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

W035280
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

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:

   Concord Public Works
   Name

   John Woodsmall, Public Works Engineer.
   Owner Representative/SWPPP Coordinator

   133 Keyes Road
   Mailing Address

   Concord — City/Town
   MA — State

   (978) 318-3206 — Telephone Number
   jwoodsmall@concordnet.org — Email (if available)

2. Municipality Name

   Town of Concord
   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 Route 2; Massachusetts Highway Route 2A; Massachusetts Reformatory (Mass. Department of Corrections); Hanscom Field

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

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
Assabet River (Name)	14 (Number)	☒ Yes ☐ No	Nutrients, Organic Enrichment, Pathogens (Specify)
Sudbury River (Name)	4 (Number)	☒ Yes ☐ No	Metals (Specify)
Warner's Pond (Name)	6 (Number)	☒ Yes ☐ No	Metals, Noxious Aquatic Plants, Exotic Species (Specify)
Mill Brook (Name)	13 (Number)	☐ Yes ☒ No	(Specify)
Wetlands tributary to Bateman's Pond (Name)	3 (Number)	☐ Yes ☒ No	(Specify)
Kennedy's Pond (Name)	6 (Number)	☐ Yes ☒ No	(Specify)
Great Meadows (Name)	8 (Number)	☐ Yes ☒ No	(Specify)
Spencer Brook (Name)	1 (Number)	☐ Yes ☒ No	(Specify)
Jennie Dugan Creek (Name)	11 (Number)	☐ Yes X No	(Specify)
Elm Brook (Name)	2 (Number)	☐ Yes X No	(Specify)
Second Division Brook (Name)	2 (Number)	☐ Yes X 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 #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
1	Stormwater information page on Town of Concord website.	Concord Public Works (CPW)	Creation of website by end of year one.
2	Provide annual stormwater informational bill inserts.	CPW	Annual bill inserts to Water and Sewer customers.
3	Household hazardous waste collection days.	CPW	Hold twice a year, every year.
4	Provide stormwater information to businesses.	CPW	Provide yearly, jointly with business recycling mailings.
5	Provide informational brochures on recycling, household hazardous materials, composting, and water conservation.	CPW	Maintain at Town House and CPW Administrative building.
6	Hold "Conservation Coffees", informational and idea exchange sessions regarding maintenance of environmental quality.	Natural Resource Commission (NRC)	Hold monthly.
7	Provide informational brochures: Concord's Wetlands, Floodplains, & Riverfronts; Conservation Land Guide; Open Space Plan; and Concord's Mill Brook: Flowing Through Time.	NRC	Maintain at Town House and NRC office.

D. Stormwater Management Program Summary (Cont.)

8
BMP ID #

Maintain affiliations with public conservation groups (Green People, Mill Brook Task Force, Heywood Meadow Steward-Ship Committee, Mattison Field Stewardship Committee, Open Space Task Force, Walden Keeping Track, White's Pond Advisory Committee, Warner's Pond Advisory Committee.
Specify Best Management Practice

NRC
Responsible Dept./Person Name

Maintain affiliations.
Specify Measurable Goal

2. Public Participation:

9
BMP ID #

Provide logistical support to river, etc. clean-up days.
Specify Best Management Practice

CPW/NRC
Responsible Dept./Person Name

Provide support once a year, on average.
Specify Measurable Goal

10
BMP ID #

Tag catch basins draining to Mill Brook.
Specify Best Management Practice

NRC
Responsible Dept./Person Name

Tag 100% of catch basins to Mill Brook by end of year 1.
Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

11
BMP ID #

Create GIS based Drainage Map of entire Town.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

Create by year 2, maintain and update as needed.
Specify Measurable Goal

12
BMP ID #

Town of Concord Public Storm Drainage Connection Policy
Specify Best Management Practice

CPW
Responsible Dept./Person Name

In place; Enforce at all times.
Specify Measurable Goal

13
BMP ID #

Develop system to locate priority areas of illicit conn.'s
Specify Best Management Practice

CPW
Responsible Dept./Person Name

System in place by end of year 2.
Specify Measurable Goal

14
BMP ID #

Develop proceedure for tracing source of illicit conn.'s
Specify Best Management Practice

CPW
Responsible Dept./Person Name

System in place by end of year 3.
Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

15
BMP ID #

Develop procedure for removing source of illicit/illegal discharges.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

System in place by end of year 4.
Specify Measurable Goal

16
BMP ID #

Develop procedure for evaluating the progress of the programs.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

System in place by end of year 4.
Specify Measurable Goal

17
BMP ID #

Implement BMPs 13-16.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

Begin implementation by start of year 2.
Specify Measurable Goal

18
BMP ID #

Develop Wastewater Master Plan.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

Complete creation by end of year 1.
Specify Measurable Goal

4. Construction Site Runoff Control:

19
BMP ID #

All projects required to file MA DEP Stormwater Mgmt. form.
Specify Best Management Practice

NRC
Responsible Dept./Person Name

100% Compliance for all work within Wetland Districts.
Specify Measurable Goal

20
BMP ID #

Sediment and Erosion Control by-law for all construction.
Specify Best Management Practice

Planning Division (PD)
Responsible Dept./Person Name

Ordinance approved and in force by end of Year 2.
Specify Measurable Goal

21
BMP ID #

Site plan reviews.
Specify Best Management Practice

PD, NRC, CPW
Responsible Dept./Person Name

All site plans reviewed for water quality concerns.

