

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? 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)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	06/11/08
Construction/Erosion and Sediment Control (ESC) Authority Adopted? (Part II,III,IV or V, Subpart B.4.(a.) of 2003 permit)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	06/11/08
Post- Construction Stormwater Management Adopted? (Part II, III, IV or V, Subpart B.5.(a.) of 2003 permit)	Yes	Effective Date or Estimated Date of Adoption (MM/DD/YY):	06/11/08

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

Part II: Summary of Receiving Waters

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

Massachusetts list of impaired waters: <http://www.mass.gov/eea/docs/dep/water/resources/07v5/14list2.pdf>

Check off relevant pollutants for discharges to impaired waterbodies (see above 303(d) lists) without an approved TMDL in accordance with part 2.2.2.a of the permit. List any other pollutants in the last column, if applicable.

[illegible]

Waterbody segment that receives flow from the MS4	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
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Notice of Intent (NOI) for coverage under Small MS4 General Permit

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
Displays/Posters/Kiosks	Stormwater management system info displays at various public spaces/events on pollution prevention	Residents/Businesses/Developers	DPW/MVPC Merrimack Valley Stormwater Collaborative/Greenscapes	Informational Posters & Display boards at locations to include Town Hall, community building	2019
Brochures/Pamphlets	Public education print materials	Residents/Businesses/Developers	DPW/MVPC Merrimack Valley Stormwater Collaborative/Greenscapes	2 messages over 5 years to each of the three targeted audience. (Note that West Newbury does not have significant industry; targeted audiences are residents; commercial businesses & institutions; and developers.	2019
Special Events	Civic outreach events including display tables/info booth at Earth Day in Spring and Town Meeting.	Residents	Stormwater Working Group made up of Town Manager, Health Director	2 events per year	2019
School Curricula/Programs--Greenscapes	Incorporate stormwater pollution prevention education into school curricula	Residents	Page School/Greenscapes North Shore Coalition	1 day workshop annually to elementary school pupil audience @	2019

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

Part III: Stormwater Management Program Summary (continued)

MCM 2: Public Involvement and Participation

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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 Implementation
Storm Sewer Outfall inventory	Develop SSO inventory in accordance of permit conditions	DPW	Complete within 1 year of effective date of permit	2018
Storm sewer system map	Create map and update during IDDE program completion	DPW/ with MVPC	Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	2018
Written IDDE program	Create written IDDE program	DPW/Stormwater Working Group	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	Complete 10 years after effective date of permit	2020
Employee training	Train employees on IDDE implementation	DPW/Public Safety/Health/Conservation with MVPC Stormwater Collaborative	Train annually	2019
Conduct dry weather screening	Conduct in accordance with outfall screening procedure and permit conditions	DPW/Health	Complete 3 years after effective date of permit	2020
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	DPW/Health	Complete 10 years after effective date of permit	2021
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	DPW/Health	Complete ongoing outfall screening upon completion of IDDE program	2022

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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 Implementation
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	Planning/Conservation Commission/ Inspectional Services/3rd Party inspectors	Complete within 1 year of the effective date of permit	2019
Site plan review	Complete written procedures of site plan review and begin implementation	Planning/Town Meeting	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	Planning/Conservation Commission/Inspectional Services	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	Planning Board/DPW/Board of Health	Complete within 1 year of the effective date of permit	2019

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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 Implementation
As-built plans for on-site stormwater control	The procedures to require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP	Planning Board/Building Dept./DPW	Require submission of as-built plans for completed projects	2019
Target properties to reduce impervious areas (NOTE: Town has fewer than five municipal-owned properties within the MS4 area and as part of this BMP activity planning will determine appropriate # and location of properties to target)	Identify permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually	DPW/Stormwater Working Group	Complete 4 years after effective date of permit	2021
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	Stormwater Working Group	Complete 4 years after effective date of permit	2021
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.	Stormwater Working Group	Complete 4 years after effective date of permit	2021

[illegible]

