MAR041178 AH

Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Watershed Management

W041021
Transmittal Number

BRP WM 08A NPDES Stormwater General Permit

Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Facility ID (if known)

A. Instructions

Submission of this Notice of Intent constitutes notice that the entity named at item B1. of this form intends to be authorized by the DEP General Permit issued jointly with EPA for stormwater discharges from the small municipal separate storm sewer system (MS4), in the location identified at item B2. of this form. Submission of the Notice of Intent also constitutes notice that the party identified at item B1. has read, understands and meets the eligibility conditions of Part I.B. of the NPDES Small MS4 General Permit, agrees to comply with all applicable terms and conditions of the NPDES Small MS4 General Permit, and understands that continued authorization to discharge is contingent on maintaining eligibility for coverage. **In order to be granted coverage, all information required on BRP WM 08A, including the Stormwater Management Program Sum mary and Time Frames form, must be completed. Please read the permit and make sure you comply with all requirements, including the requirement to develop and implement a stormwater management program.**

B. Applicant Information

1. Small MS4 Operator/Owner Information:

   Town of Andover
   Name

   36 Bartlet Street
   Mailing Address

   Andover — City/Town
   MA — State

   978-623-8350 — Telephone Number
   Email (if available)

2. Municipality Name

   Andover
   City/Town

3. Legal Status:

   ☐ Federal ☒ City/Town ☐ State ☐ Tribal ☐ Private

   ☐ Other public entity: _____ Specify Public Entity

4. Other regulated MS4(s) within municipal boundaries:

   Massachusetts Highway Department: Facility on Route 125 at Prospect Street, Interstate Routes 93 and 495, Route 125, Route 28 from No, Reading town line to Wheeler Avenue, Route 28 from the Shawsheen River to the Lawrence town line.
   Massachusetts State Police Barracks – Route 125 at Gould Road.

5. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for "listed species" and critical habitat been met?

   ☒ yes ☐ pending ☐ no

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B. Applicant Information (cont.)

6. Based on the instructions provided in Part I of the NPDES Small MS4 General Permit, have the eligibility criteria for protection of historic properties been met?

☐ yes ☒ pending ☐ no

Note: Section C may be duplicated to accommodate a larger list of receiving waters

C. Names of (Presently Known) Receiving Waters

Receiving Water:	No. of Outfalls	Listed as Impaired?	Impairment
Merrimack River (MR) (Name)	6 (Number)	☐ Yes ☒ No	(Specify)
Tributary to MR starts near Gina Jo Way (Name)	20 (Number)	☐ Yes ☒ No	(Specify)
Tributary to MR starts near Knollcrest Dr. (Name)	4 (Number)	☐ Yes ☒ No	(Specify)
Tributary to MR starts near Monahan Ln. (Name)	6 (Number)	☐ Yes ☒ No	(Specify)
Tributary to Ames Pond starts near Langley Ln. (Name)	7 (Number)	☐ Yes ☒ No	(Specify)
Hussy Brook (Name)	7 (Number)	☐ Yes ☒ No	(Specify)
Tributary to Hussy Brook starts near Noel Rd. (Name)	6 (Number)	☐ Yes ☒ No	(Specify)
Hussy Brook Pond (Name)	3 (Number)	☐ Yes ☒ No	(Specify)
Hussy Pond (Name)	3 (Number)	☒ Yes ☐ No	Noxious aquatic plants (Specify)
Haggetts Pond (Name)	2 (Number)	☐ Yes ☒ No	(Specify)
Wetland tributary to Haggetts Pond (Name)	1 (Number)	☐ Yes ☒ No	(Specify)
Tributary to Meadow Brook starts near Granli Dr. (Name)	3 (Number)	☐ Yes ☒ No	(Specify)
Tributary to Pinnacle Brook starts near Patricia Cir. (Name)	4 (Number)	☐ Yes ☒ No	(Specify)
Tributary to Pinnacle Brook starts near David Dr. (Name)	4 (Number)	☒ Yes ☐ No	Pathogens (Specify)

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C. Names of (Presently Known) Receiving Waters (continued)

