MAR 041015

Hand-enter Your Transmittal Number → W 040554
Transmittal Number

Your unique Transmittal Number can be accessed online: http://www.state.ma.us/scripts/dep/trasmfrm.stm or call DEP's InfoLine at 617-338-2255 or 800-462-0444 (from 508, 781, and 978 area codes).

Massachusetts Department of Environmental Protection

Transmittal Form for Permit Application and Payment

1. Please type or print. A separate Transmittal Form must be completed for each permit application.
2. Make your check payable to the Commonwealth of Massachusetts and mail it with a copy of this form to: DEP, P.O. Box 4062, Boston, MA 02211.
3. Three copies of this form will be needed.

Copy 1 - the original must accompany your permit application. **Copy 2** must accompany your fee payment. **Copy 3** should be retained for your records

4. Both fee-paying and exempt applicants must mail a copy of this transmittal form to DEP, P.O. Box 4062, Boston, MA 02211

For DEP Use Only
Permit No.
Rec'd Date
Reviewer

A. Permit Information

BRP WM 08A
Permit Code: 7 or 8 character code from permit instructions

NPDES Stormwater General Permit
Name of Permit Category

Notice of Intent for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)
Type of Project or Activity

B. Applicant Information – Firm or Individual

Town of Monson
Name of Firm - Or, if party needing this approval is an individual enter name below:

JUL 24 2003

Last Name of Individual | **First Name** of Individual | MI

110 Main Street
Street Address

MUNICIPAL ASSISTANCE UNIT

Monson | MA | 01057 | (413) 267-4100
City/Town | State | Zip Code | Telephone # and extension

Contact Person | e-mail address (optional)

C. Facility, Site or Individual Requiring Approval

Town of Monson
Name of Facility, Site or Individual | DEP Facility Number (if Known) | Federal I.D. Number (if Known)

110 Main Street
Street Address | e-mail address (optional)

Monson | MA | 01057 | (413) 267-4100
City/Town | State | Zip Code | Telephone # and extension

D. Application Prepared by (if different from Section B)

Guertin Elkerton & Associates, Inc.
Name of Firm Or Individual

91 Montvale Avenue
Address

Stoneham | MA | 02180 | (413) 781-0000
City/Town | State | Zip Code | Telephone # and extension

Mary Burgess
Contact Person | LSP Number (21E only)

E. Permit - Project Coordination

Is this project subject to MEPA review? ☐ yes ☒ no If yes, enter the project's EOEA file number - assigned when an Environmental Notification Form is submitted to the MEPA unit: EOEA file number
Is an Environmental Impact Report Required? ☐ yes ☒ no
Is this application part of a larger project for which two or more DEP permits are being or will be sought? ☐ yes ☒ no

List any other DEP permits that apply to this project:

Permit Category	**Date of Submission** (tentative or actual)	**Transmittal #** if application already submitted

F. Amount Due

Special Provisions:

☒ Fee Exempt* (city, town or municipal housing authority)(state agency if fee is $100 or less)
☐ Hardship Request - payment extensions according to 310 CMR 4.04(3)(c)
☐ Alternative Schedule Project (according to 310 CMR 4.05 and 4.10)

*There are no fee exemptions for 21E, regardless of applicant status

Check Number | Dollar Amount | Date

Please make check payable to the Commonwealth of Massachusetts and mail check and one copy of this form to:
DEP, P.O. Box 4062, Boston, MA 02211

MA R041015 A.H.

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

W040561
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

Per 9/26 TC w/ Mary Burgess.

1. Small MS4 Operator/Owner Information:

Gretchen E. Neggers, Town Admin.
Name

Town of Monson, 110 Main Street
Mailing Address

Monson
City/Town

MA
State

(413) 267-4100
Telephone Number

Email (if available)

2. Municipality Name

Town of Monson
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:

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

Received 7/24/03

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

No current mapping. Unknown at present time. Will be identified during 5-year implementation of stormwater management program (See program summary).

Receiving Water:	No. of Outfalls	Listed as Impaired?	Impairment
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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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

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)

W040561
Transmittal Number

Facility ID (if known)

D. Stormwater Management Program Summary

1. Public Education:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
1	Create a Stormwater Program	Department of Public Works Planning Board Conservation Commission Board of Health Board of Selectmen	Monson will present to the public at a public meeting Monson's Comprehensive Stormwater Management Program.
2	Create a Stormwater Program	Board of Selectmen Department of Public Works	Monson will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Monson's Comprehensive Stormwater Management Program, including public education and outreach.
3	Address specific groups	Board of Selectmen Department of Public Works	Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Hall, Library, and Transfer Station.
4	Target groups likely to impact storm water	Board of Selectmen Department of Public Works Board of Health	Brochures targeting specific audiences and activities will be available. These target groups include homeowner and lawn maintenance activities, disposal of household waste, and pet maintenance.
5	Identify alternative information sources	Board of Selectmen MIS Department	Monson will post links to stormwater BMPs and other water quality education resources, including EPA and DEP on its website: www.townofmonson.com

D. Stormwater Management Program Summary (Cont.)

1. Public Education (Cont.):

6
BMP ID #

Identify alternative information sources
Specify Best Management Practice

Board of Selectmen
MIS Department
Responsible Dept./Person Name

Monson will also post links on its website to the Chicopee River Watershed Association @ www.chicopeeriver.org, and the Connecticut River Watershed Council @ www.ctriver.org.
Specify Measurable Goal

7
BMP ID #

Utilize local public access channel
Specify Best Management Practice

Board of Selectmen
Responsible Dept./Person Name

Public meeting notice and the meeting reviewing Monson's Comprehensive Stormwater Management Program will be posted on Monson's local access channel.
Specify Measurable Goal

