



ANNUAL MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) STATUS REPORT

FOR THE PERIOD 2022 TO JUNE 30, 2023

GENERAL INFORMATION					
Permittee Name:	Borough of Carlisle	NPDES Permit No.:	PAI 133517		
Mailing Address:	53 W. South Street	Effective Date:	August 1, 2021		
City, State, Zip:	Carlisle, PA 17013	Expiration Date:	July 31, 2025		
MS4 Contact Person:	Tiffany Strine	Renewal Due Date:	January 27th, 2025		
Title:	MS4 Coordinator	Municipality:	Borough of Carlisle		
Phone:	717-240-6918	County:	Cumberland		
Email:	tstrine@carlislepa.org				
Co-Permittees (if applicable): N/A					
Appendix(ces) that permittee is subject to (select all that apply):					
☐ Appendix A ☐ Appendix B ☐ Appendix C ☒ Appendix D ☐ Appendix E ☐ Appendix F					
WATER QUALITY INFORMATION					
Are there any discharges to waters within the Chesapeake Bay Watershed? ☒ Yes ☐ No					
Identify all surface waters that receive stormwater discharges from the permittee's MS4 and provide the requested information (see instructions).					
Receiving Water Name	Ch. 93 Class.	Impaired?	Cause(s)	TMDL?	WLA?
Condoguinet Creek	VWF	No			
Letort Spring Run Basin, PA 34 Bridge to Railroad	EV, MF	No			
Letort Spring Run Basin, Railroad Bridge at Letort Park to Mouth	HQ-CWF, MF	No			

GENERAL MINIMUM CONTROL MEASURE (MCM) INFORMATION

Have you completed all MCM activities required by the permit for this reporting period? ☒ Yes ☐ No

List the current entity responsible for implementing each MCM of your SWMP, along with contact name and phone number.

MCM	Entity Responsible	Contact Name	Phone
#1 Public Education and Outreach on StormWater Impacts	Borough of Carlisle	Tiffany Strine	717-240-6918
#2 Public Involvement/Participation	Borough of Carlisle	Tiffany Strine	717-240-6918
#3 Illicit Discharge Detection and Elimination (IDD&E)	Borough of Carlisle	Tiffany Strine	717-240-6918
#4 Construction Site Stormwater Runoff Control	Cumberland County Conservation District	Matt Stough	717-240-7838
#5 Post-Construction Stormwater Management in New Development and Redevelopment	Borough of Carlisle	Tiffany Strine	717-240-6918
#6 Pollution Prevention / Good Housekeeping	Borough of Carlisle	Tiffany Strine	717-240-6918

MCM #1 – PUBLIC EDUCATION AND OUTREACH ON STORMWATER IMPACTS

BMP #1: Develop, implement and maintain a written Public Education and Outreach Program.

1. For new permittees only, has the written PEOP been developed and implemented within the first year of permit coverage?
☐ Yes ☐ No

2. **Date of latest annual review of PEOP:** June 2023 **Were updates made?** ☒ Yes ☐ No

3. **What were the plans and goals for public education and outreach for the reporting period?**

The plans and goals for the Public Education and Outreach portion of the reporting period for the Borough of Carlisle included the following:

- The addition of public information regarding stormwater within the community and beyond, to be implemented and located on the Borough's website and social media outlets.
- Produce and distribute Borough Gazette Newsletter articles with stormwater related content for the benefit of residents and stormwater in the environment.
- Publish a stormwater educational notice in the local newspaper for primary and secondary target audiences within and outside of Carlisle Borough.
- Distribute educational materials to primary and target audiences within the public, implementing educational practices at community events. Material distribution included displays, signs, posters, pamphlets and brochures.
- Increase informational outreach to various audiences within the community. Examples of groups to be included consisted of borough residents, Carlisle Area School District students, business owners, Borough public works personnel, Borough parks and recreation personnel and Borough codes enforcement officers.
- Work with local community members and organizations to educate and to answer questions and concerns regarding stormwater management in the community.

4. **Did the MS4 achieve its goal(s) for the PEOP during the reporting period?** ☒ Yes ☐ No

5. **Identify specific plans and goals for public education and outreach for the upcoming year:**

The specific plans and goals for Carlisle Borough's MS4 Public Education and Outreach portion are for Carlisle Borough to:

- Distribute new stormwater educational materials and/or information to specific audiences; especially within the Carlisle Borough Community, utilizing various methods of distribution including but not limited to displays, signs, posters, pamphlets, brochures, website and media content.
- Engage in community events, implementing stormwater education for all ages. Events to include local programs in water resources/stormwater related opportunities when able and applicable.
- Review and update Target Audience groups as new groups are identified.
- Review the current status of the Carlisle Borough Public Education and Outreach Program and implement updates as needed.

BMP #2: Develop and maintain lists of target audience groups present within the areas served by your MS4.