Name	Number		Specify
Shawsheen River (SR)	40	☒ Yes ☐ No	Unknown toxicity, Metals, Organic Enrichment/Low DO, Pathogens
Tributary to SR starts near Burham Rd	3	☐ Yes ☒ No	
Tributary to SR starts near High St.	8	☐ Yes ☒ No	
Tributary to SR starts near Morion Ave.	2	☐ Yes ☒ No	
Tributary to SR starts at Baker Meadow Pond	6	☐ Yes ☒ No	
Tributary to SR starts near Durham Dr.	10	☐ Yes ☒ No	
Tributary to SR starts near Highland Rd.	9	☐ Yes ☒ No	
Baker Meadow Pond (BMP)	3	☐ Yes ☒ No	
Tributary to BMP starts near Argillia Rd.	4	☐ Yes ☒ No	
Tributary to BMP starts near Reservation Rd.	2	☐ Yes ☒ No	
Tributary to BMP starts near Shawsheen Rd.	6	☐ Yes ☒ No	
Lowell Junction Pond (LJP)	9	☒ Yes ☐ No	Metals, Noxious aquatic plants, Exotic Species
Tributary to LJP starts near Timothy Dr.	12	☐ Yes ☒ No	
Tributary to LJP starts near Sunset Rock Rd.	6	☐ Yes ☒ No	
Tributary to LJP starts near Belknap Dr.	6	☐ Yes ☒ No	
Tributary to LJP starts at Fosters Pond.	12	☒ Yes ☐ No	Pathogens

C. Names of (Presently Known) Receiving Waters (continued)

Name	Number	Yes	No	Specify
Fosters Pond (FP)	4	☒	☐	Metals, exotic species
Tributary to FP starts near Rocky Hill Rd.	9	☐	☒	
Tributary to FP starts near Gould Rd.	1	☐	☒	
Field Pond	2	☐	☒	
Skug River	17	☐	☒	
Tributary to Skug River starts near S. Main St.	12	☐	☒	
Tributary to Skug River starts at Route 125 Bypass	1	☐	☒	
Frye Pond	1	☒	☐	Noxious aquatic plants
Rabbit Pond	5	☒	☐	Turbidity
Rogers Brook	19	☒	☐	Pathogens, Turbidity
Tributary to Rogers Brook starts near Summer St.	3	☐	☒	

D. Stormwater Management Program Summary

1. Public Education:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
1A	Develop Stormwater Section of Town Website	Department of Public Works/Engineering Dept., Water Dept, and Town Website Manager(s)	Measure number of hits over permit term.

D. Stormwater Management Program Summary (Cont.)

1B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Distribute Brochures and Fact Sheets to Businesses and Residents	Department of Public Works/Engineering Dept., and Water Dept.	Number of articles and copies of materials.

1C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Submit Advertisements/Articles on Stormwater Protection for Local Newspaper	Department of Public Works/Engineering Dept., and Water Dept.	Clippings of articles and advertisements printed in local newspaper.

BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

2. Public Participation:

2A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Establish a Pesticide Reduction Task Force (PRTF)	Committee of Town Staff, League of Women Voters, and Residents	Copies of mailers, meeting minutes, list of attendees.

2B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Establish a Stormwater Telephone Hotline	Department of Public Works/Engineering Dept, Water Dept., and Town Website Manager(s)	Record number of phone calls to hotline, copies of articles.

2C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Establish Classroom Education/Field Trip Program	Department of Public Works/Engineering Dept. Water Dept., and Education Department	Field Trip Curriculum, # of field trips organized each year.

D. Stormwater Management Program Summary (Cont.)

2D
BMP ID #

Install Storm Drain Markers or Stencils Specify Best Management Practice	Department of Public Works/Engineering Dept, Water Dept., and Volunteers Responsible Dept./Person Name	50 % of storm drains marked by year 5 with door hangers placed in associated neighborhoods. Specify Measurable Goal

2E
BMP ID #

Work With Watershed Organizations to Incorporate Stormwater Information into Their Programs Specify Best Management Practice	Department of Public Works/Engineering Dept, Water Dept., and Conservation Commission Responsible Dept./Person Name	Document quarterly meeting topics. Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