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 Implementation
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	Complete and implement 2 years after effective date of permit	2019
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	DPW	Complete 2 years after effective date of permit and implement annually	2019
Infrastructure O&M	Establish and implement program for repair and rehabilitation of MS4 infrastructure	DPW	Complete 2 years after effective date of permit	2019
Stormwater Pollution Prevention Plan (SWPPP) (Note: DPW maintenance facilities are not located in the MS4. Facilities within the MS4 that may be appropriate for a SWPPP is the Fire Station/Public Safety Building.)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities located in MS4 area	Police/Fire (if applicable)	Complete and implement 2 years after effective date of permit if determined impact on MS4 resources	2019
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	Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually	2019
Street sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	DPW	Sweep all streets and permittee-owned parking lots once per year in the spring	2019
Road salt use optimization program	Establish and implement a program to minimize the use of road salt	DPW	Implement salt use optimization during deicing season	2019

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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.**

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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. 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.**

[illegible]

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.

Evaluation of Historic Effects

Assessment of Endangered Species Impact and EPA Consultation with U.S. Fish & Wildlife

Greenscapes North Shore MCM1 Public Education & Outreach Program Outline

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:

Angus Jennings

Title:

Town Manager

Signature:

Angus Jennings

Digitally signed by Angus
Jennings
Date: 2018.09.27 20:25:24 -04'00'

Date:

[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

GREENSCAPES NORTH SHORE COALITION

MCM 1: Public Education and Outreach - NOI FORM

* All literature and media will be available online at www.greenscapes.org and can be shared with member communities at any time.

** Community can decide how to address Greenscapes' involvement. They may choose to list GS as an external contractor, or can list whomever in their town GS communicated with for each BMP, respectively.

BMP Media/ Category	BMP Description*	Targeted Audience	Responsible Parties/ Depts**	Measurable Goal	Implementation Year
Brochure/ Pamphlets	Brochure will consist of a 'how-to-guide' for residents on how rain gardens work and how to install them at their home.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	2018 (Fall)
Brochure/ Pamphlets	An updated version of comprehensive literature, discussing the importance of "greenscaping", small-scale stormwater management practices, sewer/septic system maintenance and other ways to avoid illicit discharge.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	2019 (Spring)
Workshop/ Info Sheet	Workshop and associated literature will cover LID options for reducing runoff and promoting on-site infiltration. Pricing, maintenance and ordinances will also be discussed.	Developers (Construction)	Greenscapes North Shore Coalition and Town of West Newbury	- Number of attendees - Increase in LID use	2019 (Winter)
Displays/ Posters/ Kiosks	Informational poster will be placed in area with heavy dog/walker traffic. Poster will describe proper pet waste management and disposal.	Residents	Greenscapes North Shore Coalition	- Pilot surveys may be conducted before and after message posting	2019 (Spring)
Brochure/ Pamphlets	Pet Waste literature is available in two forms (one page info sheet or rack card) and can be redistributed as necessary.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	2018
Social Media Post	Greenscapes will provide content for a social media "blast" on town Facebooks etc. Ex. Autumnal facebook post describing proper disposal of leaf collection, and springtime post about proper lawn/fertilizer maintenance.	Residents	Greenscapes North Shore Coalition and Town of West Newbury	- Number of views/ likes/ comments - Resident testimonials before and after posting	2018
School Curriculae/ Programs	The Page Elementary School will host Greenscapes "Keeping Water Clean" Program.	Residents	Greenscapes North Shore Coalition	- Number of students/ teachers/ volunteers in attendance - Subset of students evaluated before and after program	2018
Brochure/ Pamphlets	Brochure will include general info on LIDs that can assist in stormwater management and pollution prevention. Content will be targeted to "environmental contacts" at industrial facilities, or property managers where applicable.	Industrial Facilities	Greenscapes North Shore Coalition	- Number distributed - Phone call followup	FY2020
Workshop	Stormwater presentation will discuss specific BMPs for parking lots; how to reduce impervious surfaces, and maintain the space more sustainably.	Businesses/ Institutions and Commercial Facilities	Greenscapes North Shore Coalition and Town of West Newbury	- Number of attendees - Number of presentations re-distributed to commercial representatives.	FY2020
Displays/ Posters/ Kiosks	An updated version of informational display, discussing the importance of "greenscaping", small-scale stormwater management practices, sewer/septic system maintenance and other ways to avoid illicit discharge.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2020
Brochure/ Pamphlets	Pet Waste literature is available in two forms (one page info sheet or rack card) and can be redistributed as necessary.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2020
Social Media Post	Greenscapes will provide content for a social media "blast" on town Facebooks etc. Ex. Autumnal facebook post describing proper disposal of leaf collection, and springtime post about proper lawn/fertilizer maintenance.	Residents	Greenscapes North Shore Coalition and Town of West Newbury	- Number of views/ likes/ comments - Resident testimonials before and after posting	FY2020
School Curriculae/ Programs	The Page Elementary School will host Greenscapes "Keeping Water Clean" Presentation.	Residents	Greenscapes North Shore Coalition	- Number of students/ teachers/ volunteers in attendance - Subset of students evaluated before and after program	FY2020