1. For new permittees only, have the target audience lists been developed and implemented within the first year of permit coverage?
☐ Yes ☐ No
2. **Date of latest annual review of target audience lists:** June 2023 **Were updates made?** ☐ Yes ☒ No

BMP #3: Annually publish at least one educational item on your Stormwater Management Program.

1. For new permittees only, were stormwater educational and informational items produced and published in print and/or on the Internet within the first year of permit coverage?
☐ Yes ☐ No
2. **Date of latest annual review of educational materials:** June 2023 **Were updates made?** ☒ Yes ☐ No
3. **Do you have a municipal website?** ☒ Yes ☐ No
- (URL: <https://www.carlislepa.org>)

If Yes, what MS4-related material does it contain?

Please See Attachment 2 for Carlisle Borough Website Content.

The Borough possesses an MS4 Stormwater webpage that is regularly updated. The MS4 Stormwater webpage is specifically dedicated to the topic. The following is a brief listing of MS4 related Carlisle Borough Website Content:

- MS4 & Watershed Management Information including what and how an MS4 operates and how the permit works. Information on all six MS4 MCM's are located on the Borough's webpage.
- Stormwater Management Ordinance
- Annual Municipal Separate Storm Sewer System (MS4) Status Reports
- Stormwater Education, Stormwater Runoff, Stormwater Utility and Stormwater Utility FAQ, Stormwater Easements, Stormwater Credit Program, Illicit Discharges and Citizen Reporting.

4. Describe any other method(s) used during the reporting period to provide information on stormwater to the public:

The Borough publishes newsletters seasonally in the Carlisle Borough Gazette, specifically containing information to the public about stormwater.

The Borough publishes to various social media platforms regularly regarding MS4 and stormwater related activities.

The Borough provides and updates printed material on MS4 and stormwater related topics, that are made available to the public within Borough Hall.

- Public Announcements regarding public infrastructure projects that involved stormwater improvements.
- Public Announcements regarding Borough locations and community greening and sustainability where local water sources and stormwater practices were improved.
- Public Announcements where stormwater practices were implemented in the community to help mitigate runoff and flooding.
- Summer Playground Educational workshops for local youth, topics included stormwater, water resources and local waterway conservation.
- Working with Penn State Extension, the Alliance for the Chesapeake Bay and the Carlisle Area School District in planting, tending and educating over 200 students and volunteers on the benefits of reforestation to stormwater management.
- Working with Tree Pennsylvania, Tree Vitalize and the Pennsylvania Department of Conservation and Natural Resources in teaching the benefits to stormwater during suburban forest renewal projects.
- Participating in Annual Earth Day Events to educate the public on stormwater.
- Working with Borough Parks and Recreation, the local Shade Tree Commission and the Carlisle Area School District to reforest local parks and improve the stormwater management within and around the local parks.
- Working with the Borough's local Dickinson College Environmental Studies class in educating students on the process of water in the environment.
- Partnering with the Alliance for the Chesapeake Bay to convert an unused lawn area at our Wastewater Treatment Plant into a riparian forest buffer. 50 volunteers from around the community, including several Borough staff members, joined with the Alliance to plant the over 500 trees to create the buffer.
- Partnering with the local Carlisle Borough Bossler Memorial Library in a community water education series. Carlisle Borough provided an educational tour to all interested.

5. Identify specific plans for the publication of stormwater materials for the upcoming year:

- Working with surrounding MS4 Communities to support a public education event for the community.
- Working with the local school district and local organizations in public education events to improve stormwater management within their communities.
- Maintain and pursue public education with local organizations, including pursuance of a stormwater Best Management Practices of a pollinator meadow.
- Creation and implementation of new stormwater related material made available to the public through various manners of distribution.

BMP #4: Distribute stormwater educational materials to the target audiences.

Identify the two additional methods of distributing stormwater educational materials during the previous reporting period (e.g., displays, posters, signs, pamphlets, booklets, brochures, radio, local cable TV, newspaper articles, other advertisements, bill stuffers, posters, presentations, conferences, meetings, fact sheets, giveaways, or storm drain stenciling).

Additional methods of distributing stormwater educational materials during the previous reporting period include the following methods:

- Literature made available to the Public at Borough Hall
- Literature published in a local newspaper
- Literature posted in the Community Carlisle Gazette
- Carlisle Borough Earth Day Event
- Carlisle Borough Parks and Recreation Summer Camp
- During tours of municipal facilities
- During public tree planting events

MCM #1 Comments:

- See Attachment 1 for Carlisle Borough's PEOP/PIPP
- See Attachment 2 for Borough Website Content
- See Attachment 3 for Carlisle Borough Earth Day Event Informational Handouts and Materials
- See Attachment 4 for Carlisle Borough Parks and Recreation Summer Camp Stormwater Lessons Informational Handouts and Materials.