3A
BMP ID #

Develop Primary Town Storm Drain System Map Specify Best Management Practice	Department of Public Works/Engineering Dept., Consultant Responsible Dept./Person Name	90 % of system mapped on GIS. Specify Measurable Goal

3B
BMP ID #

Complete Storm Drain System Map Specify Best Management Practice	Department of Public Works/Engineering Dept., Consultant Responsible Dept./Person Name	All outfalls mapped by year 4. Copy of storm drain map. Specify Measurable Goal

3C
BMP ID #

Develop Illicit Discharge Prohibition Ordinance Specify Best Management Practice	Planning Board, Board of Health, and Selectmen Responsible Dept./Person Name	Obtain authorization to control inputs to the municipal drainage system. Bylaw at Town meeting by year 3. Specify Measurable Goal

3D
BMP ID #

Develop Illicit Discharge Detection and Elimination Plan and Implement Activities Specify Best Management Practice	Department of Public Works/Engineering Dept., Water Dept., Board of Health, and Consultant Responsible Dept./Person Name	All outfalls examined by year 4. Sources traced and results documented within one year of discovery. Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

3E
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Incorporate Information on Illicit Discharges into Public Education and Outreach Topics	Department of Public Works/Engineering Dept., Water Dept., and Board of Health	Copies of materials.

3F
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Setup and Advertise a Hotline for Illicit Discharges	Department of Public Works/Engineering Dept., and Board of Health	Log of complaints and actions taken.

4. Construction Site Runoff Control:

4A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop Erosion Control Bylaw	Planning Board and Selectmen	Bylaw at Town meeting by year 3.

4B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Establish a Procedure for the Receipt of Information Submitted by the Public	Planning Board and Department of Public Works/Engineering Dept.	Record number of phone calls, copies of articles.

4C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop Guidance for Erosion Controls & Conduct Inspections	Planning Board, Department of Public Works/Engineering Dept., Conservation Commission, and Consultant	Inspection checklist and documented inspections.

BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

5. Post Construction Runoff Control:

5A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop BMP Bylaws	Planning Board	Bylaw at Town meeting by year 3.

D. Stormwater Management Program Summary (Cont.)

5B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop and Implement Inspection Program	Planning Board, Department of Public Works/Engineering Dept., Conservation Commission, Selectmen and Consultant	Copies of maintenance reports received annually, plus records of inspections completed and results.

5C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop BMP Design Standards	Planning Board, Department of Public Works/Engineering Dept., Conservation Commission, and Consultant	Copy of draft bylaws.

6. Municipal Good Housekeeping:

6A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Sweep Streets in Town	Department of Public Works/Highway Division	Priority plan of sweeping based on water quality impact.

6B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Clean Catch Basins	Department of Public Works/Highway Division and Consultant	Records of cleaning, inspections and maintenance.

6C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop and Implement an Inspection and Maintenance Plan	Department of Public Works/Highway Division	Written policy. Records of inspections and maintenance.

6D
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Berm Sand/Salt Pile and Evaluate Options for Protection	Department of Public Works/Highway Division	Records of modifications, including photographs.

6E
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Store Paving Tools and Equipment Indoors	Department of Public Works/Highway Division	Designated indoor storage area. Record of Memo.

D. Stormwater Management Program Summary (Cont.)

6F
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Rinse Marking Paint Buckets to the Sanitary Sewer System and Store Buckets Indoors	Department of Public Works/Highway Division	Designated indoor storage area. Record of Memo.

6G
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Implement BMPs to Reduce Sediments Entering the Drainage System	Department of Public Works/Highway Division	Records of sweeping and inspection records.

6H
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Bring Floor Drain System at the Water/Sewer Building into Compliance	Department of Public Works/Engineering Dept.	As-built sketches.

6I
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Bring Floor Drain System at the Vehicle Maintenance Building into Compliance	Department of Public Works/Engineering Dept.	As-built sketches.

6J
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Wash Vehicles in Accordance with DEP Regulations	Department of Public Works/Highway Division	Record of Memo.

6K
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Implement Stormwater BMPs at the Fueling Station	Plant and Facilities Dept. and Consultant	Repair Records. Better housekeeping for small spills. As-built sketches or plans. Record of memo.

