. Upon the request of the Code Enforcement Officer, the person making the application for a permit to demolish a building or structure or for a substantial modification to a building or structure shall submit to the Code Enforcement Officer a written report from a licensed exterminator regarding extermination of the building or structure prior to the issuance of a demolition permit.
- B. Prior to demolition, the contractor will erect a system of barricades around the construction site and have the electric, gas and telephone services removed by the respective utility companies. The head of the Department of Public Works of the Village of East Aurora or his designated representative shall disconnect and cap the water service to the building or structure being demolished and plug the sewer laterals to such building or structure. The owner shall pay to the Village Clerk a water disconnection fee and a sewer disconnection fee as set forth in Chapter 137, Article II, of this Code for said disconnecting, capping and plugging.
- C. The contractor shall obtain appropriate approval for the water use on the site from the head of the Department of Public Works for dust control and have sufficient lengths of one-and-one-half-inch and/or two-and-one-half-inch hose for this purpose. The contractor shall provide a flagman for traffic control when necessary, and should a street have to be closed, he shall obtain permission from the head of the Department of Public Works, the Chief of Police and the Fire Chief.
- D. The contractor shall obtain all appropriate Erie County Highway or New York State Department of Transportation permits when necessary.
- E. In the case of the demolition of an existing building which has a common or party wall with one or more adjoining buildings, the owner of the building to be demolished shall be responsible for and bear

all costs in relation to the safeguarding of said adjacent wall.

- F. Where beams, girders and joists are removed from party walls, the resulting pockets in said walls shall be cleaned out and filled with solid masonry. Necessary repairs shall be made to put the party wall in a safe condition. This work shall be done by the contractor at the expense of the property owner having said demolition performed.
- G. Where such demolition work is to be made and no immediate new construction is intended at the site, the adjacent wall, whether of the party type or otherwise, shall be left in an acceptable condition so far as appearance is concerned. In addition to the repair of all joists, pockets and similar openings, the owner of the demolished building will be required to remove all old plaster, wallpaper and other decorative material in addition to any loose wood, trim or other unrequired material, subject to the approval of the Code Enforcement Officer. During the demolition work, debris must be systematically removed from the site and not allowed to pile up or cause any obstruction.
- H. When a building to be demolished contains a cellar or basement, the contractor shall remove all debris and organic material from the cellar or basement and then break up and/or perforate the cellar floor. The bearing or foundation wall shall be removed to a depth of at least 24 inches below the present grade or at least 24 inches below any future grade to be established. The material resulting from the cellar or foundation wall demolition may remain in the excavation, provided that the material is crushed and compacted.
- I. Where there is no cellar or basement, the bearing or foundation wall shall be removed to a depth of at least 24 inches below any future grade to be established.
- J. The Code Enforcement Officer of the Village of East Aurora shall inspect the demolition of any building or structure in the Village regularly and shall be empowered to halt any such demolition that, in the judgment of the Code Enforcement Officer, is not being performed in a safe and sanitary manner.
- K. Demolition of any building or structure shall be carried on during daylight hours only on normal Village workdays.
- L. Salvage materials that are a structural part of the building or structure shall not be removed except as part of the actual demolition of said building or structure. Removal of salvage shall be by the owner or salvage contractor only.
- M. In-ground storage tanks on the demolition site shall be removed from the demolition site **in accordance with all applicable regulations.**
- N. No explosives may be used in connection with demolition of buildings or structures in the Village of East Aurora unless a special permit is first obtained from the Village Board of Trustees of the Village of East Aurora, issued after a public hearing has been held by such Village Board of Trustees on the application for such permit.

§ 112-9. Time limit on permit validity.

- A. A permit **for demolition only** shall be valid for a period of 30 days from the date of its issuance. One additional extension of 10 working days may be granted by the Code Enforcement Officer in the event that unusual circumstances prevent completion of the work. No work shall continue after the time limits stated above, except upon application and issuance of a **new** permit pursuant to **§285-53.5** of the Code of the Village of East Aurora.
- B. **A demolition/substantial modification permit shall be pursuant to §108-4 and §285-53.5 of the Code of the Village of East Aurora.**

§ 112-10. Restoration of site; procedure upon owner neglecting to restore.

- A. All cellars and basements of demolished buildings or structures shall be filled in and made safe by filling such basement or cellar with noncombustible materials and causing the surface of the location to be on a level with the surrounding premises. No materials will be permitted as fill which may corrode, rot, decay or collapse. All barricades, guardrails and temporary structures erected during demolition shall be removed prior to completion approval by the Code Enforcement Officer.
- B. In the event that the owner refuses or neglects to fill in and make safe such cellar or basement or refuses or neglects to dismantle and remove any barricades, guardrails or temporary structures erected during demolition, the Village of East Aurora may do the necessary work involved, either with Village employees or outside contractors, and the cost of making the location safe shall be assessed against such property and shall be a lien thereon.