MCM #2 – PUBLIC INVOLVEMENT/PARTICIPATION

BMP #1: Develop, implement and maintain a written Public Involvement and Participation Program (PIPP)

1. For new permittees only, was the PIPP developed and implemented within one year of permit coverage?
☐ Yes ☐ No
2. **Date of latest annual review of PIPP:** June 2023 **Were updates made?** ☐ Yes ☒ No

BMP #2: Advertise to the public and solicit public input on ordinances, SOPs, Pollutant Reduction Plans (PRPs) (if applicable) and TMDL Plans (if applicable), including modifications thereto, prior to adoption or submission to DEP:

1. Was an MS4-related ordinance, SOP, PRP or TMDL Plan developed during the reporting period? ☐ Yes ☒ No
2. If Yes, describe how you advertised the draft document(s) and how you provided opportunities for public review, input and feedback:
3. If an ordinance, SOP or plan was developed or amended during the reporting period, provide the following information:

Ordinance / SOP / Plan Name	Date of Public Notice	Date of Public Hearing	Date Enacted or Submitted to DEP
Stormwater Management Ordinance (2021 Model Ordinance)	9/24/2019	10/10/2019	10/10/2019
Chesapeake Bay Pollutant Reduction Plan	11/06/2019	12/06/2019	12/06/2019

BMP #3: Regularly solicit public involvement and participation from the target audience groups using available distribution and outreach methods.

1. **At least one public meeting or other MS4 event must be held during the 5-year permit coverage period to solicit participation and feedback from target audience groups. Was this meeting or event held during the reporting period?**

☐ Yes ☒ No If Yes, Date of Meeting or Event: N/A

2. **Report instances of cooperation and participation in MS4 activities; presentations the permittee made to local watershed and conservation organizations; and similar instances of participation or coordination with organizations in the community.**

The following instances of cooperation and participation in MS4 activities, presentations Carlisle Borough made to local watershed conservation organizations, and similar instances of participation or coordination with organizations in the community include the following:

1.) A South Central Pennsylvania MS4 Workgroup Workshop and Presentation. Approximately thirty (30) members meet quarterly to discuss MS4 topics, collaborate and host a guest speaker. The South Central Pennsylvania MS4 Workgroup collaborates on effective solutions for Watershed impacts, local decision making, innovative approaches and permittee partnerships among local MS4 partners. The South Central Pennsylvania MS4 Workgroup strives to work together to improve water quality and to help members meet their MS4 permit requirements effectively and efficiently. Carlisle Borough attended the annual workshops, one regarding the recent implementation of an effective BMP near an existing floodplain in an adjoining municipality.

2.) Earth Day Celebration at Earth Artisan & Outfitter. The Earth Day Celebration at Earth Artisan & Outfitter was held in collaboration with multiple local organizations including the Borough of Carlisle. The earth day event was a free outdoor event open to the public. The Carlisle Borough MS4 Coordinator held a booth that provided educational outreach to the community regarding stormwater and stormwater management applicable to their own properties. An educational stormwater activity was featured and aided in engaging participation in stormwater education, display boards were created and utilized to educate residents and community members on stormwater and its great impacts to all forms of life. Materials were provided to the public on the benefits of managing stormwater on their very own properties. Materials were provided to the public, designed to provide education to various age groups and various audiences.

3.) Capital Region Council of Governments MS4 Stormwater Meeting. The CAPCOG Meeting consisted of a roundtable discussion to collaborate on issues, concerns and ideas regarding all things stormwater and stormwater management. Various municipalities in the county were represented, the Carlisle Borough MS4 Coordinator provided Carlisle representation.

3. **Report activities in which members of the public assisted or participated in the meetings and in the implementation of the SWMP, including education activities or efforts such as cleanups, monitoring, storm drain stenciling, or others.**

The following activities in which members of the public assisted or participated in the implementation of the SWMP include:

1.) Two Bare Root Tree Planting. The plantings were completed at the Carlisle Borough Compost Facility and a parcel of recreational land that divides a busy highway and a residential development. Combined efforts from Carlisle Borough MS4 Coordinator, Carlisle Borough Personnel, Tree Pennsylvania, The Pennsylvania Department of Conservation and Natural Resources and other local members brought both Spring and Fall plantings to prosperous fruition. The planting promoted and engaged efforts to promote and improve stormwater management through natural tree canopies and the use of tree canopies in urban landscapes to aid in controlling runoff and reducing the volume of runoff. The tree plantings will help in reducing runoff by transpiration, interception, reduced through fall, increased infiltration and phytoremediation. Education was provided to Carlisle Borough and Carlisle Police Department Staff on the practice of planting bare root trees and stormwater management practices.

2.) A Downtown Carlisle Association - Earth Day Clean Up was performed in combined efforts to clean up downtown Carlisle. Members of the community and Carlisle Borough Personnel partnered together to clean up various areas of downtown Carlisle including storm drains.

