1027

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

BRP WM 08A NPDES Stormwater General Permit

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

W040959
Transmittal Number

Facility ID (if known)

A. Instructions

Important: When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.

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 Summary 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:

   Nancy Galkowski, Interim Town Manager
   Name

   First Floor, Town Hall Annex, 730 Mass. Ave.
   Mailing Address

   Arlington — City/Town
   MA — State

   781-316-3010 — Telephone Number
   NGalkowski@town.arlington.ma.us — Email (if available)

2. Municipality Name

   Town of Arlington
   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:

   U.S. Rte 2, Rt. 2A - from Lexington town line to Hospital 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

MUNICIPAL ASSISTANCE UNIT
AUG 04 2003

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
Lower Mystic Lake (Name)	5 (Number)	☒ Yes ☐ No	Org. enrich./Low DO/ Salinity/TDS/Chlorides (Specify)
Upper Mystic Lake (Name)	6 (Number)	☐ Yes ☒ No	(Specify)
Spy Pond (Name)	25 (Number)	☒ Yes ☐ No	Nutr./Org. enrich./Low DO/ Nox. aq. plant/Ex. species (Specify)
Alewife Brook (Name)	26 (Number)	☒ Yes ☐ No	Met./Nutr./Path/Org. enrich./ Low DO/Oil/Grease/Taste/ Odor/Color/Obj. deposits (Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
Mill Brook (Name)	61 (Number)	☒ Yes ☐ No	Path./ Other habitat alter. (Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)
(Name)	(Number)	☐ Yes ☐ No	(Specify)

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D. Stormwater Management Program Summary

1. Public Education:

BMP ID #	Responsible Dept./Person Name	Specify Measurable Goal
1-1 Place Educational Info. on Town's Website	See Attached	See Attached
1-2 Conduct HHW Collection Days (Specify Best Management Practice)	See Attached	See Attached
1-3 Intensify Pet Waste and Waterfowl Mgmt. Campaign	See Attached	See Attached
1-4 Place Educational Info. on Arlington Cable TV	See Attached	See Attached
1-5 Promote Water Conservation Practices for Homeowners	See Attached	See Attached
1-6 Develop Press Release For Community Businesses	See Attached	See Attached

2. Public Participation:

BMP ID #	Responsible Dept./Person Name	Specify Measurable Goal
2-1 Public Access to SWMP and Receipt of Comments	See Attached	See Attached
2-2 Educational Outreach for Spy Pond	See Attached	See Attached
2-3 Sponsor Annual Cleanup at Spy Pond	See Attached	See Attached
2-4 Sponsor Storm Drain Marking Activities at Spy Pond	See Attached	See Attached
2-5 Sponsor Annual Clean-up at Arlington Reservoir	See Attached	See Attached
2-6 Conservation Land Stewards	See Attached	See Attached
2-7 A-B-C Flooding Board	See Attached	See Attached
2-8 Lawn Care/Landscaping Survey	See Attached	See Attached

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D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
3-1	Maintain Outfall Location Map	See Attached	See Attached
3-2	Revision of Existing General and Zoning Bylaws	See Attached	See Attached
3-3	Implement an Illicit Discharge Detection & Elimination Plan	See Attached	See Attached
3-4	Rehabilitate and Replace Sanitary Sewer Pipes	See Attached	See Attached

4. Construction Site Runoff Control:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
3-2	Revision of Existing General and Zoning Bylaws	See Attached	See Attached
4-1	Develop Site Inspec. Form & Conduct Site Inspec.	See Attached	See Attached
4-2	Develop and Implement a Citizen Tip Line	See Attached	See Attached

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D. Stormwater Management Program Summary (Cont.)