§ 112-11. Notification of completion.

Immediately after said demolition, the Code Enforcement Officer shall notify the property owner, in writing, that said demolition for which a permit was issued has been completed.

§ 112-12. Penalties for offenses.

Any person committing an offense against any provisions of this chapter shall be guilty of a violation, punishable as follows: by imprisonment for a term not exceeding 15 days or by a fine not exceeding \$250, or by both such fine and imprisonment. The continuation of an offense against the provisions of this chapter shall constitute, for each day the offense is continued, a separate and distinct offense hereunder.

Added:

§ 285-53.5 Demolition/~~substantial modification~~ and building permits.

- A. No person or persons shall commence to erect, construct, alter, or change the nature or the type of occupancy of any land, building or structure within the Village of East Aurora until the owner of the land upon which it is proposed to so erect, construct, alter, demolish or change the nature or the type of occupancy of any such land, building or structure has applied for and obtained a building permit for the same from the CEO.
- B. (Reserved)
- C. Demolition ~~of and/or substantial modification~~ of an existing building or structure ~~greater than 500 square feet and more than 50 years old~~ must obtain a demolition permit in accordance with Chapter 112 of the East Aurora Village Code.
- D. No building permit may be issued without first obtaining site plan approval for a new development plan as provided for in Article 51 of this chapter.
- E. A building permit issued by the CEO pursuant to this section shall be valid for a period of one year from the date of issue. Building permits for pools issued by the CEO shall be valid for a period of three months from the date of issue.



Case # 1541
Exhibit # 4
Date 4/17/20

CASE NO. 1541

DATE OF HEARING 5/21/20

Town of Aurora Zoning Board of Appeals
575 Oakwood Avenue, East Aurora, New York 14052

Zoning Board of Appeals Application Form

I. TYPE OF REQUEST

☒ AREA VARIANCE ☐ SPECIAL USE PERMIT ☐ USE VARIANCE ☐ INTERPRETATION

II. APPLICANT/PETITIONER

Applicant's Name Robert & Jennifer Brayman
Address 559 South St
City East Aurora State NY ZIP 14052
Phone 716-800-7035 Fax - Email rbrayman@gmail.com
Interest in the property (ex: owner/purchaser/developer) owner

III. PROPERTY OWNER INFORMATION (If different from applicant information.)

Property Owner(s) Name(s) _____
Address _____
City _____ State _____ ZIP _____
Phone _____ Fax _____ Email _____

III. PROPERTY INFORMATION

Property Address 559 South St
SBL# 175.16-1-11
Property size in acres .36 Property Frontage in feet 70'
Zoning District R1 Surrounding Zoning R1
Current Use of Property Residential

IV. REQUEST DETAIL

(check all that apply)

☒ Variance from Ordinance Section(s) # 116-8.1C(2)
☐ Special Use Permit for: _____
☐ Use Variance for: _____
☐ Interpretation of _____

V. SIGNATURES (This application must be signed by the applicant/petitioner. If the applicant is not the owner of the property, a separate owner authorization form must be submitted – see pg. 5)



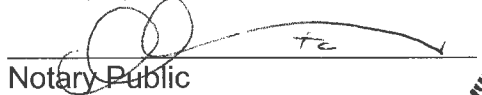
Signature of Applicant/Petitioner

ROBERT L. BRAYMAN

Print name of Applicant/Petitioner

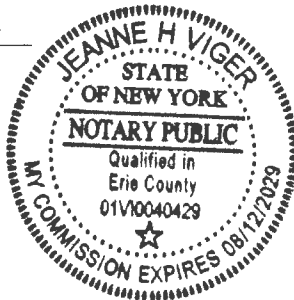
State of New York; County of Erie

On the 14th day of April in the year 2020 before me, the above individual appeared, personally known to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same for the purposes therein stated.



Notary Public

(Notary stamp)



Office Use Only: Date received: _____ Receipt #: _____

Application reviewed by: _____

ECDP ZR-1 form sent to EC: _____ Hearing publication date: _____

PREVIOUS APPEAL(S):

A previous appeal to the Zoning Board of Appeals () has () has not been made with respect to this property.

Previous appeals:

Date: _____ Type of Appeal: _____ Granted _____ Denied _____

Date: _____ Type of Appeal: _____ Granted _____ Denied _____

PETITIONER'S LETTER OF INTENT

Please describe in detail the proposed project, reason the variance and/or special use permit is being requested and any additional information that may be helpful to the Zoning Board of Appeals in deciding this appeal: (attach additional pages if needed)

Building over existing concrete slab but extending it to the east by approximately 2 feet to align with the windows. This is in accordance to the attached plat map.