3.) Tree Planting and Tending with Carlisle High School. The MS4 Coordinator partnered with the Carlisle High School and Penn State Extension Master Watershed Stewards in a combined effort to teach local students the importance of tree planting, tree tending and tree maintenance with regards to the Carlisle High School Geo-Environmental Science Department. Students were taught first hand the benefits of reforestation and the benefits of reforestation to stormwater management practices. The students were taught how trees and reforestation help to improve water quality and local watershed health and how reforestation helps to greatly lessen the volume of stormwater pollutants.

4.) Carlisle Borough Parks & Recreation Summer Camp Educational Lessons. The Carlisle Borough MS4 Coordinator worked with Carlisle Parks and Recreation in coordination with their 2023 Summer Day Camp Program. The Carlisle Borough 2023 Summer Day Camp Program is an 11 week, full day camp made available to Carlisle Borough youth within the community. A strong aspect of the Summer Day Camp program is to provide the community youth with a positive camp structure with themed educational activities. The MS4 Coordinator helped to educate Carlisle Borough community youth on local water sources and conserving these areas. The educational water resources/conservation themed presentation was held for approximately forty-six (46) children.

MCM #2 Comments:

See Attachment 5 for Solicited Public Involvement and Participation from Specific Audience Groups Including the Following for both the Borough and County-wide:

- Attachment 5A - Cumberland Valley Waterways Connecting Us All Educational Series
- Attachment 5B - Bare Root Tree Planting Spring
- Attachment 5C - Bare Root Tree Planting Fall
- Attachment 5D - Capital Region Council of Governments
- Attachment 5E - Carlisle Parks & Recreation Summer Camp Stormwater Lessons
- Attachment 5F - Carlisle Area School District Tree Planting and Tree Tending Spring
- Attachment 5G - Carlisle Area School District Tree Planting and Tree Tending Fall
- Attachment 5H - Carlisle Borough Personnel MS4 Illicit Discharge Training
- Attachment 5I - Downtown Carlisle Clean Up
- Attachment 5J - South Central PA MS4 Workgroup

MCM #3 – ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDD&E)

BMP #1: Develop and implement a written program for the detection, elimination, and prevention of illicit discharges into the regulated small MS4.

1. For new permittees only, was the written IDD&E program developed within one year of permit coverage?

☐ Yes ☐ No

2. **Date of latest annual review of IDD&E program:** June 2023 **Were updates made?** ☐ Yes ☒ No

BMP #2: Develop and maintain map(s) that show permittee and urbanized area boundaries, the location of all outfalls and, if applicable, observation points, and the locations and names of all surface waters that receive discharges from those outfalls. Outfalls and observation points shall be numbered on the map(s).

1. **Have you completed a map(s) that includes all components of BMP #2?** ☒ Yes ☐ No

If Yes and you are a new permittee and have not submitted the map(s) previously, attach the map(s) to this report.

If No, date by which permittee expects map(s) to be completed:

2. **Date of last update or revision to map(s):** June 2023

3. **Total No. of Outfalls in MS4:** 24 **Total No. of Outfalls Mapped:** 24

4. **Total No. of Observation Points:** 0 **Total No. of Observation Points Mapped:** 0

5. **During the reporting period, have you identified any existing outfalls that have not been previously reported to DEP in an NOI, application or annual report, or are any new MS4 outfalls proposed for the next reporting period?**

☐ Yes ☒ No If Yes, select: ☒ Existing Outfall(s) Identified ☐ New Outfall(s) Proposed

BMP #3: In conjunction with the map(s) created under BMP #2 (either on the same map or on a different map), the permittee shall develop and maintain map(s) that show the entire storm sewer collection system within the permittee's jurisdiction that are owned or operated by the permittee (including roads, inlets, piping, swales, catch basins, channels, and any other components of the storm sewer collection system), including privately-owned components of the collection system where conveyances or BMPs on private property receive stormwater flows from upstream publicly-owned components.

1. Have you completed a map(s) that includes all components of BMP #3? ☒ Yes ☐ No

If Yes and you are a new permittee and have not submitted the map(s) previously, attach the map(s) to this report.

If No, date by which permittee expects map(s) to be completed:

2. If Yes to #1, is the map(s) on the same map(s) as for outfalls and receiving waters? ☒ Yes ☐ No

3. Date of last update or revision to map(s): June 2022

BMP #4: Conduct dry weather screenings of MS4 outfalls to evaluate the presence of illicit discharges. If any illicit discharges are present, the permittee shall identify the source(s) and take appropriate actions to remove or correct any illicit discharges. The permittee shall also respond to reports received from the public or other agencies of suspected or confirmed illicit discharges associated with the storm sewer system, as well as take enforcement action as necessary. The permittee shall immediately report to DEP illicit discharges that would endanger users downstream from the discharge, or would otherwise result in pollution or create a danger of pollution or would damage property.