5. Post Construction Runoff Control:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
3-2	Revision of Existing General and Zoning Bylaws	See Attached	See Attached
5-1	Arlington Revedelopment Board SW Design Guidelines	See Attached	See Attached

6. Municipal Good Housekeeping:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
6-1	Develop a Formal Training Program for DPW Staff	See Attached	See Attached
6-2	Catch Basin Cleaning Program	See Attached	See Attached
6-3	Parking Lot and Street Sweeping Program	See Attached	See Attached
6-4	Implement Stormwater Pollution Prevention Plan	See Attached	See Attached
6-5	Vehicle and Equipment Cleaning Policy	See Attached	See Attached
6-6	Landscaping and Lawn Care Policy	See Attached	See Attached
6-7	Stormwater Drainage Along Summer Street	See Attached	See Attached
6-8	Maintenance of Det Basin at Reed's Brook	See Attached	See Attached
6-9	Install Leaching Catch Basins at Spy Pond	See Attached	See Attached

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D. Stormwater Management Program Summary (cont.)

7. BMPs for Meeting TMDL:

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

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

BMP ID #

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

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.

Nancy Galkowski
Printed Name

Nancy L. Galkowski
Signature

7/28/03
Date

Public Education and Outreach

BMP		*Measurable Goals*	*Responsible Parties*
1-1	Place Educational Information on the Town's Website	▪ Post stormwater related information on the Town Hall web page. ▪ Update website regularly.	Department of Public Works Town Webmaster
1-2	Conduct Household Hazardous Waste Collection Days	▪ Continue to sponsor eight household hazardous waste collection days per year. ▪ Continue to develop the Arlington Recycling Program brochure and distribute to all Arlington residents via a mass mailing on an annual basis. ▪ Track the number and type of informational brochures collected by Arlington residents at the DPW and at the booth at Arlington Town Day. ▪ Send eight press releases advertising the event to the Arlington Advocate and track whether they were published. ▪ Advertise the events on the Town's website.	Department of Public Works Arlington Recycling Committee
1-3	Intensify the Existing Pet Waste and Waterfowl Management Campaign	▪ Track the number of brochures distributed annually. ▪ Track the number of violations issued annually. ▪ Develop an informational press release on pet waste and waterfowl management for the *Arlington Advocate* and track whether it was published.	Board of Health Animal Control Officer
1-4	Place Educational Information on Arlington Cable Television	▪ Obtain "Oil Leak" and "Fertilizer" PSAs from the Washington State Department of Ecology Water Quality Consortium. Track how frequently the PSAs are broadcast on ACTV.	Department of Public Works Arlington Cable Television
1-5	Promote Water Conservation Practices for Homeowners	▪ Post water conservation posters at Town Hall and the public libraries. ▪ Include water conservation bill inserts with the water bill. ▪ Issue an annual press release to the *Arlington Advocate* to promote water conservation.	Department of Public Works
1-6	Develop a Press Release and Flyer Targeting Community Businesses	▪ Submit the press release to the *Arlington Advocate* and track whether it was published. ▪ Submit copies of the informational flyers to the Arlington Chamber of Commerce and track whether it was included in the newsletter. ▪ Post the informational flyer on the Town's website.	Department of Public Works Town Webmaster

Public Involvement and Participation

BMP		*Measurable Goals*	*Responsible Parties*
2-1	Public Access to SWMP and Receipt of Comments	▪ Make draft SWMP available to the public for the review and comment period. ▪ Finalize SWMP. ▪ Make the final SWMP accessible to the public via the Town's public libraries and website.	Department of Public Works Town Webmaster
2-2	Educational Outreach for Spy Pond	▪ Develop fertilizer flyer and track the number of volunteers involved in its distribution. ▪ Develop door hanger and track the number of volunteers involved in its distribution. ▪ Sponsor ecological gardening classes and track the number of participants. ▪ Post Spy Pond-related information on the Spy Pond website and update website regularly. ▪ Host booths at Arlington Town Day	Spy Pond Committee Friends of Spy Pond Park Planning and Community Development Department
2-3	Sponsor Annual Cleanup at Spy Pond	▪ Track the number of cleanup volunteers and supporting businesses. ▪ Track the quantity and types of waste collected as a result of the cleanup event.	Spy Pond Committee, Friends of Spy Pond Park Department of Public Works Planning and Community Development Dept.
2-4	Sponsor Storm Drain Marking Activities at Spy Pond	▪ Identify areas where marking will take place and establish schedule for the activity. ▪ Track the number of storm drains marked each year. ▪ Track the number of volunteers assisting in the marking activity. ▪ Provide maintenance to previously installed markers as necessary. ▪ Publicize storm drain marking event(s) via a press release to the *Arlington Advocate*.	Spy Pond Committee Planning and Community Development Department
2-5	Sponsor Annual Clean-up at Arlington Reservoir	▪ Track the number of cleanup volunteers and supporting businesses. ▪ Track the quantity and types of waste collected as a result of the cleanup event.	Arlington Reservoir Committee Department of Public Works