Workshop	Workshop and literature will go into greater detail, following the workshop regarding low impact development held in year one. City ordinances and associated incentives will be outlined.	Developers (Construction)	Greenscapes North Shore Coalition and Town of West Newbury	- Number of attendees	FY2021
Web Page	Story Map will outline and describe different examples of existing low-impact-developments in the North Shore Community.	Residents	Greenscapes North Shore Coalition	- Number of map views - Resident testimonials on LID awareness	FY2021
Brochure/ Pamphlets	Pet Waste literature is available in two forms (one page info sheet or rack card) and can be redistributed as necessary.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2021
Social Media Post	Greenscapes will provide content for a social media "blast" on town Facebooks etc. Ex. Autumnal facebook post describing proper disposal of leaf collection, and springtime post about proper lawn/fertilizer maintenance.	Residents	Greenscapes North Shore Coalition and Town of West Newbury	- Number of views/ likes/ comments - Resident testimonials before and after posting	FY2021
School Curriculae/ Programs	The Page Elementary School will host Greenscapes "Keeping Water Clean" Program.	Residents	Greenscapes North Shore Coalition	- Number of students/ teachers/ volunteers in attendance - Subset of students evaluated before and after program	FY2021
Meeting/ Presentation	Presentation will discuss proper "greenscaping" practices on a business/commercial level. Content will be targeted to property managers and will include sand/salt storage and landscape management.	Businesses/ Institutions and Commercial Facilities	Greenscapes North Shore Coalition and Town of West Newbury	- Number of attendees	FY2022
Meeting/ Presentation	Presentation will discuss proper "greenscaping" practices on an industrial level. Content will be targeted to property managers and will include sand/salt storage and landscape management.	Industrial Facilities	Greenscapes North Shore Coalition and Town of West Newbury	- Number of attendees	FY2022
Brochure/ Pamphlets	"What not to Flush" rack card will raise resident awareness of the damages of flushing things like wipes and grease in their toilets/sinks.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2022
Brochure/ Pamphlets	Pet Waste literature is available in two forms (one page info sheet or rack card) and can be redistributed as necessary.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2022
Social Media Post	Greenscapes will provide content for a social media "blast" on town Facebooks etc. Ex. Autumnal facebook post describing proper disposal of leaf collection, and springtime post about proper lawn/fertilizer maintenance.	Residents	Greenscapes North Shore Coalition and Town of West Newbury	- Number of views/ likes/ comments - Resident testimonials before and after posting	FY2022
School Curriculae/ Programs	The Page Elementary School will host Greenscapes "Keeping Water Clean" Program.	Residents	Greenscapes North Shore Coalition	- Number of students/ teachers/ volunteers in attendance - Subset of students evaluated before and after program	FY2022
Meeting/ Presentation	Greenscapes NS will conduct a "Greenscapes 101" presentation for residents at a meeting of the Board of Selectmen. Presentation will discuss the importance of clean and plentiful water.	Residents	Greenscapes North Shore Coalition	- Number of attendees - Resident testimonials	FY2023
Special Events/ Festivals/ Fairs	Greenscapes representatives will attend a trade show expo, with the intent of sharing "Greenscaping" practices and the importance of LIDs with Landscapers and Developers.	Developers (Construction)	Greenscapes North Shore Coalition	- Number of materials distributed - Number of contacts made - Developer testimonials	FY2023
Brochure/ Pamphlets	Pet Waste literature is available in two forms (one page info sheet or rack card) and can be redistributed as necessary.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2023
Social Media Post	Greenscapes will provide content for a social media "blast" on town Facebooks etc. Ex. Autumnal facebook post describing proper disposal of leaf collection, and springtime post about proper lawn/fertilizer maintenance.	Residents	Greenscapes North Shore Coalition and Town of West Newbury	- Number of views/ likes/ comments - Resident testimonials before and after posting	FY2023
School Curriculae/ Programs	The Page Elementary School will host Greenscapes "Keeping Water Clean" Program.	Residents	Greenscapes North Shore Coalition	- Number of students/ teachers/ volunteers in attendance - Subset of students evaluated before and after program	FY2023