For new permittees, all identified outfalls (and if applicable observation points) must be screened during dry weather at least twice within the 5-year period following permit coverage. For existing permittees, all identified outfalls (and if applicable observation points) must be screen during dry weather at least once within the 5-year period following permit coverage and, for areas where past problems have been reported or known sources of dry weather flows occur on a continual basis, outfalls must be screened annually during each year of permit coverage.

1. How many unique outfalls (and if applicable observation points) were screened during the reporting period? 24

2. Indicate the percentage of all outfalls screened in the past five years. 100%

3. Indicate the percent of outfalls screened during the reporting period that revealed dry weather flows: 100%

4. Did any dry weather flows reveal color, turbidity, sheen, odor, floating or submerged solids? ☐ Yes ☒ No

5. If Yes for #4, attach all sample results to this report with a map identifying the sample location. Explain the corrective action(s) taken in the attachment.

6. Do you use the MS4 Outfall Field Screening Report form (3800-FM-BCW0521) provided in the permit?

☒ Yes ☐ No

If No, attach a copy of your screening report form.

BMP #5: Enact a Stormwater Management Ordinance or SOP to implement and enforce a stormwater management program that includes prohibition of non-stormwater discharges to the regulated small MS4.

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that prohibits non-stormwater discharges? ☒ Yes ☐ No

If Yes, indicate the date of the ordinance or SOP: 10/10/2019

2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j) with respect to authorized non-stormwater discharges? ☒ Yes ☐ No

If Yes to #2 and the ordinance or SOP has not been submitted to DEP previously, attach the ordinance or SOP.

3. Were there any violations of the ordinance or SOP during the reporting period? ☒ Yes ☐ No
If Yes to #3, complete the table below (attach additional sheets as necessary).

Violation Date	Nature of Violation	Responsible Party	Enforcement Taken
November 1, 2021	Stormwater drainage issues that the current residents, the Hippenstiel's, are experiencing. The Hippenstiel's feel that the issues have been occurring since the installation of the homes located at the rear of their property (Meeting House Heights Subdivision and Land Development).	DANA HIPPENSTEIL	Site Visit was performed, documentation and suggested remedy was made. Carlisle Borough Inspector Randy Clark is to inform the contractor of Meeting House Heights Subdivision and Land Development of the deficiency and lack of completed Swales 1, 2 and 3 as designated within the Engineered Plans for Meeting House Heights Plan 10 - Phase 1, Engineering Instrument No. 200739378. Follow ups are planned with the contractor and the site at a later date. An MS4 Complaint Investigation memorandum was forwarded to Randy Clark and Mark Malarich.
November 24, 2021	A complaint was filed with the Cumberland County Conservation District for the address of 1106 Redwood Drive. An emergency repair of a sewer lateral was being made and the contractor performing the work had placed a large amount of ground on the adjacent sidewalk that was washed directly into the nearby storm drain inlet, as well as settling into a lower stormwater basin near the property.	WILSON P. TRAN AND AMY NGHI	Site Visit was performed, documentation and suggested remedy was made. Carlisle Borough Inspector Randy Clark informed the residents and contractor as to the need for proper remediation of the ground. A follow up site visit for compliance was performed at a later date. An MS4 Complaint Investigation memorandum was prepared and forwarded to Carlisle Borough Personnel Randy Clark and Mark Malarich.
Please see the attached (2021-2022) VIOLATIONS OF ORDINANCE OR SOP SpreadSheet for the reporting period			

4. Did you approve any waiver or variance during the reporting period that allowed an exception to non-stormwater discharge provisions of an ordinance or SOP? ☐ Yes ☒ No

If Yes to #4, identify the entity that received the waiver or variance and the type of non-stormwater discharge approved.
N/A

BMP #6: Provide educational outreach to public employees, business owners and employees, property owners, the general public and elected officials (i.e., target audiences) about the program to detect and eliminate illicit discharges.

1. Was IDD&E-related information distributed to public employees, businesses, and the general public during the reporting period? ☒ Yes ☐ No

If Yes, what was distributed?

The following IDD&E related information was distributed and presented to public employees, businesses, and the general public during this reporting period:

- IDD&E Information and Citizen Form on the Carlisle Borough Website
- IDD&E Informational Workshop to Carlisle Borough Public Works, Community Codes Enforcement and Parks & Recreation Personnel.

2. Is there a well-publicized method for employees, businesses and the public to report stormwater pollution incidents?

☒ Yes ☐ No

3. Do you maintain documentation of all responses, action taken, and the time required to take action? ☒ Yes ☐ No

MCM #3 Comments:

- See Attachment 6A - Carlisle Borough's IDDE Program
- See Attachment 6B - IDD&E Citizen Complaint Form
- See Attachment 6C - IDD&E Violations SpreadSheet for Reporting Year
- See Attachment 7 - Carlisle Borough's Stormwater System Map
- See Attachment 8 - Carlisle Borough Outfalls, Mapping, Inspections and Documentation
- See Attachment 9A - Carlisle Borough Stormwater Management Ordinance
- See Attachment 9B - Carlisle Borough Stormwater Management Ordinance (Carlisle Borough Website)

MCM #4 – CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Are you relying on PA's statewide program for stormwater associated with construction activities to satisfy this MCM?