BMP		*Measurable Goals*	*Responsible Parties*
2-6	Conservation Land Stewards	▪ Track the number of Land Steward volunteers. ▪ Maintain records of major activities, such as clean-ups, at individual sites. ▪ Develop an informational press release on the Land Steward Program for the *Arlington Advocate* and track whether it was published. ▪ Develop an informational brochure on the Land Steward Program and track the number of brochures collected by residents.	Arlington Conservation Commission
2-7	A-B-C Stormwater Flooding Board to Address Issues in the Little River and Alewife Brook Areas	▪ Execute the Environmental Joint Powers Agreement. ▪ A-B-C Stormwater Flooding Board to meet throughout the permit term. ▪ Information and status of Board's activities to be reported on Town website and in the *Arlington Advocate.*	Board of Selectmen Town Webmaster
2-8	Conduct Lawn Care/Landscaping Survey in Spy Pond Watershed	▪ Develop and distribute survey. ▪ Send a press release explaining the lawn care/landscaping survey to the *Arlington Advocate.* ▪ Track the number of completed surveys. ▪ Compile surveys to develop future educational outreach materials.	Spy Pond Committee Planning and Community Development Department

Illicit Discharge Detection and Elimination

BMP		*Measurable Goals*	*Responsible Parties*
3-1	Maintain Outfall Location Map	▪ Update the outfall location map if there are any changes to the stormwater drainage system during the permit term.	Department of Public Works
3-2	Revision of Existing General and Zoning Bylaws	▪ Review Town's existing General and Zoning Bylaws. ▪ Draft revised bylaws so that they fulfill the regulatory requirements of NPDES Phase II Minimum Control Measures 3, 4, and 5. ▪ Have revised bylaws available for public comment to gage public acceptance and revise as necessary. ▪ Present revised bylaws to Town Meeting for adoption. ▪ Post revised bylaws on Town's website.	Planning and Community Development Department Arlington Conservation Commission Engineering Division of the Department of Public Works
3-3	Implement an Illicit Discharge Detection and Elimination Plan	▪ Develop an Illicit Discharge Detection and Elimination Plan. ▪ Conduct dry-weather field screening of outfalls and track the number of surveys indicating a possible illicit connection. ▪ Trace the source of potential illicit discharges. ▪ Track the number of illicit connections found. ▪ Track the number of illicit connections repaired/replaced. ▪ Report on the success of obtaining alternative funding to assist in illicit connection removal.	Department of Public Works
3-4	Rehabilitate and Replace Sanitary Sewer Pipes	▪ Rehabilitation/replacement of sanitary sewer pipes exfiltrating wastewater. ▪ Maintain documentation of construction activities and re-sampling.	Department of Public Works

Construction Site Stormwater Runoff Control

BMP		*Measurable Goals*	*Responsible Parties*
3-2	Revision of Existing General and Zoning Bylaws	▪ Review Town's existing General and Zoning Bylaws. ▪ Draft revised bylaws so that they fulfill the regulatory requirements of NPDES Phase II Minimum Control Measures 3, 4, and 5. ▪ Have revised bylaws available for public comment to gage public acceptance and revise as necessary. ▪ Present revised bylaws to Town Meeting for adoption. ▪ Post revised bylaws on Town's website.	Planning and Community Development Department Arlington Conservation Commission Engineering Division of the Department of Public Works
4-1	Develop a Site Inspection Form and Conduct Site Inspections	▪ Develop an ESC Site Inspection Form. ▪ Track the frequency of inspections conducted for each site. ▪ Track the completion of inspection forms. ▪ Track the number of failed ESC BMPs discovered on each site.	Engineering Division of the Department of Public Works
4-2	Develop and Implement a Citizen Tip Line	▪ Establish the Citizen Tip Line. ▪ Advertise the Citizen Tip Line. ▪ Track the number of complaints received via the Citizen Tip Line. ▪ Track the problems/incidents remedied as a result of the Citizen Tip Line.	Department of Public Works Town Webmaster