6L
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop an Inspection and Maintenance Program for the Liquid Calcium Chloride (CaCl) ASTs	Department of Public Works/Highway Division	Inspection and Maintenance Plan. As-built sketches or action taken. Record of memo.

6M
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Implement BMPs at the Ledge Road Landfill	Department of Public Works	Complete landfill cap.

D. Stormwater Management Program Summary (Cont.)

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
6N	Provide Additional Slope Stabilization at the Snow Dump and Storage Location	Department of Public Works/Engineering Dept. and Highway Division	As-built sketches or plans and photos.
6O	Ensure Compliance for Floor Drains and Vehicle Washing Activities at the West Fire Station	Plant and Facilities Dept. and Fire Dept.	Sketches or inspection memos. Record of memo.
6P	Ensure Compliance for Floor Drains and Vehicle Washing Activities at the Ballardvale Fire Station	Plant and Facilities Dept. and Fire Dept.	Sketches or inspection memos. Record of memo.
6Q	Wash Vehicles at the Approved Vehicle Wash Area at the Police Station (Public Safety Building)	Plant and Facilities Dept. and Police Dept.	Record of memo.
6R	Prohibit Vehicle Washing at the Cemetery Buildings	Plant and Facilities Dept. and Fire Dept.	Record of memo.
6S	Rinse Marking Paint Buckets to the Sanitary Sewer System at the Park Shop	Plant and Facilities Dept. and School Dept.	Record of memo.
6T	Ensure Compliance with SPCC Plans for the West, Shawsheen, and Bancroft Elementary Schools	Plant and Facilities Dept. and School Dept.	Record of inspections and activities in accordance with the plan.

D. Stormwater Management Program Summary (Cont.)

6U
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Use IPM Program for Application of Pesticides in Town	Plant and Facilities Dept.	Copy of "Chapter 85 of the Acts of 2000".

6V
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Use Licensed Applicators for Fertilizers and Pesticides in Town	Plant and Facilities Dept.	Record quantities of fertilizers and pesticides purchased annually.

6W
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Store Road Salt Under Cover and Clean Loading Area	Department of Public Works/Highway Division	Minimize stormwater contact with salt.

6X
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Use Low Salt Applications at Designated Areas	Department of Public Works/Highway Division	Use less salt within the Haggets Pond watershed, as demonstrated with application rate.

6Y
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Ensure Proper Waste Disposal in Town for Hazardous and Special Wastes	Department of Public Works and Consultant	Document quantity of wastes collected annually.

6Z
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Ensure Compliance for Snow Disposal in Town	Department of Public Works/Highway Division	Utilize designated snow disposal location.

6AA
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Conduct Town Employee Stormwater Training	Town Manager, Department of Public Works, Plant and Facilities Dept., Police and Fire Dept. and Consultant	Attendance sheet and copy of program.

D. Stormwater Management Program Summary (Cont.)

7. BMPs for Meeting TMDL:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
7A	Develop a Water Quality Strategy for 303d Waters	Town Engineer & Consultant	Summary of pollution prevention efforts, future needs, and responsible parties. Copy of surface water quality strategic plan.
7B	Implement BMPs from Water Quality Strategy	Town Engineer, Consultant, & Town Departments (to be determined)	Photographs, logs, and BMP descriptions for completed efforts and water quality improvements.

E. 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.

Reginald S. Stapczynski, Town Manager
Printed Name

Reginald S. Stapczynski
Signature

7/23/03
Date

Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Watershed Management

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F. Storm Water Management Program TIME FRAMES

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	PERMIT YEAR ONE				PERMIT YEAR TWO				PERMIT YEAR THREE				PERMIT YEAR FOUR				PERMIT YEAR FIVE				
BMP ID #	Spring 03	Summer 03	Fall 03	Winter 03-04	Spring 04	Summer 04	Fall 04	Winter 04-05	Spring 05	Summer 05	Fall 05	Winter 05-06	Spring 06	Summer 06	Fall 06	Winter 06-07	Spring 07	Summer 07	Fall 07	Winter 07-08	Next Permit
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1B			△		△				△				△				△				
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2A	Pesticide Reduction Task Force Established																				
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