☒ Yes ☐ No

(If Yes, respond to questions for BMP Nos. 1, 2 and 3 only in this section. If No, respond to questions for all BMPs in this section)

BMP #1: The permittee may not issue a building or other permit or final approval to those proposing or conducting earth disturbance activities requiring an NPDES permit unless the party proposing the earth disturbance has valid NPDES Permit coverage (i.e., not expired) under 25 Pa. Code Chapter 102.

During the reporting period, did you comply with 25 Pa. Code § 102.43 (relating to withholding building or other permits or approvals until DEP or a county conservation district (CCD) has approved NPDES permit coverage)?

☒ Yes ☐ No ☐ Not Applicable (no building permit applications received)

BMP #2: A municipality or county which issues building or other permits shall notify DEP or the applicable CCD within 5 days of the receipt of an application for a permit involving an earth disturbance activity consisting of one acre or more, in accordance with 25 Pa. Code § 102.42.

During the reporting period, did you comply with 25 Pa. Code § 102.42 (relating to notifying DEP/CCD within 5 days of receiving an application involving an earth disturbance activity of one acre or more)?

☒ Yes ☐ No ☐ Not Applicable (no building permit applications received)

BMP #3: Enact, implement and enforce an ordinance or SOP to require the implementation and maintenance of E&S control BMPs, including sanctions for non-compliance, as applicable.

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that requires implementation and maintenance of E&S control BMPs? ☒ Yes ☐ No

If Yes, indicate the date of the ordinance or SOP: 03/11/2011

2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☒ Yes ☐ No

3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

BMP #4: Review Erosion and Sediment (E&S) control plans to ensure that such plans adequately consider water quality impacts and meet regulatory requirements.

Specify the number of E&S Plans you reviewed during the reporting period: N/A

BMP #5: Conduct inspections regarding installation and maintenance of E&S control measures during earth disturbance activities. Maintain records of site inspections, including dates and inspection results, in accordance with the record retention requirements in this permit.

Specify the number of E&S inspections you completed during the reporting period: N/A

BMP #6: Conduct enforcement when installation and maintenance of E&S control measures during earth disturbance activities does not comply with permit and/or regulatory requirements.

Specify the number of enforcement actions you took during the reporting period for improper E&S: N/A

BMP #7: Develop and implement requirements for construction site operators to control waste at construction sites that may cause adverse impacts to water quality. The permittee shall provide education on these requirements to construction site operators.

Specify the method(s) by which you are educating construction site operators on controlling waste at construction sites:

N/A

BMP #8: Develop and implement procedures for the receipt and consideration of public inquiries, concerns, and information submitted by the public to the permittee regarding local construction activities.

1. A tracking system has been established for receipt of public inquiries and complaints. ☐ Yes ☐ No

2. Specify the number of inquiries and complaints received during the reporting period: N/A

MCM #4 Comments:

N/A

MCM #5 – POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP #1: Enact, implement and enforce an ordinance or SOP to require post-construction stormwater management from new development and redevelopment projects, including sanctions for non-compliance.

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that requires implementation and maintenance of post-construction stormwater management (PCSM) BMPs? ☒ Yes ☐ No

If Yes, indicate the date of the ordinance or SOP: 10/10/2019

2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☒ Yes ☐ No
3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

BMP #2: Develop and implement measures to encourage and expand the use of Low Impact Development (LID) in new development and redevelopment. Measures should also be included to encourage retrofitting LID into existing development. Enact ordinances consistent with LID practices and repeal sections of ordinances that conflict with LID practices.

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that encourages and expands the use of LID in new development and redevelopment? ☒ Yes ☐ No

If Yes, indicate the date of the ordinance or SOP: 10/10/2019

2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☒ Yes ☐ No
3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

BMP #3: Ensure adequate O&M of all post-construction stormwater management BMPs that have been installed at development or redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale.

1. Do you have an inventory of all PCSM BMPs that were installed to meet requirements in NPDES Permits for Stormwater Discharges Associated with Construction Activities approved since March 10, 2003? ☒ Yes ☐ No

If Yes to #1, complete Table 1 on the next page.

2. Has proper O&M occurred during the reporting period for all PCSM BMPs? ☒ Yes ☐ No
3. If No to #2, explain what action(s) the permittee has taken or plans to take to ensure proper O&M.

N/A

If you are relying on PA's statewide program for stormwater associated with construction activities, you may skip to MCM #6, otherwise complete all questions for BMPs #4 - #6 in this section.

BMP #4: Require the implementation of a combination of structural and/or non-structural BMPs that are appropriate to the local community, that minimize water quality impacts, and that are designed to maintain pre-development runoff conditions.