TO BE COMPLETED ONLY WHEN A USE VARIANCE IS BEING REQUESTED:

A Use Variance is requested because the applicable regulations and restrictions in the Zoning Code of the Town of Aurora have caused unnecessary hardship as demonstrated by the following:

- 1) I cannot realize a reasonable return on my property for each and every permitted use allowed in the current zoning classification as demonstrated by the accompanying financial evidence (provide financial evidence to support your argument).
Financial Evidence Provided Yes _____ No _____ (financial evidence is required per NYS Town Law)

- 2) Describe why your alleged hardship relating to the subject property is unique and does not apply to other properties in the zoning district or neighborhood: _____

- 3) Describe why you believe that the essential character of the neighborhood/community will not change if the Zoning Board of Appeals grants you a use variance: _____

- 4) Is your need for a use variance a result of you own actions (is your difficulty self-created)? Please explain: _____

(Attach additional pages if needed)

SUPERVISOR
Charles D. Snyder
(716) 652-7590
csnyder@townofaurora.com



Case # 1541
Exhibit # 6
Date 4/17/26

TOWN CLERK
Martha L. Librock
(716) 652-3280
townclerk@townofaurora.com

TOWN OF AURORA

Aurora Municipal Center

575 Oakwood Avenue, East Aurora, NY 14052
www.townofaurora.com

TOWN COUNCIL MEMBERS

Luke Wochensky
lwochensky@townofaurora.com

Joseph M. McCann
jmccann@townofaurora.com

Raymond M. Wrazen
rwrazen@townofaurora.com

SUPT. OF HIGHWAYS
David M. Gunner
(716) 652-4050
highway@townofaurora.com

CODE ENFORCEMENT
OFFICER
Elizabeth Cassidy
(716) 652-7591
building@townofaurora.com

ASSESSOR
Stephen R. Pigeon
assessor@townofaurora.com
(716) 652-0011

DIR. OF RECREATION
Christopher Musshafen
(716) 652-8866
chris@townofaurora.com

TOWN ATTORNEY
Brigid M. Maloney

TOWN JUSTICE
Jeffrey P. Markello
Anthony DiFilippo IV

HISTORIAN
Robert L. Goller
(716) 652-7944
historian@townofaurora.com

FAX: (716) 652-3507

Robert and Jennifer Brayman
559 South St
East Aurora, NY 14052

April 16, 2026

Mr. & Mrs. Brayman,

The Building Department has reviewed your request to construct a deck at the front of your residence at 559 South St. The request has been denied because it fails to meet the requirement for the front yard setback in the Residence-1 (R1) Zoning District in which it is located. There is an existing neighborhood front yard setback average of 57.21'.

Section 116-8.1E(2)

Requirement: Where 20% or more of the lots in the same block on the same side of the street and within 1,000' of a proposed building are improved with buildings, the average setback of such existing buildings shall establish the minimum setback or building line. This provision shall not be interpreted to permit a front yard depth of less than 45'.

Requested: Front yard setback of 26.5'

Variance: 30.71'

This letter serves as notice that we have received the application and fee for the Zoning Board of Appeals. You will receive notification from the Town Clerk with the date and time of the next available hearing. If you have any questions, please contact our office at 652-7591.

Sincerely,

A handwritten signature in dark ink, appearing to read "Elizabeth Cassidy", written over a horizontal line.

Elizabeth Cassidy
Code Enforcement Officer



Erie County On-Line Mapping Application



Legend

Parcels

Avg setback = 57.2'

South St
 525 7.11' m
 555 30' m
 553 302' est house
 559 Subject
 561 33.7' est
 563 33.02' est
 573 25.59' m
 589 74.21' m house
 595 0.9' m
 607 15' m
 611 101.56' m
 621 38.02' m
 625 48.8' est

0 0.07 0.1 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere
 THIS MAP IS NOT TO BE USED FOR NAVIGATION

ERIE COUNTY
 DEPARTMENT OF ENVIRONMENT & PLANNING
 OFFICE OF GIS

This map is a user generated static output from
 an Internet mapping site and is for reference only.
 Data layers that appear on this map may or may
 not be accurate, current, or otherwise reliable.

1: 4,514



2x8 PT Ledger Board.

