1082

Hand-enter Your Transmittal Number → **W 045481**

Your unique Transmittal Number can be accessed through DEP's web site or by calling the DEP InfoLine as listed on the last page of this document

Massachusetts Department of Environmental Protection

Transmittal Form for Permit Application and Payment

Instructions

1. Please type or print. A separate Transmittal Form must be completed for each permit application.

2. Your check should be made payable to the Commonwealth of Massachusetts. Please mail your check along with a copy of this form to: DEP, P.O. Box 4062, Boston, MA 02211.

3. Three (3) 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. Application Information

DEP Permit Code (the 7 or 8 character code from first page of permit application instructions):
BRPWM08A

Name of Permit Category:
NPDES Stormwater General Permit

Type of Project or Activity:
Small Municipal Separate Storm Sewer Systems (MS4s)

B. Applicant Information (Firm or Individual)

Name of Firm:
Town of Southwick

Or, if party needing this approval is clearly an individual:

Individual's Last Name:	First Name	MI

Street Address			
454 College Highway			
City/Town Southwick	State MA	Zip Code 01077 9501	Telephone Number (413) 569-5995 ext.
Contact: Karl Stinehart, Town Administrator		e-mail address (optional)	

C. Facility, Site or Individual Requiring Approval

Name of Facility, Site or Individual		DEP Facility Number (if Known)	
Street Address		e-mail address: (optional)	
City/Town	State	Zip Code	Telephone Number ( ) ext.

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

Name of Individual or Firm:
Tighe & Bond, Inc.

Address
53 Southampton Road

City/Town	State	Zip Code	Telephone Number
Westfield	MA	01085	(413) 562-1600 ext.

Contact:	LSP Number (21E only)
Tracy J. Adamski	

E. Permit - Project Coordination

Is this project subject to MEPA review? ☐ yes ☒ no

If yes, indicate the project's EOEA file number (assigned when an Environmental Notification Form is submitted to the MEPA unit)

EOEA # 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 Number (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 #:	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

rev: 03/21/00

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

W045481
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:

   Town of Southwick
   Name

   454 College Highway
   Mailing Address

   Southwick — City/Town
   MA — State

   (413) 569-5995 — Telephone Number
   cpendleton@southwickma.net — Email (if available)

2. Municipality Name

   Town of Southwick
   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

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

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)

W045481
Transmittal Number

Facility ID (if known)

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
Congamond Lakes (Name)	To be determined (Number)	☒ Yes ☐ No	Exotic Species (Specify)
Great Brook (Name)	To be determined (Number)	☐ Yes ☒ No	(Specify)
North Pond (Name)	To be determined (Number)	☐ Yes ☒ No	(Specify)
Shurtleff Brook (Name)	To be determined (Number)	☐ Yes ☒ No	(Specify)
Unnamed tributaries (Name)	To be determined (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)

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)

W045481
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
1A	Classroom Education	School District	Incorporate water quality information in seventh and eight grades, Years 2, 4.
1B	Southwoods Magazine	ConCom/ Board of Selectmen (BOS)	Publish information on Stormwater 2x per year; Years 1-5
1C	Newspaper Press Releases	BOS	2 per year in local newspaper, Year 1-5.
1D	Local Cable Access	BOS	Post bulletins 2 per year on local cable access channel, Year 1-5.
1E	Lakeside Kiosks	Lake Management Committee (LMC)	Post Stormwater Information 2x per year, Years 1-5
1F	Community Website	BOS	Post bulletins 2 per year on Town website, Year 1-5.

2. Public Participation:

BMP ID #	Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
2A	Wetland Cleanup	Cub Scouts and ConCom	Support interested groups by providing equipment for trash pickup; Cub Scouts to conduct wetland cleanup, Years 1-5.
2B	Student Water Quality Monitoring	School Dept.	Conduct water quality sampling and analysis, Years 2, 4
2C	Annual Lake Cleanup	Citizens Restoring Congamond (CRC)	Conduct cleanup day at lake and tributary streams and wetlands, Years 1-5

2D
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Lakeside Maintenance	LMC	Maintain trash receptacles at public access points to Lakes; Years 1-5

2E
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Volunteer Water Quality Monitoring	CRC	Conduct water quality sampling and analysis; Years 1-5

D. Stormwater Management Program Summary (Cont.)

3. Illicit Discharge Detection and Elimination:

3A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Mapping Stormwater Outfalls	Department of Public Works (DPW)	Develop map of stormwater outfalls, Year 1. Field inspect / verify 25%, Year 2-5.