1. Specify the number of PCSM Plans reviewed during the reporting period for projects disturbing greater than or equal to one acre (including projects less than one acre that are part of a larger common plan of development or sale):
2. Has a tracking system been established and maintained to record qualifying projects and their associated BMPs?
☐ Yes ☐ No

PCSM BMP INVENTORY

Table 1. To complete the information needed for MCM #5, BMP #3, list all existing structural BMPs that discharge stormwater to the permittee's MS4 that were installed to satisfy PCSM requirements for earth disturbance activities under Chapter 102, and provide the requested information (see instructions).

BMP No.	BMP Name	DA (ac)	Entity Responsible for O&M	Latitude	Longitude	Date Installed	O&M Requirements	NPDES Permit No.
1	(PLEASE SEE ATTACHMENT NO. 10B FOR COMPLETE BMP LISTING)			0 1 "	0 1 "			
2				0 1 "	0 1 "			
3				0 1 "	0 1 "			
4				0 1 "	0 1 "			
5				0 1 "	0 1 "			
6				0 1 "	0 1 "			
7				0 1 "	0 1 "			
8				0 1 "	0 1 "			

BMP #5: Ensure that controls are installed that shall prevent or minimize water quality impacts. The permittee shall inspect all qualifying development or redevelopment projects during the construction phase to ensure proper installation of the approved structural PCSM BMPs. A tracking system (e.g., database, spreadsheet, or written list) shall be implemented to track the inspections conducted and to track the results of the inspections (e.g., BMPs were, or were not, installed properly).

1. During the reporting period have you inspected all qualifying development and redevelopment projects during the construction phase to ensure proper installation of approved structural BMPs?
☐ Yes ☐ No ☐ Not Applicable (no qualifying projects during reporting period)
2. Has a tracking system been established and maintained to record results of inspections?
☐ Yes ☐ No

BMP #6: Develop a written procedure that describes how the permittee shall address all required components of this MCM.

Have you developed a written plan that addresses: 1) minimum requirements for use of structural and/or non-structural BMPs in plans for development and redevelopment; 2) criteria for selecting and standards for sizing stormwater BMPs; and 3) implementation of an inspection program to ensure that BMPs are properly installed? ☐ Yes ☐ No

MCM #5 Comments:

See Attachment No.10 for Carlisle Borough BMP Inspection Program,
BMP Installation Log (2022-2023) and
Completed BMP Inspections for the Reporting Period (2022-2023)

MCM #6 – POLLUTION PREVENTION / GOOD HOUSEKEEPING

BMP #1: Identify and document all operations that are owned or operated by the permittee and have the potential for generating pollution in stormwater runoff to the MS4. This includes activities conducted by contractors for the permittee.

1. Have you identified all facilities and activities owned and operated by the permittee that have the potential to generate stormwater runoff into the MS4? ☒ Yes ☐ No
2. When was the inventory last reviewed? June 2023
3. When was it last updated? June 2021

BMP #2: Develop, implement and maintain a written O&M program for all operations that could contribute to the discharge of pollutants from the MS4, as identified under BMP #1. This program shall address stormwater collection or conveyance systems within the regulated MS4.

1. Have you developed a written O&M program for the operations identified in BMP #1? ☒ Yes ☐ No
2. Date of last review or update to written O&M program: June 2023

BMP #3: Develop and implement an employee training program that addresses appropriate topics to further the goal of preventing or reducing the discharge of pollutants from operations to the regulated small MS4. All relevant employees and contractors shall receive training.

1. Have you developed an employee training program? ☒ Yes ☐ No
2. Date of last review or update to training program: June 2023 Date of latest training: 06/16/2023

3. Training topics covered:

Please see Attachment No. 11 for Summarization of Training completed.

4. Name(s) of training presenter(s):

Please see Attachment No. 11 for Summarization of Training completed.

5. Names of training attendees:

Please see Attachment No. 11 for Summarization of Training completed.

MCM #6 Comments:

See Attachment 11 for MS4 Employee Training Program

POLLUTANT CONTROL MEASURES (PCMs)

Indicate the status of implementing PCMs in Appendices A, B and/or C by completing the table below. Skip this section if PCMs are not applicable.

Task	Date Completed	Attached	Anticipated Completion Date
Storm Sewershed Map(s)	June 2021	☒	
Source Inventory		☐	
Investigation of Suspected Sources		☐	
Ordinance/SOP for Controlling Animal Wastes		☐	

PCM Comments:

N/A

POLLUTANT REDUCTION PLANS (PRPs) AND TMDL PLANS

1. Complete this section if the development and submission of a PRP and/or TMDL Plan was required as an attachment to the latest NOI or application or was required by the permit, regardless of whether DEP has approved the plan(s).