General notes
T 2x8 Joist @ 16" OC
PT 6x6 Support Post
Simpson Joist Hangers
3000 PSI Concrete & Footer
18" x 42" min
4" Simpson Strong-Tie Screws
used for Ledger
Trex 5/4 Decking

Case # 1541
Exhibit # 6
Date 4/17/20

Jan 14 1894

SOUTH STREET (49.5' WIDE)

CHARLES J. ROSEN & WIFE
LIBER 1808 PAGE 500

Case # 1941

Exhibit # 4117126

Date 4/15/26

1722.62' D&M TO THE
CENTER LINE OF OLEAN ST

FIERLY CORPORATION LINE
IE VILLAGE OF EAST AURORA

SOUTH LINE OF
SOUTH STREET

33' SOUTH ST
REVISION 1
MOVED 1' EAST

FENCE POST
2.57' WEST

0.94'
1.32'

8.3'
10.1'
FRAME
SHED

71.50' D&M

PARALLEL WITH THE
CENTER LINE OF
SOUTH STREET

FENCE POST
3.29' WEST
1.17' SOUTH

MANGUSO LAND SUR
FREDERICK M. M
PROF LAND SUR
572 TUSCAROE
ANGOLA, NY 1
PHONE & FAX 716
LIC NO 0497
EMAIL Rick@MangusoLar

SUCCESSOR TO THE REG
WILLIAM C. BUCKLE
NORMAN S. JOHN
WILSON M. HUNT

LEGEND

These standard sym
be found in the dra

- EXISTING IF
- SET IRON P
- UTILITY PO
- BOUNDARY
- CENTERLINE

***** This form must be received by Mrs. Doyle before you can purchase from tickets!! *****

Short Environmental Assessment Form **Part 1 - Project Information**

Case # 1541
 Exhibit # 8
 Date 4/11/20

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: <u>Rebuilding front porch</u>			
Project Location (describe, and attach a location map): <u>559 South St. East Aurora NY</u>			
Brief Description of Proposed Action: <u>Building over existing concrete slab but extending it to the east by approximately 2 feet to align with the windows</u>			
Name of Applicant or Sponsor: <u>Robert & Jennifer Brayman</u>		Telephone: <u>716-800-7035</u>	
		E-Mail: <u>rbrayman@gmail</u>	
Address: <u>559 South St</u>			
City/PO: <u>East Aurora</u>		State: <u>NY</u>	Zip Code: <u>14052</u>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?		NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		☐	☒
2. Does the proposed action require a permit, approval or funding from any other government Agency?		NO	YES
If Yes, list agency(s) name and permit or approval: <u>TDA Building Permit</u>		☐	☒
3. a. Total acreage of the site of the proposed action?		<u>0.36</u> acres	
b. Total acreage to be physically disturbed?		<u>160 sq ft</u> acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		<u>0.36</u> acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
☐ Urban ☒ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify): ☐ Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
b. Are public transportation services available at or near the site of the proposed action?	☒	☐	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☒	☐	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	☒	☐	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	☒	☐	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	☒	☐	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☒	☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☒	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☒	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☐ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	☒	☐
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	☒	☐
a. Will storm water discharges flow to adjacent properties?	☒	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	☒	☐

18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☒	☐

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	☒	☐

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	☒	☐

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>Robert Brayman</u> Date: <u>4/16/26</u>		
Signature: <u>[Signature]</u> Title: <u>owner</u>		

Case # 1541
Exhibit # 9
Date 4/17/15

INSTRUCTIONS(RP-5217-PDF-INS): www.orps.state.ny.us

FOR COUNTY USE ONLY

C1. SWIS Code

142489

C2. Date Deed Recorded

10/23/15

C3. Book

11207

C4. Page

494

New York State Department of
Taxation and Finance

Office of Real Property Tax Services

RP- 5217-PDF

Real Property Transfer Report (8/10)

AURORA ASSESSORS OFFICE

PROPERTY INFORMATION

1. Property Location 559 South Street
* STREET NUMBER * STREET NAME
Aurora 14052
* CITY OR TOWN * ZIP CODE
2. Buyer Name Brayman f/k/a Lewis Jennifer A.
* LAST NAME/COMPANY FIRST NAME
Brayman Robert L.
* LAST NAME/COMPANY FIRST NAME
3. Tax Billing Address Indicate where future Tax Bills are to be sent if other than buyer address(at bottom of form)
* LAST NAME/COMPANY FIRST NAME
* STREET NUMBER AND NAME * CITY OR TOWN * STATE * ZIP CODE
4. Indicate the number of Assessment Roll parcels transferred on the deed 1 # of Parcels OR ☐ Part of a Parcel (Only if Part of a Parcel) Check as they apply:
4A. Planning Board with Subdivision Authority Exists ☐
4B. Subdivision Approval was Required for Transfer ☐
4C. Parcel Approved for Subdivision with Map Provided ☐
5. Deed Property Size 70 X 225 OR 0.00
* FRONT FEET * DEPTH * ACRES
6. Seller Name Brayman f/k/a Lewis Jennifer A.
* LAST NAME/COMPANY FIRST NAME
* LAST NAME/COMPANY FIRST NAME
7. Select the description which most accurately describes the use of the property at the time of sale:
A. One Family Residential ☐
Check the boxes below as they apply:
8. Ownership Type is Condominium ☐
9. New Construction on a Vacant Land ☐
10A. Property Located within an Agricultural District ☐
10B. Buyer received a disclosure notice indicating that the property is in an Agricultural District ☐