Town of West Newbury

381 Main Street
West Newbury, Massachusetts 01985

Angus Jennings, Town Manager
978-363-1100, Ext. 111 Fax 978-363-1826
townmanager@wnewbury.org

To: File

From: Angus Jennings, Town Manager

Date: September 26, 2018

Re: Historic Properties Effect Determination of West Newbury's MS4 Stormwater
Management Program

The Town of West Newbury is planning an updated Stormwater Management program for compliance with the Municipal Separate Storm Sewer System (MS4) Permit issued by EPA and MassDEP, effective July 2018 for urbanized communities in the Commonwealth.

As part of the planning review of five-year activities, the Town of West Newbury through its Stormwater Working Group, and in consultation with the West Newbury Historical Commission, based on their review at a meeting on September 19, has determined that all stormwater facilities managed under the permit are existing facilities authorized by the previous permit. Activities proposed under the Town's MS4 management and maintenance program are not anticipated to involve subsurface land disturbance.

Based on our review, I certify on behalf of the Town of West Newbury the eligibility of the Town's MS4 Program Permit to use Criterion A in our Notice of Intent for MS4 permit coverage, based on our knowledge that municipal stormwater discharges do not have the potential to affect historic properties.

Signed,

Angus Jennings
Town Manager



Town of West Newbury

381 Main Street

West Newbury, Massachusetts 01985

Angus Jennings, Town Manager

978-363-1100, Ext. 111 Fax 978-363-1826

townmanager@wnewbury.org



Town of West Newbury

381 Main Street
West Newbury, Massachusetts 01985

Angus Jennings, Town Manager
978-363-1100, Ext. 111 Fax 978-363-1826
townmanager@wnewbury.org

To: File

From: Angus Jennings, Town Manager

Date: September 6, 2018

Re: Documentation of Town of West Newbury's Determination of "No Effect" on Endangered Species or Critical Habitat of West Newbury's MS4 Stormwater Management Program

The Town of West Newbury is planning an updated Stormwater Management program for compliance with the Municipal Separate Storm Sewer System (MS4) Permit issued by EPA and MassDEP effective July 2018 for urbanized communities in the Commonwealth.

As part of the planning review of five-year activities, the Town of West Newbury through its Stormwater Working Group has reviewed resource lists provided by the U.S. Fish and Wildlife Service ("USFWS") and has determined that the Town's Stormwater program meets Criteria C for coverage by the MS4 Permit.

- 1) The Town's MS4 area contains the Northern Long-Eared Bat, one of the USFWS listed species;
- 2) The Town's Stormwater Working Group in its program assessment has determined the stormwater facilities managed under the permit are existing facilities authorized by the previous permit and that activities proposed under the Town's MS4 management & maintenance program are not anticipated to impact endangered species or critical habitat. EPA has documented consultation on the Massachusetts MS4 Program by letter from the USFWS New England Field Office dated January 8, 2018; and
- 3) The Town agrees that during the MS4 permit term, if the Town plans to install a structural BMP not identified in the Program Notice of Intent, the Town will conduct an endangered species screening for the proposed site and contact the USFWS if a proposed new activity "may affect" or is "not likely to adversely affect" listed species or critical habitat under the jurisdiction of the USFWS.

Based on the Stormwater Working Group's review as documented in the NOI preparation, I certify on behalf of the Town of West Newbury the eligibility of the Town's MS4 Program Permit to use Eligibility Criterion C in our Notice of Intent for MS4 permit coverage for Endangered Species Act Determination.

Signed,

Angus Jennings
Town Manager