

# Notice of Intent (NOI) for coverage under Small MS4 General Permit

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## Part I: General Conditions

### General Information

Name of Municipality or Organization:

State:

EPA NPDES Permit Number (if applicable):

### Primary MS4 Program Manager Contact Information

Name:

Title:

Street Address Line 1:

Street Address Line 2:

City:

State:

Zip Code:

Email:

Phone Number:

Fax Number:

### Other Information

Stormwater Management Program (SWMP) Location  
(web address or physical location, if already completed):

### Eligibility Determination

Endangered Species Act (ESA) Determination Complete?

Eligibility Criteria  
(check all that apply): ☐ A ☐ B ☒ C

National Historic Preservation Act (NHPA) Determination Complete?

Eligibility Criteria  
(check all that apply): ☒ A ☐ B ☐ C

☒ Check the box if your municipality or organization was covered under the 2003 MS4 General Permit

### MS4 Infrastructure (if covered under the 2003 permit)

Estimated Percent of Outfall Map Complete?  
(Part II, III, IV or V, Subpart B.3.(a.) of 2003 permit)

If 100% of 2003 requirements not met, enter an  
estimated date of completion (MM/DD/YY):

Web address where MS4 map is published:

*If outfall map is unavailable on the internet an electronic  
or paper copy of the outfall map must be included with  
NOI submission (see section V for submission options)*

### Regulatory Authorities (if covered under the 2003 permit)

Illicit Discharge Detection and Elimination (IDDE) Authority Adopted?  
(Part II, III, IV or V, Subpart B.3.(b.) of 2003 permit)

Effective Date or Estimated  
Date of Adoption (MM/DD/YY):

Construction/Erosion and Sediment Control (ESC) Authority Adopted?  
(Part II, III, IV or V, Subpart B.4.(a.) of 2003 permit)

Effective Date or Estimated  
Date of Adoption (MM/DD/YY):

Post- Construction Stormwater Management Adopted?  
(Part II, III, IV or V, Subpart B.5.(a.) of 2003 permit)

Effective Date or Estimated  
Date of Adoption (MM/DD/YY):

## Part II: Summary of Receiving Waters

Massachusetts list of impaired waters: [Massachusetts 2014 List of Impaired Waters- http://www.mass.gov/eea/docs/dep/water/resources/07v5/14list2.pdf](http://www.mass.gov/eea/docs/dep/water/resources/07v5/14list2.pdf)

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#### Part III: Stormwater Management Program Summary

Identify the Best Management Practices (BMPs) that will be employed to address each of the six Minimum Control Measures (MCMs). For municipalities/organizations whose MS4 discharges into a receiving water with an approved Total Maximum Daily Load (TMDL) and an applicable waste load allocation (WLA), identify any additional BMPs employed to specifically support the achievement of the WLA in the TMDL section at the end of part III.

For each MCM, list each existing or proposed BMP by category and provide a brief description, responsible parties/departments, measurable goals, and the year the BMP will be employed (public education and outreach BMPs also requires a target audience). Use the drop-down menus in each table or enter your own text to override the drop down menu.

#### MCM 1: Public Education and Outreach

BMP Media/Category (enter your own text to override the drop down menu)	BMP Description	Targeted Audience	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal	Beginning Year of BMP Implementation
Brochures/Pamphlets	Mailers on stormwater pollution control	Residents	DPW Operations	Prepare and distribute to all residences appropriate stormwater management messages annually	2019
Displays/Posters/Kiosks	Posters and displays used to educate business/industry on stormwater pollution and proper management	Businesses, Institutions and Commercial Facilities	DPW Operations	Update posters and displays for businesses and institutions with appropriate stormwater management message annually	2019
Brochures/Pamphlets	Brochures to educate developers on stormwater pollution and proper management on new and redevelopment	Developers (construction)	DPW Operations	Preparation and distribution to local developers of stormwater messages targeting development community every 2 years	2019

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#### Part III: Stormwater Management Program Summary (continued)

#### MCM 3: Illicit Discharge Detection and Elimination (IDDE)

BMP Categorization (enter your own text to override the drop down menu)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
SSO inventory	Develop SSO inventory in accordance of permit conditions	DPW Operations/Town Engineer	Complete within 1 year of effective date of permit	2019
Storm sewer system map	Create map and update (Include interconnections, open conveyance, initial catchment delineations) during IDDE program completion	DPW Operations/GIS Manager	Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	2020
Written IDDE program	Update written IDDE program to address nutrients and pathogens and program procedures	DPW Operations	Complete within 1 year of the effective date of permit and update as required	2019
Implement IDDE program	Implement catchment investigations according to program and permit conditions	DPW Operations	Complete investigation of 30% of problem catchments by year 2 and complete all investigations 10 years after effective date of permit	2020
Employee training	Train employees on IDDE Implementation	DPW Operations	Train annually	2019
Conduct dry weather screening	Develop screening & sampling procedures and conduct in accordance with outfall screening procedure and permit conditions	DPW Operations	Complete 3 years after effective date of permit	2021
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	DPW Operations	Begin sampling in catchments with identified SVF. Complete 10 years after effective date of permit	2023
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	DPW Operations	Complete ongoing outfall screening upon completion of IDDE program	2024

