NEW YORK STATE 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: MYR 20A 414	MS4 Operator Name: Village of Haverstraw	
Facility Name: DPW Facility	Facility Type: DPW.	Date: 3.30.26
Weather Conditions: CLEAR.		
Is stormwater runoff present during this assessment? ☐ Yes ☑ No		
Comments:		

General		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:			

Good Housekeeping		Yes	No
7	Are paved surfaces free of trash, sediment, and/or debris?	☑	☐
8	Date the paved area was last swept or vacuumed. March 2026	☐	☐
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 overfilling at the waste receptacle area?	☐	☑
12	Are the following facility areas free of accumulated trash, sediment, debris, contaminants, and spills:	☑	☐
	- Salt storage areas	☑	☐
	- Container storage areas	☑	☐
	- Maintenance areas	☑	☐

	- Staging areas	☑	☐
	- Material stockpile areas	☑	☐
Comments:			

Vehicle and Equipment Areas		☐ N/A	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				

Vehicle/Equipment Maintenance		☐ N/A	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:				

Fueling areas		☐ N/A	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:				

Salt Storage Piles or Pile Containing Salt		☐ 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:				

Fluids Management		☐ 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:				

Lead Acid Batteries		☐ 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:				

Spill Prevention and Response Procedures		☐ N/A	Yes	No
52	Are vehicles inspected daily for leaks?		☑	☐

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		☐ N/A	Yes	No
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?	N/A	☐	☐
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?	☑	☐
66	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 VI.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:			
Corrective Actions and Comment			
Describe Inspection findings and if necessary, the corrective actions taken			
Inspector Signature		Date:	