1017

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)

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:

   JOHN A. GRIFFIN
   Name

   Town of Palmer, 4417 Main Street
   Mailing Address

   Palmer — City/Town
   MA — State

   (413) 283-2603 — Telephone Number
   Email (if available)

2. Municipality Name

   Town of Palmer
   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

JUL 28 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

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
Name	Number	☐ Yes ☐ No	Specify
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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	Create a Stormwater Program	Department of Public Works Planning Board Conservation Commission Board of Health Board of Selectmen	Palmer will present to the public at a public meeting Palmer's Comprehensive Stormwater Management Program.
2	Create a Stormwater Program	Board of Selectmen Department of Public Works	Palmer 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 Palmer's Comprehensive Stormwater Management Program, including public education and outreach.
3	Address specific groups	Board of Selectmen Department of Public Works Conservation Commission	Distribute EPA and other relevant educational brochures to targeted audiences. Distribution points include Town Hall, Library, and Transfer Station. Conservation Commission will sponsor annual biodiversity days at Palmer High School.
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.

D. Stormwater Management Program Summary (Cont.)

1. Public Education (Cont.):

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
5	Identify alternative information sources	Board of Selectmen MIS Department	Palmer will post links to stormwater BMPs and other water quality education resources, including EPA and DEP on its website: www.townofpalmer.com
6	Identify alternative information sources	Board of Selectmen MIS Department	Palmer will also post links on its website to the Chicopee River Watershed Association @ www.chicopeeriver.org
7	Utilize local public access channel	Board of Selectmen	Public meeting notice and the meeting reviewing Palmer's Comprehensive Stormwater Management Program will be posted on Palmer's local access channel.
8	Develop, conduct and document educational programs	Board of Selectmen Liaison	The Town of Palmer will appoint a liaison to the Chicopee River Watershed Council to disseminate information to the Town on programs and activities.
9	Promote household waste recycling	Department of Public Works Board of Health	The Town of Palmer will work with the Town of Monson and the Town of Wilbraham and the Board of Health to continue to sponsor Regional Hazardous Waste Collection Days.

D. Stormwater Management Program Summary (Cont.)

2. Public Participation:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
10	Storm drain stenciling	Department of Public Works	Palmer will work with local Scout groups to develop a stenciling program. Stenciling will target Palmer's subwatersheds.
11	Community clean-ups	Department of Public Works Palmer Conservation Commission	Town of Palmer will encourage local stream team cleanups with local residents and area Scout groups. Town will provide solicitation of sponsors and notice of events on local access channel and website.
12	Community clean-ups	Department of Public Works	Town will provide trucks and other material to support cleanup efforts and disposal of materials.

3. Illicit Discharge Detection and Elimination:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
13	Inventory and mapping of storm drain system	Board of Selectmen Department of Public Works	Palmer 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 Palmer's Comprehensive Stormwater Management Program, including public education and outreach.

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	Palmer 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	Palmer 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	Palmer 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	Palmer 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	Palmer 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.):

19
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Watershed assessments and studies	Department of Public Works Conservation Commission Board of Health	Palmer 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. Emphasis will be on assessments and remediation of stormwater related problems impacting water quality.

20
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Watershed assessments and studies	Department of Public Works Palmer Water & Fire Districts	The Town of Palmer will encourage the Palmer Water Districts to 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. These plans can include stormwater management programs. The proposed tasks will include a public education component.

4. Construction Site Runoff Control:

21
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
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	Palmer will review model by-law developed by DEP in consultation with the Attorney General's Office.

D. Stormwater Management Program Summary (Cont.)

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	Palmer will review model by-law developed by DEP in consultation with the Attorney General's Office.

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, Palmer 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	Palmer 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	Palmer 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	Palmer will incorporate storm drain infrastructure review in Palmer's Chapter 90 project utilizations.

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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.

JOHN A. GRIFFIN, Town Administrator
Printed Name

John A. Griffin
Signature

7-25-2003
Date

STORM WATER MANAGEMENT PROGRAM
Mass. Transmittal No. W040564
EPA No_____

SCHEDULE

Name of MS4: Palmer

	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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2				■				■				■				■					
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Hand-enter Your Transmittal Number → W 040564
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 Palmer — Name of Firm - Or, if party needing this approval is an individual enter name below:
GRIFFIN — **Last Name** of Individual
JOHN — **First Name** of Individual
A. — MI
4417 Main Street — Street Address
Palmer — City/Town
MA — State
01069 — Zip Code
(413) 283-2603 — Telephone # and extension
JOHN A. GRIFFIN — Contact Person
JOHNG@TOWNOFPALMER.com — e-mail address (optional)

C. Facility, Site or Individual Requiring Approval

Town of Palmer — Name of Facility, Site or Individual
DEP Facility Number (if Known)
Federal I.D. Number (if Known)
4417 Main Street — Street Address
e-mail address (optional)
Palmer — City/Town
MA — State
01069 — Zip Code
(413) 283-2603 — 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 — City/Town
MA — State
02180 — Zip Code
(413) 781-0000 — 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

JUL 20 2006

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

Date: 11/24/03
Time: :

Call Report

~~To:~~/From: Mary Morrison Burgess
Affiliation: GEA

Phone: (413) 781-0000

Status: LM/VM 1 2 3 RC 1 2 3
8/28

Subject: Palmer NOI - NOD Response

8/28 RC/LM -

→ Admin. Completeness Ltr. will be sent early next week.

→ Re: New Town Admin:

If changed prior to your 9/25 response to the NOD, then new Town Admin (T.A.) should certify; otherwise (& either way) provide to us the name of new T.A & number if they are SWMP Contact.