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

Part I: General Conditions

General Information

Name of Municipality or Organization: Town of Pepperell State: MA

EPA NPDES Permit Number (if applicable):

Primary MS4 Program Manager Contact Information

Name: Kenneth Kalinowski Title: Town Engineer/Director of Public Works

Street Address Line 1: 1 Main Street

Street Address Line 2: Pepperell Town Hall

City: Pepperell State: MA Zip Code: 01463

Email: KKalinowski@town.pepperell.ma.us Phone Number: (978) 433-0327

Fax Number: (978) 433-6490

Other Information

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

Eligibility Determination

Endangered Species Act (ESA) Determination Complete? Yes

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

National Historic Preservation Act (NHPA) Determination Complete? Yes

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

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Part II: Summary of Receiving Waters

Please list the waterbodies to which your MS4 discharges. For each waterbody, please report the number of outfalls discharging into it and, if applicable, the segment ID and any impairments.

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

Waterbody that receives flow from the MS4 and segment ID if applicable	Number of outfalls into receiving water segment	Chloride	Chlorophyll-a	Dissolved Oxygen/ DO Saturation	Nitrogen	Oil & Grease/ PAH	Phosphorus	Solids/ TSS/ Turbidity	E. coli	Enterococcus	Other pollutant(s) causing impairments
New permittee: Town has approximately 59 outfalls, but mapping and discharge location information not yet available		☐	☐	☐	☐	☐	☐	☐	☐	☐	
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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 Imple-mentation**
Brochures/Pamphlets	Develop information on the Town's stormwater system and operations and promote stormwater protection actvities	Residents	DPW Operations	Distribute to residents once every permit cycle. Track distribution and feedback	2019
Brochures/Pamphlets	Provide information on potential impacts of business and institutional activities on stormwater management	Businesses, Institutions and Commercial Facilities	DPW Operations	Distribute to all local commercial and institutional operations once during the permit cycle	2020
Displays/Posters/Kiosks	Display information on applicable stormwater management best practices for construction activities	Developers (construction)	DPW Operations	Develop and display at Town Hall. Update once per permit cycle	2020
Brochures/Pamphlets	Provide information to industrial facilities on applicable stormwater management requirements	Industrial Facilities	DPW Operations	Distribute to all local industrial facilities once during permit term	2020

Newspaper Articles/Press Releases	Prepare and public 3 annual messages on water quality protection focused on phosphorus controls	Residents, Businesses, and Public	DPW Operations	Publish and promote 3 articles or press releases on stormwater anually	2020
Web Page	Post copies of brochures and articles and link to stormwater issues on Town's website	General Public	DPW/IT Director	Update links annually. Track hits and feedback from website.	2019

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

Part III: Stormwater Management Program Summary (continued)

MCM 2: Public Involvement and Participation

BMP Categorization	Brief BMP Description (enter your own text to override the drop down menu)	Responsible Department/Parties (enter your own text to override the drop down menu)	Additional Description/ Measurable Goal	Beginning Year of BMP Imple-mentation
Public Review	SWMP Development and Review	DPW Operations	Annually post stormwater management plan on Town's website for public review and comment	2019
Public Participation	Cleanups - Shoreline/Waterbody	DPW Operations, Conservation Commission	Town will support annual clean-up efforts and report on participation in and impacts of clean-ups	2020
Public Participation	Catch Basin Stenciling/Markers	DPW Operations	Provide materials in support of local volunteer catch basin marker programs	2020
Public Participation	Household haz. waste/used oil collection	Board of Health	Provide outreach and support for local household hazardous waste management activities. Report on collected materials	2019

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

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 Imple-mentation**
SSO inventory	Develop SSO inventory in accordance of permit conditions	DPW Operations	Complete within 4 years of effective date of permit	2022
Storm sewer system map	Create map and update during IDDE program completion	DPW Operations	Complete Phase 1 of drainage map within 5 years of effective date of permit and complete full system map 10 years after effective date of permit.	2023
Adopt stormwater bylaws to codify IDDE, new/ redevelopment post-construction requirements	Approve new or modified regulations	DPW Operations, Planning Board	Complete within 3 years of the effective date of permit and update as required	2021
Develop written IDDE Plan and begin to implementation of IDDE program	Implement catchment investigations according to program and permit conditions	DPW Operations	Begin within 4 years and complete 10 years after effective date of permit	2022
Employee training	Train employees on IDDE implementation	DPW Operations	Develop materials and train staff annually starting in year 4	2022
Dry weather catchment investigation procedures	Develop and approve written catchment investigation procedures	DPW Operations	Complete 4 years after effective date of permit	2022
Conduct dry weather investigations of problem catchments	Investigate 30% of "problem" catchments	DPW Operations	Complete 30% by year 5	2023
Conduct wet weather screening, as necessary	Conduct in accordance with IDDE plan procedures	DPW Operations	Implement along with dry weather screening, as needed.	2023
Ongoing screening	Conduct follow up dry weather and wet weather screening (as necessary)	DPW Operations	Perform ongoing screening (as needed) upon completion of IDDE program	2028