SALE INFORMATION

11. Sale Contract Date 10/23/15
12. Date of Sale/Transfer 10/5/15
13. Full Sale Price 1.00
(Full Sale Price is the total amount paid for the property including personal property. This payment may be in the form of cash, other property or goods, or the assumption of mortgages or other obligations.) Please round to the nearest whole dollar amount.
14. Indicate the value of personal property included in the sale .00
15. Check one or more of these conditions as applicable to transfer:
☒ A. Sale Between Relatives or Former Relatives
☒ B. Sale between Related Companies or Partners in Business.
☒ C. One of the Buyers is also a Seller
☒ D. Buyer or Seller is Government Agency or Lending Institution
☒ E. Deed Type not Warranty or Bargain and Sale (Specify Below)
☐ F. Sale of Fractional or Less than Fee Interest (Specify Below)
☐ G. Significant Change in Property Between Taxable Status and Sale Dates
☐ H. Sale of Business is Included in Sale Price
☐ I. Other Unusual Factors Affecting Sale Price (Specify Below)
☐ J. None
*Comment(s) on Condition:

ASSESSMENT INFORMATION - Data should reflect the latest Final Assessment Roll and Tax Bill

16. Year of Assessment Roll from which information taken(YY) 14
17. Total Assessed Value 94,600
18. Property Class 210 - 1
19. School District Name East Aurora
20. Tax Map Identifier(s)/Roll Identifier(s) (If more than four, attach sheet with additional Identifier(s))
175.16-1-11

CERTIFICATION

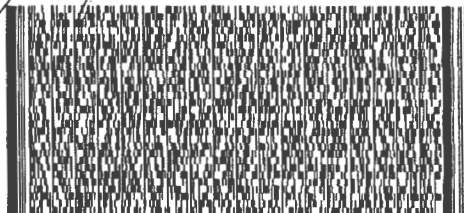
I certify that all of the items of information entered on this form are true and correct (to the best of my knowledge and belief) and I understand that the making of any willful false statement of material fact herein subject me to the provisions of the penal law relative to the making and filing of false instruments.

SELLER SIGNATURE

Jennifer A. Brayman 10/5/15
SELLER SIGNATURE DATE

BUYER SIGNATURE

Jennifer A. Brayman 10/5/2015
BUYER SIGNATURE DATE



BUYER CONTACT INFORMATION

(Enter information for the buyer. Note: If buyer is LLC, society, association, corporation, joint stock company, estate or entity that is not an individual agent or fiduciary, then a name and contact information of an individual responsible party who can answer questions regarding the transfer must be entered. Type or print clearly.)

Brayman Jennifer & Robert
* LAST NAME FIRST NAME
* AREA CODE * TELEPHONE NUMBER (Ex: 999-9999)
559 South Street
* STREET NUMBER * STREET NAME
East Aurora NY 14052
* CITY OR TOWN * STATE * ZIP CODE
BUYER'S ATTORNEY
Flaherty Carol A.
* LAST NAME FIRST NAME
(716) 652-9600
* AREA CODE * TELEPHONE NUMBER (Ex: 999-9999)

OCT 30 2015

RECEIVED

✓ RPS

ENTERED
11/9/15

Box 131

QUIT CLAIM DEED

THIS INDENTURE, made the 5th day of October, 2015, **between** Jennifer A. Brayman, f/k/a Jennifer A. Lewis, residing at 559 South Street, East Aurora, New York 14052, party of the first part, and

Jennifer A. Brayman and Robert L. Brayman, husband and wife, residing at 559 South Street, East Aurora, New York 14052, party of the second part,

WITNESSETH, that the party of the first part, in consideration of One and No More Dollars, lawful money of the United States, paid by the party of the second part, does hereby remise, release and quitclaim unto the party of the second part, the heirs or successors and assigns of the party of the second part forever,

ALL THAT TRACT OR PARCEL OF LAND....see attached Schedule A

THIS deed is made not to defraud creditors, nor does it render the Grantor herein insolvent.