Type of Plan	Submission Date	DEP Approval Date	Surface Waters Addressed by Plan
☒ Chesapeake Bay PRP (Appendix D)	11/29/2019	07/23/2020	Chesapeake Bay
☐ Impaired Waters PRP (Appendix E)			
☐ TMDL Plan (Appendix F)			
☐ Combined Chesapeake Bay / Impaired Waters PRP			
☐ Combined PRP / TMDL Plan			

- ☐ Joint Plan (if checked, list the name of the MS4 group or names of all entities participating in the joint plan below)
Joint Plan Participants:

2. Identify the pollutants of concern and pollutant load reduction requirements under the permit (see instructions).

Type of Plan	TSS Load Reduction (lbs/yr)	TP Load Reduction (lbs/yr)	TN Load Reduction (lbs/yr)
☒ Chesapeake Bay PRP (Appendix D)	154,802.93	103.41	1,160.33
☐ Impaired Waters PRP (Appendix E)			
☐ TMDL Plan (Appendix F)			
☐ Combined Chesapeake Bay / Impaired Waters PRP			
☐ Combined PRP / TMDL Plan			

3. Date Final Report Demonstrating Achievement of Pollutant Load Reductions Due: 07/25/2025

4. Have any modifications to the plan(s) occurred since DEP approval? ☐ Yes ☒ No

If Yes to #4, was the updated plan(s) submitted to DEP? ☐ Yes ☐ No

If Yes to #4, did you comply with the public participation requirements of the applicable appendix? ☐ Yes ☐ No

If Yes to #4, describe the plan modifications.

5. Summary of progress achieved during reporting period.

Please See Attachment No.12 for a summary of the progress achieved during the reporting period.

6. Anticipated activities for next reporting period.

See Attachment No. 12 for the anticipated activities for the next reporting period.

PRP/TMDL Plan Comments:

N/A

NEW BMPs FOR PRP/TMDL PLAN IMPLEMENTATION

Table 2. List all new structural BMPs installed and ongoing non-structural BMPs implemented during the reporting period that are being used toward achieving load reductions in the permittee's PRP and/or TMDL Plan (see instructions).

BMP No.	BMP Name	DA (ac)	% Imp.	BMP Extent	Units	Latitude	Longitude	Date Installed or Implemented	Planning Area?	Ch. 102?	Annual Sediment Load Reduction (lbs/yr)
50	TIGER PROJECT STREETSCAPE IMPROVEMENTS	53.7	41	53.7	ACRES	40° 12' 34"	70° 11' 33"	10/2022	X	X	11,399
51	W. WILLOW STREET VEGETATIVE SWALE	0.26	71	0.25	ACRES	40° 11' 43"	77° 11' 46"	08/2023	X	☐	291
52	WILSON STREET VEGETATIVE SWALE	0.13	88	0.13	ACRES	40° 11' 26"	77° 12' 10"	07/2023	X	☐	131
53	FACTORY STREET VEGETATIVE SWALE	0.33	78	0.33	ACRES	40° 12' 28"	77° 11' 38"	09/2022	X	☐	358
						0° 1' 33"	0° 1' 33"		☐	☐	

BMP INVENTORY FOR PRP/TMDL PLAN IMPLEMENTATION

Table 3. List all existing structural BMPs that have been installed in prior reporting periods and are eligible to use toward achieving load reductions in the permittee's PRP and/or TMDL Plan (see instructions).

BMP No.	BMP Name	DA (ac)	% Imp	BMP Extent	Units	Latitude	Longitude	Date Installed	Annual Sediment Load Reduction (lbs/yr)	Date of Latest Inspection	Satisfactory ?
48	CARLISLE GREEN STREETS	11.55	40	11.55	Acres	40° 12' 14"	77° 11' 59"	9/2019	17,901	6/2023	x
49	VALLEY MEADOWS TREE PLANTING	27.4	28	27.4	Acres	40° 11' 39"	77° 13' 19"	05/2019	270	6/2023	x
50	POMFRET STREET PARKING LOT	0.49	10	0.49	Acres	40° 12' 02"	77° 11' 28"	07/2021	526	6/2023	x
						0° 1' 0"	0° 1' 0"				☐

CERTIFICATION

For PAG-13 Permittees: I have read the latest PAG-13 General Permit issued by DEP and agree and certify that (1) the permittee continues to be eligible for coverage under the PAG-13 General Permit and (2) the permittee will continue to comply with the conditions of that permit, including any modifications thereto. I understand that if I do not agree to the terms and conditions of the PAG-13 General Permit, I will apply for an individual permit within 90 days of publication of the General Permit. I also acknowledge that any facility construction needed to comply with the General Permit requirements shall be designed, built, operated, and maintained in accordance with operative laws and regulations.

For All Permittees: I certify under penalty of law that this report was 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. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

Susan Armstrong, Carlisle Borough Manager

Name of Responsible Official

717-240-6922

Telephone No.

Signature

Date

9/25/2023