Post Construction Stormwater Management in New Development & Redevelopment

BMP		*Measurable Goals*	*Responsible Parties*
3-2	Revision of Existing General and Zoning Bylaws	▪ Review Town's existing General and Zoning Bylaws. ▪ Draft revised bylaws so that they fulfill the regulatory requirements of NPDES Phase II Minimum Control Measures 3, 4, and 5. ▪ Have revised bylaws available for public comment to gage public acceptance and revise as necessary. ▪ Present revised bylaws to Town Meeting for adoption. ▪ Post revised bylaws on Town's website.	Planning and Community Development Department Arlington Conservation Commission Engineering Division of the Department of Public Works
5-1	Arlington Redevelopment Board Stormwater Design Guidelines	▪ Obtain approval of the handbook by the Arlington Redevelopment Board. ▪ Track the distribution of handbook to developers.	Planning and Community Development Department Arlington Redevelopment Board

Pollution Prevention & Good Housekeeping in Municipal Operations

BMP		*Measurable Goals*	*Responsible Parties*
6-1	Develop a Formal Training Program for DPW Staff	▪ Establish a formal training program for DPW employees. ▪ Conduct training sessions with all current employees. ▪ Train all new DPW employees in accordance with the training program requirements. ▪ Track employee training activities and participation trained. ▪ Conduct refresher training for employees after every two years of employment.	Department of Public Works
6-2	Catch Basin Cleaning Program	▪ Track the catch basins that are cleaned each year, including the leaching catch basins, Vortechnic devices and oil/water separator. ▪ Maintain a log of the disposed materials	Department of Public Works
6-3	Parking Lot and Street Sweeping Program	▪ Track the streets and lots that are swept each year. ▪ Maintain a log of the disposed materials	Department of Public Works
6-4	Implement Stormwater Pollution Prevention Plan	▪ Review the recommendations outlined in Table 5 of the SWPPP. ▪ Develop a schedule to implement these recommendations. ▪ Track progress in implementing recommendations.	Department of Public Works
6-5	Vehicle and Equipment Cleaning Policy	▪ Continue to wash vehicles and equipment indoors. ▪ Incorporate policy requirements into the DPW employee-training program. ▪ Construct a new wash bay.	Department of Public Works
6-6	Develop a Landscaping and Lawn Care Policy	▪ Develop and implement a landscaping and lawn care policy. ▪ Place policy in the DPW employee-training manual. ▪ Document employee training and periodic re-training.	Department of Public Works
6-7	Replace Stormwater Drainage System Along Summer Street	▪ Install new stormwater drainage system in Summer Street. ▪ Maintain records of water quality sampling from the detention basin.	Department of Public Works
6-8	Maintenance of the Detention Basin at Reed's Brook	▪ Develop a maintenance plan for the detention basin at the Reed's Brook site. ▪ Educate DPW employees on the proper maintenance of the detention basin and document training and periodic re-training. ▪ Maintain records of maintenance activities.	Department of Public Works

BMP		Measurable Goals	Responsible Parties
6-9	Install Leaching Catch Basins In Spy Pond Watershed	▪ Develop plans for leaching catch basins. ▪ Install leaching catch basins.	Planning and Community Development Department Department of Public Works

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F. Storm Water Management Program TIME FRAMES

Transmittal Number W040959

Facility ID (if known)

	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
BMP 1-1																				
BMP 1-2	X	X	X		X	X	X		X	X	X		X	X	X		X	X	X	
BMP 1-3					X				X				X				X			
BMP 1-4			X																	
BMP 1-5					X				X				X				X			
BMP 1-6											X								X	
BMP 2-1		X	X																	
BMP 2-2																				
BMP 2-3	X				X				X				X				X			
BMP 2-4			X		X															
BMP 2-5	X				X				X				X				X			
BMP 2-6																				
BMP 2-7				X																
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