TOGETHER with all right, title and interest, if any, of the party of the first part in and to any streets and roads abutting the above described premises to the center lines thereof,

TOGETHER with the appurtenances and all the estate and rights of the party of the first part in and to said premises,

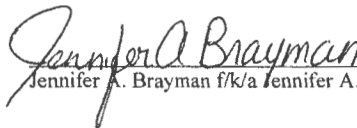
TO HAVE AND TO HOLD the premises herein granted unto the party of the second part, the heirs or successors and assigns of the party of the second part forever.

AND the party of the first part, in compliance with Section 13 of the Lien Law, covenants that the party of the first part will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the costs of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose.

The word "party" shall be construed as if it read "parties" whenever the sense of this indenture so requires.

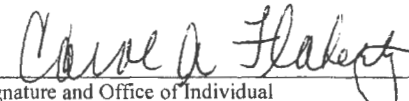
IN WITNESS WHEREOF, the party of the first part has duly executed this deed the day and year first above written.

IN PRESENCE OF:


Jennifer A. Brayman f/k/a Jennifer A. Lewis

STATE OF NEW YORK)
COUNTY OF ERIE) ss.:

On the 5th day of October, in the year 2015 before me, the undersigned, personally appeared Jennifer A. Brayman f/k/a Jennifer A. Lewis personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within/attached instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person on behalf of which the individual acted, executed the instrument.


Signature and Office of Individual
Taking Acknowledgment (affix stamp)

CAROL A. FLAHERTY
Notary Public, State of New York
Qualified in Erie County
My Commission Expires December 28, 20 17

HW
DEED-2
217946

Schedule "A"

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Aurora, County of Erie and State of New York, being part of Lot No. 22, Township 9, Range 6 of the Holland Land Company's Survey, bounded and described as follows:

BEGINNING at a point in the center line of South Street which is the southerly Corporation line of the Village of East Aurora, 1722.62 feet west from its intersection with the center line of Olean Street which is also the northwest corner of lands conveyed to Charles J. Rosen and wife by deed recorded in Erie County Clerk's Office in Liber 1808 of Deeds at page 500; thence southerly along the westerly line of said Rosen's land and a continuation thereof to a point 225 feet southerly from the center line of South Street; thence westerly parallel with the center line of South Street about 71.5 feet to a point in a line drawn southerly at an angle of $88^{\circ} 14'$ from a point in the center line of said street 70 feet westerly from the point of beginning; thence northerly along said line about 225 feet to the center line of South Street; thence easterly along said center line 70 feet to the place of beginning.

ERIE COUNTY CLERK'S OFFICE



County Clerk's Recording Page

Return to:
BOX 131

Party 1:
BRAYMAN JENNIFER A FKA

Party 2:
BRAYMAN JENNIFER A

Book Type: D Book: 11287 Page: 494

Page Count: 3
Doc Type: DEED
Rec Date: 10/23/2015
Rec Time: 12:30:55 PM
Control #: 2015217946
UserID: Nancy
Trans #: 15172981
Document Sequence Number
TT2015006417

Recording Fees:

RECORDING	\$35.00
COE CO \$1 RET	\$1.00
COE STATE \$14.25 GEN	\$14.25
COE STATE \$4.75 RM	\$4.75
RP5217 CNTY \$9	\$9.00
RP5217 ST-RES \$116	\$116.00
TP584	\$10.00

Consideration Amount: 1.00

BASIC MT	\$0.00
SONYMA MT	\$0.00
ADDL MT/NFTA	\$0.00
SP MT/M-RAIL	\$0.00
NY STATE TT	\$0.00
ROAD FUND TT	\$0.00

Total: \$190.00

STATE OF NEW YORK
ERIE COUNTY CLERK'S OFFICE

WARNING – THIS SHEET CONSTITUTES THE CLERK'S ENDORSEMENT REQUIRED
BY SECTION 319&316-a (5) OF THE REAL PROPERTY LAW OF THE STATE OF NEW
YORK. DO NOT DETACH. THIS IS NOT A BILL.

Christopher L. Jacobs
County Clerk



VILLAGE OF EAST AURORA

APPLICATION FOR TEMPORARY USE PERMIT

Not less than 60 days or more than 75 days before date of activity\$25.00 Application Fee \$50.00 Permit Fee \$100.00 Mailer Fee (300 feet for road/public parking lot closure and/or outdoor music) Date Application Filed: 4/21/24Date of V.B. Action: 5/4/24Approved: Disapproved:

Conditions of approval will be listed in the permit.

Sect. 285-52 Participants of an area activity, such as, but not necessarily limited to, a sidewalk sale, art, antique, craft show and/or sales, farmers market, or community/civic promotion activities and similar.