8
BMP ID #

Develop, conduct and document educational programs
Specify Best Management Practice

Department of Public Works
Liaison
Responsible Dept./Person Name

The Town of Monson will appoint a liaison to the Connecticut River Watershed Association and the Chicopee River Watershed Council to disseminate information to the Town on programs and activities.
Specify Measurable Goal

9
BMP ID #

Promote household waste recycling
Specify Best Management Practice

Department of Public Works
Board of Health
Responsible Dept./Person Name

The Town of Monson will work with the Town's contracted waste hauler and the Board of Health to continue to sponsor Hazardous Waste Collection Days.
Specify Measurable Goal

2. Public Participation:

10
BMP ID #

Storm drain stenciling
Specify Best Management Practice

Department of Public Works
Responsible Dept./Person Name

Monson will work with local Scout groups to develop a stenciling program. Stenciling will target Monson's subwatersheds.
Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

2. Public Participation (Cont.):

11
BMP ID #

Community clean-ups Specify Best Management Practice	Department of Public Works Monson Conservation Commission Responsible Dept./Person Name	Town of Monson will encourage local stream team cleanups with local residents and area Scout groups. The Paradise Lake, Stagecoach Lake, and Pulpit Rock Associations perform cleanups around their respective waterbodies. Town will provide solicitation of sponsors and notice of events on local access channel and website. Specify Measurable Goal

12
BMP ID #

Community clean-ups Specify Best Management Practice	Department of Public Works Responsible Dept./Person Name	Town will provide trucks and other material to support cleanup efforts and disposal of materials. Specify Measurable Goal

3. Illicit Discharge Detection and Elimination:

13
BMP ID #

Inventory and mapping of storm drain system Specify Best Management Practice	Board of Selectmen Department of Public Works Responsible Dept./Person Name	Monson will identify appropriate sources of funding assistance (SRF, 319 Grant Program, 604(b) Grant Program, Lakes & Ponds Grant Program, Source Water Protection Grant Program, Recycling Grant Program) and apply for assistance in implementing portions of Monson's Comprehensive Stormwater Management Program, including public education and outreach. Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination (Cont.):

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
14	Mapping and identification of outfalls and receiving waters	Department of Public Works Board of Selectmen	Monson will develop and implement a plan to map all outfalls and receiving bodies of water, contingent on Town Meeting approval of funding.
15	Identification/description of problem areas	Department of Public Works	Monson will develop and implement an Illicit Discharge Detection and Elimination (IDDE) plan, contingent on Town Meeting approval of funding.
16	Enforcement procedures addressing illicit discharges	Planning Board Town Counsel Board of Health	Monson will review whether local authority is appropriate and able to respond to potential illicit discharges. New by-laws, if necessary, will be proposed to Town Meeting.
17	Public information program regarding hazardous wastes and dumping	Department of Public Works Board of Health	Monson will provide educational brochures to residents promoting proper disposal of household hazardous wastes and conditions for regional collections.
18	Initiation of recycling programs	Department of Public Works Board of Health	Monson will apply for funding assistance from DEP's Recycling Grant Program for assistance in public education and the purchase of recycling materials.

D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination (Cont.):

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
19	Watershed assessments and studies	Department of Public Works Conservation Commission Board of Health	Monson will identify opportunities for funding assistance from DEP's 604(b) and 319 grant programs and the Department of environmental Management's Lakes and Ponds Grant Program to support watershed assessment and implementation activities. Tasks can include design and installation of stormwater BMPs and public outreach including storm drain stenciling.
20	Watershed assessments and studies	Department of Public Works	The Town of Monson will apply for funding assistance from DEP's Source Water Protection Program for grant assistance to develop wellhead protection plans and stormwater management plans within Zones II in Monson.

4. Construction Site Runoff Control:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
21	Bylaw: Storm water management regulations for construction sites 1 acre or larger	Planning Board Conservation Commission Town Counsel Board of Health Zoning Board of Appeals	Monson will review model by-law developed by DEP in consultation with the Attorney General's Office.

5. Post Construction Runoff Control:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
22	Bylaw: Require post-construction runoff controls	Planning Board Conservation Commission Town Counsel Board of Health Zoning Board of Appeals	Monson will review model by-law developed by DEP in consultation with the Attorney General's Office.

D. Stormwater Management Program Summary (Cont.)

6. Municipal Good Housekeeping:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
23	Develop a municipal Operations and Maintenance Plan	Department of Public Works	Using regulations and recommendations from DEP and EPA, Monson will develop and update an operations and maintenance plan to include proper disposal of street sweepings, catchbasin cleanout, snow disposal, roadway de-icing procedures, vehicle washing, and outside storage of materials.
24	Develop a municipal Operations and Maintenance Plan	Department of Public Works	Monson will implement a formal inspection program, including maintenance logs and scheduling, for catchbasin cleaning, repairs, and new installation.
25	Develop and implement training programs for municipal employees	Department of Public Works	Monson will send a minimum of 3 public works employees annually to training seminars sponsored by MassHighway, BayState Roads, and other relevant agencies or vendors.
26	Review storm drainage infrastructure needs	Department of Public Works	Monson will incorporate storm drain infrastructure review in Monson's Chapter 90 project utilizations.

Massachusetts Department of Environmental Protection
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BRP WM 08A NPDES Stormwater General Permit

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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

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.

Printed Name: RICHARD E. GUERTIN, Chairman Board of Selectmen

Signature: Richard E. Guertin

Date: 7-21-03

STORM WATER MANAGEMENT PROGRAM
Mass. Transmittal No. W040554
EPA No_____

SCHEDULE

Name of MS4: Monson

	PERMIT YEAR				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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