22
BMP ID #

Public input on all proposed projects subject to local regulations.
Specify Best Management Practice

PD, NRC
Responsible Dept./Person Name

PB, ZBA, & NRC allow public comment on regulated projects.
Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

23
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Site inspection of construction projects.	Building Inspector (BI)	100% of construction sites receive a periodic visit by end of year 2.

24
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
All work within the public right of way is inspected to prevent erosion and sedimentation from washing in to the public way.	CPW	Minimize erosion and sedimentation from construction sites onto the public way.

25
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Storm water pollution prevention training provided to Town's inspectors of construction sites.	CPW/BI/NRC	Pertinent employees receive storm water training upon completion of erosion control by-law.

5. Post Construction Runoff Control:

26
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
MADEP Stormwater Standards 2,3,4 and 7.	NRC	100% Compliance for all work within wetlands jurisdiction.

27
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Pre-construction review of regulated developments.	NRC/PD/CPW	100% of proposed regulated projects reviewed.

28
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Massachusetts Wetland Protection Act.	NRC	100% of projects within wet-land jurisdiction areas reviewed and permitted under the Act.

29
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Inspection of regulated subdivisions.	NRC/CPW	100% of regulated subdivisions inspected to ensure proper construction of environmental protections and drainage utilities.

D. Stormwater Management Program Summary (Cont.)

30
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Recommended list of BMPs to be used in new construction to be developed and provided to potential developers.	NRC/PD/CPW	By end of year 2, a list has been developed as guidance.

31
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Subdivision Rules & Regulations; Storm Drainage Requirements	PD/CPW	Completed, evaluate yearly for effectiveness

6. Municipal Good Housekeeping:

32
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Cleaning of catch basins.	CPW	25% of basins cleaned each year.

33
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Annual street sweeping.	CPW	100% of streets are swept of sand and sediments yearly.

34
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Central Business District (CBD) street sweeping.	CPW	CBD swept weekly, weather permitting, April to November.

35
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Sewer main and manhole cleanings go to WWTP.	CPW	All cleanings are disposed of at WWTP.

36
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Composting facility, open to public, accepts used paint.	CPW	Open to public once a week from April through November.

37
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Member of Minuteman Regional Household Hazardous Waste Facility.	Board of Health (BOH)	Maintain membership in this regional facility.

D. Stormwater Management Program Summary (Cont.)

38
BMP ID #

CPW drainage maintenance within the right of way controlled by Drainage Maintenance Permit, issued by the NRC.
Specify Best Management Practice

NRC/CPW
Responsible Dept./Person Name

Meet terms and conditions of permit.
Specify Measurable Goal

39
BMP ID #

Storm Water Pollution Prevention Plan (SWPPP) and Integrated Contingency Plan (ICP) in place and in effect for CPW facility.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

Maintain ICP and SWPPP, review and update as needed.
Specify Measurable Goal

40
BMP ID #

CPW operation employees receive storm water, spill control and prevention, and wetlands training.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

100% of operations employees receive training.
Specify Measurable Goal

41
BMP ID #

Drainage system mapping and GIS system will be used to optimize catch basin cleaning program.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

By year 5, catch basin cleaning program has been optimized.
Specify Measurable Goal

42
BMP ID #

Use GIS/Drainage system inventory/mapping to identify catch basins in poor condition and then repair and/or retrofit those basins.
Specify Best Management Practice

CPW
Responsible Dept./Person Name

Remove/Retrofit/Repair at least 5 catch basins a year, beginning in year 1.
Specify Measurable Goal

7. BMPs for Meeting TMDL:

43
BMP ID #

NRC Order of Conditions, Special Condition #27, prohibits use of herbicides, pesticides, or fertilizers within all resource areas.
Specify Best Management Practice

NRC
Responsible Dept./Person Name

In place, will enforce at all times.
Specify Measurable Goal

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D. Stormwater Management Program Summary (Cont.)

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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.

Christopher Whelan, Town Manager
Printed Name

Signature

Date 2/19/04

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F. Storm Water Management Program TIME FRAMES

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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	Next Permit
1																					
2			X				X				X				X				X		
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