Please type or print legibly

Name of Organization: Roycroft Campus Corp.Is Organization a: not-for-profit Charitable/Service Business School GovernmentName & Address of Individual Responsible: Samantha Lensten, 31 South Grove St., East AuroraPhone Number: 716-655-0052 E-mail: SLensten@roycroftcampuscorp.comEvent Name: Roycroft Campus Fall FestivalDate(s) of Event: Oct. 3rd + 4th Time(s) of Event: 10am-5pm Estimated # of People: 2000Please describe activity/purpose of this event: Roycroft Fall Festival on Campus GroundsLocation (include all areas of the event): map attached
(attach map)Will this event be donating a portion of proceeds to one or more charities and publicizing that in promotional material? Yes (No)If yes, list charities and the percentage of proceeds to be donated: Will this event be held entirely in the Village of East Aurora? (Yes) NoIf no, specify:

Will the event include more than one vendor/organization? Yes No (if Yes, attach list of vendors/participants)

Will the event involve a street or parking lot closure/usage? (Yes) No If yes, please note:Road/Lot Name(s): All parking lots on the Roycroft CampusDate(s) of Closure: Oct. 2nd - 6th Time(s): 5pm - 5pm

Will the event include:

Parade or motorcade Yes (No)

(If Yes, attach Map of route)

Walk or Run Yes (No)

(If Yes, attach Map of route)

Will there be outdoor music? (Yes) NoTime & Location: Amplification: Yes (No)Type: (Live) DJ Multiple/MixedWill you be providing or selling alcohol? Yes (No)Will people be allowed to bring alcohol? Yes (No)Will there be Security Guards? (Yes) No Volunteers or Private Paid EntityPlease List Entity Name Will there be temporary food stands? (Yes) NoHow many? 3-5Food Truck? If yes, name of vendor: Maine Bite, World of Desserts
(additional permit required)Will a tent or other structure be erected for the event? (Yes) No Size: multiple 10x10 tentsDate & Time to be installed Friday, Oct. 2nd 12pm Date & Time to be removed Sunday, Oct. 6th 5pm

Will any prep work be done on/or before the event? ☒ Yes No

Please describe: vendors will be setting up booths

Set up Date: Oct. 2nd Time: 12pm

Clean up Date: Oct. 3rd 4th Time: 5pm

Will additional **garbage cans** be needed? Yes ☒ No How many Drop Off Location:

Do you have a **Recycling Plan**? Yes ☒ No Please describe:

Will each vendor/organization be responsible for their own garbage? ☒ Yes No

Will a **dumpster** be used? ☒ Yes No If yes, location: Behind Copper Shop

Will there be **portable lavatories**? Yes ☒ No How Many?
Location(s):

Will there Bell Jar or Games of Chance? Yes ☒ No (if yes, separate permit required)

What is the source of **electricity**, if applicable? N.A.

Please list any extras e.g. Light show, loudspeakers, decorations, paints, or dyes:

None

Police Services Requested:

(Crossing Guards may be required dependent upon event and is a decision of the Police Department)

DPW Services Requested:

Fire/Other:

- Attach a map or sketch showing the location of the event. Such map shall include:

Location of parking facilities, indicating number of parking spaces being provided; location of toilet facilities including the location of port-a-potties; location of public entrance(s) and exit(s) to the event site; location of vendor facilities (if applicable) including booths, tents and food service facilities; explanation of steps being taken to control traffic and provide security (if applicable) and the number of security personnel that will be present.

☒ **Requesting organization shall attach a completed Certificate of Insurance with minimum limits including public liability coverage of limits of \$1,000,000 each occurrence; property damage insurance with limits of \$1,000,000 each occurrence. The policy shall be endorsed to include Village of East Aurora as an additional named insured.**

☒ **Requesting organization shall attach Indemnification Agreement on organization letterhead, signed by authorized applicant or officer of company and duly notarized (sample included)**

"Applicant named herein is fully responsible for obtaining any & all licensing with regard to the presentation or playing of music, pursuant to music copyright laws. The Village of East Aurora assumes no liability in this regard".