3B
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Develop Illicit Discharge Program	DPW	Evaluate Year 1. Draft plan Year 2, Propose for adoption by Year 3, Implement Year 3-5.

3C
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Non-Stormwater By-law	BOS/ DPW	Evaluate Year 1. Draft by-law Year 2, Propose for adoption by Year 3, Implement Year 3-5.

3D
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Illegal Dumping	DPW	Perform regular patrols & cleanup illegally dumped trash as needed, Year 1-5.

3E
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Water Quality Monitoring	BOH	Regular sampling at public beach sites during the summer months, Years 1-5.

4. Construction Site Runoff Control:

4A
BMP ID #

Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal
Construction Runoff By-law	Planning Board/ ConCom	Evaluate Year 1. Draft by-law Year 2, Propose for adoption by Year 3, Implement Year 3-5.

4B
BMP ID #

Plan Review	Planning Board/ConCom	Enforcement under adopted by-law, Year 3-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

4C
BMP ID #

Inspection / Reporting	DPW/ Planning Board/ ConCom	Enforcement under adopted by-law, Year 3-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

D. Stormwater Management Program Summary (Cont.)

5. Post Construction Runoff Control:

5A
BMP ID #

Post Construction Runoff By-law	Planning Board/ ConCom	Evaluate Year 1. Draft by-law Year 2, Propose for adoption by Year 3, Implement Year 3-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

5B
BMP ID #

Construction Site Plan Review	Planning Board/ ConCom	Enforcement under adopted by-law, Year 3-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

5C
BMP ID #

Stormwater System Maintenance Plan	Planning Board/ ConCom/ DPW	Enforcement under adopted by-law, Year 3-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

6. Municipal Good Housekeeping:

6A
BMP ID #

Municipal Maintenance Activity Program	DPW, Parks and Recreation Dept.	Evaluate and Draft additional policies as necessary, Year 1. Comply, Year 2-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

6B
BMP ID #

Training of all Municipal Employees	DPW	Initial Good Housekeeping training, Year 1. Annual refresher, Year 2-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

6C
BMP ID #

Catch Basin Cleaning Program	DPW	Clean 90% of catch basins each year, Year 1-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

6D
BMP ID #

Street Sweeping and Cleaning	DPW	Sweep 90% of streets once per year, Year 1-5.
Specify Best Management Practice	Responsible Dept./Person Name	Specify Measurable Goal

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	See Section 7 of the attached narrative in Appendix A		

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.

David A. St. Pierre, Selectboard Chairman
Printed Name

Signature

12/1/03
Date

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)
F. Storm Water Management Program TIME FRAMES

Transmittal Number W045481

Facility ID (if known)

			Permit Year 1				Permit Year 2				Permit Year 3				Permit Year 4				Permit Year 5				
Minimum Control	BMP ID	Description of BMP	Spring '03	Summer '03	Fall '03	Winter '03	Spring '04	Summer '04	Fall '04	Winter '04	Spring '05	Summer '05	Fall '05	Winter '05	Spring '06	Summer '06	Fall '06	Winter '06	Spring '07	Summer '07	Fall '07	Winter '07	Next Permit
No. 1 - Public Education / Outreach Program	1A	Classroom Education																					
	1B	Southwoods Magazine																					
	1C	Newspaper Press Releases																					
	1D	Local Cable Access																					
	1E	Lakeside Kiosks																					
	1F	Community Website																					
No. 2 - Public Involvement / Participation	2A	Wetland Cleanup																					
	2B	Student Water Quality Monitoring																					
	2C	Annual Lake Cleanup																					
	2D	Lakeside Maintenance																					
	2E	Volunteer Water Quality Monitoring																					
No. 3 - Illicit Discharge Detection and Elimination	3A	Mapping Stormwater Outfalls																					
	3B	Develop Illicit Discharge Program																					
	3C	Non-Stormwater By-law																					
	3D	Illegal Dumping																					
	3E	Water Quality Monitoring																					
No. 4 - Construction Site Runoff Control	4A	Construction Site Runoff By-law																					
	4B	Plan review																					
	4C	Inspection / Reporting																					
No. 5 - Post-Construction Stormwater Mgmt.	5A	Post Construction Runoff By-law																					
	5B	Construction site plan review																					
	5C	Stormwater System Maint. Plan																					
No. 6 - Good Housekeeping	6A	Municipal Maint. Activity Program																					
	6B	Training of all Municipal Employees																					
	6C	Catch Basin Cleaning Program																					
	6D	Street Sweeping and Cleaning																					