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**Notice of Intent (NOI) for coverage under Small MS4 General Permit****Part III: Stormwater Management Program Summary (continued)****MCM 4: Construction Site Stormwater Runoff Control**

<b>BMP Categorization</b> (enter your own text to override the drop down menu or entered text)	<b>BMP Description</b>	<b>Responsible Department/Parties</b> (enter your own text to override the drop down menu)	<b>Measurable Goal</b> (all text can be overwritten)	<b>Beginning Year of BMP Implementation</b>
Site Inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	DPW Operations, Town Engineer, and Conservation Commission	Complete within 1 year of the effective date of permit	2019
Site plan review	Complete written procedures of site plan review and begin implementation	DPW Operations and Planning	Complete within 1 year of the effective date of permit	2019
Erosion and Sediment Control	Adoption of requirements for construction operators to implement a sediment and erosion control program	DPW Operations, Town Engineer, and Conservation Commission	Complete within 1 year of the effective date of permit	2019
Waste Control	Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes	DPW Operations and Town Engineer	Complete within 1 year of the effective date of permit	2019

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**Notice of Intent (NOI) for coverage under Small MS4 General Permit****Part III: Stormwater Management Program Summary (continued)****MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment**

<b>BMP Categorization</b> (enter your own text to override the drop down menu or entered text)	<b>BMP Description</b>	<b>Responsible Department/Parties</b> (enter your own text to override the drop down menu)	<b>Measurable Goal</b> (all text can be overwritten)	<b>Beginning Year of BMP Implementation</b>
As-built plans for on-site stormwater control	Require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP	DPW Operations, Engineering, and Planning	Require submission of as-built plans for completed projects as part of SWMP	2019
Target properties to reduce impervious areas	Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually	DPW Operations, Engineering, and Planning	Complete 4 years after effective date of permit and report annually on retrofitted properties	2022
Allow green infrastructure	Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist	DPW Operations, Engineering and Planning	Complete 4 years after effective date of permit and implement recommendations of report	2022
Street design and parking lot guidelines	Develop a report assessing requirements that affect the creation of impervious cover. The assessment will help determine if changes to design standards for streets and parking lots can be modified to support low impact design options.	DPW Operations, Engineering and Planning	Complete 4 years after effective date of permit and implement recommendations of report	2022

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**Notice of Intent (NOI) for coverage under Small MS4 General Permit****Part III: Stormwater Management Program Summary (continued)****MCM 6: Municipal Good Housekeeping and Pollution Prevention**

<b>BMP Categorization</b> (enter your own text to override the drop down menu or entered text)	<b>BMP Description</b>	<b>Responsible Department/Parties</b> (enter your own text to override the drop down menu)	<b>Measurable Goal</b> (all text can be overwritten)	<b>Beginning Year of BMP Implementation</b>
O&M procedures	Create written O&M procedures including all requirements contained in 2.3.7.a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment	DPW Operations	Complete and Implement 2 years after effective date of permit	2020
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	DPW Operations	Complete 2 years after effective date of permit and update annually	2020
Infrastructure O&M	Establish and Implement program for repair and rehabilitation of MS4 Infrastructure	DPW Operations and Engineering	Complete 2 years after effective date of permit	2020
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities	DPW Operations	Complete and Implement 2 years after effective date of permit	2020
Catch basin cleaning	Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule	DPW Operations	Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually	2020
Street sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	DPW Operations	Sweep all streets and permittee-owned parking lots once per year in the spring	2020
Road salt use optimization program	Establish and Implement a program to minimize the use of road salt	DPW Operations	Implement salt use optimization during deicing season	2020

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### Part III: Stormwater Management Program Summary (continued)

Use the drop-down menus to select the applicable TMDL, action description to meet the TMDL requirements, and the responsible department/parties. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

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### Part II: Stormwater Management Program Summary (continued)

### Actions for Meeting Requirements Related to Water Quality Limited Waters

Use the drop-down menus to select the pollutant causing the water quality limitation and enter the waterbody ID(s) experiencing excursions above water quality standards for that pollutant. In addition, if you are subject to additional requirements due to a downstream nutrient impairment (see Part 2.2.2 of the permit) select the pollutant of concern and indicate applicable waterbody IDs or write "all waterbodies" if applicable. Choose the action description from the dropdown menu and indicate the responsible party. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

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### Part IV: Notes and additional information

Use the space below to indicate the part(s) of 2.2.1 and 2.2.2 that you have identified as not applicable to your MS4 because you do not discharge to the impaired water body or a tributary to an impaired water body due to nitrogen or phosphorus. Provide all supporting documentation below or attach additional documents if necessary. Also, provide any additional information about your MS4 program below.

Click to add text

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### Part V: 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 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, I certify that 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.

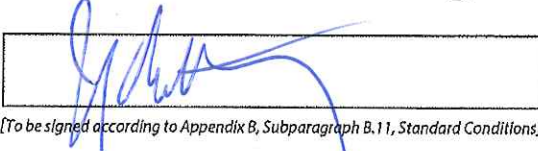
Name:

Jeffrey D Nutting

Title:

Town Administrator

Signature:



Date:

9/28/08

[To be signed according to Appendix B, Subparagraph B.11, Standard Conditions]

Note: When prompted during signing, save the document under a new file name