Police Department: Conditions/Comments

Dept of Public Works: Conditions/Comments

Fire Dept/Disaster Coordinator: Conditions/Comments

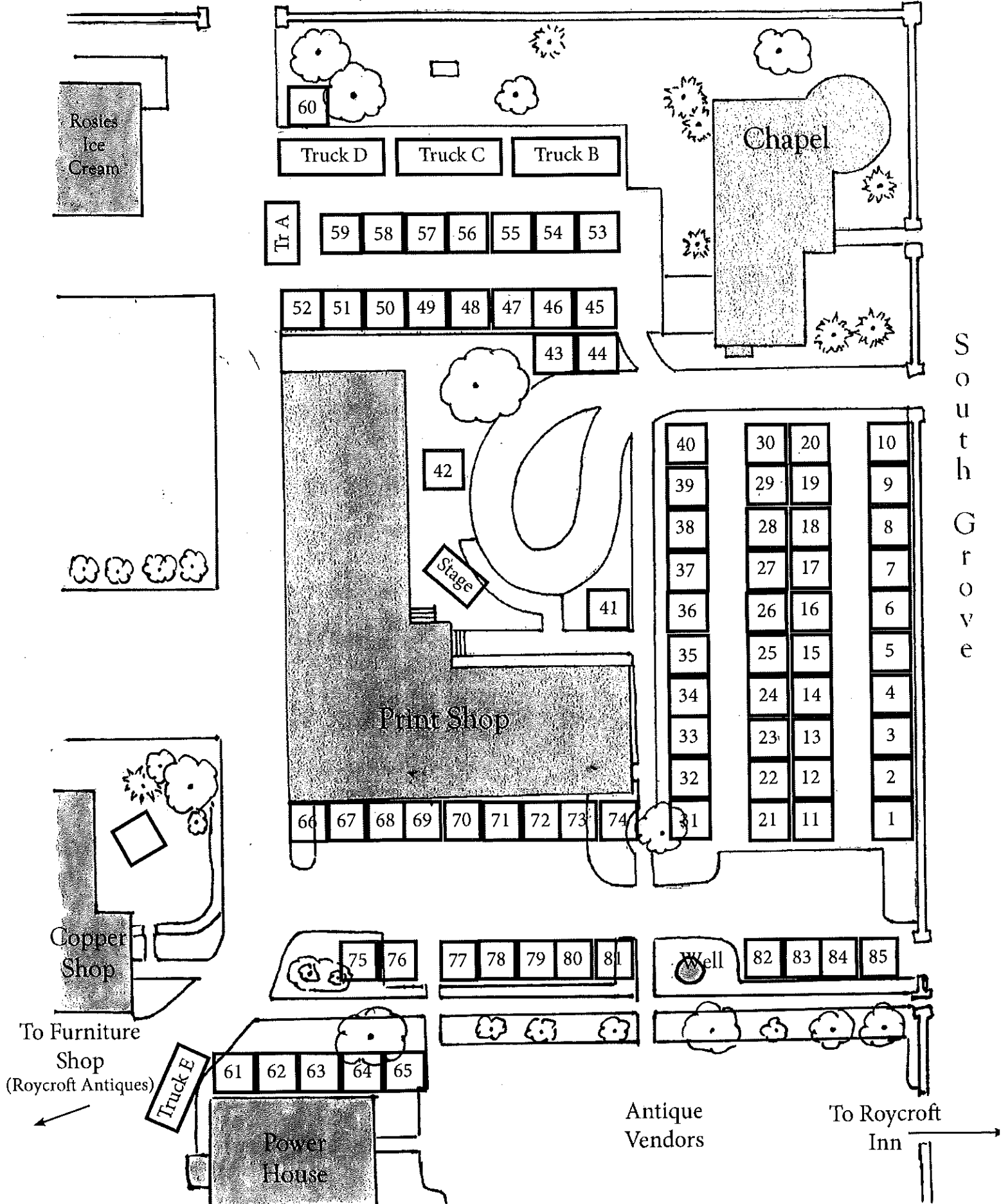
Sign Permits are to be obtained from the Town of Aurora Building Department 575 Oakwood Ave, 716.652.7591

Clerk Shared/Forms/Village Permit Application Forms/Application Temporary Use Permit

To E.A. Art Society Show
(E.A. Middle School)

Main St.

To RALA Show
(Classic Rink)

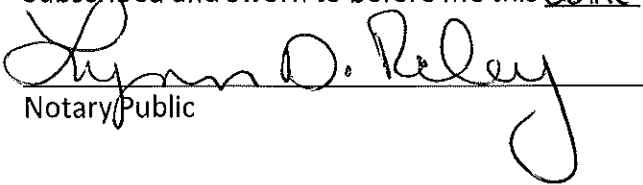


Indemnification Agreement

To the fullest extent permitted by law, ~~LAE~~ shall indemnify and hold harmless the Village of East Aurora and its employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of our work under this contract, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including loss of use resulting there from but only to the extent caused in whole or in part by negligent acts or omissions of our organization, anyone directly or indirectly employed by us or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to otherwise exist as to a party or person described in this paragraph.


Authorized Applicant or Officer

Subscribed and sworn to before me this 22nd day of April, 202026


Notary Public

LYNN D. RILEY
Notary Public, State of New York
Qualified in Erie County
My Commission Expires
November 8, 20