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Part III: Stormwater Management Program Summary (continued)

MCM 4: Construction Site Stormwater Runoff Control

BMP Categorization (enter your own text to override the drop down menu or entered text)	**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 Imple-mentation**
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Develop written procedures of site inspections and enforcement procedures	DPW Operations, Conservation Committee	Complete within 3 years of the effective date of permit	2021
Site plan review	Develop and implement tracking and enforcement of site plan requirements	DPW Operations, Planning Board, Conservation Committee	Complete within 3 years of the effective date of permit	2021
Erosion and Sediment Control	Modify/adoption of requirements for construction operators to implement a sediment and erosion control program	DPW Operations, Planning Board	Complete within 3 year of the effective date of permit	2021
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, Building Department, Board of Health	Complete within 3 year of the effective date of permit	2021

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

BMP Categorization (enter your own text to override the drop down menu or entered text)	**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 Imple-mentation**
As-built plans for on-site stormwater control	Develop or update procedures to require submission of as-built drawings and ensure long term operation and maintenance of BMPs. Include requirement that BMPs be optimized for phosphorous removal.	DPW Operations, Planning Board	Update procedures and require submission of as-built plans within 3 years of effective date of permit	2021
Target methods to reduce impervious areas	Review and report on local designs standards affecting impervious area. Include review of street design and parking lot guidelines.	DPW Operations, Planning Board	Develop report regarding impervious area within 6 years after effective date of permit	2024
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, Planning Board	Complete report within 6 years after effective date of permit and begin implementing recommendations of report	2024
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.	Planning Board, DPW Operations	Complete 6 years after effective date of permit and implement recommendations of report	2022

Ensure any stormwater controls or management practices for new development and redevelopment meet the retention or treatment requirements of the permit and all applicable requirements of the Massachusetts Stormwater Handbook	Adoption, amendment, or modification of a regulatory mechanism to meet permit requirements	DPW Operations	Complete 3 years after effective date of permit	2021

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

BMP Categorization (enter your own text to override the drop down menu or entered text)	**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 Imple-mentation**
O&M procedures for Municipal Activities	Create written O&M procedures and for parks and open spaces, buildings and facilities, and vehicles and equipment	DPW Operations,Conservation Committee	Complete and implement 4 years after effective date of permit	2022
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	DPW Operations	Complete within 4 years of effective date of permit and update annually	2022
Infrastructure O&M	Establish and implement program for repair and rehabilitation of MS4 infrastructure	DPW Operations	Complete plan and begin implementation within 4 years of effective date of permit	2022
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities	DPW Operations	Complete any required SWPPPs by year 4	2022
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	2022
Street sweeping program	Sweep all streets and permitee-owned parking lots in accordance with permit conditions, including requiring sweeping at least twice a year (spring and fall) to support phosphorous removal	DPW Operations	Sweep all streets and permitee-owned parking lots once per year in the spring	2022

Road salt use optimization program	Establish and implement a program to minimize the use of road salt	DPW Operations	Implement salt use optimization during de-icing season (by year 4)	2022
Site inspections and maintenance of stormwater treatment structures	Establish and implement inspection and maintenance procedures and frequencies	DPW Operations	Inspect and maintain treatment structures at least quarterly	2022

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

Part III: Stormwater Management Program Summary (continued)

Actions for Meeting Total Maximum Daily Load (TMDL) Requirements

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.**

Applicable TMDL	Action Description	Responsible Department/Parties (enter your own text to override the drop down menu)

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

Part III: 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.**

Pollutant	Waterbody ID(s)	Action Description	Responsible Department/Parties (enter your own text to override the drop down menu)
Phosphorus	Nashua River	Adhere to requirements in part II of Appendix H	DPW Operations, Board of Health, Conservation Commission

Part IV: Notes and additional information

Use the space below to indicate the part(s) of 2.2.1and 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

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

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:	Kenneth Kalinowski, PE	Title:	Town Engineer / Director of Public Works
Signature:		Date:	